

**Norwich Free Academy
Board of Trustees' Meeting
Tuesday, April 24, 2018 5:30 p.m.
Latham Science and Information Center**

MINUTES

TRUSTEES PRESENT: Allyn Brown, III; Betsy Conway; DeVol Joyner; Keith Fontaine; Thomas Hammond; David Kalla; Todd Postler; Mark Tramontozzi; and Sarette Williams

ABSENT WITH NOTIFICATION: Diana Boisclair and Denise Lindell

ABSENT: William Warzecha

ALSO PRESENT: Head of School David Klein, Director of Finance Cyndee Finger, Director of Student Services Lisa Wheeler, Director of Student Affairs John Iovino; and Recorder Lynda Kulos

1. **Call to Order** – Chairwoman Sarette Williams called the meeting to order at 5:30 p.m.

2. **Secretary's Report**

a. **Approval of Minutes:** March 20, 2018

Motion by K. Fontaine, seconded by T. Postler, to approve the minutes of the Trustees' meeting, March 20, 2018. **Motion passed unanimously**

3. **Consent Agenda**

Motion by D. Kalla, seconded by M. Tramontozzi, to approve the consent agenda as recommended by Mr. Klein, as follows:

a. **Field Trip Request** –the Outdoor Club & Environmental Science Club to travel to the New Hampshire White Mountains, May 18-20, 2018.

b. **Purchasing Policy #3313/3320—Technical Revision**

c. **Healthy Food Certification Statement**—It was decided by the Trustees that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the CNS published by the CSDE, **will not** comply with the CNS during the period of July 1, 2018-June 30, 2019.

Motion passed unanimously

4. **Information & Planning**

a. **Spotlight**

1. **Suicide Awareness Week**

Mr. Iovino introduced Jodi Savage, Project Outreach Coordinator, who provided information on Suicide Awareness Week, April 23-27, 2018, at NFA, Norwich Tech, and Three Rivers Middle College. Initiatives are done with the support of the Norwich Prevention Council and Norwich Youth and Family Services. She then introduced Seniors Jenica Warren and Anna Baretincic who highlighted several events being held during the week.

b. **Reports and Updates**

1. **Finance**

a. **Monthly Finance Report**

Ms. Finger provided a financial report for the period ending March 31, 2018. She also briefed the Trustees on other financial matters.

2. **Superintendent's Report**

a. **End of the School Year**

Mr. Klein touched upon some of the year-end events. L. Kulos will provide the Trustees with a complete list of events.

b. **MLK, Jr., Remembrance Event—April 4, 2018**

Mr. Klein reported on the MLK, Jr., 50th Anniversary Remembrance Event held on campus April 4, 2018.

5. New Business - None

6. Communications/Discussion

Two items were briefly discussed : a Westerly Sun article and follow up inquiry from Steven Slosberg and a letter to the editor submitted by Philip Brose.

7. Other Business – None

8. Executive Session

Motion by T. Postler, seconded by A. Brown, to go into Executive Session at 6:30 p.m. to discuss a personnel matter.

Motion passed unanimously

Motion by T. Postler, seconded by A. Brown, to approve the Board Non-Renewal Motion as recommended by the Head of School.

Motion passed unanimously

Motion by T. Postler, seconded by A. Brown, to come out of Executive Session at 6:36 p.m.

Motion passed unanimously

9. Adjournment

Motion by D. Joyner, seconded by A. Brown, to adjourn the meeting at 6:38 p.m.

Motion passed unanimously

Respectfully submitted,



Lynda R. Kulos
Recorder

Approved: 5/15/18