

DRAFT MINUTES UNTIL APPROVED AND FINAL

**Norwich Free Academy
Board of Trustees' Meeting
Tuesday, March 19, 2019 5:30 p.m.
Latham Science and Information Center**

MINUTES

TRUSTEES PRESENT: Betsy Conway; Keith Fontaine; Thomas Hammond; Denise Lindell; Todd Postler; William Warzecha; and Sarette Williams

ABSENT WITH NOTIFICATION: Allyn Brown, III; DeVol Joyner; David Kalla, and Mark Tramontozzi

ALSO PRESENT: Head of School David Klein, Director of Finance Cyndee Finger, Interim Athletic Director Roy Wentworth, Recorder Lynda Kulos

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

2. **Secretary's Report**

a. **Approval of Minutes:** February 27, 2019

Motion by T. Postler, seconded by W. Warzecha, to approve the minutes of the Trustees' Special meeting, February 27, 2019.

Amend the minutes to reflect that T. Hammond attended the meeting and was not absent.

Motion to amend the minutes passed unanimously

3. **Consent Agenda—N/A**

4. **Information & Planning**

a. **Spotlight**

1. **CAS CIAC Scholar Athletes**

R. Wentworth introduced the following CAS CIAC Scholar Athletes: Seniors Madeline Perrino and Jonathan Synott and provided a brief background on each student. The students will be honored at a CAS CIAC function in May at the Aqua Turf, in Plantsville, CT. On behalf of the Trustees, Chair Williams congratulated the students and parents on their accomplishment.

b. **Reports and Updates**

1. **Finance**

a. **Monthly Finance Report**

Ms. Finger provided a financial report for the period ending February 28, 2019. She also briefed the Trustees on other financial matters. The topic of an energy savings audit provided by NPUC was brought up. Facilities Manager H. Hansen will be invited to the April meeting to discuss this topic.

2. **Superintendent's Report**

a. **School-to-Work Program Update**

Mr. Klein updated the Board on the activities of the School-to-Work Committee. He will invite a couple of the members from the Committee to a future meeting to provide more information on what is taking place within the Program.

5. **New Business - None**

6. **Communications/Discussion - None**

7. **Other Business - None**

8. **Executive Session - None**

9. **Adjournment**

Motion by D. Lindell, seconded by W. Warzecha, to go into Executive Session to discuss a legal matter at 6:05 p.m. **Motion passed unanimously**

Motion by T. Postler, seconded by K. Fontaine, to come out of Executive Session at 6:42 p.m.
Motion passed unanimously

Respectfully submitted,

Lynda R. Kulos
Recorder

Approved: