

DRAFT MINUTES UNTIL APPROVED AND FINAL

**Norwich Free Academy
Board of Trustees' Meeting
Tuesday, April 23, 2019, 5:30 p.m.
Latham Science and Information Center Room 1101
305 Broadway
Norwich, CT 06360**

MINUTES

TRUSTEES PRESENT: Keith Fontaine, Betsy Conway, David Kalla, Thomas Hammond, DeVol Joyner, Denise Lindell, Todd Postler, Mark Tramontozzi, Sarette Williams

ABSENT WITH NOTIFICATION: Diana Boisclair; Allyn Brown, III; William Warzecha

ALSO PRESENT: Head of School David Klein, Director of Finance Cyndee Finger, Tirrell House Principal Ross Sward, Career Arts & Sciences Head of Department Linda Farinha, Guidance Department Head Jessica St. George, Facilities Manager Harry Hansen, Director of Communications Geoff Serra, Director of Institutional Advancement Kathy McCarthy, Murtha Cullina Attorneys Proloy Das and Edward Spinella, and TANGO Non-Profit Educational and Consulting Attorney John Horak.

1. **Call to Order**—Chair Williams called the meeting to order at 5:32 p.m.

4. **(b)(2)(c) School-To-Work Update**

Jessica St. George and Linda Farinha provided a School-to-Work Update highlighting progress, feedback, NFA action, CNA Program, Manufacturing Pipeline, Senior Seminar, and next steps.

2. **Secretary's Report**

a. ***Approval of Minutes: January 29, 2019, and March 19, 2019**

Motion by M. Tramontozzi, seconded by T. Postler, to approve the minutes of January 29 and March 19, 2019.

Amendment to the March 19, 2019 minutes to note that there was an executive session for the purpose of discussing a legal matter. No action was taken.

Vote on the Motion as amended: **Motion Passed Unanimously**

3. **Consent Agenda**

a. ***Healthy Food Certification Statement**

Motion by D. Joyner, seconded by M. Tramontozzi, to endorse Mr. Klein's recommendation that all foods 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, 2019, through June 30, 2020. Vote: **Motion Passed Unanimously**

4. **Information & Planning**

a. **Spotlight –R. Sward**

NFA Student Section leaders Jack Espinoza, Joshua Blinderman, Seamus Sullivan, Ryan King and Gavin Fitch were recognized for their role in facilitating a dynamic student section during the 2018-19 school year. They were part of the 2017-18 CIAC Class Act School award that represented a whole-school commitment to fan behavior and good sportsmanship and also key in the Student Section being recognized as The Day's Winter Student Section winner.

The student leaders generate interest for sporting events through their positive use of an NFA student section Twitter account. Examples of the unique posts prior to the ECC Championship match at the Mohegan Sun Arena were shared with Trustees.

b. Reports and Updates

1. Finance

a. Monthly Finance Report

Ms. Finger provided a financial report for the period ending March 31, 2019. She also briefed the Trustees on other financial matters.

2. Superintendent's Report

a. *RRR-Summer Projects

Mr. Klein presented the 2019 Summer Projects totaling \$152,000. **Motion** by D. Joyner, seconded by K. Fontaine, to approve 2019 Summer Projects in the amount of \$152,000 with funds coming from the RRR Fund.

Motion Passed Unanimously

b. End-of-the-Year Events

Mr. Klein provided a few brief comments on End-of-the-Year Events.

5. General Agenda Items

6. Communication/Discussion

S. Williams shared information on and extended an invitation to the Trustees to attend a Meet Governor Lamont Luncheon on April 25 sponsored by the Chamber of Commerce of Eastern CT.

7. Other Business

8. Executive Session

Motion by T. Postler by, seconded by K. Fontaine, to go into Executive Session at 6:20 p.m. to Discuss long-range legal strategies pertaining to governance. **Motion Passed Unanimously**

D. Klein, G. Serra, K. McCarthy, and C. Finger were invited to attend. Murtha Cullina Attorneys Proloy Das and Edward Spinella as well as TANGO Non-Profit Educational & Consulting Attorney John Horak were present for the executive session.

Motion by D. Kalla, seconded by D. Lindell, to come out of executive session at 7:58 p.m.

Motion Passed Unanimously

9. *Adjournment

Motion by M. Tramontozzi, seconded by D. Joyner, to adjourn the meeting at 7:59 p.m.

Motion Passed Unanimously

Respectfully submitted,

Lynda R. Kulos
Recorder

Approved: