

THE W. L. GILBERT SCHOOL CORPORATION
REGULAR MEETING
Wednesday, March 19, 2025
THE GILBERT SCHOOL
6:30 PM
Library
MINUTES

1. OPENING OF MEETING

The meeting is called to order at 6:30PM. In attendance are members Scott Beecher, Holly Cassaday (School Corp Chair), Joanne Galenski-Girardin, Ellen Marino, Jonathan Morhardt, Tara Sundie, Renata Waldron and Greg Shugrue (Head of School). Absent excused members include Kurt Werner and Theresa Padin.

- A. Pledge of Allegiance – Jonathan Morhardt
- B. Vision and Mission Statement – Jonathan Morhardt

2. PUBLIC FORUM

- A. General Public : None
- B. Student Representatives Report : None

3. CALL FOR AGENDA ITEMS

None

4. APPROVAL OF MINUTES

- A. Minutes of Regular Meeting - February 19, 2025

Motion to approve the Minutes of the February 19, 2025, meeting made by Jonathan Morhardt, seconded by Scott Beecher and unanimously approved as amended.

***amendments : Greg's name is mis-spelt, the Nominating Committee should include Holly Cassaday, MINUTES should be displayed on the header and RESPECTFULLY SUBMITTED following adjournment.**

- B. Minutes of Special Meeting - March 10, 2025

Motion to approve the minutes of the March 10, 2025, meeting made by Holly Cassaday seconded by Ellen Marino and unanimously approved.

5. COMMITTEE REPORTS

- A. Finance : Ellen Marino provides update. Committee will now officially meet each month at 6:15.

- 1. Monthly Finance Report

- 2. Next Meeting - April 23, 2025

- B. Policy : Ellen Marino provides update.

- 1. Report on Meeting - March 6, 2025

- 2. Next Meeting - April 3, 2025

- C. Building & Grounds : Update provided by Scott Beecher

- 1. Report on Meeting - February 19, 2025

- 2. Next Meeting - April 23, 2025

- D. Personnel No Meeting to Report

1. Next Meeting - TBD
- E. Nominating Committee No Meeting to Report
1. Next Meeting - TBD

6. PUBLIC RECOGNITION OF PATRICK BRINTLE, CT COUNSELOR OF THE YEAR

Principal Debra Lewis and Head of School Greg Shugrue provide a glimpse into the outstanding achievements and leadership of Patrick Brintle, Head of Guidance. An example of “good people in the right spot make positive things happen directly for the students. New programming, helping our kids experience success.” Per Patrick, “I work with a DREAM TEAM, and this is not by accident.” It’s a Gilbert thing! Many congratulations.

7. ENHANCEMENT GRANT REQUEST

A. Classroom Door Security Locks : Explanation provided by Greg Shugrue.

Motion to approve the request and send to the Trust for final approval, the Classroom Door Security Lock Grant Request, made by Ellen Marino, seconded by Scott Beecher and unanimously approved.

8. SECURITY UPDATE

A. ASO Update : Provided by Greg Shugrue (Head of School)

We have an ASO, name not provided at this time. Working to get this individual fully on-board by April 1 with a goal to meet ASO on April 23rd. Very close.

9. OUT OF STATE FIELD TRIP REQUESTS

B. World Languages to Museum of Fine Arts, Boston (5/21)

Motion to approve an out-of-state field trip request from World Languages to the Museum of Fine Arts in Boston, MA (scheduled for 5/21) made by Ellen Marino, seconded by Scott Beecher and unanimously approved.

10. FOOD SERVICES

The following two motions were read aloud on the record by Holly Cassaday.

A. Motion #1: Required vote for participation in healthy food option of HFC Pursuant to C.G.S. Section 10-215f, The W.L. Gilbert School Corp., Inc. dba The Gilbert School certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2025, through June 30, 2026. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

Motion to approve Food Services Motion #1 made by Holly Cassaday, seconded by Jonathan Morhardt and unanimously approved.

B. Motion #2: Required motion language for combined food and beverage exemptions: The W.L. Gilbert School Corp., Inc. dba The Gilbert School will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending

machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

Motion to approve Food Services Motion #2 made by Holly Cassaday, seconded by Jonathan Morhardt and unanimously approved.

11. PRINCIPAL’S REPORT

Parent conferences currently taking place. Update provided by Greg Shugrue.

12. HEAD OF SCHOOL REPORT

A. Greg Shugrue, Head of School

1. Enrollment : over 90% on average

2. Attendance

3. Food Service Report : Staying on a positive path, good news/bad news. Two new staff members.

Kitchen manager sadly has put in resignation. This individual has done a terrific job.

13. BOARD OF EDUCATION REPORT

A. Winchester : Update provided by Renata Waldron. Passed WPS budget. Presentation next week.

Began implementing “Student Report” on WPS Regular Meeting Agenda. Great things.

14. SCHOOL CORPORATION CHAIRMAN’S REPORT

A. Holly Cassaday provides an update.

Reminder to Board members to complete 18 Box Exercise

Spring concerts and shows. Drone competition this weekend. Busy but good.

15. ADJOURNMENT

Motion to adjourn at 7:12PM made by Jonathan Morhardt, seconded by Ellen Marino and unanimously approved.

Respectfully submitted,

Lauren Jones Dombrowski