

**THE W. L. GILBERT SCHOOL CORPORATION**  
**REGULAR MEETING**  
**Wednesday, November 12, 2025**  
**THE GILBERT SCHOOL**  
**6:30 PM**  
**Library**  
**MINUTES**

**1. OPENING OF MEETING**

The meeting is called to order at 6:30 by School Corp Chair, Holly Cassaday. Members in attendance include Scott Beecher, Ellen Marino, Jonathan Morhardt, Theresa Padin, Tara Sundie. Newly elected WPS representatives include Shane Centrella, Kurt Warner and Frank Oliveri.

Michael P. Susi (Head of School), Shelby Salius (Student Rep - HS), Makayla DeSanti (Student Rep - MS), James Slauta (Student Rep - HS), Ashlynn Glinsman (Student Rep - MS)

A. Pledge of Allegiance - Theresa Padin

B. Vision and Mission Statement - Theresa Padin

The Gilbert School is committed to ensuring that all our students are prepared to be thoughtful and productive citizens in a complex, global society.

**2. PUBLIC FORUM**

A. General Public **None**

B. Student Representatives Report

Shelby Salius: National Honors Society events, Winter Sports

Makayla DeSanti : Winter clothing donations,

Second HS rep (name?) : Band competition, event on Main Street, Band concert, slime night, Friendsgiving

Ashlynn Glinsman : Day of the Dead, can food drive/competition

**3. CALL FOR AGENDA ITEMS**

To be added to the agenda after Item 8:

***Motion to add discussion on an out-of-state field trip and approval for a board holiday party made by Scott Beecher, seconded by Theresa Padin and unanimously approved.***

**4. SWEARING IN OF NEW BOARD MEMBERS**

Shane Centrella, Frank Oliveri and Kurt Warner; newly elected WPS representatives, sworn-in by Lauren Dombrowski (Asst Town Clerk).

**5. EMPLOYEE RECOGNITION**

A. Commendations

1. Adam Atkins

2. Diane Cook

3. Donald Crossman

4. Shannon McGrane

5. Scott Minnerly

6. Lauren Orr

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7. Jessica Pelletier
8. Josh Penn
- 9 (added). Mike Pelletier and maintenance team

## **6. APPROVAL OF MINUTES**

***Motion to approve Minutes of Regular Meeting - October 15, 2025, by Ellen Marino, seconded by Theresa Padin and approved. Frank Oliveri, Shane Centrella and Scott Beecher abstained from vote.***

## **7. COMMITTEE REPORTS**

### **A. Finance**

1. Monthly Finance Report
2. Next Meeting - December 17, 2025

### **B. Policy**

1. Next Meeting - December 4, 2025

### **C. Building & Grounds**

1. Report on Meeting - November 12, 2025
2. Next Meeting - December 17, 2025

### **D. Personnel**

1. Next Meeting - TBD

### **E. Nominating Committee**

1. Next Meeting - TBD (must meet prior to 12/17)

### **F. AD HOC Negotiating Committee**

1. Next Meeting -TBD

## **8. CORRESPONDENCE**

- A. Ribbon-cutting Ceremony Participation Appreciation
- B. Drone Team/Competition and Class Act Council Donations from W.L. School Trust Corporation from W.L. School Trust Corporation
- C. YJMB Competition Recognition
- D. Berkshire League Music Festival Recognition
- E. American School Band Directors Association Honors Festival Student Recognition
- F. Congratulatory Wishes for Recently Elected Local Officials

### **8B. Added Item**

***Motion to approve out-of-state field trips for the wrestling team (dates include – 12/27, 1/3, 1/10, 1/17, 1/24, 1/31, 2/7), by Ellen Marino, seconded by Scott Beecher and unanimously approved.***  
***Motion to approve serving alcohol on campus for a single event (holiday party on December 7th) made by Theresa Padin, seconded by Ellen Marino and unanimously approved.***

## **9. FIRST READING OF POLICY**

- A. Policy #7551 - Naming of Facilities

## **10. APPROVAL OF POLICIES**

- A. Policy #3280 - Business/Non-Instructional Operations, Gift Acceptance  
***Motion to approve Policy #3280 by Ellen Marino, seconded by Theresa Padin and unanimously approved.***

B. Policy #3453.1 (revised) - Business/Non-Instructional Operations, Unexpended Class Funds  
**Motion to approve Policy #3453.1 (revised) by Ellen Marino, seconded by Theresa Padin and unanimously approved.**

C. Policy #6172.6 - Instruction, Virtual/Online Courses/College/University Courses  
**Motion to approve Policy #6172.6 by Ellen Marino, seconded by Theresa Padin and unanimously approved.**

D. Policy #1330 - Community Relations, Use of Buildings and Grounds  
**Motion to approve Policy #1330 by Ellen Marino, seconded by Jonathan Morhardt and unanimously approved.**

### **11. HEAD OF SCHOOL REPORT**

A. Michael Susi, Head of School

1. Collaboration with Winchester Superintendent **Collab going well**
2. Communications Coordinator **Hired/Stipend position; Madison Fritch**
3. NEASC transition **Town Academy falls under independent side, a few years ago we went to the public side, now transitioning back. This allows us to apply for different grant funding that we otherwise were not qualified to receive.**
4. Staffing - Linda Bishop, Heather Reinoso, Special Education, Aide **Fully Staffed at this time**
5. Contract Negotiations **Meeting Consistently and working on this with WPS Superintendent**
6. Homecoming/Ribbon Cutting Ceremony Follow-up **PHENOMENAL event! Outstanding attendance**
7. Long Range Planning Update **Ongoing i.e. where do we want the school to be in 10 years, specifically. From the point of view of student/educator/employee/parent**
8. Insurance update **Up 43% this year which is a HUGE increase that will drastically alter the budget processes. Mike Susi plans to go out and find other options.**
9. Facility Improvements Update - **Senator Harding visit : Once quotes are received by Mike Susi, information will be given to Harding for potential financial assistance options. Less expensive to be proactive v reactive.**

10. ASO Handbook Update & Status **Completed.**

### **12. BOARD OF EDUCATION REPORT**

A. Winchester **New board/new members voted in**

### **13. SCHOOL CORPORATION CHAIRMAN'S REPORT**

A. Holly Cassaday Thank you to new board members. Looking forward to collaborating. Excited that WPS Chair, Kurt Warner, is part of Gilbert School Corp. Committee assignments open to new members. Nominating committee members will meet prior to next meeting. Drone competitions Saturday 11/22.

### **14. ADJOURNMENT**

**Motion to adjourn the meeting at 7:37PM by Scott Beecher, seconded by Jonathan Morhardt and unanimously approved.**

Respectfully submitted,  
Lauren Jones Dombrowski  
Gilbert School Corp  
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