



PLYMOUTH PUBLIC SCHOOLS

CENTRAL OFFICE
27 NORTH HARWINTON AVENUE
TERRYVILLE, CONNECTICUT 06786

MISSION STATEMENT

The Mission of Plymouth Public Schools is to challenge, inspire, and prepare all students for success in an ever-changing and complex world.

PLYMOUTH BOARD OF EDUCATION
SPECIAL MEETING
TERRYVILLE HIGH SCHOOL CAFETERIA
33 NORTH HARWINTON AVENUE
TERRYVILLE, CT 06786

WEDNESDAY, NOVEMBER 19, 2025

7:00 P.M.

MINUTES

Present: Mrs. Kulesa, Mrs. Tilton, Mr. Showers, Mr. Perugino, Mr. Bourbonniere, Mr. Foote, Mrs. Corry, Mrs. Allen, and Ms. Palmer

Also Present: Mr. Falcone, Superintendent of Schools and Mrs. Melillo, Assistant Superintendent

Absent: Mr. Tencza, Business Manager

1. **Call to Order and Pledge to the Flag**

Mr. Falcone called the Special Meeting of the Plymouth Board of Education on Wednesday, November 19, 2025, to order at 7 p.m. The group joined in the Pledge to the Flag.

2. **Adoption of the Agenda**

MOTION: To entertain a motion to adopt the agenda as presented.

Motion Mr. Foote, second Mrs. Kulesa any discussion, (if none) all in favor, any opposed, any abstentions, motion passes.

3. **Explanation of Plymouth Board of Education Election**

At this time, Mr. Falcone took some time to explain the process to the Board and the Community to explain the election process.

As this process only happens once every 2 years, and since at the beginning of the meeting there are no Board Leadership assignments, the Superintendent, in this instance is Mr. Falcone, will begin this meeting.

The first order of business is for the Board to appoint a Temporary Chair to facilitate the election of a Permanent Chair. After a Permanent Chair is elected, he/she will take over the meeting and complete the election process of the election of the Vice Chair and Secretary. The Permanent Chair runs the remainder of the meeting.

Important Notes to Keep in Mind: (a) all Board of Education Leadership positions are 2-year assignments; (b) paper ballots will be used to cast your vote; (c) there is no need to place your name on the ballots; and (d) all ballots will be collected and made public within 48 hours. Since there were no questions about the Board election process, Mr. Falcone moved forward with the nomination and appointment of a Temporary Chair.

4. **Nomination(s) and Appointment for Temporary Chair**

MOTION: To entertain a motion to open nominations for the appointment for Temporary Chair for the Plymouth Board of Education. Motion Mr. Bourbonniere, second Mrs. Kulesa all in favor, motion passes unanimously.

Mr. Falcone opened nominations for Temporary Chair?

Gregg Showers was nominated by Gerard Bourbonniere, second by Patrick Perugino

There being no further nominations, Mr. Falcone made the following motion:

MOTION TO CLOSE NOMINATIONS:

MOTION: To entertain a motion to close nominations for Temporary Chair.

Motion Mr. Perugino, second Mr. Foote, all in favor, motion carries unanimously.

No paper ballots were distributed. Gregory Showers was unanimously appointed Temporary Chair for the Plymouth Board of Education.

Temporary Chair presided over the meeting

5. **Caucus for the Purpose of Election of Officers for the Plymouth Board of Education**

MOTION: To entertain a motion to recess for the purpose of caucus at 7:03 p.m.

Motion Mr. Foote, second Mr. Showers, all in favor, motion passes unanimously.

Democrats and Republicans caucused in the Teachers' Room

MOTION: To entertain a motion to reconvene after caucus at 7:09 p.m.

Motion: Mr. Foote, second Mr. Bourbonniere, all in favor, motion passes unanimously.

Temporary Chair moved onto the Election of Officers for the Plymouth Board of Education.

6. **Election of Officers for the Plymouth Board of Education**

Temporary Chair opened nominations for Permanent Chair

(a) NOMINATION(S) AND ELECTION OF PERMANENT CHAIR

Karen Kulesa was nominated by Patrick Perugino, second by Kelly Tilton

Since there were no further nominations, Mr. Showers, Temporary Chair, made the following motion.

MOTION TO CLOSE NOMINATIONS

MOTION: To entertain a motion to close nominations for Permanent Chair

Motion Mr. Perugino, second Mr. Foote motion passes unanimously.

No paper ballots were distributed. Karen Kulesa was unanimously elected Permanent Chair for the Plymouth Board of Education.

Mrs. Kulesa, Permanent Chair, presided over the meeting and opened nominations for Vice Chair and Secretary.

(b) NOMINATION(S) AND ELECTION OF VICE CHAIR

Chair opened nominations for Vice Chair

Gerard Bourbonniere was nominated by Patrick Perugino, second by Richard Foote

Kelly Tilton was nominated by Rebecca Allen, second by Robin Palmer

Since there are no further nominations, the chair made the following motion,

MOTION TO CLOSE NOMINATIONS:

MOTION: To entertain a motion to close nominations for Vice Chair.

Motion Patrick Perugino, second Richard Foote all in favor, passes unanimously.

Paper ballots were distributed, collected, and counted. Paper ballots distributed and signed by the Board of Education Members will be made public within 48 hours.

RESULTS:

Six (6) votes were cast for Gerard Bourbonniere

Three (3) votes were cast for Kelly Tilton

Gerard Bourbonniere was elected Vice Chair of the Plymouth Board of Education

(c) NOMINATION(S) AND ELECTION OF SECRETARY

Chair opened nominations for Secretary

Patrick Perugino was nominated by Gregory Showers, second by Richard Foote

Since there are no further nominations, the Chair made the following motion.

MOTION TO CLOSE NOMINATIONS:

MOTION: To entertain a motion to close nominations for secretary.

Motion Robin Palmer, second Gregory Showers, all in favor motion passes unanimously.

No paper ballots were distributed. Patrick Perugino was unanimously elected Secretary of the Plymouth Board of Education.

7. Approval of Minutes

MOTION: To entertain a motion to approve the minutes of the Board of Education Meeting of October 8, 2025. Motion Mrs. Tilton, second Mr. Showers any discussion, all in favor, any opposed, any abstentions (the following individuals abstained: Nicole Corry, Rebecca Allen, and Robin Palmer) motion carries.

8. Student Representatives

Tianna Avallone

- Homecoming Theme, Alice-in-Wonderland. Three thousand (\$3,000) was raised. Fifteen Hundred (\$1,500) went to the junior class and Fifteen Hundred (\$1,500) went to the Leo Club to support their projects.
- Pink Our/Dig Pink – During the month of October, the National Honor Society partnered with the volleyball team to support the Pink Out and Dig Pink initiative in recognition of Breast Cancer Awareness Month. Funds were raised by: Inviting students to wear pink attire and donate \$1 during lunch waives on October 24th and pins were available for sale. Dig Pink is a specific volleyball fundraiser where all proceeds go to the Side Out Foundation. A silent auction was held and sold concessions to raise money. Through the generosity of the students, families, staff, and community members, \$840 was raised which will be donated to support breast cancer research and patient services.
- Sports – Fall sports has come to a close with the girls' soccer team making it to the quarter finals in the state tournament and were awarded the Andy Pitonak award.
- Drama Club Presentation – The drama club is putting on a fall play called Too Many Detectives at the Murder Mansion. A performance will take place on Friday, December 5th at 7 p.m. in the Terryville High School Auditorium. The cast includes both high school and middle school students.
- PSAT – The PSAT have concluded, and the scores were sent out. Students voiced they would like more practice before they take the SAT Junior Year. They also voiced interest in the PSAT becoming an option for Freshmen.

Fallon Roth-Perreault

- Washington, DC Trip – Nine students attended the Close-Up Foundation's trip to Washington, D.C. Students participated in a comprehensive curriculum which brought them to Capitol Hill, numerous monuments and memorials, seminars, dozens of hours of workshops, lectures, and discussions, just to mention a few. Students also had the opportunity to meet students from other states, i.e., California, Alabama, Michigan, and Puerto Rico.
- National Honor Society – Staff and students were asked to donate books which they then sold during another event after school. The total raised was \$125. With the money, \$50 was donated to the Dolly Parton Imagination Library and the rest will be used to fund the school's first-ever literary journal which will include artwork, short stories, and poetry, all created by Terryville High School students. The National Honor Society also hosted a Thanksgiving food drive for the Plymouth Food Pantry. Three Hundred (350) pounds of food were collected for the community.
- Spirit Week – Spirit Week and a Pep Rally wrapped up fall sports. This year, the Pep Club partnered with the Leo Club and their homecoming committee to also make the pep rally Alice in Wonderland themed. Leading up to the big day included many fun themed days, i.e., decades day, pajama day, and twin day. One of the highlights was a volleyball tournament which ended with a sophomore class victory.
- Additional Language – Students voiced a strong interest in the school offering another language, i.e., French has the highest interest followed closely by American Sign Language.

Mr. Falcone – To the Student Representatives: Asking for clarification if the Freshmen are required to take the PSAT's or is it optional.

Response: Optional

Mr. Perugino – In response to the drinking fountains that were brought up at the last board meeting. They have since been repaired. However, he asked the student representatives if they could ask the students to be more careful as the custodians cannot continually repair these week by week.

Mr. Bourbonniere – All in all, the student body should be very proud in their accomplishments, i.e. money raised by the Junior Class, Leo Club, etc. Awesome job.

9. **Public Comment**

Mrs. Kulesa, Chair – Public Comment is normally not responded to this time. However, if a question or issue is brought up, someone will contact you some time after the meeting.

- (a) In-person public comment (limited to 3-minutes per speaker)
Candace Telke – 82 Ridge Road
 - 1) Thanked all new Board Members for their strength and commitment.
 - 2) Thanked to whomever is in charge of the student representatives.
- (b) Remote public comment (please go to www.plymouth.k12.ct.us for instructions on how to participate) - None

10. **Superintendent's Update**

- October – National Fire Prevention Month. Throughout the month, the Terryville Fire Department visited both Plymouth Center School and Harry S. Fisher Elementary School to teach students how to prevent and respond to fires. Mr. Falcone thanked the Terryville Fire Department for their continued partnership and support.
- On behalf of the Board, Mr. Falcone publicly thanked Roxanne Perugino, and the Fiducient Group. The investment firm donated the majority of their office furniture to the school district. Thanks to Roxanne and the firm's donation, we were able to replace some older furniture in the schools and reimagine a portion of our high school library. This was done at no cost to the district.
- Each October, members of the Lion's Club come to Plymouth Center School and Harry S. Fisher Elementary School to complete Vision Screenings for our students. This year 504 visions screenings were completed, and forty-seven visions referrals were made at the elementary Schools. Thank you to the Terryville Lion's Club.
- It is officially that time of year to begin the 2026 – 2027 budget process.
 - New Year – Working to finalize the recommended budget.
 - January Board Meeting – Present the recommended budget to the Board.
 - January & February Hold Budget Workshops – Answer questions and make adjustments.
 - February Board Meeting – (February 28th per charter) – Final Budget Review and Board of Education votes to adopt budget.
 - March – Present the adopted budget to the Board of Finance.
 - April – Tri-Board Meeting with the Board of Finance, Town Council, and the Board of Education. Next year's budget is officially set.Since there were no questions regarding the 2026 – 2027 Budget Process, Mr. Falcone proceeded with this report.
- Cold Weather and Weather-Related School Decisions – Minor adjustment as to making announcements.
 - In the event of a school delay or closure notifications will be sent:
 - *Text Message
 - *Email
 - *Posted on TV

Mr. Falcone indicated he will no longer be making phone calls for school closures or delays. By doing it this way, he will be able to communicate the school delay or closure to parents as early as possible without waking up everyone in the household.

In regard to early dismissal, he will still be making phone calls along with the text and email notifications to alert every one of the decision.

- Reminder – The school district will be closed from Wednesday, November 26th – Friday, November 28th for Thanksgiving Break.

11. **Unfinished Business**

(a) Five-Year Strategic Plan – Discussion and Guidance

A discussion took place with respect to how the Board wanted to proceed with the 5-year Strategic Plan since there is a new Board in place. By adopting the plan, it helps the district to move forward. They are free to review the plan, make modifications, adjustments, additions, and subtractions.

The Board would like to meet and hold a workshop before the holidays. An email will be sent out to each member for confirmation of attendance and the date. As soon as all responses are received, an Agenda will be prepared and sent to each member.

12. **New Business**

(a) Boys and Girls Club

Ms. Corry, Board Member, requested Mr. Falcone place this item on the agenda.

Mr. Falcone indicated this was a Board decision. Bringing in the Boys and Girls Club could to the district could impact the Learning Center and at home daycare. It would require a contract between the Board and the Boys and Girls Club, and they would become an official partner of the Plymouth Public School District. He has not done any research on this matter.

It was suggested a committee be formed to research this request. After meeting, the committee would make their recommendation to the full Board as to when they feel this matter should or should not be pursued.

Mr. Falcone suggested, before the Board proceeded any further, to wait and see what committees are formed and as to who will be on the committee. The Board agreed.

(b) Donation of Electronic Cars

After a brief discussion, the following motion was made:

MOTION: To entertain a motion to donate electronic cars that are 19 years old to Mr. Michael Grella, former technology teacher, for a new program he is starting. Motion Mr. Perugino, second Mr. Bourbonniere, any further discussion, if none, all in favor, any opposed, any abstentions, motion carries.

(c) Donations to the Plymouth Food Services Program for the 2025 – 2026 School Year

After a brief discussion, the following motion was made:

MOTION: To entertain a motion to approve the request of Terryville High School alumni and their parents, who would like to make ongoing donations to the Plymouth Food Services Program in order to bring negative account balances for the districts qualified reduced payment students to zero. As of last week, the reduced student negative balance was approximately \$320.00. Motion Mr. Showers, second Mr. Bourbonniere, any discussion, if none, all in favor, any opposed, any abstentions, motion carries.

13. **Business Manager's Report and Personnel Report**

(a) **Business Manager's Report** – Mr. Tencza, Business Manager

- Included in the packet are the following - Accounts by Facilities Report for October 2025 and 8 different submissions.
 - (1 & 2) Business Office Activity Report & Negative Balance Explanations
 - (3) Board of Education Budget Summary through October 31, 2025
 - (4) Monthly Budget Report, October 31, 2025
 - (5) Cumulative Board of Education Budget Expenditures % by Month
October 2025 - 2026
 - (6) Capital Improvement Needs 5-year Plan Updated October 31, 2025
(Capital Projects Less Than \$50,000)
 - (7) Capital Improvement Needs 5-year Plan Updated October 31, 2025
(Capital Projects In Excess of \$50,000)
 - (8) Food Service Financial Performance Year-to-Date July 1, 2025, through
October 31, 2025
- The Accounts by Facilities Report will be forwarded to the Town of Plymouth Board of Finance

Mr. Tencza reviewed the following:

- (a) Administrative Assistant Business Office – The announcement of the retirement of Robin Gudeczaskas as of November 14, 2025. New Administrative Assistant Meredith Patel.
- (b) Budget Expenditures 2025 – 2026 – We are behind spending compared to last year.
- (c) Budget Expenditures 2024 – 2025 – There is still \$4,446.16 remaining encumbered. \$4,159.98 is a Johnsons Control Purchase Order for a new fire panel that was installed but needs to be invoiced. The remaining \$286.18 is unspent encumbrances that will be closed. He will inform the town they can transfer that amount of the town general fund.
- (d) Salaries and benefits are being loaded each day and we are working through the challenges of inflation and contractual obligations.
- (e) The Food Service Program continues to perform as expected, In the month of October, there was a profit of \$11,019.53.
- (f) Capital Committee Meeting – This meeting took place on October 23, 2025, and was attended by Mr. Perugino and Mr. Tencza. Mr. Tencza felt the meeting went well, there were some healthy discussions regarding the capital needs for the Board of Education, and he gave them eleven projects with estimates of more than \$50,000 each, totaling about \$8 million.
- (g) Facilities Update – Terryville High School Heating and cooling units. A second quote for a little over \$27,000 was received and accepted to complete the necessary repairs.

(b) **Personnel Report** - Mr. Falcone, Superintendent

Mr. Falcone reviewed the Personnel Report with the Board Members. He said that the district is still in need of a Special Education Teacher at the high school and a fifth-grade teacher.

14. **Public Comment**

(a) In-person public comment (limited to 3-minutes per speaker)

Alicia Power – 18 Ronald Road

Commented on the Learning Center and the Boys and Girls Club

Candace Telke – 82 Ridge Road

Commented on the retirement of Robin Gudeczauskas and her professionalism.

Budget Season

Meredith Patel – 2 Fairview Avenue Extension

Commented: Her husband was involved with Mr. Grella and the building of the electronic cars. It was a special program and hopes the donation to Mr. Grella and her husband's experience will be passed on to others.

(b) Remote public comment (please go to www.plymouth.k12.ct.us for instructions on how to participate) - None

15. **Committees**

Three committees were proposed:

Curriculum & Instruction – Works with school administrators to review and support the district's instructional program. (Mr. Falcone)

Finance & Operations – Helps manage the money, resources, and daily operations needed to run the district. This committee supports the Board, administrators, and staff in overseeing school operations. (Mr. Tencza)

Community Engagement & Communications – Works to share information about the Board's work with the community. (Mrs. Melillo)

Each Board Member was handed a detailed list of responsibilities associated with each Committee.

Discussion took place with respect to Ad Hoc Committees for Policy, Negotiations and Boys' and Girls' Club.

Survey will be emailed to each Board Member s\to indicate the 1st and 2nd choice as to what committee they wish to be on. There will be three individuals on each committee. A chair will need to be chosen for each committee.

16. **Board Liaison Reports**

Mr. Perugino

Harry S. Fisher Elementary School

School Store Sales - \$694.

PTA has forty-one members.

12/21

Holiday Bazar

12/04

Bingo Night 6 p.m. – 8 p.m.

PTA 2025 – 2026 Budget was approved.

By-Laws were updated and approved

Halloween Parade was very successful.

Over six hundred items were picked up for the Food Drive

Mr. Foote

Terryville High School

PTSA is in the preliminary stages of getting ready for Grad Night.
Lyman Pie & Cookie Dough Sale is done.

11/08
January
April
May
June 11

Designed Bag Bingo
Donation letter going out.
Grad Signs
IGA Round-up
After Grad (preliminary plans underway)
Looking for members

Fundraisers are solely for the After-Grad Party and Scholarships.

Nicole Corry

Eli Terry Jr. Middle School

Dance in February
Holiday Shop Coming Up

Note: A survey will be sent out by email for Board Member to choose what school they would like to be liaison to.

17. Board Comments - Summary

Mr. Falcone: Wrestling Fundraiser, welcomed new board members and returning board members, thanked board members for their commitment to the schools, teachers and students and he is looking forward to attending Professional Development on Friday with those board members who will be attending.

Mr. Perugino: Welcomed and looking forward to working with the new board members, asked parking signs be placed for Board Members when there are meetings, and looking forward to the convention and recommends board members attend Nutmeg Board of Education with Tom Mooney.

Ms. Allen: Thanked everyone in the community for giving her the opportunity to help the students, school, and faculty, she is very excited to get to work and to attend the convention.

Ms. Palmer: Looking forward to the next four years.

Mr. Bourbonniere: Congratulated those individuals that were elected; budget season is approaching; questioned when does the state send the ECS grant money and those funds being flat lined.

Mr. Tencza's response: The ECS (Education Cost Sharing) Grant has been flat lined for a number of years. Those funds are directed to the town; therefore, he does not have much visibility to the grant. The individual to contact would be Vijora Dora, Direct of Finance for the Town of Plymouth. Plymouth is scheduled to go down not up, and Mr. Tencza does not have those numbers.

Mrs. Tilton – Congratulations and welcome to all new Board Members.

Mrs. Corry – Excited to be on the Board and looking forward to what is ahead the next 4 years.

Mr. Showers – Congratulations to all new members. Happy Thanksgiving.

Mr. Foote – Welcome new members. Happy Thanksgiving.

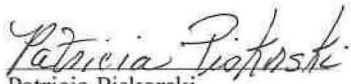
Mrs. Kulesa – Also, welcomed new members. Four years will pass by faster than you know it.

18. Next Board Meeting –The next Regular Meeting of the Plymouth Board of Education is on Wednesday, December 10, 2025, at 7 p.m. in the cafeteria at Terryville High School.

19. Adjournment

MOTION: To entertain a motion to adjourn at 8:29 p.m. Motion Mr. Showers, second Mr. Foote all in favor, motion passes unanimously.

Respectfully Submitted

A handwritten signature in cursive script, reading "Patricia Piskorski".

Patricia Piskorski
Recording Secretary
For the Plymouth Board of Education