



PLYMOUTH PUBLIC SCHOOLS

CENTRAL OFFICE
27 NORTH HARWINTON AVENUE
TERRYVILLE, CONNECTICUT 06786

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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
REGULAR MEETING
TERRYVILLE HIGH SCHOOL CAFETERIA
33 NORTH HARWINTON AVENUE
TERRYVILLE, CT 06786

WEDNESDAY, DECEMBER 10, 2025

7:00 P.M.

MINUTES

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

Also Present: Mr. Falcone, Superintendent, Mrs. Melillo, Assistant Superintendent and Mr. Tencza, Business Manager.

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

Mrs. Kulesa Chair called the Regular Meeting of the Plymouth Board of Education of December 10, 2025, to order 7:06 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. Showers, second Mrs. Allen, any discussion, all in favor, any opposed, any abstentions, motion carries.

3. **Approval of Minutes**

MOTION: To entertain a motion to approve:

- (a) The minutes of the Special Meeting of the Plymouth Board of Education of November 19, 2025.

Motion Mr. Perugino, second Mrs. Palmer, any discussion, all in favor, any opposed, any abstentions, motion carries.

4. **Presentation**

(a) **Mrs. Satow, Principal Harry S. Fisher Elementary School**

Harry S. Fisher students and academic coaches will be sharing the exciting work they have been doing. Third grade students will share their poetry, fourth grade students will share about their time with Skype a Scientist, and fifth grade students will share Math Enrichment Projects.

At this time, Mrs. Kulesa, Chair, asked for the following motion to recess.

MOTION: To entertain a motion to recess at 7:17 p.m. for the purpose of taking pictures with the Harry S. Fisher Elementary School students, Principal, Teachers and Board of Education Members and the Superintendent. Motion Mr. Showers, second Mr. Bourbonniere, all in favor, motion carries.

Mrs. Kulesa, Chair resumed regular session at 7:19 p.m.

5. **Student Representatives**

Tianna Avallone

- Drama Club – Student Directors, Jonah Lopez, and North Holt – Too Many Detectives at the Murder Mansion.
- Winter Concert, December 11, 2025
- Winter Sports – December 16 – Boys' Basketball first game at home.
December 17, 2025 – Girls' Basketball first game at Lakeview
December 17, 2025 – First game at home.
Indoor Track – No meets are scheduled currently.
Please check the CIAC Website for the most up-to-date information.

Fallon Roth-Perreault

- December 7, 2025 – Esports Team attended a college showcase event hosted by the Connecticut Esports and Affinity Esports in Newtown. Eight Connecticut colleges were represented, and industry professionals spoke about the benefits of Esports participation and the benefits it provides.
- Blood Drive – Hosted by the National Honor Society for the second year in a row. The blood drive took place on December 10, 2025, at Terryville High School. Forty individuals donated blood.
- Cafeteria – Kelly's Deli, a huge part of lunch, is missing. Kelly, a member of the cafeteria staff, left last year and many staples left with her, including slushes and the deli. Students across all grade levels would like these key elements of school lunches to return to Terryville High School.

6. **Public Comment** (limited to 3 minutes per speaker)

(a) In-person public comment:

Candace Telke – 82 Ridge Road

Comments: Thanked the students at Harry S. Fisher Elementary School for their presentation and thank you to for Board comments at Monday's meeting.

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

7. **Superintendent's Update**

- Plymouth Food Pantry – In the month of November, each school donated food and money to the Plymouth Food Pantry. Mr. Falcone thanked the following individuals for organizing this event: Darlene Oakes – Plymouth Center School; Shari Kohl – Harry S. Fisher Elementary School; Jennie Fowler – Eli Terry Jr. Middle School and Chad Marqui – Terryville High School. The total donated pounds of food donated by all four schools totaled

210 pounds, with an estimated value of \$3,417.00. In addition, the students at Harry S. Fisher Elementary School participated in a competition wherein students purchased turkey feathers at 25cents each with each purchase casting a mote for a teacher to be crowned Turkey of the Year. This activity raised an additional \$940.00. Larry Chiucarello, Director at the Food Pantry, was very appreciative of these donations and indicated they made a tremendous difference during the Thanksgiving Holiday.

- December 12, 2025 – Each school will be participating in the Connecticut Children’s Medical Center PJ Day for kids. Many students and staff will be attending school in their PJs with a goal of raising as much money as possible for the medical center.
- Wednesday, January 7, 2026 – Board of Education Retreat at 5 p.m. in the library at Terryville High School. Attorney Mills of the law firm of Shipman and Goodwin will provide training on items related to: Board Roles and Responsibilities; Superintendent Roles and Responsibilities and will answer any questions for Board Members. The Retreat is open to the entire public, however, there will not be opportunities for questions or comments from the public. This Retreat is for the Board Members.
- Wednesday, January 14, 2026 – Board of Education Meeting – Mr. Falcone and Mr. Tencza will present the Administrators Proposed Budget to the Board of Education. Following the presentation, during the months of January and February, there will be various workshops, answering any questions, making any adjustment the Board feels necessary, knowing that per Charter, the Board needs to have the Budget submitted to the Town of Plymouth Board of Finance by February 28, 2026.
- Thank You to the following: The Terryville High School Culinary Program Students and their teacher for the pies they made for Thanksgiving which went to the Board Members and the Mayor. To the Eli Terry Jr. Middle School Food Class for the treats they prepared for the Board Members, etc. for the upcoming holidays.
- Winter Break – Wednesday, December 24, 2025 – January 2, 2026
Central Office will be open except for December 24, 25, and December 31, 2025, and January 1, 2026.

On behalf of the entire school community, Mr. Falcone wishes everyone Happy and Healthy Holidays.

8. **Unfinished Business** – Mrs. Kulesa, Chair

(a) **Committees and Appointments**

Curriculum & Instruction

Kelly Tilton (Chair)
Richard Foote
Karen Kulesa
*Brian Falcone (Central Office Liaison)

Finance & Operations

Gerard Bourbonniere (Chair)
Gregory Showers
Patrick Perugino
Robin Palmer
*Matthew Tencza (Central Office Liaison)

Communications

Rebecca Allen (Chair)
Nicole Corry
Karen Kulesa
*Beth Melillo (Central Office Liaison)

Ad Hoc Committees

Policy Committee

Kelly Tilton (Chair)
Karen Kulesa
Kelly Tilton

Negotiations Committee

Gerard Bourbonniere
Rebecca Allen
Gregory Showers
Patrick Perugino

(b) Board Liaisons

Robin Palmer
Rebecca Allen
Kelly Tilton/Nicole Corry
Richard Foote
Vacant

Plymouth Center School
Harry S. Fisher Elementary School
Eli Terry Jr. Middle School
Terryville High School
EdAdvance

9. New Business

(a) Terryville High School Out-of-State Field Trip
Terryville High School and Eli Terry Jr. Middle School Field Trip

MOTION: To entertain a motion to approve an out-of-state field trip to Hudson Yards, New York On April 14, 2026, for 19 Terryville High Junior and Senior Students in World Language in Spanish 4 and AP) classes. Motion Mr. Perugino, second Mrs. Palmer any discussion (if none), all in favor, any opposed, any abstained motion carries/fails.

MOTION: To entertain a motion to approve an out-of-state field trip to New York City for approximately 30 drama school students in grades 6 – 12 on May 28, 2026.
Motion Mrs. Tilton, second Mr. Showers, any discussion (if none) all in favor, any opposed, any abstentions, motion carries/fails.

(b) Change Meeting Time of Regular Board of Education Meetings

After a brief discussion, Mrs. Kulesa, Chair, made the following motion:

MOTION: To entertain a motion to change the meeting time of the Regular Board of Education Meeting to 6 p.m. beginning with the January 14, 2026, regular meeting. Motion Mrs. Tilton, second Mrs. Allen, any further discussion, if none, all in favor, any opposed, Mr. Showers and Mr. Foote opposed, any abstentions, motion carries.

10. 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 November and 8 different submissions.
 - (1 & 2) Business Office Activity Report & Negative Balance Explanations
 - (3) Board of Education Summary through November 30, 2025
 - (4) Monthly Budget Report, November 30, 2025
 - (5) Cumulative Board of Education Budget Expenditures % by Month, November 2025 – 2026
 - (6) Food Services Financial Performance Year-to-Date (July 1, 2025, thru November 30, 2025)
 - (7) Capital Improvement Needs/5 Year Plan Updated November 30, 2025
(Capital Projects Less Than \$50,000 to be addressed through School Budget Funds or Sinking Fund Allocations)
 - (8) Capital Improvement Needs 5 Year Plan Updated November 30, 2025
(Capital Projects in excess of \$50,000 to be Submitted to the Town of Plymouth for Capital Expenditure Consideration)

Highlights:

- Meredith Patel, Administrative Assistant to the Business Office, is transitioning well into her new position. Mr. Tencza is very pleased with how quickly she is learning the tasks.
- This year's budget is moving right along. He does not anticipate any issues at this time.
- Eli Terry Jr. Middle School Classroom is not done. However, the target is to give the classroom back right after February break. He is currently waiting for the floor contractor. Work can only be done on the weekend when students are not in school.

- Food Service – Expectation was to have done better in the month of November. A modest profit was made. There will be some higher expenses beginning in January as the Connecticut Minimum Wage increases. The main absence of Kelly's Deli is due to a shortage of staff.
- Playground Discussion – There is an amount of \$32,000 which be used towards a playground at Plymouth Center School. HES Custodial Management Company have individuals in their group that specialize in this type of project. They are looking for options and will be assisting the district as to how we can get this done. Just a note: The 5-year plan indicates \$30,000 and needs to be updated. The report the Board received was printed before the meeting took place.
- Discussion regarding the sidewalks at Plymouth Center falling apart. Mr. Tencza did add this to the Capital Plan. He has not received any prices yet. There is a safety concern where the parents drop off their children. A repair was done around the summer of 2021 and lasted four years. He was hoping to have this area patched, however, due to weather conditions it was not possible. But it needs to be addressed. There is a need to put another proposal together for the Capital Committee very soon.
- Cones – There is a cone at the driveway exiting Harry S. Fisher Elementary School and one at Plymouth Center School at parent drop off. Question was if Public Works was notified. Mr. Tencza indicated he did not have a good answer to this question. However, he is pretty confident Mr. Mazon has reached out to have these areas patched. Mr. Bourbonniere suggested contacting Jim Schultz.
- Budget Freeze - Incumbered: \$13.4 million

\$ 3.8 million balance

At this time, Mr. Tencza is not planning on freezing the budget. However, he will revisit this in the spring.

Request the following items to be sold per approval from the Board:

ITEM	QUANTITY	APPROXIMATE VALUE
HP Probook 250G7	39	\$1,000.00
Lenovo Thinkpad E15	6	\$ 300.00
Dell Latitude 3310 2-in-1	7	\$ 350.00
Dell Latitude 3310	12	\$ 300.00
HP ProLiant DL380 G9	2	\$ 200.00
Dell Precision 5760	1	\$ 150.00
	Total Approximate Value	\$2,300.00

Mr. Tencza: Per request from the Technology Department, Mr. Tencza is requesting permission from the Board, not to dispose of but to sell some obsolete equipment that cannot be use, however, the Technology Department feels it has some value. The list was distributed to the Board Members with an estimated value from the Technology Department of approximately \$2,300.00.

MOTION: To entertain a motion to allow Mr. Tencza to sell the extra equipment. Motion Mr. Bourbonniere, second Mr. Perugino.

Brief discussion: Mr. Tencza indicated we did not need approval from the Town because these items are actually school assets. Lease from purchases are not made by the Town. Leased equipment is signed by the Town and if that lease was a \$1 by-out at the end of the term of the lease and the district wanted to get rid of the equipment, the district would need to get approval from the Town. The equipment we are looking to sell was purchased outright; therefore, it is owned by the Board.

all those in favor, any opposed, any abstentions, motion carries.

- The Accounts by Facilities Report will be forwarded to the Town of Plymouth Board of Finance.

(b) Personnel Report – Mr. Falcone, Superintendent

Mr. Falcone informed the Board that currently all certified positions are filled.

11. **Public Comment** (limited to 3-minutes per speaker)

(a) In-person public comments:

Candace Telke – 82 Ridge Road

Comments: Thank those Board Members who took on the task of school liaisons and commented on the change of the meeting time for the Board Meeting. Other portions are inaudible.

Virginia Kinane – 18 Adams Drive

Comment: Dissatisfied with the change of the time for the Board Meetings.

Melanie Church – 328 Main Street

Comment and Question: Is the Board going to keep the \$2,500 when the equipment is sold? If the Board plans to keep the \$2,500 and the taxpayers paid for this equipment, the money should go back to the general fund because it is surplus money.

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

12. **Committee Report(s)** – Mrs. Tilton, Chair

(a) **Ad Hoc Policy Committee**

The Ad Hoc Policy Committee met prior to the Regular Board Meeting at 6:43 p.m. in the Terryville High School Library, reviewed the Modified Policies and the New Policy and moved them to be forwarded to the full Board for a first read.

13. **Board Comments**

To Summarize: All Board Members were very pleased and impressed with the presentation from the students at Harry S. Fisher Elementary School. Happy Holidays.

Mrs. Tilton – Thank you to the Board Members for the time they put in with the 5-year Strategic Plan. Mrs. Allen, Mrs. Palmer, Mr. Bourbonniere – All thanked Mr. Falcone, Administrators, and teachers as they did a walk through at the schools. It proved to be very informative, eye opening and enlightening.

Mr. Perugino – He expressed how impressed he was at the amount of money students raised for the Food Pantry.

Mr. Bourbonniere – Expressed how impressed he was with the Career Center Presentation in bringing in one the construction company that is working on the new Northeast Middle School in Bristol. Approximately 40 to 50 students attended with standing room only. College is not for everyone. There are other entities for individuals to pursue.

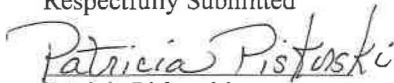
Mrs. Kulesa – As always, she thanked those individuals for speaking at Public Comment. No matter what the question or comment, public participation is genuinely welcome and appreciated. This helps the Board to think, learn and grow. However, if there are any questions or needs that need to be addressed, someone will always get back to the individual, i.e., the Superintendent or someone from the Administrative Team.

14. **Next Board Meeting** – There will be a Regular Meeting of the Plymouth Board of Education on January 14, 2026, at 6 p.m. in the cafeteria at Terryville High School.

15. **Adjournment**

MOTION: To entertain a motion to adjourn at 8:11 p.m. Motion Mr. Showers, second, Mr. Foote all in favor, motion carries.

Respectfully Submitted



Patricia Piskorski

Recording Secretary For the Plymouth Board of Education