

**Coventry Board of Education**  
Coventry, Connecticut

**Board of Education Regular Meeting**  
Approved Minutes of Thursday, December 11, 2025  
Administration Building Conference Room

Board Members Present:

Jennifer Beausoleil, Chairperson  
Mary Kortmann, Vice-Chairperson  
Megan Boshuyzen  
Joshua Clark  
Emma Eaton (arrived 7:30 p.m.)  
Mark Larson  
Courtney Rossignol

Administrators Present:

Dr. David J. Petrone, Superintendent of Schools  
Charmaine Bradshaw-Hill, Director of Finance and Operations

Also Present:

Maggie Coffey, Student Board of Education Representative

**I. Call to Order**

J. Beausoleil called the meeting to order at 7:06 p.m.

**II. Salute to the Flag**

J. Beausoleil led the salute to the flag.

**III. Audience of Citizens**

Peter DePaola, resident, addressed the Board regarding the CIP agenda item related to fire alarms and their funding, and the Evaluation Projection Committee agenda item concerning HVAC. He suggested considering HVAC as a service rather than purchasing a system. He also expressed support for the technology policies. J. Beausoleil noted that the building project and use of funds are matters under the Town Council's authority.

Sara, last name inaudible, addressed the Board regarding high school hockey and the high cost of fees.

**MOTION: To modify the agenda to move the Consent Agenda before the Report of the Superintendent.**

**By: C. Rossignol**

**Seconded: M. Boshuyzen**

**Result: Motion carries unanimously**

**IV. VOTE: Consent Agenda**

M. Kortmann requested the removal of Item IV.A. from the Consent Agenda

**IV.A. Approve the CNH June 2027 Annual Field Experience to Washington, DC**

**MOTION: To approve the CNH June 2027 Annual Field Experience to Washington, DC**

**By: M. Kortmann**

**Seconded: C. Rossignol**

Discussion: Early approval of the field trip was requested in order to secure a lower cost for families. An early-bird booking rebate to the school would also be applied toward transportation costs.

**Result: Motion carries unanimously**

**V. Report of the Superintendent**

Dr. Petrone provided updates on recent activities and events. He reported that he attended a CAPSS workshop, the high school presented the play Clue, and the CAPSS Legislative Committee met. He noted that third grade held its annual Charlie Brown Feast. Budget meetings with all schools are underway, and he will meet with the Executive Committee next week. Professional development was held on December 5. The PTO Craft Fair took place, a joint Town and Fiscal Committee meeting was held, a new-to-the-district teacher meeting occurred, and the CHS Band performed along with the CNH Band.

**V.A. Information: Board of Education Student Representative Report – Maggie Coffey**

Miss Coffey reported that the Craft Fair was held over the weekend, during which the band performed, and Best Buddies conducted fundraising activities. She noted that Best Buddies held its first match party. She reported that the high school and eighth-grade band concert will take place on Tuesday, and that the junior class will begin a candy cane fundraiser. A bottle drive is also underway, and Pajama Day is scheduled for tomorrow. She reported that the choir concert will take place next Tuesday, provided a sports update, and noted that auditions for the musical Annie were held.

**V.B. Information: Fostering a Positive School Climate K-5 – Ms. Hammer and Ms. DeRagon**

Ms. Hammer, Ms. DeRagon, and K-5 teachers and students presented their work on Fostering a Positive School Climate, which is available on the district’s website via the BoardBook portal.

**V.C. Information: Coventry Early Childhood Collaborative (CECC / Local Governance Partner (LGP)) – Ms. Sposito**

Ms. Sposito presented an overview of the Early Start CT program, which is available on the district’s website via the BoardBook portal.

M. Kortmann commented regarding community outreach and suggested ways to gather information on new residents.

**VI. Report of the Chairman**

J. Beausoleil thanked board members who attended the CABA conference and the three new board members who participated in the new board member training. She recognized community volunteers and highlighted several events to which they contributed. She noted that the budget development process is beginning, that Dr. Petrone will present to the Board in January, and that there will be an increase in meetings during that month as a result.

**VII. Communications**

There was none.

### **VIII. VOTE: Approval of Minutes**

#### **VIII.A. Approve Minutes of November 13, 2025**

Edit: In VII. Report of Chairman, the second sentence was amended to read “board technology orientation.”

**MOTION: To approve the minutes of November 13, 2025, as amended**

**By: M. Boshuyzen**

**Seconded: C. Rossignol**

**Result: Motion carries unanimously**

### **IX. Old Business**

#### **IX.A. Discussion and VOTE: Approve the CIP FY2027-FY2031**

J. Beausoleil reviewed the CIP process.

M. Kortmann stated that the Fiscal Committee moved this version forward to the full Board. She noted that security cameras will be added district-wide, increasing the overall cost. In a joint meeting with the Town, a bond is expected to be proposed in the spring, potentially including paging systems and fire alarm replacements. She also mentioned that a security grant may be available and reviewed the process the district would follow if the grant is received.

J. Beausoleil shared historical information on CIP grant requests. Security cameras were discussed in terms of whether safety would be compromised if they were not funded. Dr. Petrone responded that safety would not be compromised; the cameras would provide an additional level of security. J. Beausoleil also reviewed the CIP priority levels.

**MOTION: To approve the Capital Improvement Plan FY27-FY31 as presented**

**By: C. Rossignol**

**Seconded: M. Kortmann**

**Result: Motion carries unanimously**

#### **IX.B. Information: Evaluation and Projection Committee Update – Dr. Petrone**

Dr. Petrone gave a presentation on the Evaluation and Projection Committee, which is available on the district's website via the BoardBook portal. He explained that if the Board agrees to move the project plan forward, the next step would be submission to the Town Council. E. Eaton commented that the tours of the other schools were very helpful.

The Board asked questions and discussed details from the presentation, organized by school and topic:

Hale:

B. Boshuyzen asked if the plan is to move HEEC to the new elementary school; it was confirmed that it is.

M. Kortmann stated her understanding that the reimbursement for PreK is applied to the whole project.

J. Beausoleil clarified that the Hale space would be repurposed.

CGS:

M. Kortmann noted that the septic system is currently listed in the 6-10 years section, but since it's planned for next year's capital, it should be removed from the 6-10-year plan. Dr. Petrone will revise the presentation accordingly.

M. Boshuyzen asked for clarification on the HVAC system. Dr. Petrone stated that by July 1, the district must comply with classroom indoor air quality regulations.

Clarification was provided regarding the reimbursement rate: the presentation reflects the cost after reimbursement.

GHR:

The gym and fifth-grade wing are the only parts of the building considered salvageable.

General Discussion:

Key takeaways from school tours were reviewed.

J. Beausoleil noted that each of the buildings reviewed has state-mandated projects with deadlines.

M. Kortmann added that if a building project is planned within three years, the deadlines for the HVAC mandated items can be postponed.

It was noted that any major project requires a building committee; forming one is a Town decision, and it would be needed regardless of whether the existing building is replaced or renovated.

GHR land was donated specifically for school use; if not used as a school, it reverts to the estate rather than the Town.

It was noted that the cost of replacing what is needed versus renovating to new is nearly equal.

Dr. Petrone will update the presentation based on recommendations.

The Board reached consensus to pursue a Prek-5 building option.

A vote on the project will take place at the January 8<sup>th</sup> Board meeting.

## **X. New Business**

### **X.A. Information: FY2027 Budget Planning Dates**

J. Beausoleil reviewed the meeting dates and noted that an Audience of Citizens is included at all meetings. She also stated that an additional special meeting will be scheduled if needed during the first week of February.

### **X.B. Information and Possible VOTE: Football Co-Op Program**

Dr. Petrone stated that a considerable amount of funds is being spent on the co-op program. He reported that after meeting with Windham Tech, it was decided that they would not take on host responsibilities next season. He provided a presentation on a new co-op proposal, which is available on the district's website via the BoardBook portal.

**MOTION: To authorize the superintendent to negotiate with Windham High School related to participating in a football program**

**By: C. Rossignol**

**Seconded: E. Eaton**

Discussion: District transportation will not be provided for the program. The revised co-op program is expected to save money for both the district and participating students. The agreement is for a two-year term.

**Result: Motion carried unanimously**

## **XI. Report of Board Members**

### **XI.A. Information: Fiscal Committee Report – M. Kortmann and Ms. Bradshaw-Hill**

#### **1. Joint Town Finance/BOE Fiscal Meeting of December 8, 2025**

M. Kortmann provided an update, noting that the list of shared services with the Town continues to grow. She added that the Town Council is developing a vision for town needs, including upgrades to the sewer system. J. Beausoleil shared details from their discussion on health insurance.

#### **2. Information: Fiscal Committee Meeting of December 11, 2025**

M. Kortmann provided an update on the meeting and noted that the Board is still awaiting town reconciliation for Food Service P&L.

## **XII. Adjournment**

**MOTION: To adjourn the meeting at 9:51 p.m.**

**By: C. Rossignol**

**Seconded: M. Kortmann**

**Result: Motion carries unanimously**

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Respectfully Submitted:

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Tricia Dean  
Board Clerk

Approved: January 8, 2026