

**Coventry Board of Education**  
Coventry, Connecticut

**Board of Education Regular Meeting**  
Approved Minutes of Thursday, March 12, 2026  
Administration Building Conference Room

Board Members Present:

Jennifer Beausoleil, Chairperson  
Mary Kortmann, Vice-Chairperson  
Emma Eaton, Secretary  
Megan Boshuyzen  
Joshua Clark  
Mark Larson  
Courtney Rossignol

Board Members Absent:

None

Administrators Present:

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

Student Representative:

Maggie Coffey

**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**

There were none

**IV. Report of the Superintendent**

Dr. Petrone reported several updates, including that the First Responders Academy was held and Read Across America Day was celebrated. The Town budget hearing also took place. He noted that 983 tickets were sold for the CHS production of Annie. Additionally, CHS hosted a Science Fair Career Day. The Board met with the Town Council on Monday regarding the budget, and Dr. Petrone attended the URSA/NASA meeting.

**IV.A. Recognition: March – Board of Education Appreciation Month**

Dr. Petrone recognized the Board of Education and expressed gratitude for their commitment, leadership, and dedication to Coventry Schools. Students presented calendars to the Board members. The calendars featured artwork created by the student presenters.

#### **IV.B. Information: Coventry Public Schools Partnership with the Police Department and Police Liaison to Schools – Mr. Opdenbrouw**

Mr. Opdenbrouw and Officer Stebbins presented an overview of the partnership between the Police Department and the School Police Liaison Officer, which is available on the district's website via the BoardBook portal.

Officer Stebbins, the police liaison to the schools, provided background information about himself and his role.

E. Eaton commented that the ways visibility and accessibility are provided and promoted are impressive, and she commended the Handle with Care program.

Dr. Petrone noted that the relationship between the district and the Police Department is one he worked hard to develop and that it has now become part of the district's culture.

There was a discussion about the office space available to the police liaison at the complex and whether it has been used. Officer Stebbins stated that the office is not where the students are. He noted that the space may be used as a meeting area with an administrator and is appreciated if needed. Dr. Petrone added that the office space was established to maintain a police presence on campus, and the long-term goal is to create similar spaces at the other schools.

Board members expressed thanks and appreciation for their dedication to the schools.

#### **IV.C. Information: Board of Education Student Representative Report – Maggie Coffey**

Miss. Coffey reported that the girls' basketball team won, and the boys' basketball team will play in the quarterfinals tomorrow. She also attended Read Across America. She noted that the school play was a success, and the jazz band will be performing at the senior center. Music Mayhem Week is taking place. A St. Patrick's Day Best Buddies event will be held next week, and the school will be hosting the Middle School East Region Festival. Another Spirit Week is planned for the last week in March.

#### **V. Information: Report of the Chairman**

J. Beausoleil reported that the boys' and girls' basketball teams are doing well. She also noted that the Town Council Steering Committee met and discussed building committee requests. She attended facilities tours of the middle school, high school, and preschool. In recognition of Women's History Month, she acknowledged the women who have served as Board of Education chairs since 1970 and recognized their leadership in guiding education in the community, sharing their names with the group. She also asked for a moment of appreciation for educator peers at Old Dominion University who experienced a tragedy today.

#### **VI. Communications**

An email was received from Town Manager James Drumm regarding the Capital Improvement request.

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

##### **VII.A. Approve Minutes of February 26, 2026**

Correction: Under VI. Report of the Chairman, the second-to-last sentence should read: "The town hearing is scheduled for March 5, at which the Town Manager and Superintendent will be presenting."

The last sentence should read: "On March 9, the Board of Education will appear before the Town Council to answer questions about the district's appropriation requests."

**MOTION: To approve minutes of February 26, 2026, as amended**

**By: C. Rossignol**

**Seconded: E. Eaton**

**Result: Motion passes unanimously**

## **VIII. Old Business**

### **VIII.A. Information and Possible VOTE: FY2027 Budget**

The Town Council is meeting tonight to continue the discussion of the budget. Upcoming meetings are scheduled for March 23, March 30, and April 6. On April 6, final deliberations will include decisions on the appropriation and Capital Improvement Plan.

### **VIII.B. Information and Possible VOTE: Approve the 2026-2027 School Calendar**

The EAC contract states that the work year shall include 187 days, consisting of 182 instructional days and 5 other days. The Board reserves the right to modify the work year, and any changes shall be negotiated in accordance with the law.

Dr. Petrone reviewed the professional development requirements and noted that a half-day was missed.

Modifications: The professional development early release day has been moved from December 4 to December 11. This change is necessary to ensure compliance with professional development requirements.

**MOTION: To approve the 2026-2027 School Calendar**

**By: M. Larson**

**Seconded: M. Kortmann**

**Results: Motion carries with 6 in favor and 1 abstention by E. Eaton**

## **IX. New Business**

### **IX.A. Information and Possible VOTE: Contract for New Website Platform**

Kathy stated that an RFP was conducted, and Apptegy, Inc. was selected from four proposals. Apptegy will serve as the district's primary communication hub, streamlining digital outreach for all schools, departments, parents, students, staff, and the community. This agreement will replace the expiring agreement with FINALSITE. She reviewed compliance requirements for the website, including the ability to keep the web design fresh and updated annually. The cost covers both conversion and ongoing maintenance. ADA accessibility requirements were also reviewed, and Google Translate will be used for multilingual support.

**MOTION: That the Board of Education authorize the Superintendent to enter into a professional services agreement with Apptegy, Inc. for the implementation and three-year hosting of a new district-wide website platform. The total contract value for the three-year term shall not exceed \$36,000.**

**By: E. Eaton**

**Seconded: C. Rossignol**

**Result: Motion passes unanimously**

**IX.B. Information: Revisions to Policy 5141.21 Administration of Medications in Schools (to be warned for a future vote at a future BOE meeting)**

The policy has been revised to reflect updated statutory language regarding medication delivery mechanisms. These changes were made in consultation with school nurses and the district medical advisor.

It was confirmed that the policy allows students with allergies to carry EPI pens or nasal sprays and permits coaches to administer them.

There was consensus to move forward with a vote at a future meeting.

**X. Report of Board Members**

**X.A. Information: Fiscal Committee Report, Meeting of March 12, 2026**

M. Kortmann reported that outplacement costs have not increased and that the district has received the first payment of excess cost. She noted that food service is experiencing a loss. She also reviewed the DRIP funds, with \$97,000 received, and stated that the Board needs to indicate which projects will utilize these funds. The deadline for designation is April 15.

**X.A.1. Information and Possible VOTE: Approve Participation in the District Repair and Improvement Project (DRIP) Program**

This year, the district is receiving \$97,000 in DRIP funds, which may be used for projects included on the capital request list.

C. Brashaw-Hill and Dr. Petrone reviewed how the DRIP program operates. The Fiscal Subcommittee recommended using the funds for window AC units in schools that do not currently have air conditioning. J. Beausoleil reviewed the state mandate on air quality.

The project application must be submitted by April 15.

**MOTION: To approve the district's participation in the District Repair and Improvement Project (DRIP) Program and selection of the air conditioners as the project to submit**

**By: E. Eaton**

**Seconded: M. Boshuyzen**

**Result: Motion passes unanimously**

**MOTION: Authorize the use of the 2 percent account for the balance of the AC project**

**By: E. Eaton**

**Seconded: C. Rossignol**

Discussion: Review of the notification process to the appropriate individuals

**Result: Motion passes unanimously**

**XI. Possible Vote: Executive Session (Security Update and Superintendent's Evaluation and Contract)**

**MOTION: Pursuant to CGS-1-200(c)(6)(A), the Board of Education will go into Executive Session for discussions related to a security update and the Superintendent's evaluation and contract with the Superintendent, and Ted Opdenbrouw present at 8:35 p.m.**

**By: C. Rossignol**

**Seconded: E. Eaton**

**Result: Motion passes unanimously**

## **XII. Open Session**

### **XII.A. Possible VOTE: Approve the Superintendent's Employment Agreement 2026-2029**

The Board returned to Open Session at 9:58 p.m.

**MOTION: To approve the Superintendent's Employment Agreement 2026-2029 as discussed**

**By: E. Eaton**

**Seconded: M. Boshuyzen**

**Result: Motion passes unanimously**

## **XIII. Adjournment**

**MOTION: Adjourn the meeting at 10:00 p.m.**

**By: C. Rossignol**

**Seconded: M. Boshuyzen**

**Result: Motion carries unanimously**

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Respectfully Submitted:

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Tricia Dean  
Board Clerk

Approved: March 26, 2026