



# OUR FUTURE IS IN CHILDREN'S EDUCATION

**MONDAY**  
**7:30 P.M.**

**GOOGLE MEET**  
**PHONE # +1 502-622-8159 (PIN: 734 165 652#)**

**LIVE STREAM:** <https://sites.google.com/wolcottps.org/wps-distance-learning/home-click-on-pages-below/wps-boe-meetings>

**BOARD OF EDUCATION**  
**WOLCOTT, CONNECTICUT**  
**SEPTEMBER 21, 2020**

I. Call to Order, Pledge of Allegiance, and Reading of the Mission Statement

*The mission of the Wolcott Public Schools is to promote the academic, social, and emotional development of all students to become contributing members of the global community.*

II. Approval of Minutes

A. Regular Meeting of September 08, 2020

III. Committee Reports

IV. Communications

A. Letter(s) from Parent(s)

V. Business Manager's Report

A. Expenditures

VI. Superintendent's Report

VII. Old Business

VIII. New Business

A. Discussion and Possible Action on the Format for Student Attendance Under COVID-19

B. Approve Temporary Changes to the 2020 – 2021 Teacher Evaluation Plan

C. Approve Substitute Teacher Pay Change

D. Nomination(s)

**E. Consent Agenda**

- 1. Resignation(s)**
- 2. Rescind a Nomination**

**IX. Public Comment**

**X. Items for the Next Agenda**

**XI. Adjournment**

**Note:**

**Committee of the Whole 6:45 p.m. Google Meet:**

**AGENDA**

- 1. Discussion on Virtual Snow Days**
- 2. Discussion on the 2020-2021 Teacher Evaluation Plan**
- 3. Discussion on Substitute Teacher's Pay**
- 4. Business Manager's Report**
- 5. Possible discussion on items that appear on this evening's BOE Agenda**

**BOARD OF EDUCATION  
WOLCOTT, CONNECTICUT**

A meeting of the Board of Education was held on Tuesday, September 08, 2020, on Google Meet. In attendance were: Cynthia Mancini, Chairman of the Board; Paul D'Angelo, Vice Chairman of the Board; Roberta Leonard, Secretary of the Board; Christopher Charette, Kathleen Cordone, Tony Gugliotti, Sean Hughes, Timothy McMurray, and Kelly Mazza, all Board members. Also in attendance: Dr. Anthony Gasper, Superintendent of Schools, Shawn Simpson, Assistant Superintendent; Todd Bendtsen, Business Manager; Rosa Ramalhete, Supervisor of Student Services; Dan Caetano, Assistant Principal of Tyrrell Middle School; Kim Murtaugh, Principal of Frisbie School; Bryan MacKay, Assistant Principal of Wolcott High School; Wayne Natzel, Facilities Director; Alex Pagan, Director of Technology, and Jessica Kenny, Board Clerk.

The meeting was called to order at 7:30 p.m. by Mrs. Cynthia Mancini, the Pledge of Allegiance was recited. Mrs. Mancini then read the Wolcott Public Schools' Mission Statement.

**Approval of Minutes:**

Motion: by Mr. Hughes, seconded by Ms. Leonard, to approve the minutes of the regular meeting of August 24, 2020.  
So voted

Motion: by Mr. D'Angelo, seconded by Ms. Leonard, to approve the minutes of the special meeting of September 02, 2020.  
So voted

**Committee Reports:**

None

**Communications:**

Letter from the Wolcott Food Pantry

**Business Manager's Report:**

Mr. Bendtsen gave his report on Variable Accounts, oil and diesel accounts, gas and propane, electricity, high cost claims, pending vendor invoices, October's payroll, budget reports, and outplacements.

**Expenditures:**

Motion: by Mr. D'Angelo, seconded by Mr. Gugliotti, to approve the following expenditures:

To approve expenditures in the amount of **\$747,175.16** paid on August 11, 2020 for fiscal year 2020-2021.

To approve the September 2020 payroll expenditures in the amount of **\$ 2,180,000.00** fiscal year 2020-2021.

So voted.

**Superintendent's Report:**

Dr. Gasper reported that the first day of school went smooth and thanked the staff for their hard work. He spoke of the buses, student compliance with mask-wearing being very good and mask breaks. Physical Education classes were held outside.

The Superintendent also mentioned that the federal government has approved treating all Connecticut students as qualifying for free lunch through the end of the calendar year.

Dr. Gasper also wanted to remind parents to check the routes on dropping off and picking up you children and that parents of students in grades Kindergarten through Second are reminded that they can sign out a Chromebook if needed.

Motion: by Mr. Gugliotti, seconded by Ms. Leonard, to approve the Superintendent's Report as presented.

So voted.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

Motion: by Mr. Gugliotti, seconded by Mr. D'Angelo to add Items 6, 7, and 8 on to the Nominations Resolution and to add Item C, Approve Teaching a Sixth Class onto the agenda.

So Voted.

**Nominations:**

**Motion:** by Mr. D'Angelo, seconded by Ms. Leonard, to appoint the following person(s) as indicated:

1. **Stephanie Baez** to the position of Separation Room Monitor at Wakelee School effective September 09, 2020;
  2. **Cynthia Cyr**- to the position of Paraprofessional at Tyrrell Middle School effective September 10, 2020;
  3. **Jenna Michaud** – to the position of Long-Term Substitute School Counselor/School Social Worker at Wolcott High School effective September 10, 2020;
  4. **Peter Morgan**- to the position of Security Aide at Wolcott High School effective September 08, 2020;
  5. **Dale Nosel**- to the position of Long-Term Substitute Physical Education/Wellness Teacher at Wolcott High School effective September 10, 2020;
  6. **Rebecca Murillo** to the position of Separation Room Monitor at Tyrrell Middle School effective September 10, 2020;
  7. **Alana Onofero** to the position of Separation Room Monitor at Wolcott High School effective September 10, 2020;
  8. **Mark Fortier** to the position of Desktop Specialist for the District effective September 23, 2020.
- So voted.

**Consent Agenda:**

Motion: by Mrs. Mazza, second by Mr. D'Angelo to approve the Consent Agenda as Presented:

1. **Accept a Donation:**  
Wakelee Elementary School request that the Board accept an offer by the Wakelee PTO for two picnic tables for staff members to eat outdoors.  
So voted

**Approve Teaching a Sixth Class:**

Motion: by Ms. Leonard, seconded by Mr. Gugliotti to approve taching a 6<sup>th</sup> class by the following person(s) indicated:

**Wolcott High School:**

**Allysia Nanfito**

**Phoenix Program**

So voted

**Items for the Next Agenda:**

The next meeting is September 22<sup>nd</sup>. Board members can contact the Board of Education Office if you have additional agenda items.

**ADJOURNMENT:**

Motion by Mr. Gugliotti, seconded by Mrs. Cordone, to adjourn the meeting at 7:48 p.m. So voted.

*Recordings of all Board of Education Meetings that have been on Google Meet could be found on the Wolcott Public Schools Website: [www.wolcottps.org](http://www.wolcottps.org)*

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# Communications Folder

Monday, 09.21.2020

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## Items:

- Letters from Parents
-

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**From:** Manda Krause <krause\_shs@yahoo.com>  
**Sent:** Tuesday, September 15, 2020 11:21 AM  
**To:** Gasper,Anthony <AGasper@wolcottps.org>  
**Subject:** Alcott

Thank you for your email. Your staff at Alcott has been incredible. I am in absolute awe of the teachers bouncing back & forth, and being so attentive to the needs of both the students in the classroom & the distance learners. Thanks for everything you do as well!

Manda Krause  
(mom of Molly gr. 2 & Trevor KG)



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**From:** Joelle Lamontagne <joelle\_029@yahoo.com>

**Sent:** Tuesday, September 15, 2020 10:10 AM

**To:** Gasper,Anthony <AGasper@wolcottps.org>

**Subject:** Hybrid schedule

Good Morning Mr. Gasper,

As move more into the hybrid schedule,I wanted to give a little bit of feed back of our experience thus far. I will start by saying the teachers have been doing a fantastic job making this all work. They once again have risen to this challenge with such grace and have gone above and beyond to make it go as smoothly as possible.

That being said, the hybrid schedule is not working the best for my first grader. Watching the lessons from home was ok( although she got antsy towards the end of each lesson and had trouble wanting to log back on after a lengthy break for gym and lunch). Our biggest challenge is on her in person days. My child is one who thrives on consistency and routine. It makes her feel safe and how she works best. The change from longer stretches at home and then needing to go in person is causing her alot of anxiety. For example, this morning she sat on the floor and cried several different times about being nervous about going into school. She begged me to drive her to school (which I can't do) and not to go to work. She had such separation anxiety on a level that I have not seen since she was in preschool. My mother who puts her on the bus said she continued to cry until the bus picked her up. This is from my child who said the bus was one of her favorite parts of school in kindergarten.

I completely understand the need for caution, but if there is anyway we can move to 5 days in October ( even if its 5 half days with logging in at home like Waterbury and Naugatuck), it would definitely help my daughter ( and probably other children too) adjust quicker and feel more comfortable going to school.

Joelle Lamontagne

**Resolution No. 09-21-20: 8303**

**Regular Meeting of the Board of Education – September 21, 2020**

**RESOLUTION:                    EXPENDITURES**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

To approve expenditures in the amount of **\$185,634.58** paid on September 22, 2020 for fiscal year 2020-2021.



**The Superintendent's  
report will be  
presented on  
Monday night**

## Fundraiser Report September 21, 2020

DATE	SCHOOL	GROUP/PERSON	DESCRIPTION OF FUNDRAISER
Sept 2020'	WHS	Girls Soccer	Memory Book to be sold to family and friends to help raise money for socks and gear for the athletes
Oct 2020'	WHS	Girls Soccer	Pasta, Breads, and Sauce from Pasta Haven to be sold to Friends and Family to use towards Scholarships for Goal Club
Sept 24 - Oct 8	FES	PTO	Lyman Orchard Pies and Cookie Dough and Simply, to be sold to Friends and Family to help raise funds dor student activites, school supplies, and to provide support to teachers throughout the year.

# WOLCOTT PUBLIC SCHOOLS

## Fundraiser Request Form

{Requires Board of Education approval}

Name of School:

Name of Organization:

Sponsor:  Person Submitting Form:

Date(s) of Fundraiser:

Copy of invoice/contract attached? Yes  No

Type of Fundraiser: In-School  Out-of-School  Both

### Nature of Fundraiser:

1. Item(s) to be sold:

2. Vendor/Company:

3. Cost of merchandise:

4. Where & how item(s) will be sold:

5. Anticipated organizational profit:

### Purpose of Fundraiser: (be specific)

**\*\*Please return this completed form to the Principal, ten (10) school days prior to the next scheduled Board of Education meeting. This fundraiser is NOT confirmed until it as been approved on this form by the Board of Education.**

Fundraiser Approved: Yes  No

If No, reason:

Principal:  Date:

Superintendent:  Date:

Approved by the Wolcott Board of Education:  Date:

# WOLCOTT PUBLIC SCHOOLS

## Fundraiser Request Form

{Requires Board of Education approval}

Name of School:

Name of Organization:

Sponsor:  Person Submitting Form:

Date(s) of Fundraiser:

Copy of invoice/contract attached? Yes  No

Type of Fundraiser: In-School  Out-of-School  Both

### Nature of Fundraiser:

1. Item(s) to be sold:

2. Vendor/Company:

3. Cost of merchandise:

4. Where & how item(s) will be sold:

5. Anticipated organizational profit:

### Purpose of Fundraiser: (be specific)

**\*\*Please return this completed form to the Principal, ten (10) school days prior to the next scheduled Board of Education meeting. This fundraiser is NOT confirmed until it as been approved on this form by the Board of Education.**

Fundraiser Approved: Yes  No

If No, reason:

Principal:  Date:

Superintendent:  Date:

Approved by the Wolcott Board of Education: \_\_\_\_\_ Date: \_\_\_\_\_

# WOLCOTT PUBLIC SCHOOLS

## Fundraiser Request Form

{Requires Board of Education approval}

Name of School: Frisbie Elementary

Name of Organization: Frisbie PTO

Sponsor: N/A

Person Submitting Form:

Jennifer Szabados

Date(s) of Fundraiser: 9/24/20 - 10/8/20

Copy of invoice/contract attached? No

Type of Fundraiser: Lymans Orchards Pies and Cookie dough and Simply Shipped Collection

### Nature of Fundraiser:

1. Item(s) to be sold: Lymans Orchard Pies and Otis Spunkmeyer cookie dough as well as the Simply shipped collection

2. Vendor/Company: MCM fundraising

3. Cost of merchandise: \$18

4. Where & how item(s) will be sold: each child will bring home an order form as well as having access to the Simply shipped collection that will be shipped directly to the person who places the order.

5. Anticipated organizational profit: \$4000

Purpose of Fundraiser: (be specific) to raise funds for student activities, school supplies, and to provide support to teachers throughout the year.

**\*\*Please return this completed form to the Principal, ten (10) school days prior to the next scheduled Board of Education meeting. This fundraiser is NOT confirmed until it as been approved on this form by the Board of Education.**

Fundraiser Approved:

Yes

No

If No, reason: \_\_\_\_\_

Principal: 

Date: 9/3/20

Superintendent: 

Date: 9/9/20

Approved by the Wolcott Board of Education:\_\_\_\_\_Date: \_\_\_\_\_



**Regular Meeting of the Board of Education – September 21, 2020**

**RESOLUTION:      APPROVE TEMPORARY CHANGES TO THE 2020 – 2021  
TEACHER EVALUATION PLAN**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

**To approve temporary changes to the 2020 – 2021 Teacher Evaluation Plan as presented during Committee of the Whole.**

**Regular Meeting of the Board of Education – September 21, 2020**

**RESOLUTION:                   SUBSTITUTE TEACHER'S PAY CHANGE**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation(s)

**To Approve an Increase in the Substitute Teacher's Pay to \$100.00 per day as discussed during Committee of the Whole.**

**Special Meeting of the Board of Education – September 21, 2020**

**RESOLUTION:                    NOMINATION(S)**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

**TO APPOINT THE FOLLOWING PERSON(S) AS INDICATED:**

1. **Richard Stanley** to the position of Lunch Aide at Wakelee School effective September 23, 2020;
2. **Emily Page** to the position of Special Education Paraprofessional at Wakelee School effective September 23, 2020.

(See attached)

# Wolcott Public Schools

1488 Woodtick Road · Wolcott, Connecticut 06716

TELEPHONE (203) 879-8183 · FAX (203) 879-8182

Superintendent of Schools

Anthony J. Gasper, Ed.D.



Business Manager

Todd W. Bendsten, C.P.A.

Assistant Superintendent

Shawn Simpson

Director of Student Services & Alt Programs

Kevin Hollis

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## HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Richard Stanley

Position: Lunch Aide

Location: Wakelee Elementary School

### I. DOCUMENTATION:

This checklist, the traditional recommendation to the superintendent form, and all of the following documents must be provided to Megan Patchkofsky by the administrator recommending the final candidate to the Superintendent for nomination to the Board of Education:

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Printout of Talent Ed application  | <input checked="" type="checkbox"/> At least three reference check forms         |
| <input checked="" type="checkbox"/> Cover letter or letter of interest | <input type="checkbox"/> N/A Copies of all pertinent licenses and certifications |
| <input checked="" type="checkbox"/> Résumé                             |  |

### II. APPLICANT POOL AND SELECTION PROCESS:

Describe the number of qualified applicants for this position and the structure of the selection process:

*There was only one candidate for the position.*

### III. INTERVIEW SUMMARY:

In general terms, describe the interview committee for this position:

*He was offered the position pending refernce checks.*

### IV. CANDIDATE PROFILE:

In general terms, summarize what has distinguished this candidate above the others:

Richard's reference checks all were strong in his ability to work with school age children. He is an Eagle Scout and completed his project for the benefit of children. He also volunteers with the local football team. All his references spoke to his dependability and his positiveness.

# Wolcott Public Schools

1488 Woodtick Road · Wolcott, Connecticut 06716

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Superintendent of Schools

Anthony J. Gasper, Ed.D.



Business Manager

Todd W. Bendsten, C.P.A

Assistant Superintendent

Shawn Simpson

Director of Student Services & Alt Programs

Kevin Hollis

## HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Emily Page

Position: SPED Paraprofessional

Location: Wakelee Elementary School

### I. DOCUMENTATION:

This checklist, the traditional recommendation to the superintendent form, and all of the following documents must be provided to Megan Patchkofsky by the administrator recommending the final candidate to the Superintendent for nomination to the Board of Education:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Printout of Talent Ed application  | <input checked="" type="checkbox"/> At least three reference check forms                |
| <input checked="" type="checkbox"/> Cover letter or letter of interest | <input checked="" type="checkbox"/> Copies of all pertinent licenses and certifications |
| <input checked="" type="checkbox"/> Résumé                             |   |

### II. APPLICANT POOL AND SELECTION PROCESS:

Describe the number of qualified applicants for this position and the structure of the selection process:

*There were 2 qualified applicants for this position. Both candidates were offered an interview one candidate did not show. One candidate recommended to Superintendent.*

### III. INTERVIEW SUMMARY:

In general terms, describe the interview committee for this position:

*The interview team included the principal and supervisor of student services.*

### IV. CANDIDATE PROFILE:

In general terms, summarize what has distinguished this candidate above the others:

*This candidate is a recent graduate with a degree in Graphic Information and Design. She has experience with working with students and tutoring individuals at the high school and college level. She was clearly a strong candidate for this position.*

**Regular Meeting of the Board of Education – September 21, 2020**

**RESOLUTION:                    CONSENT AGENDA**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

**TO APPROVE THE CONSENT AGENDA AS PRESENTED:**

**1. Resignation(s):**

- a. **Avery Doyle** from the position of Speech-Language Pathologist at Tyrrell Middle School, effective October 13, 2020;
- b. **Daniel Solla** from the position of Special Education Paraprofessional at Wolcott High School, effective September 18, 2020.

**2. Rescind a Nomination:**

- a. **To Rescind the Long-Term Substitute School Counselor/Social Worker position at Wolcott High School from Jenna Michna, who accepted another position elsewhere.**

(See attached)

September 11, 2020

Wolcott Public Schools  
1488 Woodtick Road  
Wolcott, CT 06716

To whom it may concern,

Please accept this letter as a formal notice of my resignation as a speech-language pathologist with Wolcott Public Schools. With two very young daughters, I believe it is in my family's best interest at this very difficult time. I will not be returning from my maternity leave as originally planned on October 13, 2020.

Thank you for both the personal and professional opportunities that Wolcott Public Schools and especially, Tyrrell Middle School, has provided me with. I truly value the memories, connections and expertise I have developed as part of the Tyrrell community. Please let me know how I can assist during this transition. Thank you for your time and understanding.

Kindly,

Avery Doyle

Wolcott Public Schools  
1490 Woodtick Rd  
Wolcott, CT 06716

Dear Mr. Hollis,

Please accept this letter as my resignation from my position as the Special Education Paraprofessional in the 18-21 Program effective Friday, 9/18/20.

This was not an easy decision to make. Over the last year and a half, I have grown to love the Wolcott High School community. I am also so thankful for the opportunity to have worked here. I have worked with many supportive administrators and teaching staff, and have gained such valuable learning experiences during my time here. These experiences have prepared me to become an educator and more importantly a leader.

I have accepted a position within the school district of Waterbury as a Business Teacher. This position will allow me to showcase my skills as an educator and a leader. In addition, it will showcase all that I have learned in Wolcott.

Thank you for trusting me as an intern, student teacher and a paraprofessional. Thank you for giving me the opportunity to build relationships with the staff and so many wonderful students.

Sincerely,

Daniel Solla



**From:** Jenna Michna  
**Sent:** Wednesday, September 9, 2020 2:15 PM  
**To:** Treen, Tammi <TTreen@wolcottps.org>  
**Subject:** Social work position

Good afternoon. Thank you for the offer but I have accepted another position elsewhere. I am emailing to say I am denying the school social work position.

Thank you for your time

Jenna Michna

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Jenna Michna