



OUR FUTURE IS IN CHILDREN'S EDUCATION

MONDAY
7:30 P.M.

GOOGLE MEET
PHONE # 1 518-900-2151 (PIN: 558 977 460#)

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

Live Stream will also be available through WLCT96.org and on Comcast Channel 96.

BOARD OF EDUCATION
WOLCOTT, CONNECTICUT
October 19, 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 October 05, 2020**
- III. Committee Reports**
- IV. Communications**
- V. Business Manager's Report**
 - A. Expenditures**
- VI. Superintendent's Report**
- VII. Old Business**
- VIII. New Business**
 - A. Nomination(s)**

B. Consent Agenda

1. Resignation(s)
2. Donation(s)
3. Dispose of Equipment

IX. Public Comment

X. Items for the Next Agenda

XI. Adjournment

**BOARD OF EDUCATION
WOLCOTT, CONNECTICUT**

A meeting of the Board of Education was held on Monday, October 05, 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; Kevin Hollis, Director of Student Services; Dan Caetano, Assistant Principal of Tyrrell Middle School; Kim Murtaugh, Principal of Frisbie School; Joe Morgan, 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 and a moment of silence was given for Coach Tary Scott. Mrs. Mancini then read the Wolcott Public Schools' Mission Statement.

Approval of Minutes:

Motion: by Mrs. Cordone, seconded by Mr. Gugliotti, to approve the minutes of the regular meeting of September 21, 2020.

So voted

Motion: by Mr. Gugliotti, seconded by Mr. Charette, to approve the minutes of the special meeting of September 24, 2020.

So voted

Committee Reports:

None

Communications:

Letter(s) from Parent(s)

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, November's payroll, budget reports, and outplacements.

Expenditures:

Motion: by Mr. Gugliotti, seconded by Mr. Hughes, to approve the following expenditures:

To approve expenditures in the amount of **\$210,973.76** paid on October 06, 2020 for fiscal year 2020-2021.

To approve the November 2020 payroll expenditures in the amount of **\$ 1,512,000.00** fiscal year 2020-2021.

So voted.

Superintendent's Report:

Dr. Gasper thanked PK – 8th grade students and staff, he commented on what a wonderful job everyone is doing with the return to in-person 4-day instruction. The superintendent also commented the Alcott School returned to normal operation with its water, the security vestibules are getting closer to being completed.

The Superintendent gave a special thank you to the IT staff and school secretaries who have been working with students, parents, and teachers on the launch of the hybrid learning schedule. He also thanked the full team at Wakelee School, after a member of the Wakelee community was the first confirmed case of COVID-19, teachers, students, and parents all handled the news with professionalism and flexibility. He also thanked parents for keeping students home when they are sick.

Dr. Gasper gave a special congratulation to Mr. Rob Cormier how was nominated the Woody Flowers Award for all of his hard work with Robotics, we are so thankful to have such wonderful staff members in our district.

Lastly, the superintendent spoke on the continual recruit for teaching positions, substitute teachers, and substitute paraprofessionals. He encourages members of the community to refer someone they know to visit the wolcottps.org website for a full list of employment opportunities. He thanked the Board again for increasing the daily pay rate for substitute teachers.

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

So voted.

Consent Agenda:

Motion: by Mr. Hughes, second by Mr. Gugliotti to approve the Consent Agenda as Presented:

1. Leave of Absence:

Stacey Richardson, Spanish Teacher at Wolcott High School, requests a long-term childrearing leave to begin after the completion of her FMLA leave and run until the end of the 2020-2021 school year.

2. Rescind a Nomination:

- a. To Rescind the Lunch Aide position at Wakelee School from Richard Stanley, who accepted another position elsewhere.

3. Dispose of Equipment:

- a. To give Tyrrell Middle School's Media Center permission to follow the CREW Method and American Library Association Guidelines for book weeding of discarding fiction materials that have not been in circulation for 2 years.
- b. To give Tyrrell Middle School's Media Center permission to dispose of the following items that are obsolete, does not function or outdates software:
 - Disc Maker Reflex
 - Ion VCR
 - Cannon 2000X Camera
 - Cannon CMOS Camera
 - Polaroid 14.0 MP Camera

So voted.

Items for the Next Agenda:

The next meeting is October 19th. Board members can contact the Board of Education Office if you have additional agenda items.

ADJOURNMENT:

Motion by Mr. Hughes, seconded by Mr. Charette, to adjourn the meeting at 7:49 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

Resolution No. 10-19-20: 8312

Regular Meeting of the Board of Education – October 19, 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 **\$648,318.69** paid on October 20, 2020 for fiscal year 2020-2021.

WOLCOTT PUBLIC SCHOOLS
WOLCOTT, CONNECTICUT
SUPERINTENDENT'S REPORT
OCTOBER 19, 2020

Dr. Gasper's Report

To date, our school system has experienced three confirmed cases of COVID-19 within our school community. Each case is taken very seriously and requires many hours of extra work in order to make proper decisions about next steps for each school. My report this evening seeks to lay out for the Board and the community members watching the thorough and time-consuming process that is required for each case. In each case, school administrators, school nurses, Chesprocott Health District, and the superintendent put in lots of extra time, typically in the evenings and on weekends.

When notice of a new case is received the School Nurse, Principal or Assistant Principal makes contact with the student's parent/guardian and gathers initial information:

- Contact information for parents
- Date the test was administered
- Date results were received
- Was it a rapid or PCR test?
- Date of first symptoms. Which symptoms?
- Last date on which attended school & attendance prior to this date (hybrid, flex Wednesday, etc.)
- Did the student ride the bus?
- Attended Latchkey, school sports, school activities?
- Known close contacts with others in days before and since test and positive result (rec. sports, family gatherings, etc.)

The Principal or Assistant Principal then informs WPS team and Chesprocott by sending an email with as much of the above information as possible to Maura Esposito (CHD), Kate Glendon (CHD), our Head Nurse Tammy Cameron, the Superintendent, and the school nurse.

Additional information is gathered for important context, such as:

- Were symptoms present during school day?
- Masks worn
- Distancing maintained
- Seating chart(s) for class(es). Indicate approximate distance between desks.
- Seating chart for bus or bus roster
- Windows were open?
- Lunch table info
- Latchkey table/group info
- Sports/activity rosters

Then, the decision on whether to quarantine a certain number of students, or close a classroom, school, or the district is made through consultation between Chesprocott, the Superintendent, and the Principal.

Public notification is sent out by the Superintendent. For reasons of privacy, we will never identify a positive case by name or say whether it is an adult or student. Those who are deemed by Chesprocott to be "close contacts" are contacted individually and given further instructions on their next steps and needs to self-quarantine.

I hope that this sequence of actions gives the Board and community members a sense for the time, seriousness, and detail that is considered when a person in our community is confirmed to have COVID-19.

Fundraiser Report October 19, 2020

DATE	SCHOOL	GROUP/PERSON	DESCRIPTION OF FUNDRAISER
10/20 - 11/06	WHS	WHPMA	Pasta Haven, Pasta and Breads, to raise funds for WHPMA scholarships and booster needs for mucis students
10/21 - 10/27	WHS	Boys and Girls Cross Country	Lyman Orchards Pies/Otis Spunkmeyer Cookie Dough, MCM Fundraising, to purchase warm ups for team
10/24	FES	PTO	Trick o Treat Drive thru, Parents will drive thru in their cars to look at the decorated cars and pumkins along the parade route. To help raise funds for school activities.
10/26-10/30	WHS	FCCLA	Neighbor helping Neighbor Fall 2020 Canned Food Drive to distribute to Wolcott Organizations
10/31	AES	PTO	Trick o Treat Drive thru, Parents will drive thru in their cars to look at the decorated cars and pumkins along the parade route.
11/3	WHS	NHS	Pail Shake on Election Day to help raise funds for the National Honor Society
11/9 - 11/20	WHS	FCCLA	Coats for Kids 2020, Coats to be collected for the Salvation Army to deliver to families in need.
12/23	TMS	Project Explore	Students to donate \$1 to wear PJ Pants to school on 12/23/20, all profits will be donated to the CCMC

WOLCOTT PUBLIC SCHOOLS

Fundraiser Request Form

{Requires Board of Education approval}

Name of School: Wolcott High School

Name of Organization: WHS Parent Music Association

Sponsor: WHPMA Person Submitting Form: Michelle Thies

Date(s) of Fundraiser: 10/20/20-11/06/20

Copy of invoice/contract attached? Yes _____ No X

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

Nature of Fundraiser:

1. Item(s) to be sold: Pasta, Breads, Sauces

2. Vendor/Company: Pasta Heaven

3. Cost of merchandise: \$10-\$30

4. Where & how item(s) will be sold: By students to parents and families.

5. Anticipated organizational profit: \$500

Purpose of Fundraiser: (be specific)

To raise funds for WHPMA scholarships and booster needs for music students.

****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: [Signature] Date: 10/13/20

Superintendent: [Signature] Date: 10/15/20

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: 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 School

Name of Organization: Frisbie PTO

Sponsor: _____ Person Submitting Form: Jennifer Szsabados

Date(s) of Fundraiser: October 24, 2020

Copy of invoice/contract attached? Yes _____ No X

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

Nature of Fundraiser:

1. Item(s) to be sold: Fee for Entrance

2. Vendor/Company: _____

3. Cost of merchandise: \$10/\$5 PTO members

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

5. Anticipated organizational profit: \$1,500 to \$2,000

Purpose of Fundraiser: (be specific)

To help raise funds for school activities. It will be a trick o treat drive thru. Parents park their decorated cars during the day on the 24th.

Parents will drive thru in their cars to look at the decorated cars and pumpkins along the parade route.
A parent will wear PPE and give out a candy bag at the end of the route.

****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 X No _____

If No, reason: _____

Principal: *Kindely Strout* Date: 10/6/20

Superintendent: *[Signature]* Date: 10/5/20

Approved by the Wolcott Board of Education: _____ Date: _____

Please inform WPD of the event for traffic purposes

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: Neighbor Helping Neighbor Fall 2020 Canned Food Drive

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: Alcott School

Name of Organization: PTO

Sponsor: _____ Person Submitting Form: Kevin Huber

Date(s) of Fundraiser: Oct 31, 2020

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: Fee for Entrance

2. Vendor/Company: _____

3. Cost of merchandise: \$5 per car

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

5. Anticipated organizational profit: cover cost of candy and non allergy bags

Purpose of Fundraiser: (be specific)

Parents will drive students through to see decorated cars for Halloween - Please adhere to all COVID guidelines HSC

****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: M. Lalabes Date: 10-15-2020

Superintendent: _____ Date: 10/25/20

Approved by the Wolcott Board of Education: _____ Date: _____

Please inform WPD of the event for traffic purposes.

WOLCOTT PUBLIC SCHOOLS

Fundraiser Request Form

{Requires Board of Education approval}

Name of School: Wolcott High School

Name of Organization: National Honor Society

Sponsor: NHS Person Submitting Form: Alyssa Giedra

Date(s) of Fundraiser: 11/3/20

Copy of invoice/contract attached? Yes _____ No X

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

Nature of Fundraiser:

1. Item(s) to be sold: Donations (pail shake) instead of bake sale

2. Vendor/Company: N/A

3. Cost of merchandise: N/A

4. Where & how item(s) will be sold: Pail Shake on Election Day

5. Anticipated organizational profit: \$500

Purpose of Fundraiser: (be specific)

We were already approved to hold a bake sale on election day, but due to COVID-19 we would like to replace this with a pail shake and accept donations for the NHS.

****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: [Signature] Date: 10/13/20

Superintendent: [Signature] Date: 10/15/20

Approved by the Wolcott Board of Education: _____ Date: _____

Staff supervisor must get permission and direction from both registrars of voters.

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: Coats for Kids 2020

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: Tyrrell Middle School

Name of Organization: TMS Project Explore

Sponsor: P. Conway Person Submitting Form: P. Conway

Date(s) of Fundraiser: December 23, 2020

Copy of invoice/contract attached? Yes _____ No X

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

Nature of Fundraiser:

1. Item(s) to be sold: Donations to be collected for CCMC

2. Vendor/Company: Donations to benefit CCMC

3. Cost of merchandise: None-donations to be collected

4. Where & how item(s) will be sold: Donations will be collected in HRs

5. Anticipated organizational profit: \$300.00 to donate to CCMC

Purpose of Fundraiser: (be specific)

Students will donate \$1 (or more!) to be able to wear PJ pants to school on 12/23/2020. The money collected will be donated to CCMC to help with cancer research.

****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 has been approved on this form by the Board of Education.**

Fundraiser Approved: Yes X No _____

If No, reason: _____

Principal: [Signature] Date: 10/8/20

Superintendent: [Signature] Date: 10/14/20

Approved by the Wolcott Board of Education: _____ Date: _____

Special Meeting of the Board of Education – October 19, 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. **Jennifer Hilbert** to the position of Speech and Language Pathologist at Tyrrell Middle School effective November 2, 2020;
2. **Autumn Dufault** to the position of Special Education Paraprofessional at Alcott School effective October 20, 2020;
3. **Kelly Swanhall** to the position of Lunch Aid at Wakelee School effective October 21, 2020;
4. **Courtney Kenny** to the position of Bus Monitor for the district, effective October 20, 2020.

(See attached)

Wolcott Public Schools

Superintendent of Schools

1488 Woodtick Road · Wolcott, Connecticut 06716

Business Manager

Anthony J. Gasper, Ed.D.

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

Todd W. Bendtsen, C.P.A.

Assistant Superintendent



Director of Student Services & Alt Programs

Shawn Simpson

Kevin Hollis

HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Jennifer Hilbert

Position: Speech Language Pathologist

Location: Tyrrell Middle 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 external candidates who applied for the position. The committee chose to interview 2 candidates. One candidate was recommended to the Superintendent. She was clearly the strongest candidate in our interviews for the position.

III. INTERVIEW SUMMARY:

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

The interview team included the Director of Student Services, speech language pathologist, the TMS building principal and a TMS assistant principal.

IV. CANDIDATE PROFILE:

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

This candidate has a masters degree in communication disorders. She also has 22 years of experience as a speech language pathologist in a variety of public school settings.

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Superintendent of Schools
Anthony J. Gasper, Ed.D.

Business Manager
Todd W. Bendtsen, C.P.A.

Assistant Superintendent
Shawn Simpson

Director of Student Services & Alt Programs
Kevin Hollis

HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Autumn Default
Location: Alcott Elementary School

Position: Special Education Paraprofessional

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:

- Printout of Talent Ed application
- Cover letter or letter of interest
- Résumé
- At least three reference check forms
- Copies of all pertinent licenses and certifications

I. APPLICANT POOL AND SELECTION PROCESS:

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

There were 5 applicants for this position.

II. INTERVIEW SUMMARY:

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

The interview committee consisted of the Principal and Supervisor of Special Education

III. CANDIDATE PROFILE:

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

The candidate has been a paraprofessional in New Hampshire for 6 years. She is currently working as a substitute paraprofessional in the preschool program.

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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: Kelly Swanhall
Location: Wakelee Elementary School

Position: Lunch Aide

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:

- x Printout of Talent Ed application
- x Cover letter or letter of interest
- x Résumé
- x At least three reference check forms
- N/A Copies of all pertinent licenses and certifications

II. APPLICANT POOL AND SELECTION PROCESS:

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

There was 1 qualified applicant for this position. One candidate recommended to Superintendent.

III. INTERVIEW SUMMARY:

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

The interview team included Rosa Ramalhete and Deborah Osvald

IV. CANDIDATE PROFILE:

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

This candidate has experience in food service including the Aqua Turf and Holy Cross cashier/food prep/server.

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Director of Student Services & Alt Programs
Kevin Hollis

HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Courtney Kenny Position: Bus Monitor
Location: District

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:

She was the only qualified applicant that had not already been hired.

III. INTERVIEW SUMMARY:

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

The interview committee consisted of the Business Manager and the Payroll/Substitute Coordinator

IV. CANDIDATE PROFILE:

Courtney is a pleasant individual. She desires to work as a bus monitor and feels she can do a good job.

(Example: This candidate is an experienced teacher from a district similar to ours. She has experience with using data to inform her practice, is familiar with elements of our school growth plan, and has a strong background in literacy. She was clearly the strongest candidate in our interviews.)

Regular Meeting of the Board of Education – October 19, 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. **Wayne Natzel** from the position of Facilities Director for the District, for the purposes of Retirement, effective December 4, 2020;
- b. **Deborah Woing** from the position of Lunch Aid at Alcott School, effective October 27, 2020.

2. Donation(s):

- a. Wakelee School request permission to accept a donation from a Wolcott Resident, of Notebooks, Folders, and Binders.

3. Dispose of Equipment:

- a. To give Frisbie School's Health Services permission to dispose of the Audiometer MAICO MA 39 (hearing machine), which no longer in working condition and is obsolete.
- b. To give Wolcott High School's Career/Tech-Ed Department permission to dispose of the following items that are obsolete, does not function or outdated:
 - IV Pole
 - Wheelchair
 - 2 Baby CPR Mannequins
 - The Language of Medicine 10th Edition Books
 - 9th Edition Nursing Assistant Books

(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.

Assistant Superintendent
Frank Purcaro



Business Manager
Todd W. Bendtsen, C.P.A.

Director of Student Services & Alt. Programs
Kevin Hollis

October 5, 2020

Dear Dr. Gasper,

After much thought and consideration I would like to inform you that I will be resigning my position effective December 4, 2020, and enter into retirement.

I would like to thank you, the Administrative Council, and the Board, for the opportunity afforded me to work here these past few years. I have to say that working in Wolcott was my finest experience in my 30 years of working school maintenance. It's been a pleasure to work with true professionals like yourself, who put the students first, yet keep reminding all of us that what we do is important towards that goal. Wolcott is truly blessed to a great staff of dedicated administrators educating its students.

I will truly miss being part of this school district and the relationships that I have developed with everyone here. I felt welcome here from the start, and your continued and unwavering support in my efforts to keep our schools safe, clean, and healthy, was greatly appreciated.

I'd be glad to work with my successor for a week or two, as it was truly helpful to me to learn the ins and outs of all the systems that come into play in this job.

Sincerely,

A handwritten signature in blue ink, appearing to read "Wayne Natzel", with a long horizontal flourish extending to the right.

Wayne Natzel

To Whom it May Concern;

I am handing in my letter of resignation as a lunch room monitor at Abbott School.

My two weeks notice effective October 13, 2020. My last day being October 27, 2020.

Sincerely,

Debrah Weiss

**WOLCOTT PUBLIC SCHOOLS
FUND-RAISING ACTIVITY APPROVAL
GIFTS, GRANTS, AND BEQUEST**

School Wakelee School Date 10/14/2020

Organization Wolcott Resident

Contact Person Cliff Baumann

Gift 150 Notebooks, 400 folders, and 100 Binders

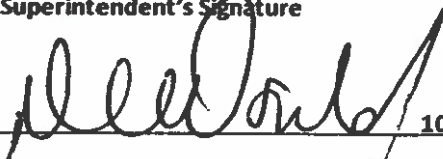
Value of gift/donation \$150.00



10/15/2020

Superintendent's Signature

Date



10/14/2020

Principal's Signature

Date

Wolcott Public Schools Health Services

12 Hempel Dr.
Wolcott, Connecticut 06716

Tammy Cameron, RN
Nursing Supervisor
203 879-8171

October 6, 2020

Wolcott Board of Education
1488 Woodtick Road
Wolcott, CT 06716

Re: Disposal of Equipment

Dear Board Members:

The purpose of this letter is to ask permission to dispose of the Audiometer MAICO MA 39 (hearing machine) at Frisbie Elementary School that is not working (and parts are unavailable). We received a call from Hopkins that they would not calibrate the machine because it was obsolete. I have attached a copy of the receipt from them that states it needs replacement.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Tammy Cameron RN". The signature is fluid and cursive, with a large initial "T" and "C".

Tammy Cameron, RN
Nursing Supervisor

Hopkins Audiometer LLC

We Calibrate:
Audiometers
Vision Testers
Blood Pressure Gauges
Weight Scales

School Nurses are the BEST!!

We appreciate your business :)

Notes:

Date: 8-24-20

I calibrated/inspected the following:

Audiometers 3
Vision Testers
Scales
Tympanometer
BP Guages 19



MA 27 19228
needs replacement
tones are too low
Calibrate all your medical testing equipment every year.
This insures you receive accurate readings.

Tech: RAND
School/District: Wolcott CST
Contact/Ph#: _____

Rand Miller - Area Manager/Technician
(631) 606-2777 Cell/Txt * Rand@HopkinsAudiometer.com
Services@HopkinsAudiometer.com * 631-423-0797 Office
1019 Fort Salonga Rd 10-207, Northport, NY 11768

August 24, 2020

Wolcott Board of Education
1488 Woodtick Road
Wolcott, CT 06716

Re: Disposal of Equipment

Dear Board Members:

The purpose of this letter is to ask permission to dispose of an IV pole, broken wheelchair, and 2 old outdated baby CPR mannequins.

Additionally, medical terminology books, The Language of Medicine 10th ed, the 12th ed is currently being used, old 9th ed. nursing assistant books, currently using 10th ed..

Thank you for your attention to this matter.

Sincerely,

Christine Lofgren
Christine Lofgren MSN, RN
Wolcott High School
Career/Tech-Ed Department
CNA Instructor
SkillsUSA Advisor
American Red Cross Instructor