

Board of Education Minutes

January 14, 2026

A Regular Meeting of the Board of Education was held in hybrid format on January 14, 2026, beginning at 6:30 PM. Present were Mrs. Wagner, Mrs. Main, Mr. Stefanowicz, Dr. Towle-Weicksel, Mr. Burdick, Mrs. Mello, Mr. Austin, and Mrs. Friend. Also, in attendance were Mr. Hopkins, Superintendent of Schools and Kathy Trammell, Business Manager.

Summary:

The Board of Education meeting was called to order at 6:30 PM. There was no public comment or correspondence. The Board approved calendar adjustments, including a revised start time for the November 18, 2026, meeting and changes to the 2026–2027 District School Calendar affecting graduation, Thanksgiving break, and Good Friday.

The Board adopted Policy 1250 on visitors, emphasizing administrative discretion and safety. The Board reviewed updated cybersecurity expenses, discussed the anticipated insurance reimbursement. Members also discussed streamlining presentation and communication practices, confirmed a February 7 retreat focused on Board goals, public communications, and reviewed financial reporting formats.

The consent agenda was approved, and the meeting adjourned at 8:12 PM after concluding an executive session.

1. Call to Order

- Mrs. Wagner called the meeting to order at 6:30 PM

2. Pledge of Allegiance

3. Public Comment

Please be advised that our meeting structure does not allow for two-way dialogue during public Comment, but the Board uses this information to guide their decision-making. Depending on the topic, they may ask the Superintendent or another District employee to follow up with you. Likewise, public comments might lead to a topic being added to a future meeting agenda.

- There was no public comment.

4. Correspondence

- There was no correspondence.

5. Calendars

- The Board agreed to adjust the 11/18/2026 BOE meeting starting time to 5:30 PM and to ensure updates are reflected on the Town calendar and all official postings. This was done in consideration of the BOF meeting scheduled for 7:00 PM on the same day.
- The Superintendent presented proposed revisions to the 2026–2027 District School Calendar, including:
 - Graduation moved to Friday
 - A full day off added on November 25 prior to Thanksgiving
 - Adjustment to correct Good Friday date
 - Confirmation that parent-teacher conferences will be held on Wednesday and Thursday to maintain spring schedule consistency.

Motion to approve the revised 2026-2027 District School Calendar as presented. Motion made by Mr. Stefanowicz and seconded by Mr. Burdick.

This motion carried by unanimous decision.

Yea:8 Nay: 0, Abstain: 0, Absent: 0

6. Policy

a. Policy 1250 – Community Relations

- The Board reviewed Policy 1250 concerning visitors to school buildings. Discussions focused on:
 - Providing administrators with discretion to deny access when safety or comfort concerns arise
 - Clarifying language regarding the presence of registered sex offenders for legally permitted purposes
- The Board requested that administrative procedures be developed to implement the policy and presented for review.

7. Old Business

a. Cybersecurity Incident Expenses

- The board reviewed updated cybersecurity expense figures.
- The call center for identity theft protection remains open through the end of January, with low utilization reported.
- No additional significant costs are anticipated.

b. Non-Lapsing Report

- Waiting for confirmation of approximately \$100,000 in cyber insurance reimbursement before committing funds.
- Troy and Kathy to prepare a list of large potential expenditures eligible for non-lapsing funds.
- Troy and Kathy will respond to BOF questions and email responses to the BOE prior to the next BOF meeting.
- Mrs. Wagner will share the statutory reference regarding insurance appropriations.

c. Presentation Calendar

- The board discussed streamlining presentations and reducing redundancy by:
 - Consolidate reports and invite staff only when their input is needed.
 - Receiving student success data in advance via email
 - Limiting student activity reports to an end-of-year summary
- Mrs. Wagner will revise and present an updated presentation calendar for review.

d. Meal Quality and Sourcing

- The Board discussed cafeteria food quality and staff meal sales.
- Student ambassadors are expected to provide input at the next meeting.
- Kathy to consult with the cafeteria manager and report on adult meal sales.

e. BOE Retreat Confirmation

- The Board confirmed the retreat scheduled for February 7, 2026, from 9:00 a.m. to 12:00 p.m.
- The retreat will focus on BOE goals with NEASC feedback and public / health communication planning.

8. New Business

a. Public Communication Practices

- The Board agreed to address communication protocols, particularly health-related communications at the February retreat. Input from the school nurses will be sought in advance.

b. Purchase of Supply Fan Motor Over \$4,000

- The Board was informed that the Town Covered the cost of an emergency purchase. No Board action was required.

c. Format of Financial Reports

- The Board discussed financial reporting practices and agreed:
 - Reports would only be distributed in PDF format
 - Line numbering is for internal document reference, not cross-report comparison.

9. Consent Agenda

a. Approval of minutes

i. 12.10.2025

b. Move Non-Lapsing Report and Cyber Expenses to BOF

Motion to approve the consent agenda. Motion made by Mrs. Main and seconded by Mr. Stefanowicz.

This motion carried by unanimous decision.

Yea: 8, Nay: 0, Abstain: 0, Absent: 0

10. BOE Comments on Future Agenda Items

- There was discussion on district calendar formats.

11. Public Comment

- No public comment

12. Executive Session

a. BOE Member Vacancy

- No executive session necessary

13. Adjournment

- Meeting adjourned at 7:58 PM

Motion to adjourn. Motion made by Mrs. Main and seconded by Mr. Burdick.

This motion carried by unanimous decision.

Yea: 8, Nay: 0, Abstain: 0, Absent: 0