

Ashford Board of Education  
**Special Meeting Minutes – May 23, 2022**  
**6:00 pm**  
**Meeting Held in Person**

*Note: Per CGS 10-218, Board of Education Meeting Minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exceptions of motions and votes recorded, the minutes are unofficial until they have been read and approved by a majority vote by the Board. Should edits be necessary, they will be made at a regularly scheduled meeting, noted in the meeting minutes, and so voted upon.*

**Call to Order**

- Chair Jane Urban called the meeting to order at 6:04 p.m.
- Present were members Kim Kouatly, Jennifer Leszczynski, Al Maccarone, Tess Grous, and Marian Matthews. Jon Laughlin was absent.
- Also present were Ashford School Teacher Jason Horn and the Board of Education’s legal counsel Anne Littlefield.

**Discussion Concerning Confidential Attorney Client Privileged Written Memorandum (Legal Advice Pertaining to Superintendent’s Evaluation Process and Contractual Questions)**

***MOTION made by Kim Kouatly to go into executive session to discuss Confidential Attorney Client Privileged Written Memorandum (Legal Advice Pertaining to Superintendent’s Evaluation Process and Contractual Questions), inviting Anne Littlefield. Motion seconded by Al Maccarone and carried unanimously.***

The board and Anne Littlefield entered executive session at 6:05 p.m. Marian Matthews exited executive session at 7:03 p.m. Anne Littlefield exited executive session at 7:23 p.m. and re-entered at 7:45 p.m. The board exited executive session at 8:12 p.m.

The board was in recess from 8:12 p.m. until 8:15 p.m.

***MOTION made by Kim Kouatly for the Board of Education to authorize the Board Chair, in collaboration with Board Counsel, to engage in discussions with the Superintendent pertaining to an evaluation format for the Superintendent’s evaluation, with the goal of reaching a mutually agreed upon format for the Superintendent’s evaluation; and the Chair is authorized to agree to such format; MOVED FURTHER: That the Board of Education authorizes the Board Chair, in collaboration with Board Counsel, to engage in discussions with the Superintendent regarding his contract of employment, in order to make recommendations to the full Board of Education for any changes with respect for same. Motion seconded by Al Maccarone and carried unanimously.***

The board agreed that the remaining agenda items would be discussed at a future meeting. A Special Meeting will be scheduled for Wednesday, June 8, 2022, to adopt a format for the Superintendent’s evaluation and to initiate the evaluation process.

**Adjournment**

***MOTION made by Al Maccarone to adjourn the meeting at 8:17 p.m. Motion seconded by Tess Grous and carried unanimously.***

*Respectfully Submitted,*

*Kimberly Kouatly, Secretary*