



**TOWN OF ROCKY HILL
BOARD OF EDUCATION SPECIAL MEETING
MEETING MINUTES/MOTIONS**

In order to comply with Connecticut General Statutes regarding minutes of meetings, the following will be used to record information during all public meetings that take place. An original must be submitted to the Town Clerk of Rocky Hill within 48 hours of the meeting being adjourned. Motions should be complete, showing the maker and second of the motion as well as how each member voted. Unanimous votes may be listed as unanimous.

NAME OF PUBLIC BOARD OR COMMISSION	Board of Education Special Meeting
DATE MEETING AGENDA POSTED	February 13, 2026
LOCATION	Board of Education Conference Room
DATE OF MEETING	February 19, 2026
TIME MEETING STARTED	5:05 p.m.
PERSON PREPARING MEETING MINUTES	Sandy Mal, Recording Secretary
VERBATIM NOTES TAKEN	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
AUDIO, VIDEO OR LIVE TRANSMISSION OF MEETING	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

MEMBERS PRESENT AT MEETING

Jessica Loffredo, Chairperson	Maria Mennella, Vice Chairperson	Bryan Addy
Brian Clemens	Thomas Cosker	Kristen Dudanowicz
Amber Tucker		
ALSO PRESENT: Dr. Mark Zito, Superintendent, Dr. Scott Nozik, Asst. Superintendent for Finance & Operations, Dr. Anabelle Diaz-Santiago, Interim Asst. Superintendent for Personnel & Student Services, Presenter, & Nicholas Caruso, Associate Executive Director for Field Services and Technology		

NUMBER REQUIRED FOR QUORUM 5 QUORUM PRESENT Yes No
TEXT MOTIONS AND RESULTS VOTES

Summary Passed Failed Tabled

The meeting was called to order by the Board Chair, Ms. Jessica Loffredo at 5:05 p.m.

Guest Speaker: Parliamentary Procedure Overview Nicholas Caruso, Associate Executive Director for Field Services & Technology (CABE), provided a presentation on Robert’s Rules of Order.

The presentation highlighted the following key areas:

- **The Role of the Chair: Maintaining neutrality and directing the flow of debate.**
- **Motions and Amendments: The proper sequence for introducing, seconding, and voting on actions.**
- **Discussion Etiquette: Ensuring every member has the opportunity to speak before anyone speaks a second time.**

Question and Answer Period Following the presentation, Board members engaged in a Q&A session.

1st MOTION Passed Failed Tabled

**A motion was made to adjourn by Bryan Addy, and 2nd by Maria Mennella.
Meeting was adjourned at 6:33 p.m.**

**FAVOR: 8-0
MOTION CARRIED**

TIME MEETING ADJOURNED: 6:33 p.m. TIME DELIVERED TO TOWN CLERK: _____

Date of BOE Approval: _____ Signature of BOE Secretary: _____
Form revised 1/1/11