



## North Canaan Board of Education

### MEETING MINUTES

90 Pease Street, North Canaan, CT 06018

[www.nceschool.org](http://www.nceschool.org)

---

*The North Canaan Board of Education met virtually  
at 6:30 pm on Wednesday, July 23, 2025.*

**A meeting was held virtually:** Lindsey Crane, Amy Dodge, Stephannie Grant, Amy Helminiak, Christopher Jacques (arrived at 6:36 pm), and Brooke Riva.

**Others present:** Beth Johnson, Principal

**I. Call to Order:** The meeting was called to order at 6:34 pm by Mrs. Dodge.

### **II. Discussion of teacher placement**

Mrs. Johnson reported that Denise Sorrell would be transferring from being the 2nd grade teacher to the new Steam teacher position for the 2025-2026 school year.

### **III. Action Items**

#### **A. New Hires**

**1. Hiring of a 2nd grade teacher**

Mrs. Dodge made a motion to the full Board for the approval of hiring Melanie Mancarella as a 2nd grade teacher for the 2025-2026 school year at a Step 5 Masters with a salary rate of \$64,841. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.

**2. Custodian transferred to Assistant Head Custodian**

Mrs. Dodge made a motion to the full Board for the approval of promoting Larry Gwinn to Assistant Head Custodian at \$27.49 per hour. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.

**B. Approval of MOU for a non certified staff member**

Mrs. Dodge made a motion to the full Board for the approval of the MOU to transfer Caitlin Hickey-Simboli from a paraprofessional to an in-house building sub at a rate of \$140/day. Mr. Jacques seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.

**C. Transfer budget line items**

**3. Mrs. Dodge made a motion to the full Board for the approval to move an extra \$13,185 from 200 Series to 400 2620 building repairs to refinish the gym floor and replace the stage mats. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.**

**4. Mrs. Dodge made a motion to move a portion of Series 100, 200, 500 and 600 to cover the overspent Series 300 and 400. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs.**

Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.

**IV. Adjournment**

Mrs. Dodge made a motion to adjourn the meeting at 6:56 pm. Mrs. Grant seconded. Vote: 6-yes Mrs. Crane, Mrs. Dodge, Mrs. Grant, Mrs. Helminiak, Mr. Jacques, and Mrs. Riva.

Respectfully submitted,  
Kerry Rooney

Approved: September 9, 2025