

**Windsor Locks Board of Education
58 South Elm Street
Windsor Locks, CT 06096**

**MINUTES OF THE REGULAR MEETING
June 13, 2024 at 6:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present:	K. Christianson, D. Gragnolati, L. Cutler, A. Osorio, and G. Guyette
Members Absent:	None
Administrators:	S. Parkhurst, R. Stacy, K. Krupa, M. Parrette, and V. Breda
Student Representatives:	None
Students:	X. Angel
Staff:	D. Bole, J. Garcia, and L. Sullivan
Others:	D. Glazier, M. Hannaford and a few others and some participating on Microsoft Teams
Press:	None

I. Call to Order

Chairperson Ms. Kylee Christianson called the Regular Meeting to Order at 6:00 p.m. held at the Windsor Locks High School Media Center and via Microsoft Teams.

A. Roll Call for Quorum

All Board Members were present.

B. Pledge of Allegiance

All stood up and pledged allegiance to the flag.

II. Board of Education and Superintendent Communications

Vice-Chairman Mr. Gragnolati noted he attended the Windsor Locks Middle School Awards Ceremony. The program was well done!

Mr. Shawn Parkhurst, Superintendent of Schools, addressed the Board. He thanked the Board of Education and the community at large, for their support during the school year and finished the year out with graduation. Unfortunately, everyone had to weather the storm at graduation, but it was a great event nonetheless.

It was **MOVED** (Gragnolati) and **SECONDED** (Guyette) and **PASSED** (U) that the Board of Education move Agenda Item No. XII. Public Audience (General) and to include this Agenda Item with Agenda Item No. III Public Audience (only Agenda Items).

III. Public Audience (only Agenda Items)

Mr. Douglas Glazier of 167 Taft Lane addressed the Board. He is a member of the Police Commission and he just found out that the Board of Education has eliminated one of the SROs after one year of service. He asked if it was true and the Chairwoman answered him in the affirmative. He indicated the Board received funding for four officers (SRO) last year, and unfortunately, the Board has eliminated one officer, who was stationed at North Street School. It is his opinion that this decision is a mistake. Police officers should be in all of the schools to protect the children. If there is a shooter on school grounds, an officer at the school is the quickest person to respond to the incident rather than waiting for another officer from another school which could take 5 or 10 minutes. Children will be killed. If the SRO is in the school, children will be saved. He asked how they will stand up to the community to justify why they cut that position, if something should happen. The Board is only saving about \$60,000, is it worth the savings? He offered to attend a Board of Finance Meeting to request for money to reinstate the SRO, perhaps out of the contingency fund. He understands the budget has been set,

but he urged the Board to reconsider their decision about cutting the SRO position at North Street School.

Mr. Mike Hannaford of 78 Leslie Street addressed the Board. He is the Chairman of the Windsor Locks Police Commission and he was a police officer for over 35 years. He too is trying to understand the elimination of the SRO position at North Street School. He remembers the swatting incident that happened at the middle school, the public hearing after that incident and the public outcry for safety of the schools and the support of having SROs in all schools. He has lived in this town since 1990 and his sons have attended the public schools and he has always supported the schools. He understands the hardships with budgets and unfunded State mandates which makes budgeting very difficult; however, the safety of the children of Windsor Locks is very important. The Police Commission is not supporting this decision and the Commission hopes to the Board will maintain the SRO position as once you lose a position, it is very hard to get it back.

There was another person who wanted to speak and she was online, but she was having technical difficulty and the Chairwoman decided to move on with the meeting.

IV. Student Recognition

- **NCCC All-Conference Honors: Baseball and Softball**

Mr. Parkhurst celebrated and recognized two of student athletes that were recently honored at the NCCC Conference Tournament in Suffield. He congratulated to the following Windsor Locks High School Student Athletes:

- Alisha Burns - NCCC All-Conference Honors Softball (Not in attendance.)
- Xavier Angel - NCCC All-Conference Honors Baseball

V. Approval of Minutes

- **May 14, 2024 Special Meeting**
- **May 22 ,2024 Special Meeting**

It was **MOVED** (Guyette) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approve the minutes of the May 14, 2024 Special Meeting and the May 22, 2024 Special Meeting as presented.

VI. Personnel Report: Resignation

A. Staff Service Recognition

Mr. Robert Stacy, Director of Human Resources, addressed the Board. He explained a series of charts were in their packets recognizing staff for longevity, retirement and tenure. Staff are recognized in five (5) year increments for service to the district. Forty-five (45) staff members are being recognized this year with service from five (5) to forty (40) years. Total years of service to the district equals 620 years. Nine (9) staff members are retiring from Windsor Locks this year. Total years of service to the district equals 199 years. Eight (8) educators achieved tenure at the end of this school year. This was the culmination of four (4) years of successful teaching service to the Windsor Locks Public Schools. He noted the Superintendent, the Board Chairwoman and himself surprised those eight teachers and notified them of achieving tenure.

B. Resignations

Mr. Stacy addressed the Board. He commented he has received the following four resignations:

- Ms. Sandra Zajac-Naylor, Windsor Locks Middle School Librarian, will resign effective June 30, 2024. Ms. Zajac-Naylor has served the students of Windsor Locks for 28 years.

- Ms. Melissa Ewing, Windsor Locks Middle School English Teacher, will resign effective June 30, 2024. Ms. Ewing has served the students of Windsor Locks for 1 year.
- Ms. Deb Luzetti, Windsor Locks High School Life Skills Teacher, will resign effective June 30, 2024. Ms. Luzetti has served the students of Windsor Locks for 2 years.
- Ms. Sara Dvorsky, Windsor Locks Middle School Music Teacher, will resign effective June 30, 2024. Ms. Dvorsky has served the students of Windsor Locks for one (1) year.

It was **MOVED** (Cutler) and **SECONDED** (Gragnotati) and **PASSED** (U) that the Board of Education accepts the resignation of Ms. Sandra Naylor, Ms. Melissa Ewing, Ms. Deb Luzetti, and Ms. Sara Dvorsky on the dates noted and offer our appreciation for their service to the students of Windsor Locks.

C. Job Descriptions

Mr. Stacy noted the job descriptions were given to the Board for their review for a first and second read and approval.

Second Read and Approval:

- Director of Pupil Services (formerly Special Services)

First Read for Review:

- Tutor
- Nurse Supervisor (Stipend Position)

A brief discussion was held.

It was **MOVED** (Guyette) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approves the revised job description presented as a second read.

D. Director of Finance and Operations Search Update

Mr. Stacy indicated a search committee has been established which is comprised of the Superintendent, the Director of Human Resources, the Director of Pupil Services, and the High School Principal. The committee will have pre-screened six (6) to eight (8) of the almost twenty (20) applicants. The goal is to pre-screen an initial group of candidates to bring back for full interviews the week of June 17th. The full interviews will include the following members: the Director of Facilities, the President of the Administrative Assistants Union, and a representative from the Teachers Union. The goal is to then identify two finalists to present to the Board for consideration the week of June 24th. As this is a challenging time of year, the scheduling of interviews and timeline are subject to change.

VII. Policy Priority List

A. Mandated Policy List

Mr. Stacy gave a mandated policy list for the Board to review and a basic timeline of when those policies will be presented to the Board for review and approval.

VIII. Policy Review:

A. Second Read/Approval

- **0200 Statement of Education Goals & Student Objectives *New***
- **4112/4212 Appointment (of staff) *Revise 4112/New 4212***

B. First Read/Review

- **5142.4 School Resource Officer *Revision***
- **9170 Distribution of Diplomas *New***

It was **MOVED** (Guyette) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approves Policies 0200 State of Education Goals & Student Objectives, and 4112/4212 Appointment of Staff as presented.

The person online who wanted to speak during the Public Audience portion of the meeting but had technical difficulty interrupted the meeting. Chairwoman Ms. Christianson allowed Lauren to speak to the Board.

Lauren indicated she was very passionate about the topic of the elimination of the SRO. She remembers last year when she and others were begging the Board of Finance to fund the SROs in the schools for the safety of the children in the schools. After a stressful year with the multiple threats made to the schools, the community begged to have the SROs to have an additional line of defense. Since the SROs were approved one year ago, the incidents have decreased and parents are less stressed about sending their children to school. She has a daughter at North Street School, and the SRO has become a big part of her school environment, not just greeting the students to school and saying good-bye during dismissal. She understands the difficult decisions the Board has to make while constructing a budget and she does not envy their positions, but she would like the Board to reconsider their decision of eliminating the SRO at North Street School.

Chairwoman Ms. Christianson indicated the Board is not to respond to Public Audience, however, as the Board continues to navigate the challenges as Board Members, she encourages parents and the community to become involved and informed with decisions that the Board has to make through the year, including budgetary decisions. She encourages the community and parents to become involved and attend meeting to voice their opinions when hard decisions have to be made throughout the year.

IX. Special Education Tuition & Excess Cost Grant

Mr. Parkhurst introduced Ms. Valerie Breda, Staff Accountant/Grants Manager, to the Board. Ms. Breda gave a status of the BOE Net Out-of-District Budget as of May 31, 2024 as follows:

- The 2023-2024 net out-of-district budget for special education was based on sixteen (16) Windsor Locks out-of-district placements, three (3) Hartford Choice out-of-district placements, and zero (0) DCF placements for a total of (19) nineteen students.
- The Actual 2023-2024 out-of-district projected expenditure for special education as of May 31, 2024, is for twelve point nine one (12.91) Windsor Locks out-of-district placements, five (5) Hartford Choice out-of-district placements, and zero (0) DCF placements for a total of seventeen point nine one (17.91) students.
- The current projection is for eleven (11) students to qualify for excess cost reimbursement at 69.0613% with a per-pupil cost of \$21,565 or \$97,042.50 (4.5 times the per-pupil cost). The capped entitlement amount posted for the Town of Windsor Locks to receive is \$449,728.
- The district will not require the Special Education Excess Cost Grant to cover additional student outplacement costs for FY24.

A brief discussion was held.

X. K-2 Reading Instructional Strategies Presentation

Mr. Parkhurst introduced Ms. Megan Parrette, Director of STEAM Curriculum, Instruction and Assessment and Ms. Laura Sullivan, second grade teacher at North Street School to present the K-2 new reading curriculum. It was explained that adoption of a State approved reading program by July 2024 is a requirement from the Connecticut State Department of Education under the new Right to Read legislation. Over the past two years, the district Curriculum Department and K-2 Team reviewed various State approved reading programs and this past year,

piloted *Amplify CKLA*. As a result of that work, and the work of our District Literacy Team, Ms. Parrette and Ms. Sullivan presented and recommended *Amplify CKLA* be the Windsor Locks Public Schools K-2 reading program to be used in all K-2 classrooms at the start of the 24-25 school year.

The pair gave a presentation of the program and explained the pilot which took place this past school year.

A brief discussion was held.

It was **MOVED** (Gragnotati) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education approves *Amplify CKLA* to be the K-2 reading program as recommended.

XI. Board and Superintendent Comment

None.

XII. Public Audience (General)

Moved to the beginning of the meeting.

XIII. EXECUTIVE SESSION

It was **MOVED** (Cutler) and **SECONDED** (Guyette) and **PASSED** (U) that the Board of Education adjourn the meeting to Executive Session as permitted by Connecticut General Statutes Section 1-225(a) for the following purposes as allowed by Section 1-200(6), that is:

- A. Discussion of United Public Service Employees Union (UPSEU) Local 424 - Unit 119 Custodial/Maintenance Employees Bargaining Unit Negotiations

That attendance in the Executive Session shall be limited to:

- Members of the Board of Education
- Superintendent
- Director of Human Resources
- Others as Requested to Attend

- B. Superintendent Goals & Contract Discussion

That attendance in the Executive Session shall be limited to:

- Members of the Board of Education
- Superintendent of Schools
- Others as Requested to Attend

Board moved into executive session at 6:48 p.m.

Board returned to public session at 7:39 p.m.

It was **MOVED** (Cutler) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approves the UPSEU Local 424 Unit 119 Custodial/Maintenance Employees Bargaining Unit Contract as presented.

It was **MOVED** (Gragnotati) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education extends the Superintendent of Schools contract through June 30, 2027 to the agreed upon terms and conditions as presented by the Board of Education.

XIV. Adjournment

It was **MOVED** (Gragnotati) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education adjourn the Regular Meeting of June 13, 2024 at 7:42 p.m.

Respectfully submitted,

Denise M. Piotrowicz
Recording Secretary