

WINDSOR LOCKS PUBLIC SCHOOLS



BOARD OF EDUCATION MEETING

Regular Meeting

June 27, 2019

6:00 p.m.

Windsor Locks High School

Library Media Center

58 South Elm Street

www.wlps.org

Windsor Locks Board of Education

Patricia King, Chairwoman

Margaret Byrne, Vice Chairwoman

Jim McGowan

Dennis Gragnolati

Joe Tria

Shawn Parkhurst

Superintendent of Schools

MISSION STATEMENT AND CORE BELIEFS

The WLPS will create and sustain a community of life-long learners where all students are engaged, empowered and expected to achieve at the highest levels and to become responsible, contributing citizens in an ever-changing, global society.

In order to achieve our mission our students will receive a world class education that:

- Challenges each student to meet and exceed high expectations through a stimulating, rigorous and challenging curriculum;
- Enables each student to think critically, work collaboratively, and display the confidence necessary to be successful in a diverse and complex society;
- Prepares each student to be an adaptable risk taker who is proud to invest in the future;
- Prepare each student to use all of the technological resources available to complete research, solve problems, and identify creative solutions;
- Develops individuals who are open-minded, respectful, and compassionate,
- Develops honest, interdependent, skilled future leaders and independent thinkers who will become the world's problem solvers;
- Enriches the skills and talents of each student to be inventive and ready to achieve a sustainable future;
- Invites the entire community to be involved in providing a well-rounded education; which
- Inspires each student to become an active member of our community, the nation, and the world.

Regular Meeting
June 27, 2019
WINDSOR LOCKS BOARD OF EDUCATION
Windsor Locks High School ~ Library Media Center
6:00p.m.
AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. BOARD AND ADMINISTRATIVE COMMUNICATIONS INCLUDING BOARD SUB-COMMITTEE REPORT
- V. PUBLIC AUDIENCE (Only On Agenda Items)
CONSENT AGENDA: **VOTE NEEDED**
- VI. A. Minutes: p. 1 EXHIBIT VI A
 - June 6, 2019 Special Meeting
 - June 13, 2019 Regular MeetingB. p. 11 EXHIBIT VI B
 - Personnel Report: Resignation
- VII. BUSINESS ITEMS BEFORE THE BOARD

Goal 1: Windsor Locks Public Schools will insure that all students are engaged in their learning and challenged to achieve at the highest level.

Goal 2: Windsor Locks Public Schools will use research-based leadership and best workplace practices to ensure high levels of achievement.

A. Grading and Reporting Committee Update p. 12 EXHIBIT VII 2 A
B. Office Of Family & Community Engagement - Name Change Request: **VOTE NEEDED** p. 24 EXHIBIT VII 2 B
- Goal 3: Windsor Locks Public Schools will support every student through a diverse network of caring adults.
A. Commemorative Recognition Request: **VOTE NEEDED** p. 25 EXHIBIT VII 3 A
- Goal 4: Windsor Locks Public Schools will provide safe and healthy environments where students will learn how to sustain and promote healthy living.
- VIII. BOARD AND SUPERINTENDENT COMMENT
- IX. FUTURE BUSINESS
- X. PUBLIC AUDIENCE (GENERAL)
- XI. ADJOURN
For the Chairperson of the Board of Education
Shawn Parkhurst
Superintendent of Schools
C: Town Clerk: PLEASE POST

EXHIBIT VI A

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: SHAWN PARKHURST, SUPERINTENDENT
DATE: JUNE 27, 2019
RE: APPROVAL OF MINUTES

- June 6, 2019 – Special Meeting
- June 13, 2009 – Regular Meeting

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

**MINUTES OF THE SPECIAL MEETING,
June 6, 2019 at 4:00 p.m.**

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

Members Present:	M. Byrne, J. McGowan, D. Gragnolati and J. Tria
Members Absent:	P. King
Administrators:	S. Parkhurst and C. Bradshaw-Hill
Student Representatives:	None
Students:	None
Others:	None
Press:	None

I. Call to Order

Vice-Chairwoman Ms. Margaret Byrne called the Special Meeting to Order at 4:05 p.m. in the Windsor Locks High School Professional Development Room.

II. Budget – End of the Year Task List Review

Ms. Charmaine Bradshaw-Hill, Business Manager, addressed the Board. She indicated this is a continuation from a previous meeting wherein the task list was discussed. She gave to the Board Members a task list for their review, which was a similar list that was given to them at a previous meeting. She noted the district is getting together quotes for those tasks listed and going through accounts to see if there are any extra funds in those accounts, such as, supplies, field trips and transportation. She noted that some of the projects are partially finished and others are not. She asked the Board Members if they had any questions. An inquiry about the facility update – relocate task. This is a relocation of the central registration and the IT department. IT is moving into Room 49 in the high school and central registration is moving to where IT has been located. The reason for the moving of the two departments, it is felt that central registration involves sensitive information and should be located in a secured, central location. IT needs a space for their equipment and most of the equipment needs to be in a climate controlled environment. The IT Director has indicated the Hartford Foundation for Public Giving funds of \$19,000 will be used for the transition and the only cost to the district will be \$1,000. She indicated a compressor is needed for the air conditioning for that room, the maintenance department is trying to fix the blower. Another task discussed was the ADA compliance for the sidewalks around the playgrounds. CIAC financed the fence around the playgrounds, but the assessment of the playgrounds was done with the inspector and Mr. Steve Mills, which noted repairs and replacements that are needed to become ADA compliant. The concrete sidewalks has to be done so the playground is accessible for a wheelchair. Tasks for safety issues were also discussed along with supplies and materials

for special education to be purchased this year from a specific vendor. Mr. Parkhurst discussed a recommendation from the safety committee, which purchasing an app for smartphones so anyone with that technology can call a code red within the district. It was asked who would have this technology and it was answered every employee of the district, other than lunch aides, recess aides and para-professionals. The Robotics Team has requested supplies and materials as well. Most of their supplies and materials have been funded by a grant. The second page of the list was also discussed, including the art room at the middle school. The discussion continued regarding the additional amount of money the district will be spending to finish the task list as discussed. It was determined it would be approximately \$105,000.

A lengthy discussion took place regarding line item transfers and how the budget is balanced out at the end of the year and the process that has taken place in the past and how it is being done now and in the future. At the end of the conversation, it was decided that this subject will be discussed further at a future finance sub-committee meeting.

It was **MOVED** (McGowan) and **SECONDED** (Tria) and **PASSED** (U) that the Board of Education grants the Superintendent, or his designee, the authority to purchase all items on the End of Year Task List within the stated budget limits based on quotes received in lieu of open bids.

III. Public Comment

None.

VII. Adjournment

It was **MOVED** (Gragnolati) and **SECONDED** (Tria) and **PASSED** (U) that the Board of Education adjourns the Special Meeting of June 6, 2018 at 4:48 p.m.

Respectfully submitted,

Denise M. Piotrowicz
Recording Secretary

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

**MINUTES OF THE REGULAR MEETING,
June 13, 2019 at 6:00 p.m.**

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

Members Present:	P. King, M. Byrne, J. McGowan and J. Tria
Members Absent:	D. Gagnolati
Administrators:	S. Parkhurst, S. Cournoyer, C. Bradshaw-Hill, S. Lee and J. Lavorgna
Student Representatives:	D. Egyin and S. Inusah
Students:	C. Mackey, V. Piotrowicz
Staff:	D. Bole, R. Dubreuil and S. Galatsiatio
Others:	A Mackey and few parents
Press:	None

I. Call to Order

Chairwoman Patricia King called the Regular Meeting to Order at 6:02 p.m. in the Windsor Locks High School Library Media Center.

Miss Derby Egyin, Student Representative, read the mission statement.

II. Board and Administrative Communications including Board Sub-Committee Report

Chairwoman Mrs. Patricia King commented it is a very busy time in the district. She has attended many events, presentations and ceremonies, including the induction into the National Honor Society which was held this past Tuesday.

Board Member Mr. Jim McGowan commented that he attended the Spring Sports Awards last night. He proudly announced there were many scholar athletes honored. He attended Heritage Day which was held on June 1, 2019. Less attendance than it has had in the past, but the History Club raised more money than last year. He attended RISE graduation. It was wonderful to see the kids graduate.

Mr. Shawn Parkhurst, Superintendent of Schools, addressed the Board. He noted tonight is the eve of graduation. He would like to applaud the students, parents, teachers and staff for a great year. Since he has come to the district six months ago, he has really enjoyed watching the students excel. It was step-up day around the district last week for the second, fifth and eighth graders. Three schools hosted events for the incoming students. Current students participated in activities with incoming students to assure those transitioning to the new school will feel comfortable in the fall. He attended the annual North Street School Memorial Day Parade which was led by the Windsor Locks Middle

School Band. He attended Heritage Day presented by the Windsor Locks Middle School History Club, which he described as an incredible event which celebrated Ella Grasso's 100th Birthday and recently, the History Club had a visit from the Lieutenant Governor.

He congratulated the high school sports teams, tennis, softball and baseball for their successful season. The AP Art Class had their exhibit shown last week at the Spring Hill Marriott, which displayed the incredible talent of the high school art department. Field Day was held at the middle school which featured a dunk tank. National Honor Society inducted 17 new members, congratulations to those students. Ten students graduated from RISE Academy, five from Windsor Locks and five from Bloomfield. Lastly, the Class of 2019 participated in Project Inspire today. The graduates were dressed in caps and gowns, marched through the schools to inspire younger students to become a graduate someday. It has been a long two weeks and it will all come to an end tomorrow night at graduation.

III. Student Representatives

Miss Derby Egyin, Student Representative, addressed the Board. She mentioned all of the sports teams who had a successful spring season. She wanted to recognize all of their hard work. She spoke about participating in Project Inspire and how emotional it was for her walking through the hallways of all of the district's schools and her journey is coming to an end. She thanked the Board Members for the opportunity to sit on the Board, the administrators, teachers and staff for all of their hard work and getting all of the students ready for the future.

Miss Sureaya Inusah, Student Representative, addressed the Board. She expressed her thanks to the Board for the opportunity that was given to her to be able to serve on the Board.

Both Miss Egyin and Miss Inusah then gave to each Board Member and administrator a small token of their appreciation.

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education take Agenda Item VII., Goal 1 (A) Student Recognition – Senior Board of Education Student Representatives and Senior Videographer before IV. Public Audience.

V. Business Items Before The Board

1. Goal 1: Windsor Locks Public Schools will insure that all students are engaged in their learning and challenged to achieve at the highest level.

a. Student Recognition – Senior Board of Education Student Representatives and Senior Videographer

Mr. Parkhurst recognized the three outgoing seniors who have served on the Board of Education as Student Representative and one who was a Senior Videographer. The first student he recognized was Student Representative, Miss Derby Egyin. He described her as an intelligent student that has interpersonal skills and a heart of gold. Derby has been the Class President for past three years and a National Honor Society inductee. She has received the Connecticut Association of Schools

Scholar Leader Award, a three time recipient of the North Central Connecticut Conference Scholar Athlete Award, inducted into the President's Education Awards Program in Recognition of Outstanding Academic Excellence, and received the Lions Club Excellence in Leadership Award. Derby has also succeeded outside of the classroom by partaking in numerous events like, the Connecticut Commissioners Roundtable with Commissioner Dianna Wentzell, Student Council, Varsity Tennis, a participant on the Connecticut Reimagine High School Board, Connecticut CIAC and CAS: State Student Advisory Council on Education, FBI: Future Law Enforcement Youth Academy at Yale University, Windsor Locks Youth Service Bureau, Seeds of Success, Nation Federation of High Schools CT Ambassador 2017, Internship at the CT Commission on Human Rights and Opportunities, Windsor Locks Public School Board of Education Student Representative, Youth Ambassador for CT Kids Speak Jr., Student Speaker at the Connecticut Association of Board of Education's 2018 Conference, Guest Speaker at CHRO 75th Anniversary Gala, and Student Liaison and Organizer for Gun Violence Protest. After graduation, Derby will be attending Hofstra University to major in Political Science where she will fulfill her dream of becoming a Civil Rights Lawyer.

The second student he recognized was Student Representative, Miss Sureaya Inusah. He described her as a worldly, ambitious, and of high moral character, Sureaya Inusah is selflessly committed to her academics, extra-curriculars, and greater community. Sureaya is a role model student who consistently challenged herself by enrolling in rigorous courses and excelling at the highest levels. She has humbly earned many accolades across her studies, managing and succeeding in 5 different Advanced Placement courses in her senior year alone. She served as the Public Relations Officer for the Class of 2019 as well as was one of two Windsor Locks Public School Board of Education Student Representatives. She was a member of our Indoor and Outdoor Track team but was also named Captain and earned the Coaches Award in consecutive years in both sports. She is a recognized NCCC Scholar Athlete and a member of the National Honors Society. Sureaya documented the second most community service hours amongst her senior class with a remarkable total of 549 hours. She volunteered her time mentoring middle school students, tutoring peers through the National Honors Society, and has dedicated her summers to Pesi Park Summer Day Camp as a LEAD Counselor through her involvement with the Youth Services Bureau. She's also lent her energy and interpersonal strengths to Alex's Lemonade Stand as a Student Ambassador and honorably was one of only two paid interns with Fight Back CT and the CT Dems last summer. Sureaya plans on pursuing a degree in Economics at Pennsylvania State University.

The third student he recognized was Senior Videographer, Elkin Ounthonody. He described him as an inquisitive, adaptable and motivated. He has played an integral role to the Board of Education as he was one of two students responsible for recording and livestreaming Board of Education meetings. Additionally, he lent his time recording to the sports teams and various Windsor Locks Productions. Elkin plans on attending UCONN-Hartford in the fall to pursue a degree in Fine Arts and Digital Media and Design.

Finally, Mr. Parkhurst wanted to recognize the other student who helps Elkin with the video who is a member of the junior class, Miss Shannon . He has been told that she is grooming a member of the next class to assist her in videotaping next year.

Mrs. King thanked the students for their participation with the Board of Education and wished them all the best for the future.

IV. Public Audience (Only on Agenda Items)

None.

IV. Consent Agenda

a. Minutes

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education approves the Minutes of May 23, 2019 Regular Meeting, as presented.

b. Personnel Report

Mr. Parkhurst addressed the Board. He stated there are three resignations listed, a Spanish Teacher at the high school and two Special Education Teachers at the high school.

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education accepts Mr. Dutton's, Ms. Bessette's, and Ms. Schreier's, resignations effective June 30, 2019 and offer them our appreciation for all of their efforts on behalf of the students of the Windsor Locks Public Schools.

V. Business Items Before The Board

1. Goal 1: Windsor Locks Public Schools will insure that all students are engaged in their learning and challenged to achieve at the highest level.

a. Student Recognition – A Senior Board of Education Student Representatives and Senior Videographer

This topic was discussed previously in this meeting.

b. Windsor Locks Middle School History Club Presentation

Mr. Parkhurst introduced four Windsor Locks Middle School student, Mr. Caden Mackey along with Windsor Locks History Club advisors from the middle school, Ms. Rachel Dubreil and Mr. Santo Galatiolo. The Board had approved a three day trip to Washington D.C. Mr. Caden Mackey wanted to first thank the Board for the opportunity of being able to travel to Washington D.C. with his fellow classmates. He described all of the national memorials he was able to visit while

in Washington D.C., including the MLK Memorial, FDR Memorial and the Vietnam Wall.

Miss Dubreil thanked the Board for accepting their proposal earlier this year as the trip meant a lot for the students. The teachers tied in iblocks to have discussions and to projects about Washington D.C. so the trip was a learning experience in and out of the classroom. The History Club has future plans for many other trips in the next two years including Philadelphia, Pennsylvania and Boston, Massachusetts.

Caden spoke about Heritage Day and the special exhibit celebrating Governor Ella Grasso's 100th Birthday. The room had many artifacts and memorabilia about her run to be the first woman governor elected in her own right. Heritage Day drew government officials, including the First Selectman and a State Representative. The son of the late Governor was also in attendance. He reminded everyone that Heritage Day is a completely student driven event.

A video was played showing clips from Heritage Day 2019.

A brief discussion was held.

c. Class of 2019 Post-Graduation Plans

Mr. Parkhurst gave to all Board Members a list contacting the post-graduation plans of each member of the Class of 2019 for their review.

2. Goal 2: Windsor Locks Public Schools will use research-based leadership and best workplace practices to ensure high levels of achievement.

a. FY 2019-2020 Budget Update

Mr. Parkhurst gave the Board a budget update. He gave to the Board Members copies of the overall budget. Ms. Charmaine Bradshaw-Hill asked if they would like a summary page as the finance sub-committee reviews. The budget target will be \$31,380,043.34.

b. Policy: Second Reading – Graduation Requirements for the Class of 2023

Mr. Parkhurst indicated that a second reading of Policy 6146A Graduation Requirements for the Class of 2023 and beyond was provided to the Board for their review. The changes in this policy include new graduation requirements set forth by the State Board of Education. The policy subcommittee met last week and reviewed the policies and the changes are highlighted in yellow. Most of the policies have not been reviewed since the 1980s. He asked the Board Members if they had any questions regarding the changes that are being proposed.

It was **MOVED** (Byrne) and **SECONDED** (Tria) and **PASSED** (U) that the Board of Education approves Policy 6164A Graduation Requirements for the Class of

2023 and beyond as recommended by the Superintendent and the Policy Subcommittee.

c. Policy: Second Read and Discussion

Mr. Parkhurst indicated the following policies, reviewed by the policy subcommittee and presented to the full Board of Education for a first reading at the May 23, 2019 meeting. They are being presented for a second reading and recommended for approval. Those policies include Community Relations Policies 1000s, Administration Policies 2000s, and Non-Instruction Policies 3000s.

A brief discussion was held.

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education approves the indicated policies as recommended by the Superintendent and the Policy Subcommittee.

3. Goal 3: Windsor Locks Public Schools will support every student through a diverse network of caring adults.

This goal was not discussed at this meeting.

4. Goal 4: Windsor Locks Public Schools will provide safe and healthy environments where students will learn how to sustain and promote healthy living.

a. Agreement with Sodexo Management, Inc.

Ms. Charmaine Bradshaw-Hill, Business Manager addressed the Board. Pursuant to Section 16.1 B, Windsor Locks Public Schools and Sodexo Management, Inc. have mutually agreed to extend the Agreement for one (1) year commencing on July 1, 2019, and continuing until June 30, 2020, unless terminated by either party as hereinafter provided. The amendment is reflective of the Consumer Price Index increases associated with the annual management and administrative fees charged by the Food Service Management Company. The CPI for all Urban, North East Food Away from Home adjusts these fees by 3.0%.

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education extend the agreement with Sodexo for one year commencing on July 1, 2019 and continuing through June 30, 2020.

VI. Board and Superintendent Comments

Mr. Parkhurst reminded everyone that graduation will take place at the high school tomorrow at 6:00 p.m., the entrance by South Elementary School will be closed at 4:00 p.m. He wished everyone a Happy Father's Day.

Mrs. King reminded everyone that the meeting will not be broadcasted over the summer as the students are off for the summer.

VII. Public Comment

None.

VIII. EXECUTIVE SESSION:

It was **MOVED** (Byrne) and **SECONDED** (McGowan) 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:

- . Discussion of Superintendent of Schools' Evaluation
 - a. Discussion of Superintendent of Schools' Contract
- That attendance in the Executive Session shall be limited to:
- b. Members of the Board of Education
 - c. Superintendent of Schools

The Board entered Executive Session at 6:53 p.m.

It was **MOVED** (Byrne) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education terminates Executive Session and reconvenes into public session at 7:43 p.m.

IX. Adjournment

It was **MOVED** (Tria) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education adjourns the Regular Meeting of June 13, 2019 at 7:43 p.m.

Respectfully submitted,

Denise M. Piotrowicz
Recording Secretary

EXHIBIT VI B

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: SHERI LEE, DIRECTOR OF HUMAN RESOURCES
DATE: JUNE 27, 2019
RE: PERSONNEL REPORT

Resignation:


Caroline Golschneider, a Music teacher at North Street School has resigned effective June 30, 2019. At the time of her resignation, Ms. Golschneider will have served the students of Windsor Locks for nine (9) years.

POSSIBLE BOARD MOTION: “MOVE that the Board of Education accepts Ms. Golschneider’s resignation, effective June 30, 2019 and offer her our sincere appreciation for all of her efforts on behalf of the students of the Windsor Locks Public Schools.”

EXHIBIT VII 2 A

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: SHAWN PARKHURST, SUPERINTENDENT
DATE: JUNE 27, 2019
RE: GRADING AND REPORTING COMMITTEE UPDATE

The Committee's presentation to the Board of Education along with a copy of a mock-up report card reflecting the changes is attached.



Special Committee to review and Revise Grading and reporting Practices

Recommendations for 2019-2020

Committee Meetings

► Monday January 7, 2019

Reviewed and reflected on 3 questions:

- What's going well?
- What isn't going well?
- Who is missing from the conversation?

► Tuesday April 9, 2019

Examined the feedback from the previous meeting, assessed progress and set actionable priorities.

► Tuesday May 14, 2019

Used the priority areas identified during the April 9th meeting to make suggestions to the schools for shifts in grading and reporting practices to improve parent and student understanding of the grade reports for the 2019-2020 school year.

► Tuesday June 4, 2019

Created an action plan and recommendations for shifts/revisions to the practices to improve student/parent understanding of the grade reports for 2019-2020



Areas of Opportunity for Improvement

January 2019 Meeting

What is Going Well?

- Better understanding of how my child is doing
- Current PowerSchool is easier for students/parents to understand
- The “snapshot” of progress toward mastery
- The chart on the report card effectively conveyed all scales
- The increased comfort level of staff with the new revision
- The timely report is timely and accurately reports data from the teacher’s grade book
- The evaluation of students’ growth towards meeting IEP Goals/Objectives for students who are off grade level
- The ability to see content strand results for quarter and full year
- The design does not negatively impact students with existing data
- The allowing of the .5 scale to show progression

What Isn’t Going Well?

- **Consistency**
 - PowerSchool use in general/ Calculations
 - Calibration between teachers
- **Communication**
 - Still misunderstanding about averaging grades vs. knowledge shown at the end of the year
 - How does Quarter grade differ from full year?
 - Besides grading how are students’ goals being tracked meeting projected end of year goals?
 - Mastery grading vs. Traditional
- Having multiple grading scales within one system creates potential confusion. There isn’t a true correlation between letter scale and 1-4 scale
- The meaning of the grades was not clear. Specifically, in relation to the Quarter grades and what they represent.
- Students who are earning a 3 are the earning a 3/3. A score of 4 is actually 4/3

Recommendations for Reporting Changes

- Change the quarterly to represent cumulative progress towards standards clearly label/delineate the date range for each Quarter.
- Bold each active quarter and clearly label that it is year to date progress.
- Eliminate the Y1 as it is redundant
- Utilize the 1 through 4 scale and eliminate the letter grade and the ES, MS, PS and LP and keep the 1-4 scale (consistency between Middle School and High School is important)
- Keep the back of the Report Card/Progress Report that has the individual progress (cumulative) on each individual power standard
- Introduce .2 increments to replace the current 2.0-3.0 incremental provide consistency with the 3-4 range.

Draft Sample Report 2019-2020

CourseName	Teacher	Q1	Q2	Q3	Q4	CourseMastery	
		Cumulative asof 11/01/2019	Cumulative asof 01/24/2020	Cumulative asof 04/03/2020	Cumulative asof 06/11/2020	Stored FinalGrade	GPA Points
ALG2 H	Wandzy	3	3	3.2			
BUSINESS PRINCIPLES	Kelly	3.2	2.7	2.7			
CHEMA	Percoski	3	3	3			
ENG3A	Krupa	2.7	3	3.2			
PHOTOGRAPHY	Sigall			3.2			
SPANISH3 H	Dutton	2	2.3	2.3			
USHISTA	Onderdonk	3.2	3	3.4			
PERSONALFINANC EI	Kelly,Shereese					3.2	3.2
RAIDERBLOCK	Braddock, Matthew	P	P	P			

Suggested Actions for Reporting Changes

- ▶ Ensure consistency between High School Report Cards and Middle School Progress Reports reports and reporting for the Middle and High School. Leadership will compare reports to make sure they are appropriately aligned based on grade-level and building needs.
- ▶ Ensure alignment both within departments and between the Middle School and the High School in regards faculty measurement and assessment of standards. (Specifically understanding and utilization of scoring criteria)
- ▶ Include administrative note that communicates expected standard progression for each quarter. Note should be in prominent location and should be bolded. (See Mock up)
- ▶ Include a footer on report card that navigates students and parents to the grading practices (See Mock up)



Addressing Inconsistencies In Practice (Leadership Planning for 2019-2020)

► Ensure:

- philosophical and practical consistency with staff understanding of Mastery Based Learning vs. Standards based Grading vs. Mastery Based Grading
- clear measurement of Skills vs. Content (Scoring Criteria)
- understanding of all changes in the report redesign
- appropriate communication between all teachers regarding expectations for students with accommodations, modifications etc.
- that all assessments have an embedded level 4 opportunity


► Ensure:

- High School Counselors review Middle School Transcripts to ensure accuracy for High School Credit.
- Middle School Counselors understand the BOE approved policy for course weighting
- Continued reinforcement of consistency with all practices




Suggestions for different ways to get information out to parents and the public:

- ▶ *Board of Education meetings (live and video)*
- ▶ *Provide opportunities for students (and parents) to present answers to questions*
- ▶ *Focus groups of students (how can we get information from students who are not always so actively involved?) Getting their perspective on what is working and what needs attention.*
- ▶ *Consider giving video information to parents somehow. Vlogging etc. may help with getting information out in a concise manner*
- ▶ *“We need to go to the parents if they are not coming to us” how do we get the information we need to meet them where they are?*
- ▶ *Put an explanation of DOK (Depth of Knowledge) out for parents. Discussion of making sure all teachers are appropriately trained on DOK.*



Thank you to the committee for their hard work and thoughtful input and to the Board of Education for your support!!



Congratulations you've made First Honors in Habits of Scholarship

Course Name	Teacher	Q1	Q2	Q3	Q4	Course Mastery	
		Cumulative as of 11/01/2019	Cumulative as of 01/24/2020	Cumulative as of 04/03/2020	Cumulative as of 06/11/2020	Stored Final Grade	GPA Points
ALG 2 H	Wandzy	3	3	3.2			
BUSINESS PRINCIPLES	Kelly	3.2	2.7	2.7			
CHEM A	Percoski	3	3	3			
ENG 3A	Krupa	2.7	3	3.2			
PHOTOGRAPHY	Sigall			3.2			
SPANISH 3 H	Dutton	2	2.3	2.3			
USHIST A	Onderdonk	3.2	3	3.4			
PERSONAL FINANCE I	Kelly, Shereese					3.2	3.2
RAIDER BLOCK	Braddock, Matthew	P	P	P			

RAIDER BLOCK Comments
Braddock, Matthew
 Student specific Raider Block comment will go here

Standard	Q1	Q2	Q3	Q4
WL.HS.WH: HABITS OF SCHOLARSHIP	3.16	3.25	3.38	
WL.HS.WH.1: Communication & Participation	3.25	3.38	3.25	
WL.HS.WH.2: Responsibility & Conduct	3.38	3.25	3.63	
WL.HS.WH.3: Time & Targets	3	3.25	3.38	
WL.HS.WH.4: Reflection & Revision	3	3.13	3.25	

4-pt	100-pt	Letter Grade	Mastery
4.0	97-100	A+	ES
3.8	93-96	A	
3.6	90-92	A-	
3.4	87-89	B+	MS
3.2	83-86	B	
3.0	80-82	B-	
2.8	78-79	C+	P+
2.6	76-77	C+	
2.4	74-75	C	PS
2.2	72-73	C	
2.0	70-72	C-	
1.7	67-69	D+	LP
1.3	63-66	D	
1.0	60-62	D-	
0.0	0-59	F	NE

School-wide Comments:
 First semester classes will only show final course mastery.
If student is below a 2.8 in current grading term, if you have not already heard from the teacher, please contact them directly.

USHIST A- Onderdonk, Reynolds~	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.USH	3.2	3.0	3.4	
WL.HS.USH.S1	3.2		3.8	
WL.HS.USH.S2	3.2	3.0	4.0	
WL.HS.USH.S3	2.7	3.0	3.0	
WL.HS.USH.S4	3.2	3.0	3.2	
Student specific course comment will go here				

BUSINESS PRINCIPLES Kelly, Shereese	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.BP	3.2	2.7	2.7	
WL.HS.BP.S1	2.7	2.3	3.0	
WL.HS.BP.S2	3.0	2.3	2.7	
WL.HS.BP.S3	3.4	3.0	2.7	
Student specific course comment will go here				

ENG 3A Krupa, Kristen	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.ENG3	2.7	3.0	3.2	
WL.HS.ENG3.S1	2.3	3.0	3.0	
WL.HS.ENG3.S2	2.0	3.0	3.0	
WL.HS.ENG3.S3	3.0	3.0	3.4	
WL.HS.ENG3.S4	3.0	3.0	3.0	
Student specific course comment will go here				

PHOTOGRAPHY Sigall, Matthew	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.PHOTO			3.2	
WL.HS.PHOTO.S1			3.0	
WL.HS.PHOTO.S2			3.4	
WL.HS.PHOTO.S3			3.0	
Student specific course comment will go here				

ALG 2 H Wandzy, Stephen	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.ALG2	3.0	3.0	3.2	
WL.HS.ALG2.S1	3.0			
WL.HS.ALG2.S2	3.2	2.7		
WL.HS.ALG2.S3		3.2		
WL.HS.ALG2.S4			3.2	
WL.HS.ALG2.S6			3.4	
Student specific course comment will go here				

CHEM A Percoski, Timothy	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.CHEM	3.0	3.0	3.0	
WL.HS.CHEM.S1		3.0		
WL.HS.CHEM.S3	3.0	3.0	3.0	
WL.HS.CHEM.S4		3.0	3.0	
WL.HS.CHEM.S5	3.0	3.0		
Student specific course comment will go here				

SPANISH 3 H Dutton, Michael	Proficiency Level			
	Q1 Cumulative as of 11/01/2019	Q2 Cumulative as of 01/24/2020	Q3 Cumulative as of 04/03/2020	Q4 Cumulative as of 06/11/2020
WL.HS.SP3	2.0	2.3	2.3	
WL.HS.SP3.S1	2.0	2.3	1.7	
WL.HS.SP3.S2	2.3		3.0	
WL.HS.SP3.S3	1.3	1.0	2.3	
Student specific course comment will go here				

EXHIBIT VII 2 B

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: SHAWN PARKHURST, SUPERINTENDENT
DATE: JUNE 27, 2019
RE: OFFICE OF FAMILY AND COMMUNITY
ENGAGEMENT REQUEST FOR NAME CHANGE

In accordance with current research in the field of Family, School, and Community Partnerships, Jessie Lavorgna, District Coordinator of Family and Community Engagement, proposes that The Office of Family and Community Engagement change its title to The Office of Partnerships. Subsequently, Ms. Lavorgna's title would change to Director of Partnerships.

Research indicates that we should no longer be using the word *engagement*, as it suggests that someone is doing something to someone else, as opposed to *partnership*, which suggests working together. Simply stated, *engagement* implies *doing to*, while *partnership* implies *doing with*.

In a mastery-based learning district, such as ours, it makes sense to create and sustain a system in which educators, families, and community members are partners in our students' education and development. This name change signals our deep commitment to working with our families and community members.

POSSIBLE MOTION: “**MOVE** that the Board of Education approved the change from The Office of Family and Community Engagement to The Office of Partnerships effective July 1, 2019 as presented.”

EXHIBIT VII 3 A

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: SHAWN PARKHURST, SUPERINTENDENT
DATE: JUNE 27, 2019
RE: REQUEST FOR COMMEMORATIVE RECOGNATION

Mrs. Patricia Malone has requested that she be allowed to donate a banner which would be displayed on the wall in the Windsor Locks High School pool area to honor her late husband Kenneth B. Malone. Mr. Malone was a physical education teacher at North Street School for thirty-six years and also coached multiple swim teams for twenty-two years.

Tonight I'd like to present and discuss this request in relation to BOE Policy 7551: Commemorative Recognition of Groups, which is attached.

New Construction

Naming/Renaming of School Buildings, Components of Buildings, and/or School Grounds

Commemorative Recognition of Groups

The Board of Education believes that providing commemorative recognition of groups or individuals is a matter of great importance and one that deserves the most thoughtful attention. In regard to this policy, commemorative recognition includes, but is not limited to, permanent monuments, plaques, or other public displays that maintain the dignity of the facilities or spaces in which the recognition is presented. Two-thirds vote of the Board of Education will be required to initiate the process to provide public, commemorative recognition to groups of individuals. The Board will not be influenced in its decision by personal prejudice, favoritism, political pressure, or temporary popularity in permitting this recognition. This policy is not intended to restrict school or district level achievement recognition.

The Board of Education may permit commemorative recognition of individuals with professional designations or roles that include, but are not limited to, education, science, art, statesmanship, political science or community achievement. Most importantly, recognized individuals must have contributed significantly to the Windsor Locks Public Schools.

The general procedure for permitting commemorative recognition shall be as follows:

1. An individual who has achieved prominence in his or her field may be recognized after five years.
2. The Board, upon receipt of a request, or by its own motion, shall determine by a two-thirds vote whether or not to initiate the process to recognize deserving individuals.
3. After such determination has been made, the Board shall appoint a subcommittee composed of two (2) Board of Education members and three (3) members of the community.
4. The subcommittee shall submit to the Board of Education all proposed names, the record of the individuals and/or groups presenting the names and all supporting documentation, along with the committee's recommendation(s) for consideration by the Board.
5. The Board of Education shall then make the final decision of how and where to publicly recognize said individuals. The Board, however, reserves the right not to select any of the names submitted.

Policy adopted: April 9, 2015

WINDSOR LOCKS PUBLIC SCHOOLS
Windsor Locks, Connecticut

Windsor Locks Public Schools

www.wlps.org

EDUCATIONAL LEADERSHIP

Shawn Parkhurst
Superintendent of Schools 860-292-5000

Sharon Cournoyer
Assistant Superintendent of Schools 860-292-5750

Jeffrey Ferreira, Principal, Heather Earley, Assistant Principal
North Street School 860-292-5027

Monica Briggs, Principal, Heather Earley, Assistant Principal
South Elementary School 860-292-5021

David Prinstein, Principal, Christine Griswold, Assistant Principal
Windsor Locks Middle School 860-292-5012

Steven Swensen, Principal, Carrie Grado, Assistant Principal
Windsor Locks High School 860-292-5032

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