

**Windsor Locks Board of Education  
Special Meeting**

**November 2, 2020 - 6:00 p.m.**

**WLHS - Library Media Center**

**Meeting will Be Livestreamed on WLPS, and via Zoom**

[Registration Link](#)

**Agenda**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Public Audience - **(Only on Agenda Items)**  
*In accordance with BOE Policy 9020 - The Windsor Locks Board of Education (Board) recognizes that communication is a continuous two-way process. The Board believes that it is important to keep the public informed about educational programs, and, in turn, that the community should have the opportunity to provide input.*
- V. Discussion - WLMS and WLHS Return to In-Person Learning: **Vote Possible** p. 1 Exhibit V
- VI. Roof Project Update p. 2 Exhibit VI
- VII. Board of Finance Request for Additional Funds - **Vote Needed** p. 3 Exhibit VII
- VIII. Adjourn

For the Chairperson of the Board of Education  
Shawn L. Parkhurst, Superintendent of Schools

C: Town Clerk: Please Post

**EXHIBIT V**

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN PARKHURST, SUPERINTENDENT OF SCHOOLS

DATE: NOVEMBER 2, 2020

RE: DISCUSSION - WLMS AND WLHS RETURN TO IN-PERSON LEARNING

The District Steering Committee reviewed the survey data, the health metrics, and the revised [CSDE Addendum 4](#) and reached consensus (*6 hybrid, 4 in-person*) to recommend that at this time WLMS and WLHS not eliminate the hybrid instructional model. Several members of the Steering Committee are here this evening and I would invite them to share their thoughts regarding this topic.

## EXHIBIT VI

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN PARKHURST, SUPERINTENDENT OF SCHOOLS

DATE: NOVEMBER 2, 2020

RE: ROOF PROJECT UPDATE

In an effort to move forward with the roofing projects approved through the capital budget, ongoing conversations and updated quotes have been obtained. WLHS cost estimate of \$2,865,000 is within the bonded amount, however South Elementary is short \$400,000, of the original bonded amount of \$1,200,000. The overall cost for both combined is expected to be roughly unchanged. Due to the bonding process, these are viewed as two separate projects and therefore a new referendum for South will be required. The goal would be to move forward with the new referendum in order to be able to complete the South roof project during the Summer of 2021. The WLHS project is expected to proceed as planned.

**EXHIBIT VII**

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN PARKHURST, SUPERINTENDENT OF SCHOOLS

DATE: NOVEMBER 2, 2020

RE: BOARD OF FINANCE REQUEST FOR ADDITIONAL FUNDS

With the addition of day housekeepers in alignment with our reopening plan, and the guidelines and expectations for cleaning and sanitizing daily, there is an additional unbudgeted expense. Through grant funding we were able to provide that funding through December 31, 2020, however the grant expires on that date.

In reviewing the payroll expenses that we will incur between January 1 and June 11, 2021 (*our schedule last day*), I would like to request approval from the Board of Education to formally request funding from the Windsor Locks Board of Finance Committee at their November 10, 2020 meeting.

- Cost per payroll \$7,000
- # of payrolls between January 1 and June 11, 2021 12
- Total Amount Requested \$84,000