

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

**MINUTES OF THE SPECIAL MEETING,  
October 23, 2023 at 6:00 p.m.**

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

Members Present:	D. Gragnolati, K. Christianson, M. Byrne, J. McGowan and J. Tria
Members Absent:	None
Administrators:	S. Parkhurst, R. Bissonnette, J. Robinson, G. Testani, M. Parrette and G. Weigert
Student Representatives:	None
Students:	None
Staff:	D. Bole and P. Sibila
Others:	A few others
Press:	None

**I. Call to Order**

Chairman Mr. Dennis Gragnolati called the Special Meeting to Order at 6:01 p.m. held at the Windsor Locks High School Media Center and via Zoom.

**A. Roll Call for Quorum**

All Board Members were present.

**B. Pledge of Allegiance**

All stood up and pledged allegiance to the flag.

**C. Student Board Representative**

Mr. Parkhurst noted Miss Emma Norris was at a soccer game and will not be attending the meeting.

**D. Board of Education and Superintendent Communications**

Mr. Parkhurst noted this week in the district is spirit week. On Thursday, October 26, 2023, will be the Annual Trunk or Treat Event held on the high school campus. Homecoming Parade took place last Saturday, it was delayed due to the inclement weather. He thanked all who came out to participate. Senior night for the girls' soccer team was held last week and the boys' senior night will be held on October 30, 2023. On Friday, the PSAT College Board exams will be given to students. This is the second time around as the first time there were some computer glitches. He again thanked Board Member Mr. Joe Tria and Board Member Ms. Margaret Byrne for their service throughout the years as this was their last official meeting. Board Member Ms. Byrne thanked everyone for their well wishes and commented that she will miss everyone!

**II. Public Audience (Only on Agenda Items) in Accordance with BOE Policy 9020**

None both in-person and Zoom

**III. Windsor Locks High School Field Trip**

Mr. Parkhurst wanted to give information about an upcoming field trip hosted by the Music Department, as this has been a long time in the making. The trip will be to see the Broadway Show, Hamilton in New York City on April 3, 2024 for Grades 9-12. This is only informational, and the Board will receive more information and a vote will be required at a future meeting.

#### **IV. Approval of Minutes**

- **September 28, 2023 Regular Meeting**
- **October 10, 2023 Special Meeting**

There was an error noted in the Minutes of September 28, 2023, in the heading in which listed inadvertently as a “Special Meeting”; however, it should have been listed as a “Regular Meeting”. The amendment is as follows:

“MINUTES OF SPECIAL MEETING”

to

“MINUTES OF REGULAR MEETING”

It was **MOVED** (Christianson) and **SECONDED** (McGowan) and **PASSED** (U) that the Board of Education approves the Minutes of Regular Meeting of September 28, 2023, as amended and Minutes of Special Meeting of October 10,, 2023, as presented.

#### **V. Business Office Report**

Ms. Alison Pierce, Director of Operations and Finance addressed the Board. She gave an update of the September financials, which included September encumbrances of \$2,784,604.33; year to date \$4,140,085.18; remaining encumbrances for 2024 \$20,850,674.83, which leaves a budget balance of \$8,035,077.99 or 24% of the FY 24 budget is remaining. She indicated the district is in good shape.

#### **VI. Facilities Report and Update**

Mr. Parkhurst explained that beginning this month and once a month throughout the 2023-2024 school year, a report and update on facilities, including ongoing maintenance costs will be provided. He introduced Mr. Greg Weigert to give the update to the Board. Mr. Weigert began discussing North Street School and the current project, including the HVAC upgrade; main office/principal office blackout shades have been installed; and, playground repairs. South Elementary School he discussed the flex program window replacements and office blackout shades. The middle school hot water heater has failed and currently the school is using the boiler for hot water. The first quote received was \$21,000 he is hoping for a few more quotes before a final decision is made. He noted that the boiler is providing the hot water needed at the school. Pine Meadow Academy the teacher’s/storage room expansion is completed. He thanked Dave Carlson for his work in completing the project. The high school projects are vestibule and classroom window tinting; classroom/office transitions; tree removal will take place on or about October 12, 2023 and six trees will be planted; and, athletic field drainage will take place after the season.

A brief discussion was held regarding spaces at each school for the SRO offices.

#### **VII. Policy**

##### **A. Policy Review: First Read:**

- 4118.237/4218.237/5141.8 Face Masks/Coverings - Rescind
- 4121 Substitute Teachers - New
- 5145.53 Transgender and Gender Non-Conforming Youth - New
- 6146 - Graduation Requirements – Rescind
- 6146A - Graduation Requirements for the Class of 2023- Revise and Renumber to 6146
- 6148 FAFSA Completion - Revised
- 7230.2 Indoor Air Quality/Heating, Ventilation, and Air Conditioning - New

A brief discussion was held. It was ultimately the general consensus that the first read should be carried over to the next meeting as the new Board Members will be able to read the policies before they vote on same.

**B. Policy Review - Second Read/Possible Approval:**

- 5111/5112 Admission and Placement - Revision
- 5131.911 Bullying Interventions: Regulation - Revision
- 5141.21 Administering Medication - Revision
- 6145.1 Extracurricular Activities - Eligibility to Participate - Revision
- 6146.1 Grading and Reporting System - Revision
- 6159 Individualized Education Program/Special Education Program - Revision.

A brief discussion was held.

It was **MOVED** (Christianson) and **SECONDED** (Tria) and **PASSED** (U) that the Board of Education approves revisions to the following Policies as presented: 5111/5112 Admission and Placement, 5131.911 Bullying Interventions (Regulation), 5141.21 Administering Medication, 6145.1 Extracurricular Activities - Eligibility to Participate, 6146.1 Grading and Reporting System, and 6159 Individualized Education Program/Special Education Program as presented.

**VIII. Math Presentation and Workshop**

Mr. Parkhurst introduced Ms. Megan Parrett, Director of Curriculum, to give a presentation on Mathematics in Windsor Locks Public Schools. She had a PowerPoint slideshow along with Mr. Parkhurst. They explained the current state of the math curriculum, the district benchmark assessments via iReady; Alliance District Performance; personalized pathways via iReady; Smarter Balance Assessment Student Tasks; and correlation of Smarter Balance and Benchmark Assessment via iReady. She showed examples of math problems students using in different levels.

A brief discussion was held.

**IX. Board and Superintendent Comments**

Board Member Ms. Margaret Bryne wished the Board good luck and to keep moving the progression forward.

Board Member Mr. Joe Tria thanked everyone for being so patient over the last 8 years.

Chairman Mr. Dennis Gagnolati thanked Mr. Tria and Ms. Byrne for their time and effort over the years.

**X. Adjournment**

It was **MOVED** (Christianson) and **SECONDED** (Tria) and **PASSED** (U) that the Board of Education adjourn the Special Meeting of October 23, 2023 at 6:42 p.m.

Respectfully submitted,

Denise M. Piotrowicz  
Recording Secretary