

**EAST WINDSOR BOARD OF EDUCATION
EAST WINDSOR, CONNECTICUT
BOARD OF EDUCATION REGULAR MEETING MINUTES
Wednesday, November 23, 2021
East Windsor High School – Library**

I. CALL THE MEETING TO ORDER

Chair R. Reichle called the meeting to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Chair R. Reichle led the Board in the Pledge of Allegiance.

III. ATTENDANCE

In attendance: Chair R. Reichle, Vice Chair H. Spencer, Secretary K. Carey-Trull, W. Raber (via Zoom), F. Neill (via Zoom), C. Sevarino, L. Sinsigallo, D. Menard, N. Farmer,
Dr. P. Tudryn

Also present: D. Rouillard, V. Hernandez - Student Representative, A. Masters - EWEA Representative, community members

IV. ORGANIZATION OF THE BOARD – Election of Officers

Chairman:

Dr. P. Tudryn entertained nominations for the 2-year position for Chairman of the Board of Education:

A motion was made by C. Sevarino, 2nd by D. Menard, to nominate Kate Carey-Trull as Chairman. (Ms. Carey-Trull's letter of intent was forwarded to the Board members prior to the meeting by Ms. Carey-Trull and verbally highlighted at this time by C. Sevarino.)

A motion was made by H. Spencer, 2nd by L. Sinsigallo, to nominate Randi Reichle as Chairman.

On a motion by D. Menard, 2nd by L. Sinsigallo, the Board voted to close the nominations for the position of Chairman. The vote was unanimous.

The vote by the Board for position of Chairman was as follows:

C. Sevarino voted for K. Carey-Trull
N. Farmer voted for K. Carey-Trull
H. Spencer voted for R. Reichle
K. Carey-Trull voted for K. Carey-Trull
F. Neill voted for R. Reichle
W. Raber voted for R. Reichle
R. Reichle voted for R. Reichle
L. Sinsigallo voted for R. Reichle
D. Menard voted for K. Carey-Trull

The vote was 5 members in favor of R. Reichle, 4 members in favor of K. Carey-Trull. R. Reichle will serve as Chairman for the 2-year term.

Vice Chairman:

Chair R. Reichle entertained nominations for the 2-year position for Vice Chairman of the Board of Education:

A motion was made by C. Sevarino, 2nd by N. Farmer, to nominate Kate Carey-Trull as Vice Chairman. (C. Sevarino also noted the importance of being present for these votes.)

A motion was made by L. Sinsigallo, 2nd by F. Neill, to nominate Heather Spencer as Vice Chairman.

On a motion by R. Reichle, 2nd by D. Menard, the Board voted to close the nominations for the position of Vice Chairman. The vote was unanimous.

The vote by the Board for position of Vice Chairman was as follows:

C. Sevarino voted for K. Carey-Trull
N. Farmer voted for K. Carey-Trull
H. Spencer voted for H. Spencer
K. Carey-Trull voted for K. Carey- Trull
F. Neill voted for K. Carey-Trull
W. Raber voted for H. Spencer
R. Reichle voted for H. Spencer
L. Sinsigallo voted for H. Spencer
D. Menard voted for K. Carey-Trull

The vote was 5 members in favor of K. Carey-Trull, 4 members in favor of H. Spencer. K. Carey-Trull will serve as Vice Chairman for the 2-year term.

Secretary:

Chair R. Reichle entertained nominations for the 2-year position for Secretary of the Board of Education:

A motion was made by D. Menard to nominate Fran Neill as Secretary. Ms. Neill respectfully declined the nomination.

A motion was made by C. Sevarino, 2nd by D. Menard, to nominate Heather Spencer as Secretary.

There were no other nominations at this time.

On a motion by R. Reichle, 2nd by L. Sinsigallo, the Board voted to close the nominations for the position of Secretary. The vote was unanimous.

H. Spencer will serve as Secretary for the 2-year term, as her nomination holds as the only nominee.

V. ADDED AGENDA ITEMS

Financial Update/Budget Audit

On a motion by L. Sinsigallo, 2nd by K. Carey-Trull, the Board voted to approve the added agenda item: Financial Update/Budget Audit. The vote was unanimous.

VI. MINUTES

On a motion by K. Carey-Trull, 2nd by C. Sevarino, the Board approved the October 27, 2021 meeting minutes. The vote was 6-0-3. (L. Sinsigallo, D. Menard, and N. Farmer abstained.)

On a motion by K. Carey-Trull, 2nd by C. Sevarino, the Board approved the November 10, 2021 meeting minutes. The vote was 8-0-1. (N. Farmer abstained.)

VII. PUBLIC PARTICIPATION

Bill Towers, 14 Maple Avenue, asked for consideration to schedule the April vacation to coincide with other local towns.

Marie DeSousa, 10 Rice Road, thanked the Board for reconfiguring the tables to allow visitors to hear all BOE members when attending a meeting. She also noted that it is her hope the new Board can come together in the best interest of East Windsor, and asks that something be done with the finances, especially with the audit.

VIII. STUDENT REPRESENTATIVE

V. Hernandez reported the news and events at all three schools.

IX. CURRICULUM UPDATE

Literacy Review/Self-Study – Dr. P. Tudryn shared we have contracted with Dr. Michael Rafferty to review our early literacy needs as a means to ensure we are providing the highest quality of instruction to our students. Dr. Rafferty will conduct observations, interviews, and review our curriculum over a two-week period.

W. Raber signed off at 7:51 p.m. due to technical difficulties.

A request was made for a report from Dr. Rafferty upon his findings.

X. UNFINISHED BUSINESS: VOTE

None

XI. UNFINISHED BUSINESS: DISCUSSION

1. Re-Entry Update – Dr. P. Tudryn shared we have opted into the Screen & Stay option. Students who are close contacts, but asymptomatic, can stay in school as long as they screen and remain without symptoms, but families will still have the option to stay out of school. He reported 53 students participated in last week's vaccine clinic here in the district. He also reported 71 students at the high school are vaccinated.

W. Raber was able to log back on at 7:58 p.m.

Dr. P. Tudryn also noted the CIAC released guidance on November 22. The guidance will be reviewed next week and reported to families. The new guidelines will go into effect after December 23 – We are still under the fall guidelines.

2. Strategic Plan – The prior Board members worked on the updated Strategic Plan. We will be rolling out this plan at the December 8 meeting. J. Martin will be present to speak to the plan and address any questions.

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3. BOE Sub-Committee Assignments – The Board reviewed the current list and designated assignments accordingly.
4. Financial Update/Budget Audit – Dr. P. Tudryn noted he met with the auditor last Thursday relative to the audit. They have finished the town side of the audit and are working on the school side. They needed additional information from us relative to grants, FRC, etc., which was shared with them. He also noted the bank reconciliation process needed to be looked at in more depth, which was done today, and that we needed to ensure funds were taken from FY21, not FY22, as it related to the July 2 payroll (due to dates). Due to timing, an extension will be requested by the auditor (with no penalty), even though it may not be needed.

N. Farmer noted we had the same problem last year as the result of a delay in the reconciliation. We don't want deficiencies to go to OPM. We need to address these annual delays and have a conversation with TMS.

Dr. P. Tudryn shared he has requested information from the auditor that would allow him to conduct periodic check-ins to monitor the process internally. He also noted it was a priority of his to address these issues.

N. Farmer stated she places no blame on Dr. P. Tudryn for this issue, as this was inherited by him when he assumed his new role.

D. Menard shared she is willing to sit on the BOE Finance Committee sub-committee, as she feels it would be helpful due to her experience in this field. Chair R. Reichle informed her the sub-committee is for the purpose of reviewing and signing off on our bill schedules. D. Menard thought we could strengthen that sub-committee in an effort to adhere to the auditing process.

H. Spencer mentioned she assumed TMS is involved in the delay with the audit? Dr. P. Tudryn confirmed TMS is involved and that the issue was more on the payroll side than on the accounting side of the audit.

XII. NEW BUSINESS: VOTE

2022 Board of Education Meeting Dates – On a motion by H. Spencer, 2nd by C. Sevarino, the Board voted to approve the meeting dates as presented. The vote was unanimous.

The Board also considered changing the meeting time to an earlier hour of 7:00 p.m., but there are members that are involved, or have children involved, in afternoon activities that would not permit them to participate in the meetings at an earlier hour. The Board will continue to conduct their meetings at 7:30 p.m., as usual.

XIII. NEW BUSINESS: DISCUSSION

None

XIV. LIAISONS' REPORTS

F. Neill thanked all for the contributions to the recent Cub Scout Food Drive and noted the collection yielded 16,000 lbs. of food to the Food Pantry.

K. Carey-Trull reported her participation in a virtual CREC meeting on Wednesday and their discussion relative to budget and transportation costs.

XV. PUBLIC PARTICIPATION

First Selectman, Jason Bowsza, noted he spoke with the auditor today and that there will be reportable findings again this year, along with the request for an extension for the second year in a row. This issue needs to be addressed. The voters and taxpayers expect accuracy and transparency. He also noted we spent approximately \$600,000 to pay TMS to do our financials over the previous two school years, and they are incorrect. He offered his support to address this issue.

K. Carey-Trull recommended the need to visit the contract with TMS.

M. DeSousa, 10 Rice Road, requested clarification relative to cafeteria negotiations and the reason why they do not yet have a contract. She stated this issue may cause the taxpayers additional money as it goes into a new contract cycle.

M. DeSousa also agrees with Mr. Towers to align our April vacation with our surrounding towns.

XVI. MISCELLANEOUS

D. Menard referenced the last BOE meeting whereat K. Carey-Trull had inquired about a line item amount for the former superintendent's payout. She inquired how this information is shared back to the Board. Dr. P. Tudryn noted that if it is a financial inquiry, A. Paquette or he can provide the information via email or present the information at the next meeting,

Chair R. Reichle noted Dr. P. Tudryn had sent out an email to BOE members relative to the CABE New Board Member/Leadership Workshops being held on December 8.

Dr. P. Tudryn shared he is looking to have CABE representative, Nick Caruso, conduct a workshop for our Board in January relative to roles and responsibilities.

N. Farmer inquired how the BOE handles email requests. Do they go through Randi, Patrick, both, or Annie? Chair R. Reichle shared she is welcome to email any of the three, depending on the subject.

XVII. CORRESPONDENCE

Staff commendation letter

XVIII. ADJOURNMENT

On a motion by L. Sinsigallo, 2nd by D. Menard, the Board voted to adjourn the meeting at 8:58 p.m. The vote was unanimous.

Respectfully submitted,

Ann Kalesnik
Board Recording Secretary

Approved: 12/8/21