

**EAST WINDSOR BOARD OF EDUCATION
EAST WINDSOR, CONNECTICUT
REGULAR MEETING MINUTES
Wednesday, April 13, 2022 – 7:30 p.m.
East Windsor High School Library
76 South Main Street, East Windsor, CT 06088**

Amended 4/27/22

I. CALL THE MEETING TO ORDER

Chair R. Reichle called the meeting to order at 7:31 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 K. Carey-Trull, Secretary H. Spencer, F. Neill, C. Sevarino (via Zoom), L. Sinsigallo, D. Menard, N. Farmer, E. LeBorious, Dr. P. Tudryn

Also in attendance: A. Anderson, L. Daitch, L. Foxx, M. Ryan, A. Trull, Student Representative V. Hernandez, community members

IV. ADDED AGENDA ITEMS

None

V. COMMENDATIONS

1. Outstanding Student Award Recipients – 3rd Quarter

The 3rd quarter award recipients were introduced to the Board by their respective building administrator:

- Riley Fox – BBS
- Jalexis Mercado – EWMS
- Alexandra Witzke – EWHS

2. Crystal Apple Award Recipients – 3rd Quarter

The 3rd quarter award recipients were introduced to the Board by their respective building administrator:

- Denise Kadlubowski - BBS
- Ariel Bogoff - EWHS
- Cathy Mosher - EWMS

3. Limerick Contest Winners

The 2022 Limerick Contest winners were introduced by M. Maltese:

- Grade 4 – Aliyah Mohammed (in absentia)
- Grade 4 – Avery Towers
- Grade 5 – Ryan Hernandez (in absentia)
- Grade 6 – Wyatt Temple

VI. MINUTES

On a motion by K. Carey-Trull, 2nd by F. Neill, the Board approved the March 9, 2022 regular meeting minutes. The vote was as unanimous.

VII. PUBLIC PARTICIPATION

None

VIII. STUDENT REPRESENTATIVE REPORT

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

IX. SCHOOL REPORT

Broad Brook Elementary School – L. Foxx & M. Ryan
Celebrating Diversity at BBS:

- Connection to Portrait of the Graduate
- District-level Safe School Climate & Equity Committees
- Connection with Strategic Plan
- PD on diverse books
- Highlighting India & other represented countries by our student population
- Celebrating India
- Artifacts from India
- “One True Thing We Have In Common Is Diversity” bulletin board
- Students reporting on their culture
- Any Questions?

X. PERSONNEL REPORT

The Board reviewed the current report provided in their packet.

XI. FINANCIAL REPORT

R. Galloway reported the following:

- Payroll – We are monitoring and improving the process, including reconciliation of spreadsheets, deductions, etc. Working on the completion of the Business Office Team
- General ledger
- Grants
- Goals for the start of FY23
- Provision of quarterly projections in reports
- Approximately \$500,000 shortfall in salary projection
- Grant funds now correctly charged to proper accounts

Dr. P. Tudryn reported we currently hold 3 ESSER Grants:

- ESSER I – Expires September 30, 2022
- ESSER II – Expires 2023
- ESSER III (American Relief) – Expires 2024

He also reported:

- We are able to fund Capital Account (CNR)
- Alliance grants are personnel driven – They are easy to track and spend down funding
- BOE Finance sub-committee will meet in June

XII. SUPERINTENDENT’S REPORT

Strategic Plan Update – Dr. P. Tudryn reported the Plan was adopted in November – This is a quarterly update.

Goal 1: Expand Portrait of the Graduate to all grade levels:

Strategy I - K-12 Curriculum Needs:

- Strategies 1, 2 & 3 – Led by curriculum director, as well as
- PLC Leaders
- POG committee
- Administration

- Curriculum maps have been completed and show student improvement
- Summer School (covered by ESSER Grant) is currently being scheduled at all schools – Personnel being put into place
- Curriculum revision cycle – some courses to be revisited as they are due to expire in the cycle
- Curriculum audit

Strategy II – Enhance and expand Portrait of the Graduate model to all grade levels and inform students and parents of the benefit:

- Prioritized literacy work – Will start in the fall
- Rubrics/Frameworks at all 3 schools
- HS Pathways work ongoing & making progress

Strategy III – Continue implementation of evidence and/or research instructional strategies:

- Updated report cards
- Completed rubrics
- Feedback from pilot rubrics
- Communication with families
- Establishing needs for next year and providing PD for those needs
- Emphasis on math work, and also literacy work
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Goal 2: Providing opportunities for all students to find their own path to success and ensuring equitable access for all along that path:

Strategy I – Create positive connections with families;

Strategy II – Continue to create a positive learning environment;

Strategy III – Ensure equitable access to resources:

- Home visits – Safe School Climate Coordinator
- Tracking visits with data
- Outstanding Student/Crystal Apple Award recognitions
- EMS Pawsitivity
- Lunches at EWHS
- Responsive Classroom at BBS
- Outdoor Open Houses at all schools
- Reset Rooms at each building
- Staff PD

Goal 3: Updating and maintaining facilities:

Strategy I – Develop preventative maintenance plan;

Strategy II – Conduct facility needs assessment;

Strategy III – Ensure equitable access to resources:

- LED lighting project completed at Central Office and all three schools
- Survey to be developed over the summer for staff to establish facility needs

Goal 4: Involving the community – Improving communication and community outreach:

Strategy I – Create and adopt a communication plan;

Strategy II – Develop a plan to connect alumni/seniors and other community groups with school programs/events;

Strategy III – Expand community outreach to support Portrait of the Graduate;

Strategy IV – Plan for community celebration upon completion of the Strategic Plan:

- Adopting communication plan
- Student “Spotlight” in monthly newsletters
- Voice4Change – We were 1 in 53 schools in the state to receive funds to create a student lounge at EWHS

XIII. UNFINISHED BUSINESS: VOTE

FY23 Budget – Dr. P. Tudryn noted the following:

- The BOF voted on Wednesday, April 6 to move our FY23 budget to Town Meeting with a 2.37% increase from our current school year
- Our administrative team met on April 7 to prepare list of potential reductions to the budget
- Each staff member potentially affected by the reductions to said budget were contacted and met personally by him
- \$622,836 is the total reduction for discussion this evening

The Board discussed the 2% fund could be used to eliminate an impact to staff, as the fund is meant to be spent for educational purposes. Also, we should go to the town for an added appropriation, when necessary, regardless if we have lost our credibility with the town due to past account reporting.

A review of the proposed reduction list provided to BOE members ensued.

On a motion by K. Carey-Trull, 2nd by H. Spencer, the Board voted to support/keep the high school business teacher in our budget at the cost of \$83,342. The vote was unanimous.

On a motion by H. Spencer, 2nd by K. Carey-Trull, the Board voted to use the 2% Fund to pay for one-time tech costs in the amount of \$24,500. The vote was unanimous.

On a motion by N. Farmer, 2nd by D. Menard, the Board voted to accept the superintendent's reduction recommendations in the amount of \$236,618 and remove them as 1st round reductions to offset the budget shortfall:

- \$40,000 - Textbooks
 - \$75,336 - New staff salary adjustments: lower salaries for both new, recent incoming staff hired, as well as projections for recent certified staff retirement and resignations effective at the end of the school year
 - \$25,000 - Cost of 10 of the 13 SmartViewers budgeted across all three schools (Received the PURA EOE grant on 4/11 which covers this need)
 - \$38,282 – Part-time IT staff (approx. 30 hr./wk.
 - \$8,000 – Remove POS computer system in cafeteria of all 3 schools (We feel cafeterias can absorb this cost)
 - \$50,000 – Cost for MUNIS training
- \$236,618 Total

The vote was unanimous.

On a motion by F. Neill, 2nd by K. Carey-Trull, the Board voted to meet past 10:00 p.m. The vote was unanimous.

On a motion by F. Neill, 2nd by D. Menard, the Board voted to remove \$144,105 (special education tuition contingency) from the list to be used in contingency. The vote was unanimous.

It was also the consensus of the Board to prioritize the empty position with those in a position, should the need arise to make further cuts.

XIV. UNFINISHED BUSINESS: DISCUSSION

Re-Entry Update

Dr. P. Tudryn reported the following:

- It has been one month since masks have become optional in the district – Mask wearing has declined in the buildings, but some are still wearing them
- We have had 14 positive cases district-wide this week, 6, 9, and 7 in weeks prior
- We have loosened restrictions and are allowing field trips for our 8th grade and junior and senior classes (college visits, band to Six Flags, grade 8 and senior outings, Prom, Field Days, etc.)

XV. NEW BUSINESS: VOTE

1. Surplus Equipment – The EWHS Art Department is in possession of an old, used L&L pottery kiln that has been sitting stagnant for many years. Due to its age and condition, it will cost approximately \$550.00 to fix it, and its functionality is questionable relative to its electrics. A newer model has since replaced this one and has sufficiently served their needs. It is requested the Board deem this equipment surplus so that it may be donated or discarded.

On a motion by H. Spencer, 2nd by F. Neill, the Board voted to donate or discard the kiln as requested. The vote was unanimous.

2. CSDE Bureau of Health/Nutrition Authorized Signatures Change Form – Due to a recent resignation in our Food Service Department, as well as the hiring of a new School Finance and Business Director, there is the need to change the signature authorization for these transactions from Greg Powers to Ryan Galloway.

On a motion by K. Carey-Trull, 2nd by F. Neill, the Board voted to change the CSDE Bureau of Health/Nutrition authorized signatory from Greg Powers to Ryan Galloway. The vote was unanimous.

3. EWHS Roof Project – The current EWHS roof has exceeded its warranty and is in need of immediate replacement. We are asking the Board for approval to send official notification to the town relative to the immediate need for a new roof.

On a motion by K. Carey-Trull, 2nd by H. Spencer, the Board voted to authorize the superintendent to send written notification to the town relative to the immediate need for a new roof for EWHS. The vote was unanimous.

XVI. NEW BUSINESS: DISCUSSION

None

XVII. LIAISONS' REPORT

None

XVIII. PUBLIC PARTICIPATION

None

XIX. MISCELLANEOUS

D. Menard inquired about the status of the request to review our hat policy by one of our students. Dr. P. Tudryn noted it was on the list for BPR review.

Dr. P. Tudryn informed the Board of the availability of the CABA Collective Bargaining Handbooks to Board members. He asked them to contact A. Kalesnik, should there be interest, and an order would be placed accordingly.

XX. CORRESPONDENCE

Enrollment

XXI. EXECUTIVE SESSION

On a motion by K. Carey-Trull, 2nd by F. Neill, the Board voted to enter into executive session at 10:13 p.m. to discuss contract negotiations. The vote was unanimous.

The Board came out of executive session at 10:23 p.m.

On a motion by D. Menard, 2nd by K. Carey-Trull, the Board voted to ratify the Cafeteria Contract. The vote was unanimous

XII. ADJOURNMENT

On a motion by K. Carey-Trull, 2nd by F. Neill, the Board voted to adjourn the meeting at 10:24 p.m. The vote was unanimous.

Respectfully submitted,

Ann Kalesnik
Board Recording Secretary

Heather Spencer
Board Secretary

Approved: 4/27/22