

**EAST WINDSOR BOARD OF EDUCATION
EAST WINDSOR, CONNECTICUT
REGULAR MEETING MINUTES
Wednesday, July 26, 2023
Broad Brook Elementary School, Room A5 - 7:30 p.m.**

I. CALL THE MEETING TO ORDER

Chair R. Reichle called the meeting to order at 7:35 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, L. Sinsigallo, D. Menard, N. Farmer, E. LeBorious, P. Tudryn

Also in attendance: D. Rouillard, R. Galloway

IV. ADDED AGENDA ITEMS

1. Legal representation and discussion of the Superintendent's Evaluation - On a motion by N. Farmer, 2nd by F. Neill, the Board approved the proposed added agenda item. The vote was unanimous.

V. MINUTES

1. Regular Meeting Minutes – June 7, 2023 – On a motion by K. Carey-Trull, 2nd by L. Sinsigallo, the Board approved the minutes as presented. The vote was 8-0-1 (E. LeBorious abstained).

2. Special Meeting Minutes – June 28, 2023 – On a motion by K. Carey-Trull, 2nd by F. Neill, the Board approved the minutes as presented. The vote was unanimous.

VI. PUBLIC PARTICIPATION

None

VII. PERSONNEL REPORT

The Board reviewed the current report provided in their meeting packet.

D. Menard inquired if the Board approved a job description for the position of Communications Director. Dr. Tudryn shared that the job description had been recently approved by the Board this past school year. Dr. Tudryn reminded the Board that the position is funded through Choice revenue, as well as being a necessity for the recruitment of families in the Choice Program at the early elementary levels to ensure continuous funding to support the expansion of full-day preschool programming in addition to this position. Upon further inquiry, Dr. Tudryn shared that the position is on a one-year personal service contract and currently contingent on continuous Choice revenue funding to support the position going forward. E. LeBorious shared that she is in support of the position and the work involved in supporting the district. E. LeBorious inquired if the position was posted externally. Dr. Tudryn stated that the position was posted internally since there was a highly regarded candidate that has been contracted to complete several projects for the district. E. LeBorious stated she is in support of the position and the work of this individual but questioned the process of hiring since it's a new position. Dr. Tudryn stated that the process of this specific hire followed past practice that is similar to the hiring other qualified internal candidates.

C. Sevarino shared she is saddened to see that Melinda Roberge is leaving the district as she was very helpful to one of her children. Dr. Tudryn shared that Ms. Roberge is relocating out of state. K. Carey-Trull inquired about the status of filing the vacancy of athletic director. Dr. Tudryn stated that there is a candidate in the final stages of the interview process and hopes to have an announcement soon.

VIII. FINANCIAL REPORT

FY 2023

R. Galloway shared that the business office is working very hard on the close-out of the 2022-2023 fiscal year. The business office is still awaiting a check from CSDE for magnet school tuition reimbursement which will adjust the final number in this current financial report. There will be small adjustments in some encumbrances as final invoices are still coming in and being closed out. R. Galloway stated the updated reports for cafeteria/food service and FRC (Family Resource Center) will be completed by next Board meeting.

R. Galloway stated that his goal next year is to provide quarterly projections with up-to-date transfers to the Board now that the business office has one-year of accurate historical data.

IX. UNFINISHED BUSINESS: VOTE

EWPS 2023-204 School Calendar Update

Dr. Tudryn explained the proposed changes to the calendar that applies only to preschool. The first proposed change includes changing the first day of school for preschool to August 31. This change will allow the preschool teachers to hold a “meet and greet” with parents and students prior to the first day of school along with some additional plan time necessary to prepare for the expansion of programming with full-day programs. The second proposed change is a result of an omission of not scheduling April 5 as no school for preschool. The first Friday of each month is reserved for teachers to conduct child find screenings for children suspected of having a disability.

N. Farmer inquired about notification of the change of calendar with our families in the Choice program. Dr. Tudryn replied that he would follow up with Central Registration and Cheryl Gustafson, the district’s liaison to the Choice Program, to ensure that families receive notice of the changes.

On a motion by D. Menard, 2nd by F. Neill, the Board approved the proposed changes to the school calendar to move the start date of preschool to August 31 and no preschool on April 5.

X. UNFINISHED BUSINESS: DISCUSSION

1. BOE Subcommittee Chair Assignments – The Board agree to hold off on selecting subcommittee chair assignments until after the upcoming November elections.

XI. LIAISONS’ REPORTS

N. Farmer asked R. Galloway if he had followed up with the Board of Finance on their requests from the last BOF meeting. R. Galloway replied that he has reached out to obtain some clarification on the requests and intends to follow-up shortly after having a better understanding of the information being requested.

XII. PUBLIC PARTICIPATION

None

XIII. MISCELLANEOUS

D. Menard asked if there had been any follow-up since the last Board finance sub-committee meeting on the planning of CIP tours of our facilities. Dr. Tudryn shared that they have tentatively scheduled the Mondays' of August 28, September 11, and September 18. The plan includes inviting CIP committee and Board of Finance members. Dr. Tudryn will be providing an update to Board members in the near future.

E. LeBorious inquired about the current status of the Facilities subcommittee. Dr. Tudryn stated that the Board had previously discussed starting those meetings once the feasibility study has been completed. E. LeBorious stated her interested to participate as a member of that subcommittee when its time.

Dr. Tudryn reminded that the school district will be participating in National Night Out at the East Windsor Parks on Tuesday, August 2 starting at 5 p.m.

Dr. Tudryn shared the school district secured the Dual Credit Expansion Grant Program in the amount of \$10,000. D. Rouillard indicated that the grant was written to allow a partnership with Asnuntuck Community College to update some of our business curriculum, connect the business classes to our pathways program, in addition to providing students the opportunity to receive college credit. Grant funding will fund the purchase of textbooks. The classes would be taken at East Windsor High School. Dr. Tudryn shared that there some additional competitive grants that they have submitted applications that they are awaiting notification.

XIV. CORRESPONDENCE

1. Commendation Letters
2. Email - Participation in Science of Reading Masterclass Cohort 3
3. Joint letter by the CSDE & OEC RE: Minimum Age to Enroll in School
4. Letter from East Windsor Classified Personnel Union
5. Human Resource Memo to Board of Education
6. FRC grant application endorsement letter from BOE

D. Menard asked why the letter from the East Windsor Classified Personnel Union was included in correspondence. Upon receipt of the letter, Dr. Tudryn inquired from the union president the intention behind the letter. The union president requested that the letter be shared with the Board of Education.

Dr. Tudryn provided clarification that the changes indicated in the joint letter on the minimum age to enroll in school starts this upcoming 2023-2024 school year. The CSDE and OEC are requesting that districts continue to enroll students for this upcoming school year that turn 5 years old between September and January 1st.

XV. EXECUTIVE SESSION

On a motion by F. Neill, 2nd by C. Sevarino, the Board voted to enter into executive session at 8:22 p.m. to discuss legal representation and the Superintendent's Evaluation.

The Board came out of the session at 9:32 p.m.

XVI. ADJOURNMENT

On a motion by F. Neill, 2nd by K. Carey-Trull, the Board voted to adjourn the meeting at 9:32 p.m. The vote was unanimous.

Respectfully submitted,

Heather Spencer, BOE Secretary

Approved: