

Board of Education Regular Meeting  
Suffield High School Library Media Center  
and via Zoom  
September 6, 2022

Call to Order

Board Chair Sattan called the meeting to order at 6:40 p.m. The meeting opened with the Pledge of Allegiance.

Present: Board members Joshua Barrows, Tracy Cloyd, Melissa Finnigan, Brian Fry, Glenn Gazdik, James Mol and Maureen Sattan; and Superintendent Timothy Van Tasel; Assistant Superintendent Michelle Zawawi, and Business Manager Bill Hoff; and SHS Student Representatives Sophia Mormino (via Zoom) and Milo Graham

Absent: Terry Antrum, Jamie Drzyzga

Recognition

None

Board Chair Sattan said the Youth Needs Assessment Survey Results will be presented at the September 19 BOE meeting.

**MOTION #22-74:** Board Chair Sattan made a Motion to eliminate Discussion/Action Item A. Youth Needs Assessment Survey Results and replace it with Discussion/Action Item A. Discussion and Possible Action on Board of Education Self Evaluation and Goal Setting for the 2022-2023 School Year. James Mol seconded the Motion. The Motion passed **7-0-0**.

Suffield High School Student Representatives

Sophia Mormino, Class of 2023, shared the news and events at Suffield High School and Suffield Middle School. Student Representative Mormino said she was thrilled to be back with the Board of Education as the Senior SHS Student Representative and is grateful to Superintendent Van Tasel and Board Chair Sattan for providing her with the opportunity. Student Representative Mormino welcomed Junior SHS Student Representative Milo Graham. She said Suffield Middle School is in full swing and is offering many clubs and after-school opportunities to students. She said Suffield High School will hold Open House, elections for class officers and Spirit Week next week.

Milo Graham, Class of 2024, shared the news and events at McAlister Intermediate School and A.Ward Spaulding School. Student Representative Graham said the combined elementary picnic was a huge success. He said it is vital that parents update their student information in the parent portal. Student Representative Graham gave a warm welcome to all new faculty and staff.

Public Comment

Dr. Cassandre Victor-Vega, 2 Melrose Lane, said that she was aware of a racial incident that occurred in Enfield involving a student athlete from the Enfield school district and shared how it was handled within their school system. She would like Suffield to do better.

### Board Member Comment

- Board member Finnigan said an audit of school supply lists should be done to ensure that district parents are purchasing only what is needed.
- Board member Fry agreed with Board member Finnigan. He welcomed Milo Graham as the Junior SHS Student Representative. He wished everyone a *Happy Read a Book Day*. He said the new cellular phone policy needs to be monitored to be sure it has the wanted effect.

### Reports to the Board

#### • Superintendent's Report

Superintendent Van Tasel welcomed everyone back. He said the theme for the year is *Stay the Course* and he presented BOE members with a compass lapel pin. Superintendent Van Tasel said he will convey information relative to COVID-19 with transparency. He said families will be notified of elementary and middle school clusters. Superintendent Van Tasel thanked Business Manager Bill Hoff for completing the district's annual financial report.

#### • Board Chair's Report

Board Chair Sattan thanked Board members Finnigan and Cloyd for attending Convocation. Board Chair Sattan and Board member Gazdik will be working over the next few months on the Suffield Administrators Group negotiations. She said CAFE is offering Board of Education Leadership Awards where Connecticut Boards can apply to be honored. Board Chair Sattan will work with Central Office to submit the application which is due in October. Board Chair Sattan said Open Houses will be taking place over the next few weeks and encourages BOE members to be present in the schools as a way to informally greet families.

#### • Business Manager's Report

Business Manager Bill Hoff said school breakfast and lunch will remain free until November 2022. He said the district is still looking for staff in the Food Service Department and that bus drivers are still needed. Mr. Hoff thanked parents for their continued support and understanding during this bus driver shortage. He said it is a challenging year in regard to transportation.

#### • Board of Selectmen's Report

- None

#### • Board of Finance Liaison's Report

- None

### Approval of Minutes

**MOTION #22-75:** James Mol moved, Tracy Cloyd seconded to approve the Board of Education meeting minutes of August 15, 2022 and August 24, 2022. The motion passed **7-0-0**.

### Consent Agenda

None

### Discussion/Action Items

- Discussion and Possible Action on Board of Education Self Evaluation and Goal Setting for the 2022-2023 School Year Board of Education Goals

Board Chair Sattan said the BOE goals were reviewed at the last BOE meeting and restructured. She reviewed the five BOE Goals for the 2022-2023 school year.

**MOTION #22-76:** Maureen Sattan moved, Glenn Gazdik seconded to adopt the 2022-2023 Board of Education Goals. The motion passed **7-0-0**.

- **Athletics and Student Activities Update**

Todd Zenczak, Director of Athletics and Student Activities, provided an update on student athletics, clubs and activities, and the health/physical education department. Mr. Zenczak said he will be implementing a student led Sportsmanship Committee and a NCCC League Sportsmanship Committee at the high school. He is working to create a cohesive look for all athletic uniforms. He said soccer teams have been added at Suffield Middle School with plans to add a baseball team in the spring. Mr. Zenczak said he is working to increase club opportunities at the elementary level and streamline clubs at the secondary level. He said he is working in collaboration with club advisors to promote programs. Mr. Zenczak is also collaborating with the Physical Education Department to begin aligning their curriculum Pre-K – 12. Mr. Zenczak said a plan to expand and develop new PE classes at the high school is being worked on. Board members discussed the possibility of team cuts at the middle school level and community service opportunities for the high school teams. Board members discussed the process of evaluating coaches and the availability of field space with the new addition of middle school teams.

- **Facilities Master Plan Update**

Larry Plano, Director of Facilities, along with Business Manager Bill Hoff and Superintendent Van Tasel, gave a presentation on the Suffield Middle School Facilities Project. Superintendent Van Tasel began by introducing Jeffrey Wyszynski and Antonia Ciaverella from Tecton Architects. Superintendent Van Tasel reviewed the discussion topics for the BOE and discussed the process of the long-range facilities study and the estimated timeline of the project. Superintendent Van Tasel reviewed next steps for the Board of Education, Board of Selectman and Board of Finance and reviewed the Suffield Middle School project options. Tecton reviewed their Master Plan presentation, specifically focusing on three options for Suffield Middle School---renovate, renovate as new and build new. Superintendent Van Tasel discussed location and the potential for creating a campus setting if Bruce Park were to be considered. Facility considerations, financial considerations and other considerations were reviewed and discussed. Click [HERE](#) to view the presentation. Board members discussed safety and security with regard to the renovation or new build. Board members discussed cost estimates of the three options presented and how those would increase should McAlister grade 5 be incorporated into the middle school project. Board members discussed how they should go about promoting this project to the community, the longevity of the different options and the cost of annual upgrades. Board members discussed the plan for the MIS building should this plan move forward. Board members discussed Farmington Public Schools' build of a new high school and the pros and cons that could be learned from that project. Board members discussed how Tecton has addressed the various town boards involved in this project. Superintendent Van Tasel suggested holding a school community forum to present the options to the community. Board members discussed the need for firm cost estimates on the SMS grades 5-8 option. Board members asked what was expected of them from Tecton. Principal Kris Pryce, McAlister Intermediate School, asked how green space for MIS students would be affected by the SMS project. Board Chair Sattan thanked Tecton for their clear presentation.

*Milo Graham left at 7:38 p.m.*

*Melissa Finnigan left at 7:48 p.m., returned at 7:50 p.m.*

- Financial Update

Business Manager Bill Hoff provided an update on grant projections. Board members discussed M&J Bus Company promoting the need for drivers and the Open Choice funds and unfilled seats.

Subcommittee Reports

- August 22 – Finance and Facilities – Board member Finnigan said the focus of the meeting was on the Suffield Facilities Master Plan that was presented by Tecton on August 3, 2022. Board member Finnigan said discussion revolved around the BOE needing to give their recommendation on the project.

Board Liaison Reports

- CREC – Board member Sattan said CREC is short staffed in some areas.
- Agriscience – Board member Fry said the FFA Leadership Team participated in leadership training and the Farmall H tractor has been restored.
- CABE – Board member Finnigan said the CABE Convention is open for registration and any interested Board members should notify her.

Future Business

Board member Cloyd would like to see Fentanyl training to raise community awareness. Superintendent Van Tasel suggested holding a discussion during the September 19 BOE Workshop as Youth Services will be in attendance. Board member Finnigan said she felt the school district's security officers should be in attendance at the September 19 meeting. Superintendent Van Tasel said Narcan is in all school nursing offices.

- Nursing Review (TBS)
- World Language Program Review (TBS)

Key: RTS (Referred to Subcommittee), SNT (Scheduled Near-Term),  
TBS (To Be Scheduled), HLD (On Hold)

Public Comment

None

Board Member Comment

None

Adjournment

James Mol moved, Melissa Finnigan seconded to adjourn the meeting at 9:06 p.m. All members voted in favor.

Click here to view the meeting: [06SEP2022 BOE Meeting](#)

*Minutes are subject to approval at the regular meeting of October 3, 2022.*

Respectfully submitted,

Maureen Sattan, BOE Chair