

Board of Education Regular Meeting
Suffield High School Media Center
December 19, 2022

Call to Order

Board Chair Sattan called the meeting to order at 6:33 p.m.

Present: Board members Josh Barrows, Tracy Cloyd, Jamie Drzyzga, Melissa Finnigan, Brian Fry, Glenn Gazdik (via Zoom, left at 6:56pm), James Mol (via Zoom), Maureen Sattan; and Superintendent Timothy Van Tassel, Assistant Superintendent Michelle Zawawi and Business Manager Bill Hoff

Absent: Terry Antrum

Board of Education Workshop: 2022-2023 Class Size, Staffing and Enrollment Report

Superintendent Van Tassel gave an overview on the development of the Class Size, Staffing and Enrollment Report. He reviewed class sizes at the elementary and secondary schools along with the number of sections being taught. Suffield High School Principal Carrie Apanovitch explained the process of course selection and why enrollment numbers are low in some high school classes. Assistant Superintendent Michelle Zawawi discussed contractual prep time for teachers and suggested expanding and promoting courses. Superintendent Van Tassel and Dr. Diana Kelley, Director of Special Services, reviewed the total number of students with 504 Plans, the number of students identified as special needs and the number of identified students out-of-district. A. Ward Spaulding Principal Gina Olearczyk said a number of newly enrolled students are significantly high needs. Superintendent Van Tassel and Human Resource Specialist Kathy Carney reported on Human Resources Data. Superintendent Van Tassel provided information on resignations and retirements and Ms. Carney explained the process of exit interviews. Superintendent Van Tassel reviewed the 2022-2023 District Organizational Chart. Assistant Superintendent Zawawi explained the positions of Curriculum Coach and Interventionist. McAlister Intermediate School Principal Kris Pryce explained the Curriculum Coaches role as it relates to the MTSS Data Studio. Superintendent Van Tassel gave an overview on enrollment figures that included historical enrollment for Open Choice, Agriscience and Special Education and Section 504. Attendance at tuition and non-tuition magnet schools was also discussed. Assistant Superintendent Zawawi reviewed the three-year analysis of SHS class sizes related to class size recommendations. Suffield Middle School Principal Ken Smith discussed building a schedule with the elimination of a team next year. Principal Smith detailed a hybrid teaming model and leveling.

BOE members discussed outplaced students and the associated costs and projecting incoming high needs students. Board members discussed how exit interview information was shared and questioned if there were any noticeable trends. BOE members discussed providing exiting employees with a survey form, how the process could be improved and keeping the focus on staff who remain in district. BOE members discussed private school transfers and would like to see exit numbers. BOE members discussed administrators providing suggestions for BOE Future Business items and would like to know how frequently the district is providing NARCAN training.

Adjournment

Tracy Cloyd moved, Josh Barrows seconded to adjourn the meeting at 8:39 p.m. All members voted in favor.

Minutes are subject to approval at the regular meeting of January 3, 2023.

Respectfully submitted,

Jamie Drzyzga
Secretary

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