

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, March 8, 2023
7:00 PM
Killingly Town Hall, 172 Main St.
2nd Floor, Community Mtg. Room

1. **CALL TO ORDER & PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **REPORT BY STUDENT BOARD MEMBERS**
4. **RECOGNITION OF VISITORS**
 - A. Member Representatives of FOLK (Friends of Learning in Killingly)
5. **PUBLIC COMMENT-** *Members of the public are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. 30 minutes will be allotted for public comment per meeting, limited to no more than 3 minutes , maximum per person. People wishing to speak must sign-up prior to the start of the meeting. When appropriate to do so, members of the Board and the administration may respond to comments. However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.*
6. **TOWN COUNCIL LIAISON REPORT**
7. **BOARD CHAIR AND COMMITTEE UPDATES**
 - A. Curriculum Committee
 - B. Facilities Committee
 - C. Fiscal Committee
 - D. Personnel Committee
 - E. Policy Committee
 - F. ADHOC COMMITTEE-Alternative Options to the SBHC
8. **REVIEW AND POSSIBLE APPROVAL OF 2023-2028 CAPITAL IMPROVEMENT PLAN**
9. **DISCUSSION, REVIEW OF SUPERINTENDENT'S RECOMMENDED DECISION PACKAGES**
10. **REVIEW AND ACTION OF THE 2023-24 OPERATING BUDGET**
11. **SUPERINTENDENT'S UPDATE**
 - A. Board Appreciation Month
 - B. Cognitive Engagement
12. **CONSENT AGENDA**
 - A. February 22, 2023 Board Meeting Minutes
 - B. March 1, 2023 Student Enrollment
 - C. Employee of the Month Nominee
 - D. World Robotics Championship Trip Request to Dallas TX
13. **ADJOURNMENT**

Town of Killingly / BOE Capital Improvement Plan by Building 2023-2024 through 2027-2028

Overview:

The following pages prioritize the building and district level projects by distributing the project over a five-year span. Additionally, the BOE Facilities Sub-Committee, in partnership with the Superintendent and the Operations and Maintenance Supervisor, provided recommendations identifying anticipated completion dates for each project. The following assumptions were made in providing the estimated cost for each project:

- Potential State reimbursement is not reflected for any of the costs listed.
- Financing costs for bonded projects are not included in any of the costs.
- All anticipated costs are in today's dollars.
- All anticipated projects will be evaluated annually and revisions will be made in order to accommodate changes in facility conditions, changes in existing programs, the addition of new programs, enrollment changes and new regulatory/code requirements of overall district needs.

The following considerations were taken into account when identifying each project:

- What building projects are required by code or for significant safety/health reasons?
- How will the project significantly improve the delivery of education or school programs?
- How will the project increase operational efficiencies?
- What projects are essential replacements/upgrades of building systems or sites?

Central Office - Westfield Ave.		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-27	2027-28
1	^Electrical Upgrades-Hallways			\$150,000*		
2	Travel Lane			\$100,000*		
3	^HVAC Renovation				\$560,000*	

*Estimates with an asterisk are not reflective of a quote.

^Renovation of Community Center

It is unknown at this time how much of projects 1 and 3 will be included under the scope of renovations for the Community Center.

1. Electrical Upgrades/Hallways

New electrical panels from the main switch room to hallways are needed to distribute power evenly. Currently, power is being re-routed from various floor levels, which is not in line with best practice.

2. Travel Lane

Replace travel lane between Westfield Avenue and Killingly Memorial School to accommodate daily vehicular traffic.

3. HVAC Renovation

Air is constantly being exhausted from the old high school. This building depends totally on the air drawn in through the doors and windows for its make-up air. Indoor air quality and efficiencies would be greatly improved with the installation of pre-heated roof top air handlers.

Killingly High School		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
1	Replace Greenhouse Roof	\$51,076				
2	Exterior Building for Maintenance Dept.		\$600,000*			
3	KHS Additional Parking			\$346,000*		
4	Renovate Lower Sports Fields (Phase I)				\$160,000*	
5	Renovate Lower Sports Fields (Phase II)					\$160,000*

*Estimates with an asterisk are not reflective of a quote.

1. **Replace Greenhouse Roof**
 The greenhouse roof has developed several leaks which can no longer be repaired.
2. **Exterior Building for Maintenance Dept.**
 Needed to consolidate storage needs and have a place to work on equipment. Protect equipment from the weather. Price is an estimate and includes concrete pad, doors for an 80x100 storage building.
3. **Additional Parking Adjacent to Athletic Fields**
 This project will create an access road to the lower playing fields, create an additional 100+ parking spaces, and provide handicap access to the lower fields (Parking project - \$346K). The additional parking will support various events held at the school.
- 4/5 **Renovate Lower Sports Fields (Phases I & II)**
 The grass on the lower sports fields is in very poor condition. Sports teams feel that they cannot play competitively on these surfaces. This would require at least 3 inches of topsoil spread on the field surface, all irrigation fixtures raised to the new height, and reseeding. After that has been completed the field should not be used for 18 months in order for the new grass to get established.

Killingly Intermediate School		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
1	Install New Doors, Update Entryways, and Redesign Office Space		\$1,500,000*			
2	HVAC Renovation			\$2,000,000*		
3	Redesign & Repave Driveway & Parking Lot			\$2,000,000*		
4	Full Roof Replacement/Insulate Roof				TBD	

*Estimates with an asterisk are not reflective of a quote.

1. Install New Doors, Update Entryway, and Redesign Office

Replace all exterior doors and frames. Redesign from entryway and office space to improve security efforts. Concept plans have been developed by Silver/Petrucelli & Associates. It is estimated to cost \$550K to replace the doors and frames at each entryway. The cost to renovate the main office and install a secure entryway is about \$750K.

2. HVAC Renovation

The installation of a new condensing boiler, (3) new hot water pumps, (12) new VFD's for main hot water pumps and booster pumps, replacing unit ventilators as needed and upgrading the existing automation system with a new digital open protocol BACnet controllers with a front end and adding unit ventilators on to the system for whole building controllability. The project would include air conditioning for classrooms.

3. Redesign & Repave Driveway & Parking lot

The parking lot needs to be resurfaced. The base under the asphalt was improperly installed and does not support heavy weight and volume of daily traffic. The asphalt sidewalks are deteriorating due to the inadequate subsurface and should be replaced with concrete. The sidewalk along the entrance to the school was built below grade of the driveway and should be raised and proper drainage installed. Design and create a new bus exit.

4. Full Roof Replacement/Insulate Roof

Many sections of the KIS building have no insulation resulting in significant inefficiencies and loss of energy. The condition of the roof is deteriorating due to age and environmental exposure. Shingles are becoming dislodged. Sections of the roof leak. Roof insulation is failing.

Killingly Memorial School		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
1	Electrical Service Upgrades			TBD		
2	ADA Upgrades Phase II				TBD	

The KMS Portable Classroom Removal Project has changed to Renovate-as-New. The above identified projects will be included in the Renovate-as-New project.

1. **Electrical Service Upgrade**
 When this building was first put into service the electrical needs were minimal. An upgrade is required to keep up with modern electrical needs.

2. **ADA Upgrades Phase II**
 This project has been brought to the Permanent Building Commission and plans have been designed. Phase II will provide accessibility to all programs and resolve several ADA compliance issues. Phase II will adhere to all Federal and State ADA requirements.

Killingly Central School		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
1	Commission a functional study		\$50,000*			
2	Driveway and Parking Lot Repaving		\$175,000*			
3	ADA Upgrades Phase II				\$2,000,000*	
4	HVAC Renovation		TBD			

**Estimates with an asterisk are not reflective of a quote.*

1. **Commission a functional study for KCS**
 A commissioned functional study should consider renovating the building as new.
2. **Driveway and Parking Lot Repaving**
 The driveways and parking lots are degraded and need to be redesigned and paved.
3. **ADA Upgrades Phase II**
 This project has been brought to the Permanent Building Commission and plans have been designed. Phase II will provide accessibility to all programs and resolve several ADA compliance issues. Phase II will adhere to all Federal and State ADA requirements.
4. **HVAC Renovation**
 The installation of a new condensing boiler, (3) new hot water pumps, (12) new VFD's for main hot water pumps and booster pumps, replacing unit ventilators as needed and upgrading the existing automation system with a new digital open protocol BACnet controllers with a. front end and adding unit ventilators on to the system for whole building controllability. The project would include air conditioning for classrooms.

Goodyear Early Childhood Center		Year of Anticipated Implementation & Estimated Cost				
#	Project	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
1	Commission a functional study		\$50,000*			
2	Boiler and Pump System Replacement			\$146,315		
3	Driveway and Parking Lot Repaving	\$95,000				
4	Roof Repair/Replacement			TBD		

*Estimates with an asterisk are not reflective of a quote.

1. **Commission a functional study**
A commissioned functional study should consider renovating the building as new, installation of new classrooms to accommodate preschool classes.
2. **Boiler and Pump System Replacement**
Remove and dispose of existing (1) boiler system and replace with (2) high-efficiency condensing gas boilers. Remove and replace (2) main pumps with (2) new high-efficiency pumps with variable speed drives as well as (2) circulator pumps with (2) “smart” circulator pumps. Modify boiler pad, piping and venting as needed.
3. **Driveway and Parking Lot Repaving**
The driveways and parking lots are degraded and need to be repaved.
4. **Roof Repair/Replace Roof Section**
The roof over the western addition has developed leaks. This roof was not included in the 2017 roof replacement project.

Form D1
Decision Package
2023-2024 Budget Year

District Priority

School Priority

(Central Office Use Only)

2

Facility: Elementary 27
 (Name) (Code)

Package Title: School Psychologist
 Short Description: School Psychologist to conduct cognitive evaluations as part of the comprehensive evaluation process to determine eligibility for special education services
 Function/Object Number: 21400/5323 (Psychological services/PPS)

Detailed Request Description

KPS currently has only one school psychologist to conduct cognitive evaluations to determine eligibility for special education services. The role of a school psychologist should include assessment, data collection and analysis, progress monitoring, enhancing school-wide practices to promote learning, designing academic, behavioral and mental health interventions, consultation and collaboration, and providing prevention and intervention services, but with only one psychologist, the time is spent exclusively on testing those students in middle school, high school, and those who are outplaced by KPS. This leaves no time for conducting evaluations for our students in elementary schools.

Problem Definition and Goal

The recommended ratio of school psychologist to students is 1:500. The ratio in Killingly is 1:2490. Cognitive evaluations are a vital component of a comprehensive evaluation for special education services. The elementary schools do not have access to a school psychologist to complete these evaluations within the district. In the past, the district relied on a faculty member (certified school counselor) to complete these evaluations, but that faculty member was not certified in school psychology, which made us out of compliance with special education law. This practice also pulled the faculty member away from working in her certification area, leaving a hole in another area of pupil services. Additionally, the volume of testing leaves no time for the psychologist to do anything other than testing. The psychologist's time is dedicated to conducting evaluations for the middle school, high school, and our students who are outplaced. When evaluations are required at the elementary schools, we have had to contract with outside

providers at a significant cost to the district. Last year we contracted out for 44 cognitive evaluations. So far this year we have contracted out for 23 evals at an average cost of \$2000 per evaluation, with many more to come during the second semester. The high number of initial referrals, coupled with the high number of students already receiving special education services who need to be re-evaluated every three years necessitates an additional psychologist so that we can follow special education law requirements.

Adding a school psychologist for the elementary schools will save money for the district in terms of not having to outsource evaluations, but will also increase the capacity of the school teams to support students with mental health/behavioral/academic needs.

Target Population

The target population is students in the elementary schools referred to special education and/or needing to be re-evaluated as part of the triennial process.

Impact and Benefits

Cognitive evaluations are a vital component of a comprehensive evaluation for special education services. Post-pandemic, we have an increased volume of referrals to special education, which require cognitive evaluations and/or rating scales to be considered comprehensive according to special education law. Additionally, these evaluations provide valuable data to determine when a child does not qualify or should be exited from special education.

Rejected Alternatives

Require the current school psychologist to conduct the evaluations for the elementary school students.

Continue using a non-certified faculty member to complete evaluations

Continue outsourcing cognitive evaluations at a cost of \$1500-\$2000 per evaluation

Costs

(Enter Amounts Where Applicable)

Salaries:	Placeholder \$71,003
Benefits:	\$20,000
Purchased Services:	
Texts:	
Instructional Supplies:	
Supplemental Materials:	
Equipment:	\$1,500
Dues and Fees:	
Total:	\$92,503

**Form D1
Decision Package
2023-2024 Budget Year**

District Priority

School Priority

(Central Office Use Only)

Facility: **Central Office- Business Office**

(Name)

(Code)

Package Title: **Business Office Assistant**

Short Description: **Assistant to the Manager of Business Affairs**

Function/Object Number: **100.160.60.25000.5114**

Detailed Request Description

This request seeks to add a full-time, confidential Business Office Assistant in direct assistance to the Manager of Business Affairs with oversight and compliance of the accounting and reporting requirements of the district.

Problem Definition and Goal

The Business Office is currently a staff of three: Manager of Business Affairs, Financial Assistant- Accounts Payable, and Financial Assistant- Payroll. The Financial Assistants perform the day-to-day tasks associated with the mission-critical accounts payable and payroll functions. The positions are within AFSCME Local 1303-149 of Council #4 with approximate annual salaries of \$57,000. With additional tasks and compliance requirements, the operations of the Business Office are not sustainable with the current staffing. This situation has developed over the past several years and has reached a critical point. Following are examples of a few functional areas with increased workload.

The sheer volume of additional grant funding has added administrative burdens to the Business Office from translating the approved budgets to the financial system, adding payroll-related accounts to the system, and tracking ongoing revisions made to the grant budgets. The payroll and purchasing expenditures from the grant funding require additional attention, including identifying funding sources, following procurement procedures, processing payments, monitoring the spending, and ensuring compliance with the budgets.

The new eGMS (electronic grant management system) instituted by the State of CT last year has added a substantial amount of processing time and uncertainty to the grant compliance process. Cash requests

which used to take an hour can now take up to four hours to complete, due to the additional expenditure information which must first be provided on a quarterly basis. Grant budget approvals and revision approvals now go through a prolonged review and approval process which makes the coordination with our financial system a time-consuming management task.

The additional funding available to the district for significant investments in technology and building-related projects has also called attention to the need for additional help in the procurement process. The district's purchasing policy requires certain levels of legwork be done prior to procurement of goods and services. Projects often involve expertise which is not available within district and for which time-consuming research is necessary. Failing to properly prepare for these purchases or projects can result in a less than optimal result. The capacity for this work to be performed with our current resources is limited.

The administrative processing cost of employee turnover in the district over the past several years, underscored by the pandemic, is unseen but real, in terms of time spent. From the handling of paperwork to onboard an employee, to accurately calculating pay and benefit time, to identifying and setting up the funding source for payment, to setting up health and life insurance benefits, to calculating payouts upon departure, to projecting replacement costs, and starting over again with a replacement has involved all Business Office staff. While this used to be primarily a task for the start of the school year, it has become a year-round activity.

The Assistant would fill a critical role in the operational functions of accounts payable and payroll, providing a layer of cross-training which does not currently exist. The uncertainties created by COVID highlighted the vulnerability of our operations. While cross-training staff is a good business practice to ensure stability and provide flexibility, this can only occur with time freed up for existing employees. With both functions working to capacity, this training time does not exist. This remains an area of vulnerability for our operations if either function should be unavailable to work for any reason.

Without this position, it leaves mostly all the accounting functions, all grant accounting maintenance and financial monitoring, oversight of payroll, financial reporting, cash management, budget compilation, expenditure and revenue projection, along with other projects, to the Manager of Business Affairs.

Please see attached for a draft of the Business Office Assistant job description.

Target Population

The Business Office Assistant would service the entire school district by performing a variety of professional accounting functions to improve the efficiency and effectiveness of the Business Office in ensuring that each student in the district derives maximum benefit from the expenditure of allocations as set by the Board of Education for the acquisition of services, supplies, materials, and equipment.

Impact and Benefits

The Business Office Assistant would assist in the daily operations of the financial system of the district, providing an additional layer of professional oversight. The benefits include the improvement of timely identification of minor/major errors or issues in accounting and corrections which lead to accurate reporting, and favorable audit reports. Other benefits include timely compliance with policies and requirements, both internal and external, as well as opportunities for efficiencies. The additional help would also reduce the strain on the existing staff leading to greater productivity and job satisfaction.

Rejected Alternatives

Less experienced individual at lower salary: Complexity of the transactions and responsibilities require education and experience which justify salary and investment of training time with the intention to hire a career-minded individual.

Part-time position: Need to be available when work is being performed to be fully immersed in the broad variety of responsibilities. It would pose difficulties for coordination and planning of daily workload.

Costs

(Enter Amounts Where Applicable)

Salaries:	\$80,000
Benefits:	\$20,000
Purchased Services:	
Texts:	
Instructional Supplies:	
Supplemental Materials:	
Equipment:	
Dues and Fees:	
Total:	\$100,000

Killingly Public Schools

Job Description

Job Title: Business Office Assistant

Qualifications:

1. Bachelor's degree in Business Administration, Finance, or related field.
2. Minimum of five (5) years related to accounting experience.
3. Knowledge of governmental accounting principles and practices, including fund accounting.
4. Experience preparing timely and accurate accounting reports.
5. Demonstrated knowledge of Microsoft products, including Word and Excel, and other financial software packages. Ability to acquire proficiency in department-specific computer applications.
6. Ability to work within difficult time constraints.
7. Good written and verbal communication skills.
8. Working knowledge of applicable payroll laws, including employer's responsibilities to the Internal Revenue Service, Connecticut Wage and Hour laws, Teachers' Retirement Board, and COBRA.
9. Ability to establish and maintain effective working relationships with all levels of administration.
10. High degree of honesty and integrity to be demonstrated through references.
11. Demonstrated initiative.
12. Ability to use good judgment and employ reasoning skills.
13. Ability to maintain confidentiality.
14. Ability to be flexible.
15. Demonstrated problem solving skills.
16. Ability to work both independently and with others.
17. Such alternatives to the above qualifications as the Board of Education finds appropriate and suitable.

Reports To: Manager of Business Affairs

Supervises: N/A ?????

Job Goal: Perform a variety of professional accounting functions to improve the efficiency and effectiveness of the Business Office in ensuring that each student in the district derives maximum benefit from the expenditure of the allocations as set by the Board of Education for the acquisition of supplies, materials, equipment, and services.

Killingly Public Schools

Job Description

Responsibilities:

1. Assist in the preparation and presentation of the annual budget, and implementation and monitoring following adoption.
2. Assist accounts payable and payroll functions, when needed serve as backup.
3. Assist in oversight and monitoring of the Food Services department and management contract.
4. Assist in grant cash management.
5. Assist in year-end closeout.
6. Assist in preparation for the annual audit.
7. Reconcile bank accounts, provide oversight of school activity accounts, prepare financial statements and various reports.
8. Assist in performing a variety of accounting and analytical tasks including, analyses, projections, and forecasts, as requested.
9. Assist in maintenance of the financial accounting system to ensure proper and accurate accounting.
10. Assist in preparing financial reports, including the annual EFS (Education Financial System) report and grant expenditure reports.
11. Assist in purchasing, in compliance with Board policy, by informal quotations, negotiation, and competitive bidding, items of supply, equipment and services necessary for the operation of the school system.
12. Perform other duties/functions as assigned.

Form D1
Decision Package
2023-2024 Budget Year

District Priority

School Priority

(Central Office Use Only)

Facility: KHS 10000
(Name) (Code)

Package Title: .55 Family Consumer Science
Short Description: Students would like more course offerings
Function/Object Number: _____

Detailed Request Description

Since the FT FCS Teacher was reduced in the budget cycle due to not having a teacher available and since hiring a .45 we have found that the request for these course offerings has grown significantly. In addition to the increased enrollment and the need to additional electives, we would like to make this position full time.

Problem Definition and Goal

Students unable to fulfill Human Services Career and Early Childhood Pathways because the teacher is only .45 and study areas of their choice. The .45 teacher has made a positive impact on our students and would like to continue to grow our programs.

Target Population

Students in grades 9-12

Impact and Benefits

Increase in pathway completers, increase in course offerings for all students

Rejected Alternatives

Costs

(Enter Amounts Where Applicable)

Salaries:	39,052
Benefits:	20,000.
Purchased Services:	
Texts:	
Instructional Supplies:	
Supplemental Materials:	
Equipment:	
Dues and Fees:	
Total:	59,052.

Form D1
Decision Package
2023-2024 Budget Year

District Priority

School Priority

1

(Central Office Use Only)

Facility: **Goodyear Early Childhood Ctr. 100.170.70.26000.5124**
 (Name) (Code)

Package Title: **.5 FTE Custodian @ Goodyear Early Childhood Center**

Short Description: _____

Function/Object Number: **100.170.70.26000.5124**

Detailed Request Description

.5 custodian for the Goodyear Early Childhood Center

Problem Definition and Goal

To date Goodyear Early Childhood Center does not have sufficient custodial coverage for the hours Goodyear is open to staff, residents, and children. We are often understaffed across the district.

Target Population

Preschool children and staff.

Impact and Benefits

This will have an immediate impact on GECC staff and children. Response time for accidents, spills or maintenance issues can be resolved immediately.

Rejected Alternatives

Calling other schools to get custodial help when needed.

Costs

(Enter Amounts Where Applicable)

Salaries: **\$25,675.00**

Benefits: **\$372.29**

Purchased Services: _____

Texts: _____

Instructional Supplies: **\$650.00**

Supplemental Materials:	
Equipment:	
Dues and Fees:	
Total:	\$26, 697.29

Regular Meeting
KILLINGLY BOARD OF EDUCATION
Wednesday, February 22, 2023
7:00 PM
Killingly Town Hall, 172 Main St.
2nd Floor, Town Hall Community Meeting Room

MINUTES

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairman Ferron called the meeting to order at 7:01 p.m.
 Ms. Dombkowski lead the Pledge of Allegiance to the Flag.

2. ROLL CALL

On roll call, Board members Laura Dombkowski, Norm Ferron, Jennifer Hegedus, Kelly Martin, and Kyle Napierata were present. Susan Lannon and Lydia Rivera-Abrams and attended virtually. Jason Muscara and Christopher Viens were absent with notification.
 Also present were Asst. Superintendent Dr. Nash-Ditzel, Manager of Business Affairs Christine Clark, and Student Board Members Connor Thompson and Melody Kettle.

3. REPORT BY STUDENT BOARD MEMBER

Student Board members Thompson and Kettle gave the Board an update on school activities. Chairman Ferron excused the Student Board Members after their reports.

4. RECOGNITION OF VISITORS

- A. February 2023 Employee of the Month, Justine Laporte
 Ms. Martin read the proclamation for the February 2023 Employee of the Month, Justine Laporte.
- B. Killingly FFA officers in recognition of FFA Week – postponed due to weather

5. PUBLIC COMMENT

Kris Cicchetti expressed concern with the amount being spent on legal fees for the issue surrounding mental health services at the schools. She would like to know how much has been spent so far and how much is budgeted for the future. She would like more transparency going forward.
 Ailla Wasstrom-Evans is also concerned about the amount being spent on legal fees and feels that the money would be better spent on actual mental health services.

6. BOARD CHAIR AND COMMITTEE UPDATES

- A. Curriculum Committee – no update
- B. Facilities Committee – Mr. Napierata said there is a meeting scheduled for 2/23.
- C. Fiscal Committee – Mr. Ferron said there will be another preliminary budget meeting next week.
- D. Personnel Committee – Mr. Ferron said there is an upcoming meeting.
- E. Policy Committee – Ms. Martin gave an update on the policies on discipline, the American flag in all of the classrooms, and Zoom meetings for Executive Sessions.
- F. Ad Hoc Committee – Ms. Dombkowski said there is a meeting scheduled for 2/23.

7. MONTHLY FINANCIAL REPORT FOR THE MONTH OF JANUARY 2023

Ms. Clark reviewed the Monthly Financial Report for the month of January 2023.

8. REVIEW AND POSSIBLE ACTION REGARDING MONTHLY CHECK AUTHORIZATION

Mr. Napierata made a motion, seconded by Ms. Hegedus, to approve the monthly check authorization as presented. Voice vote: Unanimous. Motion passed.

9. **SUPERINTENDENT'S UPDATE** - Dr. Nash-Ditzel gave an update on the following:

- A. Free lunch for all students
- B. State budget outlook
- C. Samsung "Solve for Tomorrow" contest
- D. Goodyear STEAM video

10. **CONSENT AGENDA**

- A. February 8, 2023 Board Meeting Minutes
- B. KHS Band field trip request to East Providence.

Ms. Lannon made a motion, seconded by Mr. Napierata, to accept the consent agenda as presented.

Voice vote: Unanimous. Motion passed.

11. **ADJOURNMENT**

Ms. Hegedus made a motion, seconded by Ms. Dombkowski, to adjourn the meeting.

Voice vote: Unanimous. Motion passed.

The meeting adjourned at 7:45 p.m.

The votes of each member shall be made available within forty-eight hours and the minutes shall be made available within seven days. Copies are available at the Central Office, 79 Westfield Ave.

Minutes and a video recording of this meeting can be found at
<https://www.killinglyschools.org/about-us/board-of-education>

Respectfully Submitted,

Elizabeth Buzalski

Recording Secretary

12.B

2022-2023 Killingly Public Schools Student Enrollment

March 1, 2023							February 1, 2023						
GRADE	KHS	KIS	KCS	KMS	GDYR	OD	GRADE	KHS	KIS	KCS	KMS	GDYR	OD
PREK			15		109	1	PREK			15		110	1
K			171			1	K			171			1
1			154			2	1			154			2
2				182		0	2				182		0
3				165		3	3				168		3
4				179		4	4				180		4
5		184				2	5		185				2
6		162				5	6		163				5
7		159				2	7		159				2
8		160				7	8		158				7
9	238					7	9	239					7
10	190					5	10	190					5
11	160					6	11	159					6
12	174					13	12	175					13
Totals	762	665	340	526	109	58	Totals	763	665	340	530	110	58

2,466

COMPARATIVE DATA: 2021-2023

GECC KCS KMS KIS KHS OD Total								KMS by Teacher		KCS by Teacher	
January 4, 2021	74	348	508	623	747	73	2,373	Crabtree, M.-2	21	Bennett, H.-PreK	15
February 1, 2021	76	344	502	626	754	72	2,374	Fratoni, D.-2	21	Abram, L.-K	18
March 1, 2021	77	351	498	624	751	71	2,372	Juhola, N.-2	19	Angelo, K.-K	17
April 1, 2021	81	355	497	631	750	75	2,389	Lanzoni, L.-2	19	Collins, K.-K	19
May 3, 2021	86	357	501	631	750	70	2,395	Maheu, J. - 2	22	Crawford, K.-K	19
June 1, 2021	89	355	500	632	746	70	2,392	Moulton, J.-2	21	Goldsmith, J.-K	17
June 15, 2021	90	354	500	632	746	70	2,392	Provencher, J.-2	20	Horne, F.-K	17
September 1, 2021	89	375	513	643	757	59	2,436	Riordan, E.-2	19	Johndrow, D.-K	18
October 1, 2021	94	367	509	639	755	59	2,423	Sakidovitch, A.-2	20	Laboeuf, K.-K	20
November 1, 2021	96	364	504	640	750	59	2,413	Bitgood, C.-3	20	Livingston, H.-K	17
December 1, 2021	102	361	504	644	748	61	2,420	Carlson, J.-3	20	Blackmar, C.-1	18
January 3, 2022	98	368	509	649	744	61	2,429	Gaulin, N.-3	20	Brock, J.-1	16
February 1, 2022	101	369	513	644	742	61	2,430	Hand, H.-3	21	Ellis, A. - 1	19
March 1, 2022	107	367	514	643	737	60	2,428	Penner, K. -3	21	Guillot, J.-1	18
April 1, 2022	110	371	511	644	733	59	2,428	Roseman, T.-3	22	Horvath S.-1	14
May 2, 2022	113	374	513	643	729	59	2,431	Siegmund, L.-3	20	Kouatly, K.-1	15
June 1, 2022	114	372	512	643	723	59	2,423	Tillinghast, A.-3	21	Santaniello, M.-1	15
June 14, 2022	114	372	512	643	721	59	2,421	Breen, C.-4	21	Steuernagel, M.-1	15
September 8, 2022	100	336	539	669	781	53	2,478	Burdick, S.-4	22	Watson, J.-1	18
October 3, 2022	101	335	532	671	788	52	2,479	Delfarno, M.-4	21	Chito, A - IL	8
November 1, 2022	107	339	530	666	780	53	2,475	Heath, H.-4	24	Dean, J. - IL	7
December 1, 2022	105	341	531	661	778	53	2,469	Lee, B.-4	24	Total	340
January 4, 2023	105	339	531	664	773	54	2,466	Lisee, B.-4	22		
February 1, 2023	110	340	530	665	763	58	2,466	Scott, A.-4	23		
March 1, 2023	109	340	526	665	762	58	2,460	Williamson, G.-4	22		
							0	Total	526		

Agency and Sp. Ed. Placements	
Agency-Out of District	
Brooklyn Middle School - Brooklyn, CT	1
Preston Veterans Memorial - Preston, CT	1
Vinton Elementary - Mansfield, CT	1
Agency Total	3
Local- Out of District	
ASD (American School for the Deaf), West Hartford, CT	1
Bradley School - Uncasville, CT	1
Bradley School -Thompson, CT	3
CREC Birken - Bloomfield,CT	1
CREC Riverstreet - South Windsor, CT	2
EASTCONN Bridges - Columbia, CT	1
EASTCONN NRP - Danielson, CT	14
EASTCONN Transition - Willimantic, CT	1
High Roads - Danielson, CT	5
Learning Clinic - Brooklyn,CT	4
Natchaug Joshua Center - Danielson, CT	2
Ocean Learning Academy , New London, CT	2
Ocean State Learning Academy , Providence, RI	1
Project Genesis - Windham, CT	11
Sargent Rehabilitation Center , Providence, RI	1
Susan Wayne Center - Thompson, CT	4
Watford Country School - Quaker Hill, CT	1
Local Out of District Total	55
Agency	3
Total	58

Employee of the Month Nomination—March 2023

It is my pleasure to nominate Ms. Karissa Smith as Employee of the Month. Karissa is an extraordinary Instructional Assistant at Killingly Intermediate School who currently serves in our Tier 3 Behavioral Program. She is fair but firm, kind, caring, and students both love and respect her. She does everything in her capacity to ensure that the learning environment for our students is both healthy and safe.

Over the past few years, Killingly Intermediate School has focused on building a culture that supports a climate of Restorative Practices and Social Emotional Learning for all. Karissa not only embraces the philosophy that focuses on building positive relationships to build community, but she goes above and beyond to support the emotional needs of her students. She holds firm in her high behavioral and academic expectations for students, but she understands that each child carries a different “story” with them into the building. She works to learn those stories and shows great sensitivity when working with students who are struggling or excelling. She talks privately with students in crisis, bakes cookies with those who have earned a well-deserved award, and works one-on-one with those in need of academic assistance. In short, she is skilled at identifying the needs of students to ensure a productive learning environment that will lead to the greatest success.

I have been most recently impressed with Karissa’s willingness to jump into a new assignment this year, which involved working with a student with severe social and behavioral needs. While others shied away from the opportunity, Karissa embraced the challenge with the aplomb of someone twice her age and with decades more experience. As is her way, she remained consistently calm and patient, regardless of how disregulated the student became, and most importantly, she NEVER gave up on the child. Not once.

Karissa’s belief that all children can learn and deserve a chance to be seen and heard sets her apart from others. She is known and respected for her ability to turn a negative situation into a positive one, and she is valued as a walking representation of a team player. She jumps into any and all situations where she can be helpful (hallway duty, bus duty, drama practice, etc.), both with and without being asked, and she does so without complaint. It is an absolute pleasure to work with someone who cares so genuinely about our school community and believes so strongly in students’ capabilities. We are incredibly fortunate to have her in our KIS family!

KILLINGLY PUBLIC SCHOOLS FIELD TRIP REQUEST

REV. 7/08

Trip Number: 010 - - Billing Code:
Bldg Use Sequence (e.g. 010-1-001)

SCHOOL: KHS GRADE/CLASS/CLUB: 9-12 Robotics DATE: 2/8/2023

TEACHER/FIELD TRIP LEADER: Dr. Polsell

DATE OF TRIP: 4/24-4/28/2023 NUMBER OF STUDENTS: 18-24

NUMBER OF CHAPERONES: 2-3

DEPARTURE TIME: TBD RETURN TIME: TBD

On a school day: 8:30 AM or later unless approved in writing by the Transportation Supervisor

2 PM or earlier unless approved in writing by the Transportation Supervisor

DESTINATION/DIRECTIONS (be specific): World Robotics

Championship - Dallas Texas

Kay Bailey Hutchison Convention Center
650 South Griffin St.

Yes No N/A Transportation availability confirmed with Transportation Supervisor.

Objectives of Trip (relation to curriculum, etc.): This activity is the culmination of a year's worth of engineering work and will improve students' knowledge and skills exponentially.

Transportation Desired:

Names of Chaperones:

 School Bus Dr. Robert Polsell

 Mini Bus Kathleen A. Polsell

Flights by Southwest Other (specify) Brian Sprouse

Avis Van

Special Equipment Required:

Substitutes Req. 5

 Car Seats

Aide(s) Required 0

(Number)

(Number)

 Handicap Equipped

Nurse Required 0

Specify:

(Number)

NOTE: Requests to be submitted with all entries complete at least two weeks prior to the trip. Approval will be given only for trips where careful and early planning insures that worthwhile educational outcomes will result. PLEASE NOTE: Head teacher (school) is responsible for any parking fees.

Dr. Polsell
Teacher

Karen Lapece
Principal/Program Administrator

Superintendent's Office

Transportation Supervisor