

**GROTON BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
SEPTEMBER 11, 2023 @ 6:00 P.M.  
CENTRAL OFFICE, ROOM 11**

Mission Statement: Our mission is teaching and learning.

Board Goals: In richness of cultures and with a respect for all, (1) Provide Dynamic Rigorous Curriculum, (2) Ensure Effective and Engaging Instruction, and (3) Embrace Excellent Learning Environment

AGENDA

1. Call to Order
2. Review August 21, 2023 Meeting Minutes (Attachment #1)
3. Review of Summer Professional Learning
4. Review Referral Tracking Sheet (Attachment #2)
5. Review BOE Meeting Template (Attachment #3)
6. Adjournment

GROTON BOARD OF EDUCATION  
 COMMITTEE OF THE WHOLE MEETING MINUTES  
 AUGUST 21, 2023 @ 6:00 P.M.  
 CENTRAL OFFICE, ROOM 11

MEMBERS PRESENT: Kim Shepardson Watson-Chairperson, Andrea Ackerman-Vice Chairperson (Remote), Dean Antipas, Elizabeth Porter, Matthew Shulman (Remote), Beverly Washington (Remote), Jay Weitlauf (Remote)

MEMBERS ABSENT: William Horgan, Rita Volkmann

ALSO PRESENT: Susan Austin, Phil Piazza, Rebecca Beyus, Denise Doolittle, Lauren Casini

I. CALL TO ORDER – Chairperson Shepardson Watson called the meeting to order at 6:20 p.m.

II. REVIEW OF July 17, 2023, MEETING MINUTES

MOTION: Antipas, Ackerman: To approve the July 17, 2023, meeting minutes.  
 PASSED - UNANIMOUSLY

III. DISCUSSION RE: SCHOOL CLIMATE SURVEY (ATTACHMENT #1)

Denise Doolittle stated that the survey was shared with students, staff, and parents last May. She noted the three themes of the survey were Safety, Belonging, Respect and Inclusion.

Lauren Casini gave an overview of the survey results of the themes.

- Elementary School Students, Secondary School Students
- Elementary School Adults, Secondary School Adults
- Professional Growth
  - Building Level Supports
  - District Level Supports
  - Takeaways

IV. DISCUSSION RE: LOTTERY AND ENROLLMENT DATA TO DATE (ATTACHMENT #2)

Superintendent Austin noted that there were 180 submissions (half of the seats were for kindergarten) and 104 got seats. She noted that families are engaged in the lottery system. CK has the largest number seated.

Superintendent Austin noted that policies need to be brought back around the lottery system.

Superintendent Austin noted that enrollment data needs to be tracked and managed throughout the year. Last year, 2022-23 Groton enrolled 684 new students and had 595 students exit. Just this spring and summer, for this school year 2023-24, Groton enrolled nearly 500 new student and only 233 students exited.

V. ADJOURNMENT

MOTION: Ackerman, Porter: To adjourn at 7:43 p.m.  
 PASSED UNANIMOUSLY

# **Groton Public Schools Climate Survey**

**2022-2023**

# Climate Survey Overview

Surveys Provided	Survey Completion
• Early elementary students	71%
• Upper elementary students	81%
• Elementary parents	29%
• Elementary staff	77%
• Secondary students	63%
• Secondary parents	12%
• Secondary staff	71%

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# Safety

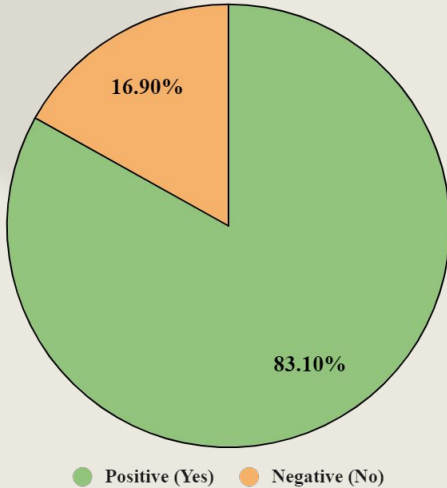
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# Elementary School Students

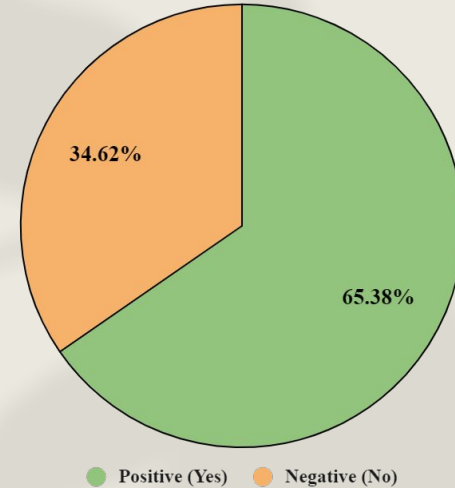
I feel safe in my classroom at school

Student Survey: Early Elementary



I feel safe in my classroom at school

Student Survey: Upper Elementary

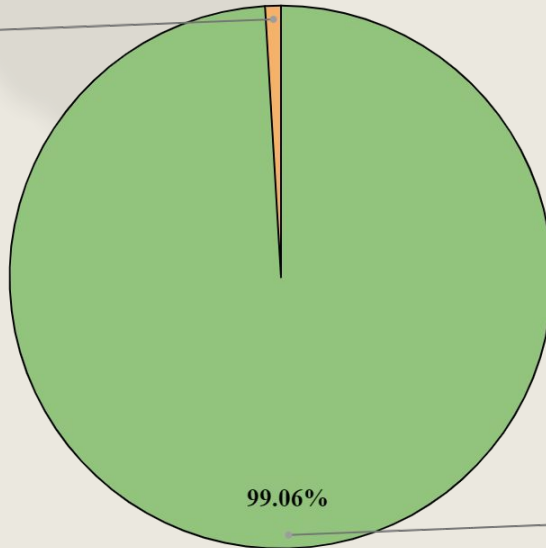


# Elementary School Adults

The school is a safe and secure place  
for my child to learn

Parent Survey: Elementary

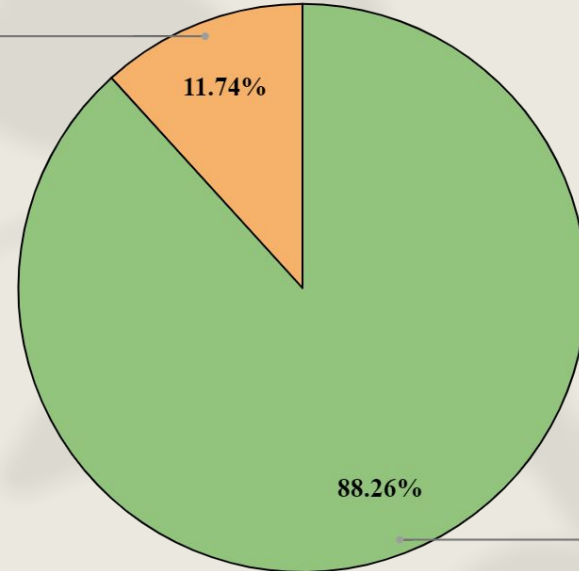
Negative  
0.9%



My building is safe and secure

Staff Survey: Elementary

Negative  
11.7%

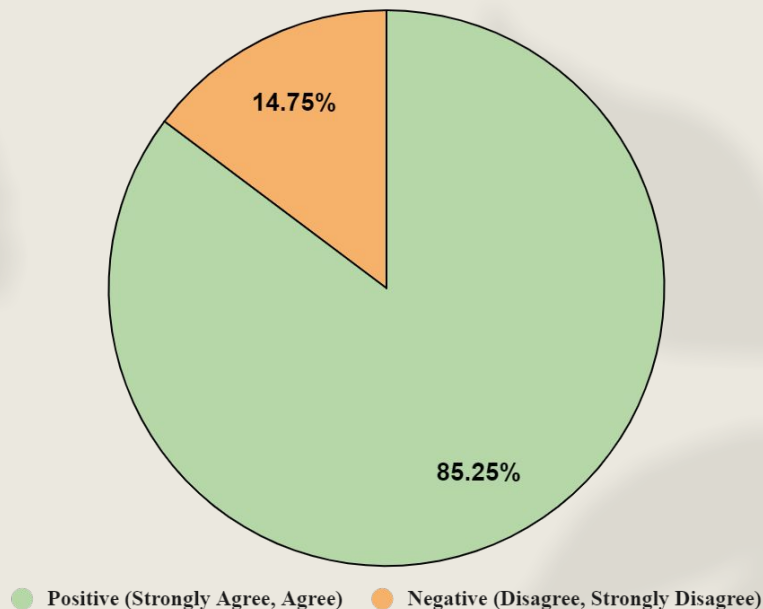


Positive  
99.1%

Positive  
88.3%

# Secondary School Students

I feel safe when I ride the bus

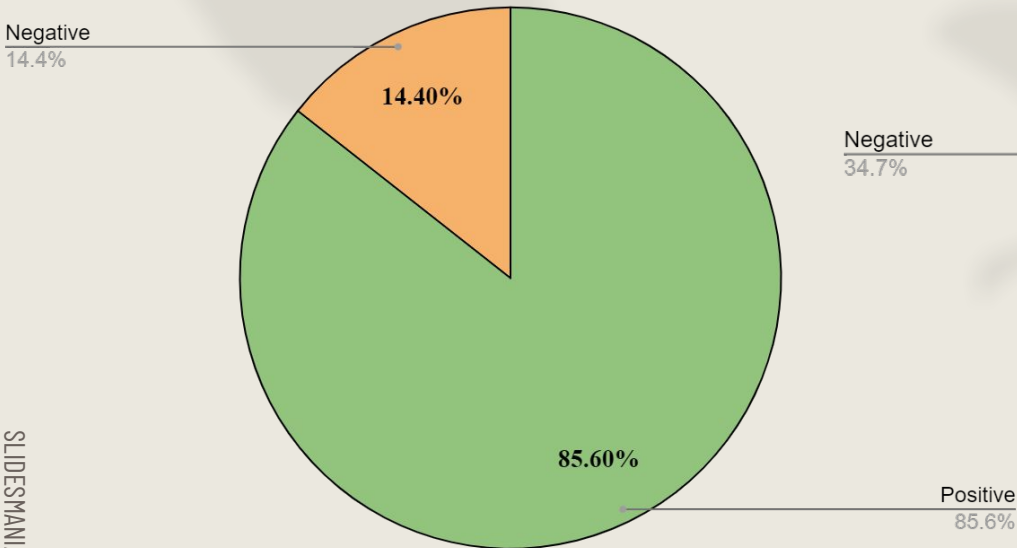




# Secondary School Adults

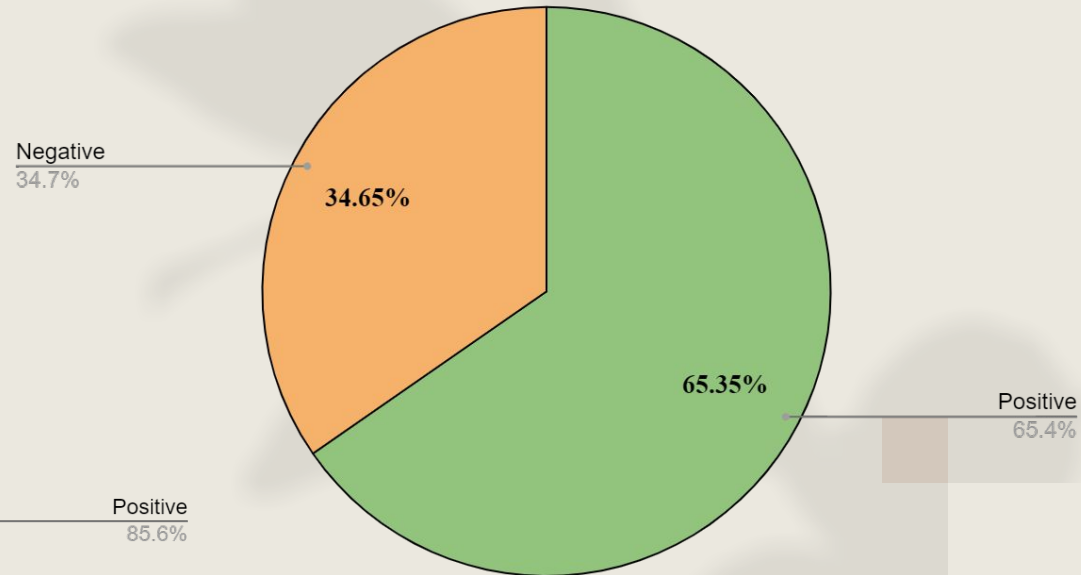
The school is a safe and secure place  
for my child to learn

Parent Survey: Secondary



My building is safe and secure

Staff Survey: Secondary



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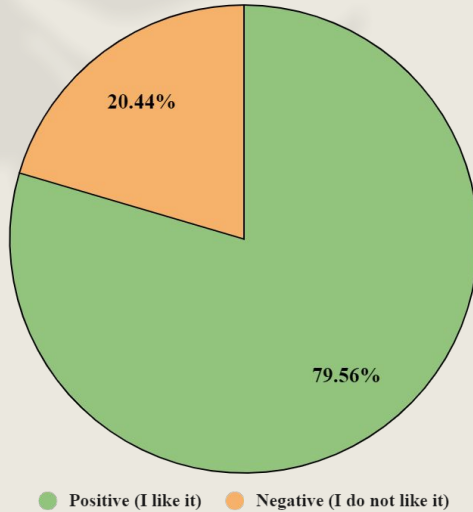
# Belonging

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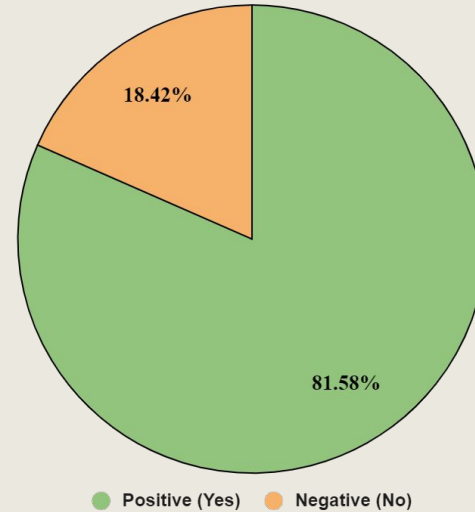
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# Student Survey: Early Elementary

I feel good about my school

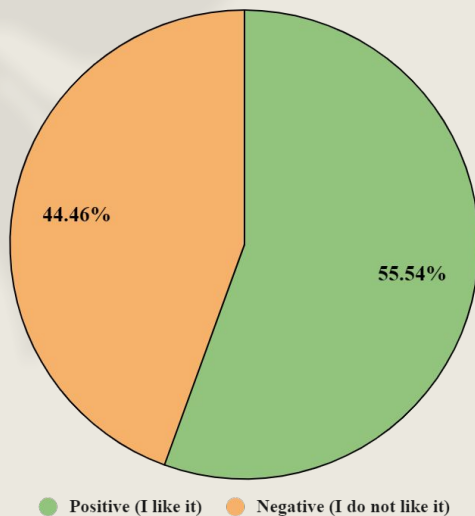


If I am upset, there is an adult who can help me

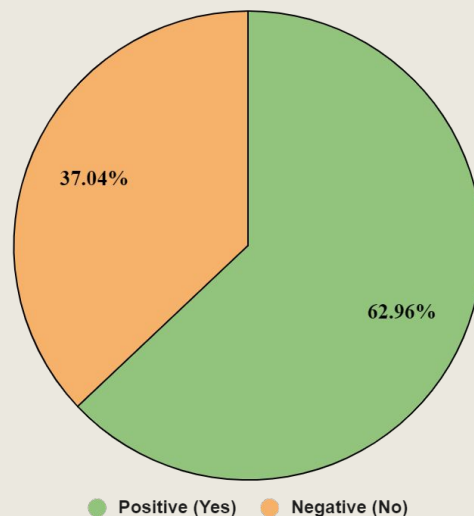


# Student Survey: Upper Elementary

I feel good about my school

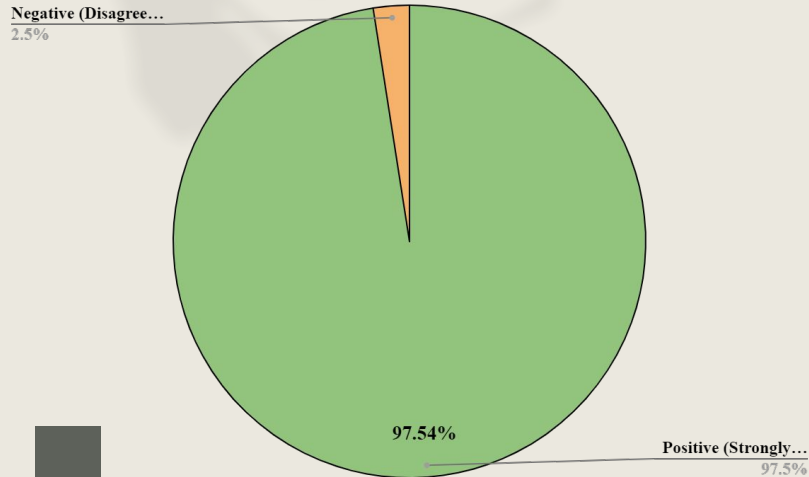


If I am upset, there is an adult who can help me

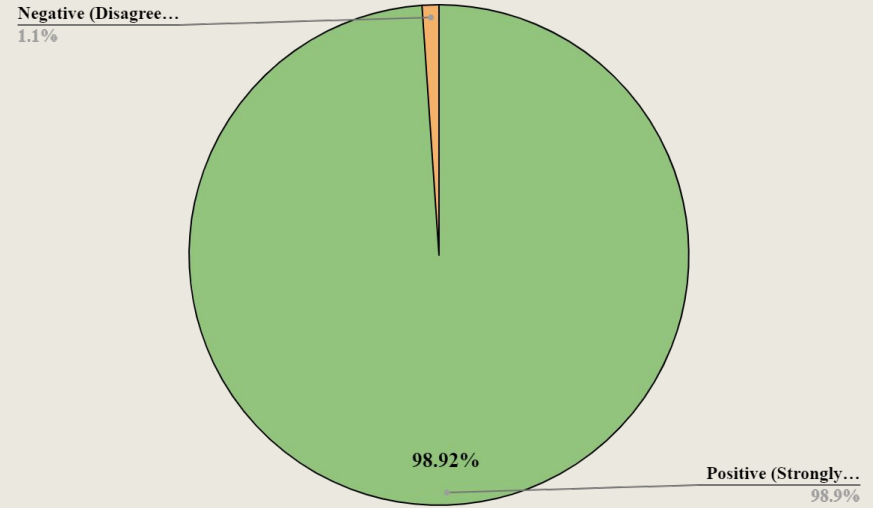


# Elementary School Parents

At my child's school, there are opportunities for parental involvement

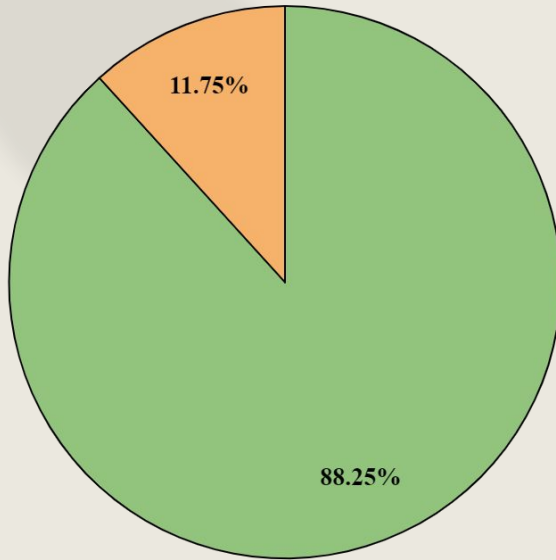


I am comfortable talking to my child's teacher

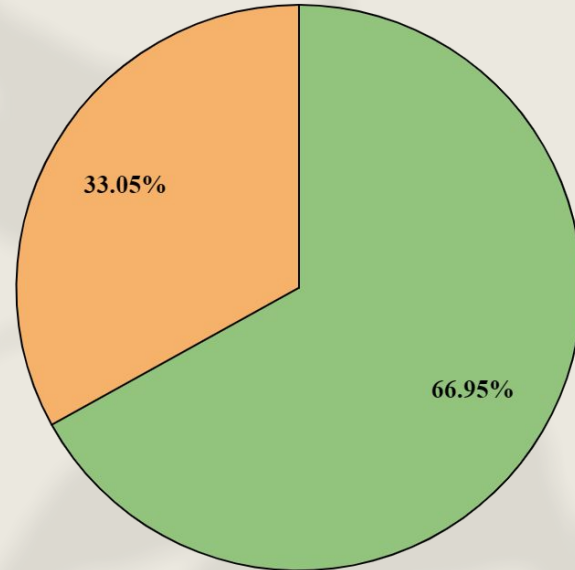


# Secondary Students

There are trusted adults in my school



I am involved in extracurricular activities at some point during the school year



● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

# Safety and Belonging Comments

**Parent:** "Our bus driver is amazing and makes us feel safe with her driving."

**Staff:** "I am a firm believer that I can't make my content available to a student until I have first established a connection and built a relationship with them."

**Staff:** "I would like to see consistent consequences given to students who do not follow school rules throughout the school year."

**Parent:** "As a 6th grader, my son has had a very positive experience this year at GMS. He has become more independently motivated to do well academically, he speaks incredibly positive about his teachers, and has benefited greatly from multiple after school intramural and sports programs."

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# Respect & — Inclusion —

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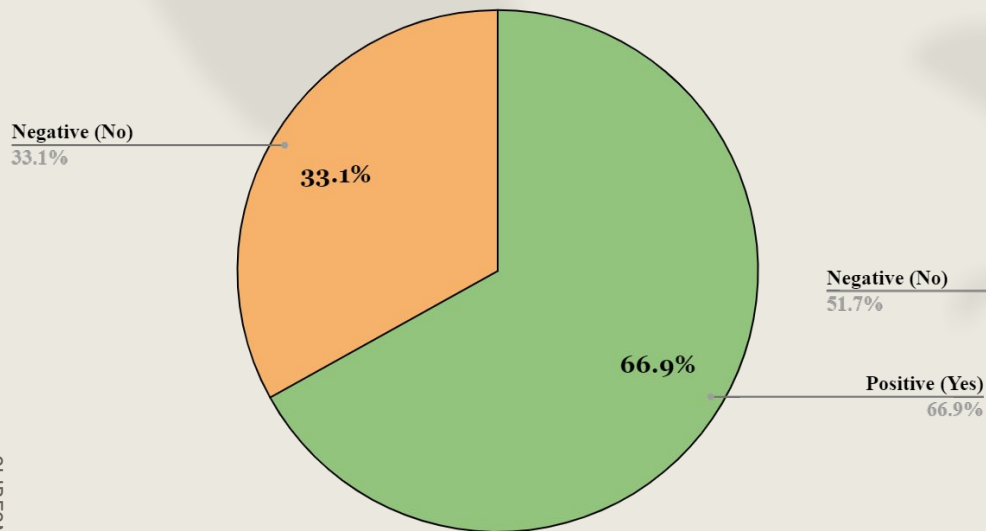
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# Elementary Students

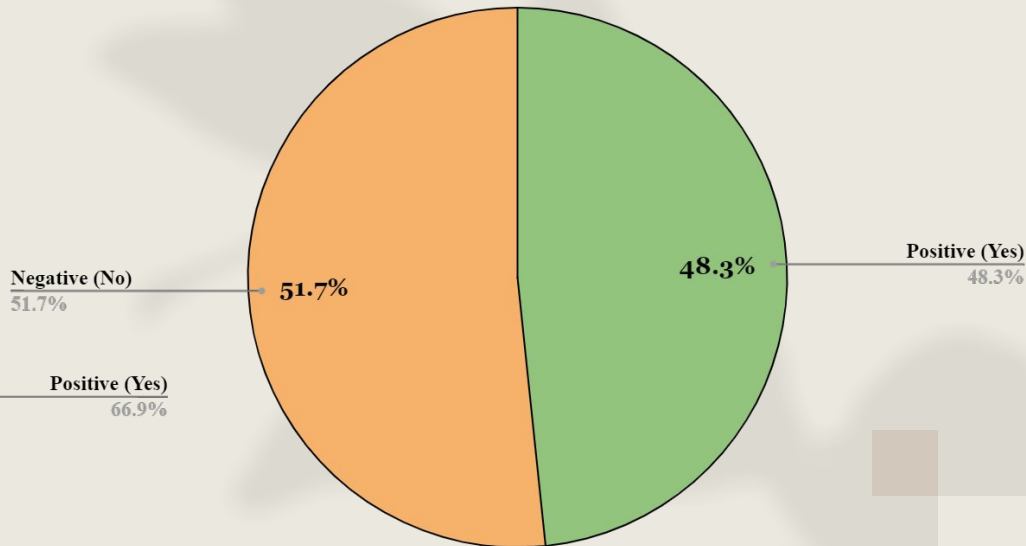
This school provides books that show different types of families

Student Survey: Early Elementary



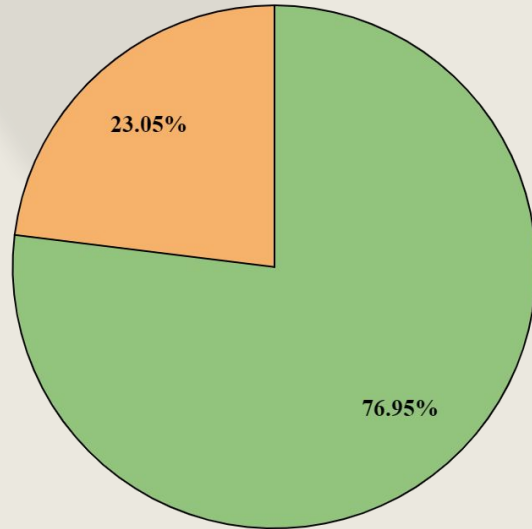
This school provides books that show different types of families

Student Survey: Upper Elementary



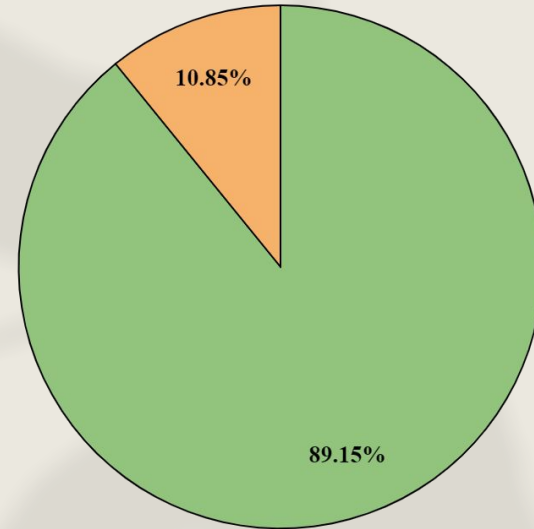
# Secondary Students

I am able to select high level courses



● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

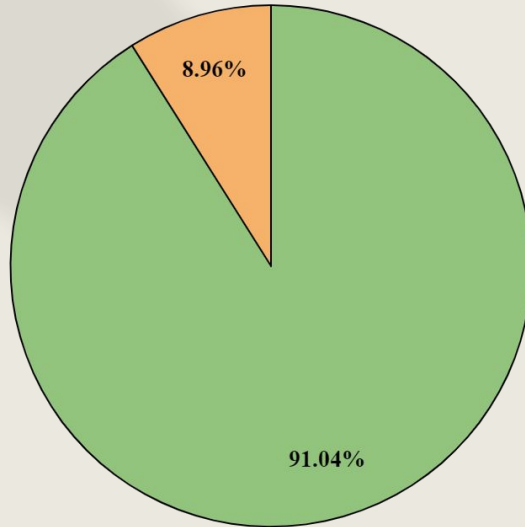
My teachers help me to try my best



● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

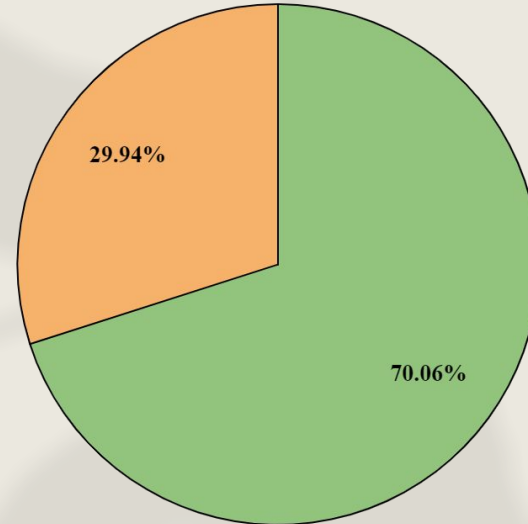
# Elementary School Staff

Our building fosters an appreciation of student diversity and respect for each other



● Positive (Strongly Agree, Agree) ● Negative (Disagree, Strongly Disagree)

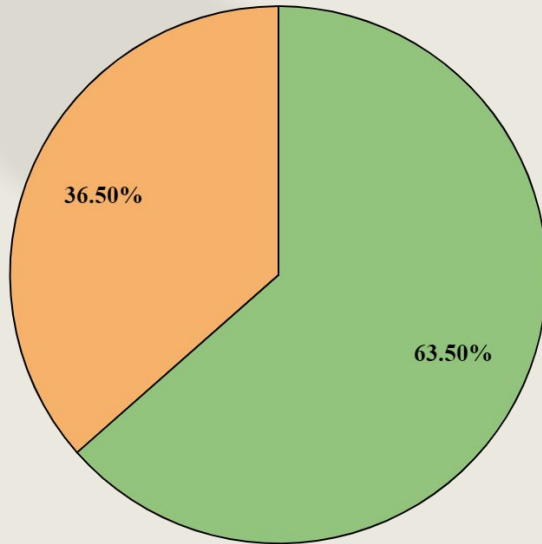
Students treat each other with respect



● Positive (Strongly Agree, Agree) ● Negative (Disagree, Strongly Disagree)

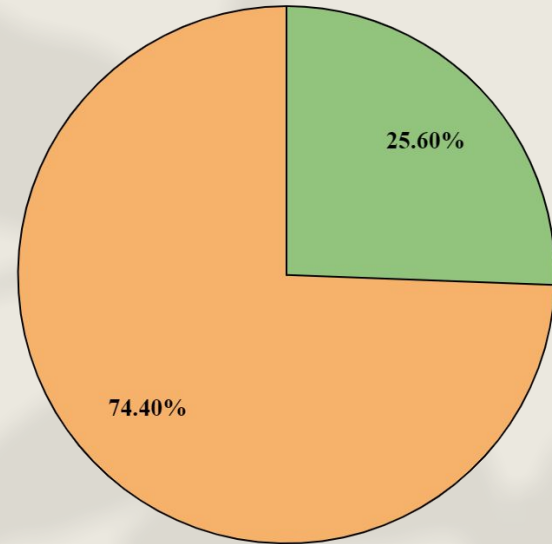
# Secondary School Staff

Our building fosters an appreciation of student diversity and respect for each other



● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

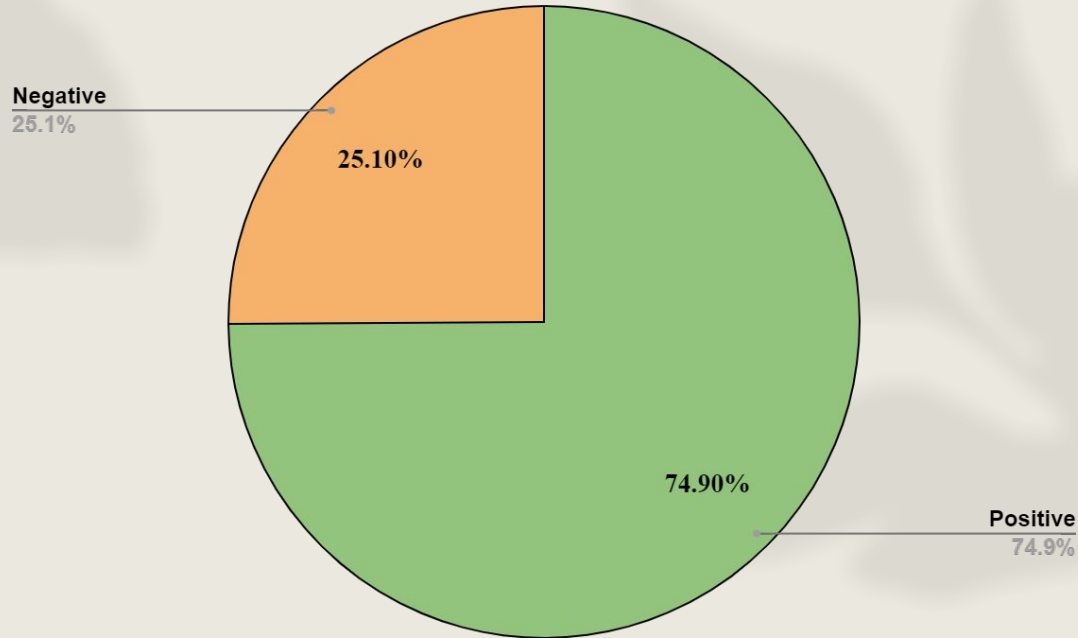
Students treat each other with respect



● Positive (Strongly Agree, Agree) ● Negative (Strongly Disagree, Disagree)

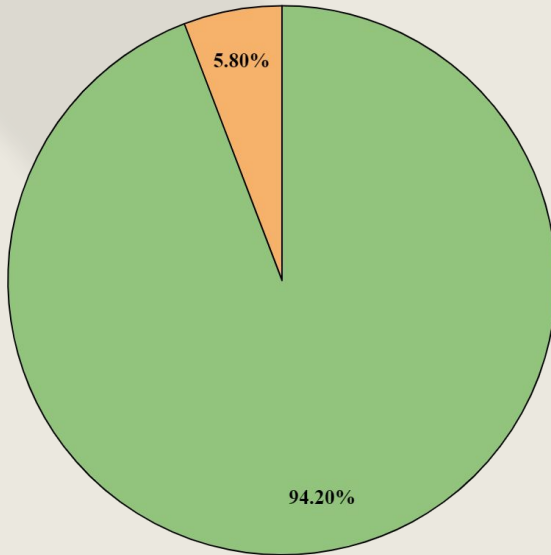
# Secondary Students

I feel my peers treat me respectfully in my school



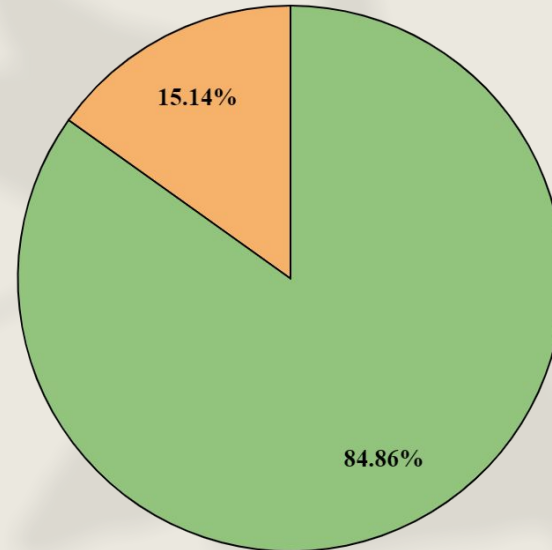
# Elementary School Staff

The staff respects all colleagues regardless of their ethnicity, culture or diversity



● Positive (Strongly Agree, Agree) ● Negative (Disagree, Strongly Disagree)

Administrators foster a respectful climate and culture



● Positive (Strongly Agree, Agree) ● Negative (Disagree, Strongly Disagree)

# Respect and Inclusion Comments

**Staff:** "I think the administration does a great job trying to foster a positive work culture."

**Staff:** "Some students treat others with respect but few middle school students are kind all the time."

**Parent:** "My son says that the para in his class is helpful and friendly. In the past he has not felt comfortable asking for help."

**Parent:** "The communication about things going on at the school is great. Administration does a great job of keeping the families informed."

**Staff:** "To truly address the social and emotional learning of the students, administration has to address the social and emotional well being of the teachers and staff."

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# Professional — Growth —

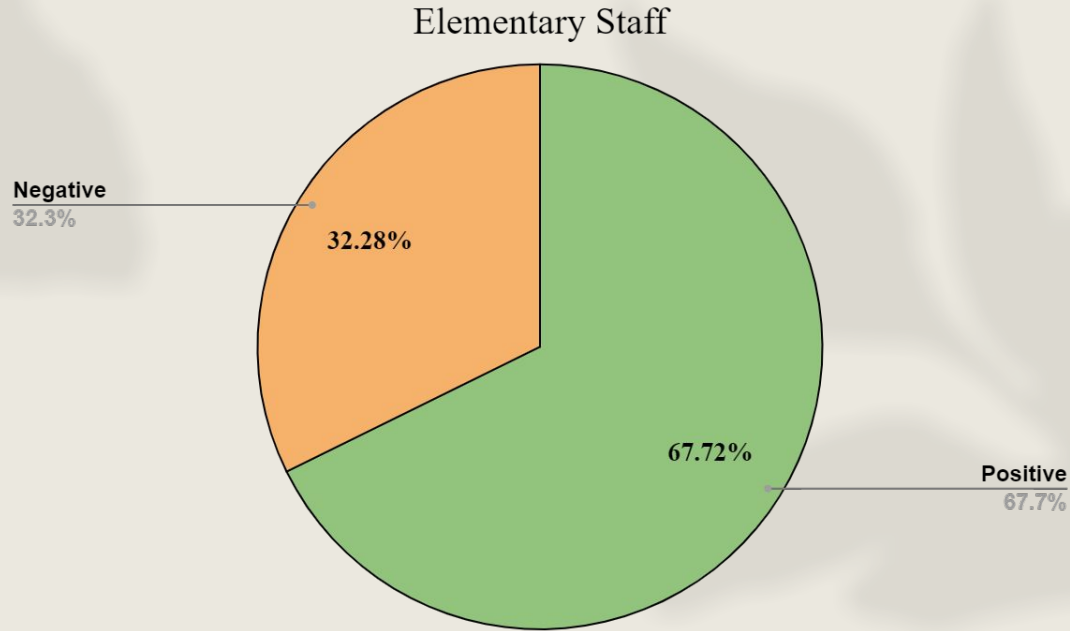
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# Building-Level Supports

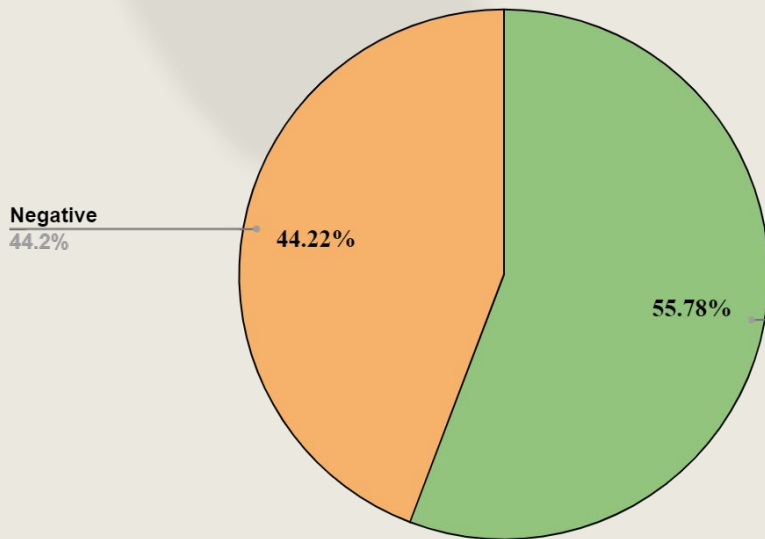
Professional development at the building level meets my needs to be successful in my position



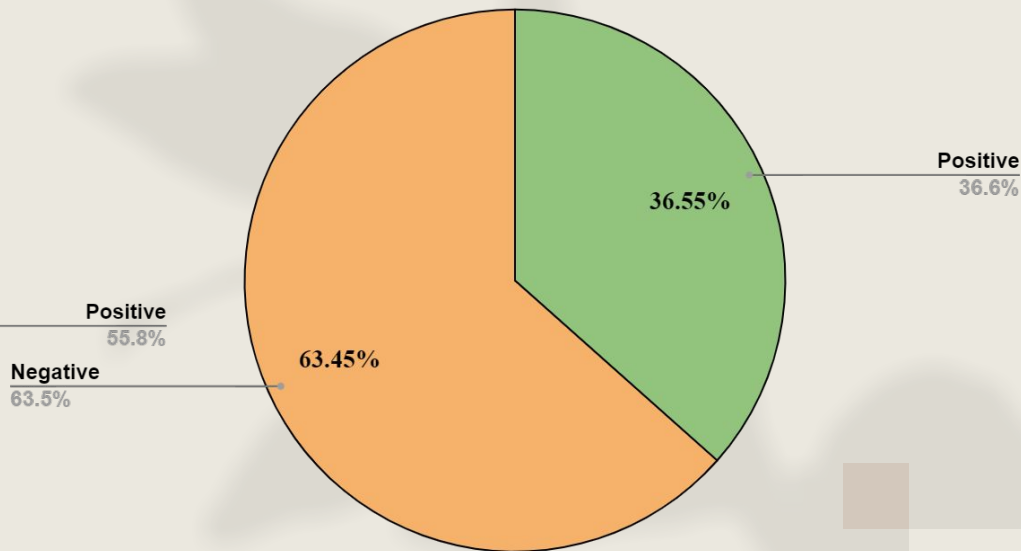
# District-Level Supports

Professional development at the district level meets my needs to be successful in my position

Elementary Staff



Secondary Staff



# Professional Growth Comments from Staff

"There is a need for staff PD on MTSS (Multi-Tiered Systems of Support) processes (academics & behaviors) as well as data collection & use."

"PD should be focusing on giving teachers concrete strategies that we can implement in our classrooms, as well as having expectations communicated to us clearly."

"Professional development should be more relevant for teachers that teach specials. Sometimes this is the case, and sometimes it is not."

# Takeaways

## Belonging

- At the elementary and secondary levels, we will continue to foster connections between students and adults
- The efforts at the secondary level to engage students and diversify extra-curricular offerings has led to positive outcomes
- The intra-district magnet offerings at the elementary level has contributed to students and families having choices

## Respect & Inclusion

- Respect and Inclusion is an ongoing focus as we work to ensure that all students are seen, heard and provided every opportunity to find their passion and pick their path
- Our work continues to strengthen curriculum in a way that allows students to connect with and explore a wide range of perspectives

# Takeaways

## Professional Growth

- Professional learning is planned in collaboration with the Groton Teaching & Learning Collaborative. Data from staff surveys is reviewed and discussed to inform future PD
- The Teacher Evaluation and Support Plan will be based on teacher identified professional growth areas
- School culture and climate at the secondary level will continue to be a focus

## Safety

- Safety will always be a priority. Monitoring and improving systems is ongoing
- Parents/guardians overwhelmingly agreed students were safe and the schools are secure



# Enrollment Overview

- Highly complex process
  - Ongoing tracking (intra- & inter-district)
  - Overlapping data tracking and management
  - Many variables including:
    - Magnet seat movement and considerations
    - Highly mobile district (military & socioeconomics related)
    - Special programs in certain buildings
    - Building/grade level capacity



# Enrollment at a Glance

## New Student Entrances

2023-2024 School Year (2/1/23-8/17/23)

- 388 students attending GPS
- 108 students "in-process" for attendance in GPS
- Nearly 500 additional students

2022-2023 School Year (8/30/2022-6/14/23)

- 684 students attend GPS

## Student Exits

2023-2024 School Year (6/15/23-8/17/23)

- 233 students

2022-2023 School Year (8/30/2022-6/14/23)

- 595 students

*\*Does not include movement between Groton schools*



# GPS Lottery

## Overview

Total Submissions: 180

Total Students Seated: 104

Total Students Waitlisted: 69

## By School

Kolnaski: (Seated) 39 (Waitlisted) 8

Barnum: (Seated) 4 (Waitlisted) 2

MRMS: (Seated) 12 (Waitlisted) 36

NEA: (Seated) 25 (Waitlisted) 14

TRMS: (Seated) 24 (Waitlisted) 35



## BOARD OF EDUCATION - REFERRAL TRACKING SHEET

Revised: September 5, 2023

CURRICULUM/INSTRUCTION			
Referral #	Date Initiated	Subject	Status Report
R2015-37	12/10/18	Review of English Language Arts Curriculum – Grammar/Conventions (AA)	Ongoing
R2022-10	3/22/22	Review financial literacy curriculum	September
R2022-16	5/17/22	Review Program of Studies for GMS & FHS	September
R2023-9	3/20/23	Review and support updates for high school curricula in Science, PE, Health, Social Studies, and others as determined by department leaders (EP)	Ongoing
R2023-11	5/15/23	Review EMT Class	September
R2023-12	5/15/23	Review progress of uploading curriculum at GMS & FHS (EP)	Ongoing
R2023-3	5/22/23	Discussion re: four credits for Social Studies (KW)	Future Committee Meeting

POLICY			
Referral #	Date Initiated	Subject	Status Report
R2018-10	6/4/18	Review policy P 5111.3 - Protection of Undocumented Students	2 <sup>nd</sup> Reading – 9/26/2023
R2020-20	10/6/20	Review policy P 9000 - Rules of Procedure	Ongoing
R2023-19	8/8/23	Review policy P 5118 - Non-resident Attendance	1 <sup>st</sup> Reading – 9/26/2023
R2023-20	8/8/23	Review policy P 5112.2 - Admission Requirements	October
R2023-21	8/8/23	Review policy P 5117 - School Attendance Zones	October

FINANCE/FACILITIES			
Referral #	Date Initiated	Subject	Status Report
R2021-6	6/14/21	Purchase of vans to transport SpEd students (RV)	Future Committee Meeting
R2021-22	11/9/21	Review Tree House Finances (KW)	Future Committee Meeting
R2021-25	11/23/21	Review the Use of PayPal	Future Committee Meeting
R2023-10	4/17/23	Discussion re: Going to Electric School Buses	Future Committee Meeting
R2023-14	5/22/23	Discussion re: Charging Stations on School Grounds (KW)	Future Committee Meeting

COMMUNICATIONS			
Referral #	Date Initiated	Subject	Status Report
R2022-13	4/11/22	Discussion of Mentor Program	Future Committee Meeting
R2023-7	3/20/23	Discussion of PTO/Booster Club Outreach (MS)	Future Committee Meeting
R2023-8	3/20/23	Discussion of the Communications Plan (MS)	Future Committee Meeting
R2023-18	6/12/23	Discussion re: how to attract families to Groton	Future Committee Meeting

COW			
Referral #	Date Initiated	Subject	Status Report
R2023-15	6/12/23	Update re: One Card Collaboration (MS)	Future Committee Meeting
R2023-16	6/12/23	Discussion re: Artificial Intelligence on Teaching & Learning (MS)	Future Committee Meeting
R2023-17	6/12/23	Discussion re: Cursive Writing (BW)	Future Committee Meeting

## BOARD OF EDUCATION MEETING TEMPLATE

Month	C.O.W. Meeting - 2 <sup>nd</sup> Monday (Curriculum/Data)	C.O.W. Meeting - 3 <sup>rd</sup> Monday (Finance/Facilities)	Regular BoE Meeting - 4 <sup>th</sup> Monday
August	<ul style="list-style-type: none"> <li>Board Retreat (special meeting)</li> </ul>	<ul style="list-style-type: none"> <li>School Climate Data</li> <li>Review Lottery &amp; Enrollment</li> </ul>	<ul style="list-style-type: none"> <li>Opening of School Report</li> <li>Review Summer Programs</li> <li>Communications Update</li> </ul>
September	<ul style="list-style-type: none"> <li>Review of Summer Curriculum Development (Literacy, Math, Science, Social Studies, WL, etc.)</li> <li>Review of Summer Professional Learning</li> </ul>	<ul style="list-style-type: none"> <li>Review CIP Proposals</li> <li>Develop Budget Timeline</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Adopt CIP Proposals for Next FY</li> <li>Approval of Custodial Workers Recognition Day</li> <li>District Data Overview – SBAC, SAT, NGSS</li> </ul>
October	<ul style="list-style-type: none"> <li>Secondary School Data &amp; Action Plans               <ul style="list-style-type: none"> <li>➤ Middle school                   <ul style="list-style-type: none"> <li>○ SBAC Literacy &amp; Math</li> <li>○ NGSS Science Grade 8</li> <li>○ School Climate plans</li> </ul> </li> <li>➤ High School                   <ul style="list-style-type: none"> <li>○ SAT Literacy &amp; Math</li> <li>○ NGSS Science Grade 11</li> <li>○ School Climate plans</li> </ul> </li> </ul> </li> <li>Multi-Tiered Systems of Support (MTSS/SRBI)</li> </ul>	<ul style="list-style-type: none"> <li>Class Size/Enrollment (PreK-12)</li> <li>Review Draft School Calendar</li> <li>Unfunded Mandates</li> </ul>	<ul style="list-style-type: none"> <li>Approval of Class Size Parameters – minimum &amp; maximum</li> <li>Establish Schedule of Annual BoE Meetings (committees, COW, BoE)</li> <li>Official October 1 Enrollment Data</li> <li>Adoption of School Calendar</li> </ul>
November	<ul style="list-style-type: none"> <li>Elementary School Data &amp; Action Plans               <ul style="list-style-type: none"> <li>○ SBAC Literacy &amp; Math</li> <li>○ NGSS Science Grade 5</li> <li>○ School Climate plans</li> </ul> </li> <li>Multi-Tiered Systems of Support (MTSS/SRBI)</li> </ul>	<ul style="list-style-type: none"> <li>Grants Review &amp; Update</li> <li>Staffing/Review of Minority Recruitment</li> </ul>	<ul style="list-style-type: none"> <li>After School Enrichment Program Update</li> <li>District Strategic Plan Update</li> <li>Alliance Status &amp; Funding</li> </ul>
December		<ul style="list-style-type: none"> <li>Budget Prep: Non-union Salaries, Wages, Stipends, Budget Development</li> </ul>	<ul style="list-style-type: none"> <li>Special Education Update</li> <li>Vote on New Curriculum, if necessary</li> </ul>
January	<ul style="list-style-type: none"> <li>Budget Worksession Meetings</li> </ul>	<ul style="list-style-type: none"> <li>Budget Worksession Meetings</li> </ul>	<ul style="list-style-type: none"> <li>Budget development</li> <li>Meeting with legislators</li> </ul>
February	<ul style="list-style-type: none"> <li>Budget Worksession Meetings</li> </ul>	<ul style="list-style-type: none"> <li>Final Budget Review</li> <li>Review of the Cost of AP/IB Tests and who pays for them</li> <li>Review of Class Sizes, including AP/IB</li> </ul>	<ul style="list-style-type: none"> <li>Board Appreciation Month</li> <li>Adoption of Budget</li> <li>Approval of Healthy Food Certification</li> </ul>

<b>Month</b>	<b>C.O.W. Meeting - 2<sup>nd</sup> Monday (Curriculum/Data)</b>	<b>C.O.W. Meeting - 3<sup>rd</sup> Monday (Finance/Facilities)</b>	<b>Regular BoE Meeting - 4<sup>th</sup> Monday</b>
March	<ul style="list-style-type: none"> <li>• Winter Literacy Assessment (F &amp; P on Demand Writing)</li> <li>• After School Enrichment Program Update</li> </ul>	<ul style="list-style-type: none"> <li>• Review Audit Report</li> <li>• Review OPEB Report</li> </ul>	<ul style="list-style-type: none"> <li>• Approval of Para Appreciation Day</li> <li>• Approval of Administrative Professional Day and Week</li> <li>• Communications Update</li> </ul>
April	<ul style="list-style-type: none"> <li>• Curriculum Development Update</li> <li>• Accountability Index</li> <li>• Growth Model</li> <li>• State Report Card</li> </ul>	<ul style="list-style-type: none"> <li>• Review CIP Proposals</li> <li>• End of Year Unexpended Funds</li> </ul>	<ul style="list-style-type: none"> <li>• National Teacher Day and Week</li> <li>• Approval of School Nurses' Day</li> <li>• Non-tenure Renewals</li> </ul>
May	<ul style="list-style-type: none"> <li>• LAS Data</li> <li>• Mentor Program Update</li> </ul>	<ul style="list-style-type: none"> <li>• CABA Student Leadership Awards</li> <li>• Friends of Education &amp; Support Personnel Recognition</li> <li>• Teacher of the Year Recognition</li> </ul>	<ul style="list-style-type: none"> <li>• Review DEI Committee Work <ul style="list-style-type: none"> <li>- Culturally Responsive Teaching</li> </ul> </li> </ul>
June	<ul style="list-style-type: none"> <li>• Career Pathways</li> <li>• Review Magnet Themes</li> </ul>	<ul style="list-style-type: none"> <li>• Review Tuition Rates</li> <li>• Grant Writer Report</li> </ul>	<ul style="list-style-type: none"> <li>• Alliance Tracker</li> <li>• Adoption of Tuition Rates</li> <li>• Guidance: College Acceptance</li> </ul>
July	<ul style="list-style-type: none"> <li>• Board's Self-evaluation (special meeting)</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Plan</li> <li>• Superintendent's Reflection of Current School Year Goals</li> </ul>	<ul style="list-style-type: none"> <li>• Communications Update</li> <li>• Approve Communications Plan</li> <li>• Superintendent's Evaluation?</li> </ul>