

Board of Education Regular Meeting
Suffield High School Library Media Center
September 16, 2024

Call to Order

Board Chair Sattan called the meeting to order at 6:32 p.m.

Present: Board members Debra Dudack, Melissa Finnigan, Brian Fry, James Mol, Maureen Sattan, Sam Toskin; and Superintendent Matthew Dunbar, Assistant Superintendent Michelle Zawawi, Director of Special Services Diana Kelley, Ed.D., and Business Manager Eric Remington

Absent: Josh Barrows, Gianna Rossi, and Gregory Sparzo

Discussion/Action Items

A. Student Achievement Results: SAT and Advanced Placement (AP)

Superintendent Dunbar thanked Suffield High School Principal Anthony Hibbert, Assistant Superintendent Michelle Zawawi, 6-12 Mathematics Instructional Coach Domenico Casolari, and 6-12 Humanities Instructional Coach Samantha Schragger for their work on this presentation.

Principal Hibbert, Instructional Coach Schragger, and Instructional Coach Casolari, presented the [Spring 2024 SAT School Day assessment results and Advanced Placement \(AP\) assessment results](#). Principal Hibbert reviewed the percent of Grade 11 students who scored at the College and Career Ready level (goal) on the Spring 2024 SAT School Day assessment. Instructional Coach Schragger provided detail about the Evidence-Based Reading and Writing (EBRW) section of the Spring SAT assessment and explained the three benchmark bands: Not Yet Approaching, Approaching, and Meets/Exceeds Expectations. Principal Hibbert said the plan is to work on high impact instruction for all to improve student outcomes on standardized tests and in the classroom. Instructional Coach Casolari reviewed the math results of the Spring 2024 SAT School assessment and the three benchmark bands. He discussed the math department's response to the SAT data. He stated that student engagement and strengthening mathematical skills is important. He also noted that providing cumulative assessments and a math lab associated with the Algebra, Geometry and Algebra II classes may help improve understanding.

Principal Hibbert reviewed the number of students who took Advanced Placement (AP) tests and the results of those tests. He said 18 Suffield High School sophomores and juniors received CollegeBoard National Recognition. He highlighted the percentages of students who received scores of 3 or higher on each AP exam. Principal Hibbert would like to send AP teachers to the AP Summer Institute and plans to include the cost in his budget.

B. Suffield High School Update and School Advancement Plan

Principal Hibbert gave an update on the start of the school year. During the summer, he reviewed the school's standardized test scores to gain a sense of where the school is at, where we want it to be, and to develop a plan for how to get there. Based on survey feedback from parents and staff, he learned what both groups were looking for in the principal position: visibility, building trust among

students and staff, consistency and fairness in discipline, and steady leadership. He said he loves being at Suffield High School and looks forward to the future.

Principal Hibbert reviewed the Suffield High School Advancement Plan and said the Board of Education Goals had been incorporated. He also reviewed the objectives and action steps in the plan.

Dudack left at 8:13 p.m., returned at 8:18 p.m.

Superintendent Dunbar thanked Principal Hibbert for all he has taken on and recognized the entire staff and administration at Suffield High School.

C. Special Education Update

Director of Special Services Diana Kelley, Ed.D., gave a review of Special Services. Dr. Kelley provided information on open staffing positions, student enrollment, preschool and National Association for the Education of Young Children (NAEYC) accreditation, and out of district placements. She reviewed recent celebrations and accomplishments, department goals, and budget implications for FY26. Superintendent Dunbar said he is grateful for Dr. Kelley's thoughtfulness when determining student needs. Special Education costs are a budget concern, legal obligations must be met, and more Special Services staff may be necessary.

Assistant Superintendent Zawawi provided an update on English Language Learners. She said the district currently has 58 English Language Learner students who speak 18 different languages. The FY26 budget will be impacted, and she noted that grants may be available to help offset instructional needs.

MOTION #25-11: Fry made a motion to add the following Discussion/Action Items to the agenda:

1. Policy #5141.25 Students with Life Threatening Allergies
2. Policy #5145.5 Sex Discrimination and Sexual Harassment

Sattan seconded the motion. All members voted in favor. The motion passed **6-0-0**.

D. Discussion/Action Items

1. Policy #5141.25 Students with Life Threatening Allergies

No action was taken.

2. Policy #5145.5 Sex Discrimination and Sexual Harassment

MOTION #25-12: Fry moved to place Policy #5145.5 Sex Discrimination and Sexual Harassment on 30-day read. Dudack seconded. All members voted in favor. The motion passed **6-0-0**.

MOTION #25-13: Dudack moved to go into executive section for the purpose of discussing the Assistant Superintendent's contract. Sattan seconded the motion. All members voted in favor. The motion passed **6-0-0**.

E. Executive Session

The Board entered executive session at 8:52 p.m. Executive session ended at 9:06 p.m.

Adjournment

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

Minutes are subject to approval at the regular meeting of October 7, 2024.

Respectfully Submitted,

Debra Dudack
Secretary