

SUFFIELD BOARD OF EDUCATION
Data Subcommittee Meeting Minutes
October 31, 2024
3:00 p.m.
Central Office Conference Room

Attendees: Melissa Finnigan, James Mol (via Zoom), Maureen Sattan, Superintendent
Matthew Dunbar, Assistant Superintendent Michelle Zawawi

I. Call to Order - Board Chair Sattan called the meeting to order at 3:00 pm.

II. Future data presentation discussion

Board Chair Sattan reminded the subcommittee of its goal of giving the administration guidance as to what data the Board needs to complete its district oversight responsibilities. The meeting focused on information beyond the student achievement data that had been covered at the last meeting.

The subcommittee members discussed and affirmed the BOE utility of the following high-level data points: chronic absenteeism trends, disciplinary report and trends, enrollment statistics and projections, special education data and trends, English Language Learners (ELL) trend data, staffing (FTE) numbers, extracurricular participation, school climate survey data, identified numbers of in-district gifted learners, a post-secondary plans report for our graduates, and the NextGen Accountability report (requested to be reviewed in the Curriculum and Instruction subcommittee). The subcommittee opted to exclude grade distribution data from routine presentation and will only request it in context of specific Board decision-making. They asked for the help of the Administration to provide context on all presented data to help with decision-making.

They discussed the limited nature of an ad hoc committee and the intent of the subcommittee to wrap up their work with a final report to be presented to the Board as a whole. They discussed a draft format of a final report, which will include a proposed calendar so the data can be provided at an optimal time for BOE use. The draft final report will be edited by Chair Sattan and circulated to subcommittee members for input before final submission to the Board.

III. Adjournment – The subcommittee was adjourned at 4:05 pm.