

SPECIAL MEETING

GRISWOLD BOARD OF EDUCATION

**Griswold Middle School Learning Commons--Floor 2
211 Slater Avenue
Griswold, Connecticut 06351**

**THURSDAY,
August 21th, 2025
5:00 PM**

This meeting will be live-streamed on our District Facebook Page

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes
 - A. Special Meeting - July 3rd, 2025
 - B. Special Meeting - August 6th, 2025
4. Communications
 - A. Summer 2025, Thank You Note to Griswold Board of Education from Retiree, Deb Birk
 - B. August 4, 2025, Letter from Jennifer Norman
5. New Business
 - A. *Review, Discussion, and Possible Action to Ratify the Contract Between the Griswold Board of Education and the Griswold Secretaries, Municipal Employees Union Independent, Inc., Local 506, SEUI, for Period July 1, 2025 to June 30, 2028
 - B. Review, Discussion, and Possible Action to Appoint a New Member to the Griswold Board of Education
 - C. Review, Discussion, and Possible Action to Approve the Griswold Public Schools Mathematics Curriculum, Grades K-12
 - D. Review, Discussion, and Possible Action to Approve the District Goals/BOE Goals for the 2025-2026 School Year
 - E. Review, Discussion, and Possible Action to approve the BOE Meeting Matrix for the 2025/2026 School Year
 - F. Review, Discussion, and Possible Action to Approve the Proposed Regular BOE Meeting Schedule for the 2025/2026 School Year
6. Administrators' Reports
 - A. Final Fourth Quarter Report on Fiscal Year, 2025--Erik Christensen, Interim Director of Fiscal and Personnel Services
 - B. Assistant Superintendent's Report--Glenn LaBossiere, Assistant Superintendent
 1. Professional Learning Day Plan, August 25th -27th, 2025

7. Superintendent's Report

A. Timely updates

1. Grant Applications for Approval
2. Back to School Page
3. Convocation
4. CABE/CAPSS Convention
5. The Book - *This Disengaged Teen* for BOE Members

B. Review, Discussion, and Possible Action on Salary Range for the Director of Fiscal and Personnel Services*

C. Vacancies/Appointments/Resignations/Retirements

8. Committee/Board Reports

A. Negotiations Subcommittee Update--Mary Beth Malin

9. Adjournment

*The Board may go into executive session on these items per Connecticut State Statute § 1-200 (6).



BOE Meeting Norms

Norm	By . . .
<i>We adhere to clear meeting guidelines</i>	● Focusing on students ● Having high expectations ● Previewing topics and ensuring the essential items are included on the agenda ● Staying on topic ● Participating in an orderly way ● Appreciating community members' participation ● Notifying the chair or superintendent if we will be absent
<i>We are actively involved</i>	● Participating and sharing our thoughts ● Asking questions and seeking clarity ● Using all available information to make informed decisions
<i>We celebrate successes</i>	● Sharing celebrations at each meeting ● Highlighting student successes
<i>We respect each other</i>	● Hearing all voices ● Sharing different views ● Maintaining positive relationships despite differing opinions ● Being courteous

Board of Education Meeting Notes
SPECIAL MEETING
LIVE: GRISWOLD MIDDLE SCHOOL LEARNING COMMONS
Thursday, August 21st, 2025
5:00 PM Start Time
PROPOSED GOALS FOR THE 2025-2026 SCHOOL YEAR

1. *Griswold Public Schools will commit to the advancement of social and emotional competencies in inclusive and equitable learning environments so that all of our students can grow and thrive.*
2. *Griswold Public Schools will focus on promoting the implementation and expansion of Blended and Personalized Learning in all PreK (Early Childhood Program) - 12 learning environments.*
3. *Griswold Public Schools will explore and implement research-based instruction to improve outcomes for all Griswold students.*

ENCLOSED ARE THE MEETING NORMS

NOTE: The purpose of the notes is to provide more context to each agenda item, so that our meeting times are productive and offer Board members the background information to ask for clarification, to ask for additional information, and to discuss matters they deem necessary. If there are any questions or information not included in the notes or packet and you have questions ahead of time, please let us know.

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes - The minutes are enclosed for your review. Please bring any correction to our attention, so that we can provide a corrected, clean copy before finalizing the minutes. Also, minutes may be approved as “amended” if any changes need to be made.
 - A. Special Meeting - July 3rd, 2025
 - B. Special Meeting - August 6th, 2025
4. Communications

Both communications are enclosed for your review.

 - A. Summer 2025, Thank You Note to Griswold Board of Education from Retiree, Deb Birk
 - B. August 4, 2025, Letter from Jennifer Norman
5. New Business

Note: Many of these possible action items are procedural, as we are about to start the new school year.

 - A. Review, Discussion, and Possible Action to Ratify the Contract Between the Griswold Board of Education and the Griswold Secretaries, Municipal Employees Union Independent, Inc., Local 506, SEUI, for Period July 1, 2025 to June 30, 2028 - Marked-up copy is enclosed for your review. Negotiation committee members will offer comments and answer any questions.
 - B. Review, Discussion, and Possible Action to Appoint a New Member to the Griswold Board of Education - This agenda item may or may not come to fruition. Based on the timeline involved for “seating” a new Board member, the chair thought it would be beneficial to have it on the agenda for this special meetings.

- C. Review, Discussion, and Possible Action to Approve the Griswold Public Schools Mathematics Curriculum, Grades K-12 - The draft curriculum was presented to the Board in June for review in the summer 2025. We are happy to answer any questions. Ideally, we are aiming to have the curriculum approved before the start of the new school year.
- D. Review, Discussion, and Possible Review, Discussion, and Possible Action to Approve the District Goals/BOE Goals for the 2025-2026 School Year - This is a procedural step. As has been the case in previous years, the BOE has adopted the district goals which are also adopted by the buildings.
- E. Review, Discussion, and Possible Action to approve the BOE Meeting Matrix for the 2025/2026 School Year - This is a draft of the meeting dates for the coming school year. BOE members are asked to weigh in. This is just a draft, and we can make changes. Notes: These meetings will be considered "Regular" subcommittee meetings. If you would like to make any changes, please let us know. We can always schedule special meetings.
- F. Review, Discussion, and Possible Action to Approve the Proposed Regular BOE Meeting for the 2025/2026 School Year - This "topic schedule" just follows last year's calendar of topics. We are always adding and subtracting to the list, and, certainly, if the BOE would like us to change our scheduled topics, by all means, let us know.

6. Administrators' Reports

- A. Final Fourth Quarter Report on Fiscal Year, 2025--Erik Christensen, Interim Director of Fiscal and Personnel Services - Mr. Christensen will provide a best "estimated" ending to the fiscal year 2025 that ended on June 30th, 2025. Note: Given Mr. Christensen's scheduled work days in the district, this document may be presented to the Board on August 21st, 2025. This is a best estimate, meaning that although the fiscal year has ended and accounts have been reconciled, there may be an unforeseen adjustment.
- B. Assistant Superintendent Report--Glenn LaBossiere, Assistant Superintendent - Please see the enclosed plan, and Glenn will be present to answer any questions you may have.
 - 1. Professional Learning Day Plan, August 25th -27th, 2025

7. Superintendent's Report - Documents are enclosed/attached for your review.

A. Timely updates

- 1. Grant Applications for Approval
- 2. Back to School Page
- 3. Convocation
- 4. CABE/CAPSS Convention
- 5. The Book - *This Disengaged Teen* for BOE Members

B. Review, Discussion, and Possible Action on Salary Range for the Director of Fiscal and Personnel Services*

C. Vacancies/Appointments/Resignations/Retirements

8. Committee/Board Reports - Mrs. Malin will provide a report on the Negotiations Subcommittee.

A. Negotiations Subcommittee Update--Mary Beth Malin

9. Adjournment

*The Board may go into executive session on these items per Connecticut State Statute § 1-200 (6).

**SPECIAL MEETING
GRISWOLD BOARD OF EDUCATION**

**THURSDAY,
July 3rd, 2025**

DRAFT

1. A special meeting of the Griswold Board of Education was held on Thursday, July 3rd, 2025, in the Griswold Middle School Learning Commons/Library Media Center, located on the second floor, 211 Slater Avenue, Griswold, CT. The meeting was called to order at 5:00 PM by Mary Beth Malin, Griswold Board of Education Chair.

PRESENT

Mary Beth Malin, Griswold BOE Chair; Jaimee O'Neill-Eaton, Griswold BOE Secretary; Cathy Waselik and Donald Desrochers, Griswold BOE Members.

ALSO PRESENT

Sean McKenna, GPS Superintendent of Schools; Erik Christensen, GPS Interim Director of Fiscal & Personnel Services.

ABSENT

Yvonne Palasky, Griswold BOE Vice-Chair; Stuart Norman, Jr. and Jennifer Norman, BOE Members; Glenn LaBossiere, GPS Assistant Superintendent; Christopher Champlin, GPS Director of Student Services; Steve Cravinho, GPS Campus Wide Activities & Athletic Director; Erin Palonen, GHS Principal; Art Howe, GHS Associate Principal; Louis Zubek, GMS Principal; Steven Bourque, GMS Assistant Principal; Joseph Bordeaux, GES Principal; and Jacqueline Love, GES Assistant Principal.

2. Approval of the Minutes

A. Regular Meeting – June 26th, 2025

MOTION

By Cathy Waselik

Seconded by Jaimee O'Neill-Eaton

To approve the regular meeting minutes of June 26th, 2025, as presented.
Motion unanimously carried.

3. Superintendent Updates

- A. Budget, 2025-2026 – The Superintendent provided an update to the Board on the the budget increases for the 2025-2026 school year. He reported that everything has been updated with the budget and posted online to the Griswold School District website.
- B. Budget, 2024-2025 – Interim Director of Fiscal & Personnel Services, Erik Christensen, provided an update to the Board on where things stand on finalizing the 2024-2025 budget. He is still working on reviewing line items to get the budget to balance. He believes we are in a good spot and should not be over budget when it is finalized.
- C. Other Updates
 1. Emergency Drill Logs – The Superintendent reported that the emergency drill logs were submitted to the State Homeland Security Department as required by state statute prior to the July 1st deadline.

2. Building Checklists – The Superintendent reported that all of the building checklists have been posted to the website as required by law.

D. Confirmation of 2025-2026 Evaluation and Support Plan Checklist Submission – The Superintendent reported that the Evaluation and Support Plan that was approved by the BOE and the State Department of Education last year will be the same plan we will use for the 2025-2026 school year. The Superintendent asked the Board to motion to confirm the plan for use for 2025-2026 on the next agenda item.

4. Review, Discussion, and Possible Action to Confirm the Griswold Educator 2025-2026 Evaluation and Support Plan Based on the June 25, 2025, Communication from the State Department of Education

MOTION

By Cathy Waselik

Seconded by Jaimee O'Neill-Eaton

To acknowledge and accept the confirmation of the Griswold Educator 2025-2026 Evaluation and Support Plan, based on the June 25th, 2025, communication from the State Department of Education.

Motion unanimously carried.

5. Subcommittee Updates

A. Negotiations Subcommittee – Mary Beth Malin, Chair of the Negotiations subcommittee, reported that there is an agreement in place for the Secretaries for their three year contract, but it has not been executed yet. Mary Beth reported that there are dates in place for the start of the teacher contract negotiations. The contract for teachers will expire on June 30, 2026 so there are dates in place to start negotiations.

The Board motioned to move into executive session.

MOTION

By Jaimee O'Neill-Eaton

Seconded by Cathy Waselik

To move into executive session at 5:13 PM for the purpose of review, discussion, and possible action for items 6, 7, and 8, inviting the Superintendent into executive session.

Motion unanimously carried.

6. *Review, Discussion, and Possible Action to Approve Non-Bargaining Unit Wages for the 2025-2026 School Year – This item was discussed in executive session.
7. *Review, Discussion, and Possible Action to Extend and Approve the Contract for the Assistant Superintendent for the 2025-2026 School Year – This item was discussed in executive session.
8. *Review, Discussion, and Possible Action to Extend and Approve the Contract for the Superintendent for the 2025-2026 School Year – This item was discussed in executive session.

**SPECIAL MEETING
GRISWOLD BOARD OF EDUCATION**

**THURSDAY,
July 3rd, 2025**

The Board came out of executive session at 5:53 PM with the following action taken:

Item #6

MOTION

By Jaimee O'Neill-Eaton

Seconded by Cathy Waselik

To approve the non-bargaining unit wages for the 2025-2026 school year.

Motion unanimously carried.

Item #7

MOTION

By Jaimee O'Neill-Eaton

Seconded by Cathy Waselik

To extend and approve the Contract for the Assistant Superintendent for the 2025-2026 School Year, as presented.

Motion unanimously carried.

Item #8

MOTION

By Jaimee O'Neill-Eaton

Seconded by Cathy Waselik

To extend and approve the Superintendent's Contract for the 2025-2026 School Year.

Motion unanimously carried.

9. Adjournment

MOTION

By Cathy Waselik

Seconded by Jaimee O'Neill-Eaton

To adjourn the regular Board of Education meeting at 5:53 PM.

Motion unanimously carried.

Minutes recorded by: Robin Drobiak/Sean McKenna

**SPECIAL MEETING
GRISWOLD BOARD OF EDUCATION**

**WEDNESDAY,
August 6th, 2025**

DRAFT

1. A special meeting of the Griswold Board of Education was held on Wednesday, August 6th, 2025, in the Griswold Middle School, Office of the Superintendent, located on the first floor, 211 Slater Avenue, Griswold, CT. The meeting was called to order at 5:00 PM by Yvonne Palasky, Griswold Board of Education Vice-Chair.

PRESENT Yvonne Palasky, Griswold BOE Vice-Chair; Jaimee O'Neill-Eaton, Griswold BOE Secretary; Stuart Norman, Jr; Cathy Waselik and Donald Desrochers, Griswold BOE Members.

ALSO PRESENT Sean McKenna, GPS Superintendent of Schools; and Attorney Jessica Kennedy, from O'Hagan Meyer Law Firm, who attended virtually via Zoom.

ABSENT Mary Beth Malin, Griswold BOE Chair; and Jennifer Norman, BOE Member.

2. *Review, Discussion, and Possible Action Regarding Pending Claim of Board Member against Board Chair, Executive Session Anticipated – This Board referred this item to executive session.

MOTION By Jaimee O'Neill-Eaton
Seconded by Cathy Waselik
To move into executive session at 5:00 PM for the purpose of discussing item 2, review, discussion, and possible action regarding pending claim of Board Member against Board Chair, inviting Superintendent, Sean McKenna, and attorney Jessica Kennedy to participate in executive session discussion.
Motion unanimously carried.

The Board came out of executive session at 5:47 PM with the following action taken:

Jaimee O'Neill-Eaton requested going on the record and read the following individual statement: I would like to go on record and state that while I do not agree with the claims that led to this settlement, I recognize that continuing legal proceedings would further strain the financial and administrative resources of our district. The time, energy, and cost associated with ongoing litigation ultimately detract from our core mission – to serve students and ensure a high- quality education for all. Nonetheless, I believe this settlement represents the most responsible course of action at this time. It allows the district to put this matter behind us and focus our efforts on moving forward in the best interest of our students, staff, and community. At this time, I will make the following motion:

MOTION By Jaimee O'Neill-Eaton
Seconded by Cathy Waselik
To authorize the Board Vice-Chair to execute the settlement agreement discussed in executive session.

Discussion: Stuart Norman, Jr. asked to make it clear because, once again, with the last name Norman, Jennifer Norman, BOE Member, is married to Stuart's cousin. He is not related. He stated they are not close, they do not celebrate holidays together, and he wants the members here to understand that because he plans on voting on this he wanted people to know why.

The motion was then voted on and unanimously carried.

3. Adjournment

MOTION

By Cathy Waselik
Seconded by Jaimee O'Neill-Eaton
To adjourn the special Board of Education meeting at 5:49 PM.
Motion unanimously carried.

Minutes recorded by: Robin Drobiak/Sean McKenna

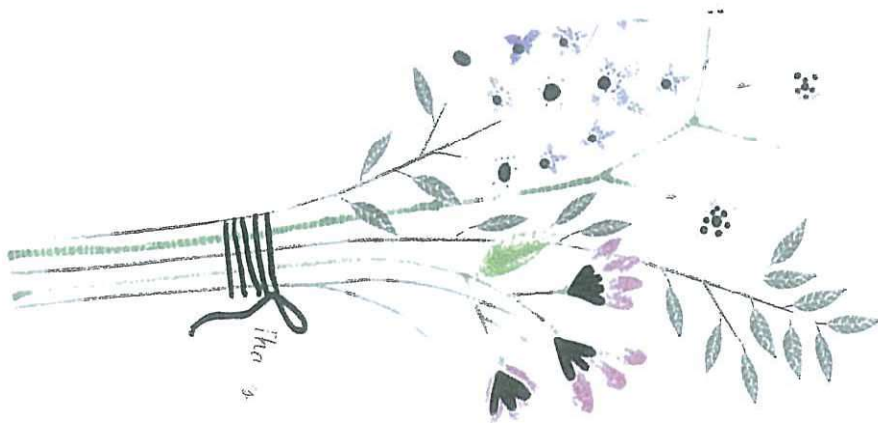
members of the
old Board of Ed,
I just wanted
to say to you all for
that picture frame
received upon
retirement. With a
nod on the way
I be working
!! It couldn't
be a better gift!
My last twenty four
first subling (which
into a full time
position) at HES
ways hold a special



place in my heart!
Thank you for your
thoughtfulness!

Fondly,

Deb Birk



The Note of Thanks

August 4, 2025

Dr. Jennifer L. Norman, EdD
257 Norman Road
Griswold, Connecticut 06351-1324

Dear Mr. McKenna and Members of the Board,

Please accept this letter as my formal resignation from the Griswold Board of Education effective as of the date of this letter.

It has been an honor to serve the Griswold community in this role. I remain committed to public education and to advocating for transparency, equity, and integrity in all educational settings.

Thank you for the opportunity to serve the students, families, and educators of Griswold.

Sincerely,

A handwritten signature in black ink, appearing to be 'J. Norman', written in a cursive style.

Dr. Jennifer L. Norman, EdD

**TENTATIVE AGREEMENT BETWEEN
THE PARTIES REGARDING
THE COLLECTIVE BARGAINING
AGREEMENT
GRISWOLD BOARD OF EDUCATION
AND
GRISWOLD SECRETARIES,
MUNICIPAL EMPLOYEES UNION
"INDEPENDENT", INC., LOCAL 506, SEIU
FOR THE PERIOD
JULY 1, 2025~~22~~ – JUNE 30, 2028~~25~~**

Dated: _____

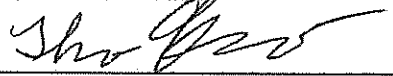
The following represents the Tentative Agreement reached between the Griswold Board of Education ("Board") and Municipal Employees Union "Independent", Inc., Local 506, SEIU ("Union").

Any proposal(s) by either the Board or the Union that are not specifically addressed in this Tentative Agreement are withdrawn. Any Article, Section and/or language of the current collective bargaining agreement not specifically addressed in this Tentative Agreement shall remain unchanged and shall be included in the successor collective bargaining agreement unchanged. The parties agree to recommend adoption/ratification of this tentative agreement to their constituents.

FOR THE BOARD

Date: _____

FOR THE UNION

_____

Date: 7/10/25

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ARTICLE I

Preamble

This Agreement is made and entered into on this _____ day of _____, 2025~~22~~ by and between the Griswold Board of Education (hereinafter referred to as the "Board") and the Municipal Employees Union "Independent" (hereinafter referred to as the "Union").

ARTICLE II

Recognition

Section One. The Board recognizes the Union as the exclusive bargaining agent for all full-time employees in the unit consisting of all employees of the Board engaged in clerical and/or secretarial work in the public schools in the Town of Griswold, excluding the administrative secretary and the Confidential Financial Assistant, for the purposes of, and with all the rights and privileges as provided by, the Municipal Employees Relations Act of the Connecticut General Statutes, Chapter 113, sections 7-457 through 7-477.

Section Two. Full-time employees are those who regularly work twenty (20) or more hours per week. All others are classified as part-time employees. Employees who work between twenty (20) and thirty-five (35) hours per week will be entitled to benefits on a prorated basis,

Section Three. New employees shall serve a probationary period of ninety (90) working days and shall have no seniority rights during this period or otherwise be entitled to benefits under Article 8. The Board reserves its right to discharge any employee during ~~his or her~~their period of probation for any reason whatsoever without recourse to the grievance and arbitration process of this contract as set out in Article XXIII herein.

ARTICLE III

Management Rights

Unless expressly and specifically limited, modified, abridged or relinquished by a specific provision of this Agreement and whether exercised or not, the right, powers and authority heretofore held by the Board pursuant to any charter, general or special statute, ordinance, regulation, agreements regarding reorganization or other lawful provision over the complete operations, practices, procedures and regulations with respect to employees of the Board shall remain solely and exclusively with the Board, including the following: to determine the standard of service to be offered by Board employees; to determine the standards of selection for Board

employees; to direct its employees; to take disciplinary action; to relieve its employees from duty because of lack of work or for other legitimate reasons; to issue work rules and regulations and personnel policy manuals, and to enforce them and from time to time, in its discretion, change them; to maintain the efficiency of its operations; to determine work schedules; to determine the methods, means and personnel by which the Board's operations are to be conducted; to determine the content of job classifications; to exercise complete control and discretion over its organization and technology of performing its work; and to fulfill all its legal responsibilities.

ARTICLE IV

Union Rights

Section One. Board representatives shall deal exclusively with the Union-designated stewards or representatives in the processing of grievances and any other aspect of contract administration, provided that individual employees may be present to resolve the grievances as provided by law.

Section Two. Union staff representatives shall be allowed to enter facilities to fulfill the Union's role as collective bargaining agent. The representative must first gain the permission of the Superintendent and must report to the building principal upon entering the premises during school hours.

Section Three. The Union steward, provided that work requirements permit, shall be permitted to meet with supervisory personnel or the grievant concerning pending grievances at mutually acceptable times including times during regular working hours. The Union will cooperate to prevent abuse of this section.

Section Four. Adequate space will be provided for posting of notices in all schools for the use of the Union.

Section Five. The Union and the Board agree to provide each other, upon request and adequate notice, reasonable access to all non-privileged materials and information necessary for each party to fulfill its responsibility to administer this Agreement.

Section Six. A copy of this Agreement shall be placed on the Board's website. The Board shall provide each new employee with the name of the Union steward and staff representative to all new bargaining unit employees within five (5) working days of their date of initial hire.

Section Seven. The Union steward shall have the highest seniority for purposes of layoff provided ~~the~~^{said} steward is able to perform available work.

Section Eight. The Board shall, upon reasonable advance notice, permit the Union steward to attend annually training sessions, seminars, conferences or legislative hearings. The time shall be taken without loss of pay or benefits up to two (2) days a year.

ARTICLE V

Union Security

Section One. The Board shall provide the Union with electronic notification of the name, job title, department, work location, phone numbers, home address, and e-mail address of any newly hired employee within five (5) days of the date of hire. The Board shall permit the Union up to one (1) hour of time to meet with new hires either during their employee orientation or during another mutually agreed upon time. If such meeting is to be conducted by a member of the bargaining unit, the meeting shall not last longer than thirty (30) minutes.

Section Two. The Union shall supply to the Board written notice at least thirty (30) days prior to the effective date of any change in the rates of fees and dues.

Section Three. Upon receipt of a signed authorization form from the employee involved, the Board agrees to deduct from each Union member membership dues immediately by means of payroll deductions. The amount to be deducted from each paycheck for membership dues shall be established by the Union and will be deducted from each paycheck in September through the last paycheck in June. The amount of dues shall be certified to the Board by the Union prior to the opening of school each year.

Section Four. The deduction of Union fees and dues for any month shall be made during the applicable month and shall be remitted to the Financial Officer of the Union not later than the third Thursday of the following month. The monthly dues remittances to the Union will be accompanied by the list of names of employees from whose wages dues deductions have been made.

Section Five. The Union agrees to indemnify and to hold the Board harmless for any and all claims, demands, suits or other forms of liability that shall or may arise out of or by reason of action taken by the Board for the purpose of complying with the provisions of this Article. This includes any and all costs of investigations, attorney's fees, lost income and any other expenses which the Board may incur as a result of any claims, demands, suits or other forms of liability that shall or may arise out of or by reason of action taken by the Board for the purpose of complying with the provisions of this Article.

Section Six. No dues will be deducted from an employee who has exhausted sick leave or while collecting Workers' Compensation.

Section Seven. The Board agrees to voluntary payroll deductions for the Union's Political Action Fund. These deductions shall be kept consistent with federal and state law.

ARTICLE VI

Salaries

Section One. The salaries of all persons covered by this Agreement are set forth in Schedule A attached hereto and made a part of this Agreement.

Section Two. Employees will work thirty-seven and one half (37 1/2) hour week.

Section Three. Overtime pay will be paid at the following rates:

- a. regular pay for up to forty (40) hours per week;
- b. time and one half over forty (40) hours per week;
- c. time and one half for holidays; and
- d. double time for Sundays.

ARTICLE VII

Classification of Employees

Section One. Secretarial and/or clerical personnel shall be hired by the Superintendent and assigned by the Superintendent to one of the following categories:

- a. secretary;
- b. payroll clerk;
- c. ~~technology information secretary and payroll clerk~~

Section Two. Additional categories may be created by the Board as are needed to conduct the business of the education system. Wages and other terms and conditions of employment for such additional categories will be negotiated with the Union.

Section Three. Advancement within the salary ranges shall be as follows:

- a. Level I: At date of employment.
- b. Level II: One (1) year after date of hire.
- c. Level III: Two (2) years after date of hire.
- d. Level IV: Three (3) years after date of hire.
- e. Level V: Four (4) years after date of hire.

Section Four. Full-time, ten (10) month secretaries will work five (5) days before the first day of school for students and five (5) days after the last day of school for students.

Ten (10) month secretarial employees shall be entitled to all the benefits and responsibilities as prescribed by this Agreement. The ten (10) month secretary position shall be considered a 70% position and the employee allowed 70% of all contracted benefits, except as follows:

- a. Full-time, ten (10) month secretaries shall be entitled to the all the insurance benefits offered in Article VIII.
- b. Full-time, ten (10) month secretaries shall not be entitled to the vacation carry over provisions set forth in Article XI, Section 2.
- c. The number of sick days under Article XII, Section 1 shall be prorated for full-time ten (10) month secretaries. The provisions in Article XII, Sections 2 through 5 shall not be pro-rated.

Section Five. When the Board hires a new secretarial bargaining unit employee or a part-time, permanent or temporary employee, the Superintendent shall determine what step the employee wishall be paidplaced at the first step ofon the salary schedule. Credit may be given for public or private sector experience when making such placement decision.

ARTICLE VIII

Insurance

Section One. A full service dental plan and a High Deductible Health Plan (HDHP), or a plan that is reasonably equivalent for eligible employees and their dependents will be made available. The HDHP plan shall have a \$2,000 deductible for single person coverage and a \$4,000 deductible for a two or more person family coverage for in-network covered services. Preventive services shall be covered at 100%.

The Board will fund the following amounts toward the annual deductible for eligible employees into the employee's Health Savings Account (HSA):

July 1, 2025~~22~~ - Fifty percent (50%) of the deductible amount (Two equal payments in September and January);

July 1, 2026~~23~~ - Fifty percent (50%) of the deductible amount (Two equal payments in September and January); and

July 1, 2027~~24~~ - Fifty percent (50%) of the deductible amount (Two equal payments in September and January).

The Board's contributions to an employee's HSA shall be prorated by month to reflect the proportional number of months remaining in the plan year for any employee who, due to a

qualifying event, enrolls in the HDHP after July of any given HDHP plan year.

The Board's annual contribution toward the funding of the HSA is not an element of the underlying plan, but rather relates to the manner in which the deductible shall be funded for employees. The Board shall have no obligation to fund any portion of the plan for retirees or other individuals upon their separation from employment.

The Board shall pay the cost associated with setting up the HSA and will make available pre-tax direct deposit payroll deductions for employees who wish to make additional pre-tax contributions to their accounts up to the amount permitted by law.

If an employee is precluded from participating in the HSA ~~because he or she does~~ due to not meeting the minimum requirements of federal tax laws and/or regulations, the Board shall provide the employee with access to a Health Reimbursement Account ("HRA"). The Board's annual contribution to the HRA shall not exceed its annual contribution to the HSA, based on the employee's coverage level.

The Board reserves the right to change insurance carriers provided that the insured benefits are reasonably equivalent to the benefits and services provided by the former carrier. "Reasonably equivalent" means that if the change in carrier results in a modification to the benefit plan the overall plan will provide benefits and services that are reasonably equivalent in value to the benefits provided by the overall plan by the former carrier. The terms of the new plan need not conform exactly to the former plan as long as the test of reasonably equivalent is met. This requires prior notice to and approval (such approval not to be unreasonably withheld) from the Union.

Section Two. The above mentioned insurance coverage shall be at the following costs:

Effective July 1, 2025~~22~~: The Board shall pay eighty ~~and one-half~~ percent (80.05%) and the covered employee shall pay ~~nineteen and one-half~~ twenty percent (19.520.0%).

Effective July 1, 2026~~23~~: The Board shall pay eighty percent (80.0%) and the covered employee shall pay twenty percent (20.0%).

Effective July 1, 2027~~24~~: The Board shall pay eighty percent (80.0%) and the covered employee shall pay twenty percent (20.0%).

Section Three. The following coverage will be offered to employees, the full cost of which will be borne by the Board:

- a. \$20,000 life insurance for employees only.

ARTICLE IX

Retirement

Section One. Retirement benefits shall be in accordance with the rules and regulations of the Town of Griswold's Municipal Employee Retirement Plan.

Section Two. Upon retirement, employees will be entitled to purchase health insurance at the group rate, until they reach the age of Medicare eligibility at which time they will no longer be eligible for coverage under this medical plan and will instead be offered a Medicare supplement plan at group rates which they can choose to enroll in at full cost to the retiree.

ARTICLE X

Holidays

Section One. The following shall be designated as paid holidays for all employees:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents' Day	Veteran's Day
Good Friday	Thanksgiving Day
Friday following Thanksgiving	Christmas Day
Memorial Day	Independence Day
Christmas Eve	New Year's Eve
Shortened day before Thanksgiving*	

*The shortened day before Thanksgiving shall be defined as five and one half working hours. Building administrators will assign a coverage schedule on this day.

Section Two. In the event a paid holiday falls within the paid vacation time of an employee, ~~she/he~~ the employee shall be entitled to an additional vacation day, with pay, in lieu thereof.

Section Three. When school is cancelled because of emergency conditions, employees are expected to report for a regular day unless specifically excused by the administration.

ARTICLE XI

Vacations

Section One. All employees shall be granted vacations on the following basis and approved in advance by the supervisor and/or Superintendent.

- a. eleven (11) days after one (1) full year and up to six (6) full years of employment;
- b. sixteen (16) days after six (6) full years and up to ten (10) full years of employment;
- c. twenty-one (21) days after ten (10) full years of employment and twenty-one (21) days in every year of employment thereafter.

Section Two. Vacation earned as of the contract date must be taken in the following twelve (12) months, except five (5) days may be carried over to the following July and August. The carry over must be approved by the Superintendent, and will be based on work requirements.

ARTICLE XII

Sick Leave

Section One. Employees will be granted fifteen (15) days of sick leave annually with full pay.

Section Two. Unused sick leave may be accumulated for future use but the total accumulation shall not exceed one hundred forty (140) working days.

Section Three. Each employee will be informed of ~~her/his~~ their sick leave upon request to the office of the Superintendent.

Section Four. Employees who use more than four (4) consecutive sick days shall be required to bring in notice from their physician documenting their illness or incapacity upon their return to work.

Section Five. Each secretary may use up to a total of five (5) accrued sick days annually for illness of immediate family members.

ARTICLE XIII

Personal Leave

Section One. Employees shall be entitled to a total of five (5) days leave of absence, with full pay, for any of the following reasons:

1. Family (i.e., care of family, graduation, appointments that cannot be scheduled

outside of the work day)

2. Funerals
3. Religious
4. Legal
5. Two (2) unspecified days per year

Section Two. Leaves must be applied for three (3) days in advance notwithstanding extenuating circumstances, excluding Saturday and Sunday. The number of employees on leave may be limited subject to work requirements and staffing needs.

Section Three. Personal leave shall not be accumulative.

ARTICLE XIV

Parenthood/Family Medical Leave

Section One. Leave shall begin when, in the opinion of ~~her~~the employee's physician, the full-time secretary is no longer able to work or upon confinement.

Section Two. Leave shall expire when, in the opinion of ~~her~~the employee's physician, ~~she~~the employee is able to return to work.

Section Three. Leave taken in Sections 1 and 2 above shall be applied to sick leave.

Section Four. Failure to return to work after approval by ~~her~~the employee's physician shall constitute a resignation from employment.

Section Five.

- a. An extended leave of absence for child rearing may be granted by the Board upon application by the employee (~~father or mother~~). Said application must be made to the Board at least sixty (60) days prior to the estimated delivery date of the child. Such leave shall be without pay and shall not exceed one (1) year. The full-time secretary may continue ~~his/her~~their fringe benefits during such extended leave at ~~his/her~~the employee's own expense. An extended leave of absence for child rearing may also be granted in cases of adoption where the child has yet to reach ~~his/her~~their first birthday.
- b. Each full-time secretary who has been employed by the Board shall be eligible for up to twelve (12) weeks unpaid leave in a school year in accordance with the provisions of the Family and Medical Leave Act of 1993 for one (1) or

more of the following:

1. Birth of a child of the employee;
 2. Placement of a child with the employee for adoption or foster care;
 3. Care for a spouse, child or parent of the employee if that spouse, child or parent has a serious health condition;
 4. A serious health condition of the employee that makes the employee unable to perform the functions of ~~his/her~~their position.
- c. Accumulated sick leave to which a secretary taking leave for a serious health condition is entitled shall be substituted for any part of the twelve (12) week period of leave. For example, a secretary with thirty (30) accumulated sick days (six [6] workweeks) must use those thirty (30) days and then would be eligible for six (6) weeks unpaid leave beyond the thirty (30) days.
- d. The Superintendent or ~~his/her~~designee shall discuss all requests for leave under this section on a case-by-case basis with the secretary requesting leave in order to best meet the needs of both the secretary and the school system.
- e. The secretary during the period of such leave shall continue to receive health insurance coverage on the same terms as if ~~he/she~~the employee had continued to work. Appropriate arrangements will be made for the secretary to pay on a timely basis ~~his/her~~their share of the health insurance premiums while on leave. As provided by law, in some instances the Board may recover the premiums it paid to maintain health coverage for the secretary who fails to return to work from this leave.

ARTICLE XV

Other Leaves of Absence

Section One. Other leaves of absence, with or without salary, may be granted at the discretion of the Board.

Section Two. The Superintendent may approve unpaid leaves of absence of up to two (2) weeks per year. Such leave must be in writing and must have the approval of the immediate supervisor who can attest to a reasonable plan for accomplishing work in the employee's absence. Accumulated seniority shall not be lost during the leave of absence, nor will the employee's original date of employment or classification be affected by the leave of absence.

Section Three. Unapproved or unauthorized leaves of absence shall result in forfeiture of pay and possible dismissal.

ARTICLE XVI

Employee Facilities

Section One. Lounge facilities (i.e., teachers' room or some other designated room) will be provided, if possible, for all employees in every building.

Section Two. Refrigerator space will be provided for employees, if possible, in every building.

ARTICLE XVII

Workday

Section One. Employees will normally work a seven and one half (7 ½) hour day, thirty-seven and one half (37 ½) hours per week.

Section Two. Employees will be granted a duty-free lunch period of at least thirty (30) minutes each working day.

Section Three. The lunch period will not be a part of the seven and one half (7 ½) hour day.

ARTICLE XVIII

Jury Duty

Section One. Leave for jury duty shall not be charged to sick leave or personal leave.

Section Two. The employee shall receive a rate of pay equal to the difference between ~~her/his~~their regular salary and the jury fee.

Section Three. In order that arrangements may be made for such temporary replacements as may be necessary, employees called for jury duty will notify the Board as soon as possible prior to taking jury duty leave.

ARTICLE XIX

Personal Injury

Section One. The employee shall be paid, ~~her/his~~their full salary, reduced by the amount of any weekly compensation received by the ~~employee/him~~ pursuant to the provisions of

Chapter 566 of the Connecticut General Statutes (Workers' Compensation Act); provided, however, that the entitlement hereunder to a full salary shall not exceed sixty (60) school days and no part of the absence shall be charged to ~~her/his~~ their annual or accumulated sick leave, or as otherwise established by this Agreement.

ARTICLE XX

Seniority

Section One. The length of service within the bargaining unit shall constitute seniority which shall govern in cases of vacation preference.

Section Two. Seniority within job classifications shall govern in cases of layoff, recall from layoff and job transfers.

Section Three. The Board shall establish a seniority list of all employees covered by this Agreement, showing their seniority in length of service with the Board, and shall deliver the list to the Union steward yearly. The list shall be brought up to date as of July 1 each year. Upon completion of their probationary period, new employees shall be added to the list. Any objections to the seniority list as made shall be reported to the Superintendent within ten (10) working days of the time of publication.

Section Four. The Union steward shall have top seniority for the limited purposes defined in Article IV.

Section Five. An employee shall acquire seniority from date of initial hire in the bargaining unit.

Section Six. Any employee covered by this Agreement who is laid off by the Board and who shall have left in good standing shall, upon return to service to the Board within one (1) year of the layoff of employment, be credited with all past accumulated time for the purpose of determining seniority rights. Upon their return the employee will be placed at the applicable wage rate from that in which they left and further that the year will not accrue in seniority.

Section Seven. Layoffs will take effect as follows:

- a. probationary employees;
- b. the employee with the least seniority on up to the one with the most seniority by job category.

Section Eight. Recall from layoffs will take effect as follows:

- a. the employee with the most seniority by job category will be hired first, then

- on up to the one with the least seniority;
b. probationary employees.

ARTICLE XXI

Longevity

Section One. Each employee who has completed ten (10) years of continuous service with the Board shall be paid an additional thousand dollars (\$1,000) per year salary.

Section Two. Each employee who has completed twenty (20) years of continuous service with the Board shall be paid an additional one thousand five hundred dollars (\$1,500) per year salary.

Section Three. Each employee who has completed thirty (30) years of continuous service with the Board shall be paid an additional two thousand dollars (\$2,000) per year salary.

Section Four. Employees hired after July 1, 2013 are not eligible for longevity payments.

ARTICLE XXII

Vacancies

Section One. The assignment and transfer of personnel is the responsibility of the Board.

Section Two. When a vacancy occurs within the bargaining unit, notice shall be given to all employees by posting a notice on the bulletin boards. The notice will set forth the qualifications for filling the vacant position. No preference shall be given Union members over others in the Union paying "agency service fees" in the filling of any such vacancy.

Section Three. Qualified bargaining unit employees who apply for a vacant position will be granted an interview.

ARTICLE XXIII

Grievance Procedure

Section One. Any grievance or dispute which may arise between the parties, including the application, meaning or interpretation of this Agreement, shall be settled in the following manner:

Section Two. Purpose: The purpose of this procedure is to secure, at the lowest possible

administrative level, equitable solutions to the problems which may from time to time arise affecting the welfare or working conditions of members of the unit. Both parties agree that these proceedings shall be kept as informal and confidential as may be appropriate to any level of the procedure.

Section Three. Procedure: Since it is important that grievances or disputes be processed as rapidly as possible, the number of days indicated at each level should be considered as maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual consent. "Days" shall be defined as working days.

- a) **Level One - Principal or Immediate Supervisor:** A member of the unit with a grievance or dispute shall first discuss it with ~~her/his~~**their** immediate supervisor, either directly or through a union representative, with the object of resolving the matter informally. Such grievance must be so submitted within twenty (20) days from the date of the grievance.
- b) **Level Two - Superintendent of Schools:** In the event that such aggrieved member of the unit is not satisfied with the disposition of ~~her/his~~**their** grievance at Level One, ~~she/he~~**the employee** may file a written grievance with the Superintendent within ten (10) days after the decision at Level One. Within ten (10) days after the receipt of the written grievance by the Superintendent, the Superintendent will meet with the aggrieved person in an effort to resolve it. The aggrieved person may be accompanied by a representative of the Union. The Superintendent shall answer the grievance in writing within ten (10) days after the date of the above meeting.
- c) **Level Three - Board of Education:** In the event that the aggrieved member of the unit is not satisfied with the disposition of the grievance at Level Two, or in the event that no decision has been rendered within ten (10) days after ~~she/he~~**the employee** first met with the Superintendent, the aggrieved member may file a written grievance with the Board ten (10) days after the decision by the Superintendent. Within fifteen (15) days after receiving the written grievance, or at its next regular meeting, the Board shall meet with the aggrieved member of the unit for the purpose of hearing the grievance. Within twenty (20) days after the above meeting, the Board shall answer the grievance in writing.
- d) **Level Four - Impartial Arbitration:** Within fifteen (15) days after the Board's answer at Level Three, or if no meeting is held within the time limits, the Union, in its sole discretion, may submit the grievance to arbitration. The arbitrator shall be selected from a list provided by the American Arbitration Association. The parties shall share equally the costs of the arbitration. The arbitrator shall have no power to add to or subtract from this Agreement. The arbitrator's decision shall be final and binding on the parties.

ARTICLE XXIV

Performance Evaluation

Section One. Employees who receive an unsatisfactory evaluation shall have the right to file a rebuttal, which will be attached to the evaluation and placed in the employee's personnel file.

ARTICLE XXV

Preservation of Rights

Nothing in this Agreement shall be construed as abridging any right, benefit or privilege that employees enjoyed heretofore unless it is specifically superseded by a provision of this Agreement.

ARTICLE XXVI

Savings Clause

Section One. In the event that any provisions or portion of this Agreement is ultimately ruled invalid for any reasons by an authority of established and competent jurisdiction, the balance and remainder of the Agreement shall remain in full force and effect,

ARTICLE XXVII

Duration

Section One. This Agreement shall be effective as of the first (1st) day of July, 2025~~22~~ and shall remain in force and effect until the thirtieth (30th) day of June, 2028~~25~~.

Section Two. Either party may notify the other, in writing, of its desire to bargain collectively with respect to a successor agreement. However, neither party shall be obligated to take part in any such negotiations prior to December 1, 2027~~24~~.

SCHEDULE A

Wage Scales

<i>Effective July 1, 2022 -- 2.5% GWI</i>	I	II	III	IV	V
Secretary	20.17	20.63	21.89	22.76	24.69
Payroll Clerk	20.45	20.95	22.19	23.07	25.03
Technology Secretary	22.52	24.43	25.77	27.18	28.68

<i>Effective July 1, 2023 -- 2.5% GWI</i>	I	II	III	IV	V
Secretary	20.68	21.15	22.44	23.32	25.31
Payroll Clerk	20.96	21.47	22.75	23.65	25.66
Technology Secretary	23.08	25.04	26.41	27.86	29.40

<i>Effective July 1, 2024 -- 2.75% GWI</i>	I	II	III	IV	V
Secretary	21.24	21.73	23.06	23.97	26.01
Payroll Clerk	21.54	22.07	23.37	24.30	26.36
Technology Secretary	23.72	25.72	27.14	28.63	30.20

<i>Effective July 1, 2025 – June 30, 2026 3.0% GWI</i>	I	II	III	IV	V
Secretary	21.88	22.38	23.75	24.69	26.79
Technology Secretary/Payroll Clerk	24.43	26.49	27.95	29.49	31.11

<i>Effective July 1, 2026 – June 30, 2027 3.0% GWI</i>	I	II	III	IV	V
Secretary	22.53	23.05	24.46	25.43	27.59
Technology Secretary/Payroll Clerk	25.16	27.28	28.79	30.37	32.04

<i>Effective July 1, 2027 – June 30, 2028 3.0% GWI</i>	I	II	III	IV	V
Secretary	23.22	23.74	25.19	26.19	28.42
Technology Secretary/Payroll Clerk	25.91	28.10	29.65	31.28	33.00

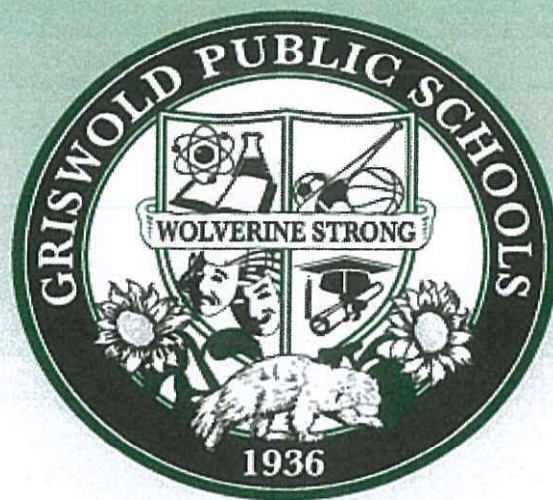
SIGNATURE PAGE

FOR THE GRISWOLD BOARD OF EDUCATION:

Date: _____

FOR THE MUNICIPAL EMPLOYEES UNION "INDEPENDENT":

Date: _____



Griswold *Forward*

MISSION

Griswold Public Schools educates for excellence by ensuring our students are connected, by nurturing individual student talents, and by fostering a future-focused mindset.

VISION

Graduates of Griswold Public Schools journey into the future as engaged citizens, effective communicators, critical thinkers, and resilient problem solvers.

DISTRICT GOALS

Social and Emotional Learning

Griswold Public Schools commits to the advancement of social and emotional competencies in inclusive and equitable learning environments so that all of our students can grow and thrive.

Blended and Personalized Learning

Griswold Public Schools will focus on promoting the implementation and expansion of Blended and Personalized Learning in all PreK -12 learning environments.

Research-Based Instruction

Griswold Public Schools will explore and implement research-based instruction to improve outcomes for all Griswold students.





BOE MEETING MATRIX

2025-2026 SCHOOL YEAR

Thursdays at 6:00 PM

Regular Meeting Dates

Listed below are the regular meeting dates. Special meetings can and will be scheduled in addition to regular meeting dates. Principals and district department heads (when applicable) are expected to attend all meetings. In the event that a principal is unable to attend, then it is expected that the assistant/associate principal will attend.

August 14, 28	February 12, 26
September 11, 25	March 12, 26
October 9, 23	April 9, 23
November 13	May 14, 28
December 11	June 11, 25
January 8, 22	

REGULARLY SCHEDULED BOARD OF EDUCATION MEETINGS

*NOTE: All materials for the Regular BOE meeting are due no later than the Friday (by 8:00 am) the week before for review and feedback; this will allow for final copies to be ready for the BOE packet distribution on Friday. Note: **This is a very fluid document; we will add meetings as necessary and we will add content to meetings.***

DATE	SUGGESTED TOPICS
Thursday, August 28th Due Date: Friday, August 22nd	• Minutes Approval • Review of Board of Education Meeting Schedule and Subcommittee Schedule • Final Quarter--Financial Update for the 2024-2025 School Year • Adopt BOE Goals • Math Curriculum • Superintendent's Report • School Opening, 2025/2026 • ISTE Grant • Subcommittee Reports • Pending Claims and Litigation
Thursday, September 11th Due Date: Friday, September 5th	• Minutes Approval • Moment of Silence • Welcome New Student Representatives & Student Representative Reports • Recognitions ○ Griswold <i>Forward</i> Recognition ○ Teacher of the Year ○ Paraeducator of the Year ○ Beth Gervese Retirement ○ Peggy Henry Retirement • Review of Yearly District Goals, Building Goals & Measurement Plan ○ District ○ GES ○ GMS ○ GHS • Review of New Staff • Student Representative Reports • Policies

	• Assistant Superintendent's Report ◦ Climate Survey Results--Overview of the Results • District Committee Reports under Superintendent's Reports • Subcommittee & Town Committee Reports • Superintendent's Report • Department of Teaching, Learning, & Innovation Semi-Annual Report ◦ New Teacher/Administrator Evaluation ◦ Update on Reading Waiver
Thursday, September 25th Due Date: Friday, September 19th	• Minutes Approval • Recognitions ◦ Employee of the Quarter • Budget Transfers • Capital Improvement Requests for the 2026-2027 School Year • Financial Forecast: 2025-2026 • Policies • Superintendent's Goals • Facilities Department Update/Presentation--Semi Annual • Subcommittee & Town Committee Reports
Thursday, October 9th Due Date: Friday, October 3rd	• Minutes Approval • Student Representative Report • Recognitions ◦ Griswold <i>Forward</i> Recognition • October 1st Enrollment • October 1st Tuition Count • Athletic Participation Numbers • Policies • GES, GMS & GHS ◦ SCHOOL WIDE DATA TEAM AND METRICS REPORTS --aligned to goals ■ SBAC scores ■ SAT scores ■ PSAT scores ■ AP scores ■ For all scores:

	• Specify steps to support students in their growth and achievement • Policies/Second Read • Department of Technology Semi Annual Report • District Committee Reports under Superintendent's Reports • Superintendent's Report • Subcommittee & Town Committee Reports
Thursday, October 23rd Due Date: Friday, October 17th	• Minutes Approval • Recognitions • Financial Forecast: 2025-26 • Internal Accounts • Capital Improvement Requests • Department of Fiscal and Personnel Services Semi-Annual Report ○ Update on Wolverines Forward ○ Update on Communication and Marketing • Update on Budget Development for the 2026-2027 school year • Student Services Report Semi-Annual Report • Policies • Policies/First Read • Superintendent's Reports • Subcommittee & Town Committee Reports • Discussion on Setting Next Retreat Date
Thursday, November 13th Due Date: Friday, November 7th	• Minutes Approval • Student Representative Reports • Recognitions ○ Griswold <i>Forward</i> Award • Food Services Semi-Annual Report • Aimsweb Testing Results and Review • Chronic Absenteeism Report • Policies • District Committee Reports • Superintendent's Report • Subcommittee & Town Committee Reports

Thursday, December 11th Due Date: Friday, December 5th	• Minutes Approval • Student Representatives Reports • Recognitions ◦ Employee of the Quarter ◦ CABE/CAPSS Students • Fixed Costs Budget • Financial Forecast: 2025-2026 • Formation of Wanda Brunet Scholarship Committee/BOE Representative Appointed • Proposed SY, 2026-2027 Calendar • Policies • Superintendent's Report • Subcommittee & Town Committee Reports
Thursday, January 8th Due Date: Friday, January 2nd*** or TBD <i>may be before break</i>	• Minutes Approval • Student Representatives Reports • Recognitions • Budget: Improvement Requests • NESDEC Enrollment Projections • Review of Progress on Goals--GES, GMS & GHS • Superintendent's Report • Subcommittee & Town Committee Reports • Pending Claims and Litigation
Thursday, January 22nd Due Date: Friday, January 16th	• Minutes Approval • Student Representative Report • Recognitions ◦ Students of the Month ◦ Griswold <i>Forward</i> Award • BUDGET PRESENTATION: Initial Budget Proposal • Financial Forecast, 2025-26 • Internal Accounts • Tuition Rate Increases Discussion--<i>if not approved, must be approved by the next meeting.</i> • Update on Budget Development and Budget Meeting Calendar • Superintendent Mid-Year Review • Subcommittee & Town Committee Reports

Thursday, February 12th Due Date: Friday, February 6th	• Minutes Approval • Recognitions ◦ Griswold Forward (GES) ◦ TBD • TLI Semi-Annual Presentation • Athletic Participation Numbers • BUDGET PRESENTATION: Special Requests • Policies • Department Update: Teaching, Learning & Innovation Committee • Updates on Goals ◦ GES ◦ GMS ◦ GHS ◦ GSSA • District Committee Reports under Superintendent's Reports • Superintendent's Reports • Superintendent's Mid-Year Evaluation • Subcommittee & Town Committee Reports
Thursday, February 26th Due Date: February 20th	• Minutes Approval • BUDGET PRESENTATION: Initial Budget Presentation • Department Update: Facilities • Financial Forecast 2025-2026 • Policies • District Committee Reports under Superintendent's Reports • Subcommittee Reports
Thursday, March 12th Due Date: March 6th	• Minutes Approval • Student Representative Reports • Recognitions ◦ Griswold <i>Forward</i> Award (GMS) • BOE Appreciation Month • BUDGET PRESENTATION & ADOPTION • Teaching, Learning, & Innovation: Aimsweb Results • Department Update: Technology

	• Superintendent's Report • Subcommittee & Town Committee Reports
Thursday, March 26th Due Date: Friday, March 20th	• Minutes Approval • Financial Update, 2025-26 • Budget Work and Next Steps • Budget Development Updates • Internal Accounts • Department: Student Services Semi-Annual Report • Subcommittee & Town Committee Reports • Superintendent's Reports • Participation Numbers for Spring Sports • Subcommittee & Town Committee Reports
Thursday, April 9th Due Date: April 2nd	• Minutes Approval • Graduation and Promotion Dates and Times • Vote on Health Food Certification for SDOE • Student Representative Reports • Any Budget Discussions • Recognitions ○ Students of the Month ○ Griswold <i>Forward</i> Award ○ Employee of the Quarter • District Committee Reports Under Superintendent's Reports • Department Update: Food Services • Superintendent's Reports • Subcommittee & Town Committee Reports
Thursday, April 23rd Due Date: Monday, April 20th	• Minutes Approval • Financial Forecast--2025-2026 • Department Update--Fiscal and Personnel Services ○ Wolverines Forward Program Semi-Annual Update • Policies • District Committee Reports under Superintendent's Reports • Spring Sports Participation Numbers

	• Department Update: Technology • Superintendent's Reports • Subcommittee & Town Committee Reports • E-Rate Approval by BOE
Thursday, May 14th Due Date: Friday, May 8th	• Minutes Approval • Student Representative Reports (the last one for the school year) • Final update on goals: ○ GES ○ GMS ○ GHS ○ GSA • Recognitions • Policies/Second Read • District Committee Reports under Superintendent's Reports • Superintendent's Reports • Superintendents' Self-Reflection/Review • Subcommittee Reports
Thursday, May 28th Due Date: Friday, May 22nd	• Minutes Approval • Recognitions ○ Employee of the Quarter ○ All Employees who have Announced Retirements • Financial Forecast--2025-26 • Budget Development Updates • Internal Accounts • Policies • Technology Semi-Annual Update • District Committee Reports under Superintendent's Reports • Superintendent's Reports • Subcommittee & Town Committee Reports
Thursday, June 11th Due Date: Friday, June 5th	• Minutes Approval • Employee of the Quarter • Policies/Second Read

	• District Committee Reports under Superintendent's Reports • Subcommittee & Town Committee Reports • Brunet Scholarship Award Winners • *Non-Bargaining Salaries, including Individual Contracts
Thursday, June 25th Due Date: Friday, June 19th	• Minutes Approval • Final Financial Forecast • End of the Year BOE/COMMITTEE Reports • BOE Summer Meeting Schedule • *Non-Bargaining Salaries, including Individual Contracts

GRISWOLD PUBLIC SCHOOLS



PROFESSIONAL LEARNING AGENDA August 25, 2025, 7:30am-2:45pm

2025-2026 DISTRICT GOALS

1. Griswold Public Schools commits to the advancement of social and emotional competencies in inclusive and equitable learning environments so that all of our students can grow and thrive.
2. Griswold Public Schools will focus on professional learning and classroom intervisitation to promote the implementation and expansion of Blended and Personalized Learning in all PreK (Early Childhood Program)-12 learning environments.
3. Griswold Public Schools will explore cognitive science, research and the effect size of promising practices to improve outcomes for all Griswold students, strengthening Tier 1 instruction.

Key: District Meeting

School Meeting

Times	GES	GMS	GHS
7:30	Breakfast will be available starting at 7am GMS Cafe	Breakfast will be available starting at 7am GMS Cafe	Breakfast will be available starting at 7am GMS Cafe
8:00	8:00-8:55 Convocation GMS Auditorium	8-8:55 Convocation GMS Auditorium	8-8:55 Convocation GMS Auditorium
9:00			
9:30	9:30-11:00 Faculty Meeting GES Learning Commons	9:30-10:15 Faculty Meeting GMS LC	9:30-11:00 Faculty Meeting GHS LC
10:00			
10:30		10:30-12:00 Individual/Team Work (planning, team meetings, goals) 10:30-11:15 Team Leader Meeting Large Conference Room	
11:00	11:00-12:00 Grade Level Team Planning Team Leader's Room 11:00-11:30 Grade K Team Meeting Large Conference Room	11:15-12:00 Support Staff Meeting Large Conference Room	11:00-12:00 Departmental Planning/Welcome Team Leader's Room 11:00-12:00 Specialist/interventionist Collaboration (Stephanie, Dana, Rebecca, Callie)
11:30	11:30-12:00 Grade 1 Team Meeting		

Times	GES	GMS	GHS
	Large Conference Room		
12:00-12:30	Lunch on your own	Lunch on your own	Lunch on your own
12:30	12:30-2:45 Classroom/School Year Prep, Individual/Team PD (planning, goal-setting, team meetings) 12:30-2:30 Social Studies & Library Curriculum GMS Learning Commons	12:30-2:45 Individual/Team Work (planning, team meetings, goals) 12:30-1:00 SPED Meeting Large Conference Room 12:30-2:30 Social Studies & Library Curriculum GMS LC	12:30-2:45 Departmental/Team or Individual Time (see ATL) & Co-Teacher Collaboration Time 12:30-1:30 Vision of the Graduate (formerly "Capstone") Meeting Learning Commons 12:30-2:30 Social Studies & Library Curriculum GMS LC
1:00		1:00-1:45 Non-Tenured Teachers Large Conference Room	
1:30		1:45-2:45 Exploratory Team Meeting Large Conference Room	1:30-2 NECHEAR training (Kiley Flynn will be in touch directly with teachers who need to attend) Main Office Conference Room
2:00			
2:30-2:45	End of Day	End of Day	End of Day

GRISWOLD PUBLIC SCHOOLS



PROFESSIONAL LEARNING AGENDA

August 26, 2025, 7:30am-2:45pm

2025-2026 DISTRICT GOALS

1. Griswold Public Schools commits to the advancement of social and emotional competencies in inclusive and equitable learning environments so that all of our students can grow and thrive.
2. Griswold Public Schools will focus on professional learning and classroom intervisitation to promote the implementation and expansion of Blended and Personalized Learning in all PreK (Early Childhood Program)-12 learning environments.
3. Griswold Public Schools will explore cognitive science, research and the effect size of promising practices to improve outcomes for all Griswold students, strengthening Tier 1 instruction.

Key: **District Meeting**

School Meeting

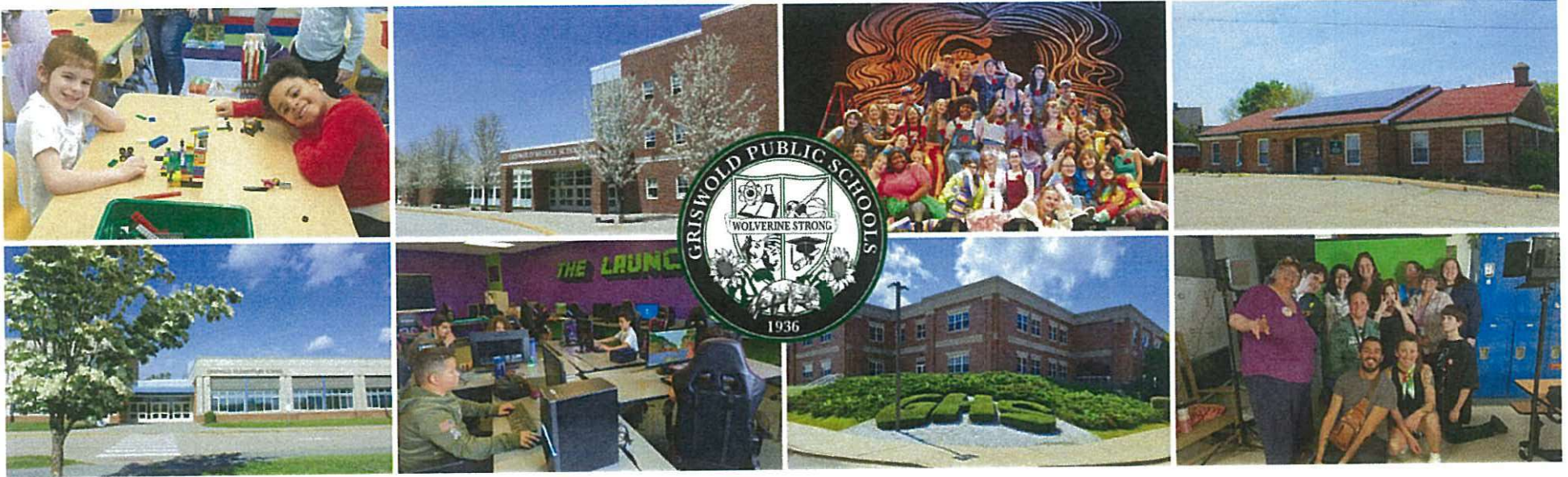
Times	GES	GMS	GHS
7:30	Arrival	Arrival	7:30-8:30 Full Faculty Meeting (E Hall Passes - <u>please bring technology</u>) GHS LC
8:00	8:00-9:00 Classroom/School Year Prep, Individual/Team PD (planning, goal-setting, team meetings) Support Team/Interventionists review student lists	8:00-9:00 Classroom/SY Prep Your Room 8:00-8:45 Math Vertical Team Meeting Large Conference Room	
8:30			8:30-9:00 Opportunity for Math & Business teachers to review rosters (for full year and Semester 1 only) with school counselors and learn about incoming students
9:00	9:00-10:00, SchoolAI Platform Update PD GMS LC for in-person collaboration/support (otherwise use this [coming soon] link to login from your room)	9:00-10:00 SchoolAI Platform Update PD GMS LC for in-person collaboration/support (otherwise use this [coming soon] link to login from your room)	9:00-10:00 SchoolAI Platform Update PD GMS LC for in-person collaboration/support (otherwise use this [coming soon] link to login from your room)
9:30			
10:00	10:00-10:45 Classroom/School Year Prep, Individual/Team PD (planning, goal-setting, team meetings) Support Team/Interventionists	10:00-12:00 Classroom/SY Prep Your Room 10:15-11:15	10:00-12:00 60-minute Data Review Work Session (when not meeting with school counseling) for all students on your roster (ex:

Times	GES	GMS	GHS
	review student lists 10:15-10:45 Exploratory Team Meeting Large Conference Room	7th Grade Team Meeting Large Conference Room 10:15-11:15 8th Grade 504/AREA Meeting Small Conference Room	Previous grades, PSAT/SAT/SBAC, NGSS, AP scores, attendance) 10:10-10:40 Opportunity for <u>Social Studies</u> , <u>FCS</u> , & <u>Music</u> teachers to review rosters (for full year & Semester 1 only) with school counselors and learn about incoming students
10:30	10:45-11:45 Faculty Meeting GES Learning Commons		10:40-11:10 Opportunity for <u>English & Art</u> teachers to review rosters (for full year & Semester 1 only) with school counselors and learn about incoming students
11:00			11-11:30 Lunch Supervision Meeting (all teachers with lunch duty) Main Office Conference Room 11:10-11:30 Opportunity for <u>World Language</u> , <u>Health</u> , & <u>Phys. Ed</u> teachers to review rosters (for full year & Semester 1 only) with school counselors and learn about incoming students
11:30			11:30-12:00 Opportunity for <u>Science & Tech</u> teachers to review rosters (for full year & Semester 1 only) with school counselors and learn about incoming students

Times	GES	GMS	GHS
Lunch (See Building Time)	Rolling Tomato Food Truck 12:10-12:55	Rolling Tomato Food Truck 11:30-12:15	Rolling Tomato Food Truck 11:50-12:35
12:30	12:30-2:45 Classroom/School Year Prep, Individual/Team PD (planning, goal-setting, team meetings) 12:30-1:30 Exploratory Curriculum (Art, Tech, Music, Medical/Health/PE, FCS, Business) GMS Learning Commons	12:30-2:45 Individual/Team PD (planning, team meetings, goals) 12:30-1:30 Exploratory Curriculum (Art, Tech, Music, Medical/Health/PE, FCS, Business) GMS LC 12:30-1:30 Data Team Meeting Large Conference Room	12:30-2:45 Departmental/Team or Individual Time (see ATL) & Co-Teacher Collaboration Time 12:30-1:30 Exploratory Curriculum (Art, Tech, Music, Medical/Health/PE, FCS, Business) GMS LC 12:30-1:00 Opportunity for <u>Special</u> <u>Education</u> teachers to review rosters (for full year & Semester 1 only) with school counselors and learn about incoming students
1:00	1:00-1:30 Grade 2 Team Meeting Large Conference Room		1:00-2:00 English, Math & Science: Review SAT/NGSS Improvement plans for implementation See ATL for location
1:30	1:30-2:00 Grade 3 Team Meeting Large Conference Room	1:30-2:30 5th Grade Team Meeting Large Conference Room 1:30-2:30 6th Grade 504/AREA Meeting Small Conference Room	
2:00			

Times	GES	GMS	GHS
2:30-2:45	End of Day OPEN HOUSE for First and Second Grades	End of Day	End of Day

GRISWOLD PUBLIC SCHOOLS



PROFESSIONAL LEARNING AGENDA August 27, 2025, 7:30am-2:45pm

2025-2026 DISTRICT GOALS

1. Griswold Public Schools commits to the advancement of social and emotional competencies in inclusive and equitable learning environments so that all of our students can grow and thrive.
2. Griswold Public Schools will focus on professional learning and classroom intervisitation to promote the implementation and expansion of Blended and Personalized Learning in all PreK (Early Childhood Program)-12 learning environments.
3. Griswold Public Schools will explore cognitive science, research and the effect size of promising practices to improve outcomes for all Griswold students, strengthening Tier 1 instruction.

Key: District Meeting

School Meeting

Times	GES	GMS	GHS
7:30	Light Breakfast in Cafe	Light Breakfast in Cafe	Light Breakfast in Cafe 7:45-8:45 Paraeducator Meeting (Erin & Stacy) GHS Learning Commons
8:00	8:00-10:00 Grade Level Teams Literacy Block Planning Team Leader's Classroom	8:00-12:00 Classroom/SY Prep Your Room 8:00-9:00 6th Grade Team Meeting Large Conference Room 8:00-9:00 5th Grade 504/AREA Meeting Small Conference Room	8:00-9:00 Departmental/Team or Individual Time (see ATL) & Co-Teacher Collaboration Time 8:00-9:00 Attendance Team Meeting Main Office Conference Room
8:30			
9:00		9:00-11:30 Paraeducator PMT 9:00-10:00 8th Grade Team Meeting Large Conference Room 9:00-10:00 7th Grade 504/AREA Meeting Small Conference Room	9:00-10:30 Full Staff Faculty Meeting GHS Learning Commons 9:00-11:30 Paraeducator PMT
9:30	9:30-10:15 GEEP Orientation		
10:00	10:00-12:00	10:00-12:00	10:00-12:00

Times	GES	GMS	GHS
	Classroom/School Year Prep, Individual/Team PD (planning, goal-setting, team meetings) Support Team/Interventionists discussion Tier 2 and Tier 3 service discussion 10:00-12:00, Digital Innovation and Well-Being Initiative Task Force TLI Office	Digital Innovation and Well-Being Initiative Task Force TLI Office	Digital Innovation and Well-Being Initiative Task Force TLI Office
10:30	10:30-11:15 GEEP Orientation 10:30-11:15 Paraeducator Meeting GES Learning Commons		10:30-12:00 Departmental/Team or Individual Time (see ATL) & Co-Teacher Collaboration Time
11:00	11:30-12:00 Grade 4 Team Meeting Large Conference Room 11:00-12:30 Back to School Resource Fair (Drop-In) GMS Cafeteria	11:00-12:30 Back to School Resource Fair (Drop-In) GMS Cafeteria	11:00-12:30 Back to School Resource Fair (Drop-In) GMS Cafeteria
11:30	11:30-12:00 Paraeducator Lunch	11:30-12:00 Paraeducator Lunch	11:30-12:00 Paraeducator Lunch
12:00-12:30	Lunch on your own	Lunch on your own	Lunch on your own
12:30	12:00-2:30 Paraeducator PMT	12:00-2:30 Paraeducator PMT	12:00-2:30 Paraeducator PMT

	12:30-2:30 Classroom/School Year Prep Individual/Team PD (planning, goal-setting, team meetings) 12:30-2:30 *Edmentum Exact Path Training for emailed Special Educators, Interventionists, and Leaders Virtual-In Rooms 12:30-1:00 GEEP Team Meeting Large Conference Room	12:30-2:30 Individual/Team PD (planning, team meetings, goals) 12:30-2:30 *Edmentum Exact Path Training for emailed Special Educators, Interventionists, and Leaders Virtual-In Rooms	12:30-2:30 It's go time - final prep to start the new school year! Utilize this time for the final touches! 12:30-2:30 *Edmentum Exact Path Training for emailed Special Educators, Interventionists, and Leaders Virtual-In Rooms
1:00	1:00-1:45 Kindergarten Orientation		
1:30	1:45-2:30 GES Data Team Meeting (Team Leaders) Learning Commons		Course Syllabi due to your ATL by the end of the day. Please include materials needed for your class & our VoG.
2:00	Please be sure to wear your Griswold Gear on Friday, 8/29. We will take a "Staff Photo 25-26 SY" at 2:30 in the GES gym.		Please be sure to wear your t-shirts on Friday, 8/29. We will take a "Staff Photo 25-26 SY" at 2:30 sharp in the gym. 😊
2:30-2:45	End of Day OPEN HOUSE for Third and Fourth Grades	End of Day	End of Day

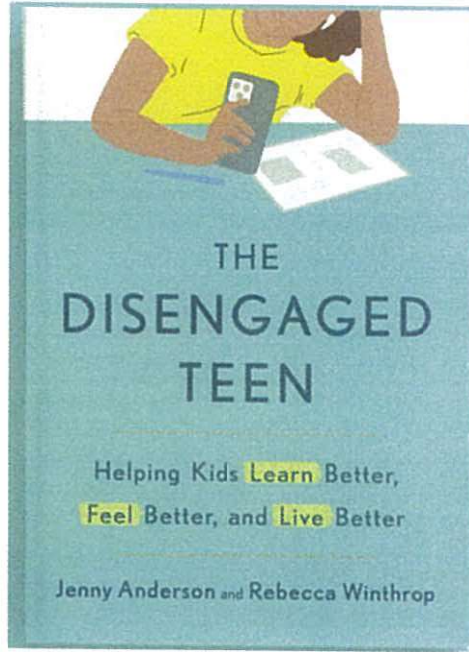
SUPERINTENDENT'S UPDATES

Special Meeting--August 21st, 2025

PROJECT/AREA	UPDATE
GRANTS FOR APPROVAL 	• There are two grants that will be coming to the BOE for approval in September. I wanted the Board to know that we have been awarded these grants, and we will bring forward particular information for formal BOE approval on September 11th, 2025. ◦ The first is an SPDG (State Professional Development Grant): This particular grant aims to assist our teachers at GES in supporting students in mathematics. More details to come at the September 11th, 2025, scheduled meeting. ◦ ISTE Grant--This grant aims to help our district work with our staff and students on digital literacy. More to come.
BACK TO SCHOOL PAGE 	• Our back to school page is live and accessible from our homepage. • A special thanks to Kayla Hedmar for all of her hard work on creating and updating this page with appealing graphics and comprehensive information. • We continue to add to the page, as new information

	becomes available during these days leading up to the first day of school. • This page has been a popular page with our parents, for one stop clicking for information, before the new year begins.
CONVOCATION 	• All Board of Education members are invited to Convocation: ◦ When?: Monday, August 25th, 2025 8:00 am - 9:00 pm (approximately) ◦ Where?: GMS Auditorium, breakfast begins at the GMS Cafeteria at 7:00 am
CABE/CONVENTION 	• If you are interested in attending the CABE/CAPSS convention in November, please let Mary Beth and then Robin know. • Robin will register you, and the cost will be paid by the district.

THE DISENGAGED TEEN



- We are ordering copies of this book for all BOE members.
- This was the summer reading for the A-TEAM.
- We hope to have copies arrive by the end of this week.
- In the near future, Mary Beth and I are hoping to arrange some “board development” based on this book and our work with the administrative team.

VACANCIES

<u>Certified Positions</u>	<u>Location</u>	<u>Closing Date</u>
Director of Fiscal & Personnel Services	GPS	Until Filled
Psychologist, 1.0 FTE	GMS	Until Filled
Elementary Teacher, 1.0 FTE	GES	Until Filled
<u>Non-Certified Positions</u>	<u>Location</u>	<u>Closing Date</u>
Secretary, Full-Time, 12-Months	GES	Until Filled
Custodians, Full-Time	GPS	Until Filled
Pareducators, Full-Time	GPS	Until Filled
Paraeducators, Part-Time	GPS	Until Filled
<u>Extra-Curricular Positions</u>	<u>Location</u>	<u>Closing Date</u>
Softball Head Coach	GHS	Until Filled

RETIREMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Last Day</u>
Gervase, Bethann	GHS	Teacher – English	August 1, 2025
Henry, Peggy	GES	Paraeducator, Full-Time	June 13, 2025

RESIGNATIONS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Last Day</u>
Wolf, Brianna	GES	Teacher, Grade 4 LA	August 14, 2025
Brigner, Rebecca	GMS	School Psychologist, Full-Time	August 22, 2025
Dutra, Kelsey	GMS	Health Aide, Full-Time	June 25, 2025
Wittkoff, Erin	GES	Secretary, Full-Time, 12 Months	August 29, 2025
Heikila, Jessica	GMS	Paraeducator, Full-Time	August 24, 2025
Millette, Joshua	GES	Paraeducator, Full-Time	August 24, 2025
Stuyniski, Samantha	GMS	Paraeducator, Full-Time	August 7, 2025
Rabell, David	GES	Custodian, Full-Time	June 27, 2025
Walton, Cody	GES	Custodian, Full-Time	July 18, 2025
Burris, Thomas	GHS	Custodian, Full-Time	August 22, 2025

APPOINTMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary/Rate</u>
Davis, Courtney	GES	Teacher, Preschool, 1.0 FTE	August 25, 2025	Salary
Boyer, Madelaine	GES	Teacher, Grade 3, 1.0 FTE	August 25, 2025	Salary
Dean-Frazier, Isabel	GES	Teacher, Grade 3, 1.0 FTE	August 25, 2025	Salary
Hare, Ryan	GMS	Math Teacher, 1.0 FTE	August 25, 2025	Salary
Lavruk, Irina	GHS	Math Teacher, 1.0 FTE	August 25, 2025	Salary
Schlieper, Brandolf	GHS	Science Teacher, 1.0 FTE	August 25, 2025	Salary
Calash, Nickolas	GHS	English Teacher, 1.0 FTE	August 25, 2025	Salary
Skidgell, Jill	GHS	Teacher of Record for CNA Pgm	August 28, 2025	Daily Rate
Bibeau, Stephanie	GPS	School Nurse Coordinator	August 25, 2025	Salary

Eaton, Jessica	GMS	School Nurse, Full-Time	August 25, 2025	Salary
Wnek, Rebecca	GMS	School Health Aide, Full-Time	August 28, 2025	Hourly
Heikila, Jessica	GES	Custodian, Full-Time	August 25, 2025	Hourly
Millette, Joshua	GES	Custodian, Full-Time	August 25, 2025	Hourly
Goff, Abigail	GMS	Paraeducator, Full-Time	August 28, 2025	Hourly
Hogan, Tammmy	GHS	Café Food Service Mgr, Full-Time	August 28, 2025	Hourly
Rosado, Alyssa	GHS	Café Service Provider, Part-Time	August 28, 2025	Hourly
Rosado, Lisa	GHS	Café Service Provider, Part-Time	August 28, 2025	Hourly
Holman, Ernma	GES	Wolverine Instructor, Substitute	August 21, 2025	Hourly

APPOINTMENTS

Name	Location	Position	Effective Date	Salary/Rate
<u>Continued....</u>				
Pepin, Autumn	GES	Wolverine Asst. Instructor	August 20, 2025	Hourly
Sabrowski, Avery	GES	Wolverine Asst. Instructor	August 20, 2025	Hourly
Stuyniski, Samantha	GES	Wolverine Asst. Instructor	August 20, 2025	Hourly
Franchi, MacCallister	GMS	Transporation Coordinator, P/T	August 28, 2025	Stipend

TEAM LEADERS and EXTRACURRICULAR POSITIONS

GES

Preschool – Stephanie Cote/Melissa Brady (Split)	Grade 3 – Brittany Cook
Grade K - Jenna Motta	Grade 4 – Dianne Blevons
Grade 1 – Natasha Mills	Exploratory – Brenda Sanborn
Grade 2 – Dawn Heasley	Special Education – David Amaral
	Yearbook Advisor – Tanya Flauss

TEAM LEADERS and EXTRACURRICULAR POSITIONS

GMS

Grade 5 – Denica Burnell	Exploratory – Charles Butremovic
Grade 6 – Heather Murphy	Support Staff – Karen Scholl
Grade 7 – Alexa Ondreicka	Yearbook – Shae Crosby & Alexa Ondreicka (Split)
Grade 8 – Melaine Kuhn	Student Council – Shae Crosby
Special Education – David Amaral	Science Olympiad – Nikkole Wowaka
	ESports – Laurie LaBossiere

ACADEMIC LEADERS and EXTRACURRICULAR POSITIONS

GHS

Social Studies – Doug Craig	Senior Class Advisor – Melissa Wooten/Kiley Flynn (Split)
English – Brian Browne	Junior Class Advisor – Greg Schoen
Science – Lori Hatajik	Student Council Advisor – Logan Tonucci
Math – James Wilson	Drama Coach (Fall-Non/Musical) – Tim Moore
Special Education – Stacey Jewell	Drama Coach (Spring-Musical) – Ray Churchill
World Language/Music/Art – Kasey Hosmer	Extracurricular Inst/Musical Dir – Lauren Churchill
CTE/Pathways/Perkins	Extracurricular Vocal/Music Dir – Raymond Churchill
• Health/PE & FCS – Briana Neeley	Yearbook Advisor – Greg Schoen
• Technology/Business/Advanced Tech – Andrew Meislitzer	ESports – Fall – Jim Rand

Notes:

Michelle MacFeat and Laura Johnson work as part-time Café Service Providers and will move to full-time Café Service Providers as of August 28, 2025.

August 21, 2025