

WINDSOR LOCKS PUBLIC SCHOOLS



BOARD OF EDUCATION MEETING

Special Meeting

October 10, 2023

6:00 p.m.

Windsor Locks High School - Library Media Center

**In Person Attendance Open to All
Optional Public Attendance via Zoom,**

[Click Here to Register](#)

Windsor Locks Board of Education

Dennis Gagnolati, Chairman

Kylee Christianson, Vice Chairwoman

Margaret Byrne

Jim McGowan

Joe Tria

Superintendent of Schools

Shawn Parkhurst

DISTRICT 2022-2025 (3) THREE YEAR VISION

All students will meet or exceed grade level standards because we want all students to feel a sense of accomplishment to pursue their passion.

Board of Education
Town of Windsor Locks
Special Meeting - Agenda
October 10, 2023 - 6:00 pm
Windsor Locks High School - Library Media Center
In Person Attendance Open
Optional Public Attendance via Zoom, [Click Here to Register](#)

- I. Call to Order
 - A. Roll Call
 - B. Pledge of Allegiance
 - C. Student Board Representative
 - D. Board of Education and Superintendent Communications
- II. Public Audience (only on Agenda Items)
 - A. *In Accordance with BOE Policy 1100 - The Windsor Locks Board of Education (Board) Chairperson shall recognize speakers, request proper identification and maintain proper order. The Board shall hear only concerns, views and opinions on topics within the jurisdiction of the Board. The appropriateness of the subject being presented, the suitability of the time for such presentation, the number of speakers, and the time to be allowed for public comment will be determined by the Chairperson. The public is advised that any discussion of specific employees will not be allowed at meetings and should be addressed to the employee's immediate supervisor or the Superintendent.*
- III. Recognition and Celebration p. 4 Exhibit I
 - A. Board Member Margaret Byrne
 - B. Board Member Joe Tria
- IV. Approval of Minutes: **Vote Needed** p. 5 Exhibit II
 - September 13, 2023 Special Meeting
 - September 20, 2023 Special Meeting
- V. Personnel Report p. 11 Exhibit III
 - A. Resignation: **Vote Needed**
 - a) Updated Job Description: **Vote Needed** p. 12 Exhibit IV
 - b) Vacancy Hiring Process & Timeline p. 15 Exhibit V
 - B. Change in Hours for Staff Accountant/Grant Manager: **Vote Needed** P. 16 Exhibit VI
- VI. Business Office Report: **Vote Needed** p. 17 Exhibit VII
- VII. Facilities Report & Update p. 18 Exhibit VIII
- VIII. 23-24 Use of Grant Funds p. 19 Exhibit IX

- IX. Curriculum Status & Updates p. 22 Exhibit X
- X. Discussion of October 26, 2023 BOE Meeting: **Vote Possible** p. 23 Exhibit XI
- XI. Discussion of Board of Education Training Dates: **Vote Possible** p. 24 Exhibit XII
- XII. Board and Superintendent Comment
- XIII. Executive Session: To adjourn the meeting to Executive Session as permitted by Connecticut General Statutes Section 1-225(a) for the following purposes as allowed by Section 1-200(6), that is:
- A. Discussion of UE Local 222, CILU/CIPU, CILU #4 - Para-Educators Bargaining Unit Negotiations
- That attendance in the Executive Session shall be limited to:
- Members of the Board of Education
 - Superintendent
 - Director of Human Resources
 - Director of Operations and Finance
 - Others as Requested to Attend
- B. Discussion of UPSEU Local 424 Unit 26 - Food Service Employees Bargaining Unit Negotiations
- That attendance in the Executive Session shall be limited to:
- Members of the Board of Education
 - Superintendent
 - Director of Human Resources
 - Director of Operations and Finance
 - Others as Requested to Attend
- XIV. Adjourn to Public Session
- XV. Action, if any, on Executive Session Items: **Vote Possible**
- XVI. Adjourn Meeting

For the Chairperson of the Board of Education
Shawn L. Parkhurst - Superintendent of Schools
Copy: Town Clerk - Please Post

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: BOARD MEMBER RECOGNITION

This evening we celebrate and recognize the accomplishments and dedication of outgoing Board of Education members, Margaret Byrne and Joe Tria.

A brief reception will follow.

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: APPROVAL OF MINUTES

September 13, 2023 Special Meeting

September 20, 2023 Special Meeting

**Windsor Locks Board of Education
58 South Elm Street
Windsor Locks, CT 06096**

**MINUTES OF THE SPECIAL MEETING,
September 13, 2023 at 6:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: D. Gragnolati, K. Christianson, M. Byrne (via Zoom/In Person), J. McGowan and J. Tria
Members Absent: None
Administrators: S. Parkhurst, S. Lee, A. Pierce, M. Warner, C. Domler, G. Testani, J. Robinson, K. Krupa, R. Bissonnette (via Zoom), G. Weigert (via Zoom), A. Goodwin (via Zoom)
Staff: D. Bole, J. Bernabe, D. Luzietti, and Others in Person and On Zoom
Others: Several via Zoom

I. Call to Order

Chairman Dennis Gragnolati called the Special Meeting to order at 6:00 p.m. in the Windsor Locks High School Library Media Center

- A. Roll Call for Quorum: All Board Members were present, with M. Byrne attending via Zoom until 6:20 p.m. at which time she arrived at the meeting in person.
- B. Pledge of Allegiance: All Stood for the Pledge of Allegiance
- C. Board of Education and Superintendent Communications: Board Members had no communication. Superintendent Parkhurst addressed the Board. He spoke of the smooth opening and thanked Administrators and Staff for their hard work prior to our students' return to school, he also thanked staff, students and families for their flexibility related to the challenges regarding the heat. Fall Sports are underway, and homecoming events are scheduled for the week of 9/25, culminating with a parade and football game among other activities on 9/30. School Parent Nights are underway, some have occurred and some are still to come, thanks to all who have attended. You may see the addition of 3 new SRO's to our district, a big thank you to the Board of Education and the Community for their support of these welcome additions. Next Friday the High School Band will be performing at the Big E as is tradition. He mentioned the Dollars for Scholars mum sale is underway on weekends at Dexter Plaza.

II. Pubic Audience - only on Agenda Items and in accordance with BOE Policy 9020

- None

III. Approval of Minutes:

- August 10, 2023 Regular Meeting

- August 21, 2023 Special Meetings (2)
- August 24, 2023 Special Meeting

“It was **MOVED**, (Christianson) **SECONDED** (Tria) and **PASSED** (U) that the Board of Education approve the August 10, 2023 Regular Meeting, the August 21, 2023 Special Meetings (2), and the August 24, 2023 Special Meeting as presented.”

IV. Personnel Report

- A. New Hires: Ms. Lee provided a list of staff members new to the district.
- B. Resignation: Ms. Lee addressed the Board, she informed them of one resignation: Ms. Jennifer Necci; an English Language Arts Teacher at the Middle School resigned effective August 24, 2023. At the time of her resignation Ms. Necci had served the students of Windsor Locks for seventeen (17) years.

“It was **MOVED**, (Christianson) **SECONDED** (Tria) and **PASSED** (U) that the Board of Education accept Ms. Necci’s resignation effective August 24, 2023 and offer her our sincere appreciation for all of her efforts on behalf of the Students of Windsor Locks.”

- C. Ms. Lee presented 2 job descriptions to the Board for approval: Safe School Climate Coordinator, and the Safe School Climate Specialist. She indicated that there was a correction to be made on both, the Safe School Climate Coordinator position should show that the position reports to the Superintendent, and the Safe School Climate Specialist should report to the Building Principal. A brief discussion took place.

“It was **MOVED** (Christianson), **SECONDED** (Tria), and **PASSED** (U) that the Board of Education approve the Safe School Climate Coordinator job description, changing the “reports to” from the Principal to the Superintendent as discussed, and to also approve the Safe School Climate Specialist job description, changing the “reports to” from the Superintendent to the School Principal as discussed.”

V. Bargaining Unit Contract - Connecticut Health Care Associates, District 1199, NUHHCE, AFSCME, AFL-CIO:

Ms. Lee stated that she provided the Bargaining Unit Contract to the Board for their review and indicated that the union had ratified the contract so it now goes before the Board for full approval.

“It was **MOVED** (Christianson), **SECONDED** (Tria), and **PASSED** (U) that the Board of Education approve the Bargaining Unit Contract with Connecticut Health Care Associates, District 1199, NUHHCE, AFSCME, AFL-CIO.”

VI. Policies: First Read.

- A. Eight policies were presented as a first read for revision:
 - 5111/5112 Admission and Placement - *Revision*
 - 5131.911 Bullying Interventions: Regulation - *Revision*
 - 5134 Students’ Marital or Parental Status - Affirmative Action - *Revision*

- 5141.21 Administering Medication - *Revision*
- 6145.1 Extracurricular Activities - Eligibility to Participate - *Revision*
- 6146.1 Grading and Reporting System - *Revision*
- 6159 Individualized Education Program/Special Education Program - *Revision*

A brief discussion was held. Mr. Parkhurst indicated that this is only a first read of these policies, so the Board does have time to review them more closely before being presented for a Second Read and possible approval at the next Board Meeting.

B. One Policy was presented for Second Read and possible approval:

- 2400 Evaluation of Superintendent

A Brief discussion was held. Ms. Byrne suggested a minor change to the second to last paragraph to state "...the evaluation will be conducted in executive session prior to meeting with the Superintendent" instead of "...will be conducted in executive session with the Superintendent."

"It was **MOVED** (Christianson), **SECONDED** (Byrne), and **PASSED** (U) that the Board of Education approve Policy 2400 Evaluation of Superintendent as amended."

VII. Business Office Report

Ms. Alison Pierce, Director of Operations and Finance addressed the Board. She presented the monthly budget report, with the first number being the allocated budget amount of \$33,025,838, the second number of \$678,940.08 is the range to date, which is expenditures for the month of August, then year-to-date expenditures through August 2023 in the amount of \$1,359,945.68. The FY 24 remaining balance is \$31,665,892.13, with FY24 encumbrances in the amount of \$21,263,451.32 leaving a FY24 budget balance of \$10,402,440.81. She stated that the FY24% of the budget remaining is 31.5%. We are having a good start to the year and realizing some savings in some areas. She discussed our FY23 financials and that we are still reconciling our year-end with the Town. She indicated that our FY23 Educational Financial System (EFS) report, which is the basis of the annual audit performed by the State Department of Education, was submitted successfully to the State and she thanked the entire Business Department, specifically Staff Accountant Val Breda, for all of their efforts to get everything submitted on time. She stated that we are also finalizing our FY23 Audit which is due October 6th to the Town and we are on target to meet that deadline.

She provided a Food Service update indicating that Windsor Locks is a free breakfast/lunch district currently, with meals provided to all students every day. This will be the last year of this CEP designation, which means that we could possibly return to free/reduced meal applications next school year. She is currently working with the State to determine our eligibility going forward for the 24-25 school year. She told everyone to be on the lookout for some communications from the food services team including menus and a quarterly newsletter.

And finally, Ms. Pierce discussed our Transportation Contract and that we are in the final year of that contract. She indicated that we will be going out to bid in the spring for this 4-5 year contract, and invited all local transportation companies to participate in the RFP process.

VIII. Teacher Evaluation PDEC Recommendation 23-24:

Mr. Jeff Bernabe and Mrs. Deb Luzietti, Co-Chairs of the Windsor Locks Professional Development and Evaluation Committee (PDEC) presented the recommendations of the PDEC Committee to exercise the use of Teacher Evaluation Flexibilities which are permissible with BOE approval as per the CT State Department of Education. As a result of their recommendation and presentation, the board approved the use of the Teacher Evaluation Flexibilities for the 23-24 school year. This allows for a reduction in the number of formal observations and provides for more informal observations with feedback to improve teacher practice. Each educator will set a goal that contains one student learning goal with two indicators of success. A summative rating will be provided at the end of the year for each educator.

“It was **MOVED** (Christianson), **SECONDED** (Tria) and **PASSED** (U) that the Board of Education approve the Teacher Evaluation Flexibilities for the 23-24 school year as presented.”

IX. Board and Superintendent Comment: None

X. Public Comment (General): None

XI. Adjournment:

It was **MOVED** (Tria), **SECONDED** (Christianson), and **PASSED** (U) that the Board of Education adjourn the Regular Meeting of September 13, 2023 at 6:40 p.m.

Respectfully submitted:

Donna Bole

Acting Recording Secretary

**Board of Education
Town of Windsor Locks
Special Meeting - Minutes**

9/20/2023

Windsor Locks High School Professional Development Room

- I. Chairman Gragnolati called the meeting to order at 4:17 p.m.
 - A. Roll Call - Members Present: Dennis Gragnolati, Kylee Christianson, Margaret Byrne, Jim McGowan, and Joe Tria.
 - B. All Stood for Pledge of Allegiance
- II. Public Comment (only on Agenda Item): None
- III. There was a motion to adjourn the meeting to Executive Session made by K. Christianson, and seconded by J. Tria; motion carried unanimously at 4:18 p.m.

The Executive Session, as permitted by Connecticut General Statutes Section 1-225(a) was for the following purpose as allowed by Section 1-200(6), that is:

 - A. Discussion of Personnel Matter - Board of Education Member Jim McGowan
That attendance in the Executive Session shall be limited to:
 - Members of the Board of Education
 - Others as Requested to Attend:
 - (1) Attorney Floyd Dugas, Board of Education Counsel (via phone)
 - (2) Superintendent of Schools
 - (3) Human Resources Director
- IV. There was a motion to leave Executive Session by K. Christianson, and seconded by M. Byrne; motion carried unanimously at 6:11 p.m.
- V. There was a motion to adjourn the Special Meeting by K. Christianson, and seconded by J. Tria; motion carried unanimously at 6:12 p.m.

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: PERSONNEL REPORT

Sheri Lee, Human Resource Director has resigned effective October 27, 2023. At the time of her resignation, Ms. Lee will have served the Windsor Locks Public School district for twelve years (12) years as the Director of Human Resources.

BOARD MOTION: “MOVE” that the Board of Education accepts Ms. Lee’s resignation effective October 27, 2023 and offers her our appreciation for all of her efforts on behalf of the students and staff of the Windsor Locks Public Schools.”

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: PERSONNEL REPORT

As we prepare to post for the vacancy, a revised Job Description that reflects the tasks and responsibilities of the Director of Human Resources is provided for your review and potential approval.

BOARD MOTION: “MOVE” that the Board of Education approve the updated Director of Human Resources job description as presented.”

**WINDSOR LOCKS PUBLIC SCHOOLS
POSITION DESCRIPTION**

Position Title: Director of Human Resources
Department: Human Resources Department
Reports to: Superintendent of Schools
Revised: October 10, 2023

BROAD FUNCTIONS:

While working under the Superintendent and serving as a liaison with other departments and school administration the Director of Human Resources is expected to provide day-to-day human resources support covering the following areas: staffing, employee relations, compensation and benefits, collecting bargaining/labor relations, affirmative action, professional development and administrative, ensure consistent application of human resource policies and procedures.

1. ESSENTIAL DUTIES AND PERFORMANCE RESPONSIBILITIES:

- Responsible for recruitment and assists in selection of some candidates for vacant positions
- Responsible for processing new and exiting employees
- Oversees negotiations and contract administration for certified and non-certified personnel
- Responsible for the New Employee Orientation
- Prepares and presents the human resources budget

- Consults with Superintendent and prepares all pre-termination hearings for all employee dismissals
- Responsible for managing the non-tenured teacher process as dictated by the teacher mandated statute
- Responsible for recruitment/interviews/reference checks and maintain the substitute files
- Responsible for minority recruitment and tracking
- Responsible for managing Salary Upgrades, Tuition Reimbursements, Employee Evaluations, FMLA, OSHA and any other matters of this nature
- Consults and advises administrators and supervisors on contract interpretation and implementation
- Advises building and central office administrators about matters involving grievances, job performance, employee duties, personnel policies, and assignments
- Support Superintendent for transferring employees district wide in collaboration with the principals
- Administers the grievance procedure
- Manage all workers' compensation claims and attend hearings when needed
- Oversees the administration of unemployment compensation claims, and represent WLPS at unemployment hearings
- Serves as the district's Title IX Officer to oversee sexual harassment or Title IX complaints
- Responsible for all state staff reporting and other reports to the State Department of Education and Town of Windsor Locks
- Leadership role in fostering staff morale in the district by overseeing employee incentive/recognition programs including the Employee Recognition Celebration
- Maintain updated job descriptions/conditions of employment for the district
- Responsible for HIPPA compliance under the federal guidelines
- Responsible for maintaining all employee records for the district
- Attends Board meetings and prepares such reports for the Board as requested by the Superintendent
- Maintains and updates human resources web page
- Performs other duties as assigned by the Superintendent

2. SUPERVISORY RESPONSIBILITIES:

Supervises one Human Resources Specialist

3. EDUCATION AND/OR EXPERIENCE:

Bachelor's degree (B.A.) and five years of experience in the field of education with specific experience in Human Resources. Previous experience in contract negotiation, contract administration with some knowledge of employment law, collective bargaining, and personnel administration or as determined by the Board of Education.

4. CERTIFICATES, LICENSES, REGISTRATIONS:

5. LANGUAGE SKILLS:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, government regulations and procedures related to government reporting. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of supervisors and employees.

6. MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

7. REASONING ABILITY:

Ability to define problems, collect data, establish facts and draw valid conclusions.

8. OTHER SKILLS AND ABILITIES:

Ability to develop effective working relationships with staff, ability to communicate clearly and concisely, both orally and in writing. Ability to negotiate and handle pressure situations for long periods of time.

9. PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, talk and hear. The employee is occasionally required to stand and walk. Specific vision abilities required by this job include close vision such as to read typed or handwritten work. The employee frequently works irregular hours.

Exhibit V

WLPS Director of Human Resources Hiring Process & Timeline		
<u>Action Item</u>	<u>Members</u>	<u>Date(s)</u>
☐ Board Approve updated job description	Board of Education	October 10, 2023
☐ Position Posted	Shawn Parkhurst	October 11 - October 27
☐ Review Applications (screening) and select individuals for first round interviews	Shawn Parkhurst Alison Pierce	October 30, 2023
☐ First Round Interviews	Shawn Parkhurst Alison Pierce 6-12 Administrator PreK-5 Administrator Ann Marie Perez Donna Bole	November 2, 2023
☐ Second Round Interviews	Board Member Representatives Shawn Parkhurst Alison Pierce Ann Marie Perez 6-12 Administrator PreK-5 Administrator WLTA Representative Custodian Representative Para Representative Administrative Assistant Representative	November 9, 2023 starting at 4:30 pm
☐ Board of Education Meeting finalists interviews	Board of Education Members	November 16, 2023
☐ Board of Education Special Meeting appointment	Board of Education Members	November 20, 2023 5:00 pm

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: PERSONNEL REPORT

In analyzing the workload and hours of the Grant Manager/Staff Accountant, a recommendation from the Director of Finance and Operations is before you to increase the hours outlined in the job description. Ms. Lee will present the requested change for your review.

Motion: “**MOVE**” that the Board of Education approve updated job description with a change in the hours for the Grant Manager/Staff Accountant retroactively to July 1, 2023.

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: ALISON PIERCE, DIRECTOR OF OPERATIONS AND
FINANCE

DATE: OCTOBER 10, 2023

RE: BUSINESS OFFICE REPORT

Expenditure Request

SES - Roof Repair for Principal's Office; \$4,895; Greenwood Roof Services

Food Services

Grant Award - \$23,927.44 for equipment upgrades for MS/HS

Transportation

Request of RFP Evaluation Committee Member; BOE Member Elected - **Vote Possible**

Possible Board Motion: MOVE that the Board of Education appoint _____ to the RFP Evaluation Committee for the Transportation Contract."

Notification of Budget Transfers

FROM ACCOUNT: 010.NS.240.1000.611.100 INSTRUCTIONAL SUPPLIES

TO ACCOUNT: 010.NS.240.1000.611.120 SUPPLIES - SOCIAL STUDIES

AMOUNT: \$750.00

PURPOSE: REQUIRED CURRICULAR BOOK TITLES FOR K-2 TEACHER
LIBRARIES

Possible Board Motion: MOVE that the Board of Education approve the budget transfer as presented.

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: FACILITIES REPORT AND UPDATE

Beginning this month and once a month throughout the 23-24 school year, a report and update on facilities, including ongoing maintenance costs will be provided. Tonight marks the first of these presentations by our Facilities Director, Greg Weigert.

Monthly Facilities Report - October 2023

The following topic updates regarding Facilities & Maintenance can be found below, by district school building.

North Street School

- H.V.A.C. Upgrade Project
- Main Office/Principal Office Blackout Shades
- Playground Repairs

South Street Elementary School

- Flex Program Window Replacements
- Office Blackout Shades

Windsor Locks Middle School

- Hot Water Heater

Pine Meadow Academy

- Teacher's/Storage Room Expansion

Windsor Locks High School

- Vestibule and Classroom Window Tinting
- Classroom/Office Transitions
- Tree Removal
- Athletic Field Drainage

EXHIBIT IX

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: ALISON PIERCE, DIRECTOR OF FINANCE AND OPERATIONS

DATE: OCTOBER 10, 2023

RE: 23-24 USE OF GRANT FUNDS

Tonight, Alison Pierce, Director of Finance and Operations, will provide the BOE with an in depth look at the use of various grants during the 23-24 fiscal year.

<u>GRANT NAME</u>	<u>USE (from 7/20/23 BOE Meeting)</u>	<u>UPDATED UTILIZATION</u>	<u>FUNDING CAPS</u>
ARP ESSER III	Consultant Services, Custodial OT, Housekeeper Salaries, Plumbing Services, HVAC Supplies, HVAC Maintenance, Maintenance Training, Security Upgrades/Safety Measures, Custodial Supplies, Student Transportation	No amendments	\$530,254 remaining
ARP ESSER III HCY	Summer 2023 expenditures for basic needs for students experiencing homelessness	No amendments	\$9,001
Alliance	1.0 Tutor, 6.5 Interventionists, Math Program Subscription	Added SES Reflex Math Program (\$3,995)	\$572,931 *based on enrollment
Bilingual	Multilingual supplies	New grant award	\$2,000
Choice Attendance	1.0 ELL Coordinator, 2.0 SES Teachers, .5 HS Receptionist, MS Athletics, 2.5 SROs, 15% of 1.0 Director of Curriculum, NS Clerical Aide, 21% of 1.0 Staff Accountant	Added District Food Pantry (\$3,500; formerly from HFPG)	\$380,802

Choice Early Beginnings	17% of 1.0 NS PreK Teacher	No amendments	\$18,000
CT SEDS Implementation	PD for SpEd staff with CT-SEDS	No amendments	\$15,000
IDEA - 611 (Yr 1)	1.0 SpEd Teacher, 2.0 SpEd Tutors, 6.0 Para-Educators	No amendments	\$327,257
IDEA - 611 (Yr 2)	2.0 SpEd Teachers	No amendments	\$115,598
IDEA - 619	15% of 1.0 NS Pre-K Teacher, 33% of 1.0 Para-Educator	No amendments	\$22,727
McKinney-Vento	Basic Supplies School Supplies, Transportation, Additional Supports for students experiencing homelessness	No amendments	\$14,568
SBCH Medicaid	66% of 1.0 Pupil Services Admin Assistants, SNAP Health Software, Assistive Technology, SafetyCare Recertification Training, Audiology Services, SpEd Subscription Services, Accommodations for Curriculum Support	No amendments	\$43,564* (Estimated CSDE)
School Readiness Enrollment	NS Pre-K Supplies	No amendments	\$7,583
School Readiness	17% of 1.0 NS Pre-K SpEd Teacher, 2.0 Para-Educators, 2.0 NS Pre-K Teachers, NS Pre-K Supplies, 1.0 NS Housekeeper	No amendments	\$226,800
School Readiness Enhancement	1.0 Parent Educator, Child Development Supplies	No amendments	\$3,881
Sheff	NS, SES, MS, HS, PMA Enrichment Activities (<i>Enrichment Supplies, Transportation for Enrichment Activities</i>)		\$124,250
Sheff Enhancement	NS, SES, MS, HS, PMA Welcome Kits & STEM Kits	Added WLPS recruiting materials as per new grant requirement; (\$0)	\$13,800
Title I (Yr 1)	3.0 NS Interventionists	No amendments	\$292,157
Title I (Yr 2)	NS Books, NS Reading Program Subscription, 20% for students experiencing homelessness	No amendments	\$7,443

Title II	Professional Development, State Mandated TEAM stipends, Required PDEC Committee Salaries for WLTA members	No amendments	\$44,263
Title III EL	NS EL Supplies, 1.0 ESL Tutor, PD for EL Staff, Enrichment Activities for EL Students	No amendments	\$13,836
Title III Immigrant	NS ESL Supplies, Enrichment Activities for Immigrant Students, Refreshments for Immigrant Family meetings	No amendments	\$6,250
Title IV	NS, SES, MS, HS, PMA salaries for Afterschool Enrichment Programs	No amendments	\$21,758
TEAM Mentor	Required TEAM Mentor Stipend	No amendments	\$2,788

EXHIBIT X

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: CURRICULUM STATUS AND UPDATES

This evening Director of Curriculum, Megan Parrette will provide a status and update on the state of curriculum in Windsor Locks Public Schools.

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: DISCUSSION OF OCTOBER 26, 2023 BOE MEETING

Windsor Locks Youth Services has announced that the annual community “Trunk or Treat” will be held on Thursday, October 26, 2023 on the campus of Windsor Locks High School. Due to this, the Board is asked to consider moving the regularly scheduled October 26, 2023 Board meeting to a special meeting on Monday, October 23, 2023 at 6:00 pm.

Possible Board Motion: “**MOVE** that the Board of Education move the October 26, 2023 Regular Meeting to Monday, October 23, 2023 at 6:00 pm.”

MEMORANDUM TO: MEMBERS OF THE BOARD OF EDUCATION

FROM: SHAWN L. PARKHURST, SUPERINTENDENT

DATE: OCTOBER 10, 2023

RE: DISCUSSION OF BOARD TRAINING DATES

The following dates are available for Board Training from 4:15 pm - 6:15 pm:

November 1, 6 and 13, 2023

Possible Board Motion: “**MOVE** that the Board of Education set XXXXXX at 4:15 pm (in person) for the Board Training.

Windsor Locks Public Schools

www.wlps.org

Educational Leadership

Shawn Parkhurst

Superintendent of Schools 860-292-5000

sparkhurst@wlps.org

Giovanna Testani, Principal

North Street School 860-292-5027

gtestani@wlps.org

Monica Briggs, Principal

South Elementary School 860-292-5021

mbriggs@wlps.org

Matthew Warner, Principal, Christine Domler, Assistant Principal

Windsor Locks Middle School 860-292-5012

mwarner@wlps.org cdomler@wlps.org

Rebecca Bissonnette, Principal, Kirsten Krupa, Assistant Principal

Windsor Locks High School 860-292-5032

rbissonnette@wlps.org kkrupa@wlps.org

Matt Sigall, President

Windsor Locks Teachers' Association 860-292-5032

msigall@wlps.org

Central Office

Megan Parrette

Director of Secondary Math Curriculum, Instruction, and Assessment

mparrette@wlps.org

Sheri Lee

Director of Human Resources 860-292-5744

slee@wlps.org

Joshua Robinson

Director of Pupil Services 860-292-5707

jvrobinson@wlps.org

Rachel March

Coordinator of Alternative Programs

rmarch@wlps.org

Alison Pierce

Director of Operations & Finance 860-292-5709

apierce@wlps.org

