

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

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

February 19, 2026 6:00 pm

Members Present: Alba Osorio, Greg Guyette, Amber Mortensen-Hurdle, Lindsay Cutler, and Dennis Gragnolati

Administrators: Shawn Parkhurst, Rebecca Bissonnette, and Robert Stacy

Others: Various Members of the Leadership Team, Staff and Public

I. Call to Order

Chair Alba Osorio called the Regular Meeting to order at 6:05 pm in the Windsor Locks High School Library Media Center.

Roll Call

All five BOE members were present and available for voting.

Pledge of Allegiance

All stood for the Pledge of Allegiance.

II. Board of Education and Superintendent Communications

Superintendent Parkhurst highlighted that two members of the WLHS Wrestling team will be recognized at a future BOE meeting as they captured the NCCC Wrestling Championship. NCCC Basketball Playoffs begin next week; Budget Presentation to the BOF is on Wednesday evening at 6:30 pm and a special thanks was extended to the BOE for their engagement and participation in the recent CABA workshop.

III. Student Board of Education Representative Report

IV. Public Audience (only on Agenda Items)

None

V. Student and Staff Recognition

A. Child Health and Development Institute (CHDI) Grant Award to Staff

Superintendent Parkhurst celebrated and recognized the work of Greg Weigert, Cathi Dellesander and Brittany Kokofsky on their recent work to receive the CHDI grant for NSS.

B. WLHS NCCC Indoor Track Achievements

Superintendent Parkhurst celebrated and recognized the achievement of three members of the WLHS Track Team; NCCC Long Jump Champion, Lucas Silliman, NCCC 2nd place finish Jadain Tinling and NCCC 2nd place in pole vault, Abby Rockwell.

VI. Approval of Minutes

- January 29, 2026 Special Meeting
- February 11, 2026 Finance Subcommittee Meeting
- February 12, 2026 Special Meeting - Workshop Retreat

A motion was made by Lindsay Cutler; seconded by Amber Mortensen-Hurdle to approve the minutes of January 29, 2026; passed unanimously. A motion was made by Lindsay Cutler; seconded by Greg Guyette to approve the minutes of February 11, 2026 & February 12, 2026; passed unanimously.

Greg Guyette made a motion to add an agenda item to 7B; Resignation; seconded by Lindsay Cutler; passed unanimously.

VII. Human Resource Report

A. Accounting Specialist: New Job Description Review

Mr. Stacy provided an overview of the new job description and potential funding source for the Accounting Specialist. After a discussion, a motion was made by Greg Guyette; seconded by Linday Cutler to approve the job description; passed unanimously. A motion was made to transfer lines to cover the above named position for the remainder of the 25-26 year by Greg Guyette; seconded by Lindsay Cutler; passed unanimously.

A resignation of Avery Sherman was presented effective March 13, 2026; motion was made by Lindsay Cutler; seconded by Amber Mortensen-Hurdle; passed unanimously.

VIII. Policy Priority List

Mr. Stacy reviewed the policy priority list with the BOE.

IX. Policy Review:

A. First Read and Review:

- 6161.12/6161.13/6161.14 Library Material Review & Reconsideration; Library Collection Development & Maintenance; Library Display & Program (3 policies combined into one document)

Mr. Stacy and Ms. Lopes reviewed the above named policy as a first read for the Board. A high level explanation of the changes was outlined for the Board.

X. Finance

A. Subcommittee Report

B. Finance Report

Superintendent Parkhurst provided an update on the Finance subcommittee and the finance report. Subcommittee member, Greg Guyette shared that Bjorn Burke has been adjusting based on request of members and has been very helpful.

XI. Exit Survey Results for 1/16/26 PD Day

Executive Director of Curriculum, Dr. Bissonnette shared the exit survey results of the January 16, 2026 professional learning day and indicated the next professional learning day will occur in March.

XII. Old Business

A. Pay to Participate

1. Superintendent Parkhurst shared that year to date a total of \$27,889.16 has been collected. A question was asked about where we sit with the collection for winter and it was stated that we are at 98% collection rate.

B. WLHS Track and Field Status

1. Superintendent Parkhurst shared that he is working with the State and Kastle Boo (architecture firm) to complete the multitude of planning documents in relation to the CIF planning grant that was obtained by the town/district.

XIII. Public Audience

None

XIV. 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. Confidential Student Matter - Out of Town Residency Request to Remain in Windsor Locks Public Schools

That attendance in the Executive Session shall be limited to:

1. Members of the Board of Education

2. Superintendent of Schools
3. Others if Requested to Attend

Greg Guyette made a motion to go into Executive Session at 6:39 pm; seconded by Lindsay Cutler; passed unanimously; the Board entered into Executive Session at 6:39 pm.

XV. Adjourn to Public Session

The Board returned to public session at 6:46 pm.

XVI. Action, if any, on Executive Session Item

A motion was made by Amber Mortensen-Hurdle to approve the request for the out of town student to remain in Windsor Locks for the remainder of the 25-26 school year, that tuition be waived and that transportation be the responsibility of the family; seconded by Greg Guyette; passed unanimously.

XVII. Adjourn Meeting

Greg Guyette made a motion to adjourn the meeting at 6:47 pm; seconded by Lindsay Cutler; passed unanimously. The meeting adjourned at 6:47 pm.

Respectfully submitted,
Shawn Parkhurst
Superintendent of Schools