GROTON BOARD OF EDUCATION
AD HOC MEETING TEMPLATE COMMITTEE
SPECIAL MEETING MINUTES
JULY 13, 2026 @ 5:00 P.M.
CENTRAL OFFICE, ROOM 11/HYBRID

MEMBERS PRESENT: Bev Washington, Jennifer White, Mike Whitney (Remote)

ALSO PRESENT: Susan Austin

Chairperson Washington called the meeting to order at 5:00 p.m.

1. Discuss Charge of the Committee – Chairperson Washington stated that the purpose of the committee is to work on the FY27 Board of Education meeting template.

2. Review Meeting Template – The template was reviewed by the committee and suggested changes were made to the document (attached).

3. Identify Date of Next Meeting – A date was not determined.

The meeting adjourned at 5:50 p.m.

Revised: 7/13/2026

BOARD OF EDUCATION MEETING TEMPLATE
2026-2027 School Year

Month	C.O.W. Meeting - 2nd Monday	C.O.W. Meeting - 3rd Monday	Regular BoE Meeting - 4th Monday
August	• School Climate Data • Review Lottery & Enrollment	No Meeting	• Review of Summer Curriculum • Review Summer Professional Learning
September	• Opening of Schools	• Develop Budget Timeline, Process & Priorities • Communications Update	• District Data Overview – SBAC, SAT, NGSS • IT Professional Recognition
October	• Middle School & High School Data and Action Plans	• Class Size/Enrollment (PreK-12) • New Legislative Requirements Update • Career Pathways (Grades 6-12)	• Special Education • Custodian Recognition
November	• Elementary School Data and Action Plans	• Review CIP Proposals • Meet with Legislators • Review School Calendars • AI Advisory • Review Annual BoE Meeting Schedule	• Adopt CIP Proposals for Next Fiscal Year • Adopt School Calendars • Adopt BoE Meeting Schedule • School Psychology Recognition • Substitute Teacher Recognition
December	• Mentor Program Update • Grants Update	No Meeting	• End-year Curriculum Vote
January	• Budget	• Budget	
February	• Budget	• Final Budget Review	• Adopt Budget • School Counseling Recognition
March	• District Literacy & Math Assessment (Beginning and Mid-year)	• AI Update	• Approval of Healthy Food Certification Statement • Board Appreciation Month • Maintenance Worker Recognition • School Social Worker Recognition
April	• State Report Card	No Meeting	• Non-tenure Renewals • Paraeducator Recognition • Administrative Professional Recognition • School Librarian Recognition • Assistant Principal Recognition
May	• Communications Update • Strategic Plan	• Grant Writer Report • Technology Update	• Teacher Recognition • Principal Recognition • School Lunch Hero Recognition • School Nurse Recognition
June	• District Recognition	• End of Year Unexpended Funds • Guidance – College & Career Acceptance	
July	• Superintendent's Reflection of Current School Year Goals	No Meeting	