

**Board of Education
Town of Windsor Locks
Special Meeting - Minutes
September 8, 2026 6:30 pm
Windsor Locks High School Library Media Center**

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

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

Administrators: Shawn Parkhurst, Rebecca Bissonnette, and various members of the Leadership Team

Others: Members of the community (in person and online)

Call to Order: Chairwoman Osorio called the meeting to order at 6:31 pm in the Windsor Locks High School Library Media Center.

Roll Call: Superintendent Parkhurst conducted roll call with five (5) Board members present at the time of roll call.

Pledge of Allegiance:

All stood for the Pledge of Allegiance.

Board and Superintendent Comments:

Amber Mortesen-Hurdle commented on her attendance at the Girls Soccer game and her upcoming visit with Superintendent Parkhurst to PMA and RISE. Greg Guyette commented on the upcoming Cross Country Senior Night at 4:00 pm 9/9/26. Alba Osorio commented on two letters received that will be added to the minutes; she further mentioned that the Board of Education evaluates the Superintendent but does not evaluate anyone else. She also commented on her attendance at the volleyball game earlier this evening. Superintendent Parkhurst shared that the opening was smooth, gave thanks to the IT department for their work in putting last minute arrival of technology in the hands of our students, special thanks to the business office and the payroll department; welcomes Amy Bosco to her first Board meeting as our HR Coordinator, and thanked all for their support in any portion for the FY27 budget.

Public Comment

None

Approval of Minutes

Greg Guyette made a motion to approve the minutes of August 20, 2026; seconded by Lindsay Cutler; motion passed unanimously.

Discussion of WLPS Long-Term Facilities Planning

Superintendent Parkhurst outlined a draft proposal for a year-long task force. After discussion, the Board reached consensus to accelerate this process for completion by December in hopes that it could impact the FY28 budget. The Board adjusted the timeline and task force membership to be as follows:

- Meetings will occur weekly on Wednesdays from 5:00 pm - 7:00 pm from now until early December
- Completion of the task force and recommendations to the Board will be completed by early December
- Membership will be **mandatory for the following:**
 - 2 Board of Education members - Dennis Gragnolati & Greg Guyette
 - Superintendent of Schools - Shawn Parkhurst
 - Business Manager - Larry Juhasz
 - Director of Facilities - Greg Weigert
 - 2 School Administrators - One Elementary & One Secondary - TBD
 - 4 Teachers - Two Elementary & Two Secondary - TBD
 - 1 Board of Finance Member - TBD

- Membership will be **nice but not mandatory for the following:**
 - 4 Parents/Guardians
 - 2 Student Representatives from WLHS
 - 1 Town Representative
 - 1 Special Education Parent Representative
 - 1 Community Member at Large

A motion was made by Greg Guyette; seconded by Amber Mortensen-Hurdle to move forward with the changes noted above with the Long-Term Facilities Planning Task Force; motion passed unanimously.

Opening Professional Development Feedback

Dr. Bissonnette gave an overview of the feedback from the exit surveys from the opening professional development days. This information will be used with the PDEC group to plan future professional development days.

School Improvement Plans Presentations

Each building administrator provided a presentation on their 26-27 School Improvement Plans in alignment with the 26-31 WLPS Strategic Plan. All of the plans are posted on the website for reference and review.

Motion to Adjourn

Greg Guyette made a motion to adjourn at 7:57 pm; seconded by Lindsay Cutler; motion passed unanimously; meeting adjourned at 7:57 pm.

Respectfully submitted,
Shawn Parkhurst
Superintendent of Schools

August 17, 2026

Dear Members of the Windsor Locks Board of Education,

I am writing as a concerned Windsor Locks parent and taxpayer to respectfully request that the Board conduct a comprehensive review of district leadership, including Superintendent Shawn Parkhurst, the Assistant Superintendent, and the district's principals and other administrative leadership.

This request is not based on personal dislike or a single disagreement. I believe the district's leadership structure should be evaluated objectively based on measurable results, fiscal responsibility, communication with families and staff, administrative effectiveness, and whether the district is receiving appropriate value for the significant compensation being provided.

Windsor Locks is a relatively small school district, yet substantial taxpayer resources are devoted to administrative salaries and benefits. The superintendent's current base salary is approximately \$223,000, with additional compensation and benefits bringing the overall package considerably higher. When the compensation of the Assistant Superintendent, principals, and other administrators is considered as well, the total cost of district administration represents a significant investment by Windsor Locks taxpayers.

Given the financial pressures facing our schools and community, I believe residents have a reasonable expectation that these substantial expenditures be accompanied by strong, effective, accountable, and measurable leadership at every level.

I am asking the Board to:

1. Conduct a thorough and objective evaluation of the superintendent's performance against the goals and responsibilities established in his contract.
2. Review the performance, responsibilities, and compensation of the Assistant Superintendent and each building principal in relation to their respective roles and the needs of the district.
3. Review the total cost of district administration, including salaries, benefits, stipends, allowances, annuities, and other forms of compensation, and compare those costs with similarly sized Connecticut school districts.
4. Evaluate whether the current administrative structure is appropriately sized and organized for a district of Windsor Locks' enrollment and financial circumstances.

5. Evaluate concerns raised by parents, staff, and community members regarding district leadership, communication, decision-making, accountability, and administrative effectiveness.
6. Establish and make clear what measurable goals and expectations each member of the district's administrative leadership is currently being held to, and how the Board determines whether those goals are being met.
7. Consider whether the district is receiving an appropriate level of performance and value from its administrative leadership relative to the compensation being provided.
8. If the Board determines that any member of the administrative team is not meeting the standards expected of their position, seriously consider what corrective action is appropriate, including whether a change in leadership is warranted.

I recognize that individual personnel matters may need to be discussed in executive session and that there are legal limitations on what the Board can publicly disclose regarding individual employees. I am not asking the Board to violate those requirements. I am asking the Board to fulfill its responsibility to independently evaluate district leadership and ensure that taxpayer-funded positions are being managed responsibly and effectively.

This is ultimately about more than any one individual. It is about whether Windsor Locks has the right leadership structure, the right level of administrative spending, and the level of accountability that our students, families, staff, and taxpayers deserve.

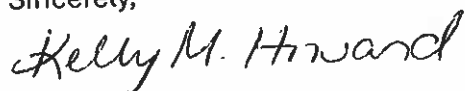
Our community deserves confidence that decisions involving hundreds of students and millions of dollars are being made with strong leadership, transparency, fiscal responsibility, and accountability.

I respectfully request written acknowledgment of receipt of this letter and confirmation that this request for a comprehensive review of district leadership and administrative compensation will be presented to the full Board.

I also respectfully request that this letter be entered into the public record.

Thank you for your consideration and for your service to the Windsor Locks community.

Sincerely,



Kelly Howard

50 Juniper Drive

A Concerned Windsor Locks Parent and Taxpayer

August 17, 2026

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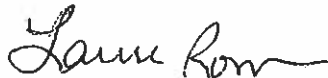
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Sincerely,



Laura Roman

327 Green Manor Terrace

A Concerned Windsor Locks Parent and Taxpayer