

**BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
MAY 24, 2016**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on May 24, 2016.

1. **CALL TO ORDER** : The meeting was called to order at 7:00 PM by Tom Sirard.
2. **INVOCATION OR MOMENT OF SILENCE** : Stacy Thurston
3. **PLEDGE OF ALLEGIANCE** : Stacy Thurston
4. **FIRE EVACUATION ANNOUNCEMENT** : Tom Sirard announced the fire evacuation announcement.
5. **ROLL CALL** :

**MEMBERS PRESENT :** Walter Kruzel, Raymond Peabody, Lori Unghire, Mike Ludwick, Tim Neville, Stacy Thurston, Vin Grady and Tom Sirard

**MEMBERS ABSENT :** Tina LeBlanc

**ALSO PRESENT :** Dr. Jeffery Schumann, Superintendent; Mr. Christopher Drezek, Deputy Superintendent; and EHS Student Representative Caitlyn Passmore

6. **BOARD GUEST(S)** : None
7. **SUPERINTENDENT 'S REPORT** :
  - a. Student Representatives - as presented
  - b. Grants Report - as presented
  - c. Personnel Report - as presented
  - d. May/June Events - as presented

8. **AUDIENCES** - None

9. **BOARD MEMBER COMMENTS**

Mrs. Thurston congratulated all of the First Readers who received their certificates last night. She also attended the Fermi Farewell Concert on Sunday. So many alumni attended this event. It was a huge success. She wished Mr. Grady a happy birthday.

Mr. Grady attended the Parkman Chorus and Band Concert last week. The students did an amazing job. We have some really talented kids in our elementary schools. He congratulated the staff for a job well done.

Mr. Grady thanked our Veteran's for giving their lives for our freedom. He personally thanked Liz Davis for her service to our country and his daughter, who is currently serving in the Air Force Reserves.

Mr. Kruzel attended the First Readers Awards ceremony. It was phenomenal to see these students. There were over 100 students that attended. This is another great program for our students.

Mrs. Unghire stated that she attended the LEGO Building Tomorrow Project. It was great to see the students work and what they created. She also attended the JFK concert and wished both Mr. Kruzel and Mr. Grady happy birthday.

Chairman Sirard congratulated the 172 First Readers. He wished both Vin and Walt happy birthday. He also wished Tina a happy anniversary.

Chairman Sirard thanked all of our Veteran's for your service to our country. Memorial Day is about them and they deserve to be remembered past and present Veteran's.

Mr. Neville also wished both Vin and Walter happy birthdays and Tina a happy anniversary. We spend a lot of nights together. He added that we have a holiday weekend coming up to celebrate the sacrifices made by our veterans. He thanked them for their services and wished them the best.

Mr. Neville thanked the Fermi/Enfield High team building program. He is glad to hear the National Guard is assisting with this team building program. He is glad the schools are working together on this team building activity.

Mr. Neville stated he asked about the 2 hour delay for the parochial schools at the last meeting. They have been notified and will follow our schedule for any delays. He appreciated the administrations quick follow-up on this.

## **10. UNFINISHED BUSINESS**

### **a. Transition Update**

Dr. Schumann reported that we are on time and on track for the summer move. The elevators will be available in the new A Wing on July 23<sup>rd</sup>. We will continue to pack and move items into the second and third floors in A Wing. Faculty and staff will be back in August. We will have the entire building back on August 23<sup>rd</sup>. We are moving in the right direction.

## **11. NEW BUSINESS**

### **a. JFK NEAS&C PRESENTATION**

Ms. Middleton, our Chief Academic Officer gave an overview of the JFK NEAS&C on-going process to the Board. They have given us their recommendations from the self-evaluation they conducted. Mr. Sargalski will review the next steps for JFK.

Mr. Sargalski stated we have received good news regarding the JFK re-accreditation. There is still a good amount of work that needs to be done. JFK staff members Elaina Beebe, Steven Jewell and David Guertin reviewed the Teaching and Learning Standards, Mission & Expectations, Curriculum, Instruction, Assessment; Leadership & Organization; School Resources; Community Resources commendations and recommendations.

Mr. Sargalski explained the next steps needed for the next several years. We will continue to work with our curriculum coordinators, content area coordinators, Central Office and the Standards Based Committee members to plan and implement the needed recommended changes. He will submit 2 special reports in October 2016 and March 2017. They had concerns about our nursing cots and students sitting on the buses for approximately 10-12 minutes before entering the school in the morning and during the cold weather months. This needs to be addressed in our October report. Our March report needs to connect the over-arching civic and social expectations with our mission statement and curriculum. They exist but our connection needs to be stronger. We need to design and implement a plan to integrate research based assessment practices and connect a rating to all identifying learning standards. We need to establish a plan for the library media program that is supervised with a certified librarian media specialist.

Mr. Neville commended them for this report. This is additional work that is ongoing. It is a huge task and he knows this from past experience. This is a rigorous self assessment. Nursing is a huge concern. Many of the cots are original from 1969.

Mr. Sargalski stated we will reupholster them to save money instead of replacing them.

Mr. Neville asked if they can give the Board an update with the 2 year and 5 year reports. He added that budget constraints are a huge concern.

Mr. Sargalski stated that he will continue to update the Board with the progress.

Mr. Neville would like to receive hard copies of this report. Dr. Schumann stated we will send this to the Board electronically and we will post it on the website.

Mr. Peabody stated you have done a nice job. He was present when the NEAS&C Committee came to JFK. The committee was very thorough. He asked about the academic and social alignment.

Mr. Sargalski stated their academic, social and civic expectations that need to align with our mission statement. There are some areas we need to improve on. The students need to know how they are doing and we need to vertically align this with the high school mission statement.

Mr. Peabody asked about the budget for technology. You are maximizing the space at JFK for student support and personnel is commendable. He asked about any challenges.

Mr. Sargalski stated we have a cohesive plan moving forward. We are using BEST practices and make sure our professional development is driving school improvements.

Mr. Peabody asked Chairman Sirard if this presentation can be given to the Town Council so they know what is at stake here. This is a continuing quality improvement idea.

Mr. Neville agrees, this would be a great idea to present this to them.

Mr. Grady also agrees. He asked if they can give us a punch list of what needs to be done for this accreditation process. Also list if any budget impacts are preventing your progress.

Mr. Sargalski will work on this list over the summer and will prioritize the items for the Board.

Mr. Ludwick stated the atmosphere and culture at JFK is very positive. Mr. Sargalski stated we did receive high grades on this area.

Mr. Ludwick stated that is not surprising. He added that a lot of the JFK staff attends student games. This is very important and gives a positive vibe in the school. He understands the financial concerns. The student and staff relationship is very important. There are many measurable things going on at JFK that cannot be put on paper like plays and concerts. Our kids have gone through many things. You definitely earned your accreditation.

Mr. Ludwick asked how long will this accreditation be for? Ms. Middleton stated 5 years. Mr. Sargalski added that we would start the process all over again. Mr. Ludwick stated the key is self-evaluation.

Mr. Ludwick congratulated them for earning their accreditation without the financial backing.

Mr. Neville added by bringing this report to the Town Council will give them a good idea of what is going on in our buildings. It is important to get the community involved. We can educate them about the process. This rigorous process will improve learning for our students. Many people watch E-TV. It would be good for us to present this information to the Town Council at a joint meeting.

Mr. Peabody asked about the gap with our technology devices. This will let us know what additional technology is needed.

Chairman Sirard thanked them for the presentation. We know you are dealing with the most challenging

years of our young adults at JFK. You are doing a great job. The NEAS&C was positive and finances are needed. The assessment was very positive. We will continue to fight for the funding that is needed for our students and town. We all know who is short changing who. Education delivery has changed due to State mandates. It is an evolving process. You are doing a wonderful job at JFK to make sure we are vertically aligned. They made a recommendation and you have done a wonderful job getting us to this point. Thank you.

**b. APPROVAL OF HEAD START FY2017 FEDERAL COLA GRANT**

Mrs. Clement and Mrs. Levasseur gave the Board an update about the Enfield Head Start program. We are very proud of our families and students. They are fully enrolled with 104 students and have great parent participation. Student attendance is 90% or higher. Sixty Four (67) students will move onto Kindergarten in the fall. Our staff is very dedicated to the students and families. We have seen tremendous growth with our students.

Mrs. Clement and Mrs. Levasseur reviewed the Teaching Strategies Gold Early Childhood Assessment from the Fall 2015 compared to the Spring 2016. We have had a very successful year. Mrs. Clement added the students entering Head Start are entering with a lower level of skills compared to past years.

Mrs. Clement reviewed the grant with the Board to apply for this available COLA grant.

Mr. Peabody congratulated them for their hard work and dedication to the students. He is very impressed with the student growth. The Enfield Head Start program is a successful program compared to other Head Start Programs.

Mr. Ludwick asked about the student criteria. Mrs. Levasseur stated the students need to master the 12 objectives they are assessed at.

Mr. Ludwick asked if there are any grants you can apply for based on the student's meeting the required criteria success. Mrs. Clement wished there were some grants available based on the students success.

Mr. Ludwick appreciates the information you have provided.

Mr. Neville added that he likes when you come before the Board. Your program is extremely successful and it makes a difference with student learning in Kindergarten. Do you have a waiting list?

Mrs. Clement stated we continually take applications and have waiting lists with 70 students on it. We accept applications all year long. Families move and we can take students from the waiting lists.

Mr. Neville asked why the student's skills are lower now when they enter Head Start. Mrs. Clement stated that many families are struggling financially and some families are very fragile. Many of the students are spending too much time using screens from computers, tablets or phones. This affects their social, learning and speech skills. Students need to interact. This is affecting their overall learning.

Mr. Neville has read about this. This is very interesting. He asked if the student data will go along with the student to Kindergarten. This information will help the teachers to know where the students are academically.

Mrs. Clement stated this information is sent to the teachers for that purpose.

Mr. Neville thanked them and urged them to keep up the good work. He loves when you come before us.

Mrs. Thurston stated she adores the students. She urged Board members to visit them. She has made many friends with the parents since she has been the liaison. They are so involved with the program at Head Start.

Mr. Peabody asked if they also work with Social Services. Mrs. Clement stated they collaborate with

Family Resource Center, Asnuntuck Community College, Kite, Social Services and the public library. We all work together.

Mr. Peabody stated that a neighbor's child attended Head Start and it made such a difference with the child's learning and development. This program is a huge success.

Mr. Peabody moved, seconded by Mrs. Unghire that the Enfield Board of Education approves the Head Start FY2017 Federal COLA Grant as presented.

A vote by **roll-call 8 -0-0** passed unanimously.

**c. 2016 Lester J. Bodley Memorial Scholarship**

Mr. Grady moved, seconded by Mr. Kruzel that the Enfield Board of Education approves Student A as the recipient of the 2016 Lester J. Bodley Memorial Scholarship.

A vote by **roll-call 8 -0-0** passed unanimously.

Mrs. Thurston moved, seconded by Mrs. Unghire that the Enfield Board of Education approves Student B as the recipient of the 2016 Lester J. Bodley Memorial Scholarship.

A vote by **roll-call 8 -0-0** passed unanimously.

**12. BOARD COMMITTEE REPORTS**

**a. Building Committee**

Mr. Kruzel stated we are moving along with the project. The weights that rusted during storage are at his facility being sand blasted. Next they will go to Chairman Sirard's facility for plating.

Mr. Neville thanked both Mr. Kruzel and Chairman Sirard for stepping up to the plate to get the weights sand blasted and coated. He added that the gas line concern at Enfield High has been addressed and resolved. The traffic light discussion at Enfield High is ongoing and it will cost around \$250K to install. This is still being discussed.

Mr. Kruzel added they are still looking at traffic patterns.

Mr. Neville added the steel is going up and it is gorgeous. Our meeting went very quickly and we are meeting all of our deadlines. We are in a good place.

Mr. Kruzel added there haven't been any change orders during this week.

Mr. Grady asked if the Building Committee has reached out to our legislators about the traffic light. Mr. Kruzel stated that Wendy Osada has.

**b. Curriculum Committee**

Mr. Neville reported the Curriculum Committee met. We discussed textbooks, curriculum changes and the grades 3-5 standards based report cards. We are making progress with opportunities for our students with the number of AP classes being offered. We are looking into the UConn/AP costs for exams. This is something the Board will need to discuss for next year.

Mr. Neville asked what is the trend for computers and the number of computers we have or will need? We need to look at the trend. This may impact the district. This is another item that the Board will need to discuss further.

**c. Finance Committee**

Mr. Peabody reported the Finance Committee met earlier tonight. Nutrition services went through an audit and there were no irregular findings found. Talented and Gifted will also be reviewed. We received some information regarding this estate. We will address accounts and payroll later on the agenda.

Mr. Neville asked if we have received any money from this estate. Mr. Drezek stated we have received some of the money from them. A percentage was held back. We were notified that the check is in the mail.

**13. APPROVAL OF MINUTES**

Mr. Kruzel moved, seconded by Mr. Neville that the Special Meeting Minutes of May 10, 2016 be approved. A vote by **show-of-hands 8-0-0** passed unanimously.

Mr. Kruzel and Mrs. Thurston moved that the Regular Meeting Minutes of May 10, 2016 be approved. A vote by **show-of-hands 8-0-0** passed unanimously.

**14. APPROVAL OF ACCOUNTS PAYROLL**

**a. For the Month of April 2016**

Mr. Peabody moved, seconded by Mr. Kruzel that the Enfield Board of Education certifies that in the month of April 2016, total expenditures amount to \$7,455,364.00 broken down between payroll totaling \$5,957,900.47 and other accounts totaling \$1,497,463.53.

All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **roll-call 8 -0-0** passed unanimously.

**b. Line Item Transfers, if any - None**

**15. CORRESPONDENCE AND COMMUNICATIONS**

- a. Invitation to attend the ETLA Graduation Ceremony
- b. Invitation to attend the Enfield Adult Education Graduation Ceremony

**16. AUDIENCES - None**

**17. EXECUTIVE SESSION**

Mr. Kruzel moved, seconded by Mr. Neville that the Enfield Board of Education enters into Executive Session for Matter(s) Related to Collective Bargaining and Matter(s) Related to Personnel.

A vote by **show of hands 7 -1-0** passed with Mrs. Thurston in dissent.

The Board remained in Council Chambers for the Executive Session at 8:15 PM. Mr. Drezek and Dr. Schumann joined the Board in Executive Session. No Board action occurred during the Executive Session.

**18. ADJOURNMENT**

Mrs. Thurston moved, seconded by Mr. Kruzel to adjourn the Regular Meeting of May 24, 2016.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:15 PM.

Tina LeBlanc  
Secretary  
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary