

MINUTES OF THE REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING

Monday, August 19, 2024

Town Hall Main Meeting Room

CALL TO ORDER: Ms. Lynn Piascyk, Chair, called the meeting to order (7:00 PM).

BOARD MEMBERS PRESENT: Lynn Piascyk, Chair (in-person); Dr. Laura Franchese (in-person); Sarah Beth Del Prete, Secretary (in-person 7:16 PM); Steven Lawrence, Vice Chair (in-person); Dr. Michael Strambler (in-person) and Erin Williamson (remote).

STAFF: Vonda Tencza, Superintendent; Analisa Sherman, Principal; Jimmy Sapia, Assistant Principal; Cheryl Tafel, Assistant Principal; Carrie Borcharding, Special Services Director; Donna Coonan, Director of Business Services/ Operations and Marsha DeGennaro, Clerk of the Board.

The Board recognized the 2024/25 new staff in attendance, Grade 1 teacher Alina Marcellinas and Cafeteria Supervisor Jessica Hill.

CORRESPONDENCE – None

PUBLIC COMMENT – None

CONSENT AGENDA

MOTION #1 – CONSENT AGENDA

Move that we approve the consent agenda as presented.

Second by Dr. Strambler

UNANIMOUS

Superintendent Report – Superintendent Tencza provided a brief update on the roof replacement, paving, drainage and site work around the grounds, the purchase of school supplies to defray parent cost, return of staff this week and students next, completion of the summer programs at the end of July, staffing changes and enrollment updates for each grade. Kindergarten has approximately 20 students affected by the legislative change to the September 1 cutoff for registration. Also, noted was a forthcoming request for the addition of four paras to the 2024/25 budget.

Ms. Del Prete arrived (7:16 PM).

BRS Update – Principal Sherman thanked the Amity Middle School for housing the summer programs, the cancellation of the *Meet and Greet* as a result of current construction and the tireless work of the custodial crew to ready the building for the return of staff this week and students the following week.

BRS Infrastructure Upgrade Building Committee Update – Dr. Maria Madonick, Committee Chair provided an update pertaining to the work being performed by Antinozzi & Associates and Construction Solutions Group (CSG). It was noted that a new contract should be prepared for CSG to complete the work in Phases 3-5 as approved by the Board of Selectmen in March. It is anticipated that Antinozzi will digitalize all the building plans and begin meeting with various stakeholder groups as part of development of ed specs and the vetting of assorted options for presentation to the Tri-Board in November and in preparation for the June 2025 referendum. The presentation will include what work has been done, viable options and explanations of their viability, estimated costs/funding, adaptations for increasing enrollment and maintenance planning. Disbursement of information to the community will occur in January/February and continue throughout the spring.

Finance Committee – Mr. Lawrence noted this committee did not meet in August. Ms. Coonan provided an overview of reconciliation of the 2023/24 financials. Upon final reconciliation of all expenses, approximately \$30,000 – 40,000 will be returned to the Town. It was noted that the Cafeteria and EDay accounts were intentionally decreased due to the significance of their fund balance.

Policy Committee – Policies under 30-day review from the June meeting were presented for adoption.

MOTION #2 – POLICY 9011

Move that we adopt Policy 9011 – Accountability as revised.
Ms. Piascyk
Second by Mr. Lawrence
UNANIMOUS

MOTION #3 – POLICY 1316

Move that we adopt Policy 1316 – Conduct on School Property (Civility) as submitted.
Ms. Piascyk
Second by Ms. Del Prete
UNANIMOUS

MOTION #4 – POLICY 9121

Move that we adopt Policy 9121 – Chairperson as submitted.
Ms. Piascyk
Second by Dr. Strambler
UNANIMOUS

MOTION #5 – POLICY 9122

Move that we adopt Policy 9122 – Vice Chairperson as submitted.
Ms. Piascyk
Second by Ms. Del Prete
UNANIMOUS

MOTION #6 – POLICY 9123

Move that we adopt Policy 9123 – Secretary as submitted.
Ms. Piascyk
Second by Mr. Lawrence
UNANIMOUS

MOTION #7 – POLICY – 9124

Move that we adopt Policy 9124 – Clerk of the Board as submitted.
Ms. Piascyk
Second by Dr. Franchese
UNANIMOUS

MOTION #8 – POLICY – 9125

Move that we adopt Policy 9125 – Attorney with the addition of a second sentence at the end of the second paragraph that states “Such services may also be obtained at the consequence of a formal vote of the board”.
Ms. Piascyk
Second by Mr. Lawrence
UNANIMOUS

MOTION #9 – POLICY 9150

Move that we adopt Policy 9150 – Consultants as submitted.
Ms. Piascyk
Second by Ms. Del Prete
UNANIMOUS

CABE Liaison Report – Board members were urged to register for the CABE/CAPSS Convention on November 15 and 16 as early registration ends August 23, and to register for the School Finance Webinar Series – Best Practices for financial Oversight on September 11, How the Budget is Developed, Adopted and the Board’s Oversight on September 24.

Upcoming Meeting Presentations – The regular September 16 meeting will include a report from the PTO and acknowledgement of tenured staff. Committee meeting schedule: Facilities September 5 at 7:30 AM and Finance September 10 at 4:30 PM. In addition, individual Board members committed to attending each of the Open Houses.

NEW BUSINESS

2024/25 Mission, Vision and Goals – The Board reviewed the 2024/25 Mission, Vision and Goals developed at the July 22 retreat.

MOTION #10 – 2024/25 MISSION, VISION AND GOALS

Move that we adopt the 2024/25 Board Mission, Vision and Goals as presented.

Mr. Lawrence
Second by Dr. Strambler
UNANIMOUS

Capital Plan Funded Ed Specs

It was noted that the BOS authorized funding from the capital plan budget for Phases 3-5 of the Educational Specs developed by CSG. A new contract should be forwarded to CSG in the coming weeks.

Ms. Williamson left the meeting (7:59 PM)

It was noted that based on the report from Superintendent Tencza earlier in the meeting, additional staffing would be necessary for the 2024/25 school year.

MOTION #11 – MODIFY AGENDA

Move that we amend the agenda to address the special education enrollment concerns shared during the Superintendent’s report.

Ms. Piascyk
Second by Mr. Lawrence
UNANIMOUS

Superintendent Tencza indicated that four students have moved into Woodbridge whose IEP’s require one-on-one support. We have several qualified candidates in our interview pool, and are hopeful we will be able to fill these positions quickly. As we are just beginning the 2024/25 operating budget, it remains unknown if we will have sufficient funds to cover the cost of these positions and it is possible that a special appropriation from the Town may be requested later in the year.

MOTION #12 – ADDITIONAL STAFFING

Move that we authorize the Superintendent to add four (4) additional paraeducator positions to the 2024/25 operating budget.

Mr. Lawrence
Second by Dr. Franchese
UNANIMOUS

PUBLIC COMMENT – None

MOTION TO ADJOURN: (8:08 PM)

Mr. Lawrence
Second by Dr. Strambler
UNANIMOUS