

**BRISTOL BOARD OF EDUCATION**  
**Bristol, Connecticut**  
**February 3, 2021 – Regular Meeting Minutes**

The regular meeting of the Bristol Board of Education was held on Wednesday, February 3, 2021, at 7:00 p.m. via the Zoom Meeting Platform.

**PRESENT:** Commissioners: Eric Carlson, Jennifer Dube, Kristen Giantonio, Thomas O'Brien, Shelby Pons, Karen Vibert, Allison Wadowski and Christopher Wilson; Dr. Catherine Carbone, Superintendent, Dr. Michael Dietter, Deputy Superintendent, Dr. Sam Galloway, Director of Talent Management, Kim Culkin, Director of Special Services, Jill Browne, Business Director, Carly Fortin, Director of Teaching and Learning, and Peter Kelley, Council Liaison

**EXCUSED:** Commissioner John Sklenka

**CALL TO ORDER/PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM/MOMENT OF SILENCE**

Chair Jennifer Dube called the meeting to order at 7:01 p.m. and asked attendees to stand for the Pledge of Allegiance.

Chair Dube asked for a moment of silence for Jane (Gucken) Madden a Citywide Reading Teacher from 1966 to 1992 and John W. Makara an Industrial Arts teacher at Bristol Central from 1967 to 1998.

**MEETING NORMS**

Commissioner Dube read the meeting norms.

**STAFF & STUDENT RECOGNITION**

**Fire Prevention Poster Contest Winners**

Dr. Carbone recognized two students from Ivy Drive School; Niveaa Williams, Grade 5, and Isabella Guzman, Grade 4 for winning the Fire Prevention Poster Contest. Niveaa and Isabella both joined the meeting to be recognized.

**Chippens Hill's - My Cousin's Closet - Operation Warmth Events**

Dr. Carbone also recognized Chippens Hill's - My Cousin's Closet - Operation Warmth Event K.I.M. and Mentor Coordinator, Amy Campisano, was present and shared the project information. The project rolled out during the food distribution schedule to access as many families as possible, warm clothing and backpacks were distributed. The event was a team effort, goal students laundered the clothing to get them ready, SRO's were present to help at the event, BPS staff set up canopies, and a special thank you to Chippens Hill staff members Steve Elliott, Maya Laprise, and Sue Skarodowsky. Mrs. Campisano reminded the audience that if they have items they would like to share, send them to Chippens Hill's My Cousin Closet.

**APPROVAL OF MINUTES**

**January 6, 2021 - Regular Meeting Minutes**

Following a motion by Allison Wadowski and a second by Shelby Pons a roll call vote was called.

Approval of the **January 6, 2021 – Regular Meeting Minutes PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**January 19, 2021 – Budget Workshop Meeting Minutes**

Following a motion by Karen Vibert and a second by Eric Carlson a roll call vote was called.

Approval of the **January 19, 2021 – Budget Workshop Meeting PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**January 26, 2021 – Budget Workshop Meeting Minutes**

Following a motion by Karen Vibert and a second by Shelby Pons a roll call vote was called.

## **APPROVAL OF MINUTES - cont**

Approval of the **January 26, 2021 – Budget Workshop Meeting PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

## **COMMITTEE REPORTS**

**Communications** – Commissioner Pons reported that the committee met earlier in the evening. Commissioners discussed home visits. Administrators from Hubbell, Northeast, and Bristol Eastern were present to share their personal experiences with home visits to their families and the various supports they provide. The committee also discussed communication with families, Communications Director Brian Burke plans to upgrade the district's communications efforts to families. The committee also discussed grant opportunities for the district, we are looking for ways to supplement programs and initiatives across the district.

**Finance** - Commissioner Vibert reported that the committee met and discussed the December 31st snapshot in the 2020-21 fiscal year, at that time, the Operational Budget showed an available balance of \$3,904,383. We are running below budgeted amounts in all areas of the budget, except in magnet school tuitions where we are slightly over-budget. There is a spending freeze at this time to all departments. The district was recently contacted by the CSDE to share that another round of COVID Relief Funding is on the way for school districts. Connecticut will be receiving \$492,426,458 in ESSER II funding. Commissioner Vibert reported that the cafeteria is currently running a deficit and there were no appropriations or transfers to report.

**Operation** – Commissioner Carlson reported that the committee met on January 27, 2021, and approved the meeting calendar for 2021. Dr. Carbone presented the Reimagining Bristol Public Schools update regarding feasibility planning and Peter Fusco reviewed the 10-year Capital Improvement Plan.

**Personnel** – Commissioner O'Brien reported that a Personnel Committee meeting is scheduled for February 18, 2021; we are commencing negotiations.

**Policy** – Commissioner Giantonio reported that the committee met on January 27, 2021, and approved meeting minutes and the meeting calendar for 2021. The committee discussed Policy 5141.5 Suicide Prevention; a more detailed presentation will be given later this evening. The committee also discussed upcoming agenda items. A New Business item regarding community and rentals was discussed.

**Student Achievement** - Commissioner Wilson reported that the committee met and discussed three items. The high school program of study was presented by Pete Wininger from Bristol Central. There were only minor changes this year. The committee received a presentation and discussed the impact of preK education in the Bristol Public Schools and Kim Culkin, Director of Special Services gave a presentation regarding the work of the Special Services team.

## **STUDENT REPRESENTATIVE REPORTS**

**Bristol Central High School** – Sydney Rodriguez, Junior representative from Bristol Central shared information from Bristol Central. This month's report highlighted a return to hybrid learning, mid-year check-ins, junior class Chick-fil-a and Panera Bread fundraisers, course selection for next year, and Seniors in the process of ordering their caps and gowns.

**Bristol Eastern High School** – Trish Mohan, Junior representative from Bristol Eastern shared information from Bristol Eastern. This month's report highlighted mid-year check-ins and the teacher/student preparations; the start of the second semester and the Lancer Nation group preparing freshman for second semester; Bristol Eastern/Bristol Central meeting with Dr. Carbone, Dr. Dietter, and administration from both schools to discuss how school is going and how we can make second semester a success, topics discussed included scheduling, mental health, academic content and amount of academic content and the introduction of peer educators; and sports holding virtual practices; the start of winter sports, continuation of club meetings, and upcoming fundraisers.

**CHAIR REPORT** - Chair Jennifer Dube provided an update of the 2021-2022 Budget Presentation. The budget was presented on January 19 and January 26 it was a robust presentation and approval of the budget will appear later on this evening's agenda. The Board will be participating in a hybrid presentation of the Board of Education budget to the city on March 16, 2021, at 6:00 p.m.

### **SUPERINTENDENT REPORT**

Dr. Carbone shared district updates. We will host a CVL Parent Night on February 18, 2021, for Pre K-Grades 5 at 6:30 p.m. and Grades 6-12 at 7:30 p.m.; CT SAT School Day will be held on March 24, 2021. We have had 109 Positive Cases and have had 538 Tracing Events. Dr. Carbone provided an update to Reimaging BPS 2023 and a detailed budget workshop review. Dr. also reminded commissioners about the Board of Education Retreat scheduled for February 4, 2021, at 6:30 p.m.

### **CONSENT AGENDA**

Chair Dube called for the approval of the Consent Agenda which includes Items 8.1.1 through 8.2.8.

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **CONSENT AGENDA PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **PERSONNEL**

#### **Teacher Retirement**

Beaudoin, Veronica – EPH – Instructional Specialist, Literacy - Effective January 6, 2021

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Teacher Retirement PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

#### **Teacher Resignation**

Orcutt, Brittany – WB – Grade 7 Math Teacher – Effective December 23, 2020

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Teacher Resignation PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

#### **New Teacher Hire**

Guarda, Karen – WB – Grade 2 Teacher – Effective January 19, 2021

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **New Teacher Hire PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

#### **A-1 Hire**

Woods, Kristine - CW - Library Media Department Head - Effective November 2, 2020

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **A-1 Hire PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**CONSENT AGENDA - cont**

**A-2 Hire**

Siegel, Liza – GH – Special Elementary/MS/HS Performing Groups - Effective August 25, 2020

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **A-2 Hire PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**A-3 Resignation**

Sirianni, Scott – WB – K-8 Curriculum Coordinator - Effective August 25, 2020

Zadrozny, Patricia – SSS – Technology Coordinator - Effective February 2, 2021

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **A-3 Resignation PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**A-3 Hire**

Consonni, Claire – BECC – Building Tech - Effective October 9, 2020

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **A-3 Hire PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**Teacher Request for Unpaid Leave of Absence**

Riley, Megan – WB – Special Education Teacher - Effective December 9, 2020, through February 12, 2021

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Teacher Request for Unpaid Leave of Absence PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**Sixth Year Salary Credit Effective February 1, 2021**

<b>Name</b>	<b>Assignment</b>
Abucewicz, Danielle	Music Teacher
LeClair, Michael	Technology Teacher
Ryskowski, Paul	English Teacher

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Sixth Year Salary Credit PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

**GRANTS**

**Bristol FRCs State Grant for Greene-Hills and West Bristol**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Bristol FRCs State Grant for Greene-Hills and West Bristol PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

## **GRANTS – con't**

### **FRC CDBG FAST (Family Assessment Support Team)**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **FRC CDBG FAST (Family Assessment Support Team) PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **FRC WORKS (Working Parents, Options, Resources & Key Supports) Grant**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **FRC WORKS (Working Parents, Options, Resources & Key Supports) Grant PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **Quality Enhancement Grant for Bristol FRC**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Quality Enhancement Grant for Bristol FRC PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **Screening Early and Reaching Children at Home/Community (S.E.A.R.C.H)**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Screening Early and Reaching Children at Home/Community (S.E.A.R.C.H) PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **SDE Primary Mental Health Grant to BOE/BOOST Grant managed by FRC**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **SDE Primary Mental Health Grant to BOE/BOOST Grant managed by FRC PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **Stocker Foundation Unrestricted Funds Grant**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Stocker Foundation Unrestricted Funds Grant PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

### **Women & Girls Fund/MSCF**

Following a motion by Kristen Giantonio and a second by Thomas O'Brien a roll call vote was called.

Approval of **Women & Girls Fund/MSCF PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

## **PUBLIC COMMENT**

No members of the public wanted to address the Board.

## **DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS**

### **Quarterly Enrollment Update**

Dr. Galloway presented the Quarterly Enrollment Update Commissioners. Highlights of the report included

### Quarterly Enrollment Update – con’t

Total enrollment for grades: Pk-5-3,448; 6-8- 1,780; 9-12-2,406; Special Programs -161, and Cooperative Virtual Learning students as of 1.29.21: 2,757

Dr. Galloway shared a comparison of enrollment numbers from 2020 to 2021:

January 2020 Enrollment	January 2021 Enrollment
8,075	7,795 (-280)
October 2020	January 2021
7,780	7,795 (+15)

### Special Services Leadership Team Report

Mrs. Culkin presented the Special Services Leadership Team Report. Mrs. Culkin shared that as of January 4, 2021, there were 1,731 students identified out of the total enrollment of 8,080; that represents a 21.42% identification rate. As of June 1, 2020, our identification rate was 21.17%. Of all newly enrolled students during December 2020, 7.14 % of students were eligible for special education services at the time of registration. Since April 2020 four (4) students came to Bristol already identified and requiring out-of-district placements. Currently, we have 117 students in Out-of-District – Private and 74 students in Out-of-District – Public (Magnet). Mrs. Culkin also shared Under the Learner Focus district priority, we will take a deep dive into Literacy, working on closing the performance gap by utilizing Literacyhow a comprehensive learning program. Under the Operational and Organizational Effectiveness district priority, Mrs. Culkin shared focus areas of the district’s work; Implement best practices in instruction, Align philosophy and practice of PreK-12 District-Wide Separate Programs and Reallocate related services staffing to increase services.

### Preliminary Calendars for the 2021-2022 and 2022-2023 School Years (First Presentation)

Dr. Galloway presented the first reading of the Preliminary Calendars for the 2021-2022 and 2022-2023 School Years. Changes in the calendar from 20-21 to 21-22 include: four (4) fewer PD days before school starts, Oct. PD day for 9-12 only for PSAT's, No PD day in Oct for PreK-8, Winter Break no longer has a half-day at the beginning of vacation and staff will observe New Year’s on Dec. 31st. Differences in the 2022-2023 calendar include four (4) fewer PD days before school starts, Oct. PD day is for 9-12 only for PSAT's, No PD day in Oct for PreK-8 and Winter Break no longer has a half-day at beginning of the vacation. Following this presentation, the calendar will be provided to BAPS, BFT, AFSCME 818, AFSCME 2267, AFSCME 3551, and the PTA/PTO Presidents for input. The calendars will appear on next month's agenda for a vote.

### Superintendent’s Recommended Budget for the 2021-2022 School Year

Dr. Carbone presented the Superintendent’s Recommended Budget for the 2021-2022 School Year. The complete budget in the amount of \$123,578,000 was presented at budget workshops held on January 19, 2021, and January 26, 2021. The budget has been approved by the Finance Committee and will be presented to the Board of Finance on Tuesday, March 16, 2021. Commissioner Vibert read the motion.

***It is recommended that the Board of Education accept and approve the Superintendent’s Recommended Budget for the 2021-2022 school year in the amount of \$123,578,000, which represents a 3.83% increase to the current operating budget. Approval of this motion will result in the budget as presented becoming the Board of Education’s recommended Budget, and as such will be presented to the City Board of Finance on March 16, 2021.***

Following a motion by Karen Vibert and a second by Allison Wadowski a roll call vote was called.

## **Superintendent's Recommended Budget for the 2021-2022 School Year – con't**

Approval of **Superintendent's Recommended Budget for the 2021-2022 School Year PASSED** with seven (7) Commissioners (Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion and one (1) Commissioner Carlson voting No.

## **POLICY REVISIONS**

### **Policy 5141.5 – Suicide Prevention**

Dr. Dieter presented Policy 5141.5 – Suicide Prevention. This is a revision to an existing and required policy. The revisions include updating of procedures, detailed explanations of to whom and how information is shared, and a process for supported return to school for any student experiencing distress associated with suicidal thought or related trauma.

Following a motion by Shelby Pons and a second by Kristen Giantonio a roll call vote was called.

Approval of **Policy 5141.5 – Suicide Prevention PASSED** with eight (8) Commissioners (Carlson, Giantonio, O'Brien, Pons, Vibert, Wadowski, Wilson, and Dube) in favor of the motion.

## **NEW BUSINESS**

There was no New Business to come before the Board.

## **BUILDING REPORTS**

**MBIAMS Update** - Dr. Dieter presented the Memorial Boulevard Intradistrict Arts Magnet School Update. The building renovation is proceeding and as I have shown in the pics we have had significant activity to the rear of the building which will become the gymnasium and associated theater support spaces. We have also had a series of lightweight concrete pours, on floors throughout the building. We are awaiting masonry reports regarding the lentils as was described in the last update. We continue to proceed within budget and are anticipating an adjustment to schedule somewhere in the neighborhood of two weeks resulting in a building turnover of May 26, 2022. A question followed regarding the concrete arches that were discussed at last month's meeting. There is currently no update, as we are awaiting masonry reports regarding the lentils.

**South Side - HVAC Project** - Tim Callahan presented the South Side HVAC Project report. Mr. Callahan reported that the project is moving forward and Phase 1 is almost complete. We are looking at Phase 2 which is putting the air conditioning in the multi-purpose room and make-up air for the kitchen area Those were not in the original contract and we are expanding them per the request of the building committee. We have requested in our capital improvement plan to put an additional \$268,000 to cover this. With some contingency money left over in the old project, we should have plenty to do the work. We have just received estimates, and we are in good shape to meet that budget.

## **INFORMATION/LIAISON REPORTS**

This month commissioner received elementary school liaison reports. Commissioner Vibert shared information about South Side School, and Commissioner Giantonio shared information from West Bristol Schools.

## **ADJOURNMENT**

Following a motion by Karen Vibert and a second by Shelby Pons and

There being no other business to come before the Board of Education the meeting should adjourn. (8:10 p.m.)

Respectfully Submitted

*Susan P. Everett*

Susan P. Everett

Executive Secretary to the Board of Education