

Open Choice – Superintendent Tencza presented the recommendation to return to 18 slots for the 2024/25 school year. This recommendation is predicated on one Grade 6 student leaving and the addition of the two vacant slots to accommodate two siblings of current students attending BRS under Open Choice. While we are not able to control the lottery and placement of students, we have been able to establish a clearer billing pattern, more responsive communications and a better defined reimbursement allocation with the New Haven Public Schools. Questions were raised relative to incoming class sizes in Kindergarten, other districts opting out of participation and finding alternative options to reduce racial economic isolation. Given current participation, we are over represented with the number of white participants and under-represented in black and latino populations. Perhaps there are other programs that could fulfill mandated requirements to improve academic achievement; reduce racial, ethnic and economic isolation; and provide a choice of educational programs for public school students.

**MOTION #4 – OPEN CHOICE**

Move that we continue participation in the Open Choice program and adopt the Superintendent's recommendation to allocate 18 slots for the 2024/25 school year with any vacant slots filled beginning in Kindergarten.

Dr. Dahya

Second by Dr. Madonick

**IN FAVOR:** Ms. Piascyk, Dr. Madonick, Dr. Dahya, Mr. Lawrence Dr. Strambler and  
Ms. Williamson

**AGAINST:** Ms. Del Prete, Ms. Hopkins and Mr. Hughes

***MOTION PASSES 6-3-0***

**MOTION #5 – OPEN CHOICE ALTERNATIVES**

Move that we explore other options for the future to address diversity in this district and create integral relationships with other districts.

Ms. Del Prete

Second by Ms. Hopkins

**UNANIMOUS**

BRS Update – Ms. Sherman noted the school-wide Halloween Costume walk, the Veteran’s Day Ceremony, new teacher evaluation guidelines, Apple Distinguished School Award with technology displays in various classrooms and a robot parade, professional development days in literacy instruction and the Master reading class.

Math Update – Superintendent Tencza and Ms. Sherman highlighted various aspects of the Math program for what is currently in place, what is working, what will be tweaked, Grade 5 and 6 pathways for the building of curriculum foundations, the Grade 6 pathway to Middle and High School Math and creating program extension offerings in EDay or after-school opportunities. The focus of the program is to build foundational skills that develop a deeper understanding of standards versus skipping content, compacting of mathematical / content curriculum standards, defining expectations of each grade level and differentiating learning for all levels. It was noted that for the second year in a row, we ranked number 1 in our DRG in Math are in the top 3 of DRG A. While we did not have enough students who qualified for pre-algebra this year, our test scores validate that we are successful at serving the whole child.

It was noted that pre-algebra eligibility is based on standardized assessment testing and students must score 98 or higher in 5 out of 6 content areas to qualify. It was suggested that a page be created on the web site that defines our pre-algebra qualification criteria as well as the criteria for Middle School acceptance. Perhaps through conversation Amity could be convinced to change their standards and/or criteria. We need to attain a better solution than having students skip an entire grade level of content. Also, given the recent staffing changes in Grade 6, a veteran teacher is now teaching Math. There will be an additional follow-up provided at the January 16 regular meeting as well as the spring.

Town Building Committee Update – Mr. Hughes outlined the Education Specification pertaining to the Roof Replacement project that are required in order to have roof replaced this coming summer. As a referendum vote is required, there is a very rapid and tight timeline to achieve commencement of construction by the beginning of summer.

**MOTION #6 – ED SPECS (ROOFING PROJECT)**

Move that we approve the Education Specifications pertaining to the Roof Replacement project as presented by Silver Petrucelli for submission to the Town Building Committee and CSDE.

Mr. Hughes  
Second by Dr. Madonick  
**UNANIMOUS**

*Facility Committee* – Mr. Hughes indicated this Committee met on November 2 and again on November 8 at the request of the Town Building Committee to review proposed capital projects. Superintendent Tencza also submitted a letter to the Town Building Committee supporting the projects identified in the 2025-2030 Capital Projects proposal.

*Finance Committee* – Mr. Lawrence noted that the Finance Committee met on November 14 to review monthly financials and the 2025-2030 Capital Budget proposal.

*2025-2030 Capital Budget Proposal* – these projects were reviewed and will be voted on at the December 18 regular meeting.

*Policy Committee* – Dr. Madonick presented the two mandated policies under 30-day review for adoption.

**MOTION #7 – POLICY 3542.41 – FOOD SERVICE PERSONNEL PROFESSIONAL STANDARDS ADOPTION**

Move that we adopt 3542.41 – Food Service Personnel Professional Standards as presented.

Dr. Madonick  
Second by Ms. Hopkins  
**UNANIMOUS**

**MOTION #8 – POLICY 4113.12 – MINIMUM DUTY FREE LUNCH PERIODS FOR TEACHERS AND OTHER CERTIFIED STAFF ADOPTION**

Move that we adopt 4113.12 – Minimum Duty Free Lunch Periods for Teachers and Other Certified Staff as presented.

Dr. Madonick  
Second by Mr. Lawrence  
**UNANIMOUS**

*Upcoming WBOE Committee / Meeting Schedule* – Policy Committee on December 4 at 4:30 PM, Curriculum Committee on December 7 at 4:00 PM, Finance Committee on Tuesday, December 12 at 4:30 PM, the Budget Workshop on December 11 at 7:00 PM, the regular WBOE Meeting December 18 at 7:00 PM, the Special WBOE meeting to adopt the budget on January 3 at 7:00 PM and a back-up date on January 4 at 7:00 PM.

*CABE Liaison Report* – Ms. Piascyk noted the attendance of herself, Superintendent Tencza, Dr. Madonick, Ms. Hopkins, Ms. Del Prete and Mr. Lawrence at the CABE Conference on November 17 and presented the Board Leadership Recognition Award.

*Upcoming Meeting Presentations* – December 11 Budget Workshop on the Superintendent’s 2024/25 Proposed Budget.

**NEW BUSINESS**

Superintendent Tencza informed the Board of two certified staff resignations.

**MOTION #9 – CERTIFIED STAFF RESIGNATION (HORVATH)**

Move that we accept the resignation of Kristin Horvath effective November 10, 2023 with regret.

Ms. Piascyk  
Second by Dr. Madonick  
**UNANIMOUS**

Building Needs and Space Planning Proposal – Superintendent Tencza reviewed the proposals for development of an RFP to address the enrollment and space issues. It was the recommendation of administration that Construction Solutions Group be the selected firm.

**MOTION #3 – BUILDING NEEDS AND SPACE PLANNING PROPOSAL**

Move that we approve the Building Needs and Space Planning Proposal as presented and authorize the Superintendent to enter into a contract with CSG (Construction Solutions Group).

Mr. Lawrence

Second by Dr. Madonick

Questions were raised relative to what the differences were between the two proposals, phasing options, Town versus BOE financial responsibility, overall oversight of the project and ensuring that the project was approached from an educational perspective. Based on the discussion, the motion was amended.

**MOTION #3A – BUILDING NEEDS AND SPACE PLANNING PROPOSAL**

Move that we recommend to the Board of Selectmen retaining CSG (Construction Solutions Group) to conduct the preparation of a feasibility study RFQ/P with Ed Specs and Grant applications.

Mr. Lawrence

Second by Dr. Madonick

**UNANIMOUS**

BRS Update – Ms. Sherman noted that in the coming year some classroom supplies will be ordered in bulk. Also noted were the creative solutions the Library / Media Specialist is using to manage the volume of books and maintaining order in the library, assorted professional development activities, CMEA regionals and the winter band/choir concerts. A new Grade 6 teacher has been hired and will start in January.

Town Building Committee Update – Ms. Coonan noted that the roofing and grounds projects were ratified by the Board of Selectmen and moved forward to the Board of Finance for action at their December 21 meeting. It is anticipated there will be a special town meeting for action on the roof and grounds projects on either January 3 or 4.

Curriculum Committee – Dr. Strambler reviewed the December 14 meeting inclusive of the Kindergarten age admission change to September 1, development of an assessment rubric encompassing social / language skills, literacy, numeracy, motor etc. as well as some level of parent input in process with communication disseminated to parents later this week. Also noted was the rejection of the reading waiver and moving the math update from January to February.

Policy Committee – Dr. Madonick reviewed the December 4 meeting inclusive of the two policies approved earlier on the Consent Agenda – the Finance Committee and Building Usage. We are awaiting guidance from the CSDE on Title IX and the safe school climate report which are slated for review in the spring.

CABE Liaison Report – No report

Finance Committee – Mr. Lawrence reviewed the December 12 meeting inclusive of the standard monthly reports. The 2025/30 Capital Budget Proposal reviewed at the November meeting was presented for approval.

**MOTION #4 – 2025/30 CAPITAL BUDGET**

Move that we approve the 2025/30 Capital Budget as presented on November 20, 2023 for submission to the Town for their consideration.

Mr. Lawrence

Second by Ms. Williamson

**UNANIMOUS**

2024/25 Superintendent Operating Budget – It was noted that additional information on contractual vs discretionary funding has been included based on the discussion at the November 20 Board meeting. It was suggested that additional paras be added as well as one classroom teacher for Grade 1, decreasing intermediate grades class sizes to a maximum of 20 students per class and additional staff training in Responsive Classroom. The 2024/25 Budget will be acted on at a Special Meeting in January.

**MINUTES OF THE REMOTE REGULAR WOODBRIDGE BOARD OF EDUCATION MEETING**

**Tuesday, January 16, 2024**

Via WebEx <https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=me6595a310c82d04ca61efebba0665e77>  
**Meeting Number: 2496 825 4077 Meeting Password: gPcK8i5BpM7**

**CALL TO ORDER:** Ms. Lynn Piascyk, Chair, called the meeting to order (7:01 PM).

**BOARD MEMBERS PRESENT:** Ms. Lynn Piascyk, Chair; Dr. Jay Dahya; Ms. Sarah Beth Del Prete, Secretary (7:19 PM); Dr. Lauren Francese; Mr. Jeff Hughes; Mr. Steven Lawrence, Vice Chair; Dr. Michael Strambler and Erin Williamson.

**STAFF:** Vonda Tencza, Superintendent; Analisa Sherman, Principal; James 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.

Ms. Piascyk welcomed new Board member Dr. Lauren Francese who was recently appointed to fill the vacancy created by the election of Dr. Madonick to the Board of Selectmen.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – No Report

**PTO Update** – No Report

**CONSENT AGENDA**

**MOTION #1 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Ms. Hughes

Second by Mr. Lawrence

**UNANIMOUS**

**Superintendent Report** – Superintendent Tencza provided an update on enrollment, the hiring of a Grade 6 staff member, and submission of the grant related to the roofing project. Superintendent Tencza apprised the Board on the request from the Board of Selectmen at their January 8 meeting regarding amending the 2025/30 Capital Budget submission to include portions of the Construction Solutions Group proposal as well as funding other portions from the current surplus in the 2023/24 budget. It was noted that the Board of Selectmen are fully aware that the funding of this project is a capital project. However, the Board is in a position to expedite the process by funding the first two phases (approximately \$20,000) through the current operating budget instead of having to wait until the late spring for funding to occur by the Board of Selectmen process.

Ms. Del Prete arrived (7:19 PM).

**MOTION #2 – BUILDING NEEDS AND SPACE PLANNING PROPOSAL**

Move that we approve the Building Needs and Space Planning Proposal as presented and authorize the Superintendent to enter into a contract with CSG (Construction Solutions Group) and to fund Phase I and II from the 2023/24 Operating Budget.

Ms. Piascyk

Second by Mr. Hughes

**UNANIMOUS**

**MOTION #3 – 2025/30 CAPITAL BUDGET**

Move that we amend the 2025/30 Capital Budget 2025/30 Capital Budget to include the costs associated with Phases III-V of the Building Needs and Space Planning Proposal from CSG (Construction Solutions Group).

Ms. Piascyk  
Second by Dr. Dahya  
**UNANIMOUS**

Special Education Update – Currently, the BRS overall student population is 876 with approximately 18 PK students, 113 students receiving special education services and 56 students serviced by 504. Staffing is inclusive of approximately 26 teachers/related service individuals and 25 paraeducators. Eligibility for services is determined through the Planning and Placement Team (PPT) process. Questions were raised regarding student / staffing ratios, the number of supervisory evaluations, physical space constraints and programming needs.

BRS Update – Ms. Sherman noted the hosting of two students (Grade 1 and Kindergarten) who were the recipients of a Hoot auction item as BRS Principal for ½ a day and the review of state approved resources, protocols and rubrics by the literacy team as it pertains to the reading waiver denial. Assistant Principal Sapia noted the collaboration of the PE/Health Teacher and Officer Lynch in the revamp of the DARE program and the inclusion of student choice / voice in the process as well as the creation of a culminating year end activity. Targeted health mandates and the DARE decision-making model create a natural alliance of objectives within the classroom. Ms. Tafel noted the recent deployment of the new streamlined dismissal app *PikMyKid* with approximately 89% of parents participating in the initial rollout. The program allows for daily dismissal updates. It was suggested that proven effective evidence-based programs be explored and an update on the DARE program be provided to the Curriculum Committee or the full Board at a future meeting.

Town Building Committee Update – Mr. Hughes noted that the roofing project is moving forward with funding approved at the special Town meeting on January 8, 2024.

Facilities Committee – Mr. Hughes noted this Committee met on January 4 and received a facilities update on a variety of projects. A working session was held with a representative from Van Zelm on January 11 to review various aspects of the HVAC air quality report. It is anticipated Van Zelm will disseminate the official report shortly. Given the limited number of consultants available to perform this service, this district is fortunate to have this work completed in compliance with the CSDE mandate.

CABE Liaison Report – No report

Finance Committee – Mr. Lawrence reviewed the January 9 meeting inclusive of the standard monthly reports. With approximately half the year expended, it appears there will be a projected surplus. As suggested by the Board of Selectmen, the funding for the CSG project voted on earlier will be incorporated into the 2023/24 budget.

Policy Committee – Ms. Piascyk presented the two policies currently under 30-day review for approval.

**MOTION #4 – POLICY ADOPTION – 9132.4 FINANCE COMMITTEE**

Move that we adopt Policy 9132.4 as revised.

Ms. Piascyk  
Second by Dr. Strambler  
**UNANIMOUS**

**MOTION #5 – POLICY ADOPTION – 3515 OPERATIONS USE OF SCHOOL FACILITIES**

Move that we adopt Policy 3515 as revised.

Ms. Piascyk  
Second by Dr. Dahya  
**UNANIMOUS**

CABE Report – Ms. Del Prete noted the attendance of several board members at the CABE Legislative Breakfast on January 11 and the upcoming advocacy webinar on January 24. Chair Piascyk presented a draft letter prepared by Ms. Williamson regarding the significant dollars the district could incur as a result of the reading waiver denial by the CSDE. The letter requests that districts, such as Woodbridge, who are maintaining high levels of academic performance as

# Town Building Committee for BRS Capital Projects

Monday, February 12, 2024 Webex Meeting

## Meeting Minutes

The following Committee members were present: Maria Madonick (BOS), Donovan Lofters (BOF) @0834, Jeff Hughes (WBOE). The following were also present: Lynn Piascyk (Chair, WBOE, ex-officio), Donna Coonan (WSD Director of Business and Operations), David Stein (SP&A), Mica Cardozo (First Selectman).

The meeting was called to order at 0832am.

1. Update committee charge
  - a. See attached committee charge dated September 14, 2022.
  - b. With discussion and input from the committee, the charge of the committee was amended to add to the previous charge the following:

*As per the charge of the BRS Infrastructure Building Committee date September 14, 2022, this committee will continue to work with Silver Petrucelli & Associates and Fuss & O'Neill to coordinate oversight and communication of the current infrastructure projects with the WBOE, WBOS, and WBOF.*

*The committee will commence work with the retained consultant group, Construction Solutions Group, to coordinate the oversight and communication between the WBOE, WBOS, and WBOF for the Education Specification and Feasibility studies and subsequent financial projections to explore options for increasing capacity and appropriate educational and programmatic learning spaces for the Woodbridge School District in response to population projections and programmatic challenges.*

*The committee shall have as its priority the space and educational needs of Beecher Road School and shall seek best practices for sustainable design, energy efficiency, use of green energy technologies, and seek grant opportunities to fund or offset the additional potential costs of these initiatives.*

2. The committee voted unanimously to support the Request for Funding submitted to the BOS for the Education Specification study and subsequent phases of the Construction Solutions Group contract which was also added to the Woodbridge School District Capital plan as requested by the town.

The committee mentioned the plan for Friday's meeting to review the plans, specifications, and estimates of the roof and drainage projects for approval by the committee.

On a motion made by Jeff and seconded by Donovan, the committee voted unanimously to adjourn the meeting at 0849am.