



REGULAR BOARD OF EDUCATION MEETING

Monday, August 28, 2023 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

1. Call to Order
2. Pledge of Allegiance
3. Student Representatives' Report
 - A. Jachimma Anaedo, Class of 2024
 - B. Hayley Lemieux, Class of 2025
4. Information Session for Public Comment
5. Business Requiring Action
 - A. Approval of Glastonbury Public Schools Calendars 2024-2025, 2025-2026, and 2026-2027
 - B. Approval of the Smith Middle School Student Trip to Salamanca, Spain
 - C. Approval of the Glastonbury High School Student Trip to Paris and Dinard, France
 - D. Approval of the Glastonbury High School Student Trip to Italy
 - E. Approval of August 14, 2023 Board Of Education Meeting Minutes
6. Reports and Discussion
 - A. Status Enrollment Report
 - B. Capital Improvement and Other Maintenance Projects Update
 - C. 2022-2023 Assessment Performance
 - D. Glastonbury Education Foundation
7. Committee Reports
8. Chairman's Reports
9. Superintendent's Report
 - A. Self-Insurance Reserve Update, July 2023
 - B. Staff Appointments
 1. Paola Maina, Gideon Welles School, English Language Arts Teacher
 2. Anna Minton, Naubuc School, Grade 2 Elementary Teacher
 - C. Staff Resignations
 1. Carla LeMay
 - D. Dates to Remember
10. Adjournment

A. Please note: It is possible that the Board of Education may go into Executive Session

How to Participate in Board of Education Meeting Public Comments

At this time, there are two options for participating in public comment during Board of Education meetings.:

1) In-Person Comment.

The Board sets aside thirty (30) minutes for public comments. Comments are limited to 3 minutes per speaker and a person may speak only once. Each speaker must start by stating their name and address. There will be a sign-up sheet in the back of the room. In-person meetings are held in the Town Hall Town Council Chambers, 2155 Main Street, Glastonbury, unless otherwise noted on the [Board of Education Meeting webpage](#) and the Board Meeting agenda.

2) Written Comment.

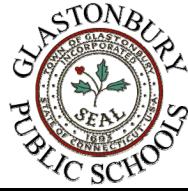
Use the form below to submit a written comment before 12 noon on the meeting day. Written comments are attached to the BOE Meeting Agenda.

[Public Comments for Glastonbury Board of Education Meeting](#)

Public Comments for BOE Meeting (Responses) 2023

Timestamp	Your Full Name	Your STREET Address	Your Comment to be attached to the agenda of the next Glastonbury Board of Education meeting. NOTE: This field accepts up to 2500 characters. Please submit a second response to this form if you require additional text.												
8/28/2023 7:51:47	Stephen Michaels	225 Grandview Drive	<p>Stephen Michaels – 225 Grandview Drive</p> <p>6A&6B.5 – When are all GPS 5th graders moving to Gideon Welles? What is the cost/savings for this move? Where can we find the outline of the plan for this undertaking?</p> <p>6A – What is the projected HS enrollment for current 7th & 8th graders in 2 years and 1 year respectively? Given historical trends/data, are either expected to hit the current 446 average or is the current differential expected to remain?</p> <p>6B – What is the estimated cost for each Project listed? Are all projects currently funded in the GPS strategic plan? If not, which ones need budget planning?</p> <p>6B – What are the estimated start and completion dates for each project listed? Some are listed and some are not in the report.</p> <p>6B.3 – Does it make sense to have an engineer design a parking plan for the GHS students for this project? Given the high level of stress our GHS young drivers endure daily parking their cars, would it be useful for GPS/BOE to ask the Civil engineers to develop a plan or options from which to choose to account for this known impending challenge?</p> <p>6C – It's great to see improvement from 2022. When do you anticipate GPS getting back to and/or exceeding 2019 scores? Overcoming the challenges presented by COVID, what specific item(s) is GPS providing the teachers to assist in closing this gap for the students?</p> <p>6C – Given the slight drop in SAT scores, is GPS focused on helping students improve these scores or is the focus elsewhere? If so, how? If not, where is the focus today for our students?</p> <p>Stephen Michaels – 225 Grandview Drive</p>												
8/28/2023 9:59:55	Audrey Yellen Quinlan	90 Candlelight DR	<p>The CSDE provides milestones aligned with Connecticut's" approved federal plan."</p> <p>Smarter Balance Growth is one measure.</p> <p>Smarter BalanceGlastonbury</p> <table border="1"> <thead> <tr> <th></th> <th>2022-2023</th> <th>CSDE Target for 2022-2023*</th> <th>Glastonbury v CSDE</th> </tr> </thead> <tbody> <tr> <td>ELA</td> <td>73</td> <td>79</td> <td>-6</td> </tr> <tr> <td>Math</td> <td>72</td> <td>83</td> <td>-11</td> </tr> </tbody> </table> <p>* If my understanding is correct, Glastonbury's scores, on this measure, are significantly below the targets established by the State. Is my understanding correct?</p> <p>When will other CSDE Accountability indices be available to the public such as LAS Links?</p>		2022-2023	CSDE Target for 2022-2023*	Glastonbury v CSDE	ELA	73	79	-6	Math	72	83	-11
	2022-2023	CSDE Target for 2022-2023*	Glastonbury v CSDE												
ELA	73	79	-6												
Math	72	83	-11												

SCHOOL YEAR AT A GLANCE



2024

2025

SCHOOL BEGINS: AUG 28 Gr. 7-12
SCHOOL BEGINS: AUG 29 Gr. K-6

M	T	W	TH	F
AUGUST 2024				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Gr. 7-12 3 Days
Gr. K-6 2 Days

SEPTEMBER 2024					20 DAYS
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30					

OCTOBER 2024					21 DAYS
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30	31		

NOVEMBER 2024					17 DAYS
			1		
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
25	26	27	28	29	

DECEMBER 2024					15 DAYS
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

JANUARY 2025					<small>Gr. 7-12 20 Days Gr. K-6 21 Days</small>
		1	2	3	
6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	

AUG 26	Teacher Work Day-Convocation
AUG 27	Teacher Professional Development
■ AUG 28	FIRST DAY OF SCHOOL, GRADES 7-12 Teacher Work Day, Grades K-6
■ AUG 29	FIRST DAY OF SCHOOL, GRADES K-6 FULL DAY
SEPT 2	Labor Day
OCT 3	Rosh Hashanah
OCT 14	Columbus Day
NOV 1	Diwali
NOV 5	Election Day - No School for Students
NOV 20	Early Dismissal
NOV 21-22	Thanksgiving Recess
DEC 23- JAN 1	Holiday Recess (Includes New Year's Day)
JAN 20	Martin Luther King Day
JAN 16-22	Grades 7-12: Mid-Term Exams (Early Dismissal Grades 9-12 only)
■ JAN 23	Gr. 7-12 No School for Students Teacher Work Day, Grades 7-12
FEB 17-18	Winter Recess (includes Presidents' Day)
APR 14-18	Spring Recess (includes Good Friday)
MAY 26	Memorial Day
JUNE 3-6	Grade 12 ONLY -Final Exams (Early Dismissal) (Projected)
JUNE 10	GHS Graduation (Projected)
Last 4 Days	Final Exams, Grades 7-11 (Early Dismissal Grades 7-11)
	Projected Last Day – June 10 (Early Dismissal Grades K-11)
	Projected Teacher Work Day – June 11 Teacher Work Day will be the first work day following the last day for students in grades K-11.
■	SCHOOL CLOSED

Projected Last Day - June 10, 2025
Projected GHS Graduation - June 10, 2025

M	T	W	TH	F
18 DAYS				
FEBRUARY 2025				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

21 DAYS					MARCH 2025
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
31					

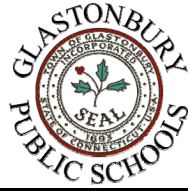
17 DAYS					APRIL 2025
	1	2	3	4	
7	8	9	10	11	
14	15	16	17	18	
21	22	23	24	25	
28	29	30			

21 DAYS					MAY 2025
			1	2	
5	6	7	8	9	
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	

7 DAYS					JUNE 2025
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30					

***SCHOOL ENDS JUNE 10**
*If weather or other emergencies require the closing of school, the lost days will be made up by extending the school year in June up to 6 days.
If additional days are needed, they will be taken from the Spring Recess, beginning April 14.

SCHOOL YEAR AT A GLANCE



2025 2026

SCHOOL BEGINS: AUG 27 Gr. 7-12
SCHOOL BEGINS: AUG 28 Gr. K-6

M	T	W	TH	F
AUGUST 2025				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Gr. 7-12 3 Days
Gr. K-6 2 Days

M	T	W	TH	F
SEPTEMBER 2025				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

20 DAYS

M	T	W	TH	F
OCTOBER 2025				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

20 DAYS

M	T	W	TH	F
NOVEMBER 2025				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

17 DAYS

M	T	W	TH	F
DECEMBER 2025				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

17 DAYS

M	T	W	TH	F
JANUARY 2026				
		1	2	
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Gr. 7-12 18 Days
Gr. K-6 19 Days

- AUG 25 Teacher Work Day-Convocation
- AUG 26 Teacher Professional Development
- AUG 27 **FIRST DAY OF SCHOOL, GRADES 7-12**
Teacher Work Day, Grades K-6
- AUG 28 **FIRST DAY OF SCHOOL, GRADES K-6 FULL DAY**
- SEPT 1 Labor Day
- SEPT 23 Rosh Hashanah
- OCT 2 Yom Kippur
- OCT 13 Columbus Day
- Oct 21 Diwali
- NOV 4 Election Day - No School for Students
- NOV 19 Early Dismissal
- NOV 20-21 Thanksgiving Recess
- DEC 24- JAN 2 Holiday Recess
(Includes New Year's Day)
- JAN 19 Martin Luther King Day
- JAN 15-21 Grades 7-12: Mid-Term Exams
(Early Dismissal Grades 9-12 only)
- JAN 22 Gr. 7-12 No School for Students
Teacher Work Day, Grades 7-12
- FEB 16-17 Winter Recess (includes Presidents' Day)
- APRIL 3 Good Friday
- APR 13-17 Spring Recess
- MAY 25 Memorial Day
- JUNE 4-9 Grade 12 ONLY - Final Exams (Early Dismissal)
(Projected)
- JUNE 11 GHS Graduation (Projected)
- Last 4 Days Final Exams, Grades 7-11
(Early Dismissal Grades 7-11)

Projected Last Day – June 11
(Early Dismissal Grades K-11)

Projected Teacher Work Day – June 12
Teacher Work Day will be the first work day following the last day for students in grades K-11.

■ **SCHOOL CLOSED**

Projected Last Day - June 11, 2026
Projected GHS Graduation - June 11, 2026

M	T	W	TH	F
18 DAYS FEBRUARY 2026				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

M	T	W	TH	F
22 DAYS MARCH 2026				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

M	T	W	TH	F
16 DAYS APRIL 2026				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

M	T	W	TH	F
20 DAYS MAY 2026				
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

M	T	W	TH	F
9 DAYS JUNE 2026				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

***SCHOOL ENDS JUNE 11**

*If weather or other emergencies require the closing of school, the lost days will be made up by extending the school year in June up to 4 days.

If additional days are needed, they will be taken from the Spring Recess, beginning April 13.

SCHOOL YEAR AT A GLANCE



2026 2027

SCHOOL BEGINS: SEPT 2 Gr. 7-12
SCHOOL BEGINS: SEPT 3 Gr. K-6

M	T	W	TH	F
AUGUST 2026				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

SEPTEMBER 2026				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

*Gr. 7-12 19 Days
Gr. K-6 18 Days*

OCTOBER 2026				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

21 DAYS

NOVEMBER 2026				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

18 DAYS

DECEMBER 2026				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

17 DAYS

JANUARY 2027				
			1	
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

*Gr. 7-12 18 Days
Gr. K-6 19 Days*

- AUG 31 Teacher Work Day-Convocation
 - SEPT 1 Teacher Professional Development
 - SEPT 2 **FIRST DAY OF SCHOOL, GRADES 7-12**
Teacher Work Day, Grades K-6
 - SEPT 3 **FIRST DAY OF SCHOOL, GRADES K-6 FULL DAY**
 - SEPT 7 Labor Day
 - SEPT 21 Yom Kippur
 - OCT 12 Columbus Day
 - NOV 3 Election Day - No School for Students
 - NOV 25 Early Dismissal
 - NOV 26-27 Thanksgiving Recess
 - DEC 24- JAN 1 Holiday Recess (Includes New Year's Day)
 - JAN 18 Martin Luther King Day
 - JAN 14-20 Grades 7-12: Mid-Term Exams (Early Dismissal Grades 9-12 only)
 - JAN 21 Gr. 7-12 No School for Students
Teacher Work Day, Grades 7-12
 - FEB 15-16 Winter Recess (includes Presidents' Day)
 - MAR 26 Good Friday
 - APR 12-16 Spring Recess
 - MAY 31 Memorial Day
 - JUNE 7-10 Grade 12 ONLY - Final Exams (Early Dismissal) (Projected)
 - JUNE 14 GHS Graduation (Projected)
 - Last 4 Days Final Exams, Grades 7-11 (Early Dismissal Grades 7-11)
- Projected Last Day – June 14**
(Early Dismissal Grades K-11)
- Projected Teacher Work Day – June 15**
Teacher Work Day will be the first work day following the last day for students in grades K-11.
- SCHOOL CLOSED**

Projected Last Day - June 14, 2027
Projected GHS Graduation - June 14, 2027

M	T	W	TH	F
18 DAYS FEBRUARY 2027				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

22 DAYS MARCH 2027				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

17 DAYS APRIL 2027				
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

20 DAYS MAY 2027				
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

10 DAYS JUNE 2027				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

***SCHOOL ENDS JUNE 14**

*If weather or other emergencies require the closing of school, the lost days will be made up by extending the school year in June up to 3 days.
If additional days are needed, they will be taken from the Spring Recess, beginning April 12.

TRAVEL APPROVAL FORM

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE PARTICIPANTS ARE SOLICITED

- INTERNATIONAL
 US
 CT

DESTINATION: Salamanca, Spain

SCHOOL(S) PARTICIPATING: SMS

DEPARTURE DATE: February 16, 2024

RETURN DATE: February 24, 2024

ESTIMATED NUMBER OF PARTICIPANTS:

WILL ANY SCHOOL TIME BE USED: yes-three days

SPONSORING TEACHER: Antoinette Kisluk

COST PER PARTICIPANT: \$2,200

ADDITIONAL CHAPERONES: Jill Griswold, Paula Sierra, Scott Minnick

AGENCY/ORGANIZATION MAKING ARRANGEMENTS: GPS, Sanditz Travel and Colegio Delibes, Salamanca, Spain

STUDENTS' REQUIREMENTS FOR PARTICIPATION: Presently enrolled in 8th grade Spanish, in good academic and behavioral standing, as per Board of Education policy, good attendance and successful completion of application process which includes interview and team recommendations.

PURPOSE OF TRIP: The purpose of this Spanish Immersion program with Colegio Delibes in Salamanca, Spain will greatly enhance our students' conversational skills, knowledge and appreciation of the Spanish culture and way of life through immersion in the target language and culture.

Itinerary (dates and details of itinerary are subject to adjustment):

- 20 hours of classes (maximum 12 students in each class)
- all material for classes: books, photocopies, etc.
- private tutoring included, when necessary, for individual students
- course certificate for each student at their completed level
- accommodations with host family in double room, full board-one week
- one Spanish conference (seminar) in the conference room
- tour of Salamanca doing the "The Salamanca QUEST"
- Visit to the "Filigrana Charra" with Delibes teacher
- "The literature tour" around the city guided by Delibes teacher
- entrances to all museums, palaces, etc.
- tapas route tour and tasting with Delibes teacher
- after school dance class with professional dancer
- after school cooking class with professional chef
- wifi internet access, computer facilities at Delibes
- medical insurance
- round trip transfer in private bus Madrid (airport)-Salamanca-Madrid
- visit to Madrid in bus on the arrival day and chocolate with churros
- tuition payments insured
- 24 hour emergency phone included for teacher
- one full day excursion to Avila and Segovia; private bus, guide and entrance to the museums included

STATEMENT OF ANTICIPATED OUTCOMES FOR STUDENTS: The Smith Middle School Spanish Immersion Program provides 8th grade students first-hand experiences in homes, school and the community in Salamanca, Spain. Glastonbury students will improve their conversational Spanish as well as learn about the everyday cultural differences and similarities of living with a Spanish host family. The students will experience Salamanca and Madrid's historical sights and remarkable monuments.

APPROVAL:

DIRECTOR: Amenda Robustelli-Price DATE: 08.03.2023

PRINCIPAL (Smith Middle School) H. Harker DATE: 8/3/23

PRINCIPAL (Hebron Avenue School) Linda Provost DATE: 8.3.2023

PRINCIPAL (Naubuc School) [Signature] DATE: 08.10.23

SUPERINTENDENT APPROVAL: Allen Book DATE: 8/21/23

Board of Education Approval Date: _____

TRAVEL APPROVAL FORM

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE PARTICIPANTS ARE SOLICITED

- INTERNATIONAL
- US
- CT

DESTINATION: Paris and Dinard, France: Collège le Bocage

DEPARTURE DATE: April 6, 2024 **RETURN DATE:** April 20, 2024 **SCHOOL(s) PARTICIPATING:** GHS

ESTIMATED NUMBER OF PARTICIPANTS: 20 **WILL ANY SCHOOL TIME BE USED:** yes - five days

SPONSORING TEACHER: Pamela Caplette and Karen Olivier **COST PER PARTICIPANT:** \$2,300
(pending student numbers, third chaperone will be added)

AGENCY/ORGANIZATION MAKING ARRANGEMENTS: GPS and Sanditz Travel

STUDENTS' REQUIREMENTS FOR PARTICIPATION: Presently enrolled in French program of studies, in good academic and behavioral standing as per BOE policy, good attendance and successful completion of application process which includes interview and teacher/guidance counselor recommendations.

PURPOSE OF TRIP: Linguistic and cultural exchange with our sister school, Collège le Bocage, in Dinard, France. This exchange, with a long and successful history of making Franco-American friendships, greatly enhances our students' conversational skills, knowledge and appreciation of French culture through immersion in the target language. This will be the 26th year of this exchange and we are asking that this application renew on an annual basis.

Itinerary (may be attached): dates and details of itinerary are subject to adjustment)

- Early evening departure from Bradley Airport on Aer Lingus (anticipated) to arrive in Paris
- Four school visits to Bocage Middle School and two local high schools - spread over eight days
- Weekends spent with host families
- Several day excursions:
 - ❖ D-Day beaches/American
 - ❖ Cemetery/museum in Caen
 - ❖ Coastal areas in and around Dinard
 - ❖ Dinan (medieval town)
 - ❖ Mont Saint Michel

STATEMENT OF ANTICIPATED OUTCOMES FOR STUDENTS: The French Exchange promotes an understanding between France and the United States by providing first hand experiences in homes, schools and communities for the students involved. Students will improve their conversational French as well as learn about the everyday cultural differences and similarities of living with a French family. Students will see first-hand some of the remarkable monuments in Normandy and Brittany. The prestigious schools that host Glastonbury students are very welcoming and offer specialized visits for our students. Our hosting of the French teachers and students allows all of our participating students, faculty and staff at GHS and families in our local community to participate in, and benefit from, the program. Continuing our exchange with Collège will further cement our relationship with the educators and families connected to the school.

APPROVAL:

DIRECTOR: Amanda Robustelli-Price **DATE:** 08.03.2023

PRINCIPAL (Glastonbury High School): Jane E Bean **DATE:** 8/4/23

SUPERINTENDENT APPROVAL: Alan Bok **DATE:** 8/21/23

Board of Education Approval Date: _____

TRAVEL APPROVAL FORM

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE PARTICIPANTS ARE SOLICITED

- INTERNATIONAL
- US
- CT

DESTINATION: Italy

SCHOOL(s) PARTICIPATING: GHS

DEPARTURE DATE: April 5, 2024

RETURN DATE: April 13, 2024

ESTIMATED NUMBER OF PARTICIPANTS: 18

WILL ANY SCHOOL TIME BE USED: yes- one half day

SPONSORING TEACHER: Stephany Pascetta

COST PER PARTICIPANT: \$3,800

ADDITIONAL CHAPERONES: Joseph Meyer and Mark Pearsall

AGENCY/ORGANIZATION MAKING ARRANGEMENTS: World Language Dept. and The Paideia Institute for Humanistic Study

STUDENTS' REQUIREMENTS FOR PARTICIPATION: Presently enrolled in Latin class at Glastonbury High School, in good academic and behavioral standing, as per Board of Education policy, good attendance and successful completion of application process which includes interview and recommendations.

PURPOSE OF TRIP: The purpose of this trip is to immerse students in classical culture through visiting the remains of ancient Roman and Greek civilization in Italy.

Itinerary (attached):

STATEMENT OF ANTICIPATED OUTCOMES FOR STUDENTS: this immersion trip will allow students to make connections between modern and ancient cultures and Italian and American cultures. Students will experience first hand the remarkable monuments and historical sites that they have been studying. Our students will improve their understanding of Latin by experiencing it in real applications in the remains of the Romans. They will also identify how Latin and Roman culture has influenced modern Italian and Roman culture and be able to compare this relationship to its influence on their own culture.

APPROVAL:

DIRECTOR: Amarda Rolivelli-Pruce

DATE: 08.03.2023

PRINCIPAL (Glastonbury High School): Nancy Bean

DATE: 08.04.2023

SUPERINTENDENT APPROVAL: Ala Berkman

DATE: 8-22-23

Board of Education Approval Date: _____

Regular Board of Education Meeting

Monday, August 14, 2023 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

Mrs. Alison Couture: Present

Dr. Douglas Foyle: Present

Mr. Thomas Gorman: Present

Ms. Jenn Jennings: Present

Mr. Ray McFall: Present

Mr. David Peniston, Jr.: Present

Mr. Matthew Saunig: Present

Ms. Julie Thompson: Present

Board Member Julie Thompson joined via ZOOM

Board Member Allison Couture joined via ZOOM

Also Present: Alan B. Bookman, Superintendent

Matthew Dunbar, Assistant Superintendent

Kate Lund, Assistant Superintendent

Citizens and Staff Members, representatives of the press

1. Call to Order

Dr. Foyle called the meeting to order at 7:00PM.

2. Pledge of Allegiance

3. Awards and Recognition

3.A. Tracey DeDonato, Director of English/Language Arts and Library Media Specialists, Grades 6-12

Dr. Alan Bookman, Superintendent of Glastonbury Public Schools, introduced Tracey DeDonato, Director of English/Language Arts and Library Media Specialists, Grades 6-12.

4. Information Session for Public Comment

Audrey Beatty, 139 Williams Street West Glastonbury, CT, thanked the Board for considering the addition of Diwali to the district calendar.

Neha Jain, 51 Liberty Drive, Glastonbury, CT, thanked the Board for considering the addition of Diwali to the district calendar.

Arun Srinivasan, 436 Old Stage Road Glastonbury, CT, thanked the Board for considering the addition of Diwali to the district calendar.

5. Business Requiring Action

The Board moves to adjust the Order of Business to move items 5C, 5D and 5E to 5A, 5B and 5C. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.A. Acceptance for First Reading Glastonbury Public Schools Calendar 2024-2025
Board accepts the 2024-2025 Glastonbury Public Schools Calendar for first reading. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

The Board moves to reconsider the 2024-2025 School Calendar. This motion, made by Mr. Matthew Saunig and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

The Board moves to accept for first reading Glastonbury Public Schools Calendar 2024-2025 with school starting on the Wednesday and Thursday, before to Labor Day. This motion was made by Ms. Julie Thompson and seconded by Mr. Ray McFall.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.B. Acceptance for First Reading Glastonbury Public Schools Calendar 2025-2026

Board accepts for first reading the Glastonbury Public Schools Calendar 2025-2025 with school starting on the Wednesday and Thursday, before Labor Day. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.C. Acceptance for First Reading Glastonbury Public Schools Calendar 2026-2027

Board accepts for first reading the Glastonbury Public Schools Calendar 2026-2027 with school starting on the Wednesday and Thursday, before Labor Day. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.D. Approval of Final 2022-2023 Budget Transfers and End of Year Budget Report

Board approves the final 2022-2023 budget transfers and End of Year Budget Report. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.E. Reorganization of Operations and Maintenance

Board approves the elimination of the Coordinator of Plant Operations and Operations Supervisor positions and the creation of the Facilities Manager position. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.F. Approval of Glastonbury High School Girls and Boys Cross Country Team Trip to Belfast, Maine

Board approves the Glastonbury High School Girls and Boys Cross Country Team trip to Belfast, Maine, reserving the right to cancel the trip if there are any government advisories against travel to this destination, or any other serious threats or crises, or any other reason deemed appropriate by the Board. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.G. Approval of Glastonbury High School Bands and Orchestras Student Trip to Honolulu, Hawaii

Board approves the Glastonbury High School Bands and Orchestras student trip to Honolulu, Hawaii. The Board reserves the right to cancel the trip if there are any government advisories against travel to this destination, or any other serious threats or crises, or any other reason deemed appropriate by the Board. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Mrs. Alison Couture: Yea
Dr. Douglas Foyle: Yea
Mr. Thomas Gorman: Yea
Ms. Jenn Jennings: Yea
Mr. Ray McFall: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

5.H. Approval of Board of Education July 10, 2023 Meeting Minutes

Board approves meeting minutes of July 10, 2023. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried.

Ms. Jenn Jennings:	Abstain
Mrs. Alison Couture:	Yea
Dr. Douglas Foyle:	Yea
Mr. Thomas Gorman:	Yea
Mr. Ray McFall:	Yea
Mr. David Peniston, Jr.:	Yea
Mr. Matthew Saunig:	Yea
Ms. Julie Thompson:	Yea

6. Reports and Discussion

6.A. Student Activity Report

Julie Thompson, Board Member, provided the Board with highlights from the 2022-2023 Student Activities Report and from the Budget Committee meeting on Monday August 7, 2023.

6.B. School Food Services Report

Julie Thompson, Board Member, provided the Board with highlights from the 2022-2023 School Food Service Report.

6.C. Glastonbury Education Foundation

7. Committee Reports

8. Chairman's Reports

Dr. Foyle reminded the Board of the policies regarding the Town and Board of Education personnel relations.

Dr. Foyle reminded the Board that the Superintendent's Objectives are constructed by Dr. Bookman every year and shares them with the Board for informational purposes. Dr. Bookman's objectives for the 2023-2024 school year are as follows:

1. Use the new 5-year strategic plan to guide decisions made in the school system.
2. Oversee construction plans that are ongoing or planned.
3. Support new administrative personnel.
4. Enhance communication.
5. Develop and enhance EDI initiatives.

9. Superintendent's Report

Dr. Bookman, Superintendent of Glastonbury Public Schools, answered questions from the Budget Committee meeting on Monday August 7, 2023 and other Board questions sent to him by Board members.

9.A. Self-Insurance Reserve Update, June 2023

9.B. Links Data

9.C. Staff Appointments

9.C.1. Linda Beers, Hebron Avenue School, Music Teacher (Orchestra) 0.50 FTE

9.C.2. Emily Massicott, Nayaug School, Grade 1 Elementary Teacher

9.C.3. Leanne Nastri, Nayaug School, Speech & Language Pathologist

9.C.4. Ashley Pietraroia, Gideon Welles School, Special Education Teacher

9.C.5. Rebecca Wilson, LINKS Academy, Gr. 1 and Grade 2 Elementary Teacher

9.C.6. James Young, Smith Middle School, Mathematics Teacher (Gr. 7)

9.D. Staff Resignations

9.D.1. Marissa Gannon

9.D.2. Karen Graves

9.D.3. Kevin Huhn

9.E. Dates to Remember

10. Adjournment

Board moves to adjourn the meeting. This motion, made by Ms. Julie Thompson and seconded by Mr. Ray McFall, Carried. The Board of Education meeting adjourned at 8:45PM.

Mrs. Alison Couture: Yea

Dr. Douglas Foyle: Yea

Mr. Thomas Gorman: Yea

Ms. Jenn Jennings: Yea

Mr. Ray McFall: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

10.A. Please note: It is possible that the Board of Education may go into Executive Session

Respectfully Submitted,

Ray McFall, Secretary

Approved:

**GLASTONBURY BOARD OF EDUCATION
EXECUTIVE SUMMARY REPORT FORM**

=====
Title of Report: Enrollment Update

Board Meeting Date: August 28, 2023

Action: Report: X Information: Discussion:
=====

Overview:

At the elementary (K-5) level, enrollment currently stands at 2,447 students, which is 23 students fewer than projected but an overall increase of 22 students compared to last year. Currently, there are 42 fewer kindergarten students than we expected. Last year at this time, there were 30 additional kindergarten students with the greatest increase at Buttonball. This year, the decrease is most pronounced at Buttonball where there are 16 fewer kindergarten students than anticipated. Thus, the Board reduced a section of kindergarten at Buttonball this summer.

With the assistance of our principals, we take into account both the size and makeup of grade levels at each school when determining class sections in our elementary schools. Based on student registrations to date, we feel confident that class sizes meet the needs of our students. The adjustments made in June by the Board, including adding a section of grade two at Buttonball, helped to ensure that staffing is appropriate.

At the secondary level, enrollments are slightly higher than expected. Grade six at Gideon Welles School is currently 10 students above projections while Smith Middle School starts the year with 7 more students than anticipated. Glastonbury High School begins the school year with 1,786 students which is 38 more than projected.

Please note that this general update on enrollment is based on preliminary registration numbers that will vary throughout the year. Our official student numbers are submitted to the State Department of Education based on enrollment as of October 1. The October 1 data is used in the development of our 2024-2025 budget, including enrollment projections and staffing levels.

Submitted By: Matthew H. Dunbar

Reviewed By: Alan B. Bookman

Glastonbury Public Schools 2023-2024 Enrollment Summary

	School	22/23 Sections	23/24 Budget Proj.	23/24 Sections	Enrollment as of 8/24/23	Class Sizes based on Enrollment as of 8/24/23					
K	Buttonball	5	84	4	68	17	17	17	17		
	Hebron Ave	4	74	4	62	15	15	16	16		
	Hopewell	5	93	5	85	17	17	17	17	17	
	Naubuc	4	73	4	70	17	17	18	18		
	Naugaug	6	93	5	90	18	18	18	18	18	
Grade 1	Buttonball	4	84	5	87	17	17	17	18	18	
	Hebron Ave	4	78	4	79	19	20	20	20		
	Hopewell	4	89	5	88	17	17	18	18	18	
	Naubuc	4	63	3	60	20	20	20			
	Naugaug	4	113	6	117	19	19	19	20	20	20
Grade 2	Buttonball	4	62	4	69	17	17	17	18		
	Hebron Ave	4	82	4	85	21	21	21	22		
	Hopewell	5	84	4	81	20	20	20	21		
	Naubuc	4	74	4	71	17	18	18	18		
	Naugaug	4	72	4	75	18	19	19	19		
Grade 3	Buttonball	3	71	4	75	18	19	19	19		
	Hebron Ave	4	75	4	74	18	18	19	19		
	Hopewell	5	113	5	110	22	22	22	22	22	
	Naubuc	4	72	4 (3*)	73	29*	22	22			
	Naugaug	4	91	4	87	21	22	22	22		
Grade 4	Buttonball	4	61	3	66	22	22	22			
	Hebron Ave	4	80	4	79	19	20	20	20		
	Hopewell	5	112	5	107	21	21	21	22	22	
	Naubuc	4	80	4	77	19	19	19	20		
	Naugaug	4	75	4	85	21	21	21	22		
Grade 5	Buttonball	4	85	4	88	22	22	22	22		
	Hebron Ave	4	82	4	84	21	21	21	21		
	Gideon Welles (HO)	5	91	4	86	21	21	22	22		
	Naubuc (at GW)	4	83	4	83	20	21	21	21		
	Naugaug	4	81	4	86	21	21	22	22		

*One section of Naubuc Grade 3 is co-taught

Grade 6	Gideon Welles	436
Grade 7	Smith Middle School	419
Grade 8	Smith Middle School	423
		842

Grade 9	GHS	450
Grade 10	GHS	441
Grade 11	GHS	455
Grade 12	GHS	440
		1,786

**GLASTONBURY BOARD OF EDUCATION
EXECUTIVE SUMMARY REPORT FORM**

Title of Report: Update on Capital Improvement Projects and Other Projects

Board Meeting Date: August 28, 2023

Action:

Report: X

Information:

Discussion:

This report serves as an update on current construction project as well as other projects.

1. Naubuc School Alterations-State School Project #054-0099 A/CV

Status: The project is on schedule. Trade work is proceeding in a competent and professional manner. As of this report the project (overall) is approximately 10% complete, although certain trades may be higher.

Completed to date:

- Abatement, general demo, MEP demo, new wall framing, coring of floors for plumbing at new waste lines, including lateral connections. The contractor site staging area was established along with security controls.
- Review/approval of shop drawing submittals for material and equipment. Materials released for manufacturing include, RTU-HVAC, Fire Suppression, Mechanical, Electrical and Plumbing equipment, Insulation, Drywall, Doors/Frames, Acoustical Ceiling Tiles and Flooring.

Tasks in process:

- Review/approval of shop drawing submittals for Windows, Elevator, Millwork and Technology.

2. Gideon Welles Boiler Replacement:

Status: The project is on schedule and expected to be completed by the end of September. Old boilers were removed this month after abatement was completed in July. New Boilers and associated equipment have been installed. Steam lines are being installed along with control devices and automation. Final work in September will include start-up, balancing equipment for optimal operation and sign-off approvals.

3. Strength and Conditioning Building:

Status: Design development is underway for the project. The architectural plans are mostly completed. Civil engineers are working on the site utility plans. Mechanical, Electrical and Plumbing engineering is also underway. A space plan design will be developed in order to provide the proper layout for equipment. Next month we plan to meet with Town Engineering for a presentation and land use discussions. We anticipate being ready to go out to bid for the project in November.

4. GW Air Handling Units – State HVAC Grant #054-001:

Status: Design was recently completed by the Town Engineer and we are currently out to bid. There is currently a 30-week lead time on the mechanical units and the goal is to complete the project by summer of 2024.

5. Other Projects:

Status: Many small projects were completed this summer for programmatic needs as well as general improvements, code and life safety requirements.

- Naubuc classroom moves and temporary walls;
- GW Classroom improvements for incoming 5th Grade
- Energy lighting replacements: GHS Pool, Greenhouse Grow Lights; Ag Science and GHS Math Labs
- Exterior Door replacements -Hopewell, Naubuc, Smith, GW, Hebron and GHS
- Painting districtwide and Parking line stripes
- Upgrades to Pool Dehumidification System
- Roof Maintenance/Repairs
- HVAC Maintenance/Repairs

Submitted By: Al Costa

Reviewed By: Alan Bookman

GLASTONBURY BOARD OF EDUCATION
EXECUTIVE SUMMARY REPORT

Title of Report: 2022-2023 Assessment Performance

Board Meeting Date: August 28, 2023

Action: **Report: X** **Information:** **Discussion:**

There are several tests administered across Connecticut school districts to comply with both state and federal requirements for summative annual assessment of student achievement. The Connecticut State Department of Education (CSDE) requires districts to administer summative assessments that measure student achievement in English/language arts, mathematics and science.

For the purposes of “pre-pandemic” comparison, the district-level data for the Smarter Balanced Summative Assessment includes achievement percentages from the 2018-2019 school year. Although this data is not reflective of cohort performance, it does offer additional context as we consider scores from the past two years.

As a whole, students in Glastonbury continue to achieve at high levels. When compared to state averages, Glastonbury excels in both math and English/language arts. The grade-level data below depicts performance over two years, with cohort progress indicated by color. With few exceptions, all cohorts maintained relative proficiency or made marginal gains in the past year.

Smarter Balanced Summative Assessment: Grades 3-8

The Smarter Balanced Assessment is the current Connecticut English/Language Arts (ELA) and Mathematics summative assessment used to measure student achievement in grades 3-8. It is based on learning expectations of the Common Core standards in English/Language Arts and Mathematics. Students complete these assessments on their school-issued iPad during the district’s designated testing “window.” Our achievement results are as follows:

Percent of Students Scoring at Level 3 or Level 4 (Proficient or Above) in ALL Grade Levels:

	ELA			MATHEMATICS		
	2019	2022	2023	2019	2022	2023
Glastonbury	78	71	73	76	69	72
State	56	49	TBD	48	40	TBD

Percent of Students Scoring at Level 3 or Level 4 (Proficient or Above) on ELA Tests by Grade:

Grade 3		Grade 4		Grade 5		Grade 6		Grade 7		Grade 8	
2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
71	66	73	72	78	80	74	76	72	72	69	71

Percent of GPS Students Scoring at Level 3 or Level 4 on Math Tests by Grade:

Grade 3		Grade 4		Grade 5		Grade 6		Grade 7		Grade 8	
2022	2023	2022	2023	2022	2023	2022	2023	2022	2023	2022	2023
72	77	74	75	71	77	70	78	69	66	58	62

Next Generation Science Standards Assessments Grades 3 – 8

The CSDE Next Generation Science Standards Assessment was administered in spring 2023 in grades 5, 8, and 11.

Percent of GPS Students Scoring at Level 3 or Level 4 by Grade:

Grade 5		Grade 8		Grade 11	
2022	2023	2022	2023	2022	2023
73	76	65	71	65	65

Connecticut SAT School Day: Grade 11

The new **Connecticut SAT School Day** is a measure of college and career readiness and correlates with Connecticut Core State Standards expectations of students at the end of grade 11 in English/Language arts and mathematics. For the second year, students completed the SAT digitally.

The data below captures the achievement of the Class of 2024 on the Connecticut SAT, which was administered on March 22, 2023.

SAT: Evidence-Based Reading and Writing

	Average Scale Score (scores range from 200-800)		Percent at/or Above Benchmark (480)	
	2022	2023	2022	2023
Glastonbury	565	551	80	75

SAT: Math

	Average Scale Score (scores range from 200-800)		Percent at/or Above Benchmark (530)	
	2022	2023	2022	2023
Glastonbury	565	552	65	60

Submitted by: Kate Lund

Reviewed by: Alan Bookman

TOWN OF GLASTONBURY**MEMORANDUM****DEPARTMENT OF ADMINISTRATIVE SERVICES****FINANCIAL ADMINISTRATION**

TO: Board of Finance
Jonathan Luiz, Town Manager

FROM: Keri Rowley, Director of Finance & Administrative Services

DATE: August 16, 2023

SUBJECT: Self Insurance Reserve Update July 2023

KWR 8/17/23

The attached report summarizes the Self Insurance Reserve fund through July 30, 2023. The total reserve is \$14,792,862 allocated \$4,108,207 and \$10,684,655 between Town and Board of Education, respectively. As of July the fund is experiencing a \$1,275,215 loss for the fiscal year. This large loss is related to the Board of Education's significantly lower contribution for July than other months of the year due to faculty summer vacation.

For FY23 there are 31 large loss claims which are defined as any claims that exceed \$50,000. BOE has 22 while the Town has 9 large loss claims. There are 6, 5 for the BOE and 1 for the Town, that have exceeded the individual Stop Loss limit. The Individual Stop Loss limit is \$200,000 for BOE and \$150,000 for the Town. There are currently no large loss claims for FY2023/2024.

As of July 31, we are expecting to receive reimbursement of \$422,589 from CT Prime for FY2023 large loss claims (\$384,041 for BOE and \$38,548 for the Town). This balance due is not reflected in the financial summary.

Enc.

cc: Dr. Alan Bookman, Superintendent
Karen Bonfiglio, Business Manager

SELF INSURANCE RESERVE FUND

YTD Balances As of: July 31, 2023

	Town	Education	Total
Contributions			
Employer	\$415,317	\$73,491	\$488,808
Employee	134,188	50,179	184,367
Stop Loss Reimbursement	-	7,597	7,597
Total Revenues	\$549,505	\$131,267	\$680,772
Expenditures			
Anthem			
ASO Fees	\$10,373	\$39,356	\$49,728
Claims	256,061	1,069,589	1,325,650
	\$266,434	\$1,108,944	\$1,375,378
Delta Dental			
ASO Fees	\$1,395	-	\$1,395
Claims	18,431	-	18,431
	\$19,826	-	\$19,826
Bank Fees/PCORI Fee	\$0	\$0	\$0
CT Prime	140,042	398,241	\$538,284
OneDigital Consultant Fees	4,500	18,000	22,500
	\$144,542	\$416,241	\$560,784
Total Expenditures	\$430,802	\$1,525,185	\$1,955,987
Current Year Revenues Less Expenses	\$118,704	(\$1,393,918)	(\$1,275,215)
Reserve July 1, 2023	\$5,180,504	\$9,805,921	\$14,986,425
Reserve at end of month	\$5,299,208	\$8,412,003	\$13,711,211

	Town	BOE	Total
Reserve at end of month	\$ 5,299,208	\$ 8,412,003	\$ 13,711,211
Recommended Minimum Reserve ^A	\$ 1,215,095	\$ 3,697,176	\$ 4,912,271
Variance Over/(Under) Reserved	\$ 4,084,113	\$ 4,714,827	\$ 8,798,940

A. As of August 2023. The next update will be provided in November 2023.