



REGULAR BOARD OF EDUCATION MEETING

Monday, March 11, 2024 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

1. Call to Order
2. Pledge of Allegiance
3. Awards and Recognition
 - A. Ilakkiya Tamilarasu, Recipient of the 2024 NCWIT Aspirations in Computing High School Award Connecticut Affiliate Winner
4. Student Representatives' Report
 - A. Jachimma Anaedo, Class of 2024
 - B. Hayley Lemieux, Class of 2025
5. Information Session for Public Comment
6. Business Requiring Action
 - A. Approval of Submission of the STARTALK Grant
 - B. Acceptance for First Reading Board of Education Planning Framework 2024-2025
 - C. Approval of Glastonbury High School Baseball Team Trip to Cooperstown, New York
 - D. Approval of Glastonbury High School DECA Club Trip to Anaheim, California
 - E. Acceptance of Friends of Glastonbury Rowing, Inc. (FOGRI) Donation
 - F. Approval of the February 26, 2024 Special Board of Education Meeting Minutes
7. Reports and Discussion
 - A. School Reports
 1. Hopewell School
 - B. Glastonbury Education Foundation
8. Committee Reports
9. Chairman's Reports
10. Superintendent's Report
 - A. Self-Insurance Reserve Update, February 2024
 - B. School Enrollment Report, March 2024
 - C. Staff Appointments
 1. Amy Lyth, LINKS, Special Education Teacher
 - D. Staff Resignations
 1. Lindsay Meyer

E. Dates to Remember

11. 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](#)



Glastonbury Board of Education

628 Hebron Avenue, P.O. Box 191, Glastonbury, CT 06033
Tel: 860-652-7951, www.glastonburyus.org

There were no public comments submitted via the online Google Form for the March 11, 2024 Glastonbury Board of Education Meeting.

The link to the "Public Comments for BOE Meeting" Form is posted on the [BOE Meeting page](#). Public comments submitted via the Google Form will be attached to the [Board Agenda](#) after 12:00 pm on the day of the meeting.

GLASTONBURY BOARD OF EDUCATION
EXECUTIVE SUMMARY REPORT

Title of Report: 2025 Grant Solicitation, STARTALK Discover Chinese and STARTALK Discover Russian Program for Students, July 2024-2026

Board Meeting Date: March 11, 2024

Action: X

Report:

Information:

Discussion:

Overview:

“STARTALK is a federal grant program funded by the National Security Agency with the objective of increasing the number of US citizens learning and teaching less commonly taught languages throughout our nation and inspiring those students to language careers, thereby contributing to language workforce development for the Federal Government. Established in 2006 in response to the President’s National Security Language Initiative (NSLI), STARTALK provides funding and support to institutions to conduct K-16 language student education and teacher development programs of less commonly taught and critical-need language that meet the national security and defense priorities.”

The STARTALK program shifted last year from being a distinctly summer program to a program that focuses on year-round outreach. Given our 17 years of receiving STARTALK grants and our successful experiences within our district Russian and Chinese programs, I believe that we are poised to run this extended grant for the second time. This year, the grant solicitations are only for student programs. Thus we are submitting for two separate student grants: one for Chinese and one for Russian. The program will reflect diversity in the curriculum and will consist of:

Student Programs / Chinese & Russian
<ul style="list-style-type: none">• A blended learning experience that is designed to move students forward in their Chinese and Russian language proficiency development during the academic year.• A three-week intensive in-person summer program for approximately 40 students will run from June 23-July 11, 2025.• Camp for students learning Chinese offered for students in grades 1-12. For the Russian camp, it is for students in grades 3-12.• The opportunity for students to participate in a minimum of 10 hours of pre-program instruction in the spring of 2025 as well as continuation activities, for a minimum of 40 hours, throughout the academic year 2025-2026 in a blended format.• Students participating in the Oral Proficiency Interview computerized (OPIc) / Writing Proficiency Test (WPT) at the end of 2026 academic year to assess students’ increase in proficiency.

Funding for this program type will be requested in the amount of \$363,000.

Submitted By: Amanda Robustelli-Price

Reviewed By: Alan Bookman

BOE PLANNING FRAMEWORK 2024-2025

The following planning topics are proposed for the school year with the understanding that this schedule remains flexible. This list does not preclude adding items to the agenda, but instead serves as a basis for year-long planning.

AUGUST 2024

End of Year Financial Reports and Final Budget Transfers for 2023-2024
Transfer of Funds and Expenditures of Funds 1% non-lapsing account
School Food Service Report
LINKS Update
Update on Early Learning Center
Student Activities Report
Report Newsletter
Opening Day Celebration/Convocation New
Teacher Orientation

SEPTEMBER 2024

Update on CIP and other Maintenance Projects
Establish Date for Graduation 2025
Revision to the 2024-2025 School Calendar (with set graduation date)
Status Report of Enrollment
Opening of School Report
Opening Day Professional Development/Administrators Professional Development/Retreat
Board of Education Policy Updates
Budget Planning Begins
Program Reports Begin
Approval of Submission of CAFE BOE Recognition Award
Fall Professional Development (2nd meeting in September)
Approval of Submission of Consolidated Grant Application 2024-2025
Scholastic Aptitude Test (SAT) and Advanced Placement Results (AP)
Post-Secondary Planning Graduating Class 2024
State Summative Assessment Results (SBAC, NGSS)

OCTOBER 2024

Budget Planning Continues
Program Reports Continue
Curriculum Review Reports
Employee Recognition Event
Approval to Go Out for School Bus Bids
Board of Education Policy Updates
Fall Budget Revisions
Capital Improvement Projects (CIP) Review and Recommendations (2026-2030)
Approval District TEAM Mentors
Approval of Submission of Title ELL Title III Grant Approval of
Submission of Title IV Grant

NOVEMBER 2024

Acceptance Program of Studies - Glastonbury High School and Smith Middle School
School Report Newsletter
Set CIP Priorities
Election Day Professional Development
Veterans Day Celebrations
Review Programs of Study - Glastonbury High School and Smith Middle School
Budget Planning Continues
Program Reports Continues
Board of Education Budget Workshop Dates
Board of Education Meeting Dates 2026-2027
Approval of Perkins Vocational and Technical Education Grant

DECEMBER 2024

Program Reports Completed
Receive Superintendent's proposed 2025-2026 Budget
Magnet School Participation
Approve Programs of Study - Glastonbury High School and Smith Middle School
ED 165 (Profile and Performance Report) (moved from May)
Board of Education Policy Updates

JANUARY 2025

Budget Workshops
Review and Approval of Board of Education Budget for 2025-2026
Capital Improvements Projects (CIP) Workshop with the Town Council
Town Meeting on Town/Education 2025-2026 Budget Proposal
School Food Service Mid-Year Report
School Reports Begin
Open Choice Participation 2025-2026
Adult and Continuing Education Courses for Winter/Spring
Board of Education Ethics Training

FEBRUARY 2025

Workshops BOE, Town Council, and Board of Finance to Review Education Budget
School Report Newsletter
School Reports Continue
Summer Enrichment Camps
Teacher Education and Mentoring Report (TEAM)
Approval of Submission of STARTALK Grant

MARCH 2025

School Reports Continue
Board of Education Policy Updates
Recruitment/Hiring
Non-Renewal of Teachers' Contracts in Accordance with CT Statutes 10-151

Approval Board of Education Planning Framework
Approval of Town Council Budget for Education and CIP
State Mandated Testing Schedule 2025
Approval of Budget Reductions to the Approved 2025-2026 BOE Budget
Spring Professional Development

APRIL 2025

School Reports Completed
April Budget Revisions
Non-Renewal Long Term Substitutes Agreement
Non-Renewal of Teachers' Contracts in Accordance with CT Statutes 10-151
Student Participation through Lottery for Magnet Schools
Board of Education Policy Updates
Recruitment/Hiring Continues
Educator Evaluation
Approval of IDEA B Grant for 2025-2027
TEAM Process and Training Report

MAY 2025

School Reports Newsletter
Superintendent's Evaluation
Recruitment/Hiring Continues
Healthy Foods Certification
Board of Education Policy Updates Board
Self-Evaluation
Recognition of Certified Retirees
Capital Improvement Projects Update (CIP)
Approval of Open Choice Expenditures
50th Class Reunion Breakfast

JUNE 2025

Graduation Celebration, 2025
Summer Professional Development Report
Glastonbury/East Hartford Elementary Magnet School Financial Report/Budget Approval
Recruitment/Hiring Continues
Children of Out of Town Staff Members Tuition
Board of Education Policy Updates
Approval of Non-Affiliated Wage Increases Elementary
School Staffing Adjustments
Superintendent's Contract
Teacher Evaluation Update

JULY 2025

Recruitment/Hiring Continues
School Report Newsletter

Technology Annual Report
Board of Education Policy Updates
Summer Professional Development Report
Elementary School Staffing Adjustments
Board of Education Policy Updates
Adult and Continuing Education Courses for Fall
CIP Projects Update

DRAFT

Glastonbury Public Schools
TRAVEL APPROVAL FORM

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE PARTICIPANTS ARE SOLICITED

INTERNATIONAL _____ US X CT _____

DESTINATION: Cooperstown, NY

DEPARTURE DATE: April 27, 2024 RETURN DATE: April 28, 2024

ESTIMATED NUMBER OF PARTICIPANTS: 20 WILL ANY SCHOOL TIME BE USED: no

SPONSORING TEACHER: Dennis Accomando COST PER PARTICIPANT: TBD

OTHER CHAPERONE(S): Assistant coaches, parents if additional
supervision is necessary.

AGENCY/ORGANIZATION MAKING ARRANGEMENTS: n/a

SCHOOL(S) PARTICIPATING: Just Glastonbury baseball (varsity, a few JV players)

STUDENTS' REQUIREMENTS FOR PARTICIPATION: member of varsity team

PURPOSE OF TRIP:

see attached

ITINERARY (MAY BE ATTACHED):

see attached

STATEMENT OF ANTICIPATED OUTCOMES FOR STUDENTS:

see attached

APPROVAL:

DIRECTOR: Jiri Witz 2/29/24 (DATE)

PRINCIPAL(S): [Signature] 2/29/2024 (DATE)
(of first school where trip is taking place) (of second school if applicable) (DATE)

PRINCIPAL(S): _____ (DATE)
(of first school where chaperones teach) (of second school if applicable) (DATE)

SUPERINTENDENT APPROVAL: [Signature] 3/4/24
(DATE)

Glastonbury High School Baseball Cooperstown Trip 2024

Dates: April 27-28, 2024

Who will be going and Chaperones:

The 3 Varsity coaches will attend the trip and also serve as chaperones, the freshmen and JV coaches will also be invited to attend. This is 3-5 adults that will be attending the trip. The varsity baseball team and a few of the JV players will be attending the trip as well which will be around 20 players. The ratio of Adults to players will be either 7:1 or 5:1. Some parents may also be making the trip who can supervise their children if needed; additional parents can sign up as official chaperones if the school deems this necessary.

Estimated hotel and other costs:

1 night = \$225 including taxes per night for a suite which sleeps 6, we will put 5 in a room.

6 rooms, 4 for the team players, and 1 for the bus driver, 1 for coaches = \$1350

Food: \$60 per player and coaches and bus driver for two days = \$1680 (\$60 x 28)

Hall of fame tickets @ \$10 per x 28 = \$280

Transportation

The team will travel by coach bus to Cooperstown, NY departing from the high school on Saturday morning at 7:00AM and travel to and from the hotel by bus. The bus will be used for transportation to meals as well if the restaurant is not located in the downtown area. The team will return late Sunday afternoon to GHS.

Estimated bus cost: \$3000

Food for driver: \$60, \$30 per day. Accounted for in previous cost

Rom for Driver = \$225 for single room, 1 night, accounted for in previous total

Total: \$3000 for bus

Education Value

Cooperstown, NY is the home to baseball's roots. Providing this experience for our student athletes will help enrich their knowledge on the history and background of the sport. Many of our players in the past noted this trip as the highlight of their baseball playing careers at GHS. This will be a great team building and memory making experience. I was able to do this trip twice during my high school career and I still have very fond memories.

Glastonbury Public Schools
TRAVEL APPROVAL FORM

THIS FORM MUST BE COMPLETED AND APPROVED BEFORE PARTICIPANTS ARE SOLICITED

INTERNATIONAL _____ US x CT _____

DESTINATION: Anaheim, California

DEPARTURE DATE: 04.26 or 04.27, 2024 depending on flight availability RETURN DATE: 05.01.2024

ESTIMATED NUMBER OF PARTICIPANTS: 2-6 WILL ANY SCHOOL TIME BE USED: yes - three days

SPONSORING TEACHER: Arlette de Koning COST PER PARTICIPANT: \$1,100-\$1,960**
**cost depends on number of qualifying students and number of hotel rooms needed

OTHER CHAPERONE(S): Nick Girouard

AGENCY/ORGANIZATION MAKING ARRANGEMENTS: DECA

SCHOOL(S) PARTICIPATING: Glastonbury High School

STUDENTS' REQUIREMENTS FOR PARTICIPATION: students that place in the top three of the DECA state competition; and/or a CT DECA officer

PURPOSE OF TRIP: GHS DECA members have been preparing to participate in the DECA state competition, which includes a 100 question test as well as a role playing section. The students that place in the top three qualify to compete in the International DECA competition in Anaheim, California. Students are honored to represent Glastonbury at this annual event. The state competition is March 6, 2024, and registration deadline is March 22, 2024

ITINERARY (MAY BE ATTACHED):

for more information on the conference, please visit <https://www.deca.org/associations/connecticut>

STATEMENT OF ANTICIPATED OUTCOMES FOR STUDENTS:

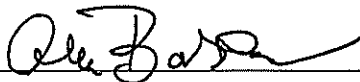
During this international conference, participants will compete in different business, entrepreneurship and financial related events to gain invaluable experience, by exposure to and interaction with, outstanding competitors, advisors and judges.

APPROVAL:

DIRECTOR: Amanda Robustelli-Price 03.06.2024

PRINCIPAL (Glastonbury High School) : Nancy Bean 3/6/24

PRINCIPAL (Smith Middle School): Bobby Skarvelas 3/6/24

SUPERINTENDENT APPROVAL:  3/7/24
(DATE)



Glastonbury High School Athletic Department

330 Hubbard Street, Glastonbury, Connecticut 06033

Tel. 860.652.7200

www.glastonburyus.org

Fax 860.652.7239

Trish Witkin, CMAA, Director of Athletics

Ashley Kitchens, CMAA, Assistant Athletic Director

March 8, 2024

Dr. Alan Bookman
Superintendent of Schools
Glastonbury Public Schools
P.O. Box 191
Glastonbury, CT 06033

Re.: FOGRI Donation

Dr. Bookman,

We were recently notified that the Friends of Glastonbury Rowing, Inc (FOGRI) generously donated a new safety launch and trailer to the high school crew program. The equipment that has been purchased and the value by item is as follows:

1. RSCAT 16 launch (includes steering wheel, steering cable and rope rescue ladder)	\$12,500
2. Tohatsu 20hp motor (includes power tilt, remote shift/throttle and cables, battery, gas tank and hose)	\$5000
3. Launch Trailer (includes LED lights and aluminum crossbunks)	\$3000
Total Donation	\$20,500

I respectfully request approval by the Board of Education to accept this donation. This boat will benefit the boys and girls crew program throughout the fall and spring seasons.

Sincerely,

Trish Witkin, CMAA
Director of Athletics

Gifts to School Personnel/Schools

Suppliers, contractors and others doing or seeking to do business with the school system shall be discouraged from giving gifts to school employees. Where a student, adult or organization wishes to give a gift to a staff member, the gift must be in accordance with the Glastonbury Code of Ethics.

Principals, teachers and other staff members are urged to discourage the solicitation of funds from students for a class or group gift to an individual staff member. Expressions of gratitude or appreciation may more appropriately be addressed in letters or school donations, e.g. donation to the library, athletic equipment and plantings.

The appropriateness and selection of class gifts to the school shall be determined by the class involved in cooperation with the principal/designee and approved by the superintendent/designee.

In all cases, gift giving to schools or the school district must be pre-approved by the building administrator (where a gift is designated for a particular school), the superintendent/designee and/or the Board of Education. Gifts valued in excess of approximately \$10,000 and gifts of lesser value which predictably would require significant Board of Education expenditures for their assumption, installation or maintenance, require approval by the Board of Education prior to their acceptance.

(cf. Glastonbury Code of Ethics sec 2:56-69)
(cf. Policy 3280 Gifts, Grants & Bequests)

Policy

Adopted: October, 1981
Revised: May 22, 2000
Revised: June 7, 2004
Revised: November 8, 2004

Special Board of Education Meeting

Monday, February 26, 2024 7:00 PM

Town Council Chambers

Glastonbury Town Hall

2155 Main Street

Glastonbury, CT 06033

Mrs. Kali Cavanaugh: Present

Mrs. Alison Couture: Present

Mrs. Jennifer Faust: Present

Dr. Douglas Foyle: Present

Ms. Jenn Jennings: Present

Mr. David Peniston, Jr.: Present

Mr. Matthew Saunig: Present

Ms. Julie Thompson: Present

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. Lego League Champions

Dr. Foyle recognized the Glastonbury State Champions for the Lego League, Team #61854 - The Glastonbury Goats.

3.B. Laura Blanchard, Assistant Principal/Special Education Supervisor, Hebron Avenue School

Dr. Bookman, Superintendent of Schools, introduced Laura Blanchard, Assistant Principal/Special Education Supervisor, Hebron Avenue School.

4. Student Representatives' Report

4.A. Jachimma Anaedo, Class of 2024

Student Representative, Jachimma Anaedo, Class of 2024, updated the Board about upcoming events at GHS.

4.B. Hayley Lemieux, Class of 2025

Student Representative, Hayley Lemieux, Class of 2025, updated the Board about upcoming events at GHS.

5. Information Session for Public Comment

William Marut, 264 Carriage Drive, Glastonbury, addressed the Board with his thoughts on the expansion of Open Choice.

Megan Abernathy, 59 Pilgard Lane, Glastonbury, addressed the Board with her thoughts on bullying and read a poem written by her child.

Pam Lucas, 145 Moseley Terrace, Glastonbury, addressed the Board with her thoughts on making Open Choice more robust.

David O'Connor, 1140 Main Street, South Glastonbury, addressed the Board with his thoughts on the expansion of Open Choice.

Lisa Mendum, 45 Candlewood Road, Glastonbury, addressed the Board with her thoughts on the expansion of Open Choice, sports timing, and technology usage.

Lisa Eldridge, 108 S Mill Drive, Glastonbury, addressed the Board with her thoughts on the expansion of Open Choice.

Rob Dakers, 15 Trifiro Circle, Glastonbury, addressed the Board with his thoughts on the expansion of Open Choice.

Jenn Jennings, 34 Cranesbill Drive, Glastonbury, addressed the Board with her concerns about the 3rd Grade ELA and Math Curriculum, along with technical opportunities at GHS.

Pauline Parrish, 262 Naubuc Avenue, Glastonbury, addressed the Board with her concerns on security.

6. Business Requiring Action

6.A. Approval of Increasing Educator Diversity Plan

Board approves the Increasing Educator Diversity Plan and authorizes the Superintendent or equivalent school administrator to execute any Plan revisions that may be required. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea

Mrs. Alison Couture: Yea

Mrs. Jennifer Faust: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

6.B. Open Choice Participation 2024-2025

Board approves seventeen (17) openings for Open Choice Program participation for the 2024-2025 school year. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea

Mrs. Alison Couture: Yea

Mrs. Jennifer Faust: Yea

Dr. Douglas Foyle: Yea

Ms. Jenn Jennings: Yea

Mr. David Peniston, Jr.: Yea

Mr. Matthew Saunig: Yea

Ms. Julie Thompson: Yea

The Board took a ten minutes recess from 9:05 PM until 9:15 PM

Motion to move agenda item 7.A. School Reports up on the agenda to be presented at this time. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea
Mrs. Alison Couture: Yea
Mrs. Jennifer Faust: Yea
Dr. Douglas Foyle: Yea
Ms. Jenn Jennings: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

7.A. School Reports

7.A.1. Nayaug School

Kristine Garofalo, Principal of Nayaug School, shared highlights of her report with the Board.

7.A.2. Smith Middle School

Dr. Bobby Skarvelas, Principal of Smith Middle School, shared highlights of his report.

6.C. Approval to Go Out to Bid for a Study of K-6 Buildings

Board approves to go out to bid for a study of the K-6 buildings in an amount not to exceed \$75,000. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea
Mrs. Alison Couture: Yea
Mrs. Jennifer Faust: Yea
Dr. Douglas Foyle: Yea
Ms. Jenn Jennings: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

6.D. Approval of Tuition-Based Summer 2024 Enrichment Camps

Board approves the following Summer Enrichment Camps for 2024: A Taste of Broadway, A Very Swiftie Summer Camp, Arts & Emotions Camp, Brain Busters Camp, Bringing Books to Life Through Play, Camp Culture Club, Coding Camp, Coding with Robotics, Conquering the College Essay and Common Application Prep, Cooking Camp, Courageous Speakers, Create Your Own Graphic Novel, Dance!, Design Your Own...., Foodie Adventure Camp, Glastonbury Bakers, Hello Summer!, In the Middle: Reading and Writing Enrichment, Introduction to Olympic Weightlifting, Mindfulness and Crafting, Mindfulness Through Art and Movement, Musical Theater and More!, Natures Wonders, STEAM Camp, Silks and Circus, Sunny Smiles Camp, Glastonbury Training Camp, Under the Sea, Multilingual Learner Camp, French Camp Summer 2024, Spanish Camp Summer 2024, Discover Russian Elementary, Discover Russian Middle/High School, Discover Chinese Elementary, Discover Chinese Middle/High School. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea
Mrs. Alison Couture: Yea
Mrs. Jennifer Faust: Yea
Dr. Douglas Foyle: Yea
Ms. Jenn Jennings: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

6.E. Approval of the January 22, 2024 Regular Board of Education Meeting Minutes
Board approves the Regular Board of Education meeting minutes of Monday, January 22, 2024. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea
Mrs. Alison Couture: Yea
Mrs. Jennifer Faust: Yea
Dr. Douglas Foyle: Yea
Ms. Jenn Jennings: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

6.F. Approval of the January 29, 2024 Special Board of Education Meeting Minutes
Board approves the Special Board of Education meeting minutes of Monday, January 29, 2024. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

Mrs. Kali Cavanaugh: Yea
Mrs. Alison Couture: Yea
Mrs. Jennifer Faust: Yea
Dr. Douglas Foyle: Yea
Ms. Jenn Jennings: Yea
Mr. David Peniston, Jr.: Yea
Mr. Matthew Saunig: Yea
Ms. Julie Thompson: Yea

7. Reports and Discussion

7.B. Glastonbury Education Foundation

Board Member, Julie Thompson shared that the GEF 5K is scheduled to be held on June 2, 2024.

8. Committee Reports

A Policies Committee meeting is scheduled for March 25, 2024, at 5:30PM.

9. Chairman's Reports

Dr. Foyle shared the following with the Board:

- The Board of Finance recommended a reduction of \$475,000 to the BOE budget.
- The Governor's Budget may also effect the BOE budget further.

- A Town Council Budget Workshop is scheduled for Wednesday, February 28, 2024, at 6:00PM, to review and discuss the Board of Education Budget.

10. Superintendent's Report

Dr. Bookman shared the following with the Board:

- An invitation to a book reading at Buttonball Lane Elementary School, on Friday, March 1, 2024.
- There is currently a soft budget freeze, in the School District.

10.A. Self Insurance Reserve Update, January 2024

10.B. Staff Appointments

10.B.1. Laura Blanchard, Hebron Avenue School, Assistant Principal/Special Education Supervisor

10.C. Staff Resignations

10.C.1. Kaitlyn Murphy-Keplesky

10.D. School Enrollment Report, February 2024

10.E. Student Suspension Report, January 2024

10.F. Gideon Welles School - After School Activities, Spring 2024

10.G. Dates to Remember

11. Adjournment

Board moves to adjourn the meeting. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried. The meeting adjourned at 10:15PM.

Mrs. Kali Cavanaugh:	Yea
Mrs. Alison Couture:	Yea
Mrs. Jennifer Faust:	Yea
Dr. Douglas Foyle:	Yea
Ms. Jenn Jennings:	Yea
Mr. David Peniston, Jr.:	Yea
Mr. Matthew Saunig:	Yea
Ms. Julie Thompson:	Yea

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

Respectfully Submitted,

Kali Cavanaugh, Secretary

Approved:



Report to Glastonbury Board of Education
Be Kind, Be Curious, Be Well

School: Hopewell School

Prepared By: Twana Shirden

Date: March 11, 2024

1. What are some notable school successes that have occurred within this past year?

- Be Kind, Be Curious, Be Well continues to resonate throughout Hopewell School. Students and staff, with our mascot Oreo, opened the 2023-2024 school year by gathering on the blacktop to welcome our newest students with our Kindergarten Clap-In.
- There is collaboration with families and the community through PTO events. We started the school year with a Kindergarten Social on the playground. The annual Fall Festival was a great way to bring the Hopewell community together for a fun evening of food trucks, bounce houses and fun activities. Our Family Bingo Night was another great evening of fun and prizes with families. Our 4th grade students showcased their singing skills with the music teacher, Mrs. Norman, as they sang “God Bless America” at the Hartford Wolfpack game.
- Our Library Media Specialist continues to collaborate with the classroom teachers to enhance our students understanding of digital literacy and STEAM concepts. From scanning a QR code in order to download a book on the iPad to connecting literacy with STEAM activities during library lessons, our students are learning to use technology as a tool to access information, communicate, share, create, and discover.
- STEAM Night with Gideon Welles 5th grade students was an evening filled with STEAM activities for students and families to explore. A menu of STEAM activities were available that night and online. Students chose from the STEAM menu and had the option to bring in a picture to be posted on the STEAM bulletin board.
- Our LART and PACE continue to collaborate with teachers to provide effective reading and math strategies to all students. The LART and PACE work closely with the teachers to continue the implementation of Heggerty and San Francisco Math. We continue to utilize student-centered coaching to analyze student work, target areas of instruction, discuss instructional practices, and plan for small group instruction to meet the academic needs of students. The continuation of grade level collaboration allows teachers and support staff the opportunity to discuss students’ data and instructional needs.
- During our morning announcements, we continue to review our whole school expectations, discuss the importance of kindness and recite the Hopewell Pledge. Each month we celebrate our Oreo Star Students for demonstrating positive behaviors and accomplishments aligned to our Hopewell Pledge.

2. Please share any new school initiatives that were introduced recently.

- This year, the San Francisco math resources and scope and sequence are being implemented in Gr. K-4. Last year, our Gr. 2 teachers piloted Reflex Math, a fact fluency program. Grades K-3 are using the DIBELS assessment to provide information about students’ reading skills to identify needs and drive small group instruction.

- We continue to foster a safe learning environment to enhance the social-emotional development of all our students. Over the last two years, teachers in Gr. K-4 have been trained on the Zones of Regulation by our school psychologist. As a school, we have effectively implemented the Zones of Regulation with calming corners in every classroom.
- UCONN's PRIME (Planning Realistic Implementation and Maintenance by Educators) Project assisted one of our Kindergarten teachers with the delivery of function-based intervention plans. Dr. Sanetti attended a staff meeting to discuss the consultative support they offered to effectively implement a behavior plan for students.
- We are in the beginning stages of implementing the Collaborative Problem-Solving model where adults work with students to identify, teach, and practice lagging social-emotional skills. Staff and administration have attended professional learning with modeling and coaching across the district. We have started to implement strategies to support this work throughout our building by reflecting on the classroom environments that support student learning and creating calming corners in the classrooms.

3. Describe the social-emotional supports in place for students.

- The implementation of the Zones of Regulation provides students and staff with the colors to identify how they are feeling and the strategies to regulate those feelings. The use of the calming corner lets students know that it is okay to take space when needed.
- The support offered by our Youth and Family Services Social Worker has increased to three times a week. Miss Napolitano collaborates with our school psychologist about the social emotional needs of our students. Miss Napolitano meets with a small group of students in a lunch bunch to provide students with social skills and problem-solving strategies.
- Teachers utilize the Second Step Framework in grades K-4 to teach competencies such as emotion management, friendship and social skills, problem-solving, and assertiveness. We also include the Bullying Prevention Unit where students learn bullying prevention techniques and identify a trusted adult.
- Social-emotional-behavioral learning is embedded into our daily schedule where students are explicitly taught expected versus unexpected behaviors in all areas of the school. Some teachers have begun the work of Restorative Practices by using circles in the morning or as needed to discuss expectations.
- Izzy or Jackson (Eastbury Facility Dogs) visit our classrooms twice a month. The dogs help with the students and staff emotional well-being and their presence is calming.
- Our school psychologist, Shannon Mitchell, is essential in fostering a nurturing environment. Our students know that her office is a safe space. She provides staff, students and parents with social-emotional-behavioral strategies.

4. What are the long-term plans that support your school's interests and needs in accordance with the 6th Generation Strategic Plan?

The long-term plans that support our teachers, staff and administrators are to implement the 6th Generation Strategic Plan with consistency and fidelity. We will continue to focus on maintaining a safe, supportive and inclusive learning environment for all students.

- Identify and communicate what "Good Teaching" and "Active Learning" is and looks like at Hopewell while continuing the work of student-centered coaching.
- Implement Play-Based Learning in Kindergarten classrooms through targeted professional learning.
- Provide continued professional learning and implementation of Collaborative Problem Solving and Restorative Practices to support students' social emotional needs.

- Continue to build relationships and partner with our families to meet all students academic and social emotional needs.
- Promote staff-centered wellness activities like yoga, monthly breakfast gatherings, wellness walks and Oh Baby staff challenge.

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 *KWR*

DATE: March 6, 2024

SUBJECT: Self Insurance Reserve Update February 2024

The attached report summarizes the Self Insurance Reserve fund through February 2024. The total reserve is \$12,508,510 allocated \$4,402,164 and \$8,106,346 between Town and Board of Education, respectively. As of February the fund is experiencing a \$2,477,915 loss for the fiscal year.

There are 16 large loss claims which are defined as any claims that exceed \$50,000. BOE has 7 while the Town has 9 large loss claims. There are 6, 3 for BOE and 3 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.

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

SELF INSURANCE RESERVE FUND

YTD Balances As of: February 29, 2024

	Town	Education	Total
Contributions			
Employer	\$2,261,351	\$7,997,906	\$10,259,257
Employee	774,107	2,325,450	3,099,557
Stop Loss Reimbursement	38,549	391,638	430,186
Total Revenues	\$3,074,006	\$10,714,994	\$13,789,000
Expenditures			
Anthem			
ASO Fees	\$81,059	\$317,962	\$399,022
Claims	3,220,502	11,083,647	14,304,149
	\$3,301,562	\$11,401,609	\$14,703,171
Delta Dental			
ASO Fees	\$12,115	-	\$12,115
Claims	126,919	-	126,919
	\$139,035	-	\$139,035
Bank Fees/PCORI Fee	\$0	\$0	\$0
CT Prime	398,250	958,960	\$1,357,210
OneDigital Consultant Fees	13,500	54,000	67,500
	\$411,750	\$1,012,960	\$1,424,710
Total Expenditures	\$3,852,346	\$12,414,570	\$16,266,916
Current Year Revenues Less Expenses	(\$778,340)	(\$1,699,576)	(\$2,477,915)
Reserve July 1, 2023	\$5,180,504	\$9,805,921	\$14,986,425
Reserve at end of month	\$4,402,164	\$8,106,346	\$12,508,510

	Town		BOE		Total
Reserve at end of month	\$ 4,402,164	\$	8,106,346	\$	12,508,510
Recommended Minimum Reserve ^A	\$ 1,146,286	\$	4,029,314	\$	5,175,600
Variance Over/(Under) Reserved	\$ 3,255,878	\$	4,077,032	\$	7,332,910

A. As of December 2023. The next update will be provided in May 2024.

**GLASTONBURY PUBLIC SCHOOLS
GLASTONBURY, CONNECTICUT**

SCHOOL ENROLLMENT March 1, 2024

Elementary		Pre-K = 89	K	1	2	3	4	5	6	Total
Buttonball			70	87	72	75	66	88		458
Hebron Ave.			61	80	84	76	79	83		463
Hopewell			86	88	82	110	106			472
Naubuc			68	63	71	76	81			359
Naugaug			85	119	73	88	85	86		536
Elementary Subtotal			370	437	382	425	417	257	0	2288
Gideon Welles								171	433	604
		K-6 Totals								2892
Elementary Total			370	437	382	425	417	428	433	2892
Middle			7	8						Total
Smith Middle		Middle Subtotal	420	421						841
Middle Total			420	421						841
Secondary			9	10	11	12				Total
Glastonbury High		Secondary Subtotal	437	436	460	437				1770
Secondary Total			437	436	460	437				1770
		TOTAL								5503
		OUT OF DISTRICT (32 & GHS ALTERNATIVE PROGRAM (0))							Pre-K	89
										32
		GRAND TOTAL								5624

RECAPITULATION

	3/1/2023	3/1/2024	Change Over
	Enrollment	Enrollment	Previous Years
	All	All	Enrollment All
	Without M	Without M	
Pre-K	87	89	2
K	418	370	-48
1	364	437	73
2	414	382	-32
3	408	425	17
4	417	417	0
5	424	428	4
6	411	433	22
Subtotal Elementary	2943	2981	38
7	425	420	-5
8	436	421	-15
9	431	437	6
10	463	436	-27
11	444	460	16
12	460	437	-23
Subtotal Secondary	2659	2611	-48
TOTAL	5602	5592	-10
OUT OF DISTRICT & GHS ALTERNATE	30	32	2
GRAND TOTAL	5632	5624	-8

School Enrollment by Class March 1, 2024

	GRADE K						TOTAL
Buttonball	18	18	17	17			= 70
Hebron	16	15	15	15			= 61
Hopewell	18	17	17	17	17		= 86
Naubuc	17	17	17	17			= 68
Nayaug	19	18	17	16	15		= 85
							370
	GRADE 1						
Buttonball	19	18	17	17	16		= 87
Hebron	20	20	20	20			= 80
Hopewell	19	19	18	18	14		= 88
Naubuc	21	21	21				= 63
Nayaug	20	20	20	20	20	19	= 119
							437
	GRADE 2						
Buttonball	18	18	18	18			= 72
Hebron	21	21	21	21			= 84
Hopewell	21	21	20	20			= 82
Naubuc	18	18	18	17			= 71
Nayaug	19	19	18	17			= 73
							382
	GRADE 3						
Buttonball	19	19	19	18			= 75
Hebron	19	19	19	19			= 76
Hopewell	23	23	22	22	20		= 110
Naubuc	23	23	15	15			= 76
Nayaug	24	22	21	21			= 88
							425
	GRADE 4						
Buttonball	22	22	22				= 66
Hebron	20	20	20	19			= 79
Hopewell	23	22	21	20	20		= 106
Naubuc	21	20	20	20			= 81
Nayaug	22	22	21	20			= 85
							417
	GRADE 5						
Buttonball	22	22	22	22			= 88
Gideon Welles	23	22	21	21	21	21	= 171
Hebron	21	21	21	20			= 83
Nayaug	22	22	21	21			= 86
							428