



REGULAR BOARD OF EDUCATION MEETING

Monday, May 20, 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. CABE Student Leadership Awards
 1. Ryan Alahyari - Glastonbury High School
 2. Lily Luby - Glastonbury High School
 3. Taylor Balthazar - Smith Middle School
 4. Michael Brennan - Smith Middle School
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 Participation in the Healthy Food Certification Standard (Under Section 10-215f of the Connecticut General Statutes)
 - B. Approval of Children of Out-of-Town Board of Education Employees to Attend Glastonbury Public Schools 2024-2025
 - C. Approval of the May 6, 2024 Meeting Minutes
7. Reports and Discussion
 - A. Summer Professional Development
 - B. Glastonbury Education Foundation
8. Committee Reports
9. Chairman's Reports
10. Superintendent's Report
 - A. Self-Insurance Reserve Update, April 2024
 - B. Student Suspension Report, April 2024
 - C. 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 May 20, 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 FORM**

Title of Report: Healthy Food Certification Standard (Section 10-215f of the CT General Statutes)

Board Meeting Date: May 20, 2024

Action: X

Report:

Information:

Discussion:

Overview: The Glastonbury Board of Education first accepted the Connecticut Nutrition Standards, Healthy Food Certification (HFC) in 2006. This is our eighteenth year participating in the program. Effective July 1, 2015, the Nutrition Standards for foods allowed to be sold under this program changed. The revised standards emphasize three main criteria. Foods sold must meet at least one of the following; be whole grain-rich, must have one of the following food groups as the first ingredient (fruit, vegetable, dairy/protein), be a combination food (food item that contains at least ¼ cup of fruit or vegetable). The nutrition standards continue to emphasize portion control and have set limits on calories, fat, trans fat, sugar, and sodium found in foods.

HFC pertains to all foods sold to students separately from reimbursable school meals. The regulations overlap with the regular menu. For example, if a student chooses an entrée alone that is not offered as part of a reimbursable meal this entrée would be subject to the HFC regulations.

HFC requirements apply to all food sales on school grounds including cafeterias, school stores, and vending machines. Vending machines that are in staff work areas and not accessible to students are not covered under HFC.

In addition, non-approved foods and beverages continue to be sold at events (e.g. sporting events, school plays, and community use events). Items sold at these events are not subject to meet the HFC requirements as long as they are sold 30 minutes after the end of the school day. Also, with your approval, community groups such as Friends of Music continue to sell candy as part of their fundraising activities.

We anticipate receiving approximately \$55,000 in funding this school year. Meal counts from the previous year are used to calculate funding. Free meals were offered for the majority of the 2022-2023 school year; therefore, meal counts were significantly higher than in years past resulting in increased funding.

We recommend that we continue to participate in this program during the 2024-2025 school year.

Submitted By: Jessica D’Agnese

Reviewed By: Alan Bookman



Office of the Superintendent

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

May 20, 2024

TO: Board of Education

FROM: Alan B. Bookman, Ph.D., Superintendent

RE: Request from Out-of-Town Staff Members to Permit their Children to Attend
Glastonbury Public Schools for 2024-2025

We have seventeen (17) employees who are requesting permission for their children to attend school in Glastonbury in accordance with Board Policies #3240 and #5118.1.

The students would be attending:

- Buttonball Lane School (three - 1st grade students, one - 2nd grade student, and one - 4th grade student)
- Hopewell School (one - 1st grade student)
- Naubuc School (one – 2nd grade student, two - 3rd grade students, and one - 4th grade student)
- Gideon Welles School (two – 6th grade students)
- Smith Middle School (one – 8th grade student)
- Glastonbury High School (two - 9th grade students, three - 10th grade students, and one - 11th grade student)

Children of Out-of-Town Board of Education Employees

The Board of Education believes that permitting the children of its non-resident employees to attend its schools may be advantageous in its recruitment efforts. This may be especially beneficial as the district competes for certain highly competitive teaching, administrative and support positions. Accordingly, the children of Board of Education employees who live out-of-town may attend the Glastonbury Public Schools at a special tuition rate approved annually by the Board.

All requests to be included in this program must be endorsed by the superintendent and submitted to the Board for approval. Under normal conditions, students will be accepted only at the beginning of the school year. Notification of acceptance and tuition amount will be sent to out-of-town staff after Board approval. Attendance will be permitted only on a space available basis determined by the superintendent. The parent/guardian will be responsible for transportation to and from school.

The Board of Education instructs the superintendent/designee to set the tuition for this program annually at \$1,000 per child. In addition, any costs for additional services required under an IEP or 504 Plan will be paid by the employee.

Policy

Adopted: March 10, 1986

Revised: April 19, 1993

Revised: October 7, 1996

Revised: January 24, 2005

Revised: September 26, 2005

Revised: June 25, 2012

Revised: April 21, 2014

Revised: March 11, 2016

Revised: April 25, 2022

Tuition Fees

Where tuition is charged for non-resident pupils who attend the Glastonbury Public Schools, it is established annually by the Board of Education.

In the case of students attending our vocational agricultural program, tuition is calculated using the formula mandated in section 10-65 of the Connecticut General Statutes.

Students enrolling in the district's schools whose parents/guardians intend to but have not yet become Glastonbury residents may be charged a tuition rate based upon the formula mandated for that purpose found in section 10-186 of the Connecticut General Statutes.

Children of non-resident Board of Education employees who attend Glastonbury Public Schools are charged a tuition explained in Policy 5118.1.

Legal Reference: Connecticut General Statutes

10-65 Grants for construction and operating vocational agriculture centers. Tuition charges.
(amended by PA 04-197)

10-186 Duties of local and regional Boards of Education re school attendance.

10-220 Duties of Board of Education

(cf. Policy 5118.1 - Children of Out-of-Town Board of Education Employees)

(cf. Regulation 5118 – Residency Requirements)

Policy

Adopted: October, 1981

Revised: September 26, 2005

Revised: April 25, 2022

Regular Board of Education Meeting

Monday, May 6, 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. Glastonbury Public Schools Retirees

3.B. Board of Education Student Representative, Jachimma Anaedo, Class of 2024

4. Student Representatives' Report

4.A. Jachimma Anaedo, Class of 2024

Student Representative, Jachimma Anaedo, Class of 2024, updated the Board on events happening at GHS.

4.B. Hayley Lemieux, Class of 2025

Student Representative, Hayley Lemieux, Class of 2025, updated the Board on events happening at GHS.

Hayley and Jachimma were joined by Amalia Baird, Class of 2027, in presenting updates to the Board on happenings at GHS.

5. Information Session for Public Comment

There were no community members present at the Board of Education meeting requesting to address the Board.

6. Special Reports

6.A. CIAC Summer Coaching

Trish Witkin, Director of Athletics, shared with the Board the proposed CIAC by-law change, modifying the out-of-season (summer) coaching rules.

7. Business Requiring Action

7.A. Ratification of Agreement Between the Glastonbury Board of Education and the Glastonbury Education Association, July 1, 2025 to June 30, 2029

Board approves the ratification of the Agreement between the Glastonbury Board of Education and the Glastonbury Education Association, July 1, 2025 to June 30, 2029. 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.B. Approval of Open Choice Expenditures

Board approves the 2023-2024 Open Choice expenditures. 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.C. Approval of the IDEA B Grant 2024-2026

Board approves the IDEA B Grant 2024-2026. 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.D. Approval of the April 22, 2024 Meeting Minutes

Board approves meeting minutes of Monday, April 22, 2024. This motion, made by Ms. Julie Thompson and seconded by Mrs. Kali Cavanaugh, Carried.

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

8. Reports and Discussion

8.A. Glastonbury Education Foundation

Julie Thompson reminded the Board of the upcoming GEF 5K Run, in June. She also shared the date of the PTSO breakfast for the bus drivers, van drivers, and crossing guards.

9. Committee Reports

10. Chairman's Reports

10.A. Glastonbury Board of Education Letter Regarding Teacher Appreciation Week

Dr. Foyle shared with the Board that he and Dr. Bookman will be attending an upcoming Town Council meeting, to discuss the recently approved Glastonbury Education Association contract and possibly the 1% Fund.

11. Superintendent's Report

Dr. Bookman, Superintendent of GPS, shared the following:

- An invitation to the GPS Art Show scheduled on Tuesday, May 14th, 2024
- A thank you note from a teacher, for the sabbatical leave she received, to concentrate on completing her Doctorate degree
- Reminders of upcoming dates for the 50th Reunion Breakfast and the Bus Driver, Van Driver, Crossing Guard breakfast

11.A. School Enrollment, May 2024

11.B. Dates to Remember

Motion to amend the agenda to create an Ad Hoc Committee to explore the creation of a trade certification program at Glastonbury High School. This motion, made by Ms. Jenn Jennings and seconded by Mrs. Kali Cavanaugh, Failed.

Mrs. Kali Cavanaugh: Nay

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

12. 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 9:07PM.

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

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

Respectfully Submitted,

Kali Cavanaugh, Secretary

Approved:

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

Title of Report: Summer 2024 Professional Learning

Board Meeting Date: May 20, 2024

Action:

Report: X

Information:

Discussion:

Once again, Glastonbury educators are invited to participate in professional learning experiences during the summer months. This year, nearly 30 workshops will run during the weeks of June, July, and early August to provide professional growth opportunities for our staff. The following information highlights the Summer 2024 Professional Learning offerings:

- Topics reflect the feedback from our Professional Development and Evaluation Committees (PDECs)
- Sessions are being offered both in person and virtually to provide flexibility for all staff to participate with ease
- All sessions are developed and presented by GPS faculty; all are aligned with the goals of our district's Strategic Plan
- Technology-themed sessions will provide strategies for purposeful integration and/or address the evolving features of AI

Other summer activities are also central to our district's ongoing growth and improvement. Teachers and Curriculum Directors across all departments continue to develop and refine curriculum, assessments, and related learning activities that support our rigorous and standards-based programs.

We appreciate the Board of Education's ongoing support for the summer professional learning program. Attached is the Summer 2024 Professional Learning Catalog. This catalog is a reflection of our talented and dedicated staff for whom we are most grateful.

Submitted By: Kate Lund

Reviewed By: Alan Bookman



GLASTONBURY
PUBLIC SCHOOLS

2024

SUMMER
PROFESSIONAL
LEARNING

5 minute Brain Breaks

Presented by: Pamela Caplette

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Monday, June 10th – 9:00 – 10:00 am

(In-person or via Zoom)

Tuesday, August 20th – 9:00 – 10:00 am

(In-person or via Zoom)

Learning Outcomes: Participants will leave this workshop with a wealth of brain breaks that they can use in the 6-12 classroom. Most brain breaks can be completed within 5 minutes.

Workshop Description: Looking for a way to keep students engaged? How about giving them a quick brain break? This workshop will present various brain breaks to implement in your classroom, most of them lasting about 5 minutes so that you can get back to the content at hand.

Strategic Plan Connection: Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

For June 10th

Workshop will be held via Zoom or In-person

For August 20th

Workshop will be held via Zoom or In-person

Participants will need to bring their laptop or iPad to this workshop.



Academic Evaluations – Evaluating and Interpreting

Presented by: Karen Fortier

Who: Secondary Special
Education Teachers, Grades 7-12

Date/Time:

Monday, June 17th – 10:00 am-Noon

Tuesday, June 18th – 10:00 am-Noon

Wednesday, June 19th – 10:00 am-Noon

Learning Outcomes: Teacher will learn when to utilize other evaluations, what evaluations are needed if there are still questions, which evaluations we have available in schools and how to score and analyze the findings.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad for Zoom.



Adobe InDesign 101: Using InDesign to Create High Quality Print and Digital Material

Presented by: Anagha Sabnis-Samboya

Who: All Teachers, Grade K-12

Date/Time:

Wednesday, July 24th – 9:00 am – 11:00 am

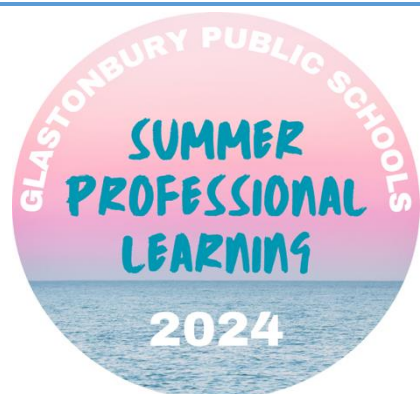
Learning Outcomes: Participants will be able to see student-facing materials created using Adobe InDesign and discuss the ways in which it may be beneficial to their students. As a result of this session, teachers will: gain an understanding of the basic features of Adobe InDesign; understand the differences between publishing programs such as PowerPoint, Google Slides, Canva, and Adobe InDesign; learn how to choose the “right” program for the right job.

Workshop Description: Adobe InDesign is a powerful desktop publishing tool that can be used to create high quality materials for both print and digital distribution. With more control over design elements, users can avoid the frustrations that are often part of other publishing tools such as Canva or even PowerPoint. InDesign allows for easy creation of booklets, and is an industry standard for creating brochures, programs, interactive newsletters etc. In a classroom environment, it can be used to create crisp, clean documents for students and parents both for print and interactive digital use. As part of this workshop participants will also be introduced to GoodNotes6.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad to this workshop.



Adobe InDesign 201: Putting InDesign to Use with GoodNotes6

Presented by: Anagha Sabnis-Sambo

Who: All Teachers, Grade K-12

Date/Time:

Thursday, July 25th – 9:00 am – 11:00 am

Learning Outcomes: Participants will use Adobe InDesign to edit/create student facing material for the 2024-2025 school year. Participants will also learn about the more advanced functions of Adobe InDesign, as well as how to integrate other media into Adobe InDesign. Create a digital notebook, pairing a PDF document with GoodNotes6.

Workshop Description: You are aware of Adobe InDesign – you've learned a bit about it, but want to actually create something. Or maybe you're aware of it but want to play a little further. This workshop is for you! In this workshop we will create a document – start to finish – and show how it can be both printed and used digitally. To illustrate this, participants will also learn how to best utilize GoodNotes6 to create student-friendly digital notebooks.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-Person

Participants should bring laptops and iPads. Participants should also bring an assignment, document, etc that they want to update with Adobe InDesign. If not, a sample assignment/project will be provided.



AI, Authenticity, and Modality: Insights from our Study

Presented by: Kyra Kabulis

Who: World Language (all levels) and English Language Arts (all levels)

Date/Time:

Wednesday, June 12th – 6:00 pm

Learning Outcomes:

- Participants will see what a soon-to-be published research study conducted this fall at GHS has revealed about AI and learner engagement in the classroom.
- Participants will reconsider how AI tools can minimize time spent prepping, create increasingly relevant lessons and yield greater student engagement.
- Participants will consider text modality as a way to increase learner engagement and make learning more accurate.

Workshop Description: What does research say about how AI generated resources impact student engagement and learning? Should we jump at the opportunity to instantaneously generate resources perfectly tailored to our learning objectives and students' learning needs? Or is there greater value in using carefully curated authentic texts/resources produced by human beings?

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held via Zoom

Participants will need to be able to log in to zoom with laptop or iPad.



AI for Teacher Productivity

Presented by: Marta Krzemien and Lauren Kagan

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Tuesday, June 18th (in person) 1:00 – 2:30 pm
Wednesday, July 17th (Zoom) 3:00–4:30 pm

Learning Outcomes: Participants will explore several AI-powered tools to enhance teacher productivity and facilitate responsive and relevant student feedback. Participants will be provided with several short tutorials along with a list of tools that they can incorporate into their regular planning and assessment routine.

Workshop Description: AI can be intimidating to dive into. With frequent changes, it can be hard to know where to begin and where to invest your exploration energy. Having a few go-to tools to start with can help ease the planning burden on teachers. In this session, we will review several AI-powered tools, including Magic School, Curipod, School AI, ChatGPT and Brisk. The presenters will provide short tutorials for each tool along with relevant planning and assessment applications. Participants will have time to explore, create and ask questions.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS, Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held via Zoom or In-person

Participants will need to bring their laptop or iPad to this workshop.



BLOOKET

Presented by: Adam Lefkowitz

Who: All Teachers, Grades K-12

Date/Time:

Friday, June 14th - 12:30 pm - 2:00 pm

Friday, June 28th - 9:00 am - 10:30 am

Learning Outcomes: Participants learn the basics uses of Blooket, create an account, learn to create Blooket sets using vocabulary from scratch and/or importing from Quizlet. You will also learn to host the many styles of Blooket games in class, and how to assign Blookets for homework.

Workshop Description: This workshop is designed to help teachers utilize Blooket, a learning trivia/review game designed to increase classroom engagement. Blooket provides a variety of different game styles that be be played in class or for homework.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held via Zoom

Participants will need to bring a laptop or iPad.



Classkick for Classwork

Presented by: Annie Morissette

Who: All Teachers, Grade K-12

Date/Time:

Wednesday, August 21st - 9:00-10:30 am

Learning Outcomes: Participants will be introduced to Classkick as a tool for student practice.

Workshop Description: Learn to use Classkick as a daily tool for teaching and learning in your classroom. You will learn how to use Classkick to elevate existing materials into electronic assignments so that you can monitor whole class progress and quickly provide individualized feedback to students.

NOTE:

Grades 5-12 teachers have district licenses; Grades K-4 teachers have "soft" licenses with some limitations.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-Person

Participants will need to bring a laptop, iPad and instructional materials.



Creating a Calm Classroom

Presented by: Niko LeFebvre & Jen Rees

Who: Elementary Teachers,
Grades K-5

Date/Time:

Wednesday, August 14th 9:00 am - Noon

Learning Outcomes: Teachers will generate tools to create calming spaces in their classrooms and learn how to utilize mindfulness strategies that can benefit all students.

Workshop Description: Teachers will learn about the benefits of utilizing mindfulness strategies to create a calm classroom (meditation, breathing, etc.). We will share resources for meditation strategies and also help teachers create tools/resources that can be used in a calming corner to help students manage emotions.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environment/BE KIND. Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held In-person

Participants will need to bring their laptop or iPad to this workshop.



Creating a Motion Graphic

Presented by: Sean Fuss

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Tuesday, July 2nd – 10:00-11:30 am

Wednesday, July 17th – 10:00-11:30 am

Learning Outcomes: Participants will learn how to use Keynote on iPads to create a motion graphic.

Workshop Description: Learn how to use Keynote on the iPad to create a motion graphic. A motion graphic is making images move versus a stop motion is the starting and stopping of a video. Participants will have time to brainstorm how they could use this in their classrooms and create their own motion graphic after the introductory tutorial.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS

Workshop will be held In-Person

Participants will need to bring their iPad. A stylus too if desired, but not required.



De-escalation Strategies for the Middle School Classroom Teacher

Presented by: Monica Edwards

Who: All Teachers, Grades 6-8

Date/Time:

Tuesday, July 9th - 1:00 - 2:00 pm

Tuesday, July 23rd - 1:00 - 2:00 pm

Learning Outcomes: 1. Participants will understand the importance of de-escalation in maintaining a positive classroom environment. 2. Identify common triggers and signs of escalating behavior among middle school students. 3. Learn evidence-based de-escalation techniques, such as CPS, tailored to the middle school setting. 4. Cultivate a supportive and empathetic classroom culture that fosters positive relationships.

Strategic Plan Connections: Goal 2: Provide safe, supportive, and inclusive learning environments/BE KIND, Goal 3: Prioritize the health and well-being of students and staff/BE WELL

For July 9th

Workshop will be held via
Zoom

For July 23rd

Workshop will be held via
Zoom

Participants will need to bring their laptop or iPad for Zoom.



Embracing the Power of Formative

Presented by: Marta Krzemien

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Tuesday, June 18th – 10:30 am – Noon
(in-person)

Tuesday, July 16th – 11:00 am – 12:30 pm
(virtually)

Learning Outcomes: Participants will learn about the features available in Formative.com: creating, assigning and scoring the assessments. Participants will be able to create an activity and get feedback.

Workshop Description: This session will help participants use their district Formative account to maximize the assessment and feedback cycle. Helpful shortcuts and tips will be shared, such as teacher Pace Mode, Practice Sets and AI features. Participants will have time to explore, create and ask questions.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environments/BE KIND.

Workshop will be held via Zoom or
In-person

Participants will need to bring their
laptop or iPad to this workshop.



Empowering Today's Learners: Setting Goals and Supporting a Healthy Classroom Community through Personal Choice Activities

Presented by: Bonnie Nietupski & Marta Krzemien

Who: All Teachers Grades K-12

Date/Time:

Wednesday, July 17th - 9:00 - 10:30 am

Learning Outcomes: Participants will identify the needs of their students and share specific strategies that will help support learning.

Workshop Description: This session will support instructors who are seeking innovative strategies to better meet the needs of students who may be disconnected or disengaged. Participants will explore personalized goal-setting, self-assessments, and student choice activities that support curricular objectives, SEL, and community-building. We will provide lesson plans and resources for teachers to adapt and modify to best meet the needs of their learners.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS, Goal 2: Provide safe, supportive, and inclusive learning environments/BE KIND, Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held In-person

Participants will need to bring their laptop or iPad to this workshop.



Formative: What's New for this Year

Presented by: Annie Morissette

Who: All Teachers, Grade K-12

Date/Time:

Wednesday, August 21st-10:30 - Noon

Learning Outcomes: Formative is ever evolving. Let's explore the new features that are available to support you with formative and summative assessment in the new school year!

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-person

Participants will need to bring a laptop, iPad and instructional materials.



Getting to Know ParentSquare for Elementary Teachers

Presented by: Julie Rivera

Who: Elementary Teachers,
Grades K-5

Date/Time:

Monday, June 17th – 10:00 am – Noon

OR

Wednesday, August 14th – 10:00 am – Noon

Learning Outcomes: Get to know the ParentSquare features. Comfortably use each feature from the platform to engage and communicate with families.

Workshop Description: Engage in supported hands-on practice time to explore and gain comfort with posting, private messaging, scheduling, adding links, and more!

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environment/BE KIND.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad to this workshop.



Go-To Teacher Tech Tools

Presented by: Marta Krzemien and Lauren Kagan

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Monday, June 17th - 9:30 - 11:00 am
Tuesday, July 16th - 9:00 - 10:30 am

Learning Outcomes: Participants will explore several free and district-provided tools to enhance teaching and provide opportunities for active learning. Participants will be provided with several short tutorials along with a list of resources to facilitate lesson presentations as well as formative and summative assessments.

Workshop Description: The amount of available tech tools for teachers can be overwhelming! Having a few go-to tools can provide structure and variety to all facets of teacher planning and student assessment. In this session, we will review our top go-to tools, including Google Slides, EdPuzzle, Google Forms, Pear Deck and digital game platforms such as Wordwall, Blooket and Gimkit. The presenters will provide short tutorials for each tool along with relevant classroom applications. Participants will have time to explore, create and ask questions.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad to this workshop.



Improve Instruction with AI

Presented by: TJ Neville

Who: Elementary and Secondary Teachers Grades 4-12

Date/Time:

Wednesday, July 10th – 11:00 am – 1:00 pm

Thursday, July 18th – 11:00 am – 1:00 pm

Learning Outcomes: Participants will be able to use AI platforms to generate instructional materials. Participants will be able to use AI platforms to create engaging learning activities. Participants will be able to pair instructional strategies with AI generated instructional materials and AI generated learning activities to improve overall instruction.

Workshop Description: Participants in this session will learn how to use the power of AI to improve instruction in their classroom. First, they will learn how to use AI to generate custom instructional materials in the form of text and images. Participants will then learn how to use AI instructional platforms to create engaging whole class, small group, and independent learning activities. Lastly, participants in this session will learn how to pair instructional strategies with the AI generated content and learning activities to improve their overall instruction.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad to this workshop.



Improving Accessibility with AI

Presented by: TJ Neville

Who: All Teachers, Grades K-12

Date/Time:

Thursday, July 11th - 11:00 am - 1:00 pm

Wednesday, July 31th - 11:00 am - 1:00 pm

Learning Outcomes: Participants will be able to use AI platforms to generate differentiated instructional materials to improve student access to the curriculum.

Workshop Description: Participants in this session will learn how to leverage the power of AI to improve the accessibility of their curriculum. They will first learn how to use AI platforms to quickly and easily generate differentiated instructional resources (e.g. changing the reading level of text, translating text, generating summaries, etc.). Participants will also learn how to use AI instructional platforms to create differentiated and engaging learning activities that effectively support the needs of their students.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad to this workshop.



Improving Teacher Workflow with AI

Presented by: TJ Neville

Who: All Teachers, Grades K-12

Date/Time:

Wednesday, July 17th – 11:00 am – 1:00 pm

Thursday, August 1st – 11:00 am – 1:00 pm

Learning Outcomes: Participants will be able to learn how to leverage various AI tools/platforms to support planning and improve teacher workflow.

Workshop Description: Participants in this session will learn how AI can be a powerful partner as they attempt to juggle their daily tasks. Participants in this session will learn about the various ways in which AI can help improve planning for instruction as well as overall workflow. During the session, they will learn how to use new AI tools and platforms as well as new AI features that are built into platforms that they may already be using.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS, Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad to this workshop.



Introduction to ParentSquare

Presented by: Sean Fuss

Who: All Teachers, Grades K-12

Date/Time:

Tuesday, July 9th - 10:00 - 11:00 am

Learning Outcomes: Participants will learn how to create an account and the basics of ParentSquare, including account set-up and basic functions.

Workshop Description: ParentSquare is a great way to aid in the communication with the families of our students. Attend this session to learn how to create an account, merge it with other districts if you have dependents whose school districts use PSQ and to learn the basics of PSQ to communicate with student families.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environment/BE KIND.

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad to this workshop. Cell phone too if desired.



ParentSquare – Beginners Guide

Presented by: Annie Minton

Who: All Teachers, Grades K-12

Date/Time:

Monday, July 8th – Noon-1:00 pm

Monday, July 15th – Noon-1:00 pm

Monday, July 22nd – Noon-1:00 pm

Learning Outcomes: Participants will be able to use basic features of ParentSquare with a level of comfort

Workshop Description: ParentSquare is coming: are you ready? This session will teach the basic features of ParentSquare, so that you feel comfortable and confident heading into the new school year.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environment/BE KIND.

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad and active ParentSquare account to this workshop.



ParentSquare – Advanced Features

Presented by: Annie Minton

Who: Intermediate and Advanced Teachers Grades K-12

Date/Time:

Monday, July 8th – 1:00 – 2:00 pm

Monday, July 15th – 1:00 – 2:00 pm

Monday, July 22nd – 1:00 – 2:00 pm

Learning Outcomes: Participants will be able to use advanced features of ParentSquare with a level of comfort.

Workshop Description: ParentSquare is here, and it's already your friend! This session will teach some advanced features of ParentSquare to help you prepare for the upcoming school year.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environments/BE KIND.

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad and active ParentSquare account to this workshop.



ParentSquare for Secondary Teachers

Presented by: Anagha Sabnis-Sambooy

& Marta Krzemien

Who: Secondary Teachers,
Grades 6-12

Date/Time:

Monday, July 15th – 10:00 am – 11:00 am
Thursday, July 17th – 11:00 am – Noon

Learning Outcomes: Participants will get familiarized with basic functions available through the Parent Square platform. Participants will be provided with several tutorials along with time to practice and confidently use the platform to communicate with families and other partners.

Workshop Description: Parent Square is a platform that makes communication with families easy and organized. In this session we will introduce you to basic features of Parent Square, we will explore time saving strategies using various elements of the platform in order to enhance communication with families in the upcoming school year. Participants will have time to explore, create and ask questions.

Strategic Plan Connection: Goal 2: Provide safe, supportive, and inclusive learning environments/BE KIND.

Workshop will be held In-Person

Participants will need to bring their laptop or iPad. iPads should have the ParentSquare application installed.



Recharge and Unwind

Presented by: Lauren Kagan and Marta Krzemien

Who: All Teachers Grades K- 12

Date/Time:

Thursday, July 11th 9:30-11:00 am

Learning Outcomes: Participants will have time for some inner exploration as one school year ends and they prepare for a new one to begin. Participants can expect a relaxing setting and should be ready to reflect and collaborate with district colleagues as they consider their successes and challenges from this past year and set goals for the year to come.

Workshop Description: As teachers, we are in a unique position to start fresh each new school year. In this session, we will spend time in a relaxing environment unwinding and uncovering our past year successes and challenges. We will use creative methods to collaboratively reflect and set goals in order to develop solutions for common teaching scenarios. Be ready to open up, share, and help colleagues as we recharge.

Strategic Plan Connection: Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held In-person

No devices needed for this workshop.



Save Time, Reduce Stress & Enhance your
Creativity using AI Powered Resources
Presented by: Mary Brandt-White

Who: Teachers Grades K-12

Date/Time:

Tuesday, June 18th -9:00-11:00 am

Tuesday, July 9th - 9:00-11:00 am

Learning Outcomes: By the end of this, workshop participants will:

*Develop lesson plans and instructional resources for the upcoming school year

*Explore FREE AI resources to support and enhance the development of quality instructional materials & resources

Workshop Description: This workshop will assist you in developing quality instructional materials and resources for the upcoming school year. You'll be introduced to user-friendly AI tools to help you streamline your workflow, spark creativity and support you in developing your lesson activities. Technology-wise, you should be comfortable opening and navigating websites and open to learning and using new technology. Workshop will focus on using the AI tools, not the technical aspects itself.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held via Zoom

Participants should have content/curriculum needs in mind that will help focus the use of AI.



Seesaw's New Features: Self-Correcting Assessments and AI-Generated Activities

Presented by: Meghan Gagne

Who: Elementary Teachers,
Grades K-5

Date/Time:

Monday, June 10th - 10:00 - 11:00 am

Tuesday, August 20th - 10:00 - 11:00 am

Learning Outcomes: Participants will learn how to create activities that are self-grading within SeeSaw.

Workshop Description: Did you know that Seesaw can self-grade activities and assessments? These are great for both practice and assessment. There is even a built-in AI feature that can generate content. Learn how to use them to create fun activities that will lighten your load!

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS, Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held via Zoom

Participants should bring two devices of choice: one for Zoom and one for using Seesaw.



Sharing YouTube Videos to Students

Presented by: Blair Donahue

Who: All Teachers, Grades K-12

Date/Time: 9:00 AM – 11:00 AM

Thursday, June 13th - in-person

Thursday, July 10th - in-person

Wednesday, August 13th - via Zoom

Learning Outcomes: Participants will be able to instruct students on how to watch YouTube videos on school issued iPads without direct access to YouTube.

Workshop Description: The district is restricting the ability of students to browse YouTube on their own. This workshop will show you how to share YouTube videos to students using Google Slides, EdPuzzle (6-12) and YouT-ube.com (K-5).

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students / BE CURIOUS, Goal 2: Provide safe, supportive, and inclusive learning environments / BE KIND, Goal 3: Prioritize the health and well-being of students and staff / BE WELL

Workshop will be held via Zoom or In-person

Participants will need to bring their laptop or iPad to this workshop.



Start These Engaging Activities in Minutes

Presented by: Jennifer Overstreet

Who: Teachers Grades K-5

Date/Time:

Wednesday, June 12th - 9:30 - 11:00 am
Monday, June 17th - 9:30 - 11:00 am
Wednesday, June 19th - 9:30 - 11:00 am

Learning Outcomes: Participants will learn how to create a simple STEAM activity station in their classroom and develop ways to incorporate purposeful learning activities into the curriculum and during other times throughout their daily/weekly schedules.

Workshop Description: Interested in incorporating STEAM activities into your classroom but it seems too overwhelming to take on something new? Not sure how to fit it into the schedule? Wondering how to get materials and keep it organized? Well, you can do it fast and make it purposeful! Start these engaging activities in minutes. Learn how now!

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held via Zoom

Participants will need to bring their laptop or iPad to this workshop.



Writing for Publication

Presented by: Dave Polochanin

Who: All Teachers Grades K- 12,
including Administration

Date/Time:

Tuesday, June 18th 1:00-4:00 pm

Learning Outcomes: Participants will brainstorm, develop, and share ideas for potential articles that could lead to professional publication.

Workshop Description: Many publishing markets exist for educators to express their ideas, opinions, and share instructional strategies. Some include Education Week, Educational Leadership, English Journal, Phi Delta Kappa, Journal of Mathematics Education, Middle School Journal, the Hartford Courant, and many others. In this workshop, participants will review print and online platforms of academic-oriented journals and less informal publications. We will also spend time discussing specific angles for potential articles, essays, or creative writing. Writing for publication is an excellent form of professional development and showcases the outstanding talent of our school district.

Strategic Plan Connection: Goal 1: Promote active learning and high expectations for all students/BE CURIOUS.

Workshop will be held In-person

Participants will need to bring their laptop or iPad to this workshop.



ZipGrade – Grade in a Zip!

Presented by: Anagha Sabnis-Sambo

Who: Secondary Teachers,
Grade 6-12

Date/Time:

Thursday, July 18th – 10:00 am – 11:00 am

Learning Outcomes: Participants will become familiar with ZipGrade as a grading platform. Participants will also learn how to download PowerSchool information into a spreadsheet (either Excel or Google Sheets) and import that information into ZipGrade.

Workshop Description: ZipGrade is scantron if scantron was free, did advanced stats for you, and was also able to grade numeric response questions for you! Additionally, with a little extra work, you can use it to aggregate data on open response questions...it truly makes grading a zip! Join us to learn how you can make your life just a bit easier using ZipGrade, and as a bonus learn a bit about how to easily get information from PowerSchool into a spreadsheet for easy import/export.

Strategic Plan Connection: Goal 3: Prioritize the health and well-being of students and staff/BE WELL.

Workshop will be held In-person

Participants will need to bring their laptop or iPad to this workshop.



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 *KJR*

DATE: May 7, 2024

SUBJECT: Self Insurance Reserve Update April 2024

The attached report summarizes the Self Insurance Reserve fund through April 2024. The total reserve is \$13,723,666 allocated \$4,606,218 and \$9,117,447 between Town and Board of Education, respectively. As of April the fund is experiencing a \$1,262,760 loss for the fiscal year.

There are 17 large loss claims which are defined as any claims that exceed \$50,000. BOE has 13 while the Town has 4 large loss claims. There are 7, 5 for BOE and 2 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 April 30, 2024

	Town	Education	Total
Contributions			
Employer	\$2,978,330	\$11,237,754	\$14,216,085
Employee	1,032,982	3,208,385	4,241,367
Stop Loss Reimbursement	38,549	391,638	430,186
Total Revenues	\$4,049,861	\$14,837,777	\$18,887,638
Expenditures			
Anthem			
ASO Fees	\$101,223	\$397,014	\$498,237
Claims	3,926,360	13,789,445	17,715,804
	\$4,027,583	\$14,186,459	\$18,214,042
Delta Dental			
ASO Fees	\$15,221	-	\$15,221
Claims	161,089	-	161,089
	\$176,310	-	\$176,310
Bank Fees/PCORI Fee	\$0	\$0	\$0
CT Prime	402,254	1,267,792	\$1,670,047
OneDigital Consultant Fees	18,000	72,000	90,000
	\$420,254	\$1,339,792	\$1,760,047
Total Expenditures	\$4,624,147	\$15,526,251	\$20,150,398
Current Year Revenues Less Expenses	(\$574,286)	(\$688,474)	(\$1,262,760)
Reserve July 1, 2023	\$5,180,504	\$9,805,921	\$14,986,425
Reserve at end of month	\$4,606,218	\$9,117,447	\$13,723,666

	Town		BOE		Total
Reserve at end of month	\$ 4,606,218	\$	9,117,447	\$	13,723,666
Recommended Minimum Reserve ^A	\$ 1,137,582	\$	3,967,498	\$	5,105,080
Variance Over/(Under) Reserved	\$ 3,468,636	\$	5,149,949	\$	8,618,586

A. As of March 2024. The next update will be provided in August 2024.

**Glastonbury Public Schools
Cumulative Summary of Suspensions**

School: Glastonbury High School

School Year: 2023-2024

Reason	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June
A. Alcohol Possession/Use/ Sale/Distribution/Manufacture		1	1		2			1			
B. Drugs Possession/Use/ Sale/Distribution/Manufacture		1	6	2	1	3		2	1		
C. Vandalism		4				1	2				
D. Fighting /Altercation		4	4		2		4	4			
E. Physical Attack on Student											
F. Physical Attack on Staff											
G. Threatening/Bullying								1			
H. Insubordination		1	1	5	1	1		2			
I. Cutting/Skipping Class											
J. Profanity		1	1	1				1	1		
K. Tardiness											
L. Harassment			9	3	1	1	1	1			
M. Weapon-Possession/Use											
N. Tobacco Possession/Use/ Sale/Distribution		1	3	5	4	3	3	5	1		
O. Theft								2			
P. Interference with school Safety/ Order/Discipline	1	1	4	2	6	2	2	2	1		
Q. Personal/Property Injury											
R. Motor Vehicle											
S. Failure to Attend Detention			1	1							

1. Total Number of Suspensions by Month	1	14	30	19	17	11	12	21	4			
In-School	1	14	29	19	17	11	12	20	4			
Out-of-School	0	0	4	0	0	0	0	1	0			
2. No. of 1 Day Suspensions	0	0	1	0	1	0	0	0	0			
3. No. of 2-4 Day Suspensions	1	11	23	15	9	7	10	15	2			
4. No. of 5-10 Day Suspensions	0	3	6	4	7	4	2	6	2			
5. * No. of Different Students Suspended for the Month	1	12	27	18	17	11	12	20	2			
6. * No. of Different Students Suspended this Year (Cumulative)	1	13	39	47	61	68	77	87	88			
7. * No. of Different Students Suspended More than Once this Month	0	2	3	1	0	0	0	1	0			
8. * No. of Students Suspended More than Once this Year (Cumulative)	0	2	5	12	13	16	17	23	25			

Revised 11.15.05

*See Reverse Side

The building administrator reviews suspension notices. Copies of all suspension notices detailing the problem and the consequences are sent to the Superintendent. This information is reviewed in compliance with special education legislation and may result in a student's program being modified by a school team when appropriate.

5. No student is counted more than once per month.
6. No student is counted more than once during the school year. This number is cumulative.
7. Only students who have been suspended on more than one occasion this month are included.
8. This is a cumulative number and represents the number of students suspended more than once during this school year.

1. Total Number of Suspensions by Month	0	2	7	7	0	14	11	13	9		
In-School	0	2	7	7	0	14	10	11	8		
Out-of-School	0	0	0	0	0	0	1	2	1		
2. No. of 1 Day Suspensions	0	1	0	3	0	1	4	2	1		
3. No. of 2-4 Day Suspensions	0	1	6	4	0	13	6	10	8		
4. No. of 5-10 Day Suspensions	0	0	1	0	0	0	1	1	0		
5. * No. of Different Students Suspended for the Month	0	2	7	6	0	13	11	12	9		
6. * No. of Different Students Suspended this Year (Cumulative)	0	2	8	13	13	24	32	40	45		
7. * No. of Different Students Suspended More than Once this Month	0	0	0	1	0	1	0	1	0		
8. * No. of Students Suspended More than Once this Year (Cumulative)	0	0	1	3	3	5	7	11	11		

Revised 11.15.05

*See Reverse Side

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