

Agenda

I. Call to Order / Web Ex Log-in Info

<https://woodbridgeps.webex.com/woodbridgeps/j.php?MTID=m42678f4dcc181d1204ac4e19dfd7b40d>

Meeting Number (access code): 2492 060 0984

Meeting Password: JtvcYM3Nr93

This meeting is being conducted as a hybrid meeting consistent with Sections 149-153 of Connecticut Public Act 21-2. The public may attend in person at the location indicated above or electronically via WebEx with the link provided above.

II. Public Comment - *The Board welcomes public participation. We ask that speakers please limit their comments to three minutes. Please be aware that the Board will not respond to any comments made during the public comment period, except to clarify issues, but we will take into consideration your comments, and when appropriate, district administration will follow-up with you at a later point in time. Public Comments may be submitted electronically to mdegennaro@woodbridgeps.org*

III. Policies for Review

A. 9132 - Standing Committees

B. 9132.2 - Standing Committees - Policy

C. 9232.3 - Standing Committee - Curriculum

D. 9132.4 - Standing Committees - Finance

E. 9132.5 - Standing Committee - Facilities

F. 9133 - Special Committees / Advisory Committees

IV. Adjourn

From: **Donna Schuster** <donnark@hotmail.com>

Date: Tue, Jun 20, 2023 at 3:59 PM

Subject: [External Email] Field Day Decision and Policy Request

To: lpiascyk@woodbridgeps.org <lpiascyk@woodbridgeps.org>, mmadonick@woodbridgeps.org <mmadonick@woodbridgeps.org>, sdelprete@woodbridgeps.org <sdelprete@woodbridgeps.org>, jdahya@woodbridgeps.org <jdahya@woodbridgeps.org>, bhopkins@woodbridgeps.org <bhopkins@woodbridgeps.org>, jhughes@woodbridgeps.org <jhughes@woodbridgeps.org>, slawrence@woodbridgeps.org <slawrence@woodbridgeps.org>, mstrambler@woodbridgeps.org <mstrambler@woodbridgeps.org>, ewilliamson@woodbridgeps.org <ewilliamson@woodbridgeps.org>

Dear Woodbridge Board of Education Members,

My name is Donna Schuster and I am parent of a 5th grader who, along with many other parents expressed concern about outdoor recess and the decision to proceed with outdoor Field Day on June 7th given the air quality concerns.

As you know the air quality was unhealthy beginning Tuesday, June 6th through the early afternoon on Friday, June 9th due to the Canadian wildfires. Not only were air quality alerts being issued from CT DEEP but the air quality situation was covered by all news outlets. You could smell the smoke in the air and see the orange sun. The recommendations were to avoid going outdoors for children and pets along with those who have health conditions and wear an N95 to decrease inhaling the particulate matter. UCONN Health was even distributing air filters to the community.

Due to the unhealthy air quality many school districts postponed Field Days and moved recess indoors until the air quality improved.

These were public health decisions and common sense. However, the Woodbridge School District superintendent still decided to proceed with Field Day outside even with air quality alerts along with the multiple phone calls from parents concerned with outdoor recess on Tuesday due to the health and safety concerns.

After not receiving the awaited email on Tuesday evening to postpone field day I sent an email to Analisa and Jimmy at 7:02am on Wednesday respectfully requesting the postponement of Field Day with the [airquality.gov](https://www.airquality.gov) link noting that the air quality was dangerous or children.

As I reassured my child as I drove her to school on Wednesday that the school administration would make the right decision to postpone Field Day since you could smell the smoke and see the orange sun.

After not receiving a response, I began calling the school office at 8:30am and was told that they were still waiting for a decision.

We all received an email at 8:52am stating that Field Day was going to proceed, shortened with some indoor options, but no path for parents to request the indoor option for their child/ren. This of course prompted me

to call the north office. After several more calls to locate my child in addition to requesting a call back from Vonda I drove to the school to pick up my child passing other parents on my way in leaving with their children.

I received a return call from Vonda around 1:30pm to discuss the decision-making process. We had a long conversation, I will spare you the details, but she first refused to tell me which experts she and her administrative team consulted only that they were monitoring the situation closely stating that she didn't need to tell me. She referred to the email that identified the school nurse and her administrative team were responsible for the decision which is when I reminded her that has the superintendent this is her decision and one that risked the health of our children.

Vonda had many public health resources to consult and not only did she ignore these experts prior to proceeding with Field Day outdoors she then left the children and staff outdoors until 12 noon, at least an hour and a half after receiving an explicit alert from CT DEEP that Yale pushed out to their employees at 10:40am, see below. Ignoring DEEPs air quality alert which is unacceptable.

I also pointed out to Vonda that she offered no path for parents to opt their children out of the outdoor activities before they started the All-School Walk at 8:50am before she sent out the email. She conceded that this was an area that she and her staff could have done better and thanked me for bringing this to her attention, noting that they just didn't think about this.

Not sure how this could be true since the school was receiving calls on Tuesday about the outdoor recess concerns. Each time, not once not twice but at least four times, Vonda defended her decision that she made the right decision as the superintendent.

I understand making decisions based on limited information can be difficult but this was not one of those situations. I also cannot understand her digging her heels in defending her decision repeatedly, lacking the ability to learn from this mistake. Hindsight is 20/20.

Given that health and safety is critical for school districts and after careful consideration I request that the Woodbridge Board of Education develop and Outdoor and Indoor Air Quality Policy under Health and Safety clearly outlining when children and staff should avoid going outside for recess and other activities to protecting children, staff and teachers. Keeping our children, teachers and staff safe should be the number one priority of the school district.

I did contact one of your board members with my experience and concerns who suggested that I write this letter and speak at public comment today so that each of you could hear about my conversation and concerns. A policy will provide clear guidance as to how to proceed when this situation arises again.

Thank your for your time and consideration.

Kind regards,
Donna Schuster

Bylaws of the Board

Standing Committees

~~The following shall be the standing committees of the Woodbridge Board of Education.~~

The standing committees of the **Woodbridge Board of Education** are:

- A. Policy ([9132.2](#))
- B. Curriculum ([9132.3](#))
- C. Finance ([9132.4](#))
- D. Facilities ([9132.5](#))

The Chairperson shall appoint three Board members to each committee, whose consensus will typically be determinative of committee actions. The Chairperson may revise committee appointments at any time, and shall be an ex officio member of each committee. Committees **are formed after each election cycle** ~~at the beginning of the school year~~; communications regarding interest in serving on committees should be directed to the Board **Chair Secretary**. The Woodbridge Education Association and the Beecher Road School PTO may each designate one individual per committee to represent their respective organizations at committee meetings.

Additional members representing parents and staff may be added at the discretion of the Board and **designees from the teachers' union and PTO are non-voting participants**. The Superintendent is a member of each committee and may appoint up to two additional administrators/supervisors to serve on each committee. Policy decisions of the committees are non-binding; only the Woodbridge Board of Education may determine policy.

(cf. [1110](#) - Communications among the Board of Education, the Administration, the Parents, and the Staff at Beecher Road School)

~~(cf. [9131](#) - Committee of the Whole)~~

(cf. [9132.2](#) - Policy Committee)

(cf. [9132.3](#) - Curriculum Committee)

(cf. [9132.4](#) - Finance Committee)

(cf. [9132.5](#) - Facilities Committee)

Legal Reference: Connecticut General Statutes

[1](#)-200 through [1](#)-241 of the Freedom of Information Act

[1](#)-200 Definitions

[1](#)-226 Meetings of government agencies to be public

[10](#)-220 Duties of boards of education

Robert's Rules of Order

Bylaw adopted by the Board: June 21, 2021

WOODBRIIDGE PUBLIC SCHOOLS

Woodbridge, Connecticut

Bylaws of the Board

Standing Committees

Policy Committee

A Policy Committee shall be a standing committee of the Woodbridge Board of Education with membership appointed in adherence with Board Policy [9132](#).

The Policy Committee shall meet as needed to consider matters pertaining to the creation, deletion, revision or interpretation of Board policies and bylaws and make recommendations for action to the Woodbridge Board of Education as necessary.

(cf. [9132](#) Standing Committees)

Bylaw adopted by the Board: December 17, 2018

WOODBRIIDGE PUBLIC SCHOOLS

Woodbridge, Connecticut

Bylaws of the Board

Standing Committees

Curriculum Committee

A Curriculum Committee consisting of those members of the Woodbridge Board of Education appointed by its Chairperson in adherence with Board Policy 9132 shall be a standing committee of the Board. The Curriculum Committee shall meet as needed to review and oversee the overall instructional program of the district.

The responsibilities of this committee include; but are not limited to:

- a) Work with the administration on the development of new instructional programs and courses.
- b) Work with the administration concerning the development, establishment and maintenance of a program for curriculum review.
- c) Actively participate in the review, evaluation, and development of the district's curriculum, including the revision or elimination of programs or courses.
- d) Review and make recommendations for revision of policies related to curriculum, instruction, and assessment.
 - Provide review and approval of curriculum for the district
 - Guide the teaching/learning process by defining what is to be learned, how it is to be learned and how the students' understanding of the content will be assessed
 - Ensure that the district has a planned and systematic process to develop and review curriculum in order to maintain programs consistent with quality standards.

Curriculum recommendations will be presented by the Superintendent to the Woodbridge Board of Education, which acts as a Curriculum Committee of the Whole. The Woodbridge Board of Education recognizes its obligation to oversee the curriculum development/revision process and acknowledges its statutory responsibility to recommend, develop, revise and approve all curriculums for the school district. The Board will also review and take formal action on modifications which represent a significant change in the direction for a given program or subject area, which will have an impact on the continuity or coordination of another program or subject area; which will require a substantial increase in resources, either immediately or in foreseeable future; or which will have high visibility and interest in the public eye.

Responsibility for the specific content, sequence and organization framework of the curriculum shall rest with the Superintendent and/or his/her designee(s).

(cf. [9132](#) Standing Committees)

Bylaw adopted by the Board: December 17, 2018

WOODBRIIDGE PUBLIC SCHOOLS

Woodbridge, Connecticut

Bylaws of the Board

Standing Committees

Finance Committee

A Finance Committee shall be a standing committee of the Woodbridge Board of Education with membership appointed in adherence with Board Policy [9132](#). The Finance Committee shall meet as needed to monitor, review and make recommendations to the full Board regarding the fiscal status of the school district as well as the following items:

- Requests for additions to the budget as identified by the Superintendent.
- Requests for line item transfers as identified by the Superintendent.
- Annual town audit reports.

The Finance Committee will review, monitor, and make recommendations to the full Board on any other issues that arise relating to the finances of the district.

Bylaw adopted by the Board: December 17, 2018

WOODBRIIDGE PUBLIC SCHOOLS
Woodbridge, Connecticut

Bylaws of the Board

Standing Committee

Facilities Committee

A Facilities Committee consisting of those members of the Woodbridge Board of Education appointed by its Chairperson shall be a standing committee of the Board. The Facilities Committee shall meet as needed:

1. To serve as Board of Education liaison on matters relating to the effective utilization, operation and maintenance of the school facilities.
2. To study, investigate and examine, when necessary, future building and grounds needs of the district and report such findings to the Board.
3. To serve as Board of Education liaison on the review of the district's five-year capital improvement plan.

The Facilities Committee will make recommendations for action to the Board as necessary.

Legal Reference: Connecticut General Statutes

[1-200](#) through [1-241](#) of the Freedom of Information Act

[1-200](#) Definitions

[1-226](#) Meetings of Government Agencies to be Public

[10-220](#) Duties of Boards of Education

Bylaw adopted by the Board: October 17, 2011

Bylaws of the Board

Special Committees/Advisory Committees

The Chairperson of the Woodbridge Board of Education shall create and assign membership to the Ad Hoc committees as shall be deemed necessary or advisable by the Board of Education, and the Chairperson shall be, ex officio, a member of each committee. The duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made to the Board of Education. Such final report shall be given to the Board within one (1) year of creation.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

In contrast to standing committees, Ad Hoc committees are created to perform a specific task. Ad Hoc committees may include administrators, staff, parents, students and/or community representatives as well as Board members. When it has made its final report or recommendation to the Board, the Ad Hoc ceases to exist.

(cf. 9130 - Committees)

(cf. [9131](#) - Committee of the Whole)

(cf. [9132](#) - Standing Committees)

Legal Reference: Connecticut General Statutes

[1-200](#) through [1-241](#) of the Freedom of Information Act.

[1-200](#) Definitions.

[1-226](#) Meetings of government agencies to be public.

Bylaw adopted by the Board: October 17, 2011