

## **Agenda**

- I. ***Mission – To create and foster a learning community that prepares children to be flexible, lifelong learners, and responsible global citizens.***  
***Vision – To empower and inspire future leaders who will positively impact our world.***
- II. **Preliminary Business / Motions**
  - A. Call to Order
  - B. 6:00 PM Executive Session - Selectmen's Conference Room
    1. Superintendent Mid-Year Review
  - C. 7:00 PM - Public Session - Town Hall Main Meeting Room
  - D. Pledge of Allegiance
  - E. Correspondence - *Correspondence may be submitted via email no later than 4:00 PM on the day of the meeting to mdegennaro@woodbridgeps.org*
  - F. 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 Comment may be submitted electronically to mdegennaro@woodbridgeps.org*
- III. **Consent Agenda**
  - A. Approval of Minutes from the December 9, 2024 Special Meeting and the January 22, 2025 Regular Meeting
  - B. Budget Narrative Report
  - C. Budget Summary Report
  - D. Budget Detail Report
  - E. Combining Financial Statements
  - F. Accept Policies for 30-Day Review
    1. 6000 - Concept and Roles in Instruction
    2. 6111 - School Calendar (Revised)
    3. 6114 - Emergencies and Disaster Preparedness
    4. 6114.1 - Fire Emergency Drills / Crisis Response Drills (Revised)
    5. 6121 - Affirmative Action: Instruction Program
    6. 6142.10 - Physical Exercise and Discipline of Students (Revised)
- IV. **Reports**
  - A. Superintendent's Report
    1. Technology Presentation

- 2. BRS Update
- B. BRS Infrastructure Building Committee
  - 1. Approve Ed Specs
- C. Curriculum Committee
- D. Finance Committee
  - 1. Act on 457 Deferred Comp Plan Option
- E. Policy Committee
- F. CABA Liaison Report
- G. Upcoming Meeting Presentation(s): WBOE Member Appreciation

V. **New Business**

- A. Department of Labor 2025 CT Paid Sick Leave Law

VI. **Other**

- A. 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.*
- B. Executive Session, in accordance with State Statute

VII. **Adjournment**

**MINUTES OF THE SPECIAL WOODBRIDGE BOARD OF EDUCATION MEETING**  
**Monday, December 9, 2024**  
**Town Hall Main Meeting Room**

**CALL TO ORDER:** Ms. Lynn Piascyk, Chair, called the meeting to order (7:04 PM).

**BOARD MEMBERS PRESENT:** Lynn Piascyk, Chair; Sarah Beth Del Prete, Secretary; Dr. Laura Francese; Jeff Hughes (in-person); Steven Lawrence, Vice Chair; Dr. Michael Strambler, and Erin Williamson.

**STAFF:** Vonda Tencza, Superintendent; Donna Coonan, Director of Business Services/ Operations; Analisa Sherman, Principal; and Marsha DeGennaro, Clerk of the Board.

2025/26 Superintendent Budget Proposal – Superintendent Tencza presented the 2025/26 budget proposal, which reflected a 6.11% increase over the 2024/25 Board approved budget. Salaries and benefits are 81% of the total budget and consistent with the prior year. The key drivers remain consistent with past budgets and include:

- District Strategic Plan focus
- Salary and Benefit Increases
- Continued Increasing Enrollment and Increasing Student Needs Special Education
- Increasing Transportation Needs
- Technology improvements and replacements
- Reallocation of Resources

It was noted that the overall increase would be 4.52% without the four (4) additional sped paras and the additional grade level teacher added in August. Board members were asked to forward any questions regarding the budget to the Superintendent prior to the December 16 meeting.

**MOTION TO ADJOURN:** (7:50 PM)

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

Recorded by Marsha DeGennaro, Clerk of the Board.

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

**Wednesday, January 22, 2025  
Town Hall Main Meeting Room**

**CALL TO ORDER:** Ms. Lynn Piascyk, Chair, called the meeting to order (7:02 PM).

**BOARD MEMBERS PRESENT:** Lynn Piascyk, Chair; Dr. Jay Dahya (7:06 PM); Sarah Beth Del Prete, Secretary; Dr. Laura Francese; Jeff Hughes; Steven Lawrence, Vice Chair; Dr. Michael Strambler, and Erin Williamson.

**STAFF:** Vonda Tencza, Superintendent; Analisa Sherman, Principal; James Sapia, Assistant Principal; Donna Coonan, Director of Business Services/ Operations and Marsha DeGennaro, Clerk of the Board.

**CORRESPONDENCE** – None

**PUBLIC COMMENT** – None

**CONSENT AGENDA**

**MOTION #1 – CONSENT AGENDA**

Move that we approve the consent agenda as presented.

Mr. Lawrence  
Second by Dr. Strambler

**UNANIMOUS**

*Superintendent Report* – Superintendent Tencza reviewed current enrollment numbers, provided an update on Literacy and Math with an in-depth Literacy discussion slated for the Curriculum meeting on February 6 and website enhancement to include the World Language and Art curriculums. It is anticipated that a comprehensive review of the Math curriculum will occur upon conclusion of the 2024/25 sy. Curriculum is not a textbook nor a compilation of lesson plans. It is a framework, aligned to standards with grade level expectations and a specified timeline for what and when will be taught and what students will be expected to know at the end of a unit of study. Also, noted was recent collaboration with Amity on the use of “AI”, the 2025/26 budget presentation to the Boards of Selectmen and Finance, completion of the recent roofing project and the Community Workshops related to the work being conducted by the BRS Town Infrastructure Upgrade Building Committee.

*BRS Update* – Ms. Sherman noted the “Double Good” popcorn fund raiser by the PTO, the visit of various educators from around the state as part of our designation as an “Apple Distinguished School”, intergenerational art experience at the Senior Center, the upcoming book swap and HMH literacy work in Grades K-3. It was questioned whether the Powerschool data breach has been fully addressed.

*BRS Infrastructure Upgrade Building Committee Update* – Mr. Hughes noted this committee meets via WebEx at 3:30 PM on the first and third Thursdays of the month, and that he is now the Chair of this committee.

*Facilities Committee* – Mr. Hughes reviewed the January 9 meeting which focused on a \$13,000 savings on the fire sprinkler system repair, minor roof leaks, multiple HVAC repairs, tennis court fencing repairs, and upgrades to the fire control panel.

*Finance Committee* – Mr. Lawrence noted this committee met on January 14 to review the standard monthly financial reports. We are half-way through the 2024/25 budget year and there is now an approximate projected surplus of \$66,000 as a result of lower benefit costs associated with new staff hires.

*Policy Committee* – Ms. Williamson presented polices currently under 30-day for adoption. This completes the review of the 9000 series.

**MOTION #2 – POLICY 9322 PUBLIC AND EXECUTIVE SESSIONS**

Move that we adopt 9322 - Public and Executive Sessions as revised.

Ms. Williamson  
Second by Ms. Del Prete

**UNANIMOUS**

**MOTION #3 – POLICY 9323 CONSTRUCTION OF AGENDA**

Move that we adopt Policy 9323 - Construction of Agenda as revised.

Ms. Williamson  
Second by Mr. Lawrence  
**UNANIMOUS**

**MOTION #4 – POLICY 9324 ADVANCE DELIVERY OF MEETING MATERIALS**

Move that we adopt Policy 9324 - Advance Delivery of Meeting Materials as revised.

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

**MOTION #5 – POLICY 9325 MEETING CONDUCT**

Move that we adopt Policy 9325 - Meeting Conduct as submitted.

Ms. Williamson  
Second by Dr. Francese  
**UNANIMOUS**

**MOTION #6 – POLICY 9325.2 ORDER OF BUSINESS / AGENDA**

Move that we adopt Policy 9325.2 - Order of Business / Agenda as revised.

Ms. Williamson  
Second by Mr. Hughes  
**UNANIMOUS**

**MOTION #7 – POLICY 9325.21 ORDER OF BUSINESS**

Move that we adopt Policy 9325.21 - Order of Business as revised.

Ms. Williamson  
Second by Ms. Del Prete  
**UNANIMOUS**

**MOTION #8 – POLICY 9325.3 PARLIAMENTARY PROCEDURES**

Move that we adopt Policy 9325.3 - Parliamentary Procedures as submitted.

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

**MOTION #9 – POLICY 9325.4 - VOTE RECORDING**

Move that we adopt Policy 9325.4 - Vote Recording as revised.

Ms. Williamson  
Second by Mr. Lawrence  
**UNANIMOUS**

**MOTION #10 – POLICY 9325.43 ATTENDANCE AT MEETINGS VIA ELECTRONIC COMMUNICATIONS**

Move that we adopt Policy 9325.43 - Attendance at Meetings via Electronic Communications as revised.

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

**MOTION #11 – POLICY 9327 ELECTRONIC MAIL COMMUNICATION**

Move that we adopt Policy 9327 - Electronic Mail Communication as submitted.

Ms. Williamson  
Second by Mr. Hughes  
**UNANIMOUS**

**MOTION #12 – POLICY 9330 BOARD / SCHOOL DISTRICT RECORDS**

Move that we adopt 9330 - Board / School District Records as revised.

Ms. Williamson

Second by Dr. Dahya

**UNANIMOUS**

**MOTION #13 – POLICY 9340 SCHOOL BOARD MEMBERSHIPS**

Move that we delete Policy 9340 - School Board Memberships in its entirety.

Ms. Williamson

Second by Mr. Lawrence

**UNANIMOUS**

**MOTION #14 – POLICY 9360 LEGISLATIVE PROGRAM**

Move that we adopt Policy 9360 - Legislative Program as revised.

Ms. Williamson

Second by Dr. Strambler

**UNANIMOUS**

**MOTION #15 – POLICY 9400 - MONITORING PRODUCTS AND PROCESSES**

Move that we adopt Policy 9400 - Monitoring Products and Processes as revised.

Ms. Williamson

Second by Dr. Francese

**UNANIMOUS**

**MOTION #16 – POLICY 9420 RECOGNITION OF ACCOMPLISHMENTS BY CITIZENS, STUDENTS, STAFF MEMBERS OR MEMBERS OF THE BOARD**

Move that we adopt Policy 9420 - Recognition of Accomplishments by Citizens, Students, Staff Members or Members of the Board as submitted.

Ms. Williamson

Second by Ms. Del Prete

**UNANIMOUS**

**MOTION #17 – POLICY 5131.81 - ELECTRONIC DEVICES**

Move that we adopt Policy 5131.81 - Electronic Devices as revised.

Ms. Williamson

Second by Ms. Del Prete

**UNANIMOUS**

*CABE Liaison Report* – The Legislative Breakfast is January 29 at Seymour Middle School Library from 8:15 – 9:15 AM and CABE Day on the Hill is March 12.

*Upcoming Meeting Presentations* – The regular February meeting will be held on February 24 in the Main Meeting Room at Town Hall and will include a technology presentation. Committee meetings will be held as follows: Curriculum February 6 at 4:00 PM, Policy February 1 at 4:30 PM, Finance February 11 at 4:30 PM and the Tri-Board meeting is February 12 at 5:00 PM.

Superintendent Tencza presented the retirement a special education resource teacher, Kathy Marlor, upon conclusion of the 2024/25 school year.

**MOTION #18 – CERTIFIED STAFF RETIREMENT (MARLOR)**

Move that we accept the retirement of Kathy Marlor, effective June 30, 2025, with regret.

Ms. Piascyk

Second by Ms. Williamson

**UNANIMOUS**

**PUBLIC COMMENT** – None

**MOTION TO ADJOURN: (7:53 PM)**

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

Recorded by Marsha DeGennaro, Clerk of the Board.

## Woodbridge Public School's 2024-2025 Budget Narrative

February 10, 2025

The attached financial reports represent seven months (58%) of the fiscal year.

**100 Series Salaries** - Salaries represent 61% of the budget. Our projected deficit in salaries decreased to only \$3K for the year. After a closer examination of the grants, we were able to move an additional \$16K of a teacher to the Title I grant this year. Unfortunately, we don't expect to do this again next year. We also moved \$10K of our Armed Security Officer to the Title IV grant. Which gave us savings in the non-certified category. A combination of vacancy and worker's compensation leave is giving us a small amount of deficit decrease in the para category.

**200 Series Benefits** – Benefits are 21% of our budget is based on the elections of last year's staff. During the month we had three additional employees come on to our district insurance. This reduced our projected savings in this category to \$15K for the year.

**300 Series Purchased Professional Services**- This category represents 3% of our budget and includes legal, audit and other expenses that are generated on a month-by-month basis. We increased our projected deficit in this category to \$60K for the year. The change is mostly in the Substitute line. The new Connecticut Paid Sick leave law that took effect in January will cause the district to spend significantly more on Subs. Furthermore, January was a terrible month for illness among the staff (and students) in the district which will negatively impact this line.

**400 Series Purchased Property Services** - Utility budgets are 4% of the total budget. Although we projected a little more expense for Heating this winter and a little less for Repairs, the bottom line of this category is very similar to last month with a \$26K surplus projected.

**500 Series Other Purchased Services** - This category is 9% of our budget and includes student transportation, tuition, interns, liability insurance and items that do not fall within the professional services/property services categories. We now project a slightly better position for our outplaced student transportation line, this savings will bring our projected surplus in this category for the year to \$79K.

**600 Series Materials and Supplies** – These supplies account for 2% of our budget. With the exception of custodial/maintenance supplies, this category is direct support for classroom instruction. In January we learned that about \$13K of consumable Instructional Supplies that were planned for the Right to Read grant, do not qualify and will have to be paid by the General Fund. If we cannot find savings elsewhere, this category may have a deficit balance at the end of the year.

**700 Series Furniture and Equipment** - This category represents 6/10 of one percent of the budget and we currently project to utilize all budgeted funds.

**800 Series Dues and Fees** – This budget category is small but important as it links staff to professional organizations that help keep them up-to-date in their respective academic fields.

**900 Series Misc. Expenses** - The primary expense in this category is the Ezra Nurse, a non-public health expense we are required by law to maintain.

**WOODBIDGE BOARD OF EDUCATION  
MONTH SUMMARY REPORT  
FOR THE MONTH ENDED 1-31-2025**

| <b>OBJECT</b>               | <b>DESCRIPTION</b>      | <b>ADOPTED<br/>BUDGET</b> | <b>TOTAL<br/>AVAILABLE</b> | <b>ESTIMATED<br/>ADDITIONAL</b> | <b>(OVER)<br/>UNDER<br/>YEAR END</b> |
|-----------------------------|-------------------------|---------------------------|----------------------------|---------------------------------|--------------------------------------|
| 100                         | TOTAL SALARIES          | 10,663,097                | 67,903                     | 70,775                          | (2,872)                              |
| 200                         | TOTAL BENEFITS          | 3,606,867                 | 1,610,722                  | 1,599,060                       | 14,662                               |
| 300                         | TOTAL PROFESS. SERVICES | 534,168                   | 218,121                    | 278,000                         | (59,879)                             |
| 400                         | TOTAL PROPERTY SERVICES | 688,276                   | 294,633                    | 268,410                         | 26,224                               |
| 500                         | OTHER SERVICES          | 1,565,229                 | 190,465                    | 110,945                         | 79,521                               |
| 600                         | SUPPLIES & MATERIALS    | 371,543                   | 155,275                    | 168,275                         | (13,000)                             |
| 700                         | TOTAL PROPERTY SERVICES | 148,300                   | 37,191                     | 37,191                          | -                                    |
| 800                         | TOTAL DUES, FEES, MISC. | 37,545                    | 16,030                     | 13,616                          | 2,414                                |
| <b>TOTAL ADOPTED BUDGET</b> |                         | <b>17,615,025</b>         | <b>2,590,341</b>           | <b>2,546,272</b>                | <b>47,069</b>                        |

| <b>OBJECT</b>                     | <b>DESCRIPTION</b>        | <b>ADOPTED<br/>BUDGET</b> | <b>TOTAL<br/>AVAILABLE</b> | <b>ESTIMATED<br/>ADDITIONAL</b> | <b>(OVER)<br/>UNDER<br/>YEAR END</b> |
|-----------------------------------|---------------------------|---------------------------|----------------------------|---------------------------------|--------------------------------------|
| 390                               | OT/PT SERVICES/CONSULTING | 190,400                   | (31,386)                   | -                               | (31,386)                             |
| 510                               | TRANSPORTATION            | 258,091                   | 21,485                     | 13,000                          | 8,485                                |
| 560                               | TUITION SPECIAL ED        | 288,928                   | 92,806                     | 67,350                          | 25,456                               |
| <b>SPECIAL EDUCATION CARVEOUT</b> |                           | <b>737,419</b>            | <b>82,904</b>              | <b>80,350</b>                   | <b>2,554</b>                         |

| <b>SUMMARY</b>                                   |        |
|--|--------|
| <b>Special Ed Surplus / (Deficit)</b>            | 2,554  |
| <b>Under / (Over) Spending in OTHER programs</b> | 44,515 |
| <b>Total Surplus / (Deficit) Projected</b>       | 47,069 |

**WOODBRIIDGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED January 31, 2025**

| Object Code                             | Descriptions                     | Adopted Budget    | Expended to Date | Encumbered to Date | Available Balance | Estimated Additional | Projected Year-End Balance |
|---|----------------------------------|-------------------|------------------|--------------------|-------------------|----------------------|----------------------------|
| 110                                     | Administrators                   | 999,860           | 570,897          | 428,313            | 650               |                      | 650                        |
| 120                                     | Teachers - Regular               | 5,853,312         | 2,730,399        | 3,074,671          | 48,242            | 33,875               | 14,367                     |
| 120                                     | Teachers - Special Education     | 1,128,525         | 569,820          | 576,647            | (17,942)          | 16,330               | (34,272)                   |
| 1201                                    | Psychologist                     | 197,202           | 79,651           | 105,741            | 11,809            |                      | 11,809                     |
| 1203                                    | Counselor                        | 53,690            | 25,669           | 28,910             | (889)             |                      | (889)                      |
| <b>Sub-Total Certified Salaries</b>     |                                  | <b>8,232,589</b>  | <b>3,976,437</b> | <b>4,214,282</b>   | <b>41,870</b>     | <b>50,205</b>        | <b>(8,335)</b>             |
| 1303                                    | Custodians                       | 473,399           | 245,726          | 189,608            | 38,065            | 25,000               | 13,065                     |
| 140                                     | Nurses                           | 184,192           | 86,139           | 92,815             | 5,239             | 5,239                | -                          |
| 150                                     | Secretaries, Clerical            | 431,376           | 232,579          | 189,983            | 8,815             | 4,815                | 4,000                      |
| 160                                     | Paraprofessionals                | 291,244           | 114,556          | 131,006            | 45,682            |                      | 45,682                     |
| 1601                                    | Special Education Paraprofess.   | 797,954           | 395,728          | 460,346            | (58,120)          | 15,000               | (73,120)                   |
| 170/10                                  | Salaries OT / PT                 | 114,668           | 52,309           | 59,954             | 2,405             |                      | 2,405                      |
| 190                                     | IT Manager and Asst.             | 81,161            | 48,319           | 36,522             | (3,681)           |                      | (3,681)                    |
| 190                                     | Salaries, Miscellaneous          | 56,514            | 32,536           | 36,350             | (12,372)          | (29,483)             | 17,111                     |
| <b>Sub-Total Non-Certified Salaries</b> |                                  | <b>2,430,508</b>  | <b>1,207,891</b> | <b>1,196,584</b>   | <b>26,033</b>     | <b>20,570</b>        | <b>5,462</b>               |
| <b>TOTAL SALARIES</b>                   |                                  | <b>10,663,097</b> | <b>5,184,328</b> | <b>5,410,866</b>   | <b>67,903</b>     | <b>70,775</b>        | <b>(2,872)</b>             |
| 220                                     | FICA                             | 317,410           | 142,428          |                    | 174,982           | 159,947              | 18,035                     |
| 230                                     | CMERS                            | 430,145           | 153,180          |                    | 276,965           | 281,436              | (4,471)                    |
| 270                                     | Medical Insurance                | 2,808,916         | 1,685,569        |                    | 1,123,347         | 1,133,347            | (10,000)                   |
| 280                                     | Life Insurance                   | 33,346            | 14,090           |                    | 19,257            | 15,830               | 3,427                      |
| 2902                                    | Other Employee Benefits          | 17,050            | 878              |                    | 16,172            | 8,500                | 7,672                      |
| <b>TOTAL BENEFITS</b>                   |                                  | <b>3,606,867</b>  | <b>1,996,145</b> | <b>0</b>           | <b>1,610,722</b>  | <b>1,599,060</b>     | <b>14,662</b>              |
| 320                                     | Professional Development         | 45,220            | 6,441            | 1,445              | 37,334            | 37,334               | -                          |
| 330                                     | Legal Fees                       | 65,000            | 6,493            |                    | 58,507            | 52,000               | 6,507                      |
| 340                                     | Software Support                 | 29,750            | 11,870           |                    | 17,880            | 17,880               | -                          |
| 350                                     | Substitutes                      | 143,000           | 58,850           |                    | 84,150            | 119,150              | (35,000)                   |
| 390/01                                  | Consultant Services              | 190,400           | 78,731           | 143,055            | (31,386)          |                      | (31,386)                   |
| 3902                                    | Financial Audit                  | 46,400            |                  |                    | 46,400            | 46,400               | -                          |
| 390                                     | Other Prof/Tech. Services        | 14,398            | 9,162            |                    | 5,236             | 5,236                | -                          |
| <b>TOTAL PROFESSIONAL SERVICES</b>      |                                  | <b>534,168</b>    | <b>171,547</b>   | <b>144,500</b>     | <b>218,121</b>    | <b>278,000</b>       | <b>(59,879)</b>            |
| 410/01                                  | Utilities - Electric and Water   | 190,500           | 82,465           |                    | 108,035           | 78,035               | 30,000                     |
| 420                                     | Heating                          | 114,000           | 26,337           |                    | 87,663            | 74,000               | 13,663                     |
| 430                                     | Repairs and Maintenance          | 75,000            | 66,378           | 6,612              | 2,010             | 10,000               | (7,990)                    |
| 450                                     | Leases and Rentals               | 110,123           | 86,690           |                    | 23,433            | 32,433               | (9,000)                    |
| 4501                                    | Building Improvements            | 10,500            |                  | 600                | 9,900             | 9,900                | -                          |
| 490                                     | Other Purchased Services         | 27,620            | 21,969           | 6,101              | (450)             |                      | (450)                      |
| 4901                                    | Service Contracts                | 160,533           | 55,632           | 40,859             | 64,041            | 64,041               | -                          |
| <b>TOTAL PROPERTY SERVICES</b>          |                                  | <b>688,276</b>    | <b>339,471</b>   | <b>54,172</b>      | <b>294,633</b>    | <b>268,410</b>       | <b>26,224</b>              |
| 510                                     | Pupil Transportation-Regular     | 479,802           | 264,386          | 231,954            | (16,538)          | (16,538)             | -                          |
| 510                                     | Pupil Transportation-Spec. Educ. | 258,091           | 133,621          | 102,985            | 21,485            | 13,000               | 8,485                      |
| 520                                     | Insurance-General Liability      | 144,380           | 132,033          | 20,115             | (7,768)           |                      | (7,768)                    |
| 5201                                    | Worker's Compensation            | 263,707           | 186,638          | 62,213             | 14,857            |                      | 14,857                     |
| 530                                     | Telephone Services               | 18,531            | 11,321           |                    | 7,210             | 8,000                | (790)                      |
| 535                                     | Internet                         | 27,000            | 8,425            |                    | 18,575            | 4,212                | 14,363                     |
| 537                                     | Postage                          | 6,840             | 1,922            |                    | 4,918             | 4,000                | 918                        |

**WOODBRIIDGE BOARD OF EDUCATION  
MONTHLY DETAIL BY OBJECT  
FOR THE MONTH ENDED January 31, 2025**

| Object Code                           | Descriptions                 | Adopted Budget    | Expended to Date | Encumbered to Date | Available Balance | Estimated Additional | Projected Year-End Balance |
|---------------------------------------|------------------------------|-------------------|------------------|--------------------|-------------------|----------------------|----------------------------|
| 540                                   | Advertising                  | 1,000             |                  |                    | 1,000             |                      | 1,000                      |
| 550                                   | Interns                      | 57,000            | 16,000           |                    | 41,000            | 24,000               | 17,000                     |
| 560                                   | Tuition - Wintergreen        | 6,000             |                  |                    | 6,000             |                      | 6,000                      |
| 560                                   | Tuition - Out of District    | 288,928           | 148,880          | 47,242             | 92,806            | 67,350               | 25,456                     |
| 590                                   | Other Purchased Services     | 13,950            | 5,629            | 1,400              | 6,921             | 6,921                | -                          |
| <b>TOTAL OTHER PURCH SERVICES</b>     |                              | <b>1,565,229</b>  | <b>908,855</b>   | <b>465,909</b>     | <b>190,465</b>    | <b>110,945</b>       | <b>79,521</b>              |
| 610                                   | Instructional Supplies       | 127,345           | 70,511           | 2,225              | 54,608            | 67,608               | (13,000)                   |
| 620                                   | Computer Software            | 88,928            | 46,407           |                    | 42,521            | 42,521               | -                          |
| 625                                   | Supplies Nurses              | 5,370             | 1,951            |                    | 3,419             | 3,419                | -                          |
| 630                                   | Supplies Custodial           | 56,050            | 34,641           | 9,813              | 11,597            | 11,597               | -                          |
| 635                                   | Supplies Office              | 13,000            | 3,501            | 330                | 9,169             | 9,169                | -                          |
| 640                                   | Books and Audio Visual       | 25,000            | 7,459            | 5,844              | 11,697            | 11,697               | -                          |
| 645                                   | Subscriptions                | 27,500            | 15,606           | 1,755              | 10,139            | 10,139               | -                          |
| 650                                   | Testing                      | 24,650            | 14,875           | 1,041              | 8,734             | 8,734                | -                          |
| 690                                   | Misc. Supplies - DW Security | 3,700             | 310              |                    | 3,390             | 3,390                | -                          |
| <b>TOTAL SUPPLIES &amp; MATERIALS</b> |                              | <b>371,543</b>    | <b>195,260</b>   | <b>21,008</b>      | <b>155,275</b>    | <b>168,275</b>       | <b>(13,000)</b>            |
| 732                                   | Computer Hardware            | 114,500           | 97,156           | 2,203              | 15,141            | 15,141               | -                          |
| 735                                   | Equipment - Teaching         | 11,000            | 5,519            | 349                | 5,132             | 5,132                | -                          |
| 740                                   | Equipment - Building         | 5,000             | -                | 1,756              | 3,244             | 3,244                | -                          |
| 745                                   | Furniture                    | 17,800            | 4,126            |                    | 13,674            | 13,674               | -                          |
| <b>TOTAL PROPERTY</b>                 |                              | <b>148,300</b>    | <b>106,801</b>   | <b>4,308</b>       | <b>37,191</b>     | <b>37,191</b>        | <b>-</b>                   |
| 810                                   | Dues and Fees                | 24,345            | 17,719           | 510                | 6,116             | 6,116                | -                          |
| 900                                   | Other Fees                   | 13,200            | 3,286            |                    | 9,914             | 7,500                | 2,414                      |
| <b>TOTAL DUES AND FEES</b>            |                              | <b>37,545</b>     | <b>21,005</b>    | <b>510</b>         | <b>16,030</b>     | <b>13,616</b>        | <b>2,414</b>               |
| <b>TOTAL ADOPTED BUDGET</b>           |                              | <b>17,615,025</b> | <b>8,923,412</b> | <b>6,101,273</b>   | <b>2,590,341</b>  | <b>2,546,272</b>     | <b>47,069</b>              |



*Existing policy, adopted 5/20/14, appropriate as updated.*

## **Instruction**

### **Concept and Roles in Instruction**

The Board of Education believes the instructional program of the public schools to be among its highest priorities, and it is, therefore, important for the Board and the professional staff to work cooperatively in determining educational goals and objectives which meet the needs of students.

Within limitations of budgets made available to it by the Town, the Board of Education will provide personnel, equipment, instructional supplies and materials, and other support required to meet professional staff needs and community goals. The Board, understanding that education requires continuing change, also supports continuing in-service education for certified and non-certified staff.

The Superintendent of Schools shall present regular evidence of student progress and of program modifications based on evaluations which are consistent with district goals and objectives. Evidence of educational productivity is important in order to evaluate the educational system, to guide improvement efforts and to develop public support for the schools.

~~Legal Reference: No Child Left Behind Act, §1116, 20 U.S.C. §6316.~~

~~105 ILCS 5/2-3.63, 5/2-3.64, 5/10-21.3a, and §5/27-1.~~

*Existing policy, adopted 5/20/14 not reflective of PA 19-195, PA 22-47 and PA 22-145.  
Recommended replacement follows for comparison.*

## **Instruction**

### **School Calendar**

The school calendar shall show the beginning and ending of school dates, legal and local holidays, orientation meeting days, number of teaching days, vacation periods, and other pertinent dates providing for at least 182 school days for students.

The Superintendent shall recommend to the Board of Education a school calendar that meets all statutory requirements.

The calendar recommended to the Board may include the operation of schools on state holidays providing a suitable nonsectarian educational program is held to observe the holiday, except for those holidays that occur in December and January.

The Board of Education may declare a holiday in the schools under its jurisdiction when good reason exists.

~~To benefit children, families, and school staff in their planning, multiple year school calendars are preferable to single year school calendars.~~

Legal Reference:       Connecticut General Statutes  
                               1-4 Days designated as legal holidays  
                               10-15 Towns to maintain schools  
                               10-16 Length of school day  
                               10-29a Certain days to be proclaimed by Governor.  
                               Distribution and number of proclamations.  
                               10-261 Definitions.  
                               10-161 Establishment of graduation date.  
                               10-233j Student possession and use of telecommunication devices.

Policy adopted:       May 20, 2014

WOODBIDGE PUBLIC SCHOOLS  
 Woodbridge, Connecticut

*Existing policy, adopted 5/20/14 while appropriate as written, a CAFE sample follows for comparison and review.*

## **Instruction**

### **Emergencies and Disaster Preparedness**

The Board of Education recognizes its obligation to students, staff and the community to be prepared to deal with various emergencies as they arise, ensuring to the greatest extent possible the safety of District students, staff and visitors.

All employees of the school system are responsible for doing everything in their power to promote the safety of all of the students at all times.

District staff shall be prepared to respond immediately and responsibly to any combination of events which threaten to result in a disaster when it occurs.

The Superintendent shall develop and maintain an emergency preparedness plan. The emergency plan shall be kept current. Governmental agencies and bodies vested with the responsibility for directing and coordinating emergency services on local and state levels shall be included in the preparation and implementation of the plan.

The plan shall specify procedures to be taken in the District in the event of an emergency. As appropriate, the Board shall enter into cooperative agreements with other governmental entities to assure proper coordination and support during emergencies.

The administration shall require the Building Principal to maintain procedures for fire, civil defense, and other emergencies, in accordance with the District's plan and to insure the maintenance of the fire alarm system and regular and emergency exits of all buildings.

(cf. 5141.6 – Crisis Prevention/Response)

(cf. 5142 – Student Safety)

(cf. 6114.1 – Fire Emergency/Drills)

(cf. 6114.3 – Bomb Threats)

(cf. 6114.6 – Emergency Closings)

Legal Reference: Connecticut General Statutes  
10-221 Boards of education to prescribe rules  
10-231 Fire drills  
52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

Policy adopted: May 20, 2014

WOODBRIAGE PUBLIC SCHOOLS  
Woodbridge, Connecticut

*Existing policy, adopted 5/26/20, appropriate as written.*

## **Instruction**

### **Fire Emergency (~~Drills~~)/Crisis Response Drills**

A fire drill shall be held at least once a month in each school building. The initial fire drill must be held not later than ~~thirty~~ 15 days after the first day of each school year. A crisis response drill shall be substituted for one of the required monthly school fire drills every three months. Each Building Principal shall prepare a definite fire emergency plan, and furnish to all teachers and students information as to route and manner of exit. Fire drills shall be planned in such a way as to accomplish the evacuation of school buildings in the shortest possible time and in the most efficient and orderly fashion.

The format of the crisis response drill shall be developed in consultation with the appropriate local law enforcement agency. Further, a representative of the law enforcement agency may supervise and participate in any of the required crisis response drills. Such drills shall incorporate the basic protocols of lockdown, evacuation and shelter-in-place responses. The activation and utilization of the Incident Command System shall also be a part of the crisis response drills.

Principals shall keep a record of all fire and crisis response drills held in their schools, stating the date the drill was held and the time required for the response protocols utilized in the drill. They shall furnish such reports to the Superintendent or his designate as may from time to time be required.

Local law enforcement and other local public safety officials shall evaluate, score and provide feedback on fire drills and crisis response drills conducted pursuant to Connecticut General Statutes 10-231. "Public Safety Officials" include the local emergency management director, fire marshal, building inspector and emergency medical services representative. Each of the named officials should evaluate and provide feedback on a representative sampling of fire/crisis response drills each year. The Administration shall annually submit reports to the Department of Emergency Services and Public Protection regarding such fire drills and crisis response drills.

(cf. 5141.6 – Crisis Management Plan)

(cf. 5142 – Student Safety)

(cf. 6114 – Emergencies and Disaster Preparedness)

Legal Reference: Connecticut General Statutes

10-231 Fire drills. (as amended by PA 00-220 and PA 09-131)

Policy adopted: May 26, 2020

WOODBRIIDGE PUBLIC SCHOOLS  
Woodbridge, Connecticut

*Existing policy adopted 5/20/14, appropriate as written.*

## **Instruction**

### **Affirmative Action: Instruction Program**

The school district pledges itself to avoid any discriminatory actions, and instead seeks to foster good human and educational relations which will help to attain:

1. Equal rights and opportunities for students and staff members in the school community.
2. Equal opportunity for all students to participate in the total program of the school.
3. Continual study and development of curricula toward improving human relations and understanding and appreciating cultural differences.
4. Training opportunities for improving staff ability and responsiveness to educational and social needs.
5. Opportunities in educational programs which are broadly available to all students.
6. An appropriate learning environment for students which includes (1) adequate instructional books, supplies, materials, equipment, staffing, facilities and technology; (2) equitable allocation of resources; and (3) a safe school setting.

Each student, at the time s/he becomes eligible for participation, will be advised of his/her right to an equal opportunity to participate in school programs without discrimination of any kind.

Legal Reference: Connecticut General Statutes  
10-15 Towns to Maintain Schools.  
10-15c Discrimination in Public School Prohibited.  
10-18a Contents of Textbooks and other General Instructional Materials.  
10-226a Pupils of Racial Minorities.  
10-145a(b) Certificates of Qualification for Teachers; Intergroup Relations Programs.  
10-220 Duties of Boards of Education, As Amended by PA 97-290,  
An Act Enhancing Educational Choices and Opportunities.  
Title IX of the Education Amendments of 1972  
Section 504, U.S. Rehabilitation Act. 1973, 29 U.S.C. 791

Policy adopted: May 20, 2014

WOODBRIIDGE PUBLIC SCHOOLS  
Woodbridge, Connecticut

*Existing policy, presently numbered 5144.4 adopted 4/29/19, appropriate as renumbered.*

## **Students**

### **Discipline**

#### **Physical Exercise and Discipline of Students**

The Board of Education (Board) recognizes that a positive approach toward exercise and physical activity is important to the health and well-being of students. ~~All aspects of the school experience should encourage students to have a healthy attitude toward exercise and promote the life-long enjoyment of physical activity.~~ Therefore, when school employees impose disciplinary consequences for student misconduct during the regular day, the following restrictions shall apply:

##### **1. Loss of Recess as Disciplinary Consequence**

Except as provided below, school employees may NOT prevent a student in elementary school from participating in recess or in other sustained opportunities for physical activity during classroom learning as a form of discipline. Recess and other physically active learning opportunities may include movement-oriented learning activities in the academic environment, physical activity breaks, and regularly scheduled school wide routines and events that engage students in physical activity that is the time devoted each day (at least 20 minutes) to physical exercise in the District's elementary schools.

Loss of recess or other physically active learning opportunities as a form of discipline may be permitted on a case-by-case basis if approved in writing by the building administration prior to the imposition of the discipline. Such approval may be granted for safety reasons, as a last resort before in-school suspension, or in extraordinary situations when alternative strategies to address student misconduct have been ineffective.

This restriction shall not apply to students who are receiving in-school suspension.

##### **2. Physical Activity as Punishment**

School employees may NOT require students enrolled in grades K-12, inclusive, to engage in physical activity as a form of discipline during the school day.

##### **3. Wellness Instruction**

School employees shall not prevent students from participating in physical exercise during wellness instruction as a form of discipline.

This restriction does not apply to brief periods of respite/time-outs, referrals to the building administrator, or for safety reasons.

At no time shall an entire class be prevented from participating in wellness instruction or physical exercise activity as a disciplinary consequence.

## **Students**

### **Discipline**

#### **Physical Exercise and Discipline of Students (continued)**

Nothing in this policy shall prevent a school employee from acting in accordance with an Individualized Education Plan (IEP) developed by the student's Planning and Placement Team (PPT).

For the purpose of this policy, "school employee" means a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, school counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by the Board or working in a public elementary, middle or high school; or any other individual who, in the performance of ~~his or her~~ **their** duties, has regular contact with students and who provides services to, or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the Board.

Any employee who fails to comply with this policy may be subject to discipline, up to and including termination of employment. Any contracted individual who provides services to or on behalf of District students and who fails to comply with the requirements of this policy may be subject to having ~~their his/her~~ contract for services suspended by the District.

(cf. 6142.10 — Health Education Program)

(cf. 6142.101 — Wellness)

(cf. 6142.61 — Physical Activity)

(cf. 6142.6 — Physical Education)

Legal Reference:      Connecticut General Statutes  
                                 10-221o Lunch periods. Recess (as amended by P.A. 12-116, An Act Concerning Educational Reform, and P.A. 13-173, An Act Concerning Childhood Obesity and Physical Exercise in Schools)  
                                 10-221u Boards to adopt policies addressing the use of physical activity as discipline. (as amended by PA 18-15)

Policy adopted:

**WOODBRTDGE PUBLIC SCHOOLS**  
Woodbridge, Connecticut

# WOODBIDGE PUBLIC SCHOOLS

## EDUCATIONAL SPECIFICATIONS

**DRAFT: January 10, 2025**

**Beecher Road Elementary School**  
40 Beecher Road  
Woodbridge, CT 06525

**PREPARED FOR:**

Woodbridge Board of Education  
40 Beecher Road  
Woodbridge, CT 06525

**PREPARED BY:**



**Construction Solutions Group, LLC**  
34 Sequassen Street, Suite 201  
Hartford, CT 06106  
[www.csgroup-llc.com](http://www.csgroup-llc.com)

# Project Overview

The Beecher Road School facility improvement and expansion project aims to address the current and future needs of the school, which will eventually serve a student population of 1,039 students from Pre-Kindergarten through 6th grade. With the community's strong sense of pride in Beecher as a unified school, the project seeks to modernize and expand the existing campus while maintaining the school's integral role in the Woodbridge community.

A major goal of the project is to create educational spaces that support modern pedagogy and learning environments while ensuring that the school's infrastructure is equipped to accommodate future growth. Accessibility, health and wellness standards, and compliance with safety regulations will also be prioritized.

These Educational Specifications were developed in collaboration with the Superintendent, Vonda Tencza, Director of Special Services, Carrie Borcharding, Facilities Manager, Vito Esparo, Director of Business and Operations, Donna Coonan, Director of Security, Vinny Lynch, Director of Food Services, Jessica Hill, Principal, Analisa Sherman, Assistant Principal, James Sapia, Assistant Principal, Cheryl Tafel and Beecher Road School staff. The following individuals participated in specific program meetings to provide input for these educational specifications:

Allie Grabowski – Kindergarten  
Christina Thompson – Grade 1  
Amanda Esparo – Grade 2  
Aimee Meacham – Grade 3  
Danielle Marcellino – Grade 4  
Cheri Guerra – Grade 5  
Meghan Saunders – Grade 6  
BJ Ahearn – MAG  
Jen Nickle – Language Arts  
Maureen Krawec – Math Specialist  
Natasha Knoblauch – ELL  
Tiffany Bucko – STEAM  
Arianne Buzzard – Health  
Stephanie Goldberg – Spanish  
Ken Caldwell – Band  
Lucille Gomes – Art  
Jaqui Taylor – Social Worker  
Kayla Widmeyer – Psychologist  
Dara DiCapua – OT  
Lana Moore – Speech

Jen Naylor – Special Education  
Beth Greene – Special Education  
Anthony Taddei – Physical Education  
Ken Caldwell – Music  
Larissa Crocco – Library/Media  
Jeannie Charleglio – Technology  
Anthony Billings – IT  
Robin Froehle – School Nurse Supervisor  
Jeffrey Jimenez – Accounts Payable  
Marsha Degennaro – Administrative Assistant  
to Superintendent

# Rationale for the Project

The need to renovate as new or possibly build a new Beecher Road School in Woodbridge is compelling due to a combination of site conditions, infrastructure limitations, outdated systems, and growing enrollment, all of which present significant challenges to providing a safe, efficient, and modern learning environment for the community's students Pre-K through 6. Below, is an outline of the key factors that support the case for major structural changes to Beecher School.

**Enrollment Growth and Capacity Limitations:** Woodbridge is experiencing steady population growth, and the predicted student population at Beecher Road School—1039 students (PK-6)—is more than twice the size of an average elementary school in Connecticut. The continued growth of the school-age population will place additional strain on the school's infrastructure, especially given that the existing facility is already at or near capacity. The need for expansion and the creation of appropriate educational spaces is a major goal of this project. A new or additional space to this school could accommodate current enrollment numbers and provide flexibility for future growth, ensuring that the district can meet the educational needs of the community for years to come.

**Building Infrastructure Deficiencies:** The existing school's infrastructure is aging and has several deficiencies that must be addressed. Key areas of concern include:

- **Building Envelope:** The building's roof, windows, and doors are outdated, and the walls may not meet current standards. Some windows contain asbestos, which presents environmental and safety risks.
- **Building Systems:** The existing systems—particularly technology infrastructure—are not sufficient to support modern educational practices. There are also ongoing concerns with the building's safety and security features, including hardened entrances, surveillance systems, and lockdown procedures, which are crucial for the safety of students and staff.
- **Accessibility:** The current ramps are "grandfathered" in but may not comply with current accessibility requirements, limiting access for individuals with disabilities.

**Health and Wellness:** A new school would provide an opportunity to address health and wellness concerns that are inherent in older buildings. Current issues such as air quality and inadequate healthcare facilities would be resolved in a new building designed with statutory compliance to modern building system requirements. This would ensure a healthier environment for students and staff, reducing the potential for long-term health issues related to poor indoor air quality or insufficient facilities.

**Safety and Security Concerns:** The current school faces significant security vulnerabilities, and while improvements are part of the project scope, the existing structure poses challenges in terms of implementing modern safety protocols. A new school would allow for the integration of state-of-the-art safety features from the ground up, such as hardened entrances, improved access controls, better surveillance systems, and more effective lockdown procedures. This would ensure the safety and security of students, staff, and visitors in a way that may be difficult or costly to achieve in the current building.

**Educational Programming Needs:** The educational needs of the district have evolved, and the current building does not adequately support modern pedagogical practices. The school's

design does not align well with the district's educational specifications, and there are concerns regarding the size and layout of classrooms, as well as the overall relationship between instructional spaces. In particular, the PK-K area does not have in-classroom toilet facilities, which is a basic necessity for early childhood education. A renovated facility would provide the opportunity to design spaces that align with contemporary educational methods, offering flexible classrooms, specialized spaces for STEAM (Science, Technology, Engineering, Arts, and Mathematics), and areas that promote collaboration and hands-on learning.

**Design Flexibility and Future Expansion:** The existing school is a large, interconnected complex that presents management and security challenges. There is an opportunity to explore design options that provide better separation of spaces. These options could allow for greater flexibility in meeting the future needs of the school population, including potential expansion opportunities. The school could be designed with future growth in mind, ensuring that the district remains able to accommodate a growing student body without the need for constant piecemeal renovations.

Building a new school or renovating as new, Beecher Road School will address a range of pressing concerns, from outdated infrastructure and safety issues to the growing demand for educational spaces. By constructing a modern, efficient, and well-designed facility, the district can provide a safe, secure, and conducive learning environment for its students while accommodating future growth. This investment will not only serve current generations of students but also lay the foundation for the long-term success of Woodbridge's educational system.

## Long Range Educational Plan

### Mission and Vision, Beliefs

#### Mission Statement

Beecher Road School is a caring, creative community that models and inspires the joy of lifelong learning, embraces diversity, and celebrates the unique qualities of each person.

#### Vision Statement

To provide a dynamic educational environment that challenges and empowers students to persevere as innovators and collaborators in preparation for their role as responsible global citizens.

#### We believe that

- All students can learn and it is the responsibility of our school system to provide the supports needed to reach high standards and success.
- Academic skills must meet the expectations of the CT Core Standards. The skills and attributes needed for success in the 21st century include critical thinking, collaboration, creativity, curiosity, problem solving,

and citizenship.

- Meeting academic, artistic, behavioral, social, emotional, and physical needs is essential in educating the whole child.
- We have a responsibility to prepare our students for a rapidly changing world that includes the integration and use of technology.
- Our educational community will continue to grow and improve when all our staff members are expected and supported to learn.
- Our district has a responsibility to inform and engage the community as partners in education.
- Fiscal responsibility is a foundational tenet of our school system.

The Strategic Plan supports the Mission, Vision and Beliefs. There are three priorities:

- Contemporary Learners
- Building Diverse and Healthy Alliances
- Academic Framework

## Learning / Educational Activities

### Academic Goals

The Beecher Road School core curriculum is aligned with the Connecticut Core Standards across all applicable content areas. The Board of Education and the professional staff continually review curriculum to assure the content matches the needs of your children.

### Mathematics

Mathematics philosophy in the Woodbridge School District builds on the belief that children begin school with mathematical intuition and with the ability to think mathematically. School provides a mathematical environment into which come ideas from the broader world and from children's own experiences. Children's relationships with mathematics outside of school are shaped by their experiences with mathematics in school. Through their experiences at Beecher Road School, children will develop an understanding of the world as a mathematical environment.

We affirm:

- Students' experiences in school will promote a positive disposition toward mathematics.
- Students' math programs will recognize and build upon the intuition and awareness with which they begin school.
- Students will have opportunities and will be encouraged to construct their own mathematical understandings.
- Students will use appropriate math tools strategically.
- Students will make use of problems and persevere in solving them.

- Students will reason abstractly and quantitatively.
- Students will construct viable arguments and critique the reasoning of others.
- Students will apply the mathematics they know to solve problems arising in everyday life, society, and the workplace.
- Students will attend to detail and evaluate the reasonableness of their results.

## Language Arts

Language arts at Beecher Road School supports and nurtures each child's right to reach their individual potential and to experience the joy of accomplishment. Adhering to the Common Core State Standards (CCSS), the Woodbridge School District has set a goal of preparing every student to be a highly successful and independent reader, writer, critical thinker, and problem solver by the end of sixth grade.

The English Language Arts (ELA) Common Core State Standards provide a consistent, clear understanding of what students are expected to learn. The standards are designed to be rigorous and relevant to the real world, reflecting the knowledge and skills that our young people need for success in college and careers in a global economy.

Literacy is the foundation of learning in all disciplines at Beecher Road School. Our program provides balanced literacy and communication through the developmental process of reading, writing, listening, speaking, as well as acquiring language.

## STEAM

BRS students' science experiences offer hands-on/minds-on explorations of natural phenomena while encouraging further questions. Whenever possible, science exploration is embedded in the context of the natural environment. It includes not only facts, but also methods of inquiry. These enable each student to ask thoughtful questions, predict, experiment, use technology, solve problems, evaluate and apply information, and make informed decisions. The science curriculum is always evolving in response to changes in our understanding of scientific phenomena. It encourages every student to approach the world outside the classroom with an open mind by nurturing scientific curiosity, flexible thinking, and a sensitivity to living things and their environments. Finally, it illustrates that scientific investigation is an on-going process that can be applied to all aspects of life. Consequently, it prepares students both for the present and for the future, as today's learning inspires tomorrow's investigation.

## Social Studies

Social Studies instruction is aligned with the College, Career, and Civic Life (C3) Framework for Social Studies State Standards. Social Studies is often integrated with other content areas; namely Language Arts. In the upper grades, students engage in departmentalized instruction, allowing for a more comprehensive study of social studies content.

In addition to these core content areas, students at Beecher Road School engage in a study of the visual and performing Arts, Physical Education, Health and Library and Technology. Instrumental music is offered to interested students beginning in grade 4. Instruction is aligned to applicable standards, while also allowing students the opportunity to explore and grow.

Our vision for the Woodbridge School district is to provide a dynamic educational environment that challenges and empowers students to persevere as innovators and collaborators in preparation for their role as responsible global citizens.

## Enrollment Data and Proposed Project Capacity

A 10-year enrollment projection was conducted by Peter M. Prowda, PhD, an independent consultant hired by Woodbridge Public Schools. For purposes of grant applications, the State of Connecticut reviews the enrollment data for the 8 years starting with the year of the application submittal. According to the study the school will enroll students in grades Pre-K – 6<sup>th</sup> grade and enrollment per the updated enrollment projections will be the highest in the year 2032-33. The projected enrollment for the 2032-33 year for Beecher Road School is 1039.

Below you will see Appendix A. which is a section of Dr. Prowda's report that indicates the actual enrollment projection for Woodbridge to 2023.

| <b>Appendix A. Beecher Road School Enrollment by Grade Projected to 2033</b> |                               |               |                      |          |          |          |          |          |          |             |              |
|--|-------------------------------|---------------|----------------------|----------|----------|----------|----------|----------|----------|-------------|--------------|
| <b>October of Year</b>   | <b>Birth Year<sup>1</sup></b> | <b>Births</b> | <b>K<sup>2</sup></b> | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>6</b> | <b>PreK</b> | <b>Total</b> |
| 2013   | 2008                          | 47            | 119                  | 98       | 104      | 93       | 121      | 118      | 96       | 19          | 768          |
| 2014   | 2009                          | 46            | 111                  | 109      | 108      | 103      | 97       | 128      | 120      | 20          | 796          |
| 2015   | 2010                          | 53            | 102                  | 106      | 109      | 109      | 102      | 97       | 126      | 20          | 771          |
| 2016   | 2011                          | 61            | 97                   | 116      | 109      | 118      | 107      | 107      | 97       | 23          | 774          |
| 2017   | 2012                          | 58            | 100                  | 109      | 125      | 119      | 127      | 110      | 110      | 30          | 830          |
| 2018   | 2013                          | 55            | 108                  | 114      | 114      | 121      | 124      | 133      | 109      | 20          | 843          |
| 2019   | 2014                          | 57            | 101                  | 122      | 118      | 119      | 125      | 129      | 134      | 20          | 868          |
| 2020   | 2015                          | 61            | 99                   | 92       | 104      | 124      | 123      | 124      | 131      | 19          | 816          |
| 2021   | 2016                          | 65            | 115                  | 118      | 103      | 110      | 133      | 124      | 125      | 18          | 846          |
| 2022   | 2017                          | 70            | 105                  | 116      | 117      | 111      | 120      | 134      | 126      | 18          | 847          |
| 2023   | 2018                          | 59            | 121                  | 115      | 131      | 124      | 118      | 120      | 135      | 20          | 884          |
| <b>Projected</b>   |                               |               |                      |          |          |          |          |          |          |             |              |
| 2024   | 2019                          | 60            | 105                  | 131      | 121      | 139      | 133      | 120      | 121      | 19          | 889          |
| 2025   | 2020+                         | 39            | 79                   | 112      | 138      | 128      | 148      | 135      | 121      | 24          | 885          |
| 2026   | 2021*                         | 76            | 121                  | 88       | 116      | 144      | 133      | 151      | 137      | 24          | 914          |
| 2027   | 2022*                         | 72            | 115                  | 135      | 92       | 121      | 150      | 135      | 153      | 25          | 926          |
| 2028   | 2023*                         | 77            | 128                  | 128      | 140      | 96       | 126      | 153      | 137      | 25          | 933          |
| 2029   | 2024*                         | 75            | 122                  | 143      | 133      | 147      | 100      | 128      | 155      | 25          | 953          |
| 2030   | 2025*                         | 75            | 120                  | 136      | 149      | 139      | 153      | 102      | 129      | 25          | 953          |
| 2031   | 2026*                         | 75            | 122                  | 133      | 142      | 156      | 145      | 156      | 103      | 25          | 982          |
| 2032   | 2027*                         | 75            | 122                  | 136      | 138      | 149      | 163      | 148      | 158      | 25          | 1039         |
| 2033   | 2028*                         | 75            | 120                  | 136      | 141      | 144      | 155      | 166      | 150      | 25          | 1037         |

+ Based on January August births. \* Based on October to August births.

<sup>1</sup> 2008 to 2022 births were from the State Department of Public Health. Births in 2022 are provisional. Births in 2023 were based on in-state births through June. Births in 2024 to 2028 were based on the 2017 Connecticut State Data Center projections of women of child-bearing ages in Woodbridge and my estimate of the average of 2020 and 2021 fertility rates in communities like Woodbridge.

<sup>2</sup> Based on observed birth to kindergarten growth, the proportion of children enrolling when first eligible, a 50% in retentions starting in 2026 and a 50 percent increase in on-time enrollment plus 1-6 children in kindergarten such that total Open Choice enrollment remains at 18 students.

## Building Systems

|                 |  |
|-----------------|--|
| <b>Security</b> | An electronic security system will be installed in the school, including cameras and state of the art entry security. The school will be designed to prevent access to most school instructional areas when community events take place during non-school hours. The project |
|-----------------|--|

|                              |   |
|------------------------------|---|
|                              | <p>will be coordinated with District and Town leadership security goals in keeping with the All-Hazards School Security and Safety Plan for Beecher Road Elementary.</p> <p>The school must also comply with school safety infrastructure criteria as determined by the Connecticut School Building Projects Advisory Council. Per Connecticut General Statutes:</p> <p><b>§ 10-292r. School safety infrastructure criteria.</b> (a) <i>The School Building Projects Advisory Council, established pursuant to section 10-292q, shall periodically review and update, as necessary, school safety infrastructure criteria for school building projects awarded grants pursuant to this chapter and the school security infrastructure competitive grant program, pursuant to section 84 of public act 13-3*. Such school safety infrastructure criteria shall conform to industry standards for school building safety infrastructure and shall address areas including, but not be limited to, (1) entryways to school buildings and classrooms, such as, reinforcement of entryways, ballistic glass, solid core doors, double door access, computer-controlled electronic locks, remote locks on all entrance and exits and buzzer systems, (2) the use of cameras throughout the school building and at all entrances and exits, including the use of closed-circuit television monitoring, (3) penetration resistant vestibules, and (4) other security infrastructure improvements and devices as they become industry standards.</i></p> |
| <p><b>Technology</b></p>     | <p>Since technology systems evolve rapidly, systems installed as part of the technology component will be released after the main building to ensure access to the latest products. A wide-area network (WAN) will be installed, and the building will be networked to the network policy server (NPS). Wireless Access Points (WAPs) will be installed throughout the entire school. The new School may serve as a WAP for the community.</p> <p>Ethernet shall be CAT6 or better, providing 1 GB to desktop and 10GB trunks to all interconnections to all the data closets. Drops in the ceiling for wireless APs should be installed for support of the wireless infrastructure. All assembly areas such as the Gym, MPR, and LMC shall have a minimum of three ceiling/wall mounted drops for wireless APs.</p>  |
| <p><b>Public Address</b></p> | <p>The building's public address system will be comprehensive, and the infrastructure installed with the building. It will be completed as part of the technology component of the project and will incorporate internal building communications as well as external communications. Concurrently, the systems for the phones, clocks, and</p>  |

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|  | data/voice/video will be developed.  |
| <b>Phone System</b>                                | A comprehensive phone system will be integrated with the technology component of the project, and phones will be installed throughout the facility. All support and instructional spaces will be included.   |
| <b>Clocks</b>                                      | Clocks, like the phone system, will be integrated into the technology component of the project. All support and instructional spaces will be included.   |
| <b>Building Envelope</b>                           | New portions of the building will be insulated in conformance with current Codes and Connecticut High-Performance Building Standards and shall be protected by a continuous layer of air and vapor barriers tied into the roof membrane and associated flashings. Any existing portions of the building envelope will be upgraded as feasible. All windows will be replaced.   |
| <b>HVAC</b>  | <p>Connecticut High-Performance Building Standards, similar to LEED, will be followed. A new heating, air conditioning, and ventilation system will be installed throughout the building. Heating design shall be 70 degrees, and cooling design shall be 75 degrees.</p> <p>A Building Management System (BMS) shall be installed to control the mechanical and selected electrical systems. BMS shall be by the Temperature Control vendor approved by the Owner. The system shall provide temperature control and monitoring for all HVAC systems in the building, shall be programmable for occupied and unoccupied periods, and shall use carbon dioxide sensing to control outside air volume. The BMS shall communicate directly to the district's central system, with off-site alarming capability.</p> |
| <b>Automatic Fire Suppression &amp; Fire Alarm</b> | The building will be equipped throughout with a sprinkler system in conformance with NFPA 13, 20 & 24. A fire pump with generator backup will be provided if existing water pressure is insufficient. A new addressable, speaker-type fire alarm system will be provided in compliance with Code and ADA requirements, tied into the sprinkler system.   |
| <b>Plumbing</b>                                    | Plumbing fixtures shall be low flow, energy efficient, and ADA compliant. Each drinking fountain location will include at least one bottle filler. Grease waste from the kitchen shall be piped to a direct-   |

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|                                | <p>buried grease interceptor outside the building. Waste leaving the grease interceptor shall be tied back into the sanitary pipe leaving the building. All floor drains shall be self-priming.</p>   |
| <p><b>Electrical</b></p>       | <p>The building electrical service shall be capable of meeting the needs of the building and site. Provide a backup generator if a fire pump is required. If a backup generator is not required nor provided, battery backup will be provided for emergency systems via inverters. If a generator is not provided, include an automatic transfer switch to allow key systems, such as heating for freeze protection, to function during an extended power outage with the use of a temporary generator.</p> <p>The building's electrical and structural systems will be designed to accommodate rooftop photovoltaic solar panels. Roof load designs will allow for a ballasted panel system to reduce rooftop penetrations.</p> <p>Lighting shall be high-efficiency LED, designed to promote an optimal learning environment, with ample low-glare illumination. Lighting shall use motion sensors and automatic dimming for daylight harvesting.</p> |
| <p><b>Acoustics</b></p>        | <p>Per Connecticut State Building Code, for new construction the building must comply with ANSI A117.1 Section 808, "Enhanced Acoustics for Classrooms." Reverberation time will be limited in accordance with this standard, and wall partitions shall have STC ratings as needed to keep classroom ambient sound levels from sources outside the classroom to 35 dBA and 55 dBC. All wall partitions separating spaces shall extend to the deck above. All spaces are considered to have acoustic separation. Acoustical finishes and treatments will be used as needed throughout the school's interior.</p>   |
| <p><b>Renovated Spaces</b></p> | <p>All discontinued and abandoned systems, including but not limited to HVAC, plumbing, and all types of high- and low-voltage wiring, shall be completely removed from renovated areas. All holes and previous penetrations shall be sealed. Wall partitions shall be extended to deck if needed for room separation. All areas of staining or indication of previous water damage shall be investigated and repaired.</p>   |

# Interior Building Environment

The school design shall incorporate a secure, obvious and inviting main entrance to function as the primary entry for all visitors. This entrance shall incorporate a vestibule with locking at the inner and outer doors, adjacent to the secure lobby of the administrative wing. The entry sequence shall include checkpoints at the outer vestibule door, at the connection between the vestibule and the secure lobby, and then from the lobby into the building. Civic spaces, such as the Gymnasium and Cafeteria, will be close to the main entrance. Doorways in corridors shall be positioned to maximize lock-off capability of academic areas for after-hours events in the building's more public areas.

All spaces will be optimized for 21<sup>st</sup>-century learning, with ample power and technology receptacles, and interactive displays on teaching walls, in conference rooms and in larger office spaces. Permanent casework, including upper and lower cabinets with solid surfacing countertops, will be incorporated into classroom spaces to provide active storage. Furniture will be selected for flexibility and mobility. Furniture systems shall be easy to configure into multiple arrangements to accommodate group learning, traditional rows for testing, seminar style, or a hybrid.

Classroom placement will prioritize access to natural light, as well as regular, consistent shape and size to allow for future flexibility. All windows below head-height will receive roller shades, with sun-filtering fabric of sufficient thickness to obscure views or black-out shades. Door locking and hardware will conform to District standards. All classrooms must lock easily and quickly, and shall be equipped with vision panels with shades or security shutters. Building exits not required to function as entrances will receive exit-only hardware; entrances will receive card readers. Larger areas will be designed for lockdown, either with magnetic hold-opens releasing doors on lockdown or through other electronic means. The building will be fully accessible, with ADA compliance throughout.

Finishes will be selected for ease of maintenance, durability, and aesthetics. No-wax flooring will be used; all finishes will be reviewed with maintenance staff. Concrete masonry construction is favored for corridors; if this is not feasible, durable wainscoting must be provided. All drywall in areas used by students shall be impact-resistant high abuse type. Toilet rooms shall have tile on floors and wet walls and epoxy paint on non-tiled walls.

The development of this educational specification points to a new seven-section classroom model with two Pre-K sections. Spaces beyond the classrooms are also diagrammed and summarized in the attached matrix for all educational spaces. The following is a general description of each space:

## Academic Core Programs approximately 51,850 sq. ft.

### 2 – Two Pre-K classrooms, each approximately 1100 sq. ft.

#### Common to all Pre-K classrooms:

- 1 teaching station per classroom: Teacher's desk, chair, 4 drawer file cabinet, lockable

- storage/wardrobe cabinet, lockable
- Student bathroom facilities
- Space for 20 students in each classroom
- Countertop cabinets with a sink
- Flexible seating
- Carrels
- Dividers
- Carpeted area for small group instruction
- Sensory materials in small area of classroom
- Bookcases on wheels
- Activity tables
- Changing table
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- 24 2'X2' cubbies along one wall for student belongings
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

## **7 – Seven Kindergarten classrooms, each approximately 1100 sq. ft.**

### **Common to all Kindergarten classrooms:**

- 1 teaching station per classroom: Teacher's desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Student bathroom facilities
- Space for 24 students in each classroom
- Countertop cabinets with a sink
- Flexible seating
- Worktable for small group instruction
- Bookcases on wheels
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- 24 2'X2' cubbies along one wall for student belongings
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls

with acoustic ceilings

- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

### **31– Thirty-One Academic Core Classrooms, each approx. 850 sq. ft.: Common to all 1<sup>st</sup> – 6<sup>th</sup> Grade Classrooms:**

- 1 teaching station per classroom: Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 24 students in each classroom
- Countertop cabinets with a sink
- Bookcases on wheels
- Worktable for small group instruction
- Storage cubbies for student coats and materials
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

### **4 – Four MAG Classrooms, each approx. 850 sq. ft.:**

- Lockable storage/wardrobe cabinet, lockable
- Teacher carts for laptops
- Space for 24 students in each classroom
- Countertop cabinets with a sink
- Bookcases on wheels
- Flexible seating
- Sound curtain
- Worktable for small group instruction
- Storage cubbies for student coats and materials
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings

- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

### **1 – Common MAG Classroom, approximately 1,000 sq. ft.**

- Cabinets for secured storage and project display/storage for learning materials
- Movable Furniture
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic white boards and tack boards
- Luxury vinyl tile/rubber high density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

### **1 – STEAM Classroom – 800 sq. ft.**

- Movable furniture
- Cabinets for secured storage and project display/storage for learning materials
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Lab tables
- 3D Printer
- One (1) teacher computer
- 22-inch display
- Wireless keyboard/mouse
- Aux HDMI input
- Parabolic LED lighting with variable light level switching or addressable

### **1 – Multi-Purpose Classroom, approximately 1,200 sq. ft.**

- Cabinets for secured storage and project display/storage for learning materials
- Movable Furniture
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic white boards and tack boards
- Luxury vinyl tile/rubber high density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display

- Wireless keyboard/mouse with auxiliary HDMI input

### **1 – One Math Intervention Classroom, approximately 800 sq. ft.**

- 1 teaching station, Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 16 students
- Horseshoe tables
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse
- Aux HDMI input

### **3 – Three Reading Intervention Classrooms, approximately 500 sq. ft. each**

- 1 teaching station, Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 10 students
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse
- Aux HDMI input

### **1 – Reading Storage Closet, 200 sq. ft.**

- Built-in shelving to accommodate books

### **2 – Two Spanish Classrooms, each approx. 800 sq. ft.**

- 1 teaching station per classroom: Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 24 students in each classroom
- Countertop cabinets with a sink
- Bookcases on wheels
- Worktable for small group instruction
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

#### **1 – ELL Classroom, approximately 500 sq. ft.**

- Teacher’s desk, chair, 4-drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 15-20 students
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP)
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- Parabolic LED lighting with variable light level switching or addressable.

### **Special Education 9,450 sq. ft.**

#### **7 – Seven Special Education Resource Rooms, each approx. 500 sq. ft**

- Comfortable chairs/desks/tables to accommodate (15) fifteen (flexible/adaptable/easily movable workstations)
- Teacher desk/chair
- Bookshelves
- Open shelving & storage cabinets
- Secured storage for materials
- Interactive LED Panel (at least 75”)

- Wall/ceiling-mounted speakers
- Luxury vinyl-enhanced tile or flooring that allows for easy movement of furniture
- Magnetic whiteboards (wall-to-wall) on the front or side walls
- Bulletin boards lining the back wall
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse

### **1 – Special Education Testing Office - 300 sq. ft.**

- Desk and chair
- Student table
- 1 – 4-drawer lockable file cabinets
- Fire-rated student records file storage
- Base and wall cabinet storage
- Bulletin board
- Lockable storage wardrobe
- Network copier and fax machine
- One (1) computer
- Table and counter space
- Luxury vinyl-enhanced tile or flooring

### **3 – Two Speech and Language Rooms - 350 sq. ft. each**

- Teacher's desk, chair, 4-drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 5-8 students
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP)
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- Parabolic LED lighting with variable light level switching or addressable.

### **2- SEL Classrooms approximately 500 sq. ft. each**

- Teacher's desk, chair, 4-drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Sinks
- Padded areas
- Space for 10-12 students
- Cabinets for secured storage and project display/storage for learning materials

- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- Parabolic LED lighting with variable light level switching or addressable.
- One (1) teacher computer, 22-inch display
- 3 Study Carrels

#### **1- Life Skills Classroom approximately 800 sq. ft.**

- Teacher's desk, chair, 4-drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Sinks
- Hoyer lifts
- Bathroom
- Small office space within classroom
- Changing facility
- Space for 10-12 students
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- Parabolic LED lighting with variable light level switching or addressable.
- One (1) teacher computer, 22-inch display

#### **1 - OT/PT Room – 800 sq. ft.**

- parabolic LED lighting with variable light level switching
- Luxury vinyl-enhanced tile flooring
- Shelving for materials and supplies
- platform swing
- crash pads
- Therapy balls
- Trampoline
- Peg board wall
- Sensory tent
- Multiple weight-bearing ceiling attachments for equipment

### **1 – Sensory Room - 800 sq. ft.**

- Soft seating
- swing
- Crash pads
- Flooring -padded or carpeted
- Bean bag chairs
- Bulletin board
- Lockable storage wardrobe
- Mobile sensory cart
- sink
- One (1) computer
- Table and counter space
- Bubble Tubes
- Adjustable lighting
- Tactile Wall Murals/Panels
- Multiple weight-bearing ceiling attachments for equipment
- Interactive Smartboard

### **2 – Two School Social Worker Offices - 350 sq. ft. each**

- Desk and chair
- 1 – 4-drawer lockable file cabinets
- Fire-rated student records file storage
- Base and wall cabinet storage
- Student table
- Sink
- Bulletin board
- Lockable storage wardrobe
- Network copier and fax machine
- One (1) computer
- Table and counter space
- Luxury vinyl enhanced tile or flooring

### **2 – Two Psychologist Offices - 250 sq. ft. each**

- Desk and chair
- 1 – 4-drawer lockable file cabinets
- Fire-rated student records file storage
- Base and wall cabinet storage
- Student table
- Bulletin board

- Lockable storage wardrobe
- Network copier and fax machine
- One (1) computer
- Table and counter space
- Luxury vinyl-enhanced tile or flooring

## **Physical Education Approximately – 12,700 sq. ft.**

### **1 – Gymnasium - 6,000 sq. ft.**

- All-purpose wood floor system with essential markings
- Removable protective matting
- One main basketball court (45'x74') Two cross-courts as well
- Basketball backboards to be adjustable and swing out/up for non-use.
- Set up for Volleyball with necessary inserts and markings
- Bleacher seating- limited
- Ceiling-mounted air destratification fans
- Sound system
- Ropes, nets and basketball hoops
- Padding on walls and floor for physical education programs
- Suspension equipment and/or storage rooms for pads
- Room dividing curtain/mesh to bisect the space for dual activities
- High output LED lighting for efficiency and color correction for multipurpose activities.
- Acoustic wall panels
- 1 Electronic scoreboard
- 1 Digital messaging board

### **1 – Auxiliary Gymnasium - 4,000 sq. ft.**

- All-purpose wood floor system with essential markings
- Removable protective matting
- One main basketball court
- Set up for Volleyball with necessary inserts and markings
- Ceiling-mounted air destratification fans
- Ropes, nets and basketball hoops
- Padding on walls and floor for physical education programs
- Suspension equipment and/or storage rooms for pads
- Room dividing curtain/mesh to bisect the space for dual activities
- High output LED lighting for efficiency and color correction for multipurpose activities.
- Acoustic wall panels

## **2- P.E Offices, approximately 150 sq. ft. each**

- Teacher's desk, chair, 4-drawer file cabinet, lockable storage/wardrobe cabinet,
- Luxury vinyl-enhanced tile or flooring
- One (1) teacher computer with a 22-inch display
- Wireless keyboard/mouse
- Aux HDMI input

## **2 – PE Equipment Storage Rooms of approximately 400 sq. ft. each**

- Sealed concrete floor
- Minimum 10-foot ceiling to maximize storage

## **1- Health Classroom, approx. 800 sq. ft.**

- 1 teaching station per classroom: Teacher's desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Space for 24 students in classroom
- Countertop cabinets with a sink
- Bookcases on wheels
- Worktable for small group instruction
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

## **1- Health Fitness Center, approx. 800 sq. ft.**

- Sink
- Standard fitness room equipment
- Racks of weights
- Pull up bars
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Mirrored walls

- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

## **Food Services – 6,950 sq. ft.**

### **1 – Student Cafeteria approximately – 4,500 sq. ft.**

Typical acoustical treatments for the walls to dampen sound are needed. The cafeteria should be constructed adjacent to the kitchen. Multiple student traffic flows should be considered in the placement of the food serving line. The placement of student restrooms in the vicinity of the cafeteria should be considered in the design to provide student convenience.

- The room should accommodate risers with handicapped accessibility
- Space to seat approximately 180 students per lunch wave in 3 waves
- Lighting and sound systems to support the instructional use of the space
- State-of-the-art public technology including a Smart TV
- Acoustical treatment of wall and ceiling to support the use of the space
- Resilient tile flooring durable and washable, with a slip-resistant finish
- Provide windows with abundant natural light and create relationships to exterior
- Provide exterior dining
- Scrubbable painted or masonry walls for durability and high lay-in ceilings, durable and washable
- High out-put LED lighting for efficiency and color correction for dining and multipurpose activities
- Portable (fold in half on wheels) cafeteria round tables
- Convenience power for cleaning equipment and staff/visitor laptops
- Numerous WAP for LAN and internet use by staff, students, and visitors
- Several Monitors throughout space
- 4 Hand washing stations
- 2 microwave ovens for student use

### **1 - Staff Dining Area, approximately – 650 sq. ft.**

- Tables and chairs for up to fifteen (30) staff members
- Cabinets and countertop with sink
- Microwave oven
- Refrigerator
- Dedicated electrical circuits for refrigerator and microwave
- Interactive LED Panel (at least 75")
- Wall/ceiling-mounted speakers

- Vinyl-enhanced tile or flooring that allows for easy cleanup
- Magnetic whiteboards
- Bulletin boards

## 1 – Kitchen Serving/Cold Storage - 1,800sq. ft

- Two (2) - Double sink preparation tables each with one (1) standard faucet and one (1) pre-rinse faucet
- Two (2) – Warmers
- Two (2) - Double Deck Convection Ovens
- One (1) - Combi-Oven
- One (1) - Convection Steamer
- One (1) - Pasta Kettle – 30 gallons
- One (1) - 12- Burner Range
- Walk-in freezer
- Three (3) compartment sink assembly with drain boards for pot and pan washing; each compartment shall measure 27” x 27” x 16” deep; a pre-rinse spray assembly required at one (1) sink compartment
- Dishwasher/Tray station
- Recycling center for paper, liquids etc.
- Hot & Cold Food Station
- Express Stations for self-serve foods and dry display snacks
- Cashier stations strategically located at the exit from the Servery
- Mobile condiment stations to be located at the exit of the Servery
- Grease-trap to be located outside of the building for ease of maintenance
- Utility Distribution System with quick disconnect devices for all services
- Walk-in refrigerators and freezers will require backup generator power; audio/visual temperature alarm; refrigeration control alarm; temperature alarms to be wired to the “Building Monitoring System
- Water conservation methods
- Provide High-Efficiency Energy Star Label Equipment & Lighting
- Exhaust hoods: Demand Control Ventilation Package
- Temperature maintenance, water filtration and sanitation to promote food safety
- Exterior in-line grease trap to conform to FOG Program
- Linked to the building management system for notification of temperature failure
- Connected to the emergency generator in case of power failure
- Office space (Approx. 100 sq. ft) for manager
- Desk and chair
- Staff toilet
- One (1) lockable teacher storage wardrobe
- One (1) lockable four-drawer filing cabinet
- Magnetic whiteboard

- One (1) computer

## **Arts and Music Programs - 7,200 sq. ft.**

**All the following spaces need to be designed for maximum sound attenuation**

### **1 – Band Room – 1,200 sq. ft.**

- Seventy-five (75) performer chairs
- Seventy-five (75) music stands
- Wenger flip forms for thirty (30) students
- Five (5) Chair Move and Store Carts
- Built-in counters/cabinets with storage above and below
- Teacher's desk, chair, 4-drawer file cabinet, lockable, storage/wardrobe cabinet
- Incorporate new music technologies, WAP
- Electrical convenience power
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- One (1) teacher computer
- One (1) teacher desk
- Sink
- Instrument closed storage
- Appropriate sound management materials on walls and floor
- Resilient tile floor,
- Acoustic ceilings and parabolic LED lighting with variable light level switching

### **2 – Chorus Rooms – 1,200 sq. ft. each**

- Sixty (60) performer chairs
- Wenger flip forms for thirty (30) students
- Three (3) Chair Move and Store Carts
- Built-in counters/cabinets with storage above and below
- Teacher's desk, chair, 4-drawer file cabinet, lockable, storage/wardrobe cabinet
- Incorporate new music technologies, WAP
- Electrical convenience power
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- One (1) teacher computer
- One (1) teacher desk
- Electronic piano
- Sink
- Music closed storage for instruments
- Appropriate sound management materials on walls and floor

- Resilient tile floor,
- Acoustic ceilings and parabolic LED lighting with variable light level switching

## **2 – Music Storage Closets, 200 sq. ft. each**

- Built-in shelving to accommodate instruments

## **2 - Art Rooms approximately 1,200 sq. ft. each**

- Must have ample natural light
- Six tables; Twenty-four (24) chairs
- Teacher desk/chair
- 4-drawer file cabinet, lockable, storage/wardrobe cabinet
- Vertical storage with shelves and doors
- Light table
- Spray booth
- Built-in counter space with storage above and below
- Document Camera
- Wall/ceiling-mounted speakers
- Vinyl-enhanced tile or flooring that allows for easy cleanup
- Walls should be functional workspaces and for showcasing student work Multiple magnetic whiteboards (wall-to-wall) on front and side walls
- Bulletin boards lining the back wall
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse
- Aux HDMI input
- Include ample storage space within the room
- 2- free standing deep utility sinks with sediment traps dispersed throughout the classroom
- Electrical convenience power throughout the perimeter.
- Uninterrupted flat countertop space with bottom storage cabinets and open shelving including deep and wide drawer shelving with suspension hardware
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Integrated modern technology, WAP
- Dedicated ventilation
- Electrical disconnect for Kiln
- Luxury vinyl-enhanced tile or flooring
- Shelving should be wide and sturdy to support various art supplies

## **2 – Kiln Rooms, 200 sq. ft. each**

- Large Kiln
- Sturdy rack style shelving for student projects

- Electrical disconnect for Kiln
- Luxury vinyl enhanced tile or flooring

## **2 – Art Storage, 200 sq. ft. each**

- Shelving should be wide and sturdy to support various art supplies

## **Library/Media Center of approximately 5,150 sq. ft.**

The Library/Media Center will be designed to become the learning hub of the school. It will continue to be where teachers encourage students to develop a passion for reading. This will also serve as a place where student-centered activities happen with the integration of technology. This area will include a Makerspace that will be welcoming and encourage students to be creative problem-solvers, take risks and think critically. Students will have the opportunity to engage in hands-on activities using various materials as well as the latest technology. The Library/Media Specialist will collaborate with the classroom teachers on various projects and use this space to show students how to locate and evaluate important information.

### **1 – Media center/Stacks/Circulation – 2,500 sq. ft.**

- The Circulation Center will be located in the center of the Media Center and adjacent to the workroom and media specialist office
- Minimum of three WAP and some supplemental data jacks located throughout for student access to LAN and internet
- Flexible book shelving that can be reconfigured for a collection of approx. 60,000 volumes with open sight lines possible for optimum adult supervision
- Monitors throughout space.
- Rolling bookshelves for a limited collection of books
- Areas with comfortable seating
- Printer
- Bulletin Boards to display student work and promotional materials
- Two (2) staff computers for the circulation desk area
- Desk and chair
- 1 – 4-drawer lockable file cabinets
- Base and wall cabinet storage
- Bulletin board
- Lockable storage wardrobe
- Network copier and fax machine
- Luxury vinyl-enhanced tile or flooring
- Cabinets with various shelving

### **1 – Library/Media Specialist Office– 150 sq. ft.**

- 1 teaching station per classroom: Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Table
- Seating for six (6)
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer, 22-inch display
- Aux ports for plugging into a display

**1 – Workroom Storage, 200 sq. ft.**

- Built-in shelving to accommodate storage

**1 – IT Specialist – Work Room/Chrome Book Repair - 300 sq. ft.**

- Cabinets and shelving for supplies
- Counter space for repair work
- Two (2) chairs
- Multiple outlets above countertop

**1 – Innovation Maker Space, approximately 500 sq. ft.**

- Cabinets for secured storage and project display/storage for learning materials
- Movable Furniture for 15 students
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Luxury vinyl tile/rubber high density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- White boards and tack boards
- Wireless keyboard/mouse with auxiliary HDMI input

**1 – Tech Classroom, approximately 500 sq. ft.**

- Cabinets for secured storage and project display/storage for learning materials
- Built in perimeter furniture for 24 students to support computers
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Luxury vinyl tile/rubber high density flooring and base and scrubbable painted walls with acoustic ceilings

- One (1) teacher computer, 22-inch display
- White boards and tack boards
- Wireless keyboard/mouse with auxiliary HDMI input

## **2 – Two Flex Classrooms, each approx. 500 sq. ft.:**

- 1 teaching station per classroom: Teacher’s desk, chair, 4 drawer file cabinet, lockable storage/wardrobe cabinet, lockable
- Movable Furniture
- Cabinets for secured storage and project display/storage for learning materials
- Integrated modern technology with one-to-one devices, Wireless Access Point (WAP) in each classroom
- Touchscreen, Smartboard, or Overhead projection racks with screen, most current school technology on the teaching wall
- Magnetic whiteboards and tack boards
- Luxury vinyl tile/rubber high-density flooring and base and scrubbable painted walls with acoustic ceilings
- One (1) teacher computer, 22-inch display
- Wireless keyboard/mouse with auxiliary HDMI input

## **Administrative and Support Spaces 3,650 sq. ft.**

Main administrative offices will be located at the front, adjacent to the main entry and connected by a security vestibule, allowing visually controlled access to the building through the administration reception waiting area. A dedicated 911 phone shall be located in the main office for the purpose of informing office staff if 911 is called from any facility phone. All exit/entry doors have electronic hardware that will activate on notification from striking of a panic button. Glazing will be minimal and secure.

### **1 – Main Office: Secretarial area approximately 1,000 sq. ft.**

- Three (3) Secretarial work stations behind the main counter
- Lockable storage wardrobes
- Two (2) lockable four-drawer filing cabinets
- Fire-rated student file storage
- Base and wall cabinet storage
- Network copier and fax machine
- Kitchenette
- Bulletin boards
- Luxury vinyl-enhanced tile or flooring
- One (1) computer per secretary/clerk
- Electronic security system

### **1 - Reception area (included)**

- Reception area to have 6 comfortable chairs for visitors
- Bulletin boards
- Luxury vinyl-enhanced tile or flooring
- Electronic security system

### **1 – Principal’s Office– 200 sq. ft.**

- Desk and chair
- Table
- Seating for six (6)
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Security “panic” button with a dedicated phone line
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into a display

### **2 – Assistant Principal’s Offices - 150 sq. ft. each**

- Table
- Desk and Chair
- Seating for six (6)
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Security “panic” button with a dedicated phone line
- Luxury vinyl-enhanced tile or flooring
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into display

### **1 – Director of Student Services Office – 200 sq. ft.**

- Desk and chair
- Table
- Seating for six (6)
- Lockable storage/wardrobe

- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50" display)
- Security "panic" button with a dedicated phone line
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into a display

## **2 – Conference rooms – 250 sq. ft. each**

- Conference table
- Seating for fifteen (15)
- Credenza
- Interactive LED Panel (32-50" display)
- Aux ports for plugging into the display
- Magnetic whiteboard
- Luxury vinyl-enhanced tile or flooring
- Bulletin board

## **1 – Health Suite includes Nurse's Office, approximately 800 sq. ft.**

- Three (3) desks with chairs
- Three (3) computers
- Built-in counters with shelving below around the perimeter of the room
- Multiple file cabinets Four (4) four-drawer; two (2) two-drawer
- two (2) double cabinets (full size)
- Two (2) double cabinets (half-size)
- Three (3) Double-locked medicine cabinets
- Two (2) locking wall cabinets
- Large closet with shelving and doors
- Refrigerator
- Ice maker
- Two (2) Sinks with hot and cold water, soap, and towel dispenser
- Microwave
- Scale
- 3 chairs
- Exam room
- Bathroom
- Five (5) cots
- Privacy curtains
- Three (3) wheelchairs
- Eye-wash station

- Vinyl-enhanced tile
- One (1) large bulletin board
- Centrally located adjacent to the main office

### **1 - Security Office - 150 sq. ft.**

- Desk and chair
- 1 – 4-drawer lockable file cabinets
- Fire-rated student records file storage
- Base and wall cabinet storage
- Bulletin board
- Lockable storage wardrobe
- Network copier and fax machine
- One (1) computer
- Table and counter space
- Luxury vinyl-enhanced tile or flooring

### **1 – Staff Workroom – 500 sq. ft.**

- Conference table and chairs
- Credenza,
- Interactive LED Panel (32-50” display)
- Aux ports for plugging into the display
- Magnetic whiteboard
- Luxury vinyl-enhanced tile or flooring
- Bulletin board
- Network Copier
- Table and counter space

## **Central Office Spaces 2,550 sq. ft.**

### **1 – Central Office: Secretarial area approximately 1,000 sq. ft.**

- One (1) Secretarial work station behind the main counter
- Lockable storage wardrobes
- Eight (8) lockable four-drawer filing cabinets
- Fire-rated student file storage
- Base and wall cabinet storage
- Network copier and fax machine
- Bulletin boards
- Luxury vinyl-enhanced tile or flooring
- One (1) computer per secretary/clerk
- Electronic security system

### **1 - Reception area (included)**

- Reception area to have 6 comfortable chairs for visitors
- Bulletin boards
- Luxury vinyl-enhanced tile or flooring
- Electronic security system

#### **1 – Superintendent’s Office– 400 sq. ft.**

- Desk and chair
- Table
- Seating for six (6)
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Security “panic” button with a dedicated phone line
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into a display

#### **1 – Director of Business and Operations - 400 sq. ft.**

- Table and chairs
- Desk and Chair
- Lockable storage/wardrobe
- Two (2) lockable file cabinets
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Luxury vinyl-enhanced tile or flooring
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into display

#### **1 – District Conference rooms – 300 sq. ft.**

- Conference table
- Seating for fifteen (15)
- Credenza
- Interactive LED Panel (32-50” display)
- Aux ports for plugging into the display
- Magnetic whiteboard
- Luxury vinyl-enhanced tile or flooring

- Bulletin board

#### **1 – Director of Food Services - 200 sq. ft.**

- Table
- Desk and Chair
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50" display)
- Luxury vinyl-enhanced tile or flooring
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into display

#### **1 – Accounts Payable Office - 150 sq. ft.**

- Desk and Chair
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50" display)
- Luxury vinyl-enhanced tile or flooring
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into display

#### **1 – Director of Security Office - 250 sq. ft.**

- Table
- Desk and Chair
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50" display)
- Security "panic" button with a dedicated phone line
- Luxury vinyl-enhanced tile or flooring
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into display

## **Building Services and Core Area – 8,550 sq. ft.**

### **1 – Facilities Office – 100 sq. ft.**

- Desk and chair
- Lockable storage/wardrobe
- Lockable lateral files
- One (1) large wall unit bookcase
- Interactive LED Panel (32-50” display)
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into the display

### **2 – General Building Storage – approximately 800 sq. ft. each**

- Steel storage shelves
- Lockable tool cabinets
- Wall-mounted tool hanging system

### **3 – Men’s Public Toilets – 150 sq. ft.**

### **3 – Women’s Public Toilet – 150 sq. ft.**

### **6 – Boy’s Toilet Rooms – 200 sq. ft.**

### **6 – Girl’s Toilet Rooms – 200 sq. ft.**

### **8- Staff Toilet Rooms – 75 sq. ft.**

### **4 – All-inclusive Toilet Room – 75 sq. ft.**

### **1 – Custodial Office – 200 sq. ft.**

- Two (2) desk/chair
- Workstation table
- Luxury vinyl-enhanced tile
- Magnetic whiteboard
- Bulletin board
- One (1) computer
- Aux ports for plugging into the display

### **5 – Custodial Closets – 40 sq. ft.**

### **1 – Mechanical and Water Service Room – 600 sq. ft.**

### **1 – Fire Sprinkler Room – 300 sq. ft.**

### **1 – Main Electrical Room – 300 sq. ft.**

**2 – Electrical Closets – 150 sq. ft.**

**1 – MDF Rooms – 300 sq. ft.**

**1 – IDF Rooms – 150 sq. ft.**

**1 – Delivery and receiving 300 sq. ft.**

## Site Development

The design of the school should include concrete sidewalks be constructed around the perimeter of the building. Concrete curbs should be used adjacent to those sidewalks. An entry plaza will be constructed at the main entrance consisting of scored concrete or pavers, trees, benches, a flagpole and an electronic marquee for school notifications. Full-cutoff site lighting will be provided throughout the parking lots and along pedestrian ways around and into the building.

Two outdoor play areas will be incorporated into the site: one for students aged 5-12, and another, fully fenced, for students aged 2-5. These areas shall be furnished with age-appropriate play equipment in keeping with all applicable safety standards. Adequate fall zones and safety surfacing shall be provided.

## Sustainability

All State-funded schools with renovation budgets in excess of \$2 million dollars or new construction budgets in excess of \$5 million dollars must comply with Connecticut High Performance School Standards, a checklist-based system with mandatory and optional requirements, similar to LEED Silver. This process ensures that an integrated design process is followed from design through construction, including building commissioning of HVAC and key envelope components of the building. Many other sustainable practices are included and tracked, including minimum energy performance, energy modeling, air quality, ventilation, acoustics, recycled materials, limiting volatile organic compounds, green cleaning, and more. Long term sustainable energy, such as solar panels, will be considered in the design to lower annual operating costs and contribute to a cleaner environment.

WELL Building Standard is a performance-based system used for schools, “monitoring features of the built environment that impact human health and well-being, through air, water, nourishment, light, fitness, comfort and mind.” This system takes a holistic approach to health in the built environment. While WELL Building Certification may or may not be pursued, the new design will incorporate concepts from this Standard.

## Community Uses

The school facility will be utilized by the community for a variety of purposes. There will be

community use of the gymnasium and classrooms for Parks & Recreation programs during the school year and during the summer months. **Presently, the community uses the pool that is in the school building.** Notably, the entire building and site is used by the public throughout the year.

## Program Diagrams and Program Matrix

DRAFT

**MINUTES OF THE WBOE POLICY COMMITTEE**  
**Superintendent's Conference Room**  
**February 3, 2025**

**CALL TO ORDER:** Ms. Williamson called the meeting to order at 4:35 PM.

**IN ATTENDANCE:** Erin Williamson, Chair (in person), Lynn Piascyk (in person), Steven Lawrence (remote), Board of Education Members; Vonda J. Tencza, Superintendent; and Mary Vincitorio, WEA.

**PUBLIC COMMENT:** None

**Title IX:** Based on recent changes from the CSDE, we do not need to adopt the new 2024 policy language, and we should stay with 2020 policy language. The U.S. Department of Education's Office for Civil Rights (OCR) issued [guidance](#) that notes that the Kentucky decision vacated the 2024 Title IX Regulations nationwide. Specifically, in footnote 2 on the last page of the document, OCR states: "*On January 9, 2025, a federal district court issued a decision vacating the 2024 Final Rule. Consistent with the court's order, the 2024 Title IX regulations are not effective in any jurisdiction.*"

**School Climate:** We have to adopt the *CT School Climate Policy 5131.911* in June. No need for 30-day review and this policy will replace our Bullying policy, 5131.911. There are new climate standards, a new structure which is school-based, new training requirements, new survey requirements, and a strong focus on restorative practices. Next year we will need to adopt a new Restorative Practices policy as well. Administration has completed required trainings on the development of our new school climate plan and on restorative practices. The policy is required to be adopted 'as is' and we are in the process of developing our reporting forms, as the ones suggested by the state are not required, and we do have great ideas on what fits our school needs.

**6000 Series - Instruction:** Most of the 6000 series appears to have been reviewed in 2014, making this section perhaps a bit easier as the lens is more current.

- No changes were made to Policies 6000 and 6114.
- 6111 – The last paragraph was deleted in its entirety.
- 6114.1 – Remove parentheses around (Drills) in the title and thirty (30) days was changed to (15).
- 6115 – Deferred until it could be determined if local / town guidance was necessary for inclusion or if the reference "10-29a" sufficed.
- 6121 – Clarification would be sought from CABE on whether the legal reference "Title IX of the Education Amendments of 1972" should be changed to reflect 2020.
- 6142.10 – In the first paragraph the second sentence was deleted. On the second page, second paragraph, fourth line "his or her" was changed to "their" and in the last paragraph, last sentence "his/her" was changed to "their".
- 6154 – Deferred as Board discussion posed questions regarding the effectiveness of homework as a research-based practice that improves learning and whether the time guidelines were accurate. Board shared previous history with this topic and parent opinions supporting pro and cons of homework. Research will be conducted and input sought from both administration and teachers. It is also possible that this information could be presented at a future Curriculum meeting either in June or the fall.

Policies 6000, 6111, 6114, 6114.1, 6121 and 6142.10 will be submitted to the Board for 30-day review at their February 24, 2025 meeting.

**PUBLIC COMMENT:** None

Meeting Adjourned: 5:20 PM

## NOTICE

### Connecticut General Statutes §§ 31-57r - 31-57w – Paid Sick Leave

Each employer with 25 or more employees, based on the number of employees on its payroll for the week containing January 1<sup>st</sup> annually, shall provide paid sick leave annually to each of its employees in the state. The paid sick leave shall accrue beginning January 1, 2025, for current employees, or for employees hired after January 1, 2025, beginning on the employee's date of employment.

#### Accrual

The accrual is at a rate of 1 hour of paid sick leave for each 30 hours worked by an employee up to a maximum of 40 hours per year (the employer shall choose any 365-day period used to calculate employee benefits in order to administer paid sick leave).

- No employee shall be entitled to use more than the maximum number of accrued hours.

#### Carry Over

Each employee shall be entitled to carry over up to 40 unused accrued hours of paid sick leave from the current year period to the following year period.

#### Use of Paid Sick Leave

An employee shall be entitled to the use of accrued paid sick leave 120 calendar days after their date of hire.

Employees may use accrued paid sick leave in one-hour increments.

#### Recordkeeping

Employers must track and keep records of hours worked and paid sick leave accrued and used for every employee.

#### Pay

Each employer shall pay each employee for paid sick leave at a pay rate equal to the greater of either:

- the normal hourly wage for that employee; or
- the minimum fair wage rate under section 31-58 of the general statutes in effect for the pay period during which the employee used paid sick leave.

#### Reasons for Use of Leave

An employee may use paid sick leave for his or her own:

- illness, injury or health condition;
- the medical diagnosis, care or treatment of his or her mental illness or physical illness, injury or health condition;
- preventative medical care; or
- mental health wellness day.

An employee may use paid sick leave for a family member's:

- illness, injury or health condition;
- the medical diagnosis, care or treatment of a mental or physical illness, injury or health condition; or
- preventative medical care.

An employee may use paid sick leave when either:

- the employer's place of business; or
- a family member's school or place of care closes by order of a public official due to a public health emergency.

An employee may use paid sick leave when a health authority, the employer of the employee or the employee's family member, or a health care provider determines that the employee or the employee's family member poses a risk to the health of others because of exposure to a communicable disease.

An employee may use paid sick leave if the employee or the employee's family member is a victim of family violence or sexual assault:

- for medical care or psychological or other counseling for physical or psychological injury or disability;
- to obtain services from a victim services organization;
- to relocate due to such family violence or sexual assault;
- to participate in any civil or criminal proceedings related to or resulting from such family violence or sexual assault.

"Family member" means a spouse, sibling, child, grandparent, grandchild, or parent of an employee, or an individual who is related to the employee by blood or by an affinity whose close association the employee shows to be equivalent to those family relationships.

#### Documentation

No employer shall require an employee to provide any documentation that paid sick leave is being taken for a reason covered by the paid sick leave law.

#### Prohibition of Retaliation or Discrimination

No employer shall take retaliatory personnel action or discriminate against an employee because the employee:

- requests or uses paid sick leave either in accordance with the act; or
- in accordance with the employer's own paid sick leave policy, as the case may be; or
- files a complaint with the Labor Commissioner alleging the employer's violation of the act.

#### Collective Bargaining

Nothing in the act shall diminish any rights provided to any employee under a collective bargaining agreement, preempt or override the terms of any collective bargaining agreement effective prior to January 1, 2012, or July 1, 2012, pursuant to chapter 319pp.

#### Complaint Process

Any employee aggrieved by a violation of the provisions of the law may file a complaint with the Labor Commissioner. Upon receipt of any such complaint, said Commissioner may hold a hearing. After a hearing, the Commissioner may assess a civil penalty or award other relief.

Employees may file a complaint on the Department of Labor website: [https://portal.ct.gov/dol/divisions/wage-and-workplace-standards/wage-complaint?language=en\\_US](https://portal.ct.gov/dol/divisions/wage-and-workplace-standards/wage-complaint?language=en_US)

**This is not the complete Paid Sick Leave law. Please contact your Human Resources office for additional information.**

**Effective 1/1/25**