

**Windsor Locks Board of Education
58 South Elm Street
Windsor Locks, CT 06096**

**MINUTES OF THE REGULAR MEETING
March 13, 2025 at 6:00 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present:	K. Christianson, D. Gragnolati, L. Cutler, A. Osorio, and G. Guyette
Members Absent:	None
Administrators:	S. Parkhurst, R. Stacy, P. Proctor, R. Bissonnette, M. Warner, C. Domler, G. Testani, and A. Goodwin
Student Representatives:	None
Students:	M. McGinnis, J. Grasso, M. Lemieux, J. Arocho-Morales, K. Mori, M. DiPoppo, J. Dufresne, H. Klvana, and N. Santanella
Staff:	P. Sibila
Others:	Many Parents and grandparents and some participating on Zoom
Press:	None

I. Call to Order

Chairwoman Ms. Kylee Christianson called the Regular Meeting to Order at 6:05 p.m. held at the Windsor Locks High School Media Center and via Zoom.

A. Roll Call for Quorum

All Board Members were present.

B. Pledge of Allegiance

All stood up and pledged allegiance to the flag.

II. Board of Education and Superintendent Communications

Board Member Mr. Guyette mentioned two weeks ago, he presented at North Street School, the space suit and space hardware which are developed at Collins Aerospace in Windsor Locks. He was surprised he was able to keep the attention of the students.

Board Member Ms. Osorio remarked she attended a parent advisory meeting last week. She will share her notes with the other Board Members. The discussions included topics, such as, Dollar for Scholars, sports, report cards, dress codes and changes in graduation requirements. She also mentioned attending CAFE Day on the Hill with Mr. Parkhurst and Chair Ms. Christianson.

Vice-Chair Mr. Gragnolati noted five years ago today the buildings were closed due to COVID.

Chairwoman Ms. Christianson commented about attending CAFE Day on the Hill. She explained it is a day when Board of Education Members from all districts throughout Connecticut go to the Capitol discussing funding for public schools.

Mr. Shawn Parkhurst, Superintendent of Schools, addressed the Board. He wanted to give a shout-out to the high school for their successful Read Across America events. Unfortunately, the basketball tournaments have come to an end for both the girls and boys basketball teams. He thanked Board Member Mr. Guyette for his presentation at North Street School which aligned with the curriculum. He thanked Chairwoman Ms. Christianson and Board Member Ms. Osorio for attending CAFE Day on the Hill. He noted the past week he attended the Board of Finance Meeting presenting the budget. Next week, student lead conferences will take place.

III. Student Board Representative(s) Report

None.

IV. Public Audience (only Agenda Items)

None.

V. Student Recognition

Mr. Parkhurst announced an opportunity to highlight and celebrate the accomplishments of Windsor Locks Winter Athletes and Artists. The following students were recognized:

Basketball - WLHS All Conference Honors

- Sincere Monroe
- Maeve McGinnis
- Jack Grasso

Girls Hockey - WLHS All Conference Honors

- Madelyn Lemieux

Connecticut Association of Schools Visual/Performing Arts Awards - WLHS

- Joshua Arocho-Morales
- Kariss Mori

Boys Hockey – Championship Players

- Matthew DiPoppo
- Jack Dufresne
- Henry Klvana
- Cameron Murray (not in attendance)
- Nicolas Santanella

Board Recessed: 6:10 p.m.

Board Reconvened: 6:12 p.m.

VI. Approval of Minutes

• February 27, 2025 Regular Meeting

It was **MOVED** (Cutler) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approve the minutes of the February 27, 2025 Regular Meeting as presented.

VII. Human Resources Report

A. Job Description

Mr. Robert Stacy, Executive Director of Human Resources, addressed the Board. The job description in the packet is for a first read for review for the Administrative Assistant to the High School Principal. The last time the job description was revised was November of 1998. There were some changes noted.

A brief discussion was held.

It was **MOVED** (Osorio) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education approves the job description for the Administrative Assistant to the High School Principal position as presented.

B. Update on State Partnership Plan Insurance Proposal

Mr. Stacy noted the district is working with the town in attempting to shift the insurance into the State Partnership Plan which will lower the cost of insurance. The current provider is anticipating a 25% increase whereas the State Plan is anticipating a 9.9% increase. He

has been working with all of the bargaining units explaining the plan. There are five bargaining units that have to sign agreements and thus far four of those units have signed agreements. There has been three open forums for employees to learn about the plan. The forums were well attended. The State Plan needs 60 day lead time to shift the plan. He is hopeful to have everything in place by April 1, but no later than May 1 as the insurance will begin on July 1, 2025.

VIII. FY 26 Budget Update & Discussion of Potential Appeals

Mr. Parkhurst commented the Board of Finance is scheduled to begin deliberation of the FY26 budget on Tuesday, March 11, 2025. As this is the meeting prior to the scheduled FY26 budget appeals which is scheduled for March 25, 2025, he requested the Board discuss and vote on whether the FY26 Board of Education budget will be appealed or not.

He gave a handout of proposed cuts that he discussed with his leadership team. He discussed each and every reduction. The reductions are as follows:

Total Budget Increase as presented without insurance. \$1,576,528.39	
Reductions 3/13/25	Amount
Health Savings Account Savings	\$ 375,000.00
Additional use of 2% non-lapsing account	\$ 150,000.00
Facilities Attendant offset with mail courier	\$ 15,372.00
Annual garbage and recycle removal and disposal fees across the district	\$ 2,000.00
Asnuntuck Tuition and Transportation - parents to pay	\$ 41,000.00
Eliminate MS/HS Late Bus (Tuesday/Thursday)	\$ 12,134.00
NEW WLMS Building Sub Position	\$ 27,150.00
ParaEducators reduce days from 185 to 184 as per contract	\$ 8,700.00
Tutors reduce PD and PLC days	\$ 13,435.52
Reduce 1.0 Crossing Guard (5 to 4)	\$ 11,231.00
Adobe new quote (savings)	\$ 2,388.00
Eliminate Kami Software	\$ 4,812.00
PMA NEW Tutor replace with PMA Safety Officer	\$ 9,891.00
NSS General Ed Tutor	\$ 31,807.00
Grade 3 Amplify Curriculum (move to Title I)	\$ 18,000.00
WLHS Hall Monitors (2)	\$ 38,472.00
Total Amount Above	\$ 761,392.52
Total Recommended Amount for BOE to approve to Appeal to BOF	\$ 815,135.48

A lengthy discussion was held.

It was **MOVED** (Gragnolati) and **SECONDED** (Guyette) and **PASSED** (U) that the Board of Education approves the proposed reductions of the FY budget in the amount of \$761,392.52 as discussed and appeal to the FY 26 budget to the Board of Finance in the amount of \$815,135.48 as discussed.

IX. Policy Priority List

Mr. Stacy gave the Board Members the policy priority list and the dates those policies will be presented for review and approval. He briefly went over the list.

X. Policy

- A. Rescind Policy 4000.1/4200.1/5145.44**
- B. First/Second Read**

- **4000.1/4200.1/5145.44 Sexual Harassment/Title IX:Replace**

Mr. Stacy indicated the following policy should be rescinded, and will be replaced with a new one presented for a First/Second Read with possible approval.

● 4000.1/4200.1/5145.44 Sexual Harassment/Title IX

On January 9, 2025, a federal district court in Kentucky ruled that the 2024 Title IX Regulations “are invalid and must be set aside.” In response, the U.S. Department of Education’s Office for Civil Rights (OCR) issued guidance indicating, “Consistent with the court’s order, the 2024 Title IX regulations are not effective in any jurisdiction.” Districts are advised to discontinue the use of policies and regulations that follow the 2024 Title IX Regulations and resume using policies and regulations that were in place under the 2020 Regulations. The district’s policy in place before the 2024 revision was from 2018 and not compliant with the 2020 regulations. Therefore, the request to conduct both a first and second read to approve immediately so that there will be a compliant policy in place.

It was **MOVED** (Guyette) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education rescind current policy 4000.1/4200.1/5145.44 Sexual Harassment/Title IX approved September 26, 2024, and replace with presented policy 4000.1/4200.1/5145.44 Sexual Harassment/Title IX.

C. First Read/Review

The following policies were presented for first read and review to the Board.

- **5121.3 Academic Dishonesty: Cheating Plagiarism: New**
- **6149 Graduation Requirements: Revised**
- **6148 Instruction – FAFSA Completion Program: Revised**

A brief discussion was held.

XI. Old Business

A. Update on Adjustment to Daily Substitute Rates

Mr. Stacy gave an update on the adjustment to daily substitute rates. He noted at the December 12, 2024 Board Meeting the Board approved an increase in the daily substitute rate from \$120 per day to \$150 per day. The Board asked for an update on the impact of this increase on the recruitment of candidates to fill vacancies and to improve the substitute fill rate. At the time of the change there were 5 building substitute vacancies out of the budgeted 6 building substitute positions that were unfilled. He noted that December fill rate was 2.24%, January the fill rate increased to 6.20% and in February the fill rate increased to 11.66%.

The increase has resulted in Principals filling all 5 of their vacancies with quality candidates. The hiring of these building substitutes has and will continue to have a positive impact on the fill rates at each school.

A brief discussion was held.

XII. Board and Superintendent Comment

None.

XIII. Public Audience (General)

None.

XIV. EXECUTIVE SESSION

It was **MOVED** (Guyette) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education adjourn the meeting to Executive Session as permitted by Connecticut General Statutes Section 1-225(a) for the following purposes as allowed by Section 1-200(6), that is:

A. Confidential Student Matter - Out of Town Residency Request to Remain in Windsor Locks Public Schools

That attendance in the Executive Session shall be limited to:

1. Members of the Board of Education
2. Superintendent of Schools
3. Others if Requested to Attend

Board went into Executive Session at 7:01 p.m.

Board exited Executive Session at 7:30 p.m.

It was **MOVED** (Guyette) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education permit all three students as discussed in Executive Session to remain in Windsor Locks Public Schools through the end of the 24-25 year as per Policy 5118a.

XV. Adjournment

It was **MOVED** (Gragnotati) and **SECONDED** (Guyette) and **PASSED** (U) that the Board of Education adjourn the Regular Meeting of March 13, 2025 at 7:30 p.m.

Respectfully submitted,

Denise M. Piotrowicz
Recording Secretary