

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

**MINUTES OF THE REGULAR MEETING
April 24, 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, G. Weigert, A. Goodwin, and M. Parrette (Via Zoom)
Student Representatives:	None
Students:	None
Staff:	P. Sibila
Others:	A few members of the public
Press:	None

I. Call to Order

Chairwoman Ms. Kylee Christianson called the Regular Meeting to Order at 6:00 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 National Honor Society Induction Ceremony this past week. It was a very nice event. He was happy to report students had a fantastic European trip, they saw five countries in ten days. They have a ton of pictures! He also gave a shout-out to Windsor Locks Middle School baseball player, Emmitt Paulson, for throwing a no-hitter on Tuesday!

Board Member Ms. Osorio remarked she attended the fundraiser Empty Bowls at the middle school last week. It was a great event. She noted this is the first time since COVID the fundraiser has taken place. Students are involved in all aspects of the fundraiser from entertainment, placemats and decorations.

Board Member Ms. Cutler also attended the National Honor Society Induction Ceremony. She attended the middle school Parent Advisory meeting. She hopes more parents would attend and become involved in the middle school community.

Chairwoman Ms. Christianson commented about attending the Public Hearing on Tuesday. She thought all of the presenters did a great job. She was a little disappointed only a few townspeople attended the meeting. She thought the Board of Finance did a great job explaining the re-assessments, expenditures and revenues.

Mr. Shawn Parkhurst, Superintendent of Schools, addressed the Board. He spoke about the budget and the administration will remind parents about the upcoming town vote on the budget. He noted the prom is next Saturday. He also announced starting next week, two days of filming will begin of seniors highlighting their experiences at Windsor Locks Public Schools and Windsor Locks High School. Those videos will be pushed out daily from now until graduation, highlighting the graduating seniors of the Class of 2025.

III. Student Board Representative(s) Report

None.

IV. **Public Audience (only Agenda Items)**

None.

V. **Approval of Minutes**

- April 7, 2025 Special Meeting

It was **MOVED** (Guyette) and **SECONDED** (Osorio) and **PASSED** (U) that the Board of Education approve the minutes of the April 7, 2025 Special Meeting as presented.

VI. **Human Resources Report - Resignation**

Mr. Robert Stacy, Executive Director of Human Resources, addressed the Board. He indicated that Mr. Joshua Mozzicato, a Science Teacher at Windsor Locks Middle School, resigned effective June 17, 2025. Mr. Mozzicato has served the students of Windsor Locks for the past three years.

It was **MOVED** (Cutler) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education accepts the resignation on the date noted and offer our appreciation for his service to the Windsor Locks Public Schools.

VII. **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.

VIII. **State Partnership Plan (SPP) Transition**

Mr. Stacy indicated the request admission to the State Partnership Plan for health and prescription coverage. Dental coverage was determined to remain self-insured with Anthem. Memorandums of Understanding were executed with all Board of Education bargaining units agreeing to the conversion to the SPP. Notice was sent to and accepted by the State Comptroller’s Office to accept the Board of Education and the Town of Windsor Locks into the SPP. Planning has begun for implementation. An initial planning meeting was held on April 10th with insurance consultant. Open Enrollment for Board employees will take place May 5 thru 21, with assistance from the State Comptroller’s Office and Quantum Health. This will allow sufficient time for members to receive insurance cards before July 1st. Renewal of the dental plan is in the hands of the Town’s Interim Finance Director. Once executed Anthem will process new membership cards for our members.

A brief discussion was held.

IX. **Finance Report**

A. **March Financials**

Ms. Patricia Proctor, Director of Operations and Finance gave the Finance Report update on the March, 2025 Financials and the remaining available funds of the FY 2025 Budget.

B. **Line Item Transfers**

Ms. Proctor discussed the line items transfers, those transfers that did not have to be approved by the Board because they are under the threshold of \$10,000 and the presentation is for informational purposes.

Budget Transfer 2025-15: Recorded on 04/16/2025. To purchase a ClearTouch Panel for High School.

010.HS.721.1000.433.100	HS Ed Equip Repair	-2,000.00
010.HS.231.2120.613.210	HSTech Supplies- Guidance	-405.55
010.HS.730.1000.730.100	HS Equip-General	2,405.55
		0.00

Budget Transfer 2025-16: Recorded on 04/17/2025. To move funds for Choir Accompanists for the Middle School.

010.MS.730.1000.730.114	MS Equip- Music	-185.00
010.MS.250.2210.810.114	MS Prof Membership-Music	-104.00
010.MS.100.1000.810.114	MS Music Dues & Fees	289.00
		0.00

Budget Transfer 2025-17: Recorded on 04/17/2025. To move funds for STEM Equipment and Supplies for the Middle School.

010.MS.130.2400.580.800	MS Mileage Reimbursement	-759.84
010.MS.240.1000.611.100	MS Supplies/Instructional	-3,953.60
010.MS.240.1000.611.106	MS Supplies/English	-442.61
010.MS.240.1000.611.118	MS Supplies/Reading	-318.93
010.MS.250.2210.810.102	MS Prof Membership - Art	-222.00
010.MS.250.2210.810.120	MS Prof Membership - SS	-340.27
010.MS.520.2700.519.120	MS Field Trips/Social Studies	-1,499.36
010.MS.730.1000.730.125	MS Equip- Tech Ed	1,536.61
010.MS.231.2230.613.125	MS Tech Supplies- Tech Ed	6,000.00
		0.00

A brief discussion was held.

X. Board and Superintendent Comment

Board Member Mr. Guyette inquired about any possible grant money for the funding of the track. He noted there is a sign at the Coventry High School track that it was funded by a state grant. Mr. Parkhurst has no new information at this time, but he will put it on the agenda for the next meeting in the Old Business Section for an update.

Mr. Parkhurst publicly acknowledged Ms. Christine Domler, Assistant Principal of Windsor Locks Middle School for her leadership during an event at the middle school yesterday.

XI. Public Audience (General)

None.

XII. EXECUTIVE SESSION

It was **MOVED** (Guyette) and **SECONDED** (Cutler) 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. Superintendent Goals Update
That in attendance in the Executive Session shall be limited to:
 - a) Members of the Board of Education
 - b) Superintendent of Schools

Board went into Executive Session at 6:18 p.m.

Superintendent of Schools exited executive session at 7:18 p.m.

Board exited Executive Session at 7:42 p.m.

XIII. Adjournment

It was **MOVED** (Guyette) and **SECONDED** (Cutler) and **PASSED** (U) that the Board of Education adjourn the Regular Meeting of April 24, 2025 at 7:43 p.m.

Respectfully submitted,

Denise M. Piotrowicz
Recording Secretary