

WINDSOR LOCKS PUBLIC SCHOOLS



BOARD OF EDUCATION MEETING August 27, 2025

These minutes are not official until approved at a subsequent meeting

Members Present: K. Christianson, A. Osorio, G. Guyette and L. Cutler
Members Absent: D. Gragnolati
Others: Administration and staff via Zoom

Call to Order

- Chairwoman Ms. Kylee Christianson called the Regular Meeting to Order at 6:00 pm via Zoom.

Roll Call

- Board Members Ms. Kylee Christianson, Ms. Alba Osorio, Mr. Greg Guyette and Mrs. Lindsay Cutler were present.

Pledge of Allegiance

- Everyone present stood and pledged allegiance to the flag.

Chairwoman Christianson asked for a moment of silence for the children who were victims of the most recent school shooting.

Board of Education and Superintendent Communications

- Superintendent Parkhurst gave a shoutout to Bjorn Burke, Assistant Finance Director for his work with the Board of Finance recently; his calm and confidence is evident throughout all he has done thus far.

Public Comment

- None

Policy 5183 Revision

- Superintendent Parkhurst shared the work that has been done collaboratively with regard to revisions for the Pay to Participate policy and waiver request. The highlights of the revisions are:
 - Waiver form will be electronic and submitted with proof of financial hardship to the Superintendent of Schools
 - A family cap if paying full price of \$100.00 per athlete, per sport, will be \$600.00 for the year
 - Two criteria charts that outline financial hardship have been established; one resulting in a \$0 fee and the other resulting in a \$50.00 per sport, per athlete fee; these forms mirror the 25-26 State Free/Reduced Lunch criteria
 - A family cap, if paying a reduced rate of \$50 per athlete, per sport, will be \$300.00 for the year

- Board had a discussion about the process for payment through MySchoolBucks which was outlined as invoicing being provided at the school level. Further discussion was about how often families have to fill out the waiver; agreed that the waiver is one per sport; Board agreed to revise the policy to state one per season rather than one per sport.
- A motion to approve the revisions of Policy 5138 as described, presented and outlined this evening was made by Lindsay Cutler; seconded by Alba Osorio; passed unanimously.

Motion to adjourn at 6:24 pm by Greg Guyette; seconded by Lindsay Cutler; passed unanimously

Respectfully submitted:

Shawn Parkhurst, Superintendent