

# WINDSOR LOCKS PUBLIC SCHOOLS



## REGULAR BOARD OF EDUCATION MEETING October 9, 2025 Minutes

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

Members Present: K. Christianson, A. Osorio, G. Guyette & L. Cutler  
Members Absent: D. Gragnolati  
Others Present: Superintendent Parkhurst, Executive Director Bissonnette & various Administrators and Staff

### Call to Order

- Chairwoman Mrs. Kylee Christianson called the Regular Meeting to order at 6:01 pm.

### Roll Call

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

### Pledge of Allegiance

- Everyone present stood and pledged Allegiance to the Flag

### Board of Education and Superintendent Communications

- Greg Guyette expressed appreciation for the HS Parent Information Night format and structure; Alba Osorio echoed the HS Parent Information Night appreciation and commented on the Dollars for Scholars tables at the NSS and SES Parent Nights. Superintendent Parkhurst thanked everyone for their participation in Homecoming, the administering of the PSATs, the various Open House evenings and reminded folks about Trunk or Treat on 10/28 and the upcoming Board of Finance State of our Schools Report on October 30, 2025.

### Student Board of Education Representative Report

- Superintendent Parkhurst introduced Ayla Roman, Class of 2027, as a new student representative to the Board of Education who gave a full detailed report to the Board of Education

### Public Audience (only on Agenda Items)

- None

### Approval of Minutes

- September 29, 2025 Special Meeting
  - Motion was made by L. Cutler; seconded by A. Osorio; passed unanimously.

### Human Resource Report

- Resignation

- Mr. Stacy announced the resignation of Ms. Domler, MS AP effective October 24, 2025; the Board expressed thanks and appreciation. Motion made by A. Osorio, seconded by L. Cutler; passed unanimously.

#### Policy Priority List

- Mr. Stacy reviewed the list; Superintendent Parkhurst commented that the upcoming Library related policies are being reviewed in collaboration with M. Lopes, a member of our Library/Media staff.

#### Policy Review

- 3542.43 Charging Policy Food Services - Revision
- 5114 Suspension and Expulsion - Due Process - New
- 5118.2 Educational Opportunities for Military Children - Revision

These policies were discussed and a motion was made by G. Guyette; seconded by A. Osorio to approve all three named policies; passed unanimously.

#### Special Education Report - Q & A

- Superintendent Parkhurst introduced Mr. Robinson, Ms. Parrette and Ms. March who provided an overview to the Board and answered the Board's related questions.

#### 26-27 School Calendar Proposed Process

- Superintendent Parkhurst shared the Board Policy that states the Superintendent will develop the annual calendar; he further outlined that he will use the Board policy as the process to develop the 26-27 school calendar and will review with cabinet, leadership and the President and Vice-President of WLTA before bringing to the BOE for review and approval prior to December 1, 2025. A discussion was had about the shift away from the previous committee work; Board reached consensus on the process to be used as recommended by the Superintendent for 26-27 and recommended that it be done earlier if possible.

#### FY27 Budget Calendar

- Superintendent Parkhurst reviewed the draft FY27 budget timeline and calendar. Superintendent Parkhurst further discussed this will shift to a zero based budgeting process for FY27. A discussion was had which included a few adjustments:
  - Board Workshop and Public Forum on Budget to be held on Saturday 1/10/26
  - Shift the 1/22/26 Board of Education Meeting to 7:00 pm and put a Community Forum on the Budget prior to that meeting to be held from 6:00 pm - 6:45 pm; suggestion is to provide babysitting to allow more parents and community members to be a part of this process.
  - Several other options to include opportunities for community involvement early and throughout were discussed and will be a part of the Superintendent's process for FY27 budget.
- A motion was made by G. Guyette to approve with the changes discussed; seconded by A. Osorio; approved unanimously.

#### ReadConn 2.0 Partnership with WLPS

- Superintendent Parkhurst introduced ReadConn 2.0 and the work of Executive Director Bissonnette who outlined the kickoff meeting and the goal. This work

now includes K-12 and focuses on modules for best practices in reading instruction and is a two year partnership.

#### Old Business

- WLHS Track and Football Field Status
  1. Dedicated Website with Information
    - a) Superintendent Parkhurst outlined the meetings that have already started with CIF and the \$250,000 planning grant that was awarded to the district.
- Pay to Participate
  - a) Superintendent Parkhurst provided an update and indicated that the remaining 12 fall athletes that have not yet paid, in collaboration with Principal Bernabe, will not be able to participate in any additional sports this year without clearing this outstanding fee first; the Board was in consensus with this plan.
- Strategic Planning Process
  1. Student Performance Work Team
  2. Culture & Climate Work Team
  3. Operations & Facilities Work Team
    - a) Superintendent Parkhurst shared that the teams are well underway; visions have been drafted and action steps are being put into place and on track to meet the first milestone date of a draft by December 1, 2025.

#### Upcoming Board of Education Meetings

- October 23, 2025 6:00 pm - Regular Board of Education Meeting

#### Public Audience

- *None*

#### Board Comments:

- G. Guyette stressed that although Homecoming was great he wants to see it grow into something bigger and get more students and community involvement. A lengthy discussion of ideas was had.
- L. Cutler expressed a desire to have a financial report at least monthly at BOE meetings.
- K. Christianson shared about the upcoming Dollars for Scholars Auction and Raffle to be held on Saturday, October 18, 2025 and encouraged everyone to be a part of this great event.

#### Adjourn Meeting

A motion to adjourn was made by G. Guyette; seconded by L. Cutler; passed unanimously; meeting adjourned at 7:28 pm.