

WINDSOR LOCKS PUBLIC SCHOOLS



BOARD OF EDUCATION MEETING

October 23, 2025 Minutes

These minutes are not official until approved at a subsequent meeting

Members Present: K. Christianson, A. Osorio, G. Guyette, L. Cutler, D. Gragnolati (via zoom)
Others Present: Superintendent Parkhurst, Executive Director Bissonnette & various Administrators and Staff
Student Rep: Abby Guyette

Call to Order

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

Roll Call

- All Board Members were present

Pledge of Allegiance

- Everyone present stood and pledged Allegiance to the Flag

Board of Education and Superintendent Communications

- Greg Guyette commented on his attendance at various senior nights as well as the recent Parent Advisory, additional comments and praise was given for the recent Dollars for Scholars Auction; Alba Osorio commented on her attendance on senior nights as well as Parent Advisory and the discussion and interest in the Football and Track project as well as discussion at Advisory regarding student attendance; Lindsay Cutler thanked everyone for their work on the Dollars for Scholars Auction; she also shared that she attended the MS Parent Night and recommended that it possibly be moved to earlier in the year next year; Kylee Christianson commented her thanks and appreciation to all and the community for showing up and supporting our students at the recent Dollars for Scholars Auction, further she commented on her attendance at Advisory and learned a great deal from the SES breakout room and wants us to consider how to get more of the elementary families involved. Superintendent Parkhurst highlighted the various Senior Night celebrations that have now been completed, reminded everyone about the upcoming Trunk or Treat event on Tuesday, October 28, 2025 and the upcoming Secondary Parent/Teacher Conferences next week, the start of the FY27 budget work, and gave a heartfelt message of thanks to all for the recent Dollars for Scholars Auction.

Student Board of Education Representative Report

- Abby Guyette reported a thank you on behalf of the seniors for the work of the Dollars for Scholars Auction; college applications are due on 11/1 and the various senior night events that were recently held.

Public Audience (only on Agenda Items)

- None

Approval of Minutes

- October 9, 2025 Regular Meeting
 - Motion was made by G. Guyette; seconded by L. Cutler; passed unanimously.

Policy Priority List

- Mr. Stacy reviewed the list of upcoming policies.

Policy Review

- A. 5131.601/4118.236/4218.236 Medical (Palliative)

Use of Marijuana - New

B. 5141.25 Students with Special Healthcare Needs - New

- These policies noted above were presented as a first read and will be up for further review and potential board approval at the next BOE meeting.

Finance Report

- Superintendent Parkhurst gave an overview of the FY26 financials YTD and then reviewed the details, highlighting two particular areas. Discussion occurred and the BOE requested that in the future on the cover sheet they would like to see additional information to reflect the % of the budget that has been spent, encumbered and % remaining.

2026-2027 School Calendar

- Superintendent Parkhurst reviewed the recommended 26-27 school calendar that was created in collaboration with Matt Sigall, WLTA President and reviewed with the Leadership Team and WLPS Cabinet. The highlights of the changes were reviewed which included mirroring the start and vacation times of neighboring districts, continuing the practice of having graduation on a Friday, additional time for staff to meet 3 times a year for 1 hour after school PLC meetings whereby students are dismissed at their regular time, and early release days for WLHS on mid-term and final exam days. The board discussed and a motion was made by Lindsay Cutler to approve the calendars as presented; seconded by Alba Osorio; passed unanimously.

2025-2026 Benchmark Assessment Scores

- Executive Director of Curriculum, Instruction and Assessment, Dr. Bissonnette gave a presentation that detailed the various types of benchmark assessments that are administered and what they measure. She further reviewed the beginning of the year scores compared to the previous year's beginning of the year's assessments, in the areas of math and reading. The board discussed the scores and asked questions that engaged additional members of our leadership team, including NSS Principal, Giovanna Testani. The board expressed a need for the scores to demonstrate growth over time as it appears to be relatively flat in most grades with some outliers and exceptions.

2025-2026 Windsor Locks Public Schools Coaching Model

- Executive Director of Curriculum, Instruction and Assessment, Dr. Bissonnette outlined the newly developed WLPS Student Centered Coaching Model and explained that for the 25-26 school year it will be voluntary on the part of the coaches and those that will be coached. Names were provided to Dr. Bissonnette by the Principals and those individuals have been invited to be a part of the training that will occur on the professional development day, November 4, 2025. Dr. Bissonnette further outlined the vision for year 2 which will be further refined after the year 1 work and feedback has been obtained, and since this is a form of professional development it will also be collaborated on with the district Professional Development and Evaluation Committee (PDEC) in the future.

November 4, 2025 Professional Development Day

- The district plans for the full day of Professional Learning for our staff was outlined and showcased by Dr. Bissonnette.

Old Business

C. WLHS Track and Football Field

1. Superintendent Parkhurst reported that he met with KBA Architects on Monday evening regarding the \$250,000 Planning Grant that was awarded from the Community Investment Fund. At this time, we are in a holding pattern until the state Bond Commission formally approves the grant recipients and then following that the work will be to engage in the development of a Design Fee Proposal to do all the engineering and surveying work, updating drawings and plans to be shovel ready.

D. Pay to Participate

1. Superintendent Parkhurst reported that Fall Sports are completed and a total of \$16,354 was collected with invoices for transportation being processed.

E. Strategic Planning Process

1. Student Performance Work Team
2. Culture & Climate Work Team
3. Operations & Facilities Work Team

- a) Superintendent Parkhurst reported that all work teams are continuing to meet regularly and that he meets with the facilitators of each group to engage in status checks and ensure that obstacles are not preventing the work from moving forward. The target for December for a first draft and look for the Board is still on track.

Upcoming Board of Education Meetings

F. November 13, 2025 6:00 pm - Regular Board of Education Meeting

Public Audience

- None

Board member Greg Guyette commented that he wanted to share one more thing from his earlier report that Jenna Naughton and Abby Guyette were named NCCC All Conference in Cross Country.

Executive Session: To 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:

G. 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

H. Discussion of Personnel Matter: Staff Request for an Unpaid Leave of Absence

That in attendance in the Executive Session shall be limited to:

- a) Members of the Board of Education
- b) Superintendent of Schools
- c) Executive Director of Operations
- d) Others as Requested to Attend

- Motion made by Greg Guyette with a request to shift item B to A and move item A to B; seconded by Alba Osorio to move into executive session at 7:13 pm; passed unanimously. Board entered into Executive Session at 7:13 pm.
- Executive Director of Operations, Mr. Stacy and NSS Principal, Giovanna Testani exited Executive Session at 7:20 pm.
- Board exited executive session at 7:40 pm
- Greg Guyette made a motion to approve the WLTA member request for a leave of absence for the 26-27 school year as presented; seconded by Lindsay Cutler; passed unanimously.

Adjourn Meeting

- Greg Guyette made a motion to adjourn the meeting at 7:41 pm; seconded by Alba Osorio; passed unanimously; meeting adjourned at 7:41 pm.

Respectfully submitted,
Shawn Parkhurst
Superintendent of Schools