

**ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT  
Council Chambers  
820 Enfield Street  
Enfield, CT  
7:00 PM Regular Meeting**

**Time-Place:**

**Date: 01-28-20**

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Scott Ryder**
- 3. Pledge of Allegiance – Scott Ryder**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
  - a. Music Department Student Honors & Award Recognitions**
  - b. Special Recognition**
- 7. Superintendent's Report**
  - a. Student Representative(s) Report**
  - b. Draft 2020-21 School Calendar**
  - c. January/February Events**
- 8. Audiences**
- 9. Board Members' Comments**
- 10. Unfinished Business**
  - a. Policy #9132 Standing Committees of the Board – Second Reading**
- 11. New Business**
  - a. Acceptance of Henry Barnard Partial Roof Replacement Phase II Project, State Project No. 049-0141 RR as Complete, and Authorization to Submit ED049F for Final Payment**
  - b. Action if any regarding the FY2020/21 Budget**
  - c. Action if any regarding Prospective Supply Contract - Copiers**
- 12. Board Committee Reports**

<ul style="list-style-type: none"><li>- Curriculum Committee</li><li>- Finance, Budget Committee</li><li>- Policy Committee</li><li>- Leadership Committee</li></ul>	<ul style="list-style-type: none"><li>- Joint Facilities Committee</li><li>- JFK Building Committee</li><li>- Joint Security Committee</li><li>- Any additional Committees</li></ul>
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- 13. Approval of Minutes:**
  - Regular BOE Meeting Minutes – January 14, 2020
- 14. Approval of Accounts and Payroll**
- 15. Correspondence and Communications**
- 16. Executive Session**
  - a. Matter(s) Related to Personnel**
  - b. Matter(s) Related to Pending Litigation**
  - d. Matter(s) Related to a Prospective Supply Contract - Copiers**
- 17. Adjournment**

*Note: Item #11c  
may be addressed  
after Item #16c.*



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Board Guest(s)

- a. **Music Department Student Honors & Award Recognitions:** Tonight, we welcome our K-12 Music Coordinator Mark Reppucci. Enclosed in your packet is information about our outstanding music department and student accomplishments. Mr. Reppucci will introduce any students that are present.
- b. **Special Recognition:** Chairman Kruzel will introduce our special guest.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Superintendent's Report

- a. **Student Representatives:** Each Student Representative may have some information or comments to share with the Board regarding events/happenings at Enfield High School.
- b. **Draft 2020-21 School Calendar:** Enclosed in your packet is a draft of the 2020/21 school calendar. The Board will adopt the 2020-21 school calendar in February per Board Policy #6111 School Calendar(s).
- c. **January/February Events:** Listed below are some of the events/happenings in our schools during January and February.
  - 01-29-20 EHS Financial Aid/Scholarship Night will be held in the Library at 6:00 PM;
  - 02-03-20 Eli Whitney Band Concert will be held in the APR at 6:30 PM.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Policy #9132 Standing Committees of the Board – Second Reading

Members of the Policy Committee met on January 6<sup>th</sup> and 21<sup>st</sup> and reviewed Board Policy #9132 Standing Committees of the Board. Enclosed in your packets are the proposed changes found on lines 10-44 and on line 60. The proposed changes have been posted on the Board's website for public input. Policy Committee Chair Chris Rutledge can address any Board member questions regarding the proposed changes.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the first reading of Policy #9132 Standing Committees of the Board.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Acceptance of Henry Barnard Partial Roof Replacement Phase II Project, State Project No. 049-0141 RR as Complete and Authorization to Submit ED049F for Final Payment

Chairman Kruzel will address this item and will answer any questions from the Board regarding the Henry Barnard Phase II partial roof replacement project.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the Acceptance of Henry Barnard Partial Roof Replacement Phase II Project, State Project No. 049-0141 RR as Complete and Authorization to Submit ED049F for Final Payment.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Action if any regarding the FY2020/21 Budget

Chairman Kruzel will address this item.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the FY2020/21 Budget.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Action if any regarding Prospective Supply Contract - Copiers

*Note: This item may be addressed after Item #16c.*

I will address this item with the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding approving the proposed new copier contract.



**Date:** January 28, 2020  
**To:** Enfield Board of Education  
**From:** Mr. Christopher J. Drezek  
**Re:** Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to Personnel
- Matter(s) Related to Pending Litigation
- Matter(s) Related to a Prospective Supply Contract - Copiers

Therefore, I recommend that the Enfield Board of Education enter executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can remain in Council Chambers for the executive session.



**Enfield Music Department Highlights and Student Honors and Awards**  
**BOE Meeting January 28<sup>th</sup>, 2020**

Digital Audio Production Class: Teacher Dan Wabno. Student: Tanner Baillargeon

Pursuing career in Music Production and Sound Engineering. Educational opportunities Enfield High School Music Technology provides: Mixing and mastering full multi-track recordings, creating own podcasts

Benefit Concert: (Took place October 24<sup>th</sup>) Student: Alyssa Dowding

Performance by Jazz Groups, Orchestra, Chamber Orchestra, Mixed Chorus and Honors Chorus Raised over 300lbs of non-perishable donations and \$180.00 for Enfield Food Shelf and Loaves and Fishes. Concert has become a tradition for community service and an opportunity for multiple ensembles to perform.

Tri-M Music Honor Society: (Induction took place Sept. 26<sup>th</sup>) Student officer president: Olivia Sears.  
Chapter Advisors: Mr. Aaron Ovsiew, Mr. Chris Dresko and Ms. Ilanna Tariff, Enfield High School Music Department Ensemble Faculty

The Tri-M Music Honor Society is an international program dedicated to the recognition of exceptional music students in grades 6–12 that meet the music, academic, leadership, and character criteria asked of every Tri-M member. The Enfield High School Tri-M Chapter accepted 5 returning members and 18 new members into service of the organization this past September 26<sup>th</sup>, 2019 at a special induction ceremony in the EHS Auditorium. All members are required to complete ten hours of music related community service each year. Each member will also be performing a solo work at the Tri-M Music Honor Society Recital on Thursday February 13<sup>th</sup> at 6:30pm in the EHS Auditorium.

CMEA Eastern Regional High School Music Festival: Student presenters: Anabelle Daly (Instrumentalist), Jasmine Sanchez (vocalist) or Sophia Sheehan (vocalist)

The following thirteen Enfield High School Choral and Instrumental students were accepted into the 2020 Connecticut Music Educators Association Eastern Regional Music Festival and rehearsed and performed at UCONN this past January 3<sup>rd</sup> and 4<sup>th</sup> 2020. The following students below participated in this competitive adjudication process and scored high enough to be accepted into the band, orchestra, mixed chorus and treble chorus of the CMEA Eastern Regional High School Festival. On January 4<sup>th</sup>, 2020 they represented Enfield at a public concert in Jorgensen Concert Hall at the University of Connecticut at 2pm. Their acceptance now provides each participant with the option to continue their musical excellence by auditioning for

the CMEA All-State Music Festival Auditions in February 8<sup>th</sup>, 2020. Good luck and congratulations!

Presenting the Enfield High School Music Department **2020 CMEA Eastern Regional Participants:**

**Band:** Lindsey Ciechowski, Anabelle Daly, Andrew Jones, Jackson Lyver, Abbe Nisula

**Orchestra:** Luke Barnes, Benjamin Carriere, Max Dumont, Jonathan Legere

**Mixed Chorus:** Gregory Holmes, Jasmine Sanchez, Emily Vandal, Sophia Sheehan

**Treble Chorus:** Sophia Sheehan

Additional information: Participation in CMEA concert festivals provides students the opportunity to be challenged through the performance of high-quality repertoire and to develop relationships with other high caliber young musicians from around our state. Under the direction of the Student Affairs Commission, CMEA (Connecticut Music Educators Association) produces several auditions and concert festivals during each school year. These include four middle school and four high school regional festivals, an elementary first festival experience and the premier All-State Festival which brings together the finest high school musicians in the state of Connecticut. Enfield is a member of the CMEA Eastern Region Auditions and Festivals in Connecticut.

**ALL NATIONAL HONORS ENSEMBLE:** Student participant: Ben Carriere

During the 2018-2019 school year, along with other accomplished music students from across the state of Connecticut, **Benjamin Carriere**, from **Enfield High School Music Department** gained acceptance into his regional and all-state music honor ensembles, sponsored by the Connecticut Music Educators Association. These honors of musical excellence allowed Ben the opportunity to audition this past May for the prestigious All-National Honors Ensemble sponsored by the National Association for Music Education.

Ben was accepted as a member of the All National Honors Ensemble Orchestra performing as a percussionist. He is the first student in Enfield to reach this level of musical excellence in this prestigious ensemble. Ben joins the top performing high school musicians in the United States. With the support of Mr. Chris Drezek, Superintendent of the Enfield Public Schools and the Central Office Administration, he rehearsed and performed in the 121-member Symphony Orchestra under the baton of world-renowned conductor, Soo Han. Soo Han is the Director of Orchestral Activities at The Baldwin Wallace Conservatory of Music. The Symphony Orchestra began rehearsing on November 7<sup>th</sup>, 2019 and completed with a performance at 9:30am on November 10<sup>th</sup>, 2019, in the ballroom of the Gaylord Palms Resort, in Orlando, Florida. Ben was accompanied by his parents and siblings.

Congratulation Ben! Thank you for representing the Enfield Community, School District, and Music Program with your incredible musical talents. We wish you the best in all your musical endeavors!

**DRAFT**

# Enfield Public Schools 2020/21 School Calendar DRAFT

School Closing Hotline - 860-253-5170  
Website - [www.enfieldschools.org](http://www.enfieldschools.org)

**Staff Professional Learning (PL) Days**

August 31  
September 1  
October 14  
November 3  
February 12  
February 16

**Staff Professional Learning (PL)  
& Early Release Days with Lunch**

September 30	
October 29	
December 9	Color Code
January 27	Full Day PL
March 17	Half Day PL
April 28	Elem. Conf. &
May 26	6-12 Half Day PL

AUGUST - 0 Days							SEPTEMBER - 20 Days						
s	m	t	w	th	f	s	s	m	t	w	th	f	s
						1		<1>	*2*	3	4	5	
2	3	4	5	6	7	8	6	[7]	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	<31>												
<31> Staff PL - NS							<1> Staff PL - NS						
							*2* First Day of School						
							[7] Labor Day - NS						
							30> K-12 Early Release & Staff PL						

OCTOBER - 20 Days							NOVEMBER - 17 Days							DECEMBER - 17 Days						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
					1	2	1	2	<3>	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	[11]	12	13	14	6	7	8	9	10	11	12
11	[12]	<13>	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	[26]	[27]	28	20	21	22	23	[24]	[25]	26
25	26	27	28	29	30	31	29	30						27	[28]	[29]	[30]	[31]		

[12] Columbus Day Observed - NS  
<13> Staff PL - NS  
28> K-12 Early Release & Staff PL

<3> Election Day & Staff PL - NS  
4 & 5 - K-5 Evening Elementary Conf.  
10>&12> K-5 Early Rel - Elem.After.Con  
10>&12> 6-12 Early Rel & Staff PL  
[11] Veteran's Day - NS  
16 - 6-8 Evening Conferences  
18 - 6-8 Afternoon Conferences  
19 - 9-12 Evening Conferences  
25> Early Release Day  
[26 - 27] Thanksgiving Break - NS

3 - 9-12 Evening Conferences  
9> K-12 Early Release & Staff PL  
[24-31] Christmas Vacation - NS

JANUARY - 19 Days							FEBRUARY - 17 Days							MARCH - 23 Days						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
						[1]		1	2	3	4	5	6		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	<12>	13	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	[15]	<16>	17	18	19	20	14	15	16	17	18	19	20
17	[18]	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28							28	29	30	31			
31																				

[1] New Year's Day - NS  
[18] MLK Day - NS  
27> K-12 Early Release & Staff PL

<12> Staff PL - NS  
[15] President's Day - NS  
16> Staff PL - NS  
17 > K-12 Early Release & Staff PL

APRIL - 16 Days							MAY - 20 Days							JUNE - 16 Days						
s	m	t	w	th	f	s	s	m	t	w	th	f	s	s	m	t	w	th	f	s
					1	[2]							1		1	2	3	4	5	
4	[5]	[6]	[7]	[8]	[9]	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	"16"	17	18	19
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22*	23	24	25	26
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30			
							30	[31]												

[2] Good Friday - NS  
[5 - 9] Spring Vacation - NS  
28> K-12 Early Release & Staff PL

26> K-12 Early Release & Staff PL  
[31] Memorial Day Observed - N/S

"16" - 181st Student Day  
22\* - 185th Student Day - EHS Graduation

**Regular School Hours**

8:20 - 10:55 Intgr. Pre-K AM  
12:15 - 2:46 Intgr. Pre-K PM  
8:20 - 2:46 PK STEAM Acad  
9:00 - 12:30 Head Start Part Day  
8:00 - 4:00 Head Start Full Day  
8:30 - 3:30 Head Start Full Day  
8:55 - 3:21 - K-2  
8:40 - 3:06 - 3-5  
7:48 - 2:36 - 6-8  
7:26 - 2:02 - 9-12  
7:30 - 1:30 - Eagle Academy

**Two Hour Delay Hours**

Cancelled - Intgr. Pre-K AM  
12:15 - 2:46 - Intgr. Pre-K PM  
10:20 - 2:46 - PK STEAM Acad.  
11:00 - 12:30 - Head Start Part Day  
10:00 - 4:00 - Head Start Full Day  
10:30 - 3:30 - Head Start Full Day  
10:55 - 3:21 - K-2  
10:40 - 3:06 - 3-5  
9:48 - 2:36 - 6-8  
9:26 - 2:02 - 9-12  
9:30 - 1:30 - Eagle Academy

**Three Hour Delay Hours**

Cancelled - Intgr. Pre-K AM  
Cancelled - Intgr. Pre-K PM  
Cancelled - PK STEAM Acad.  
Cancelled - All Head Start Programs  
11:55 - 3:21 - K-2  
11:40 - 3:06 - 3-5  
10:48 - 2:36 - 6-8  
10:26 - 2:02 - 9-12  
10:30 - 1:30 - Eagle Academy

**Early Release Days with Lunch**

8:20 - 10:55 - Intgr. Pre-K AM  
Cancelled - Intgr. Pre-K PM  
8:20 - 12:15 - PK Steam Acad.  
9:00 - 10:30 - Head Start Part Day  
8:00 - 10:55 - Head Start Full Day  
8:30 - 10:55 - Head Start Full Day  
8:55 - 1:50 - K-2  
8:40 - 1:35 - 3-5  
7:48 - 1:00 - 6-8  
7:26 - 12:20 - 9-12  
7:30 - 12:00 - Eagle Academy

**Early Release without Lunch  
and/or Emergency Closures** -  
will only be used for emergency  
school closures

No Out-of-Town Busses  
Cancelled - Intgr. Pre-K AM  
Cancelled - Intgr. Pre-K PM  
Cancelled - PK STEAM Acad.  
Cancelled - All Head Start Programs

8:55 - 11:50 - K-2  
8:40 - 11:35 - 3-5  
7:48 - 11:00 - 6-8  
7:26 - 10:20 - 9-12  
7:30 - 10:30 - Eagle Academy

**Last Two Days of School:**

The last two days of school will  
be early Release Days with  
lunch for grades PK-8

**Firm Graduation Date:**

June 22, 2021 (185th day)

**Draft: 01-13-20**

**Approved:**



**ENFIELD BOARD OF EDUCATION  
ENFIELD, CONNECTICUT**

**SCHOOL CALENDAR(S)**

**6111**

The superintendent shall recommend to the Board of Education, in January, a school calendar(s) that will meet the requirements of law. The school calendar(s) shall show the beginning and ending dates of school, legal holidays, student days, teacher workdays, vacation periods, and other pertinent dates. In creating the recommended calendar(s), the superintendent shall incorporate the following requirements into the school calendar(s):

1. Use the CREC Regional Calendar Committee Recommendations as a guideline for setting the school calendar(s).
2. Teachers report prior to opening day.
3. Barring any contractual conflicts:
  - a. If Labor Day falls on September 5, 6, or 7, school shall begin on the Tuesday prior to Labor Day.
  - b. If Labor Day falls on September 1, 2, 3, or 4, school shall begin on the Tuesday following Labor Day.
4. If snow or other emergency closings require that classes run beyond June 30, makeup days from that point will be deducted from any break beginning with the Monday and working towards the end of the week.
5. The Board of Education may declare a holiday in the schools under its jurisdiction when good reason exists.
6. The Board will set the calendar(s) for the following school year(s) no later than the end of February.
7. The graduation date(s) for the senior class will be fixed to the 185<sup>th</sup> within the adopted calendar(s) and is required to take place prior to July 1<sup>st</sup> of each year. Graduations must occur on weekdays (Monday through Friday).

<b>Policy Adopted:</b>	<b>May 23, 1995</b>
<b>Policy Revised:</b>	<b>March 10, 1998</b>
<b>Policy Revised:</b>	<b>July 8, 2008</b>
<b>Policy Reviewed:</b>	<b>June 23, 2009</b>
<b>Policy Revised:</b>	<b>May 10, 2011</b>
<b>Policy Revised:</b>	<b>January 23, 2018</b>

ENFIELD PUBLIC SCHOOLS  
Enfield, ConnecticutSECOND  
READING

## Bylaws of the Board

9132

## Standing Committees

The Board of Education shall maintain four Standing Committees (*Leadership, Curriculum, Finance and Budget, and Policy*) as set forth herein in sections 1—5 below in this policy.

~~The Chairperson, with approval of the Board, may appoint any special committee and/or advisory committees to the Board. Committees considered Special or Advisory will receive their duties at the time of appointment and the committee shall be considered dissolved when its final report has been made to the Board or upon being dissolved by the Board.~~

~~The Chairperson of the Board shall appoint up to three (3) Board members to each committee and shall be an ex officio member of each committee. The Standing Committee Chairperson or designee shall report to the full Board items requiring official actions.~~

*The Chairperson of the Board shall appoint up to three (3) Board members to serve on each standing committee and shall designate one of these Board members to serve as Chairperson of the standing committee. The Chairperson of the Board may appoint one (1) member of the Board to serve as an alternate to each standing committee, excluding the Leadership committee which shall have no alternate.*

*Should the need for a special and / or advisory committee arise, the Chairperson of the Board may create such a committee and shall appoint Board members to serve on any such committee. Committees considered special or advisory will receive their duties at the time of creation and appointment and the committee shall be considered dissolved when its final report has been made to the Board or upon being dissolved by the Board.*

*The Chairperson of the Board shall be an ex officio member of each committee, may be counted as present in order to establish quorum and may be allowed to vote.*

*The creation of a special and / or advisory committee as well as the appointment of committee members, chairpersons and alternates to any committee is subject to approval by majority vote of the Board.*

*It shall be the responsibility of the standing committee's Chairperson to appoint a Secretary for the standing committee, present reports on committee activities to the full Board and to bring to the Board any items requiring official action.*

The Board shall act as a committee of the whole in final consideration of all matters except where otherwise authorized by law.

All committees of the Board shall follow the provisions of the Freedom of Information Act as required by statute.



## Standing Committees

### Leadership Committee

The Leadership Committee shall be composed of the Board of Education ~~Committee~~ Chairperson, Vice-Chairperson, and two other members of the Board constituting an equal representation from both major parties. The Chairperson of the Board shall be Chairperson of the Leadership Committee and shall appoint a secretary. The Superintendent shall be the Leadership Cabinet liaison to the committee. The minutes of the meetings of the leadership Committee shall be distributed promptly after each meeting to every member of the Board. At each meeting of the Board, the proceedings and action taken by the Leadership Committee since the last meeting of the Board shall be reported to the Board.

This committee will provide input to the Board of Education Chairperson and the Superintendent on the construction of Board meeting agendas. The committee shall advise the school administration on personnel policy development and shall assist the administration when appropriate in interviewing applicants for administrative vacancies.

Other responsibilities may include:

1. Recommends an evaluation system for various categories of personnel;
2. Implements the Superintendent's evaluation program;
3. Appoints the Chairpersons of the negotiating teams;
4. Recommends salary annually for the supervisory and confidential personnel;
5. Reviews staffing requirements periodically;
6. Reviews position descriptions and functional requirements periodically;
7. Acts as the initial Board contact on all personnel and grievance matters;
8. Represents the Board in liaison sessions with the faculty and bargaining units;
9. Recommends action to the entire Board that the committee deems appropriate for the Board to consider.

### Curriculum Committee

The Chairperson of the Curriculum Committee shall appoint a Secretary for the committee. The Chief Academic Officer shall be the Leadership Cabinet liaison to the committee. This committee shall consider and make recommendations concerning the District's Board policies of education and research. This committee reviews major areas of curriculum development, regular/special education services, student assessment, long-term program review and program revisions. Committee members consider the Board's priorities in curriculum areas. The committee reports its findings to the Board and suggests programs and policy modifications that may be appropriate in curriculum and program areas. New program activities undertaken by the district, the implementation of new curricula, or the piloting of new programs would be topics of

**Standing Committees**

**Curriculum Committee (continued)**

particular interest. The committee shall review research on the curriculum and program changes and report its recommendations to the Board. The committee shall review proposals concerning student courses, ensure the Board's familiarity with district educational programs, monitor achievements and cause the evaluation of education programs.

Other responsibilities may include:

1. Conduct or coordinates curriculum studies undertaken by the Board;
2. Periodically reports to the Board on the status of the curriculum and suggest area in need of study;
3. Periodically studies and reports on student progress and on standardized test results;
4. Review and recommends textbook usage;
5. Evaluates curriculum in view of school population trends;
6. Recommends budget changes in view of curriculum developments;
7. Assumes like responsibilities for extra-curricular and co-curricular activities.

**Finance, Budget Committee**

The Chairperson of the Finance and Budget Committee shall appoint a Secretary for the committee. The Chief Finance Officer of the District shall be the leadership Cabinet liaison to the committee. This committee shall be concerned with the preparation of the budget and periodic reviews of the actual expenditures as compared to the budget. The committee works with the Superintendent of Schools in developing a recommended budget for the Board. As such, the committee reviews the budget development process, analyzes the budget document and makes public presentations as necessary. The committee shall offer recommendations regarding accounting procedures and alternative expense saving suggestions. The committee will ensure an audit annually and report to the Board of Education when it is completed. The committee shall monitor the fiscal activities of the school district, including reviewing the monthly financial statement and annual end of year transfer report, and shall review and make recommendations concerning the annual audit and recommend annual budget guidelines and priorities.

Other responsibilities may include:

1. Recommends special internal audit needs;
2. Reviews and reports on accounting and purchasing procedures;
3. Recommends the annual budget schedule and parameters;
4. Represents the Board during the various budget preparation stages.

**Bylaws of the Board****Standing Committees****Policy Committee**

The Chairperson of the Policy Committee shall appoint a Secretary for the committee. The Deputy Superintendent shall be the Leadership Cabinet liaison to the committee. This committee shall review all Board policies and by-Laws to identify areas needing update for conformity with changes in local, state and federal law. All other standing committees shall recommend policy changes when appropriate to the Policy Standing Committee for advancement to the entire Board for consideration and adoption.

Legal Reference: Connecticut General Statutes  
1-200 through 1-241 of the Freedom of Information Act.  
1-200 Definitions.  
1-225 Meetings of government agencies to be public.

Bylaw Adopted by the Board: October 24, 2017

Bylaw Revised:



DRAFT

**BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
JANUARY 14, 2020**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on January 14, 2020.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Walter Kruzel.
2. **INVOCATION OR MOMENT OF SILENCE:** Chris Rutledge
3. **PLEDGE OF ALLEGIANCE:** Chris Rutledge
4. **FIRE EVACUATION ANNOUNCEMENT:** Walter Kruzel announced the fire evacuation announcement.
5. **ROLL CALL:**

**MEMBERS PRESENT:** Jonathan LeBlanc, Chris Rutledge, Wendy Costa, Tina LeBlanc, Joyce Hall, Stacy Thurston and Walter Kruzel

**MEMBERS ABSENT:** Bill Salazar and Scott Ryder

**ALSO PRESENT:** Mr. Christopher J. Drezek, Superintendent; Mr. Andrew B. Longey; and Student Representative Madison Daigneau

Chairman Kruzel welcomed Mrs. Thurston and Mrs. Zalucki.

6. **BOARD GUEST(S)**

a. **EHS NEAS&C Update**

Mr. Drezek welcomed Enfield High School Principal Erin Clark to tonight's meeting. She is here to give the Board an update regarding their accreditation.

Ms. Clark stated many Board members were part of the accreditation process at Enfield High. She reviewed the timeline and process for the Enfield High School NEAS&C Accreditation. She reviewed the accomplishments they received from the NEAS&C.

Ms. Clark added we have been commended by the CT State Department of Education for the expansion of college and career readiness opportunities. We have also implemented a mentoring program to promote school connectedness for all students as well as school climate initiatives including the expansion of equity work and iPad program.

Mrs. LeBlanc stated she attended the December meeting and compares the progress with the consolidation to now and how much it has changed things in such a positive way. We are offering our students so much more now. People were apprehensive with the Eagle Block scheduling. This has allowed our students many options. Our students can take AP and vocational courses. We are preparing our students for college with this schedule. This allows the students extra time to finish homework and prepare for classes. The students aren't as stressed with homework.

Mrs. LeBlanc added the EHS Career Center is awesome. They are so helpful to the students finding partnerships, deciding their majors and if they want to go to college or into the workforce after they graduate.

Mrs. LeBlanc stated the retention decline is interesting. You are working as a huge team. You have implemented Tier I, Tier II, and Tier III for students playing sports. The extra support is helping our students to be held accountable for their grades. Eagle Block can help students that need to make up tests or great extra help.

Mrs. LeBlanc stated the iPads are helping families out. Families do not always have technology in the home. Students can use many different apps with the iPads. The teachers are excited about this technology. There will be some growing pains. We are taking a huge step in the right direction.

Mrs. LeBlanc will attend the assembly on the 19<sup>th</sup> as a parent. It is exciting to see the changes during the past 3 years since we consolidated. EHS gets better and better. She thanked the staff, administration and the students for a great job.

Mr. LeBlanc stated it is important that Enfield High is getting the students, parents and the outside community involved.

Mr. LeBlanc agrees with Mrs. LeBlanc regarding the Career Center. He received their newsletter and they are offering many tours and trips to different businesses for the student. This is great. We are giving our students many opportunities to explore different kinds of career paths.

Mr. LeBlanc stated we have many businesses in Enfield. He would like to see our students get involved with them.

Mr. LeBlanc is looking forward to the EHS Unified Basketball Game being held on Wednesday, January 15<sup>th</sup> at Enfield High.

Mr. LeBlanc thanked Principal Clark for a great presentation.

Mrs. Hall stated we are doing great work at Enfield High. We need to let people know how wonderful our school system is. Maybe there are Facebook pages that brag about us, but she hasn't seen anything about Enfield. She reads about other schools in the newspaper. There was an article about the Bloomfield schools parent involvement program. They made this sound like they invented this. This is something Enfield has been doing for many years. We need to brag about us. PR is something she has complained about before.

Mr. Drezek stated if any members of the media are present tonight, he is sure they would love to hear us brag.

Mrs. Hall asked about teacher collaboration. How do our teachers have the time to teach, teach each other and work together collaboratively? This sounds fabulous but where is the time?

Ms. Clark stated we have strategically planned prep periods for the teachers. Teachers teaching the same content areas have the same prep time off. Offering an 82-minute block of time for planning works better for our staff. We have also implemented this year PLC time. When we can flip faculty or department meetings, we give staff time to collaborate. We also offer professional learning choice days for staff at the high school level. We always have teachers that want to lead the sessions. We work within the time we have. We also have some real go getters that explore instruction strategies on their free time.

Ms. Hall stated this sounds exciting. This is something that is lost at the elementary schools due to time constraints. Teacher collaboration gets lost. She hopes they are doing something similar at the elementary level. She is delighted to hear what we are doing at the high school level.

Mr. Drezek stated one of our Career Center Counselors is here tonight in the audience – Ms. Julia Barnett.

Chairman Kruzel thanked Ms. Clark for her presentation and encouraged her to keep up the good work you are doing at Enfield High School. We are going to continue to bring more good things we are doing in our schools to our meetings.

Mrs. Hall stated at a recent Town Council meeting a resident stated we are not offering extra-curricular items for our students. This statement was disproven. We offer many extra-curricular and athletic events.

Chairman Kruzel stated it was suggested that we do away with extra-curricular activities and concentrate on academics. He believes they both go hand-in-hand.

Mr. LeBlanc added colleges are looking for well-rounded students with great grades that are involved with athletics and extra-curricular clubs and activities. Any extra-curricular activities are a benefit to the school system.

Mrs. LeBlanc added if you would like to see what kinds of clubs we have in our high school, you should attend Eaglefest in the fall. We have so many different clubs for our students to participate in. The students are extremely enthusiastic about the clubs.

Chairman Kruzel stated at our last Board meeting, it was amazing to see how many of our student athletes made honors and high honors. If we take this away, you will see a decline in our academics.

Chairman Kruzel thanked Ms. Clark.

## **7. SUPERINTENDENT'S REPORT**

- a. Student Representatives Report – as presented
- b. MLK Day - NS – as presented
- c. Legislative Breakfast – as presented
- d. January Events – as presented

## **8. AUDIENCES - None**

## **9. BOARD MEMBER COMMENTS**

Mr. Rutledge stated he is the JFK Liaison. They hold their meetings the first Tuesday of the month at 6:30 PM in the JFK Library. He had the opportunity to meet with Bethany Ouellette last Tuesday. She was very welcoming. You can always look on Facebook at the JFKmiddleschoolpt page. They have a lot of great information posted for parents. They will hold their Chorus Concert on January 15<sup>th</sup> and the JFK Grade 6 Band and Orchestra Concert on January 16<sup>th</sup> in the Auditorium at 7:00 PM. JFK Report Cards should be coming out on January 23<sup>rd</sup>.

Mr. LeBlanc welcomed Mrs. Thurston and Mrs. Zalucki. Our winter sports are in full force. He is amazed at the talent we have in Enfield. He attended the Eagle Hockey game and was asked if he was a student again. He also attended the EHS String Orchestra Concert last week. They played music from so many different countries. He liked the Gaelic music the best. He also attended the Poetry contest for students in grades 6-12. There was a lot of foreign language being spoken. He was not sure what he was listening too, but the kids were great. The talent pool in Enfield is endless. Keep up the good work.

Mr. LeBlanc stated the Henry Barnard school dance is looking for volunteers. You can contact him, and he will direct you to the correct person.

Mr. LeBlanc stated KITE held a Summer Luau in January the past weekend. The event was sold out. It was a lot of fun. He thanked all the volunteers for everything you did for the students.

Mr. LeBlanc stated First Readers will hold a Trivia Night on February 22<sup>nd</sup>. More information about this will be coming.

Mr. LeBlanc stated the ground-breaking at JFK will be happening in April 2020. We will get an updated learning environment for our students. The opportunities for our students and our town will be unlimited. He is very excited about this project. There will be some bumps along the road, but we will get through this.

Mrs. Thurston is glad to be back. She is looking forward to being part of the Board again. She was nervous at first. She is glad to be back.

Mrs. Costa stated it seems like a long time since we were here. We were wondering if the weather would hold off for Wreaths Across America, but it didn't. She attended the Rachel's Challenge Pancake Breakfast in December. She did not win any of the raffles or door prizes.

Mrs. Costa stated she attended the Parkman PTO meeting. She was impressed by the number of events and number of parent volunteers. The staff sang Christmas carols to the students on December 20<sup>th</sup> as they entered the building. They will hold their Winter Choral Concert on January 21<sup>st</sup> and Winter Instrumental Concert on January 22<sup>nd</sup> at 6:30 PM? In the gym. They are holding these events are two separate nights because they cannot fit everyone in at the same time. They have several upcoming events - Special Person Dance, Candygrams, Lyman Orchards, Cake-rolls and Butter-braids, etc.

Mrs. LeBlanc also welcomed back Mrs. Thurston. It is refreshing to have you back. You were the missing piece to the puzzle. She knows once Mr. Salazar and Mr. Ryder are back, we will hit the road running. We all know why we are here, and she looks forward to working together.

Mrs. LeBlanc also welcomed back Mrs. Zalucki.

Mrs. Hall previously mentioned donorschose.org for on-line fundraisers for educators. They sent her a gift and two \$25 gift cards to share with someone else to get connected to this program. Several teachers from Enfield have benefited from this program. If you are interested, please let her know.

Mrs. Hall stated the KITE Luau was going to be held in the summer, but they hit some roadblocks with scheduling it. So, they decided to hold it in the winter. It was enjoyed by everyone and was quite successful.

Mrs. Hall stated the First Readers Trivia Night will be held on February 22<sup>nd</sup>. This is another great event. You can purchase a table for ten for \$130 or individual tickets for \$15.

Mrs. Hall stated the next First Readers ceremony will be held on March 9<sup>th</sup>. This typically the largest group of First Readers. You be impressed by how many grandparents and relatives come out to support our First Readers.

Chairman Kruzel extended thanks for the Rachel's Challenge Pancake Breakfast. The pancakes were delicious. He attended the Enfield High Girls Basketball Rotary Tournament during the Christmas break. This event was also well attended. He welcomed everyone back.

**10. UNFINISHED BUSINESS - None**

**11. NEW BUSINESS**

**a. Superintendent's FY2020/21 Budget Presentation**

Mr. Drezek presented his FY2020/21 budget to the Board. Board member will receive their budget book electronically this year. You will also receive this presentation electronically. He is glad the Board members are using your iPads.

Mr. Drezek stated we believe in our slogan – We make a difference in Enfield – every child, every day. We need to remember why we are here.

Mr. Drezek reviewed our accomplishments at each school and by each department. He also reviewed our per pupil expenditure comparison and by DRG. He reviewed the process for building the 2020-21 budget and funding stream. He reviewed the all needs requested and know budget increase drivers and state aid outlook. Our ECS funding is projected to be \$830K. He reviewed our spending projections and fixed costs.

Mr. Drezek stated the State of Connecticut will allow districts to carryover up to 2% of the previous year's funding with Town Council approval. We are in a position to consider a carryover because of the creation of the Eagle Academy. As of today, we have 13 students attending the Eagle Academy which results in nearly \$1 million dollars in SPED tuition savings. If it wasn't for the Eagle Academy, we would not have available funds to be considered for carryover. Our fixed costs would also be \$2 million dollars higher.

Mr. Drezek reviewed his spending request - \$73,559,956 or 2.61% budget and new initiatives for Board consideration. He also reviewed budget unknowns – retirements, health and insurance, magnet school tuition, and Special Education Excess Cost Grant Funding percentage; and six-year historical budget perspective.

Mr. Drezek reviewed the value adds to his budget request: keeping all existing staff and programs; continue with districtwide PBIS program; enhancing social and emotional supports for students; enhancing learning opportunities at all levels; continue with PK-12 STEAM initiative; continue Eagle Academy supports; allow for the compliance of NEAS&C accreditation; provide athletic opportunities for students through Unified Sports, Varsity, Junior Varsity, Freshman and middle school programs.

**b. Policy #9132 Standing Committees of the Board – First Reading**

Mrs. Hall moved, seconded by Mrs. LeBlanc the Enfield Board of Education approves the proposed changes to Policy #9132 Standing Committees of the Board as a First Reading.

**Discussion:**

Mrs. Hall would like the word "Committee" on line #60 be removed. This is an extra word.

Mr. Rutledge stated this is a part of the policy that we did not make any changes to.

Mrs. Hall would like to modify this. This is the only change that is needed.

Mrs. Costa sees the Chairman will appoint a Chairperson for each standing committee. When we discuss setting up a special or advisory committee, the Chairman will appoint Board members to serve, we don't see the Chairman appointing a Chairperson for the special or advisory committee. Is that needed?

Mr. Rutledge explained as an example we have a Joint Security Committee with Town Council and Board membership. The Town has different procedures they follow. He does not think that would be needed.

Mrs. LeBlanc stated we did discuss this, and it was collectively decided not to include that. That was a good question.

Chairman Kruzel stated we are more concerned with the three standing committees. This is a First Reading so we can bring comments up for consideration.

Mrs. LeBlanc added this is a nice addition to the policy to have alternates for the standing committees. This clarifies the policy.

Mr. Rutledge moved, Seconded by Mrs. Costa to amend the motion to include removing the word "Committees" on line #60.

**Discussion:**

Mr. Rutledge stated we can determine if this is a friendly motion or not. Both Mrs. Hall and Mrs. LeBlanc agreed on this amendment.

Chairman Kruzel stated we are voting on the amendment to remove the word "Committees" on line #60.

A vote by **roll call – 7-0-0** passed unanimously.

Chairman Kruzel stated we will now continue our discussion on the main motion. We will need a roll call on the main motion as amended.

A vote by **roll call – 7-0-0** passed unanimously.

**12. BOARD COMMITTEE REPORTS**

a. Curriculum Committee

Mrs. Hall reported the Curriculum Committee met on Thursday, December 12<sup>th</sup>. She is excited that we are starting the 3<sup>rd</sup> year of Latin. This is something that was eliminated the last time she was on the Board. This makes her very happy. We were given an overview of our STEAM Program. She remembers when we discussed STEM and adding "A" to it. She is so glad we have STEAM in our PK-12 schools.

Mr. LeBlanc reported we will hold our next meeting on January 23<sup>rd</sup> from 6:00 – 7:30 PM in the Curriculum office. The meeting is open to the public.

b. Finance, Budget Committee

Mrs. Costa reported the Finance Committee met on January 13, 2020. At the request of the auditors, we will now be certifying grant expenditures as well as financial expenditures.

c. Policy Committee

Mr. Rutledge reported the Policy Committee met on January 6<sup>th</sup>. We discussed the 5000 series and presented a proposed policy change tonight for a first reading. We will hold our next Policy Committee meeting on January 21<sup>st</sup> at 5:30 PM. The meeting is open to the public and Board members are also invited to attend.

d. Leadership Committee - None

e. Joint Facilities Committee

Chairman Kruzel reported we met last Thursday and are working on our master plan presentation for roof repairs during this summer.

f. JFK Building Committee

Chairman Kruzel reported the JFK Building Committee meeting was cancelled last week. We met on January 2<sup>nd</sup>. We are continuing with the phasing. There are 11 phases for the construction. We will meet again on Thursday, January 16<sup>th</sup>. They will be presenting to the Board and Council for approvals so we can get reimbursements from the State.

g. Joint Security Committee

Mr. LeBlanc reported the Joint Security Committee will meet on March 6<sup>th</sup>. This committee meets quarterly.

h. Any Other Committees

Mrs. LeBlanc reported the Joint Insurance Committee will meet in March.

Chairman Kruzel asked if we can post the Budget presentation on our website for public viewing.

**13. APPROVAL OF MINUTES**

Mrs. Hall moved, seconded by Mr. LeBlanc that the Regular Meeting Minutes of December 10, 2019 be approved. A vote by **show-of-hands 5-0-2** passed with Mr. Rutledge and Mrs. Thurston abstaining.

Mrs. Hall moved, seconded by Mrs. LeBlanc that the Special Meeting Minutes of December 16, 2019 be approved. A vote by **show-of-hands 5-0-2** passed with Mr. Rutledge and Mrs. Thurston abstaining.

**14. APPROVAL OF ACCOUNTS PAYROLL**

Mrs. Costa moved seconded by Mrs. Hall that the Enfield Board of Education accepts the superintendent's certification for:

- The month of December 2019, total expenditures amount to \$6,514,618.85, broken down between payroll totaling \$4,193,469.25 and other accounts totaling \$2,321,149.60. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 7-0-0** passed unanimously.

Mrs. Costa moved seconded by Mrs. Hall that the Enfield Board of Education accepts the superintendent's certification for:

- The month of December 2019, total grant expenditures amount to \$345,125.83, broken down between payroll totaling \$314,187.58 and other accounts totaling \$30,938.25. All payments have been made in accordance with the approved budget and are properly accounted for within the books of accounts. Copies of approval for check invoices are properly documented.

A vote by **show-of-hands 7-0-0** passed unanimously.

Line Item Transfers – None

**15. CORRESPONDENCE AND COMMUNICATION**

Mrs. LeBlanc stated we received a Thank You Note for the SAFE Grad Basket we donated to the SAFE Grad Auction.

**16. EXECUTIVE SESSION - None**

**17. ADJOURNMENT**

Mrs. Thurston moved, seconded by Mr. Rutledge to adjourn the Regular Meeting of January 14, 2020.

All ayes, motion passed unanimously. Meeting stood adjourned at 8:52 PM.

Tina LeBlanc  
Secretary  
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary