

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

Time-Place:

**Council Chambers
820 Enfield Street
Enfield, CT
7:00 PM Regular Meeting**

Date: 03-10-20

- 1. Call to Order – 7:00 PM**
- 2. Invocation or Moment of Silence – Joyce Hall**
- 3. Pledge of Allegiance – Joyce Hall**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Board Guest(s)**
 - a. Child First Presentation**
 - b. Science Curriculum Presentation**
- 7. Superintendent's Report**
 - a. Student Representative(s) Report**
 - b. BOE Workshop**
 - c. March Events**
- 8. Audiences**
- 9. Board Members' Comments**
- 10. Unfinished Business**
- 11. New Business**
 - a. Action if any, regarding Cancelling the April 14, 2020 Regular BOE Meeting**
 - b. Policy Revision #5113 Students – Attendance Policy K-12**
- 12. Board Committee Reports**

- Curriculum Committee	- Joint Facilities Committee
- Finance, Budget Committee	- JFK Building Committee
- Policy Committee	- Joint Security Committee
- Leadership Committee	- Any additional Committees
- 13. Approval of Minutes:**
 - Regular BOE Meeting Minutes – February 25, 2020**
- 14. Approval of Accounts and Payroll**
- 15. Correspondence and Communications**
- 16. Executive Session**
- 17. Adjournment**



Date: March 10, 2020
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Board Guest(s)

- a. **Child First Presentation:** Tonight, we welcome Dr. Calnen. He is here to discuss the Child First Program that was presented to the Town Council in January. Please join me in welcoming Dr. Calnen.
- b. **Science Curriculum Presentation:** We also welcome Michelle Middleton, our Chief Academic Officer and John Dague, our K-12 STEAM Coordinator. They will give the Board a presentation prepared by Chris Ponte, our grade 6-12 Science Coordinator about our science curriculum who is unable to attend tonight's meeting.

Ms. Middleton will also present the 2019 NGSS (Next Generation Science Standards) State Assessments.



Date: March 10, 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. **BOE Workshop:** The Board will hold a workshop on Wednesday, March 18th at 5:30 PM in the Board Conference Room. Representative(s) from CAFE will discuss the Equity Toolkit process Board members endorsed at their February 11th BOE meeting.
- c. **March Events:** Listed below are some of the events/happenings in our schools during March.
 - 03-19-20 EHS Junior Planning Night will be held in the Auditorium starting at 6:00 PM;
 - 03-21-20 Invention Convention Ceremony will be held in the EHS Auditorium and Café starting at 10:15 AM.



Date: March 11, 2020
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Action if any, regarding Cancelling the April 14, 2020 BOE Meeting

I will address this item with the Board at this time.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding cancelling the April 14, 2020 Regular Board of Education meeting and notifying the Town Clerk's office.



Date: March 11, 2020
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Policy Revision #5113 Students – Attendance Policy K-12

Members of the Policy Committee met on February 26th and reviewed Board Policy #5113 Students – Attendance Policy K-12. Enclosed in your packet is the policy with the recommended changes. 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 #5113 Students – Attendance Policy K-12.

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

**FIRST
READING**

Students

5113

Attendance Policy K-12

Connecticut law requires that children attend school regularly during the hours and terms that the public school is in session, unless specifically exempted from attendance by law. The Superintendent of Schools shall establish such procedures as deemed necessary to determine the cause of habitual truancy, including medical verification for excessive absence, and shall cooperate with other private and governmental agencies in correcting the causes thereof.

Experience indicates that regular school attendance is important for school success. These regulations reflect our belief that classroom learning activities are an essential part of the curriculum for all students and are intended to reduce tardiness and absence from class.

The Connecticut Board of Education adopted new definitions for an absence to be considered excused (see table below ~~on page 2~~). It is important to note that while the first nine absences in a school year can be deemed excused for any reason the parent or guardian provides, the tenth and each subsequent absence establish a more stringent and specific set of reasons for the absence to qualify as excused.

In cases of an excused absence other than family-initiated travel, appropriate provisions will be made by school staff regarding assistance with missed assignments, homework and tests. When an excused absence is the result of family-initiated travel, teachers are under no obligation to provide advance assignments or to review work missed during the period of absence. However, students must be allowed to take make-up tests. The student's Principal/Assistant Principal must be notified in writing of extended absences due to family-initiated travel.

The State Board of Education defines two levels of criteria for an absence to be considered an excused absence (see table below).

Level	Total # of Days Absent*	Acceptable Reasons for a Student Absence to be Considered Excused	Documentation Required Within 10 Days
1	One through nine	<ul style="list-style-type: none"> Any reason that the student's parent or guardian approves. 	Parent or guardian note or phone call only
2	Ten and above	<ul style="list-style-type: none"> Student illness (<i>Note: to be deemed excused, an appropriately licensed medical professional must verify all</i>). The lack of transportation that is normally provided by a district other than the one the student attends (parental documentation is not required for this reason). 	Parent or guardian note and in some cases additional documentation (see details of specific reason).

Attendance Policy K-12 (continued)

Level	Total # of Days Absent*	Acceptable Reasons for a Student Absence to be Considered Excused	Documentation Required Within 10 Days
2 (cont.)	Ten and above	<ul style="list-style-type: none"> • Student's observance of a religious holiday. • Death in the student's family or other emergency beyond the control of the student's family. • Mandated court appearances (additional documentation required). • The lack of transportation that is normally provided by a district other than the one the student attends (parental documentation is not required for this reason). • Extraordinary education opportunities pre-approved by district administrators. (Opportunities must meet certain criteria. See below for details). 	Parent or guardian note and in some cases additional documentation (see details of specific reason).

* Note: The total number of days absent includes both excused and unexcused absences.

Definitions

"In attendance" shall mean a student if present at his/her assigned school/class, or an activity sponsored by the school (ex. Field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion, should always be considered absent.

"Absence" means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education or an in-school suspension that is greater than or equal to one-half of a school day.

"Truant" shall mean a student a student age five to eighteen, inclusive, who has four unexcused absences in any one month, or ten unexcused absences in one school year.

"Chronically absent child" is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

"District chronic absenteeism rate" means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

"School chronic absenteeism rate" means the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

Attendance Policy K-12**Excused Absences (Grades K - 12)**

A student's absence from school shall be considered excused if written documentation of the reason for the absence has been submitted within ten school days of the student's return to school or in accordance with Section 10-210 of the Connecticut General Statutes and meets the following criteria:

- A. For absences one through nine, a student's absences from school are considered excused when the student's parent/guardian approves such absence and submits appropriate documentation; and
- B. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:
 1. student illness (**Note:** all student illness absences must be verified by an appropriately licensed medical professional to be deemed excused, regardless of the length of absence);
 2. student's observance of a religious holiday;
 3. death in the student's family or other emergency beyond the control of the student's family;
 4. mandated court appearances (additional documentation required);
 5. the lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation is required for this reason); or
 6. extraordinary educational opportunities pre-approved by district administrators and in accordance with Connecticut State Department of Education guidance.

Excused Absences for Children of Service Members

An enrolled student, age five to eighteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible for obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

Attendance Policy K-12**Chronic Absenteeism (Continued)**

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. *(SDE to develop by 1/1/16.)*

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. *(An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)*

Unexcused Absences

A student's absence from school shall be considered unexcused unless they meet one of the following criteria:

1. the absence meets the definition for an excused absence (including documentation requirements); or
2. the absence meets the definition of a disciplinary absence.

Responsibilities of the School Community**Student:**

- Report to school on time (Grades K-12)
- Follow the procedure for excused absences (Grades K-12)

Attendance Policy K-12

Responsibilities of the School Community (Continued)

- Report to class on time (Grades 6-12)
- Make-up work due to absence

Family:

- Call the appropriate school office to indicate that your child will be absent within 48 hours in order to avoid the legal ramifications of truancy
- Provide the school with updated and accurate contact information for parents/guardians and for emergency contacts
- Stress the importance of regular school attendance with your child
- Monitor attendance in the Enfield Public School database (HAC)
- Have your child complete all missed work
- Schedule appointments after school hours
- Limit vacation to scheduled school vacations
- Contact the main office of the school to initiate a review of your child's absences
- Refer to grade appropriate Student-Family Handbook for detailed procedures

School:

- Keep accurate attendance records, including a record of calls or notes regarding absences or tardiness
- Notify parent/guardian of any absences from school (based on accurate contact information provided in eSchool)
- District attendance letters to parents as indicated below:

-5 th absence	letter #1
-9th absence	letter #2
-10 th absence	letter #3 #2
-After the 10 th absence	letter #4 #2 every 5 th absence (ex. 15 th , 20 th , 25 th etc.)
- High School administration will notify parent(s)/guardian(s) by mail as follows:

a. Semester Courses:	5 th absence – warning
	11 th absence – loss of credit
b. Yearlong Courses:	10 th absence – warning
	21 st absence – loss of credit
- Take all actions necessary to ensure the success of the students which may include parent/guardian conferences, counseling and the use of community services to address student needs
- Publish attendance procedures in the Student-Family/Faculty Handbook

Attendance Policy K-12**Responsibilities of the School Community (Continued)****Community:**

- Encourage and verify regular school attendance as a prerequisite of student employment
- Encourage area businesses to refrain from allowing students to congregate during school hours
- Do all that is possible under current law to ensure that all students attend school regularly

Early Dismissal from School (Grades K-12)

Any dismissal from school can only be authorized by the school office or building administrator(s). Parent(s)/guardian(s) that wish their child to be dismissed early should send the student to school with a signed note stating the time of dismissal. This note should be presented to the school administration before homeroom period or in the morning on the day of the dismissal. Parent(s)/guardian(s) are to sign out their child in the main office. For the protection and safety of the student, dismissals are routinely made only to the parent(s)/guardian(s) of that student. If there are special circumstances that necessitate someone other than the parent(s)/guardian(s) to pick up the student, their name should be stated in the dismissal note.

Tardy to School (Grades K-12)

Tardy to school is defined as a student that enters the school building after the start of the school day or homeroom period. Ensuring that a student arrives to school on time is a parental responsibility. If a student arrives late to school, they need to report to the school office/house office to sign in. The student needs to bring a signed note from a parent(s)/guardian(s) to explain their tardiness.

Additional Information (Grades 9-12)

Since the classroom is the primary area where most learners experience the acquisition of knowledge, it becomes apparent that attendance in class is a valid, reasonable requirement. It is the position of the Board of Education that mandatory attendance by students is required. The following attendance procedures have been developed to encourage students and parent(s)/guardian(s) to minimize absences in order to gain the maximum benefits from daily classroom activities. Students who fail to meet their responsibilities may lose course credit.

I. Attendance to School

1. While the above stated reasons for absences are classified as excused, they will count toward the total number of absences when determining course credit. Suspensions from school do not count towards the total number of absences for loss of credit.
2. Students who are participating in school sponsored activities will be considered present for attendance purposes.

Attendance Policy K-12**Attendance to School (Continued)**

3. Students who exceed ten (10) absences in semester courses, and twenty (20) absences in yearlong courses, will lose full course credit.
4. At the time of notification, the student will be required to date and sign the warning/loss of credit sheet, indicating the impact of the student's attendance on his/her credits. Notification may be sent home unsigned if the student's absenteeism prevents the student from signing the notification in a timely manner. Students who lose credit as a result of this policy, will be given an opportunity to appear before an Appeals Committee.

The intent of this policy is not to say that a certain number of absences from school or a course are acceptable or allowable.

A. Unexcused Absences

A student's absence from school shall be considered unexcused unless they meet one of the following criteria:

1. The absence meets the definition for an excused absence (including documentation requirements);
2. The absence meets the definition of a disciplinary absence;
3. Students who stay out of school for an entire school day without parental or school consent are considered truant.
4. After each truancy, the student will receive a written notification of possible loss of course credit in accordance with the following procedures:
 - a. Upon the student's first truancy from school or from an individual class, the student shall be issued a written warning that an additional truancy from school or from the specified class, will result in a loss of $\frac{1}{4}$ credit in any classes from which the student was truant. The student shall be required to sign this notification. Notification may be sent home unsigned if the student's absenteeism prevents the student from signing the notification in a timely manner. The student shall be provided a copy of this notification. Additional copies shall be maintained in the student's records.
 - b. Upon the student's second truancy from school or from an individual class, the student shall be issued a written notification that he/she has lost $\frac{1}{4}$ credit in any classes from which the student was truant. The student shall be required to sign this notification. Notification may be sent home unsigned if the student's absenteeism prevents the student from signing the notification in a timely manner. The student shall be provided a copy of this notification. Additional copies shall be maintained in the student's records.

Attendance Policy K-12**A. Unexcused Absences (Continued)**

- c. A similar pattern of warnings and credit losses will be followed for subsequent truanies. A third truancy from school or from a specified class will result in a warning for potential loss of credit. A fourth truancy from school or from a specified class will result in an additional loss of credit.
5. These absences will also count towards the total number of absences under the attendance policy.
6. Students will receive a zero (0) for all schoolwork on the day of truancy.

B. Participation in After-School Activities

1. Students who are absent from school will not be allowed to participate in any after school activity on the day of the absence.
2. Students absent on Fridays will not participate in Friday or weekend events.
3. At the discretion of the Building Principal, or the Principal's designee, tardy students who have established a pattern of tardiness, may be suspended from after school activities for that day.
 - a. A pattern of tardiness shall be defined as three or more unexcused tardies in a given marking period.
 - b. Students who have established a pattern of tardiness are to be warned that continued tardiness would result in suspension from after school activities before such suspensions are to take place.
 - c. The decision of the Building Principal or the Principal's designee is final.
 - d. The Principal or the Principal's designee is to notify the student's coach or activity advisor of such a suspension.

C. Class Attendance**A. Tardiness to Class**

1. Excused Tardies to Class
 - a. Students who arrive late to class are expected to obtain a pass from a teacher or administrator, excusing their tardiness.
 - b. Students have up to 24 hours to secure an official pass for the tardiness; otherwise it will be considered an unexcused tardy to class.
2. Unexcused Tardies to Class
 - a. Unexcused tardies to class will be treated as part of the attendance policy.
 - b. Every two (2) unexcused tardies will be the equivalent of one (1) absence from class and will be included in the total number of absences that cannot be exceeded in order to gain course credit.

Attendance Policy K-12**A. Tardiness to Class (Continued)**

- c. Students who arrive to class after the mid-point of the period without a pass excusing their tardiness, will be charged with an unexcused absence.
- d. Students will be subject to disciplinary action for each unexcused tardy in the form of teacher detention, office detention or possible suspension from school.
- e. Teachers will notify parent(s)/guardian(s) when a student is developing a pattern of habitual tardiness to class.

B. Unexcused Absences from Class

1. Students who deliberately miss class will be subject to disciplinary action in the form of administrative detention and possible suspension from school.
2. Students will receive a zero (0) for all schoolwork missed.
3. Unexcused absences from class will result in possible loss of course credit in accordance with Section I, Part A, Item 2.
4. These absences are also included in the total accumulated per class.

C. Dismissals from School

1. Included here are classes missed when a student has an early dismissal. The only acceptable reasons for leaving school early are those stated in the section dealing with excused absences from school.
2. Dismissals from class due to activities such as field trips, band lessons, and other school sponsored activities, will not count towards the total number of course absences.

II. Appeal Procedure

- A. Any student who has lost credit as a result of any portion of the attendance policy may request from his/her Assistant Principal, a hearing for the purpose of restoring the credit.
- B. The student may meet with his/her guidance counselor and submit a written explanation for the reason(s) why the credit should be restored.
- C. The completed request form is to be returned to the student's Assistant Principal no less than five (5) school days before the end of the quarter. Appeals filed after that date; will not be heard unless the student was notified of his/her loss of credit after that date. In such cases, students are to file their appeals to the Appeals Committee during that quarter.

Attendance Policy K-12**II. Appeal Procedure (Continued)**

- D. An Appeals Committee will meet at least quarterly. The voting members of the Appeals Committee will consist of an administrator, a guidance counselor (or a neutral teacher), and a neutral teacher.
- E. The Appeals Committee may re-instate credit for absences in excess of ten (10) for semester courses, twenty (20) for yearlong courses, or for unexcused absences.
1. Re-instatement of credit may only be granted when the excessive or unexcused absenteeism is the result of extraordinary circumstances.
 2. The Appeals Committee may grant waivers on a conditional basis, requiring changes in student behaviors to validate the waiver.
- F. The student and parent(s)/guardian(s) will have the opportunity to present all corroborating information in support of the appeal at the hearing.
- G. The Appeals Committee will render a decision within three (3) school days after the conclusion of the hearing and so notify the parent(s)/guardian(s) and student of the decision in writing.
- H. The decision of the Appeals Committee panel is final.

III. Credit Loss/Restoration

- A. Students who lose course credit due to the attendance policy may be permitted to remain in the course and receive a grade for the following purposes: to maintain full-time student status, G.P.A. computation, eligibility for summer school, eligibility for extracurricular activities and for the student's transcript.
- B. Credit lost due to the attendance policy may be restored by one of the following methods:
1. Repeat the course during the school year.
 2. Attend summer school (provided summer school requirements are satisfied).
 3. Repeat the course during the summer at an approved college.

- IV.** The Board of Education recognizes the seriousness of absenteeism and authorizes the Superintendent of Schools to develop administrative regulations to implement this policy.

Legal Reference**Connecticut General Statutes**

10-220(c) Duties of boards of education (as amended by PA 15-225)

10-184 Duties of parents (as amended by PA 98-243 and PA 00-157)

10-185 Penalty

10-198a Policies and procedures concerning truants (as amended by PA11-136, An Act Concerning Minor Revisions to the Education Statutes and PA 14-198, An Act Concerning Excused Absences from School for Children of Service Members, and PA 16-147, An Act Concerning the

Recommendations of the Juvenile Justice Policy and Oversight Committee)
10-198b State Board of Education to define “excused absence,” “unexcused absence,” and “disciplinary absence”
10-198c Attendance review teams.
10-198d Chronic absenteeism (as amended by PA 17-14)
45a-8c Truancy clinic. Administration. Policies and procedures. Report. (as amended by PA 15-225)
10-199 through 10-202 Attendance, truancy - in general
Action taken by State Board of Education on January 2, 2008, to define “attendance.”
Action taken by State Board of Education on June 27, 2012, to define “excused” and “unexcused” absences.
PA 17-14 An Act Implementing the Recommendations of the Department of Education

Policy Adopted:	September 11, 1979
Effective:	September 24, 1979
Amended:	August 25, 1981
Amended:	June 16, 1986
Effective:	September 1, 1986
Amended:	July 10, 1989
Amended:	December 11, 1990
Amended:	May 9, 1995
Revised:	May 11, 2004
Revised:	February 22, 2011
Revised:	October 23, 2012
Revised:	June 14, 2016
Revised:	

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
FEBRUARY 25, 2020**

DRAFT

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 February 25, 2020.

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

MEMBERS PRESENT: Jonathan LeBlanc, Bill Salazar, Chris Rutledge, Wendy Costa, Joyce Hall, Stacy Thurston, Scott Ryder and Walter Kruzel

MEMBERS ABSENT: Tina LeBlanc

ALSO PRESENT: Mr. Andrew B. Longey, Assistant Superintendent; and Student Representative Madison Daigneau

Chairman Kruzel addressed audience members that would like to speak. You will need to sign-up using the sheet that is provided. He added both Mr. Drezek and Mrs. LeBlanc will not be present for tonight's meeting.

6. **BOARD GUEST(S)**

a. **JFK Building Committee**

Mr. Daigle, Chairman of the JFK Building Committee; Jim Hoagland, JCJ Architect; Chris Cykley, Owners Representative and Amar Shamas, Gilbane Construction gave the Board an update regarding the John F. Kennedy renovation project. They reviewed the architectural drawings and project plans. They also addressed parent pickup/drop-off traffic plans and the reconfiguration of athletic fields. The entire project is expected to cost around \$72.5 million dollars. The state will reimburse the project by 71% that will bring the final cost to around \$25 million dollars. The anticipated start of this project will be in late May after the bidding has been completed. The entire project should be completed by August 2022. They will hold a public hearing in March 2020 for parents and taxpayers to ask questions about the JFK project.

Mr. Ryder stated LED lighting will be throughout the entire building not just in the auditorium.

Mrs. Thurston stated she cannot wait for the new traffic flow. This will help with the backup on Raffia Road.

Mr. LeBlanc asked if there will still be locker rooms? Mr. Hoagland stated we will be updating the locker rooms along with new bleachers and sound absorbing panels in the gym.

Mr. Daigle added a traffic study was conducted by the State and they felt with our new layout, there was no need for additional stop signs or a traffic light with additional lanes on Raffia Road.

Mr. Shamar stated there will be learning curve for drivers with the new traffic flow.

Mrs. Hall asked how long will it take for the State to approve each document. Mr. Hoagland stated we have spent thousands of hours on the documents. We will sit with the State officials all day reviewing the documents. There is a checklist they must go through to see if we have everything properly documented. It is a lengthy process. They will review everything for the next several weeks. They will then issue a report with questions and recommendations.

Mrs. Hall asked if you would hear back from them in around a month? Mr. Hoagland stated it will take around 3-4 weeks before we receive their final response. Then we will be able to put out items for bid.

Mr. Rutledge asked if the band and music space will be larger. Mr. Daigle stated the Band and Choral spaces will be larger than they currently are.

Mr. Rutledge asked if the doors to the classrooms will open in or out. Mr. Hoagland stated the doors will open out. Mr. Rutledge asked if that would interfere with the lockers? Mr. Hoagland stated most of the classroom doors will be pocketed and will not swing into the lockers.

Mr. Rutledge asked which direction the baseball and softball fields will be placed. Mr. Hoagland stated the typical placement is northeast to avoid the sun glare. We have reoriented the fields to avoid this from happening.

Mr. Rutledge asked if they had considered making two lanes on Raffia Road to ease traffic concerns. Mr. Daigle stated we conducted a traffic study and it was determined that was not needed. Also, any road work is not reimbursable from the State. Taxpayers would be responsible for any road work.

Mr. Ryder likes that we are going to have a public side of the building. The only time parents should have access to the entire school is during parent teacher conferences. We do not allow or encourage people to walk around in the school.

Mr. Ryder stated the new auditorium will have 607 seats. Mr. Hoagland believes the current auditorium has around 420 seats. The new auditorium will be larger. We will be taking away approximately 40 seats when we use the auditorium as the cafetorium during the construction project until the new cafeteria space is usable. We will have enough space for the three lunch waves.

Mr. Ryder asked them to post this newer updated power-point presentation on the Building Committee website. Mr. Daigle stated once we get the approval from the State, this will be posted on the website and we will also hold a public hearing.

Mr. Ryder stated as a parent and volunteer, phasing timelines is an important question that is asked. The project will be completely done by Halloween 2022. If you are a current third grade student or younger, when you start grade six, you will have a new building to go to.

Mr. Ryder stated if this renovation project was not happening, we would still be doing the PCB abatement project at JFK without any reimbursement from the State. This will be done during this renovation project.

Mr. Salazar stated the students will be separated by hard walls during the construction project.

Mr. Hoagland stated during the entire project, the students will be separated from the construction workers. We will have secure fencing around the project areas. The workers will park their vehicles on the adjacent property and will walk to the site. We will have 3 construction superintendents on the site to control the project. We will have daily communication with the JFK administration and will meet weekly just like we did during the

EHS construction project with our project managers. We are looking forward to this project to start. The entire team did a tremendous job with the plans to provide you with the best product for this project.

Mr. Salazar thanked them for this information. You will be putting the power-point presentation on the website. Will you also be placing the timeline for the project on the website. Mr. Hoagland stated the project schedule will also be available.

Mr. LeBlanc asked about the athletic schedules during the project. Mr. Daigle stated once the project starts, the fields will be off limits. Park and Recreation will work with the school to move events to other locations.

Mr. Cykley added all field usage will be moved until the spring of 2023.

Mr. LeBlanc stated the cross walk on Raffia Road is a concern. Mr. Daigle stated anything outside of the school property, is not part of our project. That would fall under the Town's jurisdiction.

Chairman Kruzel added this was discussed at our Joint Facility Committee meeting. We are looking into this. Mr. LeBlanc stated Raffia Road is used by a lot of students walking to/from school. He is glad the Joint Facility Committee is looking into this.

Mr. LeBlanc is excited about this project and can't wait for you to bring this to the State for their approval.

Mr. Cykley stated we received our renovation status letter from the State with our reimbursable rate of 70.71%. The project is Renovate to New. This letter is needed for our project review with the State. He reviewed the hazmat and PCB abatement that will be done. We will have an independent monitor that will oversee the project during each phase. The monitor will meet with the staff during the abatement process. We will track the eligible and ineligible costs. The Town share will be around \$25 million. We presented form SCG-042 to the Building Committee and it was approved. We are looking for Board approval on this form so we can go out to bid for this project.

Suspend the Rules and Move an Item on the Agenda:

Chairman Kruzel would like to suspend the rules and move Item #11a Approval of JFK Final Design Documents to be submitted to OSCG and Approval of Form SCG-042 before Item #7.

Mr. Rutledge moved, seconded by Mrs. Hall that the Enfield Board of Education moves Item #11a Approval of JFK Final Design Documents to be submitted to OSCG and Approval of Form SCG-042 before Item #7.

A vote by **show-of-hands 8-0-0** passed unanimously.

11a. Approval of JFK Final Design Documents to be submitted to OSCG and Approval of Form SCG-042

Mrs. Thurston moved, seconded by Mrs. Costa that the Enfield Board of Education approves the John F. Kennedy Final Design Documents to be submitted to the Office of School Construction Grants and Authorization to submit form SCG-042.

A vote by **roll call – 8-0-0** passed unanimously.

Chairman Kruzel thanked them for coming to tonight's meeting and wished them good luck at the State tomorrow.

Mr. Ryder asked if the public hearing will be done at JFK prior to the construction starting in May 2020? Chairman Kruzel stated the public hearing will be done at Enfield High School before any construction starts.

Mr. Daigle stated we will start this process in the next month. We needed to get the approval for the form first, next we need the State's approval. Chairman Kruzel stated we will work with the Principal about dates for the public hearing. Once we have the date confirmed, we will let everyone know.

Chairman Kruzel thanked the JFK Building committee members for all their hard work.

Mr. Daigle thanked the Board for their support.

7. SUPERINTENDENT'S REPORT

- a. Student Representatives Report – as presented
- b. JFK Parent Event – as presented
- c. Invention Convention – as presented
- d. Grants Report – as presented
- e. Personnel Report – as presented
- f. February Events – as presented

8. AUDIENCES

Chairman Kruzel reminded audience members to sign up to speak and to refrain from using any personalities or names.

Peter Jonaitis, Farmstead Circle – Mr. Jonaitis addressed his concerns about traffic on Raffia Road. He also made suggestions for parent drop-offs. He addressed concerns with social media about union representation, employee discipline and large employee payouts. There is a process that is followed. No details are shared with the Board prior to prevent bias in case the Board needs to hear a case at the Board level. Employees are entitled to union representation. He would like to see the Board make some changes with the bargaining unit contracts regarding terminations. Language needs to be added to streamline the process. We offer our students a good education and our staff members work hard. Good is good and bad is bad. We need to streamline the process and make changes with both sides of the bargaining units. This can be done with hard work and faith. Thank you.

9. BOARD MEMBER COMMENTS

Mr. Ryder stated after our April break, we will only have 37 days full days and 4 early release days of school left. He thanked the members of EFEE for giving grants to our staff members over the past decade. With the leftover funds, EFEE purchased sensory pathways for the students in our K-2 schools. He thanked them for doing this. This was a great sendoff.

Mr. Ryder stated ERfC is celebrating Black History month on February 26th at 6:00 PM at Asnuntuck Community College.

Mr. Ryder stated Girls on the Run started today at Eli Whitney and Prudence Crandall today.

Mr. Ryder stated March 1st is the deadline for Box top submissions for all schools. The first week of March is National Reading week. Board members have been invited to read at Stowe and some of the other schools in town. He will be reading at Stowe, Memorial and Enfield Street. He will try to get to at least one school each day during the first week of March.

Mr. Ryder attended the First Readers event. They will hold their next ceremony for First Readers on March 9th at EHS.

Mr. Ryder thanked the members of the Building Committee for their presentation tonight. The JFK PTO is holding a fund-raising event where you can purchase a brick that will be placed on the pathway. The 2019-21 Board has purchased a brick for the It's my Brick fundraiser. They will also hold a staff vs. student's basketball game on March 6th. This information can be found on the JFK PTO website.

Mr. Ryder stated at the Memorial PTO meeting held last week, we discussed information from the PBIS Coordinator and would like to incorporate this into the elementary handbook. The HMS Fun Run will be held on June 13th. Money raised from this event will go towards events being held at Hazardville Memorial.

Mr. LeBlanc stated he also attended the First Readers event. He publicly thanked Charlotte Riley for everything she did making this event a huge success and for everything she does the First Readers. He thanked Scott Ryder for being our DJ for the evening and Scott Kaupin for reading the trivia questions. We had a lot of fun.

Mr. LeBlanc wished the EHS Girls Basketball team good luck in their State game against Greenwich. Bring home a win.

Mrs. Costa stated Edgar H. Parkman will hold their special person dance on February 28th. Two Moms on a Mission will hold a Purse Bingo on March 22nd to raise money for the grade 5 committee.

Mrs. Costa also attended the First Reader Trivia event. She sat at a table that won a prize.

Mrs. Costa attended the ERfC Ice Cream Social for Enfield Street and Parkman students. All you need to do is give students ice cream and they will have a great time.

Mrs. Costa attended the CREC Legislative Breakfast. They discussed the difficulties with minority recruiting. They also discussed regional centers like our Eagle Academy. Mr. Drezek spoke at the Legislative Breakfast about what we have done with our program in Enfield.

Ms. Hall thanked Board members for speaking about the First Readers Trivia event. We had a great time. We will hold another trivia night next year for you to attend and possibly win something. She urged audience members to attend the First Readers Ceremony being held on March 9th at Enfield High School at 6:00 PM in the Auditorium.

Chairman Kruzel stated the First Readers Trivia night was awesome. Mrs. Riley did a phenomenal job. The committee did another great job planning this event.

10. UNFINISHED BUSINESS

a. New Policy #5000 Students – Concepts and Roles in Student Policies – Second Reading

Mr. Rutledge moved, seconded by Mr. Ryder that the Enfield Board of Education approves our new policy #5000 Students – Concepts and Roles in Student Policies as second reading.

A vote by **roll call – 8-0-0** passed unanimously.

11. NEW BUSINESS

a. Approval of JFK Final Design Documents to be submitted to OSG and Approval of Form SCG-042

This item was discussed earlier on the agenda.

12. BOARD COMMITTEE REPORTS

a. Curriculum Committee

Mrs. Hall reported the Curriculum Committee met on February 20th. Mr. LaMesa and Dr. Wiley gave a presentation about our mathematics program that was quite interesting. She is looking forward to seeing the expected improved math results. Our delivery of math is very similar to how our science curriculum and technology is being taught. We are becoming very strong with our curriculum being delivered at all grade levels. Mrs. Snow and Mrs. Burr reviewed our assisted reading program at JFK and the modifications that were made with the way we deliver this by each grade levels. Ms. Middleton gave us an update about our TAG program. We will receive additional information about this later.

b. Finance, Budget Committee

Mrs. Costa reported the Finance Committee will meet on March 16th.

c. Policy Committee

Mr. Rutledge reported the Policy Committee will meet on February 26th. He thanked the residents that have e-mailed them with questions about our policies. We will continue to discuss the 5000 Series in March. He is optimistic that we will start the 6000 series in April.

d. Leadership Committee

Chairman Kruzel stated Board Leadership met on February 19th. We reached out to CABA about the Equity Toolkit program Mr. Drezek discussed at our last Board meeting. We will meet with them later - to be continued.

e. Joint Facilities Committee

Chairman Kruzel reported will meet on February 27th. We will have a special guest from DPW, the Chairman and a Town council member. We will be discussing a possible roof referendum and the upgrades to the transfer station.

f. JFK Building Committee

Chairman Kruzel reported we received an update from the JFK Building Committee tonight.

g. Joint Security Committee

Mr. Ryder reported the Joint Security Committee will meet on March 4th.

h. Any Other Committees

Mrs. Costa reported the Joint Insurance Committee will meet on March 3rd.

13. APPROVAL OF MINUTES

Mrs. Hall moved, seconded by Mrs. Thurston that the Regular Meeting Minutes of February 11, 2020 be approved. A vote by **show-of-hands 7-0-1** passed with Mr. Salazar abstaining.

14. APPROVAL OF ACCOUNTS PAYROLL - None

15. CORRESPONDENCE AND COMMUNICATION

Chairman Kruzel invited everyone to attend the Buzz Robotics Pasta Supper being held at St. Bernard's Church Hall located at 426 Hazard Avenue on March 4th starting at 5-8 PM. Tickets can be purchased at the door for \$10. Let's help them out with this great fundraising event. They will have raffles and prizes. Please attend and support Buzz Robotics.

Mrs. Hall asked if Buzz Robotics participated in the event that was just held? There was a picture in the JI today about this competition. Chairman Kruzel stated they are currently building their robot for their upcoming competition that will be held in the middle to end of March.

Mr. Longey stated the competition dates are:

- March 22nd & 23rd at WPI;
- April 4 & 5th at Harford Public High School;
- April 9th – 11th at Big E Fairgrounds for the New England District Championship (they will need to qualify for this competition);
- April 29th – May 3rd Detroit, MI for the World Championship.

Mr. Longey added they will always go to the World Championships because of their status as a previous winner. This is a busy time for them.

Chairman Kruzel added they had a procedural change this year that allows them to build right up till the first competition.

Mr. Ryder stated CABA Day on the Hill will be held on May 11th at 8:30 AM at the Bushnell in Hartford.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Rutledge to adjourn the Regular Meeting of February 25, 2020.

All ayes, motion passed unanimously. Meeting stood adjourned at 8:53 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary