

SIMSBURY BOARD OF EDUCATION
REGULAR MEETING
January 10, 2023
BOE Conference Room
6:30 p.m.
AGENDA

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC AUDIENCE
- IV. COMMITTEE REPORTS/BOE COMMUNICATIONS
- V. RECOMMENDED ACTIONS
 - A. Approval of Minutes of December 13, 2022 Meeting EXHIBIT I
 - B. Personnel EXHIBIT II
 - C. Approval of Central & Tariffville Roof Education Specs EXHIBIT III
- VI. INFORMATION AND REPORTS
 - A. Special Education Program Review & Budget EXHIBIT IV
- VII. PUBLIC AUDIENCE
- VIII. FUTURE BUSINESS
 - A. Next Board Meeting, Tuesday, January 24, 2023,
Squadron Line School

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**TOWN OF SIMSBURY
BOARD OF EDUCATION**

Record of Proceedings

Regular Meeting

December 13, 2022

Ms. Susan Salina called the meeting to order at 6:01 p.m. in the Board of Education conference room.

Roll Call:

Members present: Mmes. Susan Salina, Jen Batchelar and Lydia Tedone. Messrs. Todd Burrick and Brian Watson. Sharon Thomas arrived at 6:38 p.m.

Members absent: Mrs. Tara Willerup and Mr. Jeff Tindall.

Also present: Superintendent Matt Curtis, Assistant Superintendent Sue Homrok-Lemke, Assistant Superintendent Neil Sullivan, Director of Infrastructure and Technology Jason Casey, BOE Student Representative Emilie Carroll and Recording Secretary Katie Wilde.

RECOGNITION

The board recognized Central School Kindergartener Tim Ryan whose artwork is being used for the superintendent's holiday card this year.

Recognition

PUBLIC AUDIENCE

None

Public Audience

COMMITTEE REPORTS/BOE COMMUNICATIONS

Ms. Carroll reported that December is a busy month at SHS. She stated that Capstone presentations are occurring, it is concert season, and charity and fundraisers have been happening at the school. She noted that the SHS choir performed prior to a Rockettes show at Radio City Music Hall last week.

Communications

Ms. Batchelar reported on the Screenager viewing and discussion at HJMS. She stated that there were a lot of attendees and the student panel was fantastic. Mr. Burrick reported that the Personnel & Negotiations Committee met prior to the board meeting regarding upcoming negotiations.

Ms. Tedone reported on CREC Council, the Council of Urban Education National Conference and the CABA/CAPSS Conference. She noted that the board received a CABA Leadership Award that was presented during the conference.

Ms. Lemke reported that last week high school students returned to their elementary schools for an Hour of Code. She noted the activities that took place. Ms. Lemke stated that SHS sent out a survey to families to collect information around math tutors. Mr. Sullivan noted the retirement of two central office employees, Terri Heintz, Benefits/Payroll Coordinator and Kyra Sheehan, Accountant/Budget Analyst.

Mr. Curtis stated that budget meetings have begun with principals and directors. He noted that ground has been broken for the Latimer Lane building project. Ms. Salina thanked the administration, Jeff Tindall, and the work of the Facilities & Enrollment Task Force to bring this project to fruition. Mr. Curtis thanked the BOS and BOF for

their collaboration on the project.

RECOMMENDED ACTIONS

A. Approval of Minutes of November 10, 2022

Ms. Tedone: MOVE to approve the minutes of the November 10, 2022 meeting as amended.

Ms. Batchelar: Seconded. So moved.

B. Approval of Minutes of November 15, 2022

Mr. Watson: MOVE to approve the minutes of the November 15, 2022 meeting.

Mr. Burrick: Seconded. So moved

C. Acceptance of Gift from Ensign Bickford

Mr. Burrick: MOVE that the proposed gift of \$12,500 to STEM K-12 from the Ensign-Bickford Aerospace & Defense Company be accepted.

Ms. Tedone: Seconded. So moved.

D. Acceptance of Gift to SHS First Robotics

Ms. Tedone: MOVE that the proposed gift to the FIRST Robotics Team at Simsbury High School from the Estate of Shirley Johnson totaling \$5,000 be approved.

Ms. Thomas Seconded. So moved.

E. Acceptance of Gift from SHS Class of 1970

Ms. Batchelar: MOVE that the proposed gift to the Student Activity Fun at Simsbury High School from the Class of 1970 totaling \$4,000 be approved.

Mr. Watson: Seconded. So moved

F. Acceptance of Gift to Cultural Enrichment Committee

Ms. Thomas: MOVE that the proposed gift of funds from all the elementary school parent-teacher organizations to provide cultural programming to elementary school students be accepted.

Mr. Burrick: Seconded. So moved.

G. Approval of 2023 BOE Meeting Schedule

Ms. Thomas: MOVE that the Board of Education set their 2023 meeting schedule as outlined in the December 13, 2022 board exhibit.

Approval of
Minutes of
November 10,
2022

Approval of
Minutes of
November 15,
2022

Acceptance of
Gift from Ensign
Bickford

Acceptance of
Gift to SHS First
Robotics

Acceptance of
Gift from SHS
Class of 1970

Acceptance of
Gift to Cultural
Enrichment
Committee

Approval of
2023 Meeting
Schedule

Mr. Watson: Seconded. So moved.

INFORMATION AND REPORTS

A. Open Choice Update

Dr. Tayarisha Batchelor, Director of Equity & Access, noted that Simsbury was one of the first districts to introduce Project Choice. The district was part of the 50 year celebration of the program. Dr. Batchelor reviewed the historical background of the program, noting that Simsbury was one of the first districts to implement a preschool program in conjunction with Open Choice in 2012. She discussed the enrollment strategies utilized to encourage students to attend school in Simsbury

Dr. Batchelor addressed the Open Choice acceptance rate for Simsbury. She noted that Simsbury has a high acceptance rate, but the rate has dropped off as students are going to more magnet schools. Dr. Batchelor stated that the district currently has 166 Choice students, and she broke down the number by school.

Dr. Batchelor provided an overview of the student supports provided to Choice students as well as the role of Gertrude Banks, School Liaison, for the program. She described the mentoring programs at HJMS. Dr. Batchelor reviewed the program funding through the state. The attendance grant and academic and social support grants total over \$1.3 million for Simsbury.

Dr. Batchelor discussed student engagement in extra-curricular areas for Choice students, noting that this is a focus area for the district. She reviewed the academic success for Choice students, noting that 82% are in college prep courses. Dr. Batchelor provided information on academic assessments relative to Choice, black, Hispanic and white students. She outlined next steps to support these students and families.

Ms. Thomas asked how we manage siblings. Mr. Sullivan stated that we work hard to place siblings. Ms. Thomas suggested that we provide an opportunity for these students to look at HBCU schools. Dr. Batchelor replied that the district could partner with another school district to arrange for tours.

B. NESDEC Enrollment Projections

Mr. Sullivan noted that enrollment has been flat over the past 5 years, but the projection is for a potential increase of 500 students over the next 5 years. He provided a breakdown by grade configuration, noting the largest increase would be in grades K-6. Mr. Sullivan reviewed projections for each elementary school. He pointed out that the Latimer Lane renovation will accommodate the projection for 2027-28. Mr. Sullivan stated that Squadron Line School is the biggest pressure point and programs would need to be moved to recapture rooms. He noted that based on projections, a kindergarten class will need to be added at Latimer Lane and Squadron Line schools next year.

Mr. Sullivan reviewed the HJMS projections which do not present any concerns. Mr. Watson asked if there is currently room to add sixth grade at HJMS. Mr. Sullivan stated that sixth grade could not be added as currently constructed. He noted the projection for SHS is also not a concern.

Open Choice
Update

NESDEC
Enrollment
Projections

Mr. Sullivan discussed the births to enrollment comparison. He noted that for every birth the projection is for 1.54 kindergarteners 5 years later. He pointed out the projection for 354 kindergarteners next year, an increase of 60 students.

Mr. Sullivan concluded that the NESDEC projections suggest that K-12 student enrollment will increase by an average of approximately 113.6 students per year for the next five years. He pointed out that the Latimer Lane projection, scheduled to be completed during 2023-25 will address enrollment concerns in that area of town, and some Latimer Lane classrooms could be available to relocate programming from other schools.

Ms. Salina suggested that looking at town-wide redistricting would make sense. Mr. Curtis stated that this would probably happen in phases and the administration is looking into a preschool location off campus.

C. Six Year Capital Improvement Plan

6 Year CIP

Mr. Curtis stated that this evening the first year of the plan will be reviewed. Mr. Casey stated there are 3 items in the plan for next year, 2 of which are enrollment related. He stated that modular classrooms were previously estimated at \$350,000. There is now a need for modulars at Tariffville School to replace the existing modulars that have been there since 1984. The additional cost is \$500,000 to provide 2 modulars and office space in that location. Mr. Casey noted that there are issues with placing new modulars in the same location as the current modulars since they were put in place prior to the renovation of the cafeteria.

Mr. Casey addressed the need to construct modulars at Central School. He stated that the addition of 3 large classrooms would allow for the preschool to be split between Squadron Line and Central School. The cost for the modular is \$1,350,000. Ms. Thomas suggested we look into leasing the modulars, or a lease with the option to buy, rather than purchasing them now. Mr. Curtis stated that this information can be put together for the budget workshop. Ms. Salina suggested that maybe the Facilities & Enrollment Task Force should get involved, which can also be discussed at the workshop.

Mr. Casey addressed district security improvements in the amount of \$250,000. He noted that this is a recurring biennial capital fund which provides for upgrades and improvements to the district's security infrastructure. This year, analog security cameras, first installed in 2006, will be replaced with digital cameras.

D. 2023-24 Budget Calendar

2023-24 Budget Calendar

Mr. Curtis reviewed the calendar, noting that the BOS/BOF/BOE meeting to discuss the budget guideline has been moved to January.

PUBLIC AUDIENCE

None

Public Audience

ADJOURNMENT

Mr. Burrick: MOVE to adjourn the meeting at 8:22 p.m.

Adjournment

Ms. Tedone: Seconded. So moved.

Jennifer Batchelar
Secretary

Katie Wilde
Recording Secretary

MEMORANDUM TO: Members of the Board of Education
FROM: Matthew T. Curtis
DATE: January 10, 2023
RE: Personnel Recommendations

I. Resignation

Erin Osterhoudt

Experience .5 years
Assignment Elementary Teacher, Squadron Line
Effective December 23, 2022

BOARD MOTION:

“MOVE that the Board of Education accept the resignation of Erin Osterhoudt effective December 23, 2022.”

MTC:cdf

MEMORANDUM TO: Board of Education

FROM: Matthew Curtis, Superintendent

DATE: January 10, 2023

RE: Approval of Central and Tariffville Schools' Partial Roof Replacement Projects Education Specifications

Educational specifications are prepared in advance of and in conjunction with the initial construction grant application for a school building project. The architect for the project Albert Jacunski, Jacunski Humes Architects, and Jason Casey, Director of Infrastructure & Technology, will attend a Pre-Bid Conformance Review (PCR) meeting with the Connecticut Office of School Construction and Grants Review (OSCGR), which is required by the school construction grant process. This meeting will be scheduled in February.

Approvals by both the Board of Education and Public Building Committee are required prior to the meeting with the state.

The following motion is requested:

“MOVE that the Board of Education approve the educational specifications for both the Tariffville Elementary School partial roof replacement project and the Central Elementary School partial roof replacement project.”

MTC:kdw

**PARTIAL ROOF REPLACEMENT PROJECT
EDUCATION SPECIFICATIONS
TARIFFVILLE ELEMENTARY SCHOOL
SIMSBURY, CT**

January 2023

Project Rationale

Tariffville Elementary School was originally constructed in 1925, with additions completed in 1959 and 2009. The 1925 and 1959 sections were reroofed in 1997. Routine maintenance was performed during the years. All Simsbury Public School Roofs are inspected annually by a professional roofing company with needed maintenance performed along with an assessment of their condition.

Long-Range Educational Plan

It is the long-range plan of the Simsbury Board of Education to maintain a K-6 grade organization at Tariffville Elementary School and utilize it as a school facility in that community. In keeping with Board of Education responsibility and policy to properly maintain our public-school facilities, one of the Simsbury Board of Education's major goals is to "provide a physically and emotionally safe and supportive environment."

Detailed Description

The 25 year-old existing EPDM roof sections of this project measure 21,888 s.f., and was originally installed in 1997. With initial signs of failure, these sections are scheduled to be replaced with a fully adhered EPDM roofing system. Design of the roof will also include flashing of roof top equipment, drainage modifications, gutters and downspouts, gas piping supports, masonry restorations, removal of abandoned roof top equipment, solar energy equipment considerations, OSHA compliance modifications, and related work.

Building Systems

Not applicable

Interior Building Environment

Existing Roof-top units will be temporarily moved and then returned to original location as necessary during the roof replacement. Some abandoned rooftop equipment will be removed.

Site Development

Not applicable

Community Use

Not applicable

Construction Bonus Requests

Not applicable

**PARTIAL ROOF REPLACEMENT PROJECT
EDUCATION SPECIFICATIONS
CENTRAL ELEMENTARY SCHOOL
SIMSBURY, CT**

January 2023

Project Rationale

Central Elementary School was originally constructed in 1913, with additions completed in 1950 and 1997. Sections were reroofed in 2006 and 2016. Routine maintenance and project updates were performed during the years. All Simsbury Public School Roofs are inspected annually by a professional roofing company with needed maintenance performed along with an assessment of their condition.

Long-Range Educational Plan

It is the long-range plan of the Simsbury Board of Education to maintain a K-6 grade organization at Central Elementary School and utilize it as a school facility in that community. In keeping with Board of Education responsibility and policy to properly maintain our public-school facilities, one of the Simsbury Board of Education's major goals is to "provide a physically and emotionally safe and supportive environment."

Detailed Description

The 25 year-old existing EPDM roof section of this project measures 8,504 s.f., and was originally installed in 1997. With initial signs of failure, this roof area is scheduled to be replaced with a fully adhered EPDM roofing system. Design of the roof will also include flashing of roof top equipment, drainage modifications, gas piping supports, solar energy equipment considerations, and related work.

Building Systems

Not applicable

Interior Building Environment

Existing Roof-top units will be temporarily moved and then returned to original location as necessary during the roof replacement.

Site Development

Not applicable

Community Use

Not applicable

Construction Bonus Requests

Not applicable

MEMORANDUM TO: Members of the Board of Education

FROM: Matthew T. Curtis, Superintendent of Schools

DATE: January 10, 2023

RE: Special Education Program and Budget Review

Tonight, Katie Krasula, Director of Pupil Services, will present a comprehensive review of special education programming. This will include Simsbury's status regarding the State's Annual Performance Report (APR), a comprehensive update on the special education work within the teaching and learning structure, and a review of the proposed 2023-2024 special education budget.

Although required by statute to report Simsbury's special education progress relative to Connecticut's Bureau of Special Education's Annual Performance Report (APR), these performance outcomes have not yet been provided by the State as is typical for this time of year. Therefore, Ms. Krasula will overview the APR content for which we will be held accountable as we await those results.

Next, Mrs. Krasula will provide a comprehensive synopsis of Simsbury's special education services. Mrs. Krasula will review the areas of focus for the department within the scope of the strategic plan with focus on the goals of student growth and success, culture and climate, and premier workforce. More specifically, Mrs. Krasula will review the department's work regarding the delivery of special education services to our students (preschool to age 22), the professional development focus areas of behavior and dyslexia, the challenges and potential of the new Connecticut Individualized Education Plan (IEP) system, and a new task force created to promote the engagement of certified staff in addressing challenges of the special education landscape. Finally, within the program review, she will update the board on the new department structure within the elementary program, as well as mental health supports that were initiated for this school year.

Following the program review, Mrs. Krasula will review a variety of data points. Our special education population and incidence rate continues to rise, currently hovering above 16% of our overall school enrollment. In addition, referrals to special education,

both family and school initiated, are projected to be at an all-time high - over 300 for the school year. As has been the case for a number of years, preschool numbers are on the rise - a program that has more of a rolling admissions model. She will also share the increase in the number of students requiring out-of-district programming. To share further context, Mrs. Krasula will review Simsbury's special education teacher caseload size, historically within our district, as well as comparatively with districts in the Farmington Valley. This data will be used collectively to provide context for the budgetary requests for two (2) additional special education teachers, as well as funding to balance the out-of-district needs that have surfaced.

Finally, Mrs. Krasula will share the current projected expenditures for the 2022-2023 school year, representing approximately 20% of the district's operating budget, and the major drivers of program cost: staffing, out-of-district tuition, transportation, and purchased services.