



# OUR FUTURE IS IN CHILDREN'S EDUCATION

**MONDAY**  
**7:30 P.M.**

**GOOGLE MEET**  
**PHONE # +1 520-815-1475 (PIN: 324 013 896#)**

**LIVE STREAM: <https://stream.meet.google.com/stream/153006ed-e9fd-48d0-8df4-93da60eca347>**

**BOARD OF EDUCATION  
WOLCOTT, CONNECTICUT  
MAY 11, 2020**

**I. Call to Order, Pledge of Allegiance, and Reading of the Mission Statement**

*The mission of the Wolcott Public Schools is to promote the academic, social, and emotional development of all students to become contributing members of the global community.*

**II. Approval of Minutes**

**A. Regular Meeting of April 27, 2020**

**III. Committee Reports**

**IV. Communications**

- A. Thank you card(s)**
- B. Letter from a parent**

**V. Business Manager's Report**

- A. Expenditures**
- B. Transfers**

**VI. Superintendent's Report**

**A. Distance Learning Update – Shawn Simpson**

**VII. Old Business**

**A. Discussion and possible action regarding financial impact on families of cancellation of out-of-state field trips.**

**VIII. New Business**

**A. Nomination(s)**

**B. Approve the 2020-2021 Handbooks – Initial Vote**

**IX. Items for the Next Agenda**

**X. Executive Session**

**Executive Session for the purposes of discussing Stipend positions for the 2019-2020 school year.**

**XI. Adjournment**

**Committee of the Whole 6:45 p.m. Google Meet:**

- 1. Presentation of the Elementary School's Handbook**
- 2. Presentation of the Tyrrell Middle School's Handbook**
- 3. Presentation of the Wolcott High School's Handbook**
- 4. Possible discussion on items that appears on this evening's BOE Agenda**

***BOARD OF EDUCATION  
WOLCOTT, CONNECTICUT***

A meeting of the Board of Education was held on Monday, April 27, 2020, on Google Meet. In attendance were: Cynthia Mancini, Chairman of the Board; Paul D'Angelo, Vice Chairman of the Board; Roberta Leonard, Secretary of the Board; Christopher Charette, Kathleen Cordone, Tony Gugliotti, Sean Hughes, Timothy McMurray, and Kelly Mazza, all Board members. Also in attendance: Dr. Anthony Gasper, Superintendent of Schools, Shawn Simpson, Assistant Superintendent; Todd Bendtsen, Business Manager; Wayne Natzal, Facilities Director; Alex Pagan, Director of Technology, Andrew Bundock, Desktop Technician; Attorney Craig Meuser; and Jessica Kenny, Board Clerk.

The meeting was called to order at 7:01 p.m. by Mrs. Cynthia Mancini, the Pledge of Allegiance was recited and a Moment of Silence was given for Michael DeNegris and everyone impacted by COVID 19. Mrs. Mancini then read the Wolcott Public Schools' Mission Statement.

**Approval of Minutes:**

Motion: by Ms. Leonard, seconded by Mrs. Mazza, to approve the minutes of the regular meeting of April 06, 2020.

So voted

Motion: by Ms. Leonard, seconded by Mrs. Mazza, to approve the minutes of the special meeting of April 20, 2020;

So voted.

**Committee Reports:**

Nothing to Report

**Communications:**

Thank you card

**Business Manager's Report:**

Mr. Bendtsen gave his Business Manager's Report and reviewed health claims, pending vendor invoices, variable accounts report, and spoke on fuel oil, diesel oil, and electric prices.

**Expenditures:**

Motion: by Mr. D'Angelo, seconded by Mr. Gugliotti, to approve the following expenditures:

To approve expenditures in the amount of \$177,955.96 paid on April 28, 2020.

So voted.

**Superintendent's Report:**

Dr. Gasper gave his report on how our staff continues to work incredibly hard during our response to COVID-19 pandemic. He stated under the leadership of Shawn Simpson, we continue to evolve our delivery of distance learning and we are expanding resources and training for teachers. The Superintendent and Todd Bendtsen are communicating each day on the financial impacts of this crisis. Tonight, Dr. Gasper and Mr. Bendtsen are presenting recommended changes in the budget for the next school year. He stated, at this point, we are not yet ready to summarize the impact of COVID-19 on our budget. The changes that are being recommended tonight are made possible through prudent planning by our Special Education department and the unpredictable nature of special education outplacements. There is the possibility of substantial savings to the district related to COVID-19 but this cannot be known precisely until the Governor issues an order on when schools can resume.

Mr. Simpson gave an update on Distant learning. He gave a big thank you to everyone for the team effort that has been going on. He stated that there was a survey that was sent to teachers and the most common response was how much they miss the interaction with their students. With this information, on Friday a letter was sent out to staff in regards to allowing 1-1 videos, with full safety and privacy. A professional development was held for teachers on how to post videos for students. Mr. Simpson gave a huge thank you to Isabel Nunes, Shelia DiStatsio, and the IT department for hosting this professional development. He also thanked the Board for purchasing *Screencatify* for the staff to record videos for students.

The Board, Dr. Gasper, and Mr. Simpson also spoke briefly on using distance learning in the future for such things as snow days.

Motion: by Mr. Charette, seconded by Mrs. Mazza, to approve the Superintendent's Report.

So voted.

**OLD BUSINESS:**

Nothing to Report

**NEW BUSINESS:**

**Discussion and Possible Action on Contract with All-Star Transportation:**

Mrs. Mancini turned this part of the meeting over to Attorney Meuser, who explained Governor Lamont’s Executive order 7-R and had a discussion with the Board and Dr. Gasper in regards to the contract with All-Star Transportation.

Motion: by Mr. Charette, seconded by Mr. Hughes to authorize the Superintendent and Board Counsel to enter into a memorandum of understanding with All-Star Transportation for \$288,923.87 with the caveat that All-Star has continued provision in data in regards to if it’s employees are back onto the payroll or not

A roll call was taken:

Name	Yes	No
Mr. Christopher Charette	1	
Mrs. Kathy Cordone	2	
Mr. Paul D’Angelo	3	
Mr. Tony Gugliotti		1
Mr. Sean Hughes	4	
Ms. Roberta Leonard	5	
Mrs. Kelly Mazza	6	
Mr. Tim McMurray	7	
Mrs. Cindy Mancini	8	

Motion Carries

**Discussion and Possible Action on Amending the 2020-2021 Board of Education Budget**

The Board, Dr. Gasper and Mr. Bendtsen had a discussion on amending the 2020-2021 Board of Education Budget, they spoke of decrease the request of a 1.19% increase to 0%.

Motion: by Mr. Gugliotti, seconded by Mr. Hughes to amend the 2020-2021 Board of Education Budget as discussed resulting in the amount of

**\$35,524,031.00.**

So voted.

**Discussion and Possible Action on Extending Temporary Wage Payments for Non-Certified Staff Members:**

The Board had a discussion on continuing to pay non-certified staff members until the School year, to extend their pervious approval of payment from April 30, 2020. This is With the stipulation that an employee could be called back to work at any time if needed.

Motion: by Mr. Hughes, seconded by Mr. Gugliotti to authorize the Superintendent and Board Counsel to enter into temporary memoranda of understanding with non-certified bargaining units and employees to continue wage payments through the 2019-2020 school year.  
So voted.

**Discussion and Possible Action Regarding Financial Impact on Families of Cancellation of Out-of-State Field Trips:**

The Board and Dr. Gasper had a discussion on the impact of the families that are impacted by the cancellation of out-of-state fieldtrips. Although Dr. Gasper had some information he was still missing some exact figures. The Board decided to have this on the Agenda for the next Board meeting to discuss and make a possible decision at that time.

**Consent Agenda**

Motion: by Ms. Leonard, seconded by Mrs. Cordone, to approve the Consent Agenda as presented:

**1. Resignation(s):**

- a. **Diane Giordano** from the position of Paraprofessional at Wakelee School, for the purposes of retirement, effective September 1, 2020;
- b. **Mark Klemenz** from the position of Custodian at Frisbie School effective May 08, 2020.

So voted.

**Items for the Next Agenda:**

The next meeting is May 11<sup>th</sup>. Board members can contact the Board of Education Office if you have additional agenda items.

**ADJOURNMENT:**

Motion: by Mr. Gugliotti, seconded by Mrs. Mazza, to adjourn the meeting at 8:40 p.m. So voted.

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# Communications Folder

Monday, 05.11.2020

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## Items:

- Thank you Cards – Ms. Nancy Warzecha, Ms. Sue Mazza, The of Alfred Cianchetti, Jr., and Jodi Capaldo;
  - Letter from a Parent
-



*Thank  
You*



Dear Dr. Gasper and Wolcott Board of Ed  
Members -

My family and I are grateful  
for your thoughtfulness while we are  
going through this sad time. Your  
prayers, thoughts and floral arrangement  
are so appreciated. Thank you for your  
continued thoughts and prayers.

Sincerely, Nancy J. Warzecha

Perhaps you sent a lovely card,  
Or sat quietly in a chair.  
Perhaps you sent a funeral spray,  
If so we saw it there.  
Perhaps you spoke the kindest words,  
As any friend could say;  
Perhaps you were not there at all,  
Just thought of us that day.  
Whatever you did to console our hearts,  
We thank you so much whatever the part.

Wolcott Board of Education & Superintendent

To the fellow Board Members of Kelly  
and the Superintendent of Schools, I  
thank you for your kindness and  
the lovely floral arrangement you  
sent to Gerri's funeral. We truly  
appreciate your kind gesture during  
this difficult time.

Sincerely  
Sue Mazza



*Thank  
You*

*Perhaps you sent a lovely card  
Or sat quietly in a chair.  
Perhaps you sent a floral spray,  
If so, we saw it there.  
Perhaps you spoke the kindest words  
As any friends could say;  
Perhaps you were not there at all,  
Just thought of us that day.  
Whatever you did to console our hearts,  
We thank you so much whatever the part.*

*The family of  
Alfred "Chops" Cianchetti, Jr.*



Dr. Lisper, Board of Education,  
Central Office & Business Office,

...for brightening  
my day.

Thank you for sending the  
beautiful arrangement. Your  
kindness and thoughtfulness  
means so much.

Jodi

**From:** Joelle Lamontagne <joelle\_029@yahoo.com>  
**Sent:** Wednesday, May 6, 2020 12:56 PM  
**To:** Gasper,Anthony <AGasper@wolcottps.org>  
**Subject:** Wakelee Kindergarten teachers

Good Afternoon Mr. Gasper,

I was hoping to send this email at the end of the school year. However, since we will not be going back to the classroom this year, I thought writing to you during teacher appreciation week would be a great time too. I am writing to make sure that you realize what truly amazing teachers you have in Mrs. Murphy and Mrs. Slebonick.

From day one I was worried about how my daughter, Adelyn Medina, would adjust to kindergarten. She was never a child that did well with change, so I was unsure how the huge transition from preschool to kindergarten was going to go. However, from the first day of school onward she was never anything but excited about going to school. In fact, her favorite part of that first day of school was a tie between going on the bus and Mrs. Murphy. And that feeling never wavered. Adelyn learned and matured so much in such a short period of time, but more than that she was excited to learn.

As a mother, I have to say Mrs. Murphy has been nothing short of a blessing. Almost immediately, she really understood who Adelyn was and what made her tick - which is no small feat for such a quiet and reserved child. She also picked up on Adelyn's fine motor issues right away, something I had pressed her preschool about the whole year previous. Mrs. Murphy had Adelyn go with Mrs. Hogrefe (who is equally amazing and worked wonders in a very short period of time.) Additionally, Mrs. Murphy was always patient with my ignorance about many things, and quick to answer my many questions (and there were A LOT throughout the year. It has only got worse with distance learning). So quick in fact, that I told her to not feel the need to answer me back while she was home and on her own time. And if there was ever an issue Adelyn was nervous or upset about, she took it seriously and helped her work through it. One specific example (that I will never forget as mother) came after an especially rough morning. Adelyn has some sensory issues (which we also worked on with Ms. Hogrefe ), so one morning the act of just having to put on long pants was too much for my daughter. She went on the bus a red faced mess from all the crying she had done, so I wrote to Mrs. Murphy just to give her a heads up. Mrs. Murphy response was a picture of the 2 of them. Adelyn was still red faced, but had a huge smile on her face. There was nothing that could have put my mind more at ease, or eased the guilt and worry I was feeling about sending my child to school in the state she was in, more than that simple but meaningful gesture.

I did not get the opportunity to communicate directly with Mrs. Slebonick too often, but Adelyn took to her right away - which is a huge credit to any person. If something happened at home that made her proud or happy, Adelyn would always say, "I need to remember to tell Mrs. S." Furthermore, Adelyn is not one to speak what she is feeling to anyone outside our home. In fact, a large focus for her in pre- k 4 year was to feel comfortable seeking outside help from her teachers and to communicate her needs.



Right before distance learning began, Adelyn went to Mrs.S about a couple things that were bothering her. The level of connection and comfort that my daughter had to feel for this to be possible is something that I am beyond grateful for.

Before I close, I would feel remiss to not mention a couple more things. As I already mentioned, Adelyn had the opportunity to work with Mrs. Hogrefe earlier in the year. Now, I already mentioned that she worked wonders in a very short amount of time. She also made Adelyn feel so comfortable that she turned my shy quiet child into a chatter box. She also made what she did so fun that Adelyn looked forward to seeing her, and thought it a privilege to work with her and never as something that made her "different". Mrs. Hogrefe was also wonderful in addressing Adelyn's sensory issues - which I wasn't truly aware of until this year. One thing that has really helped is brushing Adelyn with a sensory brush. Before we could begin doing that, however, Mrs. Hogrefe had to train me in the proper technique. She offered to meet me any time after work hours and somewhere close to my work to make it more convenient for me. I refused to take her up on that, but it speaks volumes to her dedication to her students.

Lastly, kindergarten is unique in that the students get to switch classrooms for their learning centers. The other teachers made such an impact on my daughter, that one of the things she misses the most with distance learning is not being able to see all of them. I find it incredible that they formed such a connection with her in the short amount of time they had with her each week. I have emailed them directly thanking them for that, but wanted to make sure you knew as well.

Additionally, the lessons that we are doing weekly for distance learning are a collaboration between all the Wakelee kindergarten teachers. I must say what they all had to do - figuring how to take their normal curriculum and turn it into packet work and then needing to switch gears again to digital work appropriate for kindergarteners- was no small task. And yet the lessons are interesting and engaging and they are doing a phenomenal job.

In closing, I really just wanted to take a minute to make sure you realize what a fantastic team you have in the Wakelee kindergarten teachers and specifically in Mrs. Murphy and Mrs. Slebonick.

Sincerely and with gratitude,

Joelle Lamontagne

**Regular Meeting of the Board of Education – May 11, 2020**

**RESOLUTION:                   EXPENDITURES**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

To approve expenditures in the amount of **\$238,158.24** paid on May 12, 2020 for fiscal year 2019-2020.

To approve the June 2020 payroll expenditures in the amount of **\$4,000,000** fiscal year 2019-2020.

**Regular Meeting of the Board of Education – May 11, 2020**

**RESOLUTION:                    BUDGET TRANSFER(S)**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

To authorize the transfer of **\$162,000** from fiscal year 2019-2020 as presented, in the Business Manager's report.

WOLCOTT PUBLIC SCHOOLS  
WOLCOTT, CONNECTICUT  
SUPERINTENDENT'S REPORT  
MAY 11, 2020

A. Distance Learning Update – Shawn Simpson.

Dr. Gasper's Report:

With the Governor's unsurprising but sad announcement that schools will not resume in the 2019-2020 school year, we know that many students and parents will be upset. The following is an excerpt from my recent email to families and staff.

- **Graduations and Prom:** As I have said many times publicly, we want to have our year-end ceremonies and celebrations. We have already begun discussing where, when, and how it might be possible to have graduation ceremonies for TMS and WHS in ways that look somewhat like our traditional events. I have begun discussing this with the Chesprocott Health District. We know for sure that graduations will not take place on June 18<sup>th</sup>. We are looking at the possibility of doing them in the late-summer. All of these plans will depend on the Governor's executive orders and advice on safety from Chesprocott and cooperation with the Wolcott Police Department. I have gotten similar questions about prom at WHS. Again, we want for this to happen and will reschedule/reformat if at all possible and we'll do so within what's allowable by the Governor. As soon as we have specific dates and more detail on these things, I will update you.
- **Summer Studies Program:** We have begun making plans for the Summer Studies Program. We know that this program is beloved by many in the community and annually attracts over 600 participants. Based on the Governor's press conference yesterday, we can say for sure that Summer Studies in 2020 will not look like what it has in the past. The commissioners in the press conference indicated that they would have more guidance for us by May 15<sup>th</sup> but are indicating that (if programs are allowed to take place) class sizes would likely be much smaller than we've had in the past. This would mean many fewer seats available to students. We will prioritize our plans for Summer Studies to help those students who may have been the most negatively impacted by distance learning. Again, we're working hard on our plans already and I will share more details with you after May 15<sup>th</sup>, once we have clear guidance from the State.
- **Student and teacher belongings in schools:** You may have questions about how to pick up belongings in schools. Schools and classrooms are secured at this time and there are no visitors going into classrooms; so items are safe at this time. We have begun discussing how we can design a process that would allow for the pickup of belongings in a way that is safe and orderly.

Washington Trip Payment Log Grade 8 by Homeroom

Washington DC Trip Deposits by TMS Homeroom

<b>Homeroom/Teacher</b>	<b>\$125 Deposits</b>
300/Blacker	13
304/Wright	15
306/Brammer	15
307/Cullen	15
308/Fish	12
309/Ligi	15
310/Roman	14
311/Richardson	11
312/Wilson	13
313/Craig	16
Total	139
Total Amount	\$17,375.00

## TMS Florida Trip Cancelation Details

<u>Total Number Paid with non-refunded trip insurance costing \$249:</u>	18 People	Cumulative Out of Pocket Loss:	<u>\$ 4,482.00</u>
<u>Total Number Paid without trip insurance with all but \$249 refunded:</u>	6 People	Cumulative Out of Pocket Loss:	<u>\$ 1,494.00</u>
	Total Loss to WPS students/parents		\$ 5,976.00

**Regular Meeting of the Board of Education – May 11, 2020**

**RESOLUTION:                    NOMINATION(S)**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

**TO APPOINT THE FOLLOWING PERSON(S) AS INDICATED:**

1. **Allison Smith** to the position of English Language Arts Teacher at Wolcott High School effective August 24, 2020.

(See attached)

# Wolcott Public Schools

Superintendent of Schools

Anthony J. Gasper, Ed.D.

1488 Woodtick Road · Wolcott, Connecticut 06716

TELEPHONE (203) 879-8183 · FAX (203) 879-8182

Business Manager

Todd W. Bendtsen, C.P.A.

Assistant Superintendent

Sean Simpson



Director of Student Services & Alt Programs

Kevin Hollis

## HIRING CHECKLIST FOR EXTERNAL CANDIDATES:

Name of Candidate: Allison Smith

Position: English Teacher

Location: Wolcott High School

### I. DOCUMENTATION:

This checklist, the traditional recommendation to the superintendent form, and all of the following documents must be provided to Megan Patchkofsky by the administrator recommending the final candidate to the Superintendent for nomination to the Board of Education:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Printout of Talent Ed application  | <input checked="" type="checkbox"/> At least three reference check forms                |
| <input checked="" type="checkbox"/> Cover letter or letter of interest | <input checked="" type="checkbox"/> Copies of all pertinent licenses and certifications |
| <input checked="" type="checkbox"/> Résumé                             |   |

### II. APPLICANT POOL AND SELECTION PROCESS:

Describe the number of qualified applicants for this position and the structure of the selection process:

*There were 25 external candidates who applied for the position. The committee chose to interview 5 candidates, however only three candidates completed the interview process. One candidate was recommended to Superintendent. She was clearly one of the strongest candidates in our interviews for the position.*

### III. INTERVIEW SUMMARY:

In general terms, describe the interview committee for this position:

*The interview team included the principal both assistant principals from the high school, the English department Team Leader and 2 regular education teachers from the English Department.*

### IV. CANDIDATE PROFILE:

In general terms, summarize what has distinguished this candidate above the others:

*This candidate has experience working at the high school and in the English Department as a student teacher and a substitute teacher. She has performed admirably at both of those positions. During her interview Allison was able to convey many of the qualities that are essential to good teaching. She is well respected in the English Department due to her creativity, leadership abilities and work ethic.*



**Regular Meeting of the Board of Education – May 11, 2020**

**RESOLUTION: APPROVE THE 2020-2021 HANDBOOKS**

**Resolution** from Dr. Anthony Gasper, Superintendent of Schools, to the Honorable Board of Education of the Town of Wolcott, making recommendation

**To approve on initial vote of the 2020-2021 Student Handbooks, as presented in Committee of the Whole, as follows:**

**The Elementary Schools Parents/Guardians Handbook**

**Tyrrell Middle School Student Handbook**

**Wolcott High School Student Handbook**