

The Board of Education

Town of Brooklyn
119 Gorman Road
Brooklyn, CT 06234

Mae Lyons, Board Chair
Justin Phaiah, Secretary
Kayla Burgess

Melissa Perkins-Banas, Vice-Chair
Keith Atchinson
Isaias Sostre

Mission: The Brooklyn Schools will foster a drive for learning within each student to reach his/her greatest potential. To achieve this mission, the school will continually improve its educational programs and services to meet this community's expectations for a quality education for all.

The Brooklyn Board of Education held their monthly meeting in the Brooklyn Middle School Auditorium and virtually on November 23, 2021 via Zoom. In attendance were Mrs. Lyons, Mrs. Perkins-Banas, Mr. Phaiah, Ms. Burgess, and Mr. Sostre. Mr. Atchinson was absent. Mrs. Buell, Superintendent, was also present.

Due to the COVID-19 Pandemic, the Brooklyn Board of Education will conduct a virtual meeting in accordance with Governor Lamont's Executive Order 7B.

To support public participation the documents will be posted on the
Town of Brooklyn Website as well as the Brooklyn Public
Schools Website.

You are encouraged to send questions or comments to buell@brooklynschools.org prior to the meeting.

1. Attendance, Establishment of a Quorum, Call to Order

Mrs. Buell began with roll call: Mae Lyons, Melissa Perkins-Banas, Justin Phaiah, Kayla Burgess, and Isaias Sostre were present. Keith Atchinson was absent.

Mrs. Buell wanted to welcome all of our recently elected Board members and returning Board members. She thanked the Board members for agreeing to take on the important role for the Brooklyn Community.

Quorum established. Mrs. Buell called the meeting to order at 7:02 p.m.

This is a reminder to members of the Board of Education and the Public:

Under Governor Lamont's Executive Order 13A, the Commissioner of Public Health created a list of venues where masks are required. It states, "All people, vaccinated or unvaccinated, need to wear a mask when they are inside a school building or childcare facility."

2. Public Comment

None

3. Election of Officers

Mrs. Buell stated that each Board member has ballots attached to the front of their folder. We will begin with nominations and once all nominations are made, we will close nominations and have a paper vote. You may nominate someone else or yourself. A second is NOT required, but if you nominate someone else they can accept the nomination or decline. Once the Chairperson has been elected, they will finish the election of officers.

a. Board Chairperson

Dr. Melissa Perkins-Banas nominated Mae Lyons for Chairperson. Mae Lyons accepted the nomination. There were no other nominations.

A paper vote was taken, five votes were cast:

Isaias Sostre voted for Mae Lyons
Kayla Burgess voted for Mae Lyons
Justin Phaiah voted for Mae Lyons
Melissa Perkins-Banas voted for Mae Lyons
Mae Lyons voted for Mae Lyons

Chairperson: Mae Lyons

b. Board Vice Chairperson

Mr. Justin Phaiah nominated Melissa Perkins-Banas for Board Vice-Chair. Melissa Perkins-Banas accepted the nomination. There were no other nominations. A paper vote was taken, five votes were cast:

Isaias Sostre voted for Keith Atchinson
Melissa Perkins-Banas voted for Melissa Perkins-Banas
Justin Phaiah voted for Melissa Perkins-Banas
Mae Lyons voted for Melissa Perkins-Banas
Kayla Burgess voted for Melissa Perkins-Banas

Vice Chairperson - Melissa Perkins-Banas

c. Board Secretary

Ms. Kayla Burgess nominated Justin Phaiah for Board Secretary. Justin Phaiah accepted the nomination. There were no other nominations. A paper vote was taken, five votes were cast:

Isaias Sostre voted for Melissa Perkins-Banas

Kayla Burgess voted for Justin Phaiah
Justin Phaiah voted for Justin Phaiah
Melissa Perkins-Banas voted for Justin Phaiah
Mae Lyons voted for Justin Phaiah

Secretary - Justin Phaiah

4. Approval of Minutes

a. October 27, 2021 BOE Regular Meeting Minutes

Motion to approve the Regular Meeting Minutes for October 27, 2021.
(Phaiah/Perkins-Banas)

Dr. Perkins-Banas stated that Ms. Burgess and Mr. Sostre were not present for the October Board meeting.

No further discussion

Vote Count: 3, 0

Unanimous vote to approve

5. Correspondence and Communication

a. Thank You - C. O'Connor

Mrs. Buell stated that she sent a thank you letter to Cassandra O'Connor for her generous and thoughtful donation of \$1,000.00 to help students in need. Ms. O'Connor has generously donated multiple years in a row to the Brooklyn Public Schools in honor of her husband. The money will be held for when students may need it for lunches.

Mrs. Buell wanted to share that the Brooklyn Public Schools solar panels, on both the elementary and middle schools, have generated ZRECS revenue for quarter two totaling \$21,659.00. She stated that money is being saved on electricity costs and it provides revenue. Mrs. Buell stated that they are still working on the contract for maintenance.

6. Administrative Reports

a. Brooklyn Enrollment

Mrs. Buell discussed the October enrollment report. The Brooklyn Elementary School is up by 8 students for a total of 532 students. Brooklyn Middle School is down by 1 student for a total of 346 students. The high school net enrollment is down by 3 students. She stated the net enrollment for Brooklyn Public Schools is up by 4 students.

Mrs. Lyons asked if this is a change from last month? Mrs. Buell stated yes, the changes are from last month.

b. FY22 Financial Reports

Mrs. Buell shared the Expenditure Report, which is broken out by account type such as salaries, benefits, etc. The expenditures are tracked and some expenditures are encumbered. She stated we are on track currently. There are some higher salaries and she will continue to monitor. Mrs. Buell shared the Budget Expense Summary by Object. She explained when there is a negative number, it means there is not enough money budgeted for that line item and she would ask for a transfer. She stated there are no transfers to be made at this time, since there were transfers made at the last meeting. Mrs. Buell stated she will continue to monitor and will consider transfers in the future.

c. October Data Dashboard

Mrs. Buell discussed the Data Dashboard for October with the Board. She stated that at the last meeting, they discussed the District Advancement Plan and the goals. The focus is the implementation of Tier I and Tier II instruction. She stated that they are tracking assessments that are completed on time and to determine students who need intervention. She stated there are a significant number of students in Tier II and Tier III that are in intervention for approximately six to eight weeks and are tracking their progress.

Mrs. Lyons asked if they are finding that students are catching up? Mrs. Buell stated that students are making progress. She stated some students are making progress quickly and some are taking a little longer. They are being monitored and varies by student. If students need it in both reading and math, they are looking at how to handle that intervention and with what specific skills are being targeted.

Dr. Perkins-Banas asked how different is the percentage of students from 2019 to now that need this level of intervention? Mrs. Buell stated that there is not a good comparison of data on that. She stated that they have become better at collecting the base data at the beginning of the school year and it is more than the Star data. She stated that intervention is targeted and carved out in the instructional day. Mrs. Buell can provide comparisons from the Star tests for the next meeting.

Dr. Perkins-Banas asked if this is mostly Math? Mrs. Buell stated that the elementary is primarily Reading. The middle school has more staff for Math and intervention is provided through the content area teachers: Science and Math teachers are providing Math intervention and the Reading and Social Studies teachers are providing Language Arts intervention.

Brooklyn Elementary School Data for the month of October:

- % of students in intervention Tier II: 114; 21.75%

- % of students in intervention Tier III: 91; 17.36%
- 4 observations reviewed
- Instructional pacing on track: 75.00%
- Learning objectives: 100%

Brooklyn Middle School Data for the month of October:

- Assessment completed on time: 100%
- At or above expectations: 38.84%
- % of students in intervention Tier II: 128; 36.78%
- Student intervention Tier III: 62; 17.81%
- 2 observations reviewed
- Instructional pacing on track: 50%
- Learning objectives: 100%

District Attendance for the month of October:

- BES student attendance: 524 ; 91.09%
- BES staff attendance: 88; full day - 94.66%; partial day - 95.80%
- BMS student attendance: 348 - 92.26%
- BMS staff attendance: 64; full day - 96.95%; partial day - 95.63%

d. Brooklyn's Best

BES

- Mr. Maloney hosted a math night for his class and it was very well attended.
- BES custodial staff have been doing a great job keeping our building safe and clean for students.
- All students are learning about informational writing and becoming experts on topics
- Certified staff are learning from one another and improving their practice by conducting peer observations. Some staff have observed staff at the middle school.

BMS

- Good Cookie September 2021:
Grade 5: King/DS: Carrie Liu
Carson/Nault: Janelle Elliott
Grade 6: Beth Marshall, Gavin Lalumiere
Grade 7: Aiden Batista, Araiana Hamm
Grade 8: Alexa Delmonaco, Aedan Jolley
- We had many Veterans visit our drive-through celebration and luncheon hosted by NJHS students.
- Successful hybrid format for parent-teacher conferences.
- We had a lot of interest in winter sports.
- Successful food drive hosted by Student Council.

- More than 50 students are participating in our after school activity program.
- 44 students are active Student Council members.

Athletics Summary

- It has been several years since the soccer teams have made it to the playoffs. This year both teams were able to play. The boys ended up placing fourth in the league, losing to Plainfield. The girls made it to the final round, beating out Griswold in the semi-finals. This was a very tense game, especially considering during the regular season the girls lost both times by one point. The girls advanced to the finals losing to Woodstock.
- The boys and girls cross-country teams both finished third in the conference championship. Owen Hamilton placed first overall for the boys and Olivia Tracy finished first overall for the girls.

7. Board of Education Committee Reports

None to Report

Assigning Board members to committees will be discussed under New Business.

8. Board Representatives to Other Committees

None to Report

Assigning Board Representatives to other committees will be discussed under New Business.

9. Old Business

a. 2022-2023 School Calendar

Mrs. Buell discussed the 2022-2023 calendar questionnaire feedback results (approximately 112 responses in all).

- First day of school (Staff):
 - 71.8% - August 29-30, 2022 Typical Monday and Tuesday the week after Brooklyn Fair and students return on the Wednesday
 - 14.5% - No Preference
 - 13.6% - August 25-26, 2022

Mrs. Buell stated that most people would like it to stay the same. She stated that they look at transportation costs when making the calendar. She stated that the tier I cost is for high school and tier II cost is for Brooklyn Elementary School and Brooklyn Middle School. There is an additional cost when only one tier is in

school. Mrs. Buell stated that Woodstock Academy and Pomfret starts August 24, 2022 and EASTCONN starts earlier with students at QMC. She has not received the Ellis Technical High School calendar yet.

- First day of school for students
 - 69.6% - Wednesday, August 31, 2022 typical start after Brooklyn Fair
 - 23.2% - Monday, August 29, 2022, Monday after Brooklyn Fair
 - 7.1% - No Preference

Mrs. Buell stated that Brooklyn students are scheduled to start on August 31, 2022. Woodstock, Pomfret, Eastford, Canterbury all start on August 29, 2022 and Killingly students start on August 25, 2022, a week before. Mrs. Buell stated that the response to the survey was to keep it the same. She stated that she is stating this to give the Board perspective if considering making changes.

Mrs. Lyons stated it costs us money. Mrs. Buell stated that it does cost us money. She stated our calendar is not going to be the same as other school districts.

Mrs. Lyons asked what happened to EASTCONN making a regional calendar? Mrs. Buell stated the Legislature had required Regents to create a calendar and by the time it was to be implemented, the requirements changed. There are no regional calendars.

- Half day on September 2nd to accommodate for the Woodstock Fair
 - 42.9% - Regular school day on September 2, 2022
 - 25.9% - Half day of school on September 2, 2022
 - 25.9% - No preference

Mrs. Buell stated there was a question about the Woodstock Fair September 2, 2022. Some schools have a half day, some have it off. She stated most people would like to have it stay the same, having a full day.

Ms. Burgess asked if there is a difference in the tier costs with the half day versus full day. Mrs. Buell stated there is a slight difference if Brooklyn is having a half day and our sending schools are having a full day due to the way the schedules are set up. She stated that the drivers start on one route and continue on to the next. Although, if the bus company knows the schedule ahead of time, there may not be a difference due to having two morning tiers and two afternoon tiers.

- November 8th is Election Day; typically schools are closed due to voting. Do you support closing the schools on Election day?
 - 70.5% - Yes, it is safer to have schools closed to students when the public is in the building
 - 16.1% - No the parking and visitors in our building should not be an issue

13.4% - No preference

Mrs. Buell stated in the past the Board has discussed having school in session on election day. Some districts are able to have school due to voting location not being in a school. She stated that Brooklyn has always been closed and had a staff Professional Development (PD) day due to voting being held in the Brooklyn Middle School. She stated that the majority of the survey results were to continue to keep it the same and would recommend keeping school closed with a staff PD day.

- November 11th is Veteran's Day. For the past 6 years we have had schools along with most high schools with learning and events to show our support of Veterans. What is your preference?
 - 56.3% - No school students and families may want to do something to celebrate Veteran's DAY on their own
 - 31.3% - Regular school day students learn on this day and Veterans appreciate the activities at BPS
 - 12.5% - No preference

Mrs. Buell stated the majority, 56%, would like to change it and 31% to keep it as a school day. She stated the Veterans like to come to the school and celebrate and students do a great job recognizing the Veterans. The past two years have been different due to the pandemic, normally the auditorium is full. Mrs. Buell stated the survey shows that most people would like it to be changed. Woodstock Academy and Pomfret have school and EASTCONN, Killingly, Eastford, and Canterbury have no school.

Dr. Perkins-Banas stated that there are so many disruptions in November as is with election day, conferences and Thanksgiving.

- Brooklyn traditionally has a half-day the day before Thanksgiving break, other schools have full days, what is your preference?
 - 86.5% - Half day of school our current practice
 - 8.5% - No school

Mrs. Buell stated Killingly, EASTCONN, and Pomfret have a half day, similar to Brooklyn. Woodstock Academy, Eastford, Canterbury have no school.

Dr. Perkins-Banas stated that Woodstock Academy has a virtual half day.

- December 23rd, some schools have a half day. Do you have a preference for Friday, December 23rd?
 - 68.5% - Half day of school
 - 23.4% - No School

Mrs. Buell stated that most people would like a half day on December 23, 2022

and was originally scheduled for a full day. EASTCONN and Killingly have a full day. Eastford and Canterbury have half days. Woodstock Academy and Pomfret have no school. Woodstock Academy normally closes for two weeks due to international students and having a longer time off.

Mrs. Buell stated that she wanted to share a few more things before the Board discusses keeping or changing the calendar based on the survey results. She stated the last day of school is scheduled June 13, 2023. If staff or students start sooner, they would get out earlier. Mrs. Buell discussed the half days for holidays. She stated there are other considerations of having extra half days for conferences, there are currently two. Feedback from staff has stated that it is a very long day when they start at 8:30 a.m. and are there for conferences until 8:00 p.m. Mrs. Buell explained on conference day, students have a half day and conferences are going until 8:00 p.m. Mrs. Buell stated when it was voted to have one early release day, there was consideration that conferences would be held across two days and does not happen anymore. She stated that staff would like to have additional half days for conferences. Mrs. Buell would like the Board to consider having two early release days so teachers are not there until 8:00 p.m. possibility of a Thursday, Friday (11/17/2022, 11/18/2022; 3/23/2023, 3/24/2023) being half day with conferences in the afternoon. Mrs. Buell stated parent teacher conferences are important.

Mrs. Lyons stated that conferences used to occur one evening and then have a half day the next day to accommodate working parents.

Mrs. Buell stated one date that stood out when looking at other districts was January 3, 2023, both Killingly and Woodstock Academy are scheduled to be off.

Mrs. Buell stated that the Board may take some time and look at the survey results or they can make some proposed changes and she can bring it back next month for the Board to review.

Ms. Burgess had a suggestion about parent teacher conferences. She stated with election day being one week prior to conferences, could teachers have conferences instead of a PD day and it wouldn't be such a late night for them with appointments scheduled throughout the whole day. Mrs. Buell stated it has not been discussed before, conferences are usually held closer to Thanksgiving. Mrs. Buell stated in regards to the PD day on election day, students have 182 school days and teachers have 188 days. The PD day would have to be made up another day. Ms. Burgess just wanted to suggest it, where it would be so close to when conferences would be held.

Ms. Burgess asked if the 188 teacher days are a combination of half days and full days? Mrs. Buell stated that they have 6 additional days, which are full days. The only half day/early release day teachers work is the day before Thanksgiving. She

stated the PD days are four full days and there are some early release days for PD that were added into the calendar, but those days are considered student days due to teachers teaching. Ms. Burgess asked about May 23, 2023 being a half PD day if something similar was to happen in November, would it help with the requirements of the 188 days. Mrs. Buell stated it already counts as one of their 188 days. She stated that teachers are teaching for 182 days, which includes half and full days, and have an additional 6 days.

Mrs. Buell stated that February 20th and 21st have come up a few times with the teachers union. She stated years ago it used to be a full week off and it changed. Now it is a holiday and a PD day. Staff would like to request to have two holidays instead of a PD day for the Board to consider.

Mrs. Lyons asked the Board members if they would like to review the information? The Board would like to review the information and revisit the calendar at the December Board meeting.

10. New Business

a. Vote on Committees

Mrs. Lyons explained to the new Board members that there are multiple Board committees as well as Representatives to other Boards. There is a list of them in their folders. She would like them to review the lists to see if they find something they are interested in and she will send them an email.

Dr. Perkins-Banas stated she will stay with Woodstock Academy.
Mr. Phaiah would like to stay with EASTCONN.

Ms. Burgess asked what is open at this time or can Mrs. Lyons inform them what is available? Mrs. Lyons will put together an email to let them know what is available for them to make an informed decision.

b. Board of Education 2022 Meeting Dates

Mrs. Lyons stated that the Board meeting dates do not necessarily need to be held on the fourth Wednesday of the month.

Dr. Perkins-Banas would like to keep the meetings on Wednesdays, it does not interfere with the Executive or Finance committee meetings with Woodstock Academy. The first or the fourth Wednesday is best.

Mrs. Lyons stated that in the email she will be putting together for the new members for committees, she would like to poll what works best for the Board members. She asked if the fourth Wednesday is a conflict for anyone?

Ms. Burgess stated she has difficulty with the last Wednesday of every month, but she ran and was elected to be a Board member knowing the meetings took place on the fourth Wednesday of each month.

Mrs. Lyons asked Mrs. Buell if the Board meeting dates need to be turned in by the end of the year? Mrs. Buell stated yes. Mrs. Lyons stated that a decision needs to be made for the next Board meeting, which is December 22, 2021.

Mrs. Buell wanted to make a change to the proposed Board meeting dates. The proposed November 23, 2022 is the Wednesday before Thanksgiving. She would like the Board to consider changing it to Tuesday, December 22, 2022, which has been done in the past. Mrs. Buell stated that the proposed December 28, 2022 meeting is scheduled during winter break and normally have it the third Wednesday of the month and would like the Board to consider changing the date to December 21, 2022.

Proposed Board of Education 2022 Meeting Dates:

January 26, 2022 at 7:00 PM
February 23, 2022 at 7:00 PM
March 23, 2022 at 7:00 PM
April 27, 2022 at 7:00 PM
May 25, 2022 at 7:00 PM
June 22, 2022 at 7:00 PM
July 27, 2022 at 7:00 PM
August 24, 2022 at 7:00 PM
September 28, 2022 at 7:00 PM
October 26, 2022 at 7:00 PM
November 23, 2022 at 7:00 PM ***Change to November 22, 2022
December 28, 2022 at 7:00 PM ***Change to December 21, 2022

The Board will revisit and make a decision at the December 22, 2021 meeting.

c. **Proposed Budget Workshop Dates**

Mrs. Buell stated that the budget process has already started internally. The Board presents the budget to the Board of Finance in April and then the residents vote on the budget in a Town meeting beginning of June. The administrative team, department heads, including facilities director and IT director, will present the budget to the Board of Education at the first budget meeting in January. This is scheduled for a two hour meeting separate from a regular Board of Education meeting.

Proposed Budget workshops for the 2021-22 school year are scheduled for:

January 12, 2022 from 5:00 - 7:00 PM
January 26, 2022 from 6:00 - 7:00 PM (prior to BOE Meeting)
March 23, 2022 from 6:00 - 7:00 PM (prior to BOE Meeting)

April 27, 2022 6:00 - 7:00 PM (prior to BOE Meeting)

Mrs. Buell asked if the Board would like to continue holding the meetings in the auditorium or in the Board Conference room in the Central Office? She would like the Board to consider it for the next meeting.

d. Continuity of Services

Mrs. Buell stated that the committee met and discussed the proposal that was put out by the Department of Public Health and State Department of Education with Screen and Stay. Mrs. Buell stated that Screen and Stay is new for people that have been exposed to a positive case of covid. The Continuity of Services committee is made up of current staff, community members, parents, administration and nurses. The Screen and Stay was reviewed and agreed it should be implemented and have already done so. The objective is to have fewer students in quarantine and more students in school having instruction. Mrs. Buell stated that she has received additional guidance in regards to winter athletics, which will take effect on the last day of school in December. The procedures can be implemented in schools after winter break starters. Mrs. Buell stated that they continue to follow the guidance from the Department of Public Health and the State Department of Education.

e. Requirement for Staff to Test and Return or Screen and Stay

No Discussion

11. Public Comment

None

12. Adjournment

Motion to adjourn at 8:01 p.m.
(Perkins-Banas-Phaiah)

No Discussion

Vote Count: 5, 0

Unanimous vote to approve

Respectfully Submitted,

Donna L. DiBenedetto

Donna L. DiBenedetto
Board Clerk