

REVISED 2/7/2022

TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
Tolland, CT 06084

Meeting is In-Person for those who wish to attend and will also be offered through Zoom for those who wish to attend remotely

VISION STATEMENT

To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.

BOE GOALS

- Ensure the completion and implementation of the Portrait of a Graduate Report.
- Foster a culture and climate that supports high levels of learning and engagement, promotes mental and physical wellbeing, and leads to individual student success.
- Assess our district needs and advocate for resources to meet them, while pursuing non-traditional sources of revenue, ensuring a quality education for all students.
- Nurture and support an inclusive community where every person, regardless of their identity, is acknowledged and respected. This will ensure that Tolland students have the necessary resources to thrive at school, in the community, and in our diverse world.

REGULAR MEETING

7:00 PM

AGENDA
February 9, 2022

<https://us02web.zoom.us/j/86358441213?pwd=dUJPbnVDV3BoZW1MT1ZlZ1F1K21XZz09>

Meeting ID: 863 5844 1213

Passcode: 5FgfFH

Dial by your location
+1 929 436 2866 US (New York)

Meeting ID: 863 5844 1213

Passcode: 582724

Find your local number: <https://us02web.zoom.us/j/86358441213?pwd=dUJPbnVDV3BoZW1MT1ZlZ1F1K21XZz09>

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF THE AGENDA

C. APPROVAL OF MINUTES

January 19, 2022

January 26, 2022

D. PUBLIC PARTICIPATION (2-minute limit)

The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.

E. CORRESPONDENCE

F. POINTS OF INFORMATION

G. STUDENT REPRESENTATIVES' REPORT – Emily Pereira and Nathalie Mitchell

H. SUPERINTENDENT'S REPORT

H.1 Tolland Booster Club Donation

H.2 Monthly Financial Report

H.3 Approval FY22-23 Budget (no enclosure)

I. COMMITTEE & LIAISON REPORTS

J. CHAIRPERSON'S REPORT

K. BOARD ACTION

K.1 Policy 5020-Sample Notification Regarding Student Attendance Removal

K.2 2022-2023 School Calendar

L. PUBLIC PARTICIPATION (2-minute limit)

Comments must be limited to items on this agenda.

M. POINTS OF INFORMATION

Tolland Town Council – January 11, 2022

N. FUTURE

O. NEW BUSINESS

P. ADJOURNMENT

TOLLAND BOARD OF EDUCATION
 Tolland High School Library
 One Eagle Hill
 Tolland, CT
 Zoom or In-Person Meeting

SPECIAL MEETING – January 19, 2022

Members Present: Ashley Lundgren, Chair; Sophia Shaikh, Vice Chair; Jacob Marie, Secretary; Jennifer Gallichant, Christine Griffin, Dana Philbin, Christina Plourd, Jayden Regisford

Members Absent: Tony Holt

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Lundgren called the meeting to order at 6:05 PM. The Pledge of Allegiance was recited.

B. SUPERINTENDENT'S REPORT

B.1 Superintendent's Proposed Budget (no enclosure)

Dr. Willett explained that this evening's meeting is a special session for the Board and is followed by a Community Workshop at 7:30PM where the public may ask questions. He distributed and reviewed a map of the breakout rooms and reviewed the rotation activity. He explained that the special session for BOE members did not have a public participation part so the public could listen to the proceedings in the breakout rooms but could not ask questions during the special session. The Community Workshop provides an opportunity for all members of the public to ask questions.

Dr. Willett distributed the Superintendent's budget at the last meeting and noted that the Board of Education budget needs to be created by February 12th. Tonight is an opportunity for the Board to ask clarifying and/or programmatic questions of the cost center managers and leaders.

The Board members visited the breakout rooms.

C. ADJOURNMENT

Ms. Plourd motioned to adjourn at 7:38 PM.

Mr. Marie seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Respectfully submitted,
 Lisa Pascuzzi
 Clerk

TOLLAND BOARD OF EDUCATION
Zoom or In-Person Meeting

REGULAR MEETING – January 26, 2022

Members Present: Ashley Lundgren, Chair; Sophia Shaikh, Vice Chair; Jacob Marie, Secretary; Jennifer Gallichant, Christine Griffin, Tony Holt (Zoom), Dana Philbin, Christina Plourd, Jayden Regisford

Members Absent: none

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Lundgren called the meeting to order at 7:04 PM. The Pledge of Allegiance was recited.

B. APPROVAL OF THE AGENDA – n/a

C. APPROVAL OF MINUTES

- January 5, 2022
- January 12, 2022

Ms. Plourd motioned to approve the minutes of the January 5th and January 12th meetings.

Mr. Regisford seconded the motion.

Changes: none

A roll call vote was taken. Motion passed unanimously.

D. PUBLIC PARTICIPATION - none

E. CORRESPONDENCE

- E-mail discussing a tragic overdose at a CT school; author requested that the Board make a statement and raise awareness of the school resources that may help students suffering from mental health and substance use issues
- E-mail asking if there is a recording of the Special BOE meeting held on January 19th
- E-mail asking for a follow up to an FOIA request
- E-mail opposing a proposal to combine the Black Latino History class with Native American Studies
- E-mail asking why the author is not allowed to walk his child to class; author asked the Policy Committee to look into this

F. POINTS OF INFORMATION

- Mr. Marie asked if the Policy Committee would look at the question about walking one's child to class. Dr. Willett responded that this is a safety and security issue. He will speak with the parent/guardian.
- Ms. Philbin asked if the question about walking one's child to class is also because of more restrictions due to COVID. Dr. Willett explained that while there are more restrictions, the safety and security issue is the main reason.

- Dr. Willett commented that their hearts go out to the community of the school where the young man lost his life. We will be vigilant in the school system and the community paying close attention to the needs of students and the community at large. He feels Tolland does a very good job of this. The Mental Health Task Force is in place and the school system has a number of resources. Narcan is available in all schools. The district will respond to the needs of families in the community. Dr. Willett noted that the dashboard has a list of resources for mental health and substance support.

G. STUDENT REPRESENTATIVES' REPORT – Nathalie Mitchell and Emily Pereira

- Upperclassmen from the Student Council and NHS students stayed after class in the library on Monday & Tuesday to help students prepare for finals.
- Finals are now worth 10% of the grade rather than 20% which reduces stress for students.

H. SUPERINTENDENT'S REPORT

H.1 2022-2023 School Calendar (First Read)

Dr. Willett reviewed attachment H.1.

The calendar was presented to the Policy Committee as per protocol.

Dr. Willett noted that as presented the last day of school would be June 8th. If the February break is extended, the last day would be June 12th. If the year is pushed out by 1 week, the last day could be June 20th. These dates are without snow days.

Ms. Lundgren asked why 2 professional development days are scheduled in October.

Dr. Willett explained that this is how it aligned with training needs. At this time of year, data from the NWEA is received and time is needed for staff to break into data groups to review the information. Dr. Willett reviewed how early release (ER) days are used and noted that they are an effective strategy in providing services for students.

Ms. Griffin commented that she would like to see the first day pushed back to August 31st because they are getting out late this year and staff and students could use a bit of a break. She noted that they have not started a week and a half before Labor Day since 2009 and the expectation has become that school will start the Wednesday before Labor Day. She would like to stay consistent. In 2020/21, half days were added due to COVID bringing the total to 11. She would like to return to fewer half days and noted that it is difficult particularly for working families to have more than 1 half day per month. Ms. Griffin would like to look at removing the half day scheduled for October 19th. Regarding parent conferences, while they have always had the full day off, she would like there to be 3 half days in November rather than the full day off. She noted tomorrow's day off and is unsure why another day off was needed in January for professional development. Ms. Griffin expressed concern that many people may not know tomorrow is a day off. Lastly, she is not in favor of extending the February break. Many people have come to expect school to end in mid-June and she feels this is reasonable.

Mr. Marie commented that returning to school on August 25th would be early and people like consistency for planning. Regarding the February break, he feels it seems redundant given the Christmas and April breaks. In terms of the half days, he feels it

would be beneficial to return to having fewer of them. While he understands professional development, half days tend to be “off”, they do not working with a normal lesson plan, and fewer hours are spent in school.

Ms. Lundgren explained that while she would like to have 1 less half day in October, she understands the importance of half days and staffing issues. Dr. Willett noted that the in-service days are contractual.

Ms. Plourd noted that she likes the early start date. She asked about the in-service days listed on January 27th and February 22nd and if it is contractual for 2 days. Dr. Willett explained that listed in-service days are contractual. ER days are a convention of the district’s creation and are at the Board’s discretion. Ms. Plourd expressed concern for working parents given the number of days off in November and would like to see about taking out November 16th.

Ms. Gallichant commented that in term of half days, while she understands parents need to find care, she likes what staff does on those days with students. Schedules are rigorous and her student likes the days because he gets to work with his friends and teachers doing different activities. She is not as concerned about loss of learning and feels similarly about the February break. It has been a rough couple of years and does not mind giving families and staff a longer break to recharge. The time is good for mental, social, and emotional health.

Mr. Holt noted that the calendar was discussed in the Policy Committee. While as a parent he is not thrilled with the half days and understands the start day was pushed back a week given the late end of school, he agrees with Mr. Marie regarding the February break.

Mr. Regisford expressed concern about the start of the school year mainly for those parents who may be bringing students back to college during the week of August 22nd and also have students returning to school in the district. He recommends avoiding such conflicts and having the calendar start the following week on August 31st. Dr. Willett cautioned that by starting on August 31st the last day of school would be June 20th without accounting for any snow days if 2 additional days are added in February.

Ms. Philbin explained that she is conflicted about the start date because of when school ends the previous academic year due to Birch Grove move-in. Traditionally school would start on the Wednesday before Labor Day and people like consistency for planning their schedules. Ms. Philbin noted however that she does not like going as late as the end of June. In terms of the half days, the Board voted to add 2 this year for professional development and mental health. She has researched this and spoken with educators. While they are in the midst of COVID right now, and hopefully moving forward, it will not be a 1 to 3 year healing process for staff and students; she does not believe taking the half days off would behoove the district. After speaking with staff, she believes the coaching, training, and professional development sessions are paramount to implementing programs. While it is difficult for families to juggle, she is thinking of what is best for students’ education and educators. Regarding the conferences, it can go either way and parents will need to balance this. She noted that

the district had 2 ER days in October and the contractual days around the same time as they are presented in this calendar this year. Ms. Philbin is in favor of the February vacation as an opportunity for people to recharge. Dr. Willett noted that some items are based on the EastConn calendar which the district follows.

Ms. Griffin recommended moving the start date to August 31st and moving the January 27th professional day to before the start of school. Dr. Willett explained that the latter in-service days are contractual. Only 3 in-service days can take place before the start of the year. He noted that in-service days are not malleable pieces in the calendar unlike the ER days and February break. Ms. Griffin noted that she is still in favor of starting on August 31st and not in favor of extending the February break. Dr. Willett noted that the district needs to make up for snow days (extend the school year) unless the Board decides to go from 182 days in the student school year to 180 which would need to be negotiated with the union. The teacher school year is 188 days. Ms. Griffin asked if they could ask the teachers if they would rather start on August 31st and do 4 in-service days. Dr. Willett responded that they could do an MOA but when engaging in an MOA there can be an exchange and may set the stage for upcoming negotiations.

Ms. Shaikh commented that there are 3 issues: when school starts, the February break, and in-service days. She noted that they can either start school later and not have the February break or have the February break and start the year as-is. She is in favor of having one or the other. In terms of the ER days, they have been vital to the teachers, and they rely on them so they can collect data and fine tune what is provided to students. While inconvenient for families, they are part of the mechanics of running the school system. In turn, she has no problem with the ER days as presented.

Ms. Plourd commented that she is not in favor of the February break. She would like to see the ER days on October 19th and November 16th cut but is fine with having 1 ER day per month the rest of the year. In terms of the conferences, she asked if they could be held in the evening. Dr. Willett responded that this would need to be negotiated with the union.

Mr. Regisford confirmed that the fiscal year ends on June 30th. He asked if the school year ends on June 28th and the staff have 4 in-service days after this date, if this would fall into the budget of the following fiscal year. Dr. Willett responded that it would not – teachers have 22 pay periods which end prior to the fiscal year. Mr. Regisford reviewed having an August 31st start date, a February vacation, and the impact of snow days. Dr. Willett explained that the latter is the peril of a late school year and the school year cannot extend past June 30th without permission from the state.

Ms. Gallichant asked about the staff's preference. Dr. Willett responded that a statement was not made but believes having either the August 31st start date or February break would be a nod in the right direction.

Ms. Lundgren requested that Dr. Willett provide options for the Board to review.

- H.2 Legislative Breakfast (CABE)
Dr. Willett reviewed attachment H.2.

H.3 Superintendent's Proposed Budget (no enclosure)

Ms. Lundgren noted the questions have been posted to the dashboard and Dr. Willett has started posting responses. She noted that the opportunity to speak with the administrators was fantastic and she was able to get a better understanding of the requests.

Ms. Plourd commented that before she votes she would like to see the salary schedule including vacancies and how long they have been vacant as well as the enrollment data by class. Dr. Willett noted that the latter is on the dashboard.

Mr. Marie asked about health insurance. Dr. Willett noted that there is a \$123K offset based on information provided by advisors. The concern is that people have put off going to the doctor due to COVID and there could be a surge.

Ms. Griffin commented that the Board needs to discuss and come to a consensus as to whether it wants to use any of the ERF and how much. Ms. Lundgren agreed. Ms. Griffin noted that she would be in favor of using the ERF for the \$206K noted in the budget for technology. The ERF has a current balance of \$900K.

Ms. Gallichant noted that she is in favor of using funds from the ERF for technology as well. Dr. Willett noted that the ERF may be used for special education, technology, and capital. He added that they are trending heavily in special education by hundreds of thousands of dollars and asked that the Board keep this in mind. Ms. Gallichant requested a breakdown of the technology number. Dr. Willett noted that it will be presented in the response area of the Q&As and is in the range of \$206K.

Ms. Plourd asked if it makes sense for technology to come out of the ERF if it is an operating expense that will be recurring. This is why the Board voted not to have it in the capital budget. She noted they have 2,220 students, 2,348 laptops/desktops, 805 iPads, and 2,406 Chromebooks and asked if more are needed. Dr. Willett responded that some of the devices are in labs and others are for staff. The technology plan was established 3 years ago with a regeneration cycle. The budget reflects technology for the 6th and 9th grades. Many of the devices are from grant money and the technology expense is for replacement of antiquated items. Ms. Plourd asked if they could go to bid. Dr. Willett responded that a state vendor is used. Ms. Plourd commented that a 5% budget is high for her and would like to see it lower possibly by using the ERF and looking at the vacancies and putting some on hold or eliminating the position so they can hire the staff requested by the Superintendent. She wants to find ways to be efficient and get what is needed while recognizing that \$2M is a lot to ask of taxpayers. The schools are great and she sees a lot of stuff her son does not use. She wants money to be spent on "boots on the ground". Ms. Plourd noted that she cannot vote on a 5% budget.

Ms. Shaikh commented that she is in favor of using the ERF for the Chromebooks. The technology is absolutely necessary, and her children use it all the time. Other districts

are using the technology and she wants Tolland students to be competitive or at least up to par.

Mr. Marie commented that using the ERF for technology makes sense. The ERF has a decent balance, and he would prefer to use cash on hand. He noted that a lot of the devices were purchased via grants that the district will not receive in the future, so they need to think about how to fund technology going forward. He asked that this not be authorized however until it is discussed in the Finance & Facilities Committee (FFC). He expressed concern about taking the money out of the ERF year after year and draining the fund.

Mr. Holt explained that he sees using the ERF in this situation as an opportunity to address what has been identified as a need without overburdening the taxpayers. He noted though that he is concerned that they are good at identifying needs and finding creative ways to make purchases, but they are not good at looking at the sustainment and planning ahead. They need to look at how to keep the budget low and pay for repetitive items.

Ms. Lundgren commented that everyone agrees that 1-to-1 technology is a topic for discussion by the FFC. The Board needs to plan how to fund this in future years but using the ERF this year is a good strategy to reduce the 5%.

Ms. Gallichant asked if Dr. Willett foresees 1-to-1 technology being at the cost presented every year. Dr. Willett responded that he does. He noted that they could broaden the cycle but in some cases replacement costs less than repair. Technology is always great when acquired but districts have a difficult time with its renewal. They need to find a way to support the replenishing cycle. Technology is multi-functional and are part of the world and education. Ms. Gallichant asked why the 9th grade number is so much larger than 3rd grade. Dr. Willett explained that the 9th grade devices are laptops and the software requires more power. The 3rd grade technology is in the form of Chromebooks.

Mr. Regisford asked if a parent may opt-out of receiving the district's technology if they have a device. Dr. Willett responded that it is up to the parent but when one uses their own device, which is not configured the same as those of the district, there can be issues with firewalls, software, and licenses.

Ms. Griffin asked if the laptops of the Class of 2022 could be prepared for the incoming 9th grade students. Dr. Willett responded that he will publish the report that addresses the replacement cycle. Ms. Griffin asked about the Promethean boards and if the investment is needed with the students having new devices. Dr. Willett responded that the boards are replacements so they can be put into circulation when needed and replace the projectors.

Ms. Lundgren commented that she would like to see the Course Reimbursement (line 250) reduced to \$30K. The district has yet to hit the budgeted \$50K. Mr. Marie was in agreement. Dr. Willett explained that a degree change, given the steps in the contract, can be a large amount. Mr. Marie commented that when trying to find efficiencies in

the budget, the last items they want to touch are items that directly impact students and feels this is a safe risk. Ms. Lundgren noted that postage is quite high. Dr. Willett will provide more details on this item.

Ms. Lundgren asked about Equipment & Fixtures. Dr. Willett noted that this can be funded via capital depending on how it is defined but taking it out of the operating budget lowers that budget the following year. He noted that supplanting furniture and fixtures can have negative residual effects and if taken out can be difficult to put back. He cited the example of worn furniture and fixtures at TMS. Ms. Shaikh asked where the money was found to address this. Dr. Willett responded that it is still not entirely rectified and cautioned not to make the ERF as the solution for too many things. Ms. Shaikh asked how the ERF should be used. Dr. Willett responded that it makes sense to use it this year for technology but cautioned relying on it. Technology needs to be built into the budget for it to be sustainable. He noted that he is concerned about the ERF and ensuring it is available for special education in case the funds are needed but noted that up to 1% of the budget could be used.

Ms. Plourd commented that Dr. Willett seems to be quite concerned about special education and asked about LEAP and the other cost avoidance that were instituted before the pandemic to walk the budget back. Dr. Willett responded that the district would be in a worse situation without LEAP. It would be poor management for him not to keep an eye on this item.

Ms. Philbin commented that during the rotations she heard a lot about mental health, recovery, and resources. She appreciates Dr. Willett's emphasis on special education that has been exasperated by the pandemic. Ms. Philbin supports using the ERF for technology and sees the devices being used by her children daily and even hourly and saw how the Chromebooks are used during the instructional rounds. When looking at the 5% budget increase, the district is in this position because of pre-investments. It appears the budget is increasing by 5% but they are really funding items that have always needing funding. Now the extra resources are not available. While she does not want the budget to be so high, she does not want to be part of the problem to make it worse in coming years. Ms. Philbin asked how much of the budget increase is contractual. Dr. Willett responded almost 50%. Ms. Philbin noted that during the round robin she heard that educators are struggling and need more. She asked that the Board be cognizant of this. The 5% budget increase is what is needed for the school system to continue to flourish and make students competitive so they do not opt to go to school elsewhere.

Ms. Gallichant noted that there are 29 students in the LEAP program. She commented that special education overlaps with social/emotional health. There are some students not attending class due to anxiety and she learned after speaking with Ms. Hess that referrals have increased. They also discussed social/emotional health being a priority given the pandemic and retaining the Skills for Adolescents teacher. The middle school administrators noted that social/emotional health is an area where help is needed, and Ms. Gallichant was impressed with the programs offered at THS. She noted that Birch Grove has a social worker and there are 2 more in the LEAP program. When she looks at the School Counseling Services line, she sees a zero increase. She asked where they are

increasing programs and services to assist with the increase in depression and anxiety due to the pandemic. Dr. Willett responded there is not a dramatic increase from a budget standpoint and noted that the position transitioning from a grant into the operating budget is a counseling position at TMS. The district has a robust system and multiple programs for assisting students. Ms. Gallichant commented that she was hoping for an increase in programs and services considering where they are. Dr. Willett responded that they are increasing the programs including Skills for Adolescents, SEL programming teams, and the RULER program. He added that the district has more programming and resources to help than in the past.

Mr. Regisford asked if in respect to the last conversation if the district has enough resources for what it needs. Dr. Willett responded that the needs greatly exceed what all districts have. When he says the district is offering more, the district has incorporated programming that has provides better opportunities for students and offers programs as good as anywhere. In addition to being better for students, the programs provide cost avoidance. A social worker in the LEAP program assists in other areas including with the associate educators and in meetings with counselors. The district has done a good job maximizing the opportunities with its resources. Dr. Willett noted that the district could use more mental health resources but if included, the budget would be higher than 4.94%. Great advances are being made with robust and powerful programs. He noted that counselors can offer baseline help to students who need help, and some with OCD or anxiety disorders will need to see specialists and therapists. Dr. Willett cited societal issues. Mr. Regisford commented that it shows that the district is losing 3 paraprofessionals (1 per building) and when speaking with the administrators from TIS he learned that even losing 1 changes scheduling. He asked what the impact would be in losing the positions and if they may kept or replaced at a later time. Dr. Willett explained that FTE fluctuates throughout the year and no paraprofessionals were removed from the budget. They moved staff on/off grants and at the moment are unable to find people to work.

Mr. Holt asked what programs and items were no longer needed and where the ask was reduced. Dr. Willett responded that they made many technology reductions (\$70K), a health insurance adjustment of \$123K, and combined operations. All of the programs in place are ones that allow the district to provide for students. He noted that they have made adjustments and seen great benefits but have come to the edge. Anything taken away would have residual impacts, but the district will continue to try to do more with what it has. The positions in the budget are the ones that are needed, and the district takes every grant it can get to the tune of hundreds of thousands of dollars. He added that they also have relationships with other towns for everyone's benefit and the ECHIP consortium greatly benefits Tolland. Additionally, the UISF provides efficiencies for the town and the Board reducing energy costs.

Ms. Lundgren asked about maintenance staffing. Dr. Willett responded that the desires of personnel mesh with the budget needs and allow them to have a .6 add while retaining a highly experienced person with certifications.

Ms. Griffin commented that it seems some Board members on very different pages in that some are comfortable sending the 4.94% to the Council while others are not and

they only have 1 more meeting. Ms. Lundgren recommended scheduling another meeting after the FFC meets on February 2nd. Ms. Griffin noted that they do not want to take anything away from students and would like the Board to look at those items that are not student related. She highlighted items including auditing, consulting, repairs and maintenance, technology repairs and maintenance, and advertising. While not large dollar amounts, when there are many items, it adds up. Just because they were previously in the budget does not mean they are needed. They need confirmation if all the programs are still needed. Dr. Willett responded that answers to questions about programs will include the values so the Board can have discussions and make decisions.

Ms. Lundgren asked for information about lines 358, 430, and 432.

Mr. Marie asked about Facilities & Maintenance (line 430) and noted that it is often not fully expended. He spoke with Mr. Sztaba who explained a good amount is included to cover if a major repair is needed. Mr. Marie asked if a catastrophic failure might be better addressed by asking the town about using the unassigned fund balance. Dr. Willett responded that savings come when projects are executed for less than expected and funds go into other items for the district. It would be difficult to approach the town for something like this and when there is flexibility it can be managed. Mr. Marie asked if since this is well managed if the money should be put elsewhere and commented that perhaps the line is inflated. Dr. Willett responded that the detailed response would provide more information. The Board has to make hard decisions and if the desire as a collective Board is to reach a certain place, then a conversation needs to take place on where it wants to land. If presented to him, there are areas he can recommend but cautioned that he has seen the other side and, in the end, it will cost the district more. Mr. Marie commented that it is not an easy decision, and he will not vote for a budget that harms the schools or students but they need a budget that will pass and he is concerned the 4.94% will not go through.

I. COMMITTEE & LIAISON REPORTS

- Finance & Facilities – next meeting February 2nd, 5:30PM in the Board office; last meeting discussions included: current budget, food services, 2022/23 budget
- Policy – met today; discussed: school calendar, Policy 5020, Policy 5041
- Communications – met on Monday; discussed: social media communication, engaging the Council before the joint meeting
- Mental Health and Substance Use Advisory Task Force – subcommittee reviewed data from 2021 SUBRA results
- Curriculum – will look at quarterly student performance; will meet next week

J. CHAIRPERSON'S REPORT

Ms. Lundgren commented that the first-ever Board discussion with the administrators and staff was a huge success. She thanked everyone, even if it was via the Promethean board, for attending and answering questions. She stayed in the public portion to complete her rounds and liked the setup of the separate rooms. They were able to dive in and not hear nearby conversations as in the past when together in one room. She would like having separate rooms to continue and commented that through the process of asking questions, they can better grasp the needs. Ms. Lundgren noted that she is vested in keeping the schools strong. Students are the future, and the goal is to ensure the district remains competitive.

K. BOARD ACTION - none

L. PUBLIC PARTICIPATION

Kate Howard-Bender, 103 Goose Lane, commented that she was a little disappointed to hear that the Board had private conversations with the administrators. She likes that they spoke with them, but it is unfortunate they could not hear the conversations. Regarding funding computers, in her opinion it is time they put technology in the regular budget and not depend on outside funding sources. In terms of background requirements for teachers, to maintain certification in CT teachers are required to have a master's degree so when discussing tuition reimbursement, it is problematic because they are saying they do not want highly capable teachers in the district. Regarding COVID, they are, and will, see an increase in special education referrals that will lead to more IEPs and more expense. They should have as much money as possible to pay for these mandated services. Ms. Howard-Bender invited the Board to expand its notion of special education. It is a large umbrella that covers many disabilities. She thanked the Board for its good work and told members to fight for the students and the school system. The budget will be the budget, will pass, and will be fine.

M. POINTS OF INFORMATION

- Tolland Town Council – January 11, 2022
- Ms. Philbin thanked those who came out to meet with the educators. She liked having the separate rooms and realizes this was due to COVID regulations, but she heard feedback that it would be nice to have it available via Zoom. Ms. Lundgren explained that they could not have Zoom in every room. Ms. Philbin explained that perhaps they could be creative and have the educators on the auditorium stage in a panel format. She noted that she would have liked to have heard the questions posed by others. Ms. Lundgren explained that even in the library room in the past it was difficult. If the public wanted to sit in the room and listen, they were able to do so and the Board was able to have one-on-one time. When the session was held in the library room in the past, she did not get all her questions answered. Ms. Philbin explained that the technology is available via Zoom and perhaps they could become more creative finding opportunities for the public to be involved. She noted that she appreciated the quiet conversation, however.

N. FUTURE - none

O. NEW BUSINESS - none

P. ADJOURNMENT

Mr. Marie motioned to adjourn at 9:55 PM.

Mr. Regisford seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Respectfully submitted,

Lisa Pascuzzi

Clerk

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Donation Scoreboard

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: February 9, 2022

ITEM SUMMARY:

The THS Booster Club has generously provided \$18,828 for the TPS school district purchase and installation of scoreboards at the Tolland High School softball and baseball fields. There are no restrictions or conditions. This donation is being accepted. Thanks is offered to Diane Clokey, President and Marcia Perugini, Treasurer, as well as the membership of the THS Booster Club.

In accordance with Policy 3050 the Superintendent must make the determination regarding gifts valued over \$500, and the donation must meet the established administrative regulations. To be accepted, a gift must be used for the educational benefit of students and satisfy the following criteria:

- Have a purpose consistent with the purposes of the school district
- Will not begin a program that the Board of Education would be unwilling to take over when the gift or grant funds are exhausted
- Would not bring unanticipated costs to the school district
- Will place no restrictions on the school program
- Will be suitable for use in meeting the instructional needs of the school
- Will not be inappropriate or harmful to the best educational interests of students, as determined by the administration
- Will not imply endorsement of any business or product
- Will not be in conflict with a provisions of the school code or public law

All gifts, grants and bequests shall become school district property.

FINANCIAL SUMMARY:

\$18,828 donation from the THS Booster Club

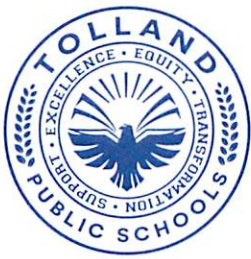
BOARD ATTORNEY REVIEW:

BOE Policy/Regulation 3050

BOE ACTION DESIRED:

Review and awareness

SUPPORTING MATERIALS ATTACHED: None



TOLLAND PUBLIC SCHOOLS

51 TOLLAND GREEN • TOLLAND, CONNECTICUT 06084
860-870-6850 • FAX: 860-870-7737

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.
Superintendent

TO: Board of Education

H.2

FROM: Mark S. McLaughlin, Tolland Public Schools Business Director

RE: Monthly Financial Report for January 2022

Date: February 2, 2022

CC: Walter Willett, Ph.D. Superintendent of Schools

Please find the attached financial report for the FY 2021-2022 fiscal year. The month of January 2022 is the 7th month of the 2021-2022 fiscal year. The monthly financials for this school year are atypical as the district contends with the COVID pandemic. The attached report is only a temporary financial snapshot identifying seven months of activity, and the balance does not reflect expected excess cost grant payments from the State of Connecticut. The financial attachment is provided in an object format to clearly show the adopted budget and the YTD expenditures. This summary report provides the essential groups of accounts so the BOE can better understand the functional areas of the budget. The object line items follow the reporting format required by the State Dept. of Education. The line items show the approved budget, 7 months of expenses, encumbrances and available balances as generated through the financial software.

The attached January 2022 financial report shows a current available balance of (\$120,266) or -.29% of the BOE's current budget. As previously stated, these amounts, encumbrances and balances will change over the next several months. This year the district has faced increased incurrence of special education accountabilities earlier in the fiscal year. This balance reflects the impact of special education transportation and special education tuitions. It is anticipated that at the end of February 2022 the SDE will distribute the excess cost payments; TPS should receive approximately \$600,000 from the excess cost payment, which will be applied to the special education lines balancing the overall budget. This number can still change and depends upon the amount of expenses which other districts have filed with the SDE.

Health Insurances can continue to be booked as staff are hired, vacancies are filled. Substitute expenses started in September, special education student tuitions will continue to be incurred, transportation routes can be adjusted and have not been fully booked, and instructional supplies will be spent as needed for the balance of the year. Some line items cannot be encumbered and will always have available balances such as substitutes, overtime, course reimbursement, consultants, unemployment compensation, workers compensation, and severance.

In a typical year, the budget is built 18-20 months from implementation, based on the best know data and assumptions from the town, State of Ct, grants, interest rates, market conditions, contacts, negotiations, Department of Ed. Mandates, and professional services etc.

The Budget for FY21-22 was Town Council approved for \$40,819,289. The BOE is anticipating spending the allocated budget by year-end in accordance with CGS 10-222. As in the past, any balances may be returned to the town or the BOE will request to transfer the balance to the Educational Reserve Fund after final approval. It is anticipated that the district will receive the first excess cost payment in February 2022 from the state as noted above.

Tolland Public Schools

MM OBJ A Expenditure Report Summary (by OBJ - ???)

From Date: 7/1/2021

To Date: 1/31/2022

Fiscal Year: 2021-2022

☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
 ☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
0100.0000.110.00.000.1	Salaries	\$23,366,979.52	\$11,905,397.74	\$11,905,397.74	\$11,461,581.78	\$11,624,485.54	(\$162,903.76)	-0.70%
0100.0000.120.00.000.1	Substitutes	\$367,228.00	\$153,727.08	\$153,727.08	\$213,500.92	\$35,000.00	\$178,500.92	48.61%
0100.0000.130.00.000.1	Overtime	\$218,871.00	\$150,005.54	\$150,005.54	\$68,865.46	\$1,781.12	\$67,084.34	30.65%
0100.0000.150.00.000.1	Stipends	\$394,028.03	\$161,397.32	\$161,397.32	\$232,630.71	\$296,456.84	(\$63,826.13)	-16.20%
0100.0000.190.00.000.1	Pension/Severance	\$160,374.00	\$10,484.92	\$10,484.92	\$149,889.08	\$0.00	\$149,889.08	93.46%
0100.0000.200.00.000.1	Employee Benefits	\$513,000.00	\$480,476.96	\$480,476.96	\$32,523.04	\$5,378.39	\$27,144.65	5.29%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,303,181.00	\$3,211,178.29	\$3,211,178.29	\$2,092,002.71	\$2,043,006.23	\$48,996.48	0.92%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$729,822.57	\$356,599.10	\$356,599.10	\$373,223.47	\$310,792.47	\$62,431.00	8.55%
0100.0000.240.00.000.1	Retirement (ICMA)	\$258,273.09	\$141,390.44	\$141,390.44	\$116,882.65	\$108,547.09	\$8,335.56	3.23%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
0100.0000.260.00.000.1	Unemployment Compensation	\$56,471.00	\$0.00	\$0.00	\$56,471.00	\$25,000.00	\$31,471.00	55.73%
0100.0000.270.00.000.1	Workers' Compensation	\$278,892.00	\$202,315.80	\$202,315.80	\$76,576.20	\$67,440.12	\$9,136.08	3.28%
0100.0000.300.00.000.1	Purch Prof & Tech Servcs	\$57,788.41	\$30,514.67	\$30,514.67	\$27,273.74	\$1,272.60	\$26,001.14	44.99%
0100.0000.310.00.000.1	Benefits Consultant Services	\$65,280.00	\$27,300.00	\$27,300.00	\$37,980.00	\$0.00	\$37,980.00	58.18%
0100.0000.320.00.000.1	Prof Educ Servcs	\$305,191.00	\$237,732.36	\$237,732.36	\$67,458.64	\$209,266.50	(\$141,807.86)	-46.47%
0100.0000.330.00.000.1	Professional Tech Svcs	\$34,482.00	\$8,660.94	\$8,660.94	\$25,821.06	\$8,312.80	\$17,508.26	50.78%
0100.0000.340.00.000.1	Legal/Audit/Consult Servcs	\$213,145.00	\$127,547.21	\$127,547.21	\$85,597.79	\$82,756.28	\$2,841.51	1.33%
0100.0000.350.00.000.1	Tech Services	\$530,180.72	\$345,002.19	\$345,002.19	\$185,178.53	\$98,053.47	\$87,125.06	16.43%
0100.0000.410.00.000.1	Sewer/Water	\$35,465.00	\$35,307.00	\$35,307.00	\$158.00	\$0.00	\$158.00	0.45%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$136,558.00	\$72,164.35	\$72,164.35	\$64,393.65	\$72,757.06	(\$8,363.41)	-6.12%
0100.0000.430.00.000.1	Repair and Maint Servs (Facili	\$251,990.00	\$72,980.51	\$72,980.51	\$179,009.49	\$30,443.73	\$148,565.76	58.96%
0100.0000.440.00.000.1	Rentals	\$172,885.00	\$94,186.98	\$94,186.98	\$78,698.02	\$65,368.02	\$13,330.00	7.71%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,621,994.00	\$906,401.59	\$906,401.59	\$1,715,592.41	\$2,055,234.64	(\$339,642.23)	-12.95%
0100.0000.520.00.000.1	Property/Liability Insurance	\$233,202.00	\$169,757.50	\$169,757.50	\$63,444.50	\$45,350.00	\$18,094.50	7.76%
0100.0000.530.00.000.1	Telephone/ Postage	\$84,788.00	\$47,907.36	\$47,907.36	\$36,880.64	\$35,725.32	\$1,155.32	1.36%
0100.0000.540.00.000.1	Advertising	\$26,500.00	\$11,360.45	\$11,360.45	\$15,139.55	\$12,503.55	\$2,636.00	9.95%
0100.0000.550.00.000.1	Printing and Binding	\$19,947.00	\$8,205.12	\$8,205.12	\$11,741.88	\$1,376.18	\$10,365.70	51.97%
0100.0000.560.00.000.1	Tuition Educ Agency	\$1,601,733.00	\$1,265,512.85	\$1,265,512.85	\$336,220.15	\$1,066,435.27	(\$730,215.12)	-45.59%
0100.0000.580.00.000.1	Travel and Conference	\$30,675.00	\$10,475.01	\$10,475.01	\$20,199.99	\$1,975.00	\$18,224.99	59.41%
0100.0000.590.00.000.1	Public Officers & State Troope	\$91,994.00	\$23,709.56	\$23,709.56	\$68,284.44	\$0.00	\$68,284.44	74.23%
0100.0000.600.00.000.1	General Supplies	\$165,553.00	\$89,908.67	\$89,908.67	\$75,644.33	\$46,537.58	\$29,106.75	17.58%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$276,312.88	\$151,198.06	\$151,198.06	\$125,114.82	\$44,210.96	\$80,903.86	29.28%
0100.0000.620.00.000.1	Energy	\$1,672,270.00	\$1,520,235.63	\$1,520,235.63	\$152,034.37	\$155,503.20	(\$3,468.83)	-0.21%
0100.0000.640.00.000.1	Textbooks	\$189,074.62	\$136,251.47	\$136,251.47	\$52,823.15	\$8,827.51	\$43,995.64	23.27%
0100.0000.650.00.000.1	Films and Videos Supl	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
0100.0000.660.00.000.1	Computer Software	\$48,794.24	\$49,271.29	\$49,271.29	(\$477.05)	\$0.00	(\$477.05)	-0.98%
0100.0000.690.00.000.1	Misc Supplies	\$56,478.21	\$15,470.09	\$15,470.09	\$41,008.12	\$14,977.35	\$26,030.77	46.09%
0100.0000.730.00.000.1	Equip Instruct - New	\$136,640.89	\$40,563.58	\$40,563.58	\$96,077.31	\$39,735.22	\$56,342.09	41.23%
0100.0000.760.00.000.1	Equip - Spec Ed - Instr - New	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
0100.0000.810.00.000.1	Dues and Fees	\$61,897.00	\$47,809.75	\$47,809.75	\$14,087.25	\$5,282.00	\$8,805.25	14.23%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$1,356.60	\$1,356.60	(\$1,356.60)	\$0.00	(\$1,356.60)	0.00%
Grand Total:		\$40,819,289.18	\$22,319,763.98	\$22,319,763.98	\$18,499,525.20	\$18,619,792.04	(\$120,266.84)	-0.29%

End of Report

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Policy 5020-Sample Notification Regarding Student Attendance

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: February 9, 2022

ITEM SUMMARY:

As per Policy meeting of January 26, 2022, as part of an ongoing review of policies, Policy 5020 *Sample Notification Regarding Student Attendance* was identified as out-of-date and redundant with information covered in the newer Policy and Regulation 5010 Student Attendance and Truancy. For this reason, the policy committee endorsed bringing the elimination of Policy 5020 to the Board of Education for approval.

FINANCIAL SUMMARY: N/A

BOARD ATTORNEY REVIEW: N/A

BOE ACTION DESIRED:

Proposed Motion: *Motion to eliminate Policy 5020: Sample Notification Regarding Student Attendance*

SUPPORTING MATERIALS ATTACHED:

Policy 5020

TOLLAND PUBLIC SCHOOLS
Tolland, Connecticut

BOARD POLICY _____ REGARDING: Sample Notification Regarding
Student Attendance

Number: 5020
_____ Students

Approved: 2/28/01

Regular and punctual student attendance is essential to the educational process. Connecticut Public Act 2000-157 provides that "[e]ach parent or other person having control of a child five years of age and over and under eighteen years of age shall cause such child to attend a public day school regularly during the hours and terms the public school in the district wherein such child resides is in session, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. The parent or person having control of a child sixteen or seventeen years of age may consent, as provided in this section, to such child's withdrawal from school. Such parent or person shall personally appear at the school district office and sign a withdrawal from. The school district shall provide such parent or person with information on the educational options available in the school system and in the community. The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age and the parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age. The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The school district shall provide the parent or person with information on the educational opportunities available in the school system." In order to assist parents and other persons in meeting this responsibility, the Tolland Board of Education monitors unexcused student absences and makes reasonable efforts to notify parents or other persons by contacting them when a student fails to report to school. State law provides that any person who, in good faith, gives or fails to give such notice shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have the same immunity with respect to any judicial proceeding which results from such notice or failure to give such notice. The Board, therefore, must obtain a telephone number or other means of contact parents or other persons during the school day.

Please provide the following information and return the completed form,
signed and dated to:

(School Principal)

Student's Name: _____

Address: _____

____ School/grade: _____ / _____

Father's Daytime Telephone Number*: _____

Mother's Daytime Telephone Number*: _____

Daytime Telephone Number* of

Other Person Having Control

of Student: _____ Relationship to Student: _____

_____*If no daytime telephone number is available, please specify other means
by which school personnel may contact you during the school day. _____

Signature: _____

Date: _____

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: 2022-2023 School Calendar

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: February 9, 2022

ITEM SUMMARY:

Please see the Tolland Public School 2022-2023 proposed calendars. Five versions of the TPS Calendar for 2022-2023 are offered for BOE consideration incorporating the feedback and suggestions received:

Version 1 - Original Proposed Calendar

Version 2 - Providing a February break with the all-day PD on February 17. Keeping the Start day on August 22 for staff and August 25 for students.

Version 3 – Pushing the start date to September 1 with the teacher professional development on August 29-31. Leaving February break as it was on the original calendar.

Version 4 - Pushing the start date to September 1 with the teacher professional development on August 29-31. Leaving February break as it was on the original calendar. Took October 5 and November 16 PD off.

Version 5 - Pushing the start date to September 1 with the teacher professional development on August 29-31. Providing a February break with the all-day PD on February 17. Took October 5 and November 16 PD off.

Version 6 - Pushing the start date to August 31 with the teacher professional development on August 26-30. Leaving February break as it was on the original calendar. Having one PD every month.

FINANCIAL SUMMARY:

None

BOARD ATTORNEY REVIEW:

None

BOE ACTION DESIRED:

When ready:

- 1) Move to Action
- 2) Proposed Motion: *Motion to accept the Tolland Public School 2022-2023 Calendar Version X.*
Second. Discussion. Vote.

SUPPORTING MATERIALS ATTACHED:

2022-2023 School Calendar (Versions 1-5)

* **Early Dismissal Days-** September 14, October 5, October 19, November 3, November 16, December 7, December 23, January 18, February 8, March 2, March 3, March 15, April 26, May 17, June 8

THS Mid Semester Date- January 27, 2023 ** Please note this is subject to change based on weather.

2022-2023 Term Dates

Quarter 1 - September – November, Quarter 2 - November – January, Quarter 3 - February – April, Quarter 4 - April - June

Trimester 1 - September – December, Trimester 2 - December – March, Trimester 3 - March - June

Semester 1 - September – January, Semester 2 - February - June

** Please note these are subject to change based on weather

SCHOOL HOURS

SCHOOL(S)	START	END
Tolland High School		
Regular School Day	7:15	1:43
2-Hour Delay	9:15	1:43
Early Dismissal/Exam Days	7:15	10:45

Tolland Middle School

Regular School Day	8:00	2:30
2-Hour Delay	10:00	2:30
Early Dismissal	8:00	11:45

Tolland Intermediate School

Regular School Day	8:45	3:15
2-Hour Delay	10:45	3:15
Early Dismissal	8:45	12:40

Birch Grove Primary School

Regular School Day	9:00	3:30
2-Hour Delay	11:00	3:30
Early Dismissal	9:00	12:55

2022-2023 HOLIDAYS AND CULTURAL OBSERVANCES

TPS encourages all students and staff members to appreciate and be respectful of each other's heritage and cultural diversity. The following is a list of dates for secular holidays as well as other festivals and holy days observed in our community. Additional information regarding these and other celebrations is available on our website.

Labor Day	September 5, 2022
Rosh Hashanah	September 26, 2022
Yom Kippur	October 5, 2022
Columbus Day	October 10, 2022
Diwali	October 24, 2022
Veterans Day	November 11, 2022
Thanksgiving Day	November 24, 2022
Hanukkah begins	December 18, 2022
Christmas	December 25, 2022
Kwanzaa begins	December 26, 2022
New Year's Day	January 1, 2023
Three Kings Day	January 6, 2023
Martin Luther King Jr. Day	January 16, 2023
President's Day	February 20, 2023
Holi	March 8, 2023
Ramadan begins	March 22, 2023
Passover begins	April 5, 2023
Good Friday	April 7, 2023
Greek Orthodox Easter	April 16, 2023
Eid al Fitr	April 21, 2023
Memorial Day	May 29, 2023

■ indicates days on which schools are closed

OUR SCHOOLS

Tolland High School

Thomas Poland, Principal
Kimberly Marinan, Assistant Principal
One Eagle Hill
Phone: 870-6818
Fax: 870-6826
<http://www.ths.tolland.k12.ct.us/>

Tolland Intermediate School

Jim Dineen, Principal
Jennifer Merritt, Assistant Principal
96 Old Post Road
Phone: 870-6885
Fax: 872-7126
<http://www.tis.tolland.k12.ct.us/>

Tolland Public Schools

Walter Willett, Ph.D, Superintendent
51 Tolland Green
Phone: 870-6850
Fax: 870-7737
<http://www.tolland.k12.ct.us/>

Tolland Middle School

Mary Grande, Principal
Anthony Spangle, Assistant Principal
One Falcon Way
Phone: 870-6860
Fax: 870-5737
<http://www.tms.tolland.k12.ct.us/>

Birch Grove Primary School

Tom Swanson, Principal
Suzanne Guglietta, Assistant Principal
247 Rhodes Road
Phone: 870-6750
Fax: 870-6754
<http://www.bgp.tolland.k12.ct.us/>

* **Early Dismissal Days-** September 14, October 5, October 19, November 3, November 16, December 7, December 23, January 18, February 8, March 2, March 3, March 15, April 26, May 17, June 13

THS Mid Semester Date- January 27, 2023 ** Please note this is subject to change based on weather.

2022-2023 Term Dates

Quarter 1 - September – November, Quarter 2 - November – January, Quarter 3 - February – April, Quarter 4 - April - June

Trimester 1 - September – December, Trimester 2 - December – March, Trimester 3 - March - June

Semester 1 - September – January, Semester 2 - February - June

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Thanksgiving Day	November 24, 2022
Hanukkah begins	December 18, 2022
Christmas	December 25, 2022
Kwanzaa begins	December 26, 2022
New Year's Day	January 1, 2023
Three Kings Day	January 6, 2023
Martin Luther King Jr. Day	January 16, 2023
President's Day	February 20, 2023
Holi	March 8, 2023
Ramadan begins	March 22, 2023
Passover begins	April 5, 2023
Good Friday	April 7, 2023
Greek Orthodox Easter	April 16, 2023
Eid al Fitr	April 21, 2023
Memorial Day	May 29, 2023

■ indicates days on which schools are closed

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Tolland Public Schools

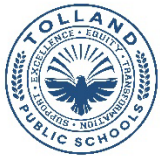
Walter Willett, Ph.D, Superintendent
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Tom Swanson, Principal
Suzanne Guglietta, Assistant Principal
247 Rhodes Road
Phone: 870-6750
Fax: 870-6754
<http://www.bgp.tolland.k12.ct.us/>



TOLLAND PUBLIC SCHOOLS

District School Calendar

Version 3

First Day: September 1, 2022
 Last Day of School: June 15, 2023
 182 Days

2022 – 2023
DRAFT – PENDING

August 2022 (0 school days)								February 2023 (17 school days)							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
	1	2	3	4	5	6					1	2	3	4	
	7	8	9	10	11	12	13		5	6	7	8*	9	10	11
	14	15	16	17	18	19	20		12	13	14	15	16	17	18
Teacher In-Service 29-31	21	22	23	24	25	26	27		19	20	21	22	23	24	25
	28	29	30	31					26	27	28				
September 2022 (21 school days)								March 2023 (23 school days)							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
				1	2	3					1	2*	3*	4	
First Day of School 1									5	6	7	8	9	10	11
Labor Day 5	4	5	6	7	8	9	10		12	13	14	15*	16	17	18
Prof. Development 14	11	12	13	14*	15	16	17		19	20	21	22	23	24	25
	18	19	20	21	22	23	24		26	27	28	29	30	31	
	25	26	27	28	29	30									
October 2022 (20 school days)								April 2023 (14 school days)							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
						1								1	
Prof. Development 5	2	3	4	5*	6	7	8		2	3	4	5	6	7	8
Columbus Day 10	9	10	11	12	13	14	15		9	10	11	12	13	14	15
Prof. Development 19	16	17	18	19*	20	21	22		16	17	18	19	20	21	22
	23/30	24/31	25	26	27	28	29		23/30	24	25	26*	27	28	29
November 2022 (18 school days)								May 2023 (22 school days)							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
		1	2	3*	4	5			1	2	3	4	5	6	
Parent Conferences 3-4	6	7	8	9	10	11	12		7	8	9	10	11	12	13
Prof. Development 16	13	14	15	16*	17	18	19		14	15	16	17*	18	19	20
Thanksgiving Break 23-25	20	21	22	23	24	25	26		21	22	23	24	25	26	27
	27	28	29	30					28	29	30	31			
December 2022 (17 school days)								June 2023 (11 school days)							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
				1	2	3						1	2	3	
Prof. Development 7	4	5	6	7*	8	9	10		4	5	6	7	8	9	10
	11	12	13	14	15	16	17		11	12	13	14	15*	16	17
Winter Break 26-Jan 2	18	19	20	21	22	23*	24		18	19	20	21	22	23	24
Christmas 25	25	26	27	28	29	30	31		25	26	27	28	29	30	
January 2023 (19 school days)								July 2023							
S	M	T	W	TH	F	S		S	M	T	W	TH	F	S	
	1	2	3	4	5	6	7							1	
New Year's Day 1									2	3	4	5	6	7	8
MLK Day 16	8	9	10	11	12	13	14		9	10	11	12	13	14	15
Prof. Development 18	15	16	17	18*	19	20	21		16	17	18	19	20	21	22
In-Service (K-8) 27	22	23	24	25	26	27	28		23/30	24/31	25	26	27	28	29
Mid-Semester Day 27	29	30	31												

<ul style="list-style-type: none"> In-Service (NS) Conferences District Closed Prof. Development (Early Release) 	<p>*Early Dismissal Day – All District</p> <p><u>THS Mid Semester Date-</u> January 27, 2023 Grades 9-12 K-8 Teacher In-Service</p> <p>** Please note this is subject to change based on weather</p>	<p><u>Parent Teacher Conferences</u></p> <p>November 3 – Early Release K-12 November 4 – No school for students March 2 & 3 – Early Release K-12</p>
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The last day of school is scheduled for June 15, 2023. Please note, where possible, snow or emergency days will first be made up through June days. If, however, such snow or emergency days push the last day of school potentially into the last week of June, days may need to be taken from April or other vacations as needed. According to Connecticut General Statute 10-15 and 10-259 the school year must be at least 180 days and cannot extend past the last day of June. The school calendar is posted on the Tolland Public Schools website at <http://www.tolland.k12.ct.us>

* **Early Dismissal Days-** September 14, October 5, October 19, November 3, November 16, December 7, December 23, January 18, February 8, March 2, March 3, March 15, April 26, May 17, June 15

THS Mid Semester Date- January 27, 2023 ** Please note this is subject to change based on weather.

2022-2023 Term Dates

Quarter 1 - September – November, Quarter 2 - November – January, Quarter 3 - February – April, Quarter 4 - April - June

Trimester 1 - September – December, Trimester 2 - December – March, Trimester 3 - March - June

Semester 1 - September – January, Semester 2 - February - June

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SCHOOL(S)	START	END
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Regular School Day	8:45	3:15
2-Hour Delay	10:45	3:15
Early Dismissal	8:45	12:40

Birch Grove Primary School

Regular School Day	9:00	3:30
2-Hour Delay	11:00	3:30
Early Dismissal	9:00	12:55

2022-2023 HOLIDAYS AND CULTURAL OBSERVANCES

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New Year's Day	January 1, 2023
Three Kings Day	January 6, 2023
Martin Luther King Jr. Day	January 16, 2023
President's Day	February 20, 2023
Holi	March 8, 2023
Ramadan begins	March 22, 2023
Passover begins	April 5, 2023
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■ indicates days on which schools are closed

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Tolland Public Schools

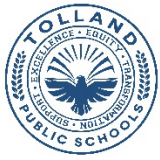
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TOLLAND PUBLIC SCHOOLS

District School Calendar

Version 4

First Day: September 1, 2022
 Last Day of School: June 15, 2023
 182 Days

2022 – 2023
DRAFT – PENDING

August 2022								(0 school days)							
Teacher In-Service 29-31	S	M	T	W	TH	F	S								
		1	2	3	4	5	6								
	7	8	9	10	11	12	13								
	14	15	16	17	18	19	20								
	21	22	23	24	25	26	27								
	28	29	30	31											
February 2023								(17 school days)							
S	M	T	W	TH	F	S	Prof. Development 8 Presidents Day 20 February Break 20-21 In-Service 22								
			1	2	3	4									
5	6	7	8*	9	10	11									
12	13	14	15	16	17	18									
19	20	21	22	23	24	25									
26	27	28													
September 2022								(21 school days)							
First Day of School 1 Labor Day 5 Prof. Development 14	S	M	T	W	TH	F	S								
					1	2	3								
	4	5	6	7	8	9	10								
	11	12	13	14*	15	16	17								
	18	19	20	21	22	23	24								
25	26	27	28	29	30										
March 2023								(23 school days)							
S	M	T	W	TH	F	S	Parent Conferences 2-3 Prof. Development 15								
			1	2*	3*	4									
5	6	7	8	9	10	11									
12	13	14	15*	16	17	18									
19	20	21	22	23	24	25									
26	27	28	29	30	31										
October 2022								(20 school days)							
Columbus Day 10 Prof. Development 19	S	M	T	W	TH	F	S								
							1								
	2	3	4	5	6	7	8								
	9	10	11	12	13	14	15								
	16	17	18	19*	20	21	22								
	23/30	24/31	25	26	27	28	29								
April 2023								(14 school days)							
S	M	T	W	TH	F	S	Good Friday 7 Spring Break 10-14 Prof. Development 26								
						1									
2	3	4	5	6	7	8									
9	10	11	12	13	14	15									
16	17	18	19	20	21	22									
23/30	24	25	26*	27	28	29									
November 2022								(18 school days)							
Parent Conferences 3-4 Thanksgiving Break 23-25	S	M	T	W	TH	F	S								
			1	2	3*	4	5								
	6	7	8	9	10	11	12								
	13	14	15	16	17	18	19								
20	21	22	23	24	25	26									
27	28	29	30												
May 2023								(22 school days)							
S	M	T	W	TH	F	S	Prof. Development 17 Memorial Day 29								
	1	2	3	4	5	6									
7	8	9	10	11	12	13									
14	15	16	17*	18	19	20									
21	22	23	24	25	26	27									
28	29	30	31												
December 2022								(17 school days)							
Prof. Development 7 Winter Break 26-Jan 2 Christmas 25	S	M	T	W	TH	F	S								
					1	2	3								
	4	5	6	7*	8	9	10								
	11	12	13	14	15	16	17								
18	19	20	21	22	23*	24									
25	26	27	28	29	30	31									
June 2023								(11 school days)							
S	M	T	W	TH	F	S	Projected Last Day 15								
				1	2	3									
4	5	6	7	8	9	10									
11	12	13	14	15*	16	17									
18	19	20	21	22	23	24									
25	26	27	28	29	30										
January 2023								(19 school days)							
New Year’s Day 1 MLK Day 16 Prof. Development 18 In-Service (K-8) 27 Mid-Semester Day 27	S	M	T	W	TH	F	S								
	1	2	3	4	5	6	7								
	8	9	10	11	12	13	14								
	15	16	17	18*	19	20	21								
	22	23	24	25	26	27	28								
	29	30	31												
July 2023															
S	M	T	W	TH	F	S									
						1									
2	3	4	5	6	7	8									
9	10	11	12	13	14	15									
16	17	18	19	20	21	22									
23/30	24/31	25	26	27	28	29									

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THS Mid Semester Date- January 27, 2023 ** Please note this is subject to change based on weather.

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Regular School Day	8:45	3:15
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Early Dismissal	8:45	12:40

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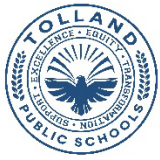
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TOLLAND PUBLIC SCHOOLS

District School Calendar

Version 5

First Day: September 1, 2022
Last Day of School: June 20, 2023
182 Days

2022 – 2023
DRAFT – PENDING

August 2022								(0 school days)																			
Teacher In-Service 29-31	S	M	T	W	TH	F	S																				
		1	2	3	4	5	6																				
	7	8	9	10	11	12	13																				
	14	15	16	17	18	19	20																				
	21	22	23	24	25	26	27																				
	28	29	30	31																							
								February 2023								(14 school days)											
	S	M	T	W	TH	F	S																				
				1	2	3	4	Prof. Development									8										
	5	6	7	8*	9	10	11	In-Service									17										
	12	13	14	15	16	17	18	Presidents Day									20										
	19	20	21	22	23	24	25	February Break									20-24										
	26	27	28																								
September 2022								(21 school days)								March 2023								(23 school days)			
	S	M	T	W	TH	F	S		S	M	T	W	TH	F	S												
First Day of School	1				1	2	3					1	2*	3*	4	Parent Conferences		2-3									
Labor Day	5	4	5	6	7	8	9	10	5	6	7	8	9	10	11												
Prof. Development	14	11	12	13	14*	15	16	17	12	13	14	15*	16	17	18	Prof. Development		15									
		18	19	20	21	22	23	24	19	20	21	22	23	24	25												
		25	26	27	28	29	30		26	27	28	29	30	31													
October 2022								(20 school days)								April 2023								(14 school days)			
	S	M	T	W	TH	F	S		S	M	T	W	TH	F	S												
							1								1												
	2	3	4	5	6	7	8		2	3	4	5	6	7	8	Good Friday		7									
Columbus Day	10	9	10	11	12	13	14	15	9	10	11	12	13	14	15	Spring Break		10-14									
Prof. Development	19	16	17	18	19*	20	21	22	16	17	18	19	20	21	22												
		23/30	24/31	25	26	27	28	29	23/30	24	25	26*	27	28	29	Prof. Development		26									
November 2022								(18 school days)								May 2023								(22 school days)			
	S	M	T	W	TH	F	S		S	M	T	W	TH	F	S												
Parent Conferences	3-4			1	2	3*	4	5			1	2	3	4	5	6											
		6	7	8	9	10	11	12		7	8	9	10	11	12	13											
		13	14	15	16	17	18	19		14	15	16	17*	18	19	20	Prof. Development	17									
Thanksgiving Break	23-25	20	21	22	23	24	25	26		21	22	23	24	25	26	27											
		27	28	29	30					28	29	30	31				Memorial Day	29									
December 2022								(17 school days)								June 2023								(14 school days)			
	S	M	T	W	TH	F	S		S	M	T	W	TH	F	S												
					1	2	3						1	2	3												
Prof. Development	7	4	5	6	7*	8	9	10	4	5	6	7	8	9	10												
		11	12	13	14	15	16	17	11	12	13	14	15	16	17												
Winter Break	26-Jan 2	18	19	20	21	22	23*	24	18	19	20*	21	22	23	24	Projected Last Day		20									
Christmas	25	25	26	27	28	29	30	31	25	26	27	28	29	30													
January 2023								(19 school days)								July 2023											
	S	M	T	W	TH	F	S		S	M	T	W	TH	F	S												
New Year's Day	1	1	2	3	4	5	6	7							1												
MLK Day	16	8	9	10	11	12	13	14	2	3	4	5	6	7	8												
Prof. Development	18	15	16	17	18*	19	20	21	9	10	11	12	13	14	15												
In-Service (K-8)	27	22	23	24	25	26	27	28	16	17	18	19	20	21	22												
Mid-Semester Day	27	29	30	31					23/30	24/31	25	26	27	28	29												

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Ramadan begins	March 22, 2023
Passover begins	April 5, 2023
Good Friday	April 7, 2023
Greek Orthodox Easter	April 16, 2023
Eid al Fitr	April 21, 2023
Memorial Day	May 29, 2023

■ indicates days on which schools are closed

OUR SCHOOLS

Tolland High School

Thomas Poland, Principal
Kimberly Marinan, Assistant Principal
One Eagle Hill
Phone: 870-6818
Fax: 870-6826
<http://www.ths.tolland.k12.ct.us/>

Tolland Intermediate School

Jim Dineen, Principal
Jennifer Merritt, Assistant Principal
96 Old Post Road
Phone: 870-6885
Fax: 872-7126
<http://www.tis.tolland.k12.ct.us/>

Tolland Public Schools

Walter Willett, Ph.D, Superintendent
51 Tolland Green
Phone: 870-6850
Fax: 870-7737
<http://www.tolland.k12.ct.us/>

Tolland Middle School

Mary Grande, Principal
Anthony Spangle, Assistant Principal
One Falcon Way
Phone: 870-6860
Fax: 870-5737
<http://www.tms.tolland.k12.ct.us/>

Birch Grove Primary School

Tom Swanson, Principal
Suzanne Guglietta, Assistant Principal
247 Rhodes Road
Phone: 870-6750
Fax: 870-6754
<http://www.bgp.tolland.k12.ct.us/>

MINUTES

TOLLAND TOWN COUNCIL ZOOM ONLY MEETING January 25, 2022 – 7:00 P.M.

Members Present: Steve Jones, Chair; John Reagan, Vice Chair; Sami Khan, Lou Luba, Katie Murray, Tammy Nuccio, Colleen Yudichak

Members Absent: none

Also Present: Lisa Hancock, Interim Town Manager; Dr. Walter Willett, Superintendent

1. **CALL TO ORDER:** The Chair called the meeting to order at 7:01PM.

2. **PLEDGE OF ALLEGIANCE:** Recited

3. **MOMENT OF SILENCE:** Observed

4. **PROCLAMATIONS/PRESENTATIONS:**

4.1 Proclamation Recognizing February as Black History Month
Mr. Jones read the Proclamation.

5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2-minute limit)

Jenn Civetti, 55 Longfellow Road, commented that she was fortunate to grow up partaking in the buddy program through Challenger Baseball in town. In regard to discussions about how building the Miracle Field could displace others, she would argue that Challenger Baseball has been displaced for all of the years it has played in Tolland. While they appreciate the opportunities for the team to play, it has never been ideal for children or families. Most fields are not wheelchair accessible and do not have enclosed fences allowing children to run and be at risk when fields are near busy roads but families participating in Challenger Baseball would never complain because any field, practice time, or hurdle to overcome is an opportunity for their child to be part of a team. She asked if the Councilors have been to a Challenger game and seen the joy in the athletes' faces when they are able to participate in an activity many thought would not be possible. She asked if they have seen the joy in parents' eyes while watching their children participate in a team sport. The Miracle Field would allow children to participate who otherwise would not be able to. For a child in a wheelchair, the Field would provide the opportunity to independently play the game of baseball. In terms of how the Field would be used by the town and the general population, it, along with Challenger Baseball, is an opportunity for the community to come together. The Buddy Program allows all ages to participate, and buddies assist athletes with batting, base running, and defense. While not all need the physical assistance, many athletes just need a friend. Some of the most important and lifelong lessons Ms. Civetti learned were while participating as a Buddy. Miracle Field provides an opportunity for the town. Many have voiced support for the Field, and it should be a priority. She added that actions speak louder than words and all the town has given have been words. She asked that the town fight to give children the same opportunities as any other community member. This is the goal – not to kick the can down the road; otherwise, she encouraged the Leibowitz family to bring the Miracle Field to another town that will make the project a priority and noted that children deserve to be a priority.

Dave Garritt, 23 Rudnansky Lane, President of the Tolland Soccer Club commented that he has been a Buddy for the TOPSoccer Program. He has seen the joy in the children given the opportunity to play and recommends the experience. He supports the Miracle Field and commended the Leibowitz family for the

work it has done. Mr. Garritt commented that he wants the field to be additive to the town and not replace existing facilities. He likes the draft resolution that has been put forward but commented that the language is unclear regarding if the study will look at existing town and open space. Town space should be considered even if it is not clear at this time – it is important to look at all available options. Mr. Garritt asked that the study also include assessing the handicap accessibility of all the fields in town. He commented that right now it is “pretty pathetic” and cited an example.

Lisa Daniel, a former Tolland resident and parent of former athlete who participated in Challenger Baseball commented that she has seen Tolland change from having no baseball or soccer fields to many over the years. She noted that there were so many fields that a baseball field was turned into a parking lot. Phenomenal opportunities have been provided to children, and are needed, but the opportunities for special needs children are limited. They have an opportunity to participate but have few choices. She asked the Council members to imagine finding a program but then seeing that the field is down a hill with the entrances blocked by boulders or that it is up a hill with only stairs for access. While there is a program, it is not suited for the children’s needs. Ms. Daniel commented that it is not enough to say that the Miracle Field is a great idea and would be a wonderful capital asset to Tolland. It is time to ask what can be done to make it happen.

Kate Case, 207 Kozley Road, commented that her daughter Amber would be speaking. Her daughter introduced herself and noted that she loves Challenger Baseball. Last year was her first time playing a team sport and baseball is hard for her because she cannot catch well. Challenger Baseball is easier because the coaches and buddies, like her sister, help her with hitting which is the best part. Playing at Lion’s Field and at the Miracle Field in West Hartford are her favorite memories. She added that it would be cool for Tolland to have its own Miracle Field so all her friends could play.

Tim Restall, 121 Derek Drive, noted that he is the Team President of the Hartford Yard Goats. He has been on the advisory panel for the Miracle League of CT for 6 years and has seen many games, events, and smiles. As a father, he has seen children with disabilities or special needs struggle to get out of their car or adapt to situations. He then sees them in uniform on the field. Stories are told like those stated tonight. These are the types of things that make people better and the town a better place to live.

Jeff Donafrio , 53 Susan Drive, commented that his daughter, who is in a wheelchair, plays Challenger Baseball and TOPSoccer. The Miracle Field would be a wonderful addition to the community and distinguish it as 1 of 3 towns in the state to have such a field. At times such fields are portrayed as a net sum zero game where someone loses, and someone wins. He encouraged the Council, as part of the study, to use it as an opportunity to look at the fields and spaces in town and how they can enhance the facilities for soccer and lacrosse. This is a wonderful opportunity that can be used to enhance all of the town’s facilities, not just for Miracle League Baseball.

Tia Donofrio, 53 Susan Drive, commented that she has participated in the Buddy program for soccer and baseball. She hopes the Miracle League Field can be built so her sister, who is in a wheelchair, can play sports like everyone else.

Laurel Leibowitz, 23 Crooked Trail, Woodstock, thanked the Council for consideration of the study. She commented that they pinpointed Birch Grove because it seemed that it had been offline and not a top choice field for the teams to use. When her children played it was often referred to as the “wet field” and many teams did not want to play there; thus, they did not believe using the field would upset other

teams. Additionally, they saw cost savings which are still in place. When they approached the Council, they hoped to fast forward the consideration and have the area paved but given that it is level, has a rock subsurface, and has drainage still provides significant savings. The next step would be to pave the area before installation of the field. Further, Birch Grove is a fully accessible site with handicap parking as well as plumbing and electrical services which albeit capped, are still in place providing savings for future items such as restrooms and lighting. In their estimate, the level surface with the subsurface in place provides savings of approximately \$100K.

6. **PUBLIC HEARING ITEMS:**

- 6.1 Consideration of a resolution authorizing an appropriation of \$398,155 to the COVID Relief Fund for the Board of Education from the General Fund Unassigned Fund Balance.

Ms. Hancock provided background information and reviewed the Item Summary. The COVID Relief Fund (CRF), a temporary fund, was created last year to assist the Board of Education (BOE) with its needs related to COVID. The BOE requested to use some of its savings from the end of the last fiscal year to replenish the CRF and this item is being presented to consider this action. At the last meeting, the Council requested a change to the language in the CRF Agreement. This was discussed by the BOE which endorsed the renewal of the Agreement in its original form excluding the proposed language. The BOE would like the Agreement to be extended for 2 years so it can fund associate educators (AEs) in one part of the fiscal year and summer school (ESY) for general education students in the following fiscal year.

Christine Griffin, Chair of the Finance and Facilities Committee (BOE) commented that she does not believe the ESY was for 2023/24 as noted by Ms. Hancock and presented in the Item Summary. It was for 2022/23 and the program dates are July 5th – August 5th of 2022. The 2-year extension was because the ESY program would fall into the next fiscal year. This was confirmed by Dr. Willett. The AEs would fall under the current fiscal year while the ESY program falls under the following fiscal year. Ms. Hancock apologized for the error with the dates.

Ms. Murray noted that the Council received 2 e-mails in support of keeping the original CRF Agreement and extending it for 2 years.

Ms. Nuccio called a point of order noting that the Council does not read such e-mails into the records of public hearings.

Mr. Jones noted that in this instance he will recognize that correspondence was submitted in relation to the public hearing.

Ms. Nuccio motioned to close the public hearing.

Mr. Luba seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Ms. Nuccio commented that using the funds for ESY is a good use of the funds but petitioned to keep the suggested language - the BOE would have to use its original budget before using the CRF funds. Additionally, she does not believe the Agreement has to be extended for the full extra year and recommended that it be extended through September 2023 to cover the ESY program and have the language the Council voted upon.

Ms. Murray called a point of order noting that the Council did not vote to change the language in the Agreement.

Mr. Jones noted that the language presented was suggested and from a straw poll. A vote was not taken.

Ms. Nuccio amended her comment to note that a straw poll was taken to send the language to the BOE.

Mr. Luba commented that he fully agrees with the proposal. If the Agreement is extended past September, it goes beyond the timeframe they are looking at. Further, the Agreement should include that the BOE use its operating funds first with the CRF as replenishment. When the Council originally established the fund, this was discussed. It was not meant to be an operational fund. It was meant to be a replacement for funds used by the BOE for unforeseen expenses due to COVID. As currently proposed, it is an addition to the Board's budget. He added that the record is replete with discussions that the Council created the fund out of concern for the Board needing to comply with the requirements set forth by the CDC, state, and other agencies leading to a depletion of the operational budget. The CRF allowed the BOE to make payments up front and replenish expended funds. Mr. Luba commented that the proposal now is to not use the operational funds, but to use the CRF as a secondary fund which was not the original intent. Mr. Luba added that the proposed Agreement seems to go through July 2024. He believes the Agreement can be approved through September 30, 2022, and then be reexamined as part of the normal budget process. This would allow the AEs and ESY to be set up and run as set forth by Dr. Willett. He recommended clarifying the date and keeping the resolution as originally proposed in the straw poll. Continuing beyond this makes the CRF an operational fund which is beyond the scope of what was intended and is a "bastardization" of the Council's intent for the fund.

Ms. Murray asked how the BOE responded to the Council's request for the addendum referred to by Ms. Nuccio. Dr. Willett responded that the BOE met on January 12th and discussed this. The final resolution was a motion by Mr. Marie to authorize the Superintendent to communicate to the Town Council Chair that the Board of Education endorses the renewal of the Coronavirus Relief Fund in its original form prior to and excluding the addition of E for a 2-year duration. This was seconded by Ms. Gallichant. A roll call vote was taken with a result of 7:2. Motion passed. Ms. Murray confirmed that the money originated from funds that were budgeted for the BOE for the last fiscal year. Ms. Hancock noted that the BOE, on June 30, 2021, had an unexpended balance of \$796,311 and requested that half be deposited into the CRF. Ms. Murray confirmed that the money was originally budgeted and approved to be used by the BOE and the amount noted is what was not spent. Ms. Murray asked if the funds would be used for recurring expenses. Dr. Willett responded that they would not be as specified in the one-page document presented at the November 29th meeting. The funds would be used for the AEs in FY22 and the ESY program in which falls in FY23 to serve the needs of students impacted by the pandemic.

Ms. Yudichak asked how much was saved in the Transportation line item. Dr. Willett responded that it was approximately \$580K. Ms. Yudichak commented that the Council asked the BOE what would be in best interest of the staff and education of the students. The Council should honor the request, but she would like to keep the original Agreement without the extended 2 years.

Mr. Reagan noted that he concurred with the September timeframe because they do not know where things will stand with the virus. He recommended revisiting the Agreement in 6 months which would be prior to the next school year.

Mr. Jones commented that he is in favor of keeping the language as-is. From the video and the discussions, the intent was to transmit the suggestion to the BOE with the understanding that if it was viewed favorably in a vote that the Council would move forward; otherwise, it would not. Additionally, he is in favor of maintaining the annual review. With the extension, he recommended planning to meet in September/October and commit to actively work with the Town Manager's Office and the Superintendent's Office to avoid any delays like last year.

Ms. Murray asked if the Agreement is not extended if it would be more difficult for Dr. Willett to fund ESY. Dr. Willett responded that ESY would not be possible if the Agreement is not extended. The fiscal year ends June 30th and the largest portion of the cost for ESY is staff. If the commitment is not made now, he cannot ask that the program be developed given the amount of work and time needed to do so. They cannot use money from this fiscal year for payroll in the next fiscal year. The CRF, or something like this, is needed to bridge this. He noted that if it is an issue with the nature of the CRF, there may be other options such as if money not used to service students is rolled to the general fund. The money could be used to service students in a matter of months after the current fiscal year under the same pandemic situation. He noted that the ERF is limited in how the funds may be spent so the district needs to rely on asking the town to be able to use funds that could not be used for student services in one year to be used for the benefit of students in the next year. Another option would be an appropriation. Ms. Murray asked if extending the Agreement through September 2022 would meet the district's needs. Dr. Willett asked Ms. Hancock if the district could plan to pay staff from the CRF. He noted that a commitment of the \$273K for ESY would be needed. Ms. Hancock responded that it depends on the final agreement between the Council and the BOE. If the Council approves the funds to go through September 2022 to pay staff, then the bills should be able to be paid. Dr. Willett explained that it is not just about renewing the Agreement but that the funds may be spent on the ESY program to be held in July and August. Ms. Murray asked if it would be sufficient to modify the language that the fund may be used for expenditures or programs that occurred on or before September 2022. Ms. Hancock responded that the duration of the Agreement refers to determining if the fund would be continued. In terms of use of money in the CRF, it could be expended until the Council decides that the fund is terminated.

Mr. Luba clarified that in terms of the ESY, the district would not be able to allocate funds or pay for staffing. Dr. Willett responded that the \$273K is specifically to pay staff to run ESY from July 5th to August 5th. It is not an ongoing expense. Mr. Luba confirmed that if the Council does not extend the CRF and it ended on June 30th, the district would have to use other contingency funds. Dr. Willett explained that the district would not be able to run the program. He would not be able to ask people to do all the planning and logistics on the chance the program would not run. Unless approved and funds allocated, the program cannot run. Mr. Luba asked if Dr. Willett could close the books on the ESY program by the end of September. Dr. Willett responded that they would be able to do so. He noted that if there are snow days, the ESY program's end date may be slightly later but within the month of August. Mr. Luba asked if the ESY educators would be paid through the district's regular budget process. Dr. Willett responded that it would be incurred in the salaries lines but without the funding they would not run the program. Mr. Luba commented

that he does not doubt the value of the program, it is matter of the mechanism for implementation. Revisions are needed and he recommended that Council approve the funds for the ESY through September 30, 2022. A discussion about the renewal of the CRF could be held in January as part of the normal budget process. He noted that although the Council is working with the BOE, the Council created and approved the fund when the BOE approached the Council regarding concern for unforeseen expenses.

Ms. Nuccio confirmed that ESY could not be paid out of the Board's current budget. Dr. Willett explained they cannot do so because the current fiscal year ends on June 30th. Ms. Nuccio confirmed that the \$117K for the AEs would be. She confirmed that if the Agreement is extended through September 30th that they could pay the \$273K for ESY and if there is money available in the Board's operating budget, the \$117K for the AEs could come from there rather than the CRF. Dr. Willett explained that the AEs are above and beyond the budget allocated. The AEs are part of the request from the CRF for this fiscal year. Ms. Nuccio recommended extending the Agreement through September 30th so they can pay for ESY and asked that if dollars are left in the Board's budget that they be used to pay for expenses prior to using the CRF.

Mr. Jones clarified that if the CRF is extended through September 30th that they would then meet in October-December. Ms. Hancock recommended meeting in October. In terms of the AEs, she believed the AEs were above and beyond what the Board has available even though the AEs are on staff. Dr. Willett explained that his understanding is that Ms. Nuccio asked if there are end of year funds if they could be used to pay the AEs rather than using funds from the CRF. The AEs were not in the FY21/22 budget and were added due to the quarantines. This is why a request was made to use the CRF. Dr. Willett explained that his only concern with waiting is being in the negative at the end of the year and he would not want to be in that position. He respectfully requested that if the line item is in the negative in May/June that the funds be transferred to balance the budget.

Ms. Yudichak commented that she is concerned that the Agreement is being changed but appreciates hearing Councilors' comments.

Ms. Murray motioned:

BE IT RESOLVED by the Tolland Town Council that it hereby approves as follows:

Consideration of a resolution authorizing an appropriation of \$398,155 to the COVID Relief Fund for the Board of Education from the General Fund Unassigned Fund Balance and approval to extend the COVID Relief Fund agreement with the Board of Education through September 30, 2022 and meet between the months of October and December to review the purpose and for determining its continuation or termination and then from thereon meeting annually for that purpose.

Ms. Yudichak seconded the motion.

Discussion: Mr. Luba requested clarification. Mr. Jones reviewed the motion.

A roll call vote was taken.

Aye: Luba, Reagan, Murray, Yudichak, Khan, Jones

Nay: Nuccio

Motion passed 6:1.

7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** none

7b. **REPORTS OF TOWN COUNCIL LIAISONS**

- Veterans Recognition Commission – Mr. Luba provided an update of the January 20th meeting.
- Eastern Highlands Health District – Ms. Nuccio provided an update.
- Water Pollution Control Authority (WPCA)- Mr. Reagan provided an update of the January 16th meeting.
- Planning & Zoning Commission – Mr. Reagan provided an update of last night's meeting.
- Board of Education – Ms. Yudichak provided an update.
- Commission on People with Disabilities – Ms. Yudichak provided an update.
- ARPA Subcommittee – next meeting January 27th at 4:30PM.
- Conservation Commission – Mr. Jones provided an update of the January 13th meeting.
- Tolland Water Commission – Mr. Jones provided an update of the January 19th meeting.

8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

8.1 Presentation and discussion of a 2020-2021 Annual Comprehensive Financial Report (ACFR).

Vanessa Rossitto, partner with the accounting firm CLA, reviewed the following presentation:

Town of Tolland, Connecticut

2021 Audit Presentation

January 25, 2022

- Agenda
- Terms of Engagement
- Executive Summary
 - Financial Statements
 - Unmodified opinion issued on the financial statements
 - Emphasis of Matter - GASB 84
 - No findings reported in report on internal control and compliance
 - Management Letter
 - Federal Single Audit
 - Unmodified opinion on major federal program
 - No compliance findings or significant deficiencies in internal control over compliance reported
 - Single State Audit
 - Unmodified opinion on major state programs
 - No compliance findings or significant deficiencies in internal control over compliance reported
- Financial Highlights
 - Government Wide (aggregate of Town's funds)
 - Governmental Funds
 - GASB 84 Restatement
 - General Fund
 - Fund Balance \$12.86M
 - Committed \$888K; Assigned \$2.02M; Unassigned \$9.95M

- Budget
 - Property Tax Collections: 98.89% (98.56% prior year)
 - Net OPEB Liability: \$1,442,639 (\$636,758 decrease from prior year)
- Federal and State Single Audit
- Management Letter
- Auditors' Communication
- GASB Standards
 - Implementation Year 2022
 - Implementation Year 2023
- Contact Information

Ms. Murray confirmed that the town passed the audit.

Mr. Luba asked about the recommendation that the BOE review its budget process and asked what is specifically recommended. Ms. Rossitto noted that it is not the budget process per se. The BOE, in addition to having a budget item in the general fund, is also the custodian of smaller funds accounted for outside of the general fund. She explained that it was challenging getting some of the information and it was only a recommendation to strengthen controls. There were no findings or control deficiencies.

8.2 Appointments to vacancies of various municipal boards/commissions.

Library Advisory Board

Kathryn Hahn Deffely, 61 Old Post Road, 01/25/22 – 11/05-25.

Mr. Luba motioned to approve the appointment as laid out in 8.2.

Ms. Murray seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

9. **OLD BUSINESS (ACTION/DISCUSSION ITEMS):**

- 9.1 For the Tolland Town Council to consider a resolution to authorize an engineering study to be conducted on the Birch Grove School grounds and other locations within Tolland for the possible Miracle Field project implementation.

Ms. Hancock explained that this is a continuation from the last meeting and provided background information. She noted that the Miracle Field Group has been raising funds for the project and would like to move forward. At the last meeting the Council had some concerns about displacing other teams. They worked with Mr. and Mrs. Leibowitz to address concerns. The original intent was for Mr. and Mrs. Leibowitz to do a study to ensure the Birch Grove site would be sufficient and they would be able to move forward. They have agreed to go forward with a study where everyone would have input into developing its content. The idea is to look not only at the Birch Grove site but also to look at other locations within the town that may be feasible for the Miracle Field or the displaced teams. Ms. Hancock noted that the initial quote for the study was \$11,330. When Mr. and Mrs. Leibowitz were discussing the study, they were told it would be in the range of \$2,500-\$5,000 and were willing to front the funds. At this time, they will go up to \$6,000 for the study. Ms. Hancock recommended that the town pay for the other portion. She noted that funds are available in the engineering budget to cover the cost.

Mr. Jones clarified that the draft resolution would authorize Ms. Hancock to negotiate the scope of the study off the Council's discussion. He noted that the Council received correspondence about the initial language.

Ms. Murray asked if there is a reason the Heron Cove was not included in the draft. Ms. Hancock responded that it is only a draft and will include other locations as well as items desired by the Council and the Miracle League Group. Ms. Murray asked that the list be inclusive of the sports complex field the town runs which includes Heron Cove and that if Lavitt Field is River Park. She added that the document includes a list of assumptions, many of which the town would be responsible for filling, and she wants to ensure the town is prepared to meet the assumptions in the scope of work. Ms. Hancock noted that they have started pulling the information together. Ms. Murray asked if the intent is to include feedback from all the athletic groups that currently operate on town fields. Ms. Hancock responded that the goal after the study is completed is to have a special meeting including all the stakeholders at which time concerns can be addressed. Ms. Murray referenced the first sentence under, Proposed Miracle Field Location at Birch Grove Primary School – Scope of Services. She asked if this would include all the athletic organizations that use town fields. Ms. Hancock explained that Mr. Watt is familiar with the fields being used on a recreational basis and the Superintendent, or his designee, is familiar with the requirements of the school and will work together.

Mr. Luba asked about under the proposed Scope of Services – Deliverables, if there would be 1 recommendation for where the Miracle Field would be and 3 recommendations for the displaced field(s) or 3 locations for the Miracle Field combined in 1 concept plan. His concern is that they are focusing solely on Birch Grove. He is in full support of the field but does not want to be tied specifically to that site. He wants to have all potential fields examined so at a later time, if a site other than Birch Grove meets the requirements for the Miracle Field but requires additional funding that may be covered under grants, they could be possibilities. He would like to see 3 proposals presented for where the Miracle Field could be as well as 3 proposals for the displaced fields. Mr. Luba explained that he is hesitant going forward with an agreement without seeing its terms. He wants to ensure the town is not obligated in any way, in agreeing to do the study, to going forward with it if at some point the town decides it not to do so. He does not want agreeing to an engineering study to obligate the town to going forward with a project. He would like to see a proposed contract for review by the Council. Traditionally, any time they have dealt with an allocation of town property or use of town property they have had a contract presented for consideration. Ms. Hancock clarified that the resolution was drafted to address this concern. It does not commit the town to moving forward with a project or designating a property. She reviewed the draft resolution and noted that it would be helpful for Mr. Luba and others to provide input so she can include it in the draft proposal for the engineer. The draft proposal will be presented to the Council for its review. Mr. Luba noted that he supports the program and the Miracle Field and wants to ensure they pick the place that is most appropriate given the town's long-term goals of having more facilities available for players and families. He wants a full study and all options presented to the Council.

Mr. Reagan commented that the information presented brings them closer and he has yet to hear from anyone that they do not want the Miracle Field. He noted that some of the language presented is contradictory and cited the memo from Mr. Eaton to Ms. Hancock that the study would determine if there is a more appropriate location for the field. Mr. Reagan asked if they

are bound to having the Miracle Field at Birch Grove and that it would be there or not at all. Mr. Reagan cited language under Deliverables and interprets it to mean that they will look for locations for any fields displaced by the Miracle Field at Birch Grove. He explained that in the letter for Mr. Eaton it notes that they will look for a more appropriate location for the Miracle Field as well so he believes this has been clarified. Mr. Reagan is in support of the study moving forward and happy that the study will include the Superintendent and the Recreation Director. Once completed, the stakeholders will be brought together and able to comment. Mr. Jones noted that if they move forward, league representatives can also reach out to Mr. Watt.

Ms. Yudichak commented she is pleased that that engineering study has a broad scope and that the resolution has been included. She hopes this is not pushed out again. The Miracle Field would be an asset and opportunity for the town. The study is to show that there should be plenty of space for everyone. No children should be excluded from any sports, and some do not have as many opportunities as others. Further, it is a safe place for children to play and parents have support. Ms. Yudichak asked how soon the study would start. Ms. Hancock responded that the hope is that it would begin in February. Ms. Yudichak asked if everything works out, when a Miracle Field could be in Tolland. Mr. Leibowitz responded that he believes it would be no longer than 2 years.

Ms. Nuccio commented that she is happy with where they are at, believes they can come to an agreement and find a location for the Miracle Field, and address those who may be displaced. She wants to see the field in town and will work to get it in Tolland so everyone has a place to play. She is happy with the agreement presented and it is a good investment for the town to look at the fields to see what they can do to make it happen.

Mr. Khan commented that he would like to see the field in town and they should do whatever is needed.

Mr. Luba motioned:

BE IT RESOLVED by the Tolland Town Council that we support a Miracle League Field being established in the Town of Tolland. The Town Council approves an Engineering study to be conducted for the Miracle Field to identify an existing open site that satisfies the needs of the overall Tolland recreation community as determined by the Town Council. This study is to be funded up to \$6,000 by a donation from the Miracle League of Northern CT. Any additional cost up to \$6,000 will be paid for by the Town of Tolland.

The Town Council authorizes the Temporary Town Manager to negotiate the scope of engineering study with input from the Tolland Town Council and the Miracle League of Northern CT and to sign all appropriate contracts with the Engineering firm and the Miracle League of Northern CT for this engineering study. The Miracle League donation must be collected in full by the Town prior to the commencement of the study.

Ms. Nuccio seconded the motion.

A roll call vote was taken. Motion passed unanimously.

Ms. Hancock asked that if anyone has any input on the contract that they reach out to her by the end of the week.

10. REPORT OF THE INTERIM TOWN MANAGER

- Grant Manager/Project Administrator position – an offer has been made
- Planning & Zoning Commission would like to have a joint meeting with the Council; proposed dates: March 30th or 31st
- Mobile Vaccination Clinic (pediatric – children ages 5-11): tentative dates: February 27th and March 20th; time: 11AM-4PM; location: Recreation Center; capacity: 100 vaccinations/day
- Masks and Test Kits – given state guidelines, at this time test kits will not be distribution to the public; a limited number of masks are available at Town Hall

11. ADOPTION OF MINUTES

- 11.1 January 8, 2022 Special Meeting Minutes
- 11.2 January 11, 2022 Remote Special Meeting Minutes
- 11.3 January 11, 2022 Remote Meeting Minutes

Ms. Murray motioned to accept the minutes as laid out in 11.1, 11.2, and 11.3.

Mr. Reagan seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

12. CORRESPONDENCE TO COUNCIL

- E-mails (2) regarding the public hearing
- E-mail regarding the mobile vaccination clinic
- E-mails (2) asking not to implement a town-wide mask mandate
- E-mail with questions about the meeting format
- E-mail asking if the town has interest in purchasing 1 or more acres of land with Settler's Rock
- E-mails (3) supporting Miracle Field
- E-mail supporting Miracle Field but at a different location; possible locations – Cross Farms or TMS
- E-mail with questions and suggestions regarding Miracle Field and the meeting process; suggested changes to the Town Charter
- E-mail requesting a statement on school children overdosing and raising awareness of the services and programs offered by the town regarding substance use
- E-mail providing background on the Affordable Housing Trust Fund urging the Council to approve its adoption

13. CHAIRPERSON'S REPORT

- The e-mail regarding the substance use issues was relayed to the Interim Town Manager and an e-blast was sent with regional programs and links for services.
- Budget and community budget discussions will kick off next month. Mr. Jones asked Councilors to review the calendar and highlighted the Capital Budget Public Hearing on February 10th and the Joint Meeting on February 24th. Additional meetings will be held in March.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS**

- Mr. Luba noted that he would like to recognize members of the 102nd Infantry Battalion returning from deployment. A number of veterans, led by Lieutenant Colonel Frank Tantillo - a former resident and member of the BOE, live in town. They completed a successful deployment and those who have not returned will do so tomorrow. He thanked them for their service. Because of them people continue to be safe in the U.S. Mr. Luba formally requested that the Council take up the issue of ending the Emergency Declaration and that it be added to an agenda. He will make this request monthly until it is addressed. While they are still feeling the effect of COVID and the variations, based information they are approaching the endemic stage.
- Ms. Yudichak spoke in regard to the e-mail on mental health and thanked the town for sending information with links to all residents.
- Ms. Nuccio agreed with Mr. Luba's request for the removal of the Emergency Declaration. She welcomed back the 102nd Infantry Battalion. Ms. Nuccio noted items she would like to see on future agendas: displaying children's artwork in Council Chambers; rolling 5-year actuals/projections on financials; Ordinance 60; sidewalks during discussion of the Capital Plan; CRCOG Regionalization Back Office Study; crumbling foundations resources & information
- Ms. Murray thanked Mr. Wilkinson for responding to her request for information on the Town Manager Search.
- Mr. Jones noted that the Council received a draft of the Town Manager Search brochure/profile. He asked that feedback be sent to him by the end of the week.

15. **PUBLIC LISTED PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (3 minute limit)

Dave Garritt, 23 Rudnansky Lane, President of the Tolland Soccer Club thanked the Council. Tonight's resolution that was unanimously passed puts them in the right direction. As they negotiate the details of the agreement with Mr. Eaton, they should seriously consider assessing the handicap accessibility of all the town's athletic and recreational facilities. This is a great opportunity to resolve some of the challenges at some of the fields in town.

16. **ADJOURNMENT**

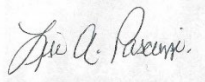
Mr. Reagan motioned to adjourn the meeting at 9:38 PM:

Ms. Nuccio seconded the motion.

Discussion: none

A roll call vote was taken. Motion passed unanimously.

Respectfully submitted,



Lisa Pascuzzi
Town Council Clerk

Town Council Chair