

**BRISTOL BOARD OF EDUCATION
REGULAR OPERATIONS COMMITTEE MEETING MINUTES
WEDNESDAY, JANUARY 27, 2021**

The Operations Committee met on Wednesday, January 27, 2021 via ZOOM online meeting platform

Present: Committee Chair Eric Carlson, John Sklenka, and Chris Wilson

Also Present: Timothy Callahan, Dr. Catherine Carbone, Mike Dietter, Peter Fusco, and Kristen Giantonio

1. CALL TO ORDER

The meeting was called to order at 6:00 pm by Chair Carlson

Pledge of Allegiance

The meeting norms were reviewed.

2. APPROVAL OF THE MINUTES OF THE AUGUST 26, 2020 REGULAR MEETING

On a motion by Commissioner Wilson and seconded by Chair Carlson, it was unanimously voted to approve the December 1, 2020 special meeting minutes.

3. 2021 OPERATIONS COMMITTEE MEETING CALENDAR

On a motion by Commissioner Wilson and seconded by Chair Carlson, it was unanimously voted to approve the 2021 Operations Committee meeting calendar.

4. REIMAGINING BRISTOL PUBLIC SCHOOLS UPDATE REGARDING FEASIBILITY PLANNING

Dr. Carbone Presented:

While reimagining Bristol Public Schools there are four overall goals:

- Renovate and update old and outdated schools
- Redistrict to create parity in class size and demographics
- Adopt consistent grade configurations/instructional models across all schools aligned to developmental plane of child
- Increase access to full day PK programming

Updates related to Reimagining BPS 2023 – the team was charged to do the following:

- Secure consultation services to investigate redistricting and enrollment patterns
 - Began working with Milone & MacBroom in the beginning of January
- Confer with City/BOF regarding building projects
 - Working with BOF to ensure they will be able to navigate the bond cycle with the requested projects
- Develop a realistic timeframe for projects identified in Options 1 & 3 – Reimagining 2023-2033
 - In order to begin focusing on this task, an option for class configuration needs to be decided first.

- Provide information regarding PK (1.20.21 – SAC meeting) and cost structure – Feb. SAC meeting
 - Early stages of this information was discussed during the January Student Achievement meeting.
- Provide progress updates to the BOE Commissioners in January and February
 - Currently providing updates at the Operations and the BOE meetings
- Create opportunities for community feedback regarding grade configurations and building projects.
 - When we are in a place that provides greater detail to the families, there will be opportunities to engage in meaningful dialogue about both of the options and the redistricting plan.
- We have met with every administrator of the PK, K-5, and K-8 schools to plot out where they foresee the classrooms in a PK-4 or K-5 and 5-8 or 6-8 models
- Enrollment and redistricting will be modeled by Milone & MacBroom

Timothy Callahan presented the capacity matrix. The matrix lists the grades and the required classrooms are identified and plotted. The shared common areas are identified as well. Open classrooms are the available classrooms that will be assigned into the special services programs.

The capacity is determined by using the “ideal” scenario that was recommended by Milone & MacBroom. The ideal is 22 students per class. Pull out programs in middle school is based on a 1:22 teacher/student ration with an 82% utilization rate which factors to a ratio of 1:18.

Dr. Carbone stated while working on this task, we are basing it on the highest enrollment projection in the next ten years. This exercise helps ensure the Bristol Public Schools will be able to adequately house all of the students that will be with the school system.

Chair Carlson asked: Does the 22 students per classroom comply with the current COVID issues and is the State Health Department trying to push class sizes to a smaller number?

Class size of 22 was used because K-2 can't be larger than 22 students. Historically in grades 3-8 there is an increase in class size. Grade 3 is usually 23 students and 4-8 is 25-27 students. In regards to COVID and social distancing, 18-22 students fit in many of the classrooms while following the 6-foot circumference guidelines. As we are building, we are planning for the possibility that a remote option may be offered again next year.

There was information that was presented to the Student Achievement Committee explaining the need for PK. Research that was presented to the SAC was based on the difference between a full day PK and a partial day PK or no PK experience. The reason why the suggestion and recommendation of a comprehensive look at how we have our smallest, youngest learners enter the BPS system is because how we have an irregular way of assigning the PK classrooms to schools.

Current PK breakdown:

- 5 School Readiness part day classrooms at MTV, SSS, EPH, IVY – paid for by school readiness grant and parent fees – serves 150 students
- 1 Alliance part day classroom at GH – paid for by alliance grant and parent fees – serves 30 students

- 6 Special Education part day classrooms at BECC, EPH – paid for by IDEA/BOE – serves over 150 students

The BPS serves approximately 300 students in the PK-3 and PK-4. Instead of consolidating resources and creating an experience for students that are aligned to the developmental needs and plane of that child, they are spread throughout the district in an irregular way. This also has an effect on the transitions of the student matriculating into their home school.

Commissioner O'Brien asked: Is the current thinking still that it would be a full day program?

The current thinking is: Exploring full day PK. The thought is not to have a 100% full day program but would like the school system to allow families to have that option especially if there is funding for it that does not come from the general fund. Dr. Carbone feels that the support for PK should not only come from the city of Bristol but the State Dept. of Education as well. This plan would be purposefully phased in over a series of years.

5. CAPITAL IMPROVEMENT PLAN

Peter Fusco reviewed the 10-year capital improvement plan. The driving factors of the plan are compliance and warranties. In the upcoming years, the request includes the following:

2021/2021

- Underground storage tanks at Chippens Hill Middle School; 1 oil tank, 1 diesel tank - Because these are compliance issues, there is not much room to negotiate them.
- Schematic design for the Northeast Middle School building project - to help get a better understanding of the depth of that project.
- A mechanical unit in the all purpose room at SSS - This is at the request of the building committee and was not included in the original scope of the HVAC upgrade project that is finishing up.
- Edgewood Roof Replacement – The warranty on the roof was 20 years and this roof was installed in 1987. The repairs to this roof are all out of pocket. This project would include all the unit ventilators as well as the office air conditioning unit with an economizer.

Commissioner O'Brien asked: All of the plans that the BPS has suggest that Edgewood School may close; does it make sense to be putting in that kind of money into a location that will be turned over to the city?

If the property goes to the city, it is still part of the city's real estate portfolio. The BPS does not want to create degradation in the inside of the building with water leaks

6. OLD BUSINESS

None at this time

7. ADJOURNMENT

On a motion by Commissioner Sklenka and seconded by Chair Carlson, the meeting was adjourned at 6:21 p.m.

Respectfully Submitted,

Tara Landon

APPROVED