Board of Education Special Meeting – Board Retreat
Saturday, June 28, 2025 at 9:00 a.m. – 3:00 p.m.
134 Norwood Road
West Hartford, CT 06117

Attendance:	L. Easmon, Chair	Present
	T. Mack-Mohammed	Absent *(joined by phone from 2:01 – 2:59 p.m.)*
	F. Bogle-Assegai, Secretary	Present
	K. Dunbar	Present
	L. Simone	Absent
	C. Jones	Present *(left at 2:49 p.m.)*
	H. Frydman	Absent

Also Present: A. Crumbie, Attorney for the Bloomfield Board of Education
T. Youngberg, Superintendent of Schools
L. Lamenzo, Executive Director of Teaching, Learning, and Leadership
D. Greco, Director of Accounting
G. Martinez, Executive Director of Talent Management & Community Partnerships

1. **Establishment of a Quorum and Call to Order**
   L. Easmon determined a quorum was present and the Bloomfield Board of Education special meeting was called to order at 9:12 a.m.

2. **New Business**
   A. Ice Breaker
   The group elected to forgo the icebreaker activity.

   B. Policy Development and Oversight
   Jody Goeler, Senior Policy Associate at the Connecticut Association of Boards of Education (CABE) provided a presentation on "Effective Board Policy Governance" at the Board Retreat. The presentation outlined the critical importance of maintaining updated district policies to ensure legal compliance, protect operational continuity, and prevent administrative distractions caused by outdated guidance. Mr. Goeler emphasized that the Board's role is to govern the strategic "what" and "why" of policy, while the Superintendent is responsible for operationalizing these goals through administrative regulations. To maintain an effective policy framework, the presentation detailed a structured policy review cycle—consisting of auditing gaps, segmenting study into a three-year calendar, drafting and studying updates, and final adoption—and delineated the distinct responsibilities of the policy subcommittee, the full board, and the superintendent in executing this process. The session concluded with Mr. Goeler highlighting a few policy examples.

   A break was provided from 10:18 a.m. to 10:34 a.m.

C. Department Update

Departmental updates were provided by Lisa Lamenzo, Executive Director of Teaching, Learning, and Leadership, Domenic Greco, Executive Director of Finance and Operations, and Grace Martinez, Executive Director of Talent Management & Community Partnerships. Each department shared accomplishments for the 2025-2026 school year and goals for the 2026-2027 school year.

A break was provided from 11:45 a.m. to 11:50 a.m.

D. Strategic Planning and Next Steps

Superintendent Dr. Tracy Youngberg presented the End of Year Report and led a discussion regarding the district's strategic planning and next steps process. The presentation reviewed the district's progress toward establishing key developmental strategic goals, analyzing year-end performance milestones, identifying the next steps for establishing a new five-year strategic plan, which will include working with a consultant to facilitate the planning process.

Dr. Youngberg outlined the sequential framework for the next phase of the planning process, highlighting data metrics and the work to either integrate with or redefine the district's Portrait of a Graduate. The Board engaged in a discussion regarding the alignment of these strategic objectives with current administrative resources, implementation timelines, and accountability metrics designed to track student and institutional success moving forward.

The Board members discussed gathering community input and using various platforms to collect information.

A lunch break was provided from 12:15 p.m. to 1:00 p.m.

E. Old Business

1. Second Reading and Possible Adoption of Policies

Due to time constraints, the agenda item regarding a second reading of policies was tabled and will be revisited during a special virtual meeting to be scheduled at a later date.

F. Discussion of the Superintendent's Contract (discussion proposed for Executive Session)

A motion was made by L. Easmon and seconded by K. Dunbar for the Bloomfield Board of Education to enter into Executive Session for the purpose of discussing the Superintendent's Contract. They further invited Attorney Crumbie to participate.

L. Easmon	Aye
F. Bogle-Assegai	Aye
K. Dunbar	Aye
C. Jones	Aye

<u>The motion passed unanimously 4-0-0</u>.

The Board members convened into Executive Session at 2:01 p.m. and returned to public session at 2:49 p.m. *(Clovis Jones departed at 2:49 p.m.)*

G. Possible Action on the Superintendent's Contract

A motion was made T. Mack-Mohammed and seconded by F. Bogle-Assegai for the Bloomfield Board of Education to amend the contract for Dr. Tracy Youngberg to include the following:

- Vacation carryover from 35 to 37 days
- Vacation payout from 15 to 25 days
- Accumulated sick leave from 220 to 240 hours
- Holidays from 12 to 15 days (13 regular and 2 floating holidays)
- Health insurance coverage after employment for 30 days
- Salary increase of 3%
- Incentive bonus between 3%-5% of salary (based on target set by the Board of Education)
- Extension of contract through June 30, 2029

L. Easmon	Aye
T. Mack-Mohammed	Aye
F. Bogle-Assegai	Aye
K. Dunbar	Aye

The motion passed unanimously 4-0-0.

3. Adjournment

At 2:59 p.m. a motion to adjourn was made by K. Dunbar and seconded by F. Bogle-Assegai to adjourn.

The motion was passed unanimously 4-0-0.

F. Bogle-Assegai, Secretary

T. Youngberg, Superintendent of Schools