

## **Long Range Planning Committee**

Tuesday, December 1, 2015 5:00 PM

Long Range Planning Committee, L.P. Wilson Community Center, Room 17, 601  
Matianuck Avenue, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Audience to Visitors**
3. **Discuss and Review Past Committee's Recommended Areas of Focus**
4. **Discussion of Committee Goals and Objectives**
5. **Adjournment**

**Windsor Board of Education**  
**Long Range Planning Committee**  
**Approved Minutes**  
Tuesday, October 6, 2015 5:00 PM  
L.P. Wilson Community Center, Room 17

The following are the approved minutes of the October 6, 2015 Long Range Planning Committee as approved in the October 20, 2015 Regular Meeting.

**Attendance Taken at 5:00 PM:**

Present Board Members:

Mr. Leonard Lockhart  
Ms. Melissa Rizzo Holmes  
Ms. Cristina Santos

Absent Board Members:

Ms. Darleen Klase

**1. Call to Order, Pledge to the Flag and Moment of Silence**

Discussion:

The meeting was called to order by Mr. Lockhart at 5:00 p.m. with the Pledge of Allegiance and a moment of silence.

Also in attendance: Superintendent of Schools Craig A. Cooke.

**2. Audience to Visitors**

Discussion:

None.

**3. Set Focus of the Long Range Planning Committee**

Discussion:

The Committee reviewed the list of fourteen items for future areas of focus:

1. Family partnership efforts,
2. Long range enrollment projections,
3. Marketing efforts,
4. World language in elementary schools,
5. Pre-Kindergarten,
6. Alternative Education programs,
7. Extended day/extended year,
8. School security,
9. Achievement gap, specifically as impacts students of color/minorities,
10. Schools within schools,
11. Lack of science training in the elementary level,
12. Mental Health/substance abuse education/initiative district wide,
13. Facilities/enrollment/comfort and related issues, and
14. Alliance District status, the impact on the town's ability to sell homes and attract new residents, and how to move out of status.

Members discussed their recommendations, the role of the committee and asked Dr. Cooke for his input on priorities. It was agreed that the Committee would present long range enrollment projections, enrollment/comfort and related issues as recommended priorities to the full Board at the October meeting.

#### 4. Adjournment

**Motion Passed:** The meeting adjourned at 5:47 p.m. passed with a motion by Ms. Melissa Rizzo Holmes and a second by Ms. Cristina Santos.

Ms. Darleen Klase      Absent

Mr. Leonard Lockhart    Yes

Ms. Melissa Rizzo Holmes   Yes

Ms. Cristina Santos      Yes

A handwritten signature in black ink, appearing to read 'M. Rizzo', written over a horizontal line.

Melissa Rizzo Holmes, Secretary  
Windsor Board of Education

### BOE Long Range Planning Committee--Outcomes

Charge of Committee: "A standing committee on long-range planning to have cognizance over strategic planning for district operations and finance."

	ITEM	GOAL #	ACTION BY	ACTION
1	Family partnership efforts	No clear goal alignment	Committee	
2	Long range enrollment projections	No clear goal alignment	Committee	Committee received a presentation on enrollment projections. (4.7.15 meeting)
3	Marketing efforts	No clear goal alignment	Supt--Ask Technology Committee to look at marketing through social media and data metrics as to usage	Committee reviewed Supt's communication plan and family engagement initiatives through use of technology and social media outlets. (6.2.15 meeting)
4	World language in elementary schools	1, 5, 6	Committee	
5	Pre-Kindergarten	1-9	Committee, pending outcome of grant application	Preschool enrollment was increased by 30 students at OE and Poq utilizing Smart Start funding.
6	Alternative education programs	7	Committee	Committee received presentation by administration on WPS alternative education programs. STAIR and Bridges Alternative Learning Programs and the LPW/SPARK Program were reviewed. (3.10.15 meeting)
7	Extended day/extended year	1-9	Committee	

<b>8</b>	School Security	No clear goal alignment	Administration	Committee reviewed bullying policy and safe school climate policy and security measures completed during the 2014-2105 school year. School Security and Residency Officer hired by district. (6.2.15 meeting)
<b>9</b>	Achievement gap--specifically as it impacts students of color/minorities	1-9	Committee	
<b>10</b>	Schools within schools	1, 4	Administration	
<b>11</b>	Lack of science training in elementary level	1, 4, 9	Administration	
<b>12</b>	Mental health/substance abuse education/initiative district wide	9	Committee	
<b>13</b>	Facilities/enrollment/comfort and related issues	No clear goal alignment	Committee (to be linked to Item 2)	Committee was briefed on facility projects/renovations. Administration reviewed WPS historical enrollment figures and projections. (4.7.15 meeting)
<b>14</b>	Alliance District status, the impact on the town's ability to sell homes and attract new residents, and how to move out of status	1-9	Committee; Supt to address with Finance Committee	Committee received an update on Alliance Grant by administration reviewing the district's status, focus, and talent as well as how the grant affects academics, operations, and school culture and climate. (2.10.15 meeting)

## **BOE Long Range Planning Committee--List of Items**

1. Family partnership efforts: no clear goal alignment--Committee
2. Long range enrollment projections: no clear goal alignment--Committee
3. Marketing efforts: no clear goal alignment—refer to Supt.; ask Technology Committee to look at marketing through social media and data metrics as to usage
4. World language in elementary schools: Goals 1, 5 & 6--Committee
5. Pre-Kindergarten: Goals 1-9—Committee, pending outcome of grant application
6. Alternative education programs: Goal 7--Committee
7. Extended day/extended year: Goals 1-9--Committee
8. School security: No clear goal alignment—referred to Administration
9. Achievement gap, specifically as impacts students of color/minorities: Goals 1-9--Committee
10. Schools within schools: Goals 1, 4—referred to Administration
11. Lack of science training in the elementary level: Goals, 1, 4, 9—referred to Administration
12. Mental Health/substance abuse education/initiative district wide: Goal 9--Committee
13. Facilities/enrollment/comfort and related issues: No clear goal alignment—Committee, to be linked with Item #2
14. Alliance District status, the impact on the town's ability to sell homes and attract new residents, and how to move out of status: Goals 1-9—Committee; also, Dr. Cooke will begin addressing with Finance Committee