

**EAST WINDSOR PUBLIC SCHOOLS**  
**Facilities Subcommittee Special Meeting – December 4, 2024**  
**Room A5, Broad Brook Elementary School**  
**14 Rye Street, Broad Brook, CT**

Subcommittee Chair D. Menard called the meeting to order at 6:03 p.m.

Attendance: D. Menard, F. Neill, C. Sevarino, H. Spencer, Dr. P. Tudryn, K. MacDonald, J. Bowsza, A. Dziadul, S. Muska

Also in attendance: K. Carey-Trull, N. Farmer, R. Galloway, J. Martin, J. Sauerhoefer, J. Giuliano - CSG, Ira Yellen - CSG

Absent: J. Ostrout

Updates

- Dr. Tudryn provided an update and summary of the facilities subcommittee work to-date related to updating the school facilities buildings. The educational specifications meetings at each school were completed by CSG consultants. Jim Giuliano from CSG reported that an initial draft report should be ready sometime this month. He also reported that there were five engineering firms that placed a bid on the RFP that closed today.

Review/Discuss January-February timeline

- Ira Yellen, community engagement specialist, shared a draft of a two-month timeline for January and February including sending out a community newsletter to be mailed to all households in town along with a baseline survey and Q & A. The newsletter and survey will be presented at the January 8 meeting prior to being mailed around mid-January. Dr. Tudryn and First Selectman Bowsza will review prior to the meeting.

Gather subcommittee input/ideas to develop community survey

- Discussion ensued and feedback was provided to Ira Yellen on the baseline information to be considered when developing the survey. The purpose of the survey is to determine how informed community members are on the status of school facilities. The results will be utilized to engage the community members through focused groups and/or town meetings.
- Question was raised on how aware parents are about the discussion to upgrade school facilities. A. Dziadul, PTO President, shared that most parents' reaction is "it's about time." It was suggested that this could be a possible tagline for supporting this work.

Identify individuals & groups related to community outreach

- Ira Yellen stated the need to identify individuals and groups as potential stakeholders going forward related to renovating and/or building new schools. Dr. Tudryn will send out a google form for members to list potential key people. It will be reviewed at the next meeting.

Review/Revise facilities mission statement

- Members reviewed the mission statement developed as a group in April 2024. There was general consensus that the work needed to be completed on updating school facilities is in alignment with the mission statement.

Miscellaneous

- D. Menard raised the question of whether the work of this subcommittee on renovating or building new schools was more appropriate for a de facto subcommittee of the Board of Selectmen. The First Selectman was in agreement and raised a concern with FOIA under the current set-up of the subcommittee. In the event there was a change, general consensus was that the current membership, meeting schedule, and timelines need to remain the same.
- Public Participation  
None

Meeting adjourned at 7:05 p.m.

Respectfully submitted,  
Dr. Patrick Tudryn  
Subcommittee Member/Superintendent

DRAFT