

Wethersfield Public Schools
127 Hartford Avenue
Wethersfield, Connecticut 06109

Human Resources & Personnel Committee
Monday October 6, 2025
6:00 p.m., Stillman Building, 127 Hartford Avenue
Superintendent's Conference Room

MEETING MINUTES

Individuals Present:

Administration

Jeffrey Wihbey
JeanAnn Paddyfote

BOE Members

Matt Lavacole
Janice DiRoberts
Elizabeth Walters
Christina Hernandez-Williams

1. **Call to Order-** Meeting was called to order at 6:00 pm.. Roll call was called for quorum. We did have a quorum.
2. **Previous meeting minutes-** Meeting minutes were approved at this meeting.
3. **Central Office Proposed Changes-**

A member of the committee asked about the central office proposed changes and the new position that was approved previously during a board meeting. Superintendent Wihbey gave us an update on the position. The position is currently open for applicants. The HR and Personnel staff is hoping to begin interviews for the Director of Learning & Curriculum for late October/early November. The plan is to have a hired candidate by early December.

4. **Other Business-**

a. During the 2024 Education Week in November the board wrote thank you notes to each staff member. The HR and Personnel Committee would like to do the same thing this year. National Education Week is during the November 17-November 21 time period. Superintendent Wihbey was fully supportive of this initiative. We will finalize the plan during the Monday November 3, 2025 meeting.

B. Civility & Decorum Policy: Superintendent Wihbey introduced a WPS Policy Draft named, "Wethersfield Board Of Education Civility and Decorum Policy." The policy would be a policy possibly adapted under the community series or bylaws. The purpose of the document is to promote and support positive interactions between all stakeholders. The document introduces the purpose of having this type of policy; to promote positive and efficient communication between

all stakeholders.. Then explains briefly the guiding principles and expectations of roles. The first is between board members with one another. This is an important initiative to promote respectful and appropriate communication during board meetings. We are setting an example for our community. Discourse should be respectful and supportive. The policy would also include discourse between staff and families and the public with staff. Superintendent Wihbey and the HR & Personnel Committee were especially excited to discuss how this policy can support the staff in the district. If by example during a meeting emotions are running high this document could be a good way to effectively communicate and give individuals a moment to reflect on actions and to focus on the issue that is being resolved in the so called meeting. The document also serves as a meaningful reminder for all stakeholders that the purpose is to find a solution to an issue. Instead of becoming argumentative and to attack a staff member. The document also encourages the use of the chain of command. A committee member suggested to include student voice in this process as the first step whenever possible. Another important point to note in the policy is the community use of social media. In this section of the document it encourages community members to discuss issues in an appropriate manner and not to discuss, insult and promote negative communication using social media. A committee member brought up that we should cross check the two documents named: Board of Education/Parent and BOE Engagement and Board of Education Roles and Responsibilities. As a committee we would like to ensure that these documents are compatible and have the same language. A committee member asked what would be the next steps to ensuring that this document is approved.

1. Superintendent Wihbey will cross check the other documents mentioned above.
2. During the October 14, 2025 regular board of education meeting we will provide a draft copy of this policy for the full board to read and review for full transparency. During this time period the policy committee will also take a look at this policy. The communication committee has also been notified that this policy will hopefully be implemented in the next two months.
3. The district legal team will also read, and review the policy. The estimated date for approval of this policy would be for the December 9, 2025 meeting. *If all board members approve the policy.

5. Adjournment- Meeting was adjourned at 6:51 p.m.