

# WESTON BOARD OF EDUCATION

Monday, April 18, 2016

Weston Middle School Library Resource Center

Executive Session 6:30 p.m.

Regular Session 7:30 p.m.

## Agenda

- |  |             |
|--|-------------|
| <b>I. CALL TO ORDER, VERIFICATION OF QUORUM</b><br>Ellen Uzenoff, Board Chairperson  |             |
| <b>II. EXECUTIVE SESSION</b>   |             |
| <b>1. Matters Pertaining to Personnel</b>  |             |
| • Discussion of Alison Margo's Leave of Absence Request  |             |
| • Non-Renewal of Long-Term Substitute Teachers   |             |
| • Non-Renewal Long-Term Building Substitute Teachers   |             |
| • Non-Renewal Reduction in Force – Teachers  |             |
| • Non-Renewal of Teachers Hired Post-Retirement  |             |
| <b>III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE</b>  |             |
| <b>IV. RECOGNITION</b>   | None        |
| <b>V. APPROVAL OF MINUTES, <i>pages 1-6</i></b><br>The Board will vote to approve the minutes from March 21.   | Motion      |
| <b>VI. PUBLIC COMMENT</b>  | Information |
| <b>VII. NEW BUSINESS</b>   |             |
| <b>1. Gifts, <i>page 7</i></b><br>Dr. Palmer, as per Board Policy #3280, has accepted, with appreciation, the following gifts from the Weston Intermediate School PTO: | Information |
| • Registration for the Odyssey of the Mind after-school program;   |             |
| • Five (5) Vex Robotic Super Kits;   |             |
| • A Kidblog teacher subscription;  |             |
| • Two (2) Magnetism and Electricity Kits; and  |             |
| • 2016 Science Fair supplies.  |             |
| <b>2. Vote on Alison Margo's Leave of Absence Request, <i>page 9</i></b>   | Motion      |
| <b>3. Retirements</b>  | Motion      |
| <b>4. Resignation, <i>page 11</i></b>  | Motion      |
| <b>5. Vote on Proposed 2017-2018 Calendar, <i>page 13</i></b><br>Dr. Palmer will present the current draft calendar for 2017-2018.                                     | Motion      |
| <b>6. Vote on Proposed Changes to 2016-2017 Calendar, <i>page 15</i></b><br>Dr. Palmer will present the proposed changes to the calendar for 2016-2017.                | Motion      |

- 7. Non-Renewal of Long-Term Substitute Teachers** **Motion**  
In order to comply with Connecticut General Statutes, Section 10-151, we are recommending that the following long-term substitute teachers not be renewed for the 2016-2017 school year. This action is necessary based on the duration of their long-term substitute employment, which approximates or exceeds ninety (90) days in the same assignment and does not reflect on their service to the Weston Public Schools.
- 8. Non-Renewal Long-Term Building Substitute Teachers** **Motion**  
In order to comply with Connecticut General Statutes, Section 10-151, we are recommending that the following building substitute teachers not be renewed for the 2016-2017 school year. This action is necessary based on the duration of their long-term substitute employment, which approximates or exceeds ninety (90) days in the same assignment and does not reflect on their service to the Weston Public Schools.
- 9. Non-Renewal Reduction in Force – Teachers** **Motion**  
In order to comply with Connecticut General Statutes, Section 10-151, we are recommending that the following teachers not be renewed for the 2016-2017 school year. This action is attributed to the lack of an available position related to staff reduction(s) under consideration in the school district's budget and/or the return of a tenured teacher(s) from leave for the 2015-2016 school year.
- 10. Non-Renewal of Teachers Hired Post-Retirement** **Motion**  
While Connecticut law allows for the hiring of retired teachers for positions, teachers who are hired out of retirement could accumulate tenure rights, and thus must be notified of non-renewal. This action does not reflect on their service to the Weston Public Schools.
- 11. Approval of Contract with Effective School Solutions** **Motion**
- 12. Temporary Suspension of Policy 1325, Advertising and Promotion, to Allow Display of Sponsorship Banner at Varsity and Baseball and Softball Fields, pages 17-18** **Motion**
- 13. Ninth FY 2016 Financial Updates and Approval of Transfers, pages 19-58** **Motion**  
Mr. Richard Rudl, Director of Finance and Operations, will provide a monthly financial update.

## **VIII. OLD BUSINESS**

- 1. Weston Board of Education Policies, Regulations, and Bylaws, pages 59-128** **Motion**  
Mr. Lewis Brey, Director of Human Resources and Internal Counsel, will review:
- Weston Board of Education Policy 4119, Concussion Training for Athletic Coaches;
  - Policy 5114, Student Discipline;
  - Policy 4118.26, Restraint and Seclusion of Persons at Risk;
  - Policy 5131.6, Alcohol Use, Drugs, Tobacco, E-Cigarettes, and Vapor Products;
  - Policy 5131.7, Chemical Health for Student Athletes; and

- Policy 1256, Prohibition Against Smoking.

**IX. SUPERINTENDENT’S REPORT**

**Information**

1. Next Regular Board Meeting is Monday, May 16, 2016, at 7:30 p.m.
2. District Update
3. Principals’ Reports, *pages 129-142*

**X. COMMITTEE REPORTS**

1. WHS Student Representatives’ Report – Eric Benninghoff, David Silverman
2. Communications Committee – Sara Spaulding
3. Curriculum Committee – Philip Schaefer
4. Finance Committee – Denise Harvey
5. Facilities Committee – Elise Major
6. Policy Committee – Daniel McNeill
7. Negotiations Committee – Ellen Uzenoff
8. CES – Elise Major
9. CAFE – Daniel McNeill
10. Weston Education Foundation – Sara Spaulding

**XI. ADJOURNMENT**

**Motion**

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Weston Public Schools  
Board of Education Meeting  
Weston Middle School Library Resource Center  
March 21, 2016

**Attendance:**

Ellen Uzenoff, Chairperson	Richard Rudl, Director of Finance & Ops.
Philip Schaefer, Vice Chairperson	Lewis Brey, Director of Human Resources
Elise Major, Secretary/Treasurer	Eric Benninghoff, Student Representative
Jacqueline Blechinger	David Silverman, Student Representative
Sara Spaulding	
Dr. Colleen Palmer, Superintendent	<i>Absent:</i> Denise Harvey
Dr. Kenneth Craw, Assistant Superintendent	Daniel McNeill

**I. CALL TO ORDER, VERIFICATION OF QUORUM**  
**Ellen Uzenoff, Board Chairperson**

**II. PLEDGE OF ALLEGIANCE**

**III. RECOGNITION**

**1. Mrs. Ellen Uzenoff, Board Chair, honored Dana Levin for her eight years of service to the Weston Board of Education.**

Mrs. Ellen Uzenoff, Board Chairperson, and Mr. Philip Schaefer, Board Vice Chairperson, recapped efforts led by Mrs. Dana Levin during her eight years of service on the Board and commended her hard work.

*Motion: Moved that the Weston Board of Education recognizes Dana Levin for eight years of outstanding service to the students, families, and staff of Weston Public Schools. Motion by Ms. Major, second by Ms. Spaulding, all in favor. (5-0)*

**IV. APPROVAL OF MINUTES**

**1. The Board Will Vote to Approve the Minutes From January 25.**

Mrs. Jacqueline Blechinger commented on her reflections on the budget process immediately after approval of the budget.

*Motion: Moved that the Weston Board of Education approves the minutes of the January 25, 2016, Executive and Regular Sessions. Motion by Ms. Major, second by Ms. Spaulding, all in favor. (5-0)*

**2. The Board Will Vote to Approve the Minutes From February 2.**

*Motion: Moved that the Weston Board of Education approves the minutes of the February 2, 2016, Special Meeting. Motion by Ms. Major, second by Mrs. Blechinger, all in favor. (5-0)*

**3. The Board Will Vote to Approve the Minutes From February 29.**

*Motion: Moved that the Weston Board of Education approves the minutes of the Executive and Public Sessions of the February 29, 2016, Board retreat. Motion by Ms. Major, second by Mr. Schaefer, all in favor. (5-0)*

**V. PUBLIC COMMENT**

**VI. NEW BUSINESS**

**1. Superintendent Update on FY 2017 Budget**

Dr. Colleen Palmer, Superintendent of Schools, and Mrs. Ellen Uzenoff, Board Chairperson, reviewed proposed reductions to the FY 2017 budget, including a reduced contribution to the Internal Services Fund and deferment of enhancing the website, replacing the South House oil tank, and moving the copy center to Hurlbutt Elementary School. Discussion followed on the website.

*Motion: Moved that the Board of Education embraces a \$150,000 reduction in the FY 2017 operating budget, which brings the operating budget down from 1.68% increase to 1.37% increase, and approves the removal of two items from the FY 2017 capital budget, which is a reduction of \$95,000. Motion by Mrs. Uzenoff, second by Ms. Spaulding, all in favor. (5-0)*

**2. Discussion of Proposed 2017-2018 Calendar**

Dr. Palmer provided an overview of the proposed 2017-2018 calendar, and discussed her recent testimony in Hartford against a bill that would strengthen the regional calendar and impose fines on districts that do not participate. The Board will vote on the 2017-2018 calendar next month, along with a possible amendment to the 2016-2017 calendar.

**3. Weston Board of Education Policies, Regulations, and Bylaws**

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, reviewed the major changes to:

- Weston Board of Education Policy 4119, Concussion Training for Athletic Coaches;
- Policy 5114, Student Discipline;
- Policy 4118.26, Restraint and Seclusion of Persons at Risk;
- Policy 5131.6, Alcohol Use, Drugs, Tobacco, E-Cigarettes, and Vapor Products;
- Policy 5131.7, Chemical Health for Student Athletes; and
- Policy 1256, Prohibition Against Smoking.

Discussion by the Board followed the review of each policy.

**4. Seventh and Eighth FY 2016 Financial Updates and Approval of Transfers**

Mr. Richard Rudl, Director of Finance and Operations, provided a monthly financial update for both January and February. Transfers in the January report totaled \$30,843, three of which were of an amount greater than \$5,000. Transfers in February totaled \$498,331, eight of which were of an amount greater than \$5,000. In addition, there were three claimants reaching the stop-loss, creating high internal services funds claims in January and February, but the Internal Services fund balance still remains strong.

*Motion: Moved that the Weston Board of Education approves the transfers as presented by Mr. Rudl in the seventh and eighth FY 2016 financial updates.*

*Motion by Mr. Schaefer, second by Ms. Spaulding, all in favor. (5-0)*

**VII. OLD BUSINESS**

**1. Weston Board of Education Policies, Regulations, and Bylaws**

Mr. Lewis Brey, Director of Human Resources and Internal Counsel, reviewed Weston Board of Education Policy 6121 Non-Discrimination: Instructional Program.

*Motion: Moved that the Weston Board of Education approves Policy 6121 Non-Discrimination: Instructional Program. Motion by Ms. Major, second by Mrs. Blechinger, all in favor. (5-0)*

**VIII. SUPERINTENDENT'S REPORT**

**1. Next Regular Board Meeting is Monday, April 18, 2016, at 7:30 p.m.**

**2. District Update**

Dr. Colleen Palmer, Superintendent of Schools, announced the launch of Let's Talk to all Weston residents, which will replace the Superintendent's blog on the website. She also announced the following:

- The district will be able to report to the Board on the teacher retirement incentive shortly;
- Commencement will be set on April 1 – barring any cancellation of school before April, the graduation ceremony is anticipated for Monday, June 13; and
- The moving up ceremony is anticipated to be held on Friday, June 10.

Dr. Palmer also commented on proposed legislative action in Hartford that impacts education, including the inability to use Smarter Balanced standardized testing in teacher evaluation, and allowing a Board of Finance in the community to veto Board of Education budget non-instructional line-items. She stressed that it is important that our voices be heard.

**3. Principals' Reports**

Mr. Dan Doak, Weston Middle School Principal, highlighted the recent Short Wharf musical *The Little Mermaid, Jr*; the Mock Trial team placing second in the

Connecticut State competition; the sixth-grade square dancing unit and competition; and student presentations on teenage activism. Ms. Pattie Falber, Weston Intermediate School Principal, discussed critical thinking and problem solving in current units of study and one-to-one computers in fifth-grade. Mrs. Falber also announced the Showstoppers musical coming up in two weeks. Mrs. Laura Kaddis, Hurlbutt Elementary School Principal, presented the “hugs” students sent to area hospitals for PBIS and commented on the Weston Historical Society field strip to see the Weston Woods exhibit. Mrs. Lisa Deorio, Weston High School Principal, discussed standardized testing, a sophomore *Twelfth Night* performance, senior internship preparation, and the freshman biology and social studies interdisciplinary task.

## **IX. COMMITTEE REPORTS**

### **1. WHS Student Representatives’ Report**

Mr. Eric Benninghoff discussed the Penguin Plunge fundraiser event organized by Circle of Friends club, the high school Mock Trial win at the State competition, the Shine a Light initiatives, a discussion on health and wellness at the State Student Advisory Council meeting, and an article he wrote in the *Weston Forum*. Mr. David Silverman discussed the dance units at Weston High School, and highlighted teacher accomplishments, student government spring initiatives, the band’s recent performance at Boston’s famed Symphony Hall, upcoming *Legally Blonde* musical performances. He also stated his support for upgrading the district website.

### **2. Superintendent Search Update**

Mrs. Ellen Uzenoff provided an update on the Superintendent Search, which is on target to conclude by April 30. The deadline for applications is March 3 and interviews are underway.

### **3. Communications Committee**

Per Ms. Sara Spaulding, the following topics were discussed at the March Committee meeting: Board Chair or Superintendent attendance at upcoming PTO meetings to discuss the budget, Board of Education member participation in the Strategic Planning Committee, a Realtor Open House in May, the launch of Let’s Talk, and the creation of a column in the *Weston Forum*. The next Committee meeting, which will be a work session, will be held on March 30.

### **4. Curriculum Committee**

Per Mr. Philip Schaefer, The Committee did not meet in February due to inclement weather. The following items were discussed at the March meeting: graduation requirements, K-5 social studies curriculum renewal, the Weston High School trip to Spain, Math professional development, an upcoming parent meeting, and the Weston Historical Society’s veterans of World War II program. The next Committee meeting will be held on April 20.



**5. Finance Committee**

Per Mr. Philip Schaefer, the following items were discussed at the March Committee meeting: the financial update, the operating budget, Internal Services Fund, the State Employee Health Plan, the Board of Education three-year forecast, and the Enterprise Development Committee, and strategic planning. The next Committee meeting will be held on April 5.

**6. Facilities Committee**

Ms. Elise Major discussed the following items from the March Committee meeting: middle school gym wall pads and roof drain, the possible creation of a gravel safety path on School Road, drafts of pool and grounds MOUs, oil tanks, the air conditioning study, and an energy management grant. The next Committee meeting will be held on April 8.

**7. Policy Committee**

There was nothing further to add beyond what was discussed previously on the agenda. The next Committee meeting will be held on April 4.

**8. Negotiations Committee**

There was nothing to report.

**9. CES – Elise Major**

There was nothing to report.

**10. CABE – Daniel McNeill**

There was nothing to report.

**11. Weston Education Foundation – Sara Spaulding**

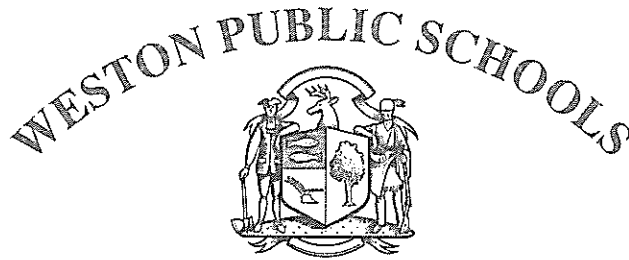
Per Mrs. Sara Spaulding, maker space grants and coordination with PTOs was discussed at the last meeting.

**X. ADJOURNMENT**

*There being no further business to discuss, the meeting adjourned at 10:13 p.m.*

Minutes prepared by Jennifer Markov, Board of Education Clerk.

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COLLEEN A. PALMER, Ph.D.  
Superintendent of Schools

Office of the Superintendent  
24 School Road  
Weston, Connecticut 06883-1699

Telephone: (203) 291-1401  
FAX: (203) 291-1415  
Email: colleenpalmer@westonps.org

April 8, 2016

Ms. Tammy Roberts  
Weston Intermediate School PTO President  
95 School Road  
Weston, CT 06883

Dear Ms. Roberts: *Tammy*

On behalf of the Weston Board of Education I extend sincere appreciation for the Weston Intermediate School PTO's donation of:

- Registration for the Odyssey of the Mind after-school program;
- Five (5) Vex Robotic Super Kits;
- A Kidblog teacher subscription;
- Two (2) Magnetism and Electricity Kits; and
- 2016 Science Fair supplies.

We appreciate the generous gift and thank you for thinking of the needs of the school system. Your efforts contribute to an improved educational opportunity for Weston students.

Sincerely,

Colleen A. Palmer, Ph.D.  
Superintendent of Schools

Cc: Pattie Falber, Weston Intermediate School Principal  
Richard Rudl., Director of Finance and Operations

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RECEIVED  
MAR 11 2016  
HUMAN RESOURCES

Alison Margo  
89 Edgefield Ave.  
Milford, CT 06460  
203-615-3924

March 10, 2016

Dr. Colleen Palmer  
Superintendent  
Weston Public Schools  
24 School Rd.  
Weston, CT 06883

Dear Dr. Palmer:

The purpose of this letter is to formally request a Leave of Absence from my position with Weston Public Schools for the entire 2016-2017 school year. I am requesting this leave so that I can assist in caring for my mother who is terminally ill.

Thank you very much for your consideration.

Sincerely,



Alison Margo  
Grade Four Teacher  
Weston Intermediate School

cc: Lewis Brey

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April 1, 2016

26 Franklin Road  
Milford, CT 06460

Colleen A. Palmer, Ph.D.  
Superintendent of Schools  
Weston Public Schools  
24 School Road  
Weston, CT 06883

Dear Dr. Palmer:

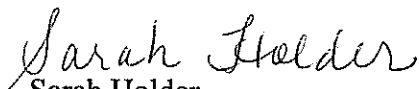
RE: Resignation

I am currently employed by the Weston Board of Education as a special education teacher at Hurlbutt Elementary School. I have been on unpaid childcare leave during the 2015-2016 school year and was set to return for the 2016-2017 school year.

It is with mixed emotions that I write to inform you that I will be resigning from my position effective June 30, 2016 in order to care for my child. I have had a wonderful five years in Weston and will miss Hurlbutt Elementary School dearly, especially the professionalism and dedication of my colleagues as well as the excellent teaching and learning fostered at Hurlbutt and within the district at large. I very much look forward to a different teaching role within my own family, as a mother is first and foremost, a teacher.

Thank you for your support during my years in Weston. I wish you all the best with your new position with the Westport Public Schools.

Sincerely,

  
Sarah Holder  
Special Education Teacher

cc: Mr. Lewis Brey, Director of Human Resources  
Mrs. Lois Pernice, Director of Special Education & Pupil Services  
Mrs. Laura Kaddis, Principal, Hurlbutt Elementary School

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# Weston Public Schools

July 4	Independence Day
August 28-30	Professional Development
August 31	First Day of School
September 4	Labor Day
September 21	Rosh Hashanah
September 30	Yom Kippur
October 9	Columbus Day
November 7	Election Day/Professional Development
November 11	Veterans Day
November 9	K-8 Delayed Opening/Parent Conferences
November 10	K-8 Early Dismissal/Parent Conferences
November 13	K-8 Delayed Opening/Parent Conferences
November 22-24	Thanksgiving Recess
December 25-January 1	Winter Recess
January 1	New Year's Day
January 15	Martin Luther King Day
February 15	Professional Development
February 15-19	February Recess
February 19	Presidents' Day
March 15	K-5 Early Dismissal/Parent Conferences
March 16	K-5 Early Dismissal/Parent Conferences
March 29	Professional Development
March 30	Good Friday
March 31	Passover
April 9-13	Spring Recess
May 28	Memorial Day
June 12	Early Dismissal
June 13	District's Projected Last Day of School, Special Early Dismissal as Follows: WMS and WHS: 10:00 a.m. Dismissal HES and WIS: 10:45 a.m. Dismissal

**JULY**

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**(T4) AUGUST (S1)**

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**(T19) SEPTEMBER (S19)**

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**(T22) OCTOBER (S21)**

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**(T19) NOVEMBER (S18)**

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**(T16) DECEMBER (S16)**

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**(T21) JANUARY (S21)**

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**(T18) FEBRUARY (S17)**

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**(T21) MARCH (S20)**

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**(T16) APRIL (S16)**

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**(T22) MAY (S22)**









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**(T9) JUNE (S9)**

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180 School Days      187 Teacher Days

The Weston Board of Education reserves the right to modify the school calendar.

First Day of School		No Students or Teachers, BOE Offices Open	
Projected last Day of School		No Students or Teachers, BOE Offices Closed	
District Teacher Day — No Students		Early Dismissal — See Legend at Left	
Regional Teacher Day — No Students		Delayed Opening — See Legend at Left	

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# Weston Public Schools

July 4	Independence Day
August 29-31	Professional Development
September 1	First Day of School
September 5	Labor Day
October 3	Rosh Hashanah
October 10	Columbus Day
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November 23-25	Thanksgiving Recess
December 26-January 2	Winter Recess
January 1	New Year's Day
January 16	Martin Luther King Day
January 17	Professional Development
February 16	Early Dismissal/Professional Development
February 17	Professional Development
February 17-20	February Recess
February 20	Presidents' Day
March 16	K-5 Early Dismissal/Parent Conferences
March 17	K-12 Early Dismissal/K-5 Parent Conferences, 6-12 Professional Development
March 20	Professional Development
April 10-14	Spring Recess
April 11	Passover
April 14	Good Friday
May 29	Memorial Day
June 12	Early Dismissal
June 13	District's Projected Last Day of School, Special Early Dismissal as Follows: WMS and WHS: 10:00 a.m. Dismissal

**JULY**

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**AUGUST**

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**SEPTEMBER**

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**OCTOBER**

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**NOVEMBER**

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**DECEMBER**

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**JANUARY**

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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**JUNE**

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

180 School Days      187 Teacher Days

Approved by the Board of Education on October 19, 2015.

The Weston Board of Education reserves the right to modify the school calendar.

Scheduled Early Dismissals: HES/WIS: 12:35 p.m., WMS/WHS: 11:45 a.m.

Scheduled Late Arrivals: HES/WIS: 10:30 a.m., WMS/WHS: 9:45 a.m.

First Day of School



Projected last Day of School



District Teacher Day — No Students



Regional Teacher Day — No Students



No Students or Teachers, BOE Offices Open



No Students or Teachers, BOE Offices Closed



Early Dismissal — See Legend at Left



Delayed Opening — See Legend at Left



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## **Community Relations**

### **Advertising and Promotion**

The Board of Education has a responsibility to protect students from possible exploitation by private interests and other organizations through exposure to advertising and promotions ("advertising") within the school environment. Because marketing and advertising materials are a pervasive element in our culture, it is not feasible to strictly prohibit the indirect or incidental advertisement of products and services to our students and parents. However, direct, non-incidental advertising in District schools and facilities, and on District grounds, is prohibited except as provided in this Policy.

#### **1. Advertising by School, Staff, and Students**

Any advertising by the school, staff, or students of school events and activities must be done in a thoughtful, careful, and respectful manner consistent with the educational goals of the District. Advertising must not disrupt the educational process. The Superintendent or his/her designee may limit or prohibit such advertising in District schools and facilities, and on District grounds, if it is not consistent with the educational goals of the District, does not comply with other Board policies, regulations, and/or the law, is disruptive to the educational process, or is not in the best interests of students.

#### **2. Advertising by Private Interests and Other Organizations**

The Superintendent, or his/her designee, must approve advertising by private interests and other organizations on District grounds and in all printed materials including, but not limited to, school newspapers, newsletters, fliers, theater publications, yearbooks, calendars, and athletic publications. Advertising must meet the educational goals of the District, must meet the requirements of other Board policies, regulations, and the law, must not disrupt the educational process, and must be in the best interests of the students. The approval of advertising does not imply that the Board or the school administration endorses the product, services or item being advertised.

##### **A. Outdoor Advertising**

Advertising under this Section is not permitted indoors. Approved advertising by private interests or outside organizations must be confined to the football field/track facility ("Football Field") and the lighted "Varsity Field." There shall be no more than a total of twenty (20) banners in place at any time on each field (20 on the Football Field and 20 on the Varsity Field), with the specific locations, size, and duration of display for such banners to be approved and identified by the Superintendent.

The approval for outdoor advertising must state precisely where the advertising is to be placed, the duration during which the advertising will be permitted, and the size of such



advertising. Advertising of private interests and other organizations will not be permitted outside the specific areas approved by the Superintendent.

Temporary, occasional, outdoor advertising beyond the Football Field and the Varsity Field as described above may only be displayed with the permission of the Superintendent.

#### B. Advertising in Printed Materials

Advertising in all printed materials including, but not limited to, school newspapers, newsletters, fliers, theater publications, yearbooks, calendars, and athletic publications must be approved by the Superintendent or his/her designee.

#### Audio, Video, and Digital Advertising

Any advertising by the school, staff, or students utilizing school public address systems, Trojan TV, Channel 78, or any other audio, video, and digital medium operated by the District (including computers and computer networks) ("District Media") of school events and activities must be done in a thoughtful, careful, and respectful manner. The Superintendent or his/her designee may limit or prohibit such advertising if it is not consistent with the educational goals of the District, does not meet the requirements of other Board policies, regulations, and/or the law, disrupts the education process, and/or is not in the best interests of students.

District Media may not be utilized for advertising by private interests and other organizations.

#### Removal of Advertising

Advertising that is in violation of this Policy, or is in violation of the terms of a written approval from the Superintendent or his/her designee, will be removed by the District.

Legal Reference:                      Connecticut General Statutes Section 10-220 Duties of Boards of Education

Connecticut General Statutes 10-239 Use of School Facilities for Other Purposes

Board of Education Policy 1330 Use of School Facilities

Board of Education Policy 3280 Gifts, Grants, and Bequests To the District

Policy adopted:                      March 19, 2012

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Period 9 of 12  
July 2015 - March 2016

The financial report for the FY 2016 Operating Budget can be found on pages 5 through 36 of this document. The financial information presented in this section of the report includes the adopted budget, monthly and year-to-date transfers, the revised budget (adopted budget plus or minus transfers), actual year-to-date budget expenditures, encumbrances, anticipated expenditures that have not been encumbered, and the total projected expenditures by object, which is the sum of the previous three columns. The Internal Services report for health insurance can be found on pages 37-40.

FY 2016 Budget	\$	48,503,781
FY 2016 YTD Actuals	\$	33,687,080
FY 2016 Encumbrances	\$	9,543,319
FY 2016 Anticipated	\$	5,104,622
FY 2016 Balance	\$	168,761 *

**\*The current available balance is due to:**

Non Certified Salary Savings (WIS)	\$	42,539
Natural Gas	\$	36,583
Certified Salary Savings (WIS)	\$	35,486
Unemployment Compensation	\$	14,892
Diesel Fuel	\$	11,272
Legal Fees	\$	10,077
Snow Plowing	\$	5,209
Electric	\$	4,860
District Wide Dues, Fees and Memberships	\$	2,298
Travel & Conference (WHS)	\$	1,890
Cleaning Contract	\$	1,764
Equipment & Equipment Repairs (WMS/WHS)	\$	1,350
Certified Salary Savings (SPED)	\$	539
	\$	168,761

**Expenses anticipated to trend above budget/Proposed Expenses Unbudgeted:**

Substitutes	\$	15,305
Special Education Pending Mediations	\$	42,500
	\$	57,805

There are transfers totaling \$71,751 before the Board of Education for its approval. Of these transfers there are 4 transfers in excess of \$5,000. All of the transfers are as follows and are reflected in the financial report:

**Employee Benefits:**

To:	Sick Bank (Employee Benefits)	\$	14,704
From:	Certified Salaries (SPED)	\$	4,741
From:	Certified Salaries (WMS)	\$	9,963

*Reclassify salaries to employee sick bank for employees out on leave.*

WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Period 9 of 12  
July 2015 - March 2016

Weston High School:

To:	Other Objects (WHS)	\$	11,000	
From:	Other Professional Technical Services (WMS)		\$	11,000

Mock Trial.

Pupil Services:

To:	Tuition Regular Ed. (WHS)	\$	6,823	
From:	Oil (Facilities)		\$	6,823

Weston Student attending Agriscience program in Stamford.

Technology:

To:	Communications (Technology)	\$	6,000	
From:	Software (Technology)		\$	6,000

Reduction in E-Rate Reimbursement.

Weston High School:

To:	Certified Salaries (WHS)	\$	4,847	
From:	Certified Stipends (Curriculum)		\$	119
From:	Certified Salaries (WMS)		\$	1,143
From:	Certified Salaries (HES)		\$	1,443
From:	Certified Stipends (HES)		\$	948
From:	Certified Salaries (WIS)		\$	1,194

Substitutes at WHS.

To:	Certified Salaries (WHS)	\$	4,240	
From:	Certified Salaries (SPED)		\$	4,240

Additional classes taught at WHS.

Facilities:

To:	Repairs (Facilities)	\$	3,580	
From:	Snow Plowing (Facilities)		\$	3,580

Repair to grounds vehicle.

Transportation:

To:	Repair Equipment (Transportation)	\$	3,462	
From:	Management Services (Transportation)		\$	862
From:	Regular Transportation (Transportation)		\$	2,600

Repair to transportation vehicles.



WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Period 9 of 12  
July 2015 - March 2016

Facilities:

To:	Glass Repair (Facilities)	\$	2,415	
From:	Maintenance Materials (Facilities)		\$	2,415

Repair to glass at WHS Gym.

District Wide:

To:	General Liability Insurance (District Wide)	\$	1,808	
From:	Management Services (Employee Benefits)		\$	1,808

Medical Advisor Insurance.

Copy Center:

To:	Materials (Copy Center)	\$	1,750	
From:	Postage (Copy Center)		\$	1,750

Additional paper supplies.

Curriculum:

To:	Travel & Conference (Curriculum)	\$	1,650	
From:	Testing & Evaluation (Curriculum)		\$	1,650

To send two teachers to a K-5 workshop on behalf of the district.

Weston Middle School:

To:	Other Professional Technical Services (WMS)	\$	1,285	
From:	Certified Stipends (WMS)		\$	1,285

Sound Supervisor payment.

Facilities:

To:	Locks (Facilities)	\$	1,200	
From:	Repair Allowance (Facilities)		\$	1,200

To repair district wide locks.

Curriculum:

To:	Certified Salaries (Curriculum)	\$	1,150	
From:	Office Materials (Curriculum)		\$	1,150

Curriculum work for 2 coding classes at WHS.

WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Period 9 of 12  
July 2015 - March 2016

District Administration:

To:	Office Materials (District Administration)	\$	1,070	
From:	Equipment Repair (District Administration)		\$	270
From:	Dues, Fees, Memberships (District Administration)			700
From:	Other Objects (District Administration)			100

Payroll Forms.

Facilities:

To:	Equipment Repairs (Facilities)	\$	1,000	
From:	Custodial Materials (Facilities)		\$	1,000

Repairs to kitchen equipment.

To:	Repairs (Facilities)	\$	850	
From:	Maintenance Materials (Facilities)		\$	850

Ground equipment repairs.

Technology:

To:	Equipment Repair (Technology)	\$	800	
From:	Software (Technology)		\$	800

Computer repairs.

Facilities:

To:	Equipment Repair (Facilities)	\$	650	
From:	Tree Service (Facilities)		\$	650

Oil Change, replacement of drive belt, and new batteries for two vehicles.

To:	Drain System (Facilities)	\$	600	
From:	Equipment Rental (Facilities)		\$	600

Repairs to drains.

To:	Contracted Services Electrical (Facilities)	\$	512	
From:	Snow Plowing (Facilities)		\$	512

Electrical services for WHS Concert.

To:	Roof Repairs (Facilities)	\$	355	
From:	Maintenance Materials (Facilities)		\$	355

Repairs to roof leaks in WIS.

**WESTON PUBLIC SCHOOLS**  
**FINANCIAL REPORT**  
**Jan-16**  
**Period: 7 of 12**

Object	Account	FY Adopted Budget	Cumulative Budget	Current Report Budget	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>WESTON PUBLIC SCHOOLS</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$23,013,484	(\$176,674)	(\$12,487)	\$22,836,810	-0.8%	\$15,021,156	\$7,673,208	\$106,418	\$ 36,028
	Non Certified Staff	\$5,849,460	(\$171,549)	\$0	\$5,677,911	-2.9%	\$4,097,701	\$117,798	\$1,419,871	\$ 42,540
	Overtime	\$144,620	\$16,696	\$0	\$161,316	11.5%	\$121,012	\$0	\$40,305	\$ (1)
	Certified Stipends	\$787,244	(\$21,196)	(\$2,352)	\$766,048	-2.7%	\$455,467	\$58,716	\$251,865	\$ 0
	Non Certified Stipends	\$220,560	\$204	\$0	\$220,764	0.1%	\$133,364	\$2,648	\$84,753	\$ (0)
	Turnover Savings	(\$193,600)	\$193,600	\$0	\$0	-100.0%	\$0	\$0	\$0	\$ -
	Salary Differential	\$193,250	(\$48,875)	\$0	\$144,375	-25.3%	\$0	\$0	\$144,375	\$ -
		<b>\$30,015,018</b>	<b>(\$207,794)</b>	<b>(\$14,839)</b>	<b>\$29,807,224</b>		<b>\$19,828,700</b>	<b>\$ 7,852,371</b>	<b>\$ 2,047,587</b>	<b>\$ 78,567</b>
	Group \$ transfer in/(transfer out):				(\$207,794)					
	Group change %:				-0.7%					
<b>Benefits (2000's)</b>										
	2000 Health Insurance	\$6,991,965	\$0	\$0	\$6,991,965		\$5,243,974	\$0	\$1,747,991	\$ -
	2001 Social Security	\$507,618	\$0	\$0	\$507,618		\$360,131	\$0	\$147,486	\$ -
	2002 Medicare	\$436,781	(\$1,359)	\$0	\$435,422	-0.3%	\$275,809	\$0	\$159,613	\$ -
	2003 Workers Compensation	\$226,043	(\$10,023)	\$0	\$216,020	-4.4%	\$216,020	\$0	\$0	\$ -
	2004 Unemployment Compensation	\$68,000	(\$6,069)	\$0	\$61,931	-8.9%	\$24,539	\$0	\$22,500	\$ 14,892
	2005 Early Retirement Incentive	\$4,759	\$0	\$0	\$4,759		\$4,758	\$0	\$0	\$ 1
	2007 Pension Contributions	\$834,052	\$0	\$0	\$834,052		\$552,773	\$0	\$281,279	\$ -
	2010 Tuition Reimbursement	\$75,000	\$0	\$0	\$75,000		\$0	\$0	\$75,000	\$ -
	2011 Life Insurance	\$88,495	\$0	\$0	\$88,495		\$67,721	\$7,512	\$13,262	\$ -
	2012 Disability Insurance	\$18,086	\$0	\$0	\$18,086		\$11,819	\$0	\$6,267	\$ 0
	2014 Sick Bank	\$45,000	\$14,704	\$14,704	\$59,704	32.7%	\$44,633	\$0	\$15,071	\$ 0
	2015 GASB 43/45	\$209,000	\$0	\$0	\$209,000		\$209,000	\$0	\$0	\$ -
		<b>\$9,504,799</b>	<b>(\$2,747)</b>	<b>\$14,704</b>	<b>\$9,502,052</b>		<b>\$7,011,178</b>	<b>\$ 7,512</b>	<b>\$ 2,468,469</b>	<b>\$ 14,893</b>
	Group \$ transfer in/(transfer out):				(\$2,747)					
	Group change %:				0.0%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3210 Contracted Services Educational	\$723,785	(\$48,493)	\$0	\$675,292	-6.7%	\$431,213	\$153,391	\$90,688	\$ -
	3220/3221 Consulting Services	\$176,900	(\$10,000)	\$0	\$166,900	-5.7%	\$105,653	\$16,097	\$45,150	\$ -
	3235 Testing	\$85,000	(\$8,717)	(\$1,650)	\$76,283	-10.3%	\$59,782	\$6,923	\$9,579	\$ -
	3239 Other Pupil Services	\$201,665	(\$40,150)	\$0	\$161,515	-19.9%	\$89,609	\$56,377	\$15,529	\$ -
	3303 Management Services	\$27,895	(\$2,670)	(\$2,670)	\$25,225	-9.6%	\$21,312	\$400	\$3,513	\$ 0

**WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Jan-16  
Period: 7 of 12**

Object	Account	FY Adopted Budget	Cumulative Budget	Current Report Budget	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	3304 License Fees-Facilities	\$2,800	\$0	\$0	\$2,800		\$1,056	\$0	\$1,744	\$ -
	3306 Legal Fees	\$90,000	(\$13,190)	\$0	\$76,810	-14.7%	\$22,675	\$44,057	\$0	\$ 10,078
	3308 Police/Fire	\$85,642	\$0	\$0	\$85,642		\$49,905	\$31,616	\$4,121	\$ (0)
	3309 Professional Technical Services	\$63,423	\$28,561	(\$9,715)	\$91,984	45.0%	\$69,828	\$15,647	\$6,510	\$ (1)
	3310 Sports Officials	\$45,863	\$0	\$0	\$45,863		\$45,000	\$0	\$863	\$ -
		\$1,502,973	(\$94,659)	(\$14,035)	\$1,408,314		\$896,032	\$ 324,508	\$ 177,696	\$ 10,078
	Group \$ transfer in/(transfer out):				(\$94,659)					
	Group change %:				-6.3%					
<b>Property Services (4000s)</b>										
	4200 Cleaning Services	\$585,245	\$0	\$0	\$585,245		\$438,632	\$144,849	\$0	\$ 1,764
	4202 Rubbish Removal	\$74,475	(\$3,000)	\$0	\$71,475	-4.0%	\$33,805	\$36,941	\$729	\$ -
	4203 Mop & Mat Service	\$5,000	\$0	\$0	\$5,000		\$2,313	\$1,687	\$1,000	\$ -
	4204 Exterminator	\$8,000	\$0	\$0	\$8,000		\$3,673	\$3,827	\$500	\$ -
	4302 Equipment Repairs	\$148,807	\$28,153	\$10,072	\$176,960	18.9%	\$127,492	\$25,765	\$22,854	\$ 850
	4400 Equipment Rental	\$526,893	(\$2,550)	(\$600)	\$524,343	-0.5%	\$233,287	\$119,359	\$171,698	\$ (0)
	4401 Rental of Facilities	\$17,492	\$0	\$0	\$17,492		\$2,117	\$385	\$14,990	\$ -
	4500 Repair Allowance	\$132,000	\$225	(\$1,200)	\$132,225	0.2%	\$102,882	\$14,312	\$15,031	\$ 0
	4510 Asbestos Abatement	\$5,000	\$0	\$0	\$5,000		\$0	\$0	\$5,000	\$ -
	4511 Elevator Contract	\$13,480	\$0	\$0	\$13,480		\$10,352	\$566	\$2,562	\$ -
	4512 Emergency Lights	\$11,570	\$0	\$0	\$11,570		\$11,384	\$186	\$0	\$ 0
	4513 Generator Contract	\$10,377	\$0	\$0	\$10,377		\$5,246	\$3,704	\$1,427	\$ -
	4514 Fire Alarm System	\$33,929	(\$753)	\$0	\$33,176	-2.2%	\$28,854	\$1,846	\$2,476	\$ -
	4515 Fire Protection System	\$8,926	\$0	\$0	\$8,926		\$3,620	\$0	\$5,306	\$ -
	4516 UST Testing	\$6,996	(\$5,000)	\$0	\$1,996	-71.5%	\$0	\$0	\$1,996	\$ -
	4517 Sprinkler System	\$4,858	\$0	\$0	\$4,858		\$3,591	\$1,057	\$210	\$ -
	4518 Sewer System Plant Maintenance	\$130,814	\$0	\$0	\$130,814		\$88,180	\$35,112	\$7,522	\$ -
	4530 Parks & Recreation	\$56,350	\$0	\$0	\$56,350		\$33,863	\$0	\$22,487	\$ -
	4531 Drain System	\$5,575	\$600	\$600	\$6,175	10.8%	\$6,045	\$0	\$130	\$ -
	4533 Glass Replacement	\$3,000	\$2,415	\$2,415	\$5,415	80.5%	\$5,390	\$5	\$20	\$ -
	4534 Roof Repair	\$5,000	\$6,835	\$355	\$11,835	136.7%	\$11,574	\$0	\$261	\$ -
	4535 Window Treatments	\$3,000	\$3,055	\$0	\$6,055	101.8%	\$6,055	\$0	\$0	\$ -
	4536 Air Filter HVAC System	\$3,500	\$0	\$0	\$3,500		\$0	\$0	\$3,500	\$ -
	4538 Chiller Contract	\$10,600	\$25,000	\$0	\$35,600	235.8%	\$32,817	\$861	\$1,923	\$ (0)
	4539 Energy Management System	\$27,500	\$0	\$0	\$27,500		\$19,624	\$0	\$7,876	\$ -
	4540 Athletic Facilities Repairs	\$6,000	\$400	\$0	\$6,400	6.7%	\$6,254	\$0	\$146	\$ 0
	4542 Contracted Services	\$8,400	\$512	\$512	\$8,912	6.1%	\$8,912	\$0	\$0	\$ 0
	4543 Paving	\$5,000	\$8,200	\$0	\$13,200	164.0%	\$13,000	\$0	\$200	\$ -
	4600 Special Projects	\$60,304	\$32,798	\$0	\$93,102	54.4%	\$79,806	\$2,978	\$10,318	\$ (0)
	4602 Tree Service	\$11,000	(\$650)	(\$650)	\$10,350	-5.9%	\$2,300	\$1,870	\$6,180	\$ -
	4603 Exterior Lighting	\$2,800	\$0	\$0	\$2,800		\$0	\$0	\$2,800	\$ -
	4604 Snow Plowing	\$12,500	(\$7,092)	(\$4,092)	\$5,408	-56.7%	\$199	\$0	\$0	\$ 5,209

**WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Jan-16  
Period: 7 of 12**

Object	Account	FY Adopted Budget	Cumulative Budget	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	4605 Signage	\$2,500	(\$950)	\$0	\$1,550	-38.0%	\$548	\$0	\$1,002	\$ -
	4606 Sprinkler Repairs	\$3,000	\$0	\$0	\$3,000		\$2,512	\$0	\$488	\$ 0
	4607 Storm Draining	\$1,000	(\$1,000)	\$0	\$0	-100.0%	\$0	\$0	\$0	\$ -
	4608 Trucking Services	\$2,000	(\$2,000)	\$0	\$0	-100.0%	\$0	\$0	\$0	\$ -
	4610 Playground Repairs	\$2,200	\$300	\$0	\$2,500	13.6%	\$2,500	\$0	\$0	\$ -
	4701 Security System Monitoring	\$20,040	\$8,000	\$0	\$28,040	39.9%	\$23,494	\$4,516	\$30	\$ 0
	4702 Locks/Keys	\$6,000	\$8,032	\$1,200	\$14,032	133.9%	\$12,393	\$1,372	\$267	\$ (0)
	4705 United Alarm	\$500	\$753	\$0	\$1,253	150.6%	\$753	\$0	\$500	\$ -
	4900 Other Property Services	\$1,000	\$0	\$0	\$1,000		\$0	\$0	\$1,000	\$ -
		<b>\$1,982,631</b>	<b>\$102,283</b>	<b>\$8,612</b>	<b>\$2,084,914</b>		<b>\$1,363,468</b>	<b>\$ 401,197</b>	<b>\$ 312,427</b>	<b>\$ 7,822</b>
	<i>Group \$ transfer in/(transfer out):</i>				<b>\$102,283</b>					
	<i>Group change %:</i>				<b>5.2%</b>					
<b>Other Services (5000s)</b>										
	5100 Regular Transportation	\$1,208,552	(\$2,600)	(\$2,600)	\$1,205,952	-0.2%	\$1,194,828	\$5,241	\$5,883	\$ 0
	5101 SPED Transportation	\$41,227	\$0	\$0	\$41,227		\$30,201	\$10,925	\$101	\$ (0)
	5104 Athletic Transportation	\$80,429	\$0	\$0	\$80,429		\$54,828	\$22,505	\$3,096	\$ 0
	5105 Extra Curricular Transporation	\$8,150	\$0	\$0	\$8,150		\$2,058	\$3,590	\$2,502	\$ (0)
	5200 General Liability Insurance	\$85,433	\$9,217	\$1,808	\$94,650	10.8%	\$94,650	\$0	\$0	\$ 1
	5202 Athletic Insurance	\$19,916	\$10,023	\$0	\$29,939	50.3%	\$29,939	\$0	\$0	\$ -
	5205 Property Insurance	\$110,864	\$0	\$0	\$110,864		\$110,864	\$0	\$0	\$ -
	5300 Communications	\$148,820	\$5,684	\$6,000	\$154,504	3.8%	\$135,118	\$18	\$19,368	\$ -
	5400 Postage	\$23,601	(\$7,850)	(\$1,750)	\$15,751	-33.3%	\$8,741	\$901	\$6,109	\$ (0)
	5500 Advertising	\$7,000	(\$2,100)	\$0	\$4,900	-30.0%	\$2,406	\$63	\$2,431	\$ (0)
	5501 Printing	\$24,522	(\$250)	\$0	\$24,272	-1.0%	\$13,263	\$296	\$10,712	\$ 0
	5600 Tuition	\$1,923,268	\$365,823	\$6,823	\$2,289,091	19.0%	\$1,842,987	\$419,808	\$26,296	\$ 0
	5800,5802-5880 Travel & Conference	\$53,370	\$12,845	\$1,650	\$66,215	24.1%	\$45,832	\$3,763	\$14,730	\$ 1,890
	5801 Mileage Reimbursement	\$28,400	(\$5,832)	\$0	\$22,568	-20.5%	\$15,987	\$0	\$6,582	\$ (1)
	5900 Other Purchased Services	\$11,350	\$2,300	\$0	\$13,650	20.3%	\$8,680	\$3,017	\$1,953	\$ 1
		<b>\$3,774,902</b>	<b>\$387,260</b>	<b>\$11,931</b>	<b>\$4,162,162</b>		<b>\$3,590,381</b>	<b>\$ 470,128</b>	<b>\$ 99,763</b>	<b>\$ 1,891</b>
	<i>Group \$ transfer in/(transfer out):</i>				<b>\$387,260</b>					
	<i>Group change %:</i>				<b>10.3%</b>					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$484,881	\$4,996	\$1,750	\$489,877	1.0%	\$341,449	\$52,563	\$95,866	\$ (1)
	6120 Office Materials	\$37,182	\$1,241	(\$80)	\$38,423	3.3%	\$24,224	\$2,753	\$11,446	\$ (0)
	6130 Maintenance Materials	\$182,644	(\$38,815)	(\$3,620)	\$143,829	0.0%	\$97,883	\$14,747	\$31,199	\$ -
	6131 Custodial Materials	\$78,061	\$2,900	(\$1,000)	\$80,961	3.7%	\$73,669	\$3,287	\$4,004	\$ (0)
	6132 Security Materials	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$ -
	6140 Software	\$342,985	(\$17,900)	(\$6,800)	\$325,085	-5.2%	\$275,636	\$7,158	\$42,291	\$ -
	6270 Diesel Fuel	\$131,171	\$0	\$0	\$131,171		\$65,343	\$9,556	\$45,000	\$ 11,272
	6410 Books	\$185,707	(\$25,728)	\$0	\$159,979	-13.9%	\$121,254	\$11,097	\$27,629	\$ (0)
	6510 Heating Oil	\$466,479	(\$6,823)	(\$6,823)	\$459,656	-1.5%	\$266,706	\$156,367	\$0	\$ 36,583

**WESTON PUBLIC SCHOOLS**  
**FINANCIAL REPORT**  
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**Period: 7 of 12**

Object	Account	FY Adopted Budget	Cumulative Budget	Current Report Budget	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	6520 Electricity	\$727,800	(\$12,832)	\$0	\$714,968	-1.8%	\$479,240	\$221,568	\$9,300	\$ 4,860
	6530 Propane gas	\$3,500	\$0	\$0	\$3,500		\$2,625	\$375	\$500	\$ -
		<u>\$2,640,410</u>	<u>(\$92,962)</u>	<u>(\$16,573)</u>	<u>\$2,547,449</u>		<u>\$1,748,030</u>	<u>\$ 479,470</u>	<u>\$ 267,235</u>	<u>\$ 52,713</u>
	Group \$ transfer in/(transfer out):				(\$92,962)					
	Group change %:				-3.5%					
<b>Equipment (7000's)</b>										
	7300 Equipment	\$25,000	(\$11,825)	\$0	\$13,175	-47.3%	\$3,442	\$0	\$9,233	\$ 500
		<u>\$25,000</u>	<u>(\$11,825)</u>	<u>\$0</u>	<u>\$13,175</u>		<u>\$3,442</u>	<u>\$ -</u>	<u>\$ 9,233</u>	<u>\$ 500</u>
	Group \$ transfer in/(transfer out):				(\$11,825)					
	Group change %:				-47%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$93,400	(\$1,040)	(\$700)	\$92,360	-1.1%	\$75,885	\$6,481	\$7,696	\$ 2,298
	8900 Other Objects	\$1,895	\$4,862	\$10,900	\$6,757	256.6%	\$12,374	\$1,654	(\$7,271)	\$ 0
		<u>\$95,295</u>	<u>\$3,822</u>	<u>\$10,200</u>	<u>\$99,117</u>		<u>\$88,259</u>	<u>\$ 8,135</u>	<u>\$ 425</u>	<u>\$ 2,298</u>
	Group \$ transfer in/(transfer out):				\$3,822					
	Group change %:				4.0%					
<b>Revenues (9000's)</b>										
	9200 Technology Revenue	(\$45,000)	\$0	\$0	(\$45,000)		(\$22,500)	\$0	(\$22,500)	\$ -
	9201 Participation Fees, Athletics	(\$59,710)	\$0	\$0	(\$59,710)		(\$57,195)	\$0	(\$2,515)	\$ -
	9202 Gate Receipts, Athletics	(\$15,500)	\$0	\$0	(\$15,500)		(\$8,204)	\$0	(\$7,296)	\$ -
	9205 Excess Cost SPED	(\$764,946)	(\$83,379)	\$0	(\$848,325)	10.9%	(\$636,245)	\$0	(\$212,080)	\$ -
	9206 Pre School Tuition SPED	(\$82,500)	\$0	\$0	(\$82,500)		(\$72,360)	\$0	(\$10,140)	\$ -
	9207 Regular Ed. Tuition	\$0	\$0	\$0	\$0	0.0%	\$0	\$0	\$0	\$ -
	9208 Revenue from Town for Fields	(\$39,590)	\$0	\$0	(\$39,590)		(\$15,907)	\$0	(\$23,683)	\$ (0)
	9209 Parking Fees	(\$30,000)	\$0	\$0	(\$30,000)		(\$30,000)	\$0	\$0	\$ -
		<u>\$ (1,037,246)</u>	<u>(\$83,379)</u>	<u>\$0</u>	<u>\$ (1,120,625)</u>		<u>\$ (842,411)</u>	<u>\$ -</u>	<u>\$ (278,214)</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				(\$83,379)					
	Group change %:				8%					
<b>Total:</b>		<b>\$48,503,782</b>	<b>(\$1)</b>	<b>\$0</b>	<b>\$48,503,781</b>		<b>\$33,687,080</b>	<b>\$ 9,543,319</b>	<b>\$ 5,104,622</b>	<b>\$ 168,761</b>

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**FINANCIAL REPORT**  
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**OPERATING FUND BUDGET**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Hurlbutt Elementary</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$2,702,963	(\$72,527)	(\$1,443)	\$2,630,436	-2.7%	\$1,706,130	\$ 905,650	\$ 18,656	\$ 0
	Non Certified Staff	\$289,891	(\$4,108)	\$0	\$285,783	-1.4%	\$205,934	\$ -	\$ 79,849	\$ 0
	Overtime	\$1,500	\$0	\$0	\$1,500		\$326	\$ -	\$ 1,175	\$ (1)
	Certified Stipends	\$21,250	(\$4,407)	(\$948)	\$16,843	-20.7%	\$10,263	\$ 5,205	\$ 1,376	\$ 0
		<u>\$3,015,604</u>	<u>(\$81,042)</u>	<u>(\$2,391)</u>	<u>\$2,934,562</u>		<u>\$1,922,652</u>	<u>\$ 910,854</u>	<u>\$ 101,056</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				(\$81,042)					
	Group change %:				-2.7%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3308 Police/Fire	\$250	\$0	\$0	\$250		\$0	\$ -	\$ 250	\$ -
	3309 Professional Technical Services	\$500	\$0	\$0	\$500		\$0	\$ -	\$ 500	\$ -
		<u>\$750</u>	<u>\$0</u>	<u>\$0</u>	<u>\$750</u>		<u>\$0</u>	<u>\$ -</u>	<u>\$ 750</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$3,390	\$0	\$0	\$3,390		\$725	\$ -	\$ 2,665	\$ (0)
		<u>\$3,390</u>	<u>\$0</u>	<u>\$0</u>	<u>\$3,390</u>		<u>\$725</u>	<u>\$ -</u>	<u>\$ 2,665</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Services (5000s)</b>										
	5105 Extra Curricular Transporation	\$350	\$0	\$0	\$350		\$0	\$ -	\$ 350	\$ -
	5400 Postage	\$200	\$0	\$0	\$200		\$0	\$ -	\$ 200	\$ -
	5501 Printing	\$700	\$0	\$0	\$700		\$486	\$ -	\$ 214	\$ -

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**OPERATING FUND BUDGET**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
5800,5802-5880	Travel & Conference	\$750	\$0	\$0	\$750		\$0	\$ -	\$ 750	\$ -
	5801 Mileage Reimbursement	\$250	\$0	\$0	\$250		\$0	\$ -	\$ 250	\$ -
		<u>\$2,250</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,250</u>		<u>\$486</u>	<u>\$ -</u>	<u>\$ 1,764</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$59,624	\$120	\$0	\$59,744	0.2%	\$43,563	\$ 7,119	\$ 9,062	\$ (0.0)
	6120 Office Materials	\$2,363	\$0	\$0	\$2,363		\$1,122	\$ 25	\$ 1,217	\$ 0.0
	6410 Books	\$18,850	(\$120)	\$0	\$18,730	-0.6%	\$11,379	\$ 1,671	\$ 5,680	\$ (0.0)
		<u>\$80,837</u>	<u>\$0</u>	<u>\$0</u>	<u>\$80,837</u>		<u>\$56,063</u>	<u>\$ 8,815</u>	<u>\$ 15,959</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$1,735	\$0	\$0	\$1,735		\$384	\$ -	\$ 1,351	\$ 0
		<u>\$1,735</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,735</u>		<u>\$384</u>	<u>\$ -</u>	<u>\$ 1,351</u>	<u>\$ 0</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
	<b>Total:</b>	<b>\$3,104,566</b>	<b>(\$81,042)</b>	<b>(\$2,391)</b>	<b>\$3,023,524</b>		<b>\$1,980,310</b>	<b>\$ 919,669</b>	<b>\$ 123,545</b>	<b>\$ (0)</b>



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**OPERATING FUND BUDGET**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Weston Intermediate School</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$3,514,852	\$34,192	(\$1,194)	\$3,549,044	1.0%	\$2,322,001	\$ 1,173,094	\$ 18,463	\$ 35,486
	Non Certified Staff	\$224,181	\$28,653	\$0	\$252,834	12.8%	\$154,031	\$ -	\$ 56,264	\$ 42,539
	Overtime	\$750	\$0	\$0	\$750		\$0	\$ -	\$ 750	\$ -
	Certified Stipends	\$33,593	(\$2,750)	\$0	\$30,843	-8.2%	\$11,361	\$ 5,764	\$ 13,718	\$ -
		<b>\$3,773,376</b>	<b>\$60,095</b>	<b>(\$1,194)</b>	<b>\$3,833,471</b>		<b>\$2,487,393</b>	<b>\$ 1,178,859</b>	<b>\$ 89,195</b>	<b>\$ 78,025</b>
	Group \$ transfer in/(transfer out):				\$60,095					
	Group change %:				1.6%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3309 Professional Technical Services	\$0	\$280	\$0	\$280	100.0%	\$280	\$ -	\$ -	\$ -
		<b>\$0</b>	<b>\$280</b>	<b>\$0</b>	<b>\$280</b>		<b>\$280</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$280					
	Group change %:				100.0%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$2,420	\$0	\$0	\$2,420		\$240	\$ -	\$ 2,180	\$ -
		<b>\$2,420</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,420</b>		<b>\$240</b>	<b>\$ -</b>	<b>\$ 2,180</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Services (5000s)</b>										
	5501 Printing	\$1,000	\$0	\$0	\$1,000		\$446	\$ -	\$ 554	\$ -
	5800,5802-5880 Travel & Conference	\$500	\$0	\$0	\$500		\$0	\$ -	\$ 500	\$ -
	5801 Mileage Reimbursement	\$250	\$0	\$0	\$250		\$0	\$ -	\$ 250	\$ -
		<b>\$1,750</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,750</b>		<b>\$446</b>	<b>\$ -</b>	<b>\$ 1,304</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$0					

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WESTON PUBLIC SCHOOLS  
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OPERATING FUND BUDGET

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<i>Group change %:</i>					0.0%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$37,221	(\$100)	\$0	\$37,121	-0.3%	\$30,320	\$ 1,212	\$ 5,589	\$ (0)
	6120 Office Materials	\$2,000	\$0	\$0	\$2,000		\$1,021	\$ 445	\$ 534	\$ (0)
	6410 Books	\$38,192	\$0	\$0	\$38,192		\$26,336	\$ 1,257	\$ 10,600	\$ (0)
		<u>\$77,413</u>	<u>(\$100)</u>	<u>\$0</u>	<u>\$77,313</u>		<u>\$57,677</u>	<u>\$ 2,914</u>	<u>\$ 16,723</u>	<u>\$ (1)</u>
	<i>Group \$ transfer in/(transfer out):</i>				(\$100)					
	<i>Group change %:</i>				-0.1%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$1,189	\$100	\$0	\$1,289	8.4%	\$750	\$ -	\$ 539	\$ -
		<u>\$1,189</u>	<u>\$100</u>	<u>\$0</u>	<u>\$1,289</u>		<u>\$750</u>	<u>\$ -</u>	<u>\$ 539</u>	<u>\$ -</u>
	<i>Group \$ transfer in/(transfer out):</i>				\$100					
	<i>Group change %:</i>				8.4%					
<b>Total:</b>		<b>\$3,856,148</b>	<b>\$60,375</b>	<b>(\$1,194)</b>	<b>\$3,916,523</b>		<b>\$2,546,786</b>	<b>\$ 1,181,772</b>	<b>\$ 109,941</b>	<b>\$ 78,024</b>

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Weston Middle School</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$4,214,955	(\$33,752)	(\$11,106)	\$4,181,203	-0.8%	\$2,774,050	\$ 1,395,358	\$ 11,794	\$ 1
	Non Certified Staff	\$177,500	\$1,219	\$0	\$178,719	0.7%	\$128,161	\$ -	\$ 50,558	\$ 0
	Overtime	\$0	\$100	\$0	\$100	0.0%	\$19	\$ -	\$ 81	\$ -
	Certified Stipends	\$147,251	(\$7,885)	(\$1,285)	\$139,366	-5.4%	\$80,216	\$ 7,592	\$ 51,558	\$ -
		<b>\$4,539,706</b>	<b>(\$40,318)</b>	<b>(\$12,391)</b>	<b>\$4,499,388</b>		<b>\$2,982,445</b>	<b>\$ 1,402,950</b>	<b>\$ 113,991</b>	<b>\$ 2</b>
	Group \$ transfer in/(transfer out):				(\$40,318)					
	Group change %:				-0.9%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3308 Police/Fire	\$1,610	\$0	\$0	\$1,610		\$749	\$ -	\$ 861	\$ (0)
	3309 Professional Technical Services	\$13,620	(\$9,715)	(\$9,715)	\$3,905	-71.3%	\$1,808	\$ -	\$ 2,098	\$ (1)
		<b>\$15,230</b>	<b>(\$9,715)</b>	<b>(\$9,715)</b>	<b>\$5,515</b>		<b>\$2,557</b>	<b>\$ -</b>	<b>\$ 2,959</b>	<b>\$ (1)</b>
	Group \$ transfer in/(transfer out):				(\$9,715)					
	Group change %:				-63.8%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$5,871	\$0	\$0	\$5,871		\$2,198	\$ 400	\$ 2,873	\$ 400
		<b>\$5,871</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,871</b>		<b>\$2,198</b>	<b>\$ 400</b>	<b>\$ 2,873</b>	<b>\$ 400</b>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Services (5000s)</b>										
	5105 Extra Curricular Transporation	\$7,800	\$0	\$0	\$7,800		\$2,058	\$ 3,590	\$ 2,152	\$ (0)
	5400 Postage	\$292	\$0	\$0	\$292		\$245	\$ -	\$ 47	\$ -
	5501 Printing	\$3,160	\$0	\$0	\$3,160		\$1,356	\$ 296	\$ 1,507	\$ 0
	5600 Tuition	\$2,630	\$0	\$0	\$2,630		\$590	\$ -	\$ 2,040	\$ -
	5800,5802-5880 Travel & Conference	\$1,000	\$0	\$0	\$1,000		\$145	\$ -	\$ 855	\$ -
	5801 Mileage Reimbursement	\$550	\$0	\$0	\$550		\$89	\$ -	\$ 461	\$ (0)

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
		\$15,432	\$0	\$0	\$15,432		\$4,484	\$ 3,887	\$ 7,062	\$ (1)
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$79,797	\$2,000	\$0	\$81,797	2.5%	\$52,969	\$ 5,894	\$ 22,935	\$ (1)
	6120 Office Materials	\$3,500	\$0	\$0	\$3,500		\$1,595	\$ 71	\$ 1,834	\$ -
	6410 Books	\$20,395	\$0	\$0	\$20,395		\$11,191	\$ 6,660	\$ 2,544	\$ -
		\$103,692	\$2,000	\$0	\$105,692		\$65,755	\$ 12,625	\$ 27,313	\$ (1)
	Group \$ transfer in/(transfer out):				\$2,000					
	Group change %:				1.9%					
<b>Equipment (7000's)</b>										
	7300 Equipment	\$3,000	\$0	\$0	\$3,000		\$111	\$ -	\$ 2,889	\$ 0
		\$3,000	\$0	\$0	\$3,000		\$111	\$ -	\$ 2,889	\$ 0
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$5,771	\$400	\$0	\$6,171	6.9%	\$2,696	\$ -	\$ 1,309	\$ 2,166
		\$5,771	\$400	\$0	\$6,171		\$2,696	\$ -	\$ 1,309	\$ 2,166
	Group \$ transfer in/(transfer out):				\$400					
	Group change %:				6.9%					
<b>Total:</b>		<b>\$4,688,702</b>	<b>(\$47,633)</b>	<b>(\$22,106)</b>	<b>\$4,641,069</b>		<b>\$3,060,245</b>	<b>\$ 1,419,861</b>	<b>\$ 158,396</b>	<b>\$ 2,566</b>

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Weston High School</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$5,640,273	\$71,455	\$9,087	\$5,711,728	1.3%	\$3,672,754	\$ 2,029,200	\$ 9,774	\$ (0)
	Non Certified Staff	\$187,951	\$2,754	\$0	\$190,705	1.5%	\$135,614	\$ -	\$ 55,091	\$ 0
	Overtime	\$250	(\$34)	\$0	\$216	-13.6%	\$57	\$ -	\$ 159	\$ 0
	Certified Stipends	\$129,628	(\$4,035)	\$0	\$125,593	-3.1%	\$63,088	\$ 1,913	\$ 60,592	\$ 0
	Non Certified Stipends	\$500	\$0	\$0	\$500		\$0	\$ -	\$ 500	\$ -
		<b>\$5,958,602</b>	<b>\$70,140</b>	<b>\$9,087</b>	<b>\$6,028,742</b>		<b>\$3,871,513</b>	<b>\$ 2,031,113</b>	<b>\$ 126,116</b>	<b>\$ 0</b>
	Group \$ transfer in/(transfer out):				\$70,140					
	Group change %:				1.2%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3308 Police/Fire	\$1,800	\$0	\$0	\$1,800		\$210	\$ -	\$ 1,590	\$ -
	3309 Professional Technical Services	\$6,303	\$2,285	\$0	\$8,588	36.3%	\$5,936	\$ 600	\$ 2,052	\$ -
		<b>\$8,103</b>	<b>\$2,285</b>	<b>\$0</b>	<b>\$10,388</b>		<b>\$6,146</b>	<b>\$ 600</b>	<b>\$ 3,642</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$2,285					
	Group change %:				28.2%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$10,929	\$288	\$0	\$11,217	2.6%	\$5,563	\$ -	\$ 5,204	\$ 450
	4400 Equipment Rental	\$4,765	\$0	\$0	\$4,765		\$1,062	\$ -	\$ 3,703	\$ (0)
		<b>\$15,694</b>	<b>\$288</b>	<b>\$0</b>	<b>\$15,982</b>		<b>\$6,626</b>	<b>\$ -</b>	<b>\$ 8,907</b>	<b>\$ 450</b>
	Group \$ transfer in/(transfer out):				\$288					
	Group change %:				1.8%					
<b>Other Services (5000s)</b>										
	5100 Regular Transportation	\$3,000	\$0	\$0	\$3,000		\$2,423	\$ 280	\$ 296	\$ 0
	5400 Postage	\$539	\$0	\$0	\$539		\$0	\$ -	\$ 539	\$ -
	5501 Printing	\$13,812	\$0	\$0	\$13,812		\$9,029	\$ -	\$ 4,783	\$ 0
	5600 Tuition	\$0	\$6,823	\$6,823	\$6,823		\$6,823	\$ -	\$ -	\$ -
	5800,5802-5880 Travel & Conference	\$1,890	\$0	\$0	\$1,890		\$0	\$ -	\$ -	\$ 1,890

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	5801 Mileage Reimbursement	\$1,750	\$0	\$0	\$1,750		\$954	\$ -	\$ 796	\$ (0)
	5900 Other Purchased Services	\$900	\$100	\$0	\$1,000	11.1%	\$945	\$ -	\$ 55	\$ 0
		\$21,891	\$6,923	\$6,823	\$28,814		\$20,174	\$ 280	\$ 6,469	\$ 1,891
	Group \$ transfer in/(transfer out):				\$6,923					
	Group change %:				31.6%					
Supplies & Materials (6000's)										
	6110 Materials	\$153,396	(\$4,859)	\$0	\$148,537	-3.2%	\$100,708	\$ 13,701	\$ 34,127	\$ 0
	6120 Office Materials	\$6,928	\$0	\$0	\$6,928		\$2,284	\$ 270	\$ 4,374	\$ -
	6410 Books	\$43,705	\$2,500	\$0	\$46,205	5.7%	\$42,129	\$ 1,509	\$ 2,567	\$ 0
		\$204,029	(\$2,359)	\$0	\$201,670		\$145,121	\$ 15,480	\$ 41,069	\$ 0
	Group \$ transfer in/(transfer out):				(\$2,359)					
	Group change %:				-1.2%					
Equipment (7000's)										
	7300 Equipment	\$4,500	\$675	\$0	\$5,175	15.0%	\$1,797	\$ -	\$ 2,878	\$ 500
		\$4,500	\$675	\$0	\$5,175		\$1,797	\$ -	\$ 2,878	\$ 500
	Group \$ transfer in/(transfer out):				\$675					
	Group change %:				15%					
Other Objects (8000's)										
	8100 Dues, Fees and Memberships	\$14,140	\$296	\$0	\$14,436	2.1%	\$11,846	\$ 150	\$ 2,308	\$ 132
	8900 Other Objects	\$0	\$11,000	\$11,000	\$11,000		\$0	\$ -	\$ 11,000	\$ -
		\$14,140	\$11,296	\$11,000	\$25,436		\$11,846	\$ 150	\$ 13,308	\$ 132
	Group \$ transfer in/(transfer out):				\$11,296					
	Group change %:				79.9%					
Revenues (9000's)										
	9209 Parking Fees	\$ (30,000)	\$ -	\$	(\$30,000)		(\$30,000)	\$ -	\$ -	\$ -
		\$ (30,000)	\$0	\$0	(\$30,000)		\$ (30,000)	\$ -	\$ -	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0%					
	Total:	\$6,196,959	\$89,248	\$26,910	\$6,286,207		\$4,033,222	\$ 2,047,623	\$ 202,389	\$ 2,973

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Athletics</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$147,895	\$0	\$0	\$147,895		\$113,765	\$ 34,130	\$ -	\$ (0)
	Non Certified Staff	\$40,851	(\$605)	\$0	\$40,246	-1.5%	\$28,674	\$ -	\$ 11,572	\$ 0
	Certified Stipends	\$341,037	\$0	\$0	\$341,037		\$216,416	\$ -	\$ 124,621	\$ -
	Non Certified Stipends	\$77,710	\$0	\$0	\$77,710		\$42,608	\$ -	\$ 35,102	\$ (0)
		<u>\$607,493</u>	<u>(\$605)</u>	<u>\$0</u>	<u>\$606,888</u>		<u>\$401,464</u>	<u>\$ 34,130</u>	<u>\$ 171,295</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				(\$605)					
	Group change %:				-0.1%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3239 Other Pupil Services	\$3,500	\$0	\$0	\$3,500		\$2,920	\$ -	\$ 580	\$ -
	3308 Police/Fire	\$4,300	\$0	\$0	\$4,300		\$1,391	\$ 1,489	\$ 1,420	\$ -
	3310 Sports Officials	\$45,863	\$0	\$0	\$45,863		\$45,000	\$ -	\$ 863	\$ -
		<u>\$53,663</u>	<u>\$0</u>	<u>\$0</u>	<u>\$53,663</u>		<u>\$49,311</u>	<u>\$ 1,489</u>	<u>\$ 2,863</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$21,604	\$0	\$0	\$21,604		\$5,978	\$ 7,081	\$ 8,545	\$ (0)
	4900 Other Property Services	\$1,000	\$0	\$0	\$1,000		\$0	\$ -	\$ 1,000	\$ -
		<u>\$22,604</u>	<u>\$0</u>	<u>\$0</u>	<u>\$22,604</u>		<u>\$5,978</u>	<u>\$ 7,081</u>	<u>\$ 9,545</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Services (5000s)</b>										
	5104 Athletic Transportation	\$80,429	\$0	\$0	\$80,429		\$54,828	\$ 22,505	\$ 3,096	\$ 0

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
5800,5802-5880	5202 Athletic Insurance	\$19,916	\$10,023	\$0	\$29,939	50.3%	\$29,939	\$ -	\$ -	\$ -
	Travel & Conference	\$2,100	\$0	\$0	\$2,100		\$2,100	\$ -	\$ -	\$ -
		<b>\$102,445</b>	<b>\$10,023</b>	<b>\$0</b>	<b>\$112,468</b>		<b>\$86,867</b>	<b>\$ 22,505</b>	<b>\$ 3,096</b>	<b>\$ 0</b>
	Group \$ transfer in/(transfer out):				\$10,023					
	Group change %:				9.8%					
<b>Supplies &amp; Materials (6000's)</b>										
6110	Materials	\$56,250	\$0	\$0	\$56,250		\$32,125	\$ 11,869	\$ 12,256	\$ -
		<b>\$56,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$56,250</b>		<b>\$32,125</b>	<b>\$ 11,869</b>	<b>\$ 12,256</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Objects (8000's)</b>										
8100	Dues, Fees and Memberships	\$15,835	\$0	\$0	\$15,835		\$15,000	\$ -	\$ 835	\$ -
	8900 Other Objects	(\$20,000)	\$0	\$0	(\$20,000)		\$0	\$ -	\$ (20,000)	\$ -
		<b>(\$4,165)</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$4,165)</b>		<b>\$15,000</b>	<b>\$ -</b>	<b>\$ (19,165)</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Revenues (9000's)</b>										
9201	Participation Fees, Athletics	\$ (59,710)	\$0	\$0	\$ (59,710)		(\$57,195)	\$ -	\$ (2,515)	\$ -
	9202 Gate Receipts, Athletics	\$ (15,500)	\$0	\$0	\$ (15,500)		(\$8,204)	\$ -	\$ (7,296)	\$ -
		<b>\$ (75,210.00)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$ (75,210.00)</b>		<b>\$ (65,399)</b>	<b>\$ -</b>	<b>\$ (9,811)</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0%					
<b>Total:</b>		<b>\$763,080</b>	<b>\$9,418</b>	<b>\$0</b>	<b>\$772,498</b>		<b>\$525,346</b>	<b>\$ 77,073</b>	<b>\$ 170,079</b>	<b>\$ (0)</b>



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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Copy Center</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Non Certified Staff	\$61,113	\$744	\$0	\$61,857	1.2%	\$42,267	\$ -	\$ 19,590	\$ 0
		\$61,113	\$744	\$0	\$61,857		\$42,267	\$ -	\$ 19,590	\$ 0
	Group \$ transfer in/(transfer out):				\$744					
	Group change %:				1.2%					
<b>Property Services (4000s)</b>										
	4400 Equipment Rental	\$127,767	\$0	\$0	\$127,767		\$78,661	\$ 12,618	\$ 36,487	\$ -
		\$127,767	\$0	\$0	\$127,767		\$78,661	\$ 12,618	\$ 36,487	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Other Services (5000s)</b>										
	5400 Postage	\$18,070	(\$7,850)	(\$1,750)	\$10,220	-43.4%	\$5,136	\$ -	\$ 5,084	\$ (0)
		\$18,070	(\$7,850)	(\$1,750)	\$10,220		\$5,136	\$ -	\$ 5,084	\$ (0)
	Group \$ transfer in/(transfer out):				(\$7,850)					
	Group change %:				-43.4%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$14,162	\$7,850	\$1,750	\$22,012	55.4%	\$20,967	\$ 274	\$ 771	\$ 0
		\$14,162	\$7,850	\$1,750	\$22,012		\$20,967	\$ 274	\$ 771	\$ 0
	Group \$ transfer in/(transfer out):				\$7,850					
	Group change %:				55.4%					
<b>Total:</b>		<b>\$221,112</b>	<b>\$744</b>	<b>\$0</b>	<b>\$221,856</b>		<b>\$147,031</b>	<b>\$ 12,892</b>	<b>\$ 61,932</b>	<b>\$ 0</b>

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
Curriculum & Instruction										
Salaries & Wages (1000s)										
	Certified Staff	\$767,609	\$42,076	\$1,150	\$809,685	5.5%	\$586,316	\$ 221,785	\$ 1,584	\$ 0
	Non Certified Staff	\$59,594	\$894	\$0	\$60,488	1.5%	\$46,529	\$ -	\$ 13,959	\$ (0)
	Certified Stipends	\$85,625	(\$7,269)	(\$119)	\$78,356	-8.5%	\$51,214	\$ 27,142	\$ -	\$ -
		\$912,828	\$35,701	\$1,031	\$948,529		\$684,059	\$ 248,927	\$ 15,543	\$ 0
	Group \$ transfer in/(transfer out):				\$35,701					
	Group change %:				3.9%					
Professional & Technical Services (3000s)										
	3210 Contracted Services Educational	\$7,815	\$0	\$0	\$7,815		\$0	\$ -	\$ 7,815	\$ -
3220/3221	Consulting Services	\$60,500	\$0	\$0	\$60,500		\$42,407	\$ 13,017	\$ 5,076	\$ -
	3235 Testing	\$37,000	(\$8,717)	(\$1,650)	\$28,283	-23.6%	\$22,757	\$ 2,340	\$ 3,187	\$ -
		\$105,315	(\$8,717)	(\$1,650)	\$96,598		\$65,164	\$ 15,357	\$ 16,077	\$ -
	Group \$ transfer in/(transfer out):				(\$8,717)					
	Group change %:				-8.3%					
Property Services (4000s)										
Other Services (5000s)										
	5800,5802-5880 Travel & Conference	\$47,130	\$12,845	\$1,650	\$59,975	27.3%	\$43,587	\$ 3,763	\$ 12,625	\$ 0
	5801 Mileage Reimbursement	\$6,000	\$0	\$0	\$6,000		\$4,500	\$ -	\$ 1,500	\$ -
	5900 Other Purchased Services	\$8,450	\$4,200	\$0	\$12,650	49.7%	\$7,735	\$ 3,017	\$ 1,898	\$ 0
		\$61,580	\$17,045	\$1,650	\$78,625		\$55,822	\$ 6,780	\$ 16,023	\$ 1
	Group \$ transfer in/(transfer out):				\$17,045					
	Group change %:				27.7%					

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$1,450	\$0	\$0	\$1,450		\$1,036	\$ -	\$ 414	\$ 0
	6120 Office Materials	\$5,825	(\$1,150)	(\$1,150)	\$4,675	-19.7%	\$2,078	\$ 795	\$ 1,802	\$ (0)
	6410 Books	\$58,665	(\$24,108)	\$0	\$34,557	-41.1%	\$29,745	\$ -	\$ 4,812	\$ 0
		\$65,940	(\$25,258)	(\$1,150)	\$40,682		\$32,859	\$ 795	\$ 7,028	\$ (0)
	Group \$ transfer in/(transfer out):				(\$25,258)					
	Group change %:				-38.3%					
<b>Equipment (7000's)</b>										
	7300 Equipment	\$2,500	(\$2,500)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
		\$2,500	(\$2,500)	\$0	\$0		\$0	\$ -	\$ -	\$ -
	Group \$ transfer in/(transfer out):				(\$2,500)					
	Group change %:				-100%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$21,655	\$0	\$0	\$21,655		\$14,728	\$ 6,331	\$ 596	\$ -
		\$21,655	\$0	\$0	\$21,655		\$14,728	\$ 6,331	\$ 596	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
	<b>Total:</b>	<b>\$1,169,818</b>	<b>\$16,271</b>	<b>(\$119)</b>	<b>\$1,186,089</b>		<b>\$852,632</b>	<b>\$ 278,189</b>	<b>\$ 55,267</b>	<b>\$ 0</b>

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Object	Account	FY Adopted Budget	Cumulative Budget	Current Report Budget	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
District Administration										
Salaries & Wages (1000s)										
	Certified Staff	\$604,050	\$6,112	\$0	\$610,162	1.0%	\$467,786	\$ 142,376	\$ -	\$ (0)
	Non Certified Staff	\$353,489	\$66,640	\$0	\$420,129	18.9%	\$309,483	\$ -	\$ 110,646	\$ (0)
	Overtime	\$1,000	\$0	\$0	\$1,000		\$718	\$ -	\$ 282	\$ -
	Non Certified Stipends	\$6,000	\$0	\$0	\$6,000		\$4,500	\$ -	\$ 1,500	\$ -
		\$964,539	\$72,752	\$0	\$1,037,291		\$782,488	\$ 142,376	\$ 112,428	\$ (0)
	Group \$ transfer in/(transfer out):				\$72,752					
	Group change %:				7.5%					
Professional & Technical Services (3000s)										
	3303 Management Services	\$19,500	\$0	\$0	\$19,500		\$16,308	\$ -	\$ 3,192	\$ 0
	3306 Legal Fees	\$50,000	(\$8,190)	\$0	\$41,810	-16.4%	\$12,422	\$ 19,310	\$ -	\$ 10,078
	3309 Professional Technical Services	\$20,000	\$21,280	\$0	\$41,280	106.4%	\$28,742	\$ 10,763	\$ 1,776	\$ (0)
		\$89,500	\$13,090	\$0	\$102,590		\$57,472	\$ 30,072	\$ 4,968	\$ 10,078
	Group \$ transfer in/(transfer out):				\$13,090					
	Group change %:				14.6%					
Property Services (4000s)										
	4302 Equipment Repairs	\$750	(\$750)	(\$270)	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
		\$750	(\$750)	(\$270)	\$0		\$0	\$ -	\$ -	\$ -
	Group \$ transfer in/(transfer out):				(\$750)					
	Group change %:				-100.0%					
Other Services (5000s)										
	5400 Postage	\$2,500	\$0	\$0	\$2,500		\$1,460	\$ 901	\$ 139	\$ 0
	5500 Advertising	\$7,000	(\$2,100)	\$0	\$4,900	-30.0%	\$2,406	\$ 63	\$ 2,431	\$ (0)
	5501 Printing	\$1,250	(\$250)	\$0	\$1,000	-20.0%	\$908	\$ -	\$ 92	\$ -
	5801 Mileage Reimbursement	\$10,500	(\$3,300)	\$0	\$7,200	-31.4%	\$5,875	\$ -	\$ 1,325	\$ (0)
		\$21,250	(\$5,650)	\$0	\$15,600		\$10,649	\$ 964	\$ 3,987	\$ (0)
	Group \$ transfer in/(transfer out):				(\$5,650)					

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Object	Account	FY Adopted Budget	Cumulative Budget	Current Report Budget	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Adjustments	Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	Group change %:				-26.6%					
Supplies & Materials (6000's)										
	6120 Office Materials	\$15,847	\$2,391	\$1,070	\$18,238	15.1%	\$16,124	\$ 1,148	\$ 966	\$ -
		\$15,847	\$2,391	\$1,070	\$18,238		\$16,124	\$ 1,148	\$ 966	\$ -
	Group \$ transfer in/(transfer out):				\$2,391					
	Group change %:				15.1%					
Other Objects (8000's)										
	8100 Dues, Fees and Memberships	\$30,020	(\$856)	(\$700)	\$29,164	-2.9%	\$29,164	\$ -	\$ -	\$ -
	8900 Other Objects	\$6,895	(\$100)	(\$100)	\$6,795	-1.5%	\$4,551	\$ 1,654	\$ 590	\$ -
		\$36,915	(\$956)	(\$800)	\$35,959		\$33,715	\$ 1,654	\$ 590	\$ -
	Group \$ transfer in/(transfer out):				(\$956)					
	Group change %:				-2.6%					
	Total:	\$1,128,801	\$80,877	\$0	\$1,209,678		\$900,447	\$ 176,214	\$ 122,939	\$ 10,077

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>District Wide</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$132,120	(\$132,120)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
	Turnover Savings	(\$193,600)	\$193,600	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
	Salary Differential	\$193,250	(\$48,875)	\$0	\$144,375	-25.3%	\$0	\$ -	\$ 144,375	\$ -
		<u>\$131,770</u>	<u>\$12,605</u>	<u>\$0</u>	<u>\$144,375</u>		<u>\$0</u>	<u>\$ -</u>	<u>\$ 144,375</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$12,605					
	Group change %:				9.6%					
<b>Other Services (5000s)</b>										
	5200 General Liability Insurance	\$85,433	\$9,217	\$1,808	\$94,650	10.8%	\$94,650	\$ -	\$ -	\$ 1
		<u>\$85,433</u>	<u>\$9,217</u>	<u>\$1,808</u>	<u>\$94,650</u>		<u>\$94,650</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1</u>
	Group \$ transfer in/(transfer out):				\$9,217					
	Group change %:				10.8%					
<b>Revenues (9000's)</b>										
	9207 Regular Ed. Tuition	\$ -	\$0	\$0	\$ -		\$0	\$ -	\$ -	\$ -
		<u>\$ -</u>	<u>\$0</u>	<u>\$0</u>	<u>\$ -</u>		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
	<b>Total:</b>	<u><b>\$217,203</b></u>	<u><b>\$21,822</b></u>	<u><b>\$1,808</b></u>	<u><b>\$239,025</b></u>		<u><b>\$94,650</b></u>	<u><b>\$ -</b></u>	<u><b>\$ 144,375</b></u>	<u><b>\$ 1</b></u>

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Employee Benefits</b>										
<b>Benefits (2000's)</b>										
	2000 Health Insurance	\$6,991,965	\$0	\$0	\$6,991,965		\$5,243,974	\$ -	\$ 1,747,991	\$ -
	2001 Social Security	\$507,618	\$0	\$0	\$507,618		\$360,131	\$ -	\$ 147,486	\$ -
	2002 Medicare	\$436,781	(\$1,359)	\$0	\$435,422	-0.3%	\$275,809	\$ -	\$ 159,613	\$ -
	2003 Workers Compensation	\$226,043	(\$10,023)	\$0	\$216,020	-4.4%	\$216,020	\$ -	\$ -	\$ -
	2004 Unemployment Compensation	\$68,000	(\$6,069)	\$0	\$61,931	-8.9%	\$24,539	\$ -	\$ 22,500	\$ 14,892
	2005 Early Retirement Incentive	\$4,759	\$0	\$0	\$4,759		\$4,758	\$ -	\$ -	\$ 1
	2007 Pension Contributions	\$834,052	\$0	\$0	\$834,052		\$552,773	\$ -	\$ 281,279	\$ -
	2010 Tuition Reimbursement	\$75,000	\$0	\$0	\$75,000		\$0	\$ -	\$ 75,000	\$ -
	2011 Life Insurance	\$88,495	\$0	\$0	\$88,495		\$67,721	\$ 7,512	\$ 13,262	\$ -
	2012 Disability Insurance	\$18,086	\$0	\$0	\$18,086		\$11,819	\$ -	\$ 6,267	\$ 0
	2014 Sick Bank	\$45,000	\$14,704	\$14,704	\$59,704	32.7%	\$44,633	\$ -	\$ 15,071	\$ 0
	2015 GASB 43/45	\$209,000	\$0	\$0	\$209,000		\$209,000	\$ -	\$ -	\$ -
		<b>\$9,504,799</b>	<b>(\$2,747)</b>	<b>\$14,704</b>	<b>\$9,502,052</b>		<b>\$7,011,178</b>	<b>\$ 7,512</b>	<b>\$ 2,468,469</b>	<b>\$ 14,893</b>
	Group \$ transfer in/(transfer out):				(\$2,747)					
	Group change %:				0.0%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3303 Management Services	\$6,895	(\$1,808)	(\$1,808)	\$5,087	-26.2%	\$4,366	\$ 400	\$ 321	\$ -
		<b>\$6,895</b>	<b>(\$1,808)</b>	<b>(\$1,808)</b>	<b>\$5,087</b>		<b>\$4,366</b>	<b>\$ 400</b>	<b>\$ 321</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				(\$1,808)					
	Group change %:				-26.2%					
<b>Property Services (4000s)</b>										
	<b>Total:</b>	<b>\$9,511,694</b>	<b>(\$4,555)</b>	<b>\$12,896</b>	<b>\$9,507,139</b>		<b>\$7,015,544</b>	<b>\$ 7,912</b>	<b>\$ 2,468,790</b>	<b>\$ 14,893</b>

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Facilities</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Non Certified Staff	\$1,218,553	(\$117,337)	\$0	\$1,101,216	-9.6%	\$789,643	\$ 42,162	\$ 269,411	\$ -
	Overtime	\$115,000	\$22,500	\$0	\$137,500	19.6%	\$104,492	\$ -	\$ 33,008	\$ (0)
	Non Certified Stipends	\$67,469	\$204	\$0	\$67,673	0.3%	\$42,516	\$ 2,648	\$ 22,509	\$ -
		<u>\$1,401,022</u>	<u>(\$94,633)</u>	<u>\$0</u>	<u>\$1,306,389</u>		<u>\$936,651</u>	<u>\$ 44,809</u>	<u>\$ 324,929</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				(\$94,633)					
	Group change %:				-6.8%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3304 License Fees-Facilities	\$2,800	\$0	\$0	\$2,800		\$1,056	\$ -	\$ 1,744	\$ -
	3309 Professional Technical Services	\$4,250	\$0	\$0	\$4,250		\$3,430	\$ 770	\$ 50	\$ -
		<u>\$7,050</u>	<u>\$0</u>	<u>\$0</u>	<u>\$7,050</u>		<u>\$4,486</u>	<u>\$ 770</u>	<u>\$ 1,794</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Property Services (4000s)</b>										
	4200 Cleaning Services	\$585,245	\$0	\$0	\$585,245		\$438,632	\$ 144,849	\$ -	\$ 1,764
	4202 Rubbish Removal	\$74,475	(\$3,000)	\$0	\$71,475	-4.0%	\$33,805	\$ 36,941	\$ 729	\$ -
	4203 Mop & Mat Service	\$5,000	\$0	\$0	\$5,000		\$2,313	\$ 1,687	\$ 1,000	\$ -
	4204 Exterminator	\$8,000	\$0	\$0	\$8,000		\$3,673	\$ 3,827	\$ 500	\$ -
	4302 Equipment Repairs	\$61,518	\$23,873	\$6,080	\$85,391	38.8%	\$76,243	\$ 8,370	\$ 777	\$ (0)
	4400 Equipment Rental	\$21,110	(\$1,300)	(\$600)	\$19,810	-6.2%	\$8,099	\$ 5,604	\$ 6,107	\$ -
	4401 Rental of Facilities	\$17,492	\$0	\$0	\$17,492		\$2,117	\$ 385	\$ 14,990	\$ -
	4500 Repair Allowance	\$132,000	\$225	(\$1,200)	\$132,225	0.2%	\$102,882	\$ 14,312	\$ 15,031	\$ 0
	4510 Asbestos Abatement	\$5,000	\$0	\$0	\$5,000		\$0	\$ -	\$ 5,000	\$ -
	4511 Elevator Contract	\$13,480	\$0	\$0	\$13,480		\$10,352	\$ 566	\$ 2,562	\$ -
	4512 Emergency Lights	\$11,570	\$0	\$0	\$11,570		\$11,384	\$ 186	\$ -	\$ 0
	4513 Generator Contract	\$10,377	\$0	\$0	\$10,377		\$5,246	\$ 3,704	\$ 1,427	\$ -
	4514 Fire Alarm System	\$33,929	(\$753)	\$0	\$33,176	-2.2%	\$28,854	\$ 1,846	\$ 2,476	\$ -
	4515 Fire Protection System	\$8,926	\$0	\$0	\$8,926		\$3,620	\$ -	\$ 5,306	\$ -
	4516 UST Testing	\$6,996	(\$5,000)	\$0	\$1,996	-71.5%	\$0	\$ -	\$ 1,996	\$ -
	4517 Sprinkler System	\$4,858	\$0	\$0	\$4,858		\$3,591	\$ 1,057	\$ 210	\$ -
	4518 Sewer System Plant Maintenance	\$130,814	\$0	\$0	\$130,814		\$88,180	\$ 35,112	\$ 7,522	\$ -



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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	4530 Parks & Recreation	\$56,350	\$0	\$0	\$56,350		\$33,863	\$ -	\$ 22,487	\$ -
	4531 Drain System	\$5,575	\$600	\$600	\$6,175	10.8%	\$6,045	\$ -	\$ 130	\$ -
	4533 Glass Replacement	\$3,000	\$2,415	\$2,415	\$5,415	80.5%	\$5,390	\$ 5	\$ 20	\$ -
	4534 Roof Repair	\$5,000	\$6,835	\$355	\$11,835	136.7%	\$11,574	\$ -	\$ 261	\$ -
	4535 Window Treatments	\$3,000	\$3,055	\$0	\$6,055	101.8%	\$6,055	\$ -	\$ -	\$ -
	4536 Air Filter HVAC System	\$3,500	\$0	\$0	\$3,500		\$0	\$ -	\$ 3,500	\$ -
	4538 Chiller Contract	\$10,600	\$25,000	\$0	\$35,600	235.8%	\$32,817	\$ 861	\$ 1,923	\$ (0)
	4539 Energy Management System	\$27,500	\$0	\$0	\$27,500		\$19,624	\$ -	\$ 7,876	\$ -
	4540 Athletic Facilities Repairs	\$6,000	\$400	\$0	\$6,400	6.7%	\$6,254	\$ -	\$ 146	\$ 0
	4542 Contracted Services	\$8,400	\$512	\$512	\$8,912	6.1%	\$8,912	\$ -	\$ -	\$ 0
	4543 Paving	\$5,000	\$8,200	\$0	\$13,200	164.0%	\$13,000	\$ -	\$ 200	\$ -
	4600 Special Projects	\$60,304	\$32,798	\$0	\$93,102	54.4%	\$79,806	\$ 2,978	\$ 10,318	\$ (0)
	4602 Tree Service	\$11,000	(\$650)	(\$650)	\$10,350	-5.9%	\$2,300	\$ 1,870	\$ 6,180	\$ -
	4603 Exterior Lighting	\$2,800	\$0	\$0	\$2,800		\$0	\$ -	\$ 2,800	\$ -
	4604 Snow Plowing	\$12,500	(\$7,092)	(\$4,092)	\$5,408	-56.7%	\$199	\$ -	\$ -	\$ 5,209
	4605 Signage	\$2,500	(\$950)	\$0	\$1,550	-38.0%	\$548	\$ -	\$ 1,002	\$ -
	4606 Sprinkler Repairs	\$3,000	\$0	\$0	\$3,000		\$2,512	\$ -	\$ 488	\$ 0
	4607 Storm Draining	\$1,000	(\$1,000)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
	4608 Trucking Services	\$2,000	(\$2,000)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
	4610 Playground Repairs	\$2,200	\$300	\$0	\$2,500	13.6%	\$2,500	\$ -	\$ -	\$ -
	4702 Locks/Keys	\$6,000	\$8,032	\$1,200	\$14,032	133.9%	\$12,393	\$ 1,372	\$ 267	\$ (0)
	4705 United Alarm	\$500	\$753	\$0	\$1,253	150.6%	\$753	\$ -	\$ 500	\$ -
		<b>\$1,368,519</b>	<b>\$91,253</b>	<b>\$4,620</b>	<b>\$1,459,772</b>		<b>\$1,063,537</b>	<b>\$ 265,532</b>	<b>\$ 123,730</b>	<b>\$ 6,973</b>
	Group \$ transfer in/(transfer out):				\$91,253					
	Group change %:				6.7%					
<b>Other Services (5000s)</b>										
	5205 Property Insurance	\$102,160	\$0	\$0	\$102,160		\$102,160	\$ -	\$ -	\$ -
	5801 Mileage Reimbursement	\$3,000	\$0	\$0	\$3,000		\$2,250	\$ -	\$ 750	\$ -
	5900 Other Purchased Services	\$2,000	(\$2,000)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
		<b>\$107,160</b>	<b>(\$2,000)</b>	<b>\$0</b>	<b>\$105,160</b>		<b>\$104,410</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				(\$2,000)					
	Group change %:				-1.9%					
<b>Supplies &amp; Materials (6000's)</b>										
	6130 Maintenance Materials	\$182,644	(\$38,815)	(\$3,620)	\$143,829	-21.3%	\$97,883	\$ 14,747	\$ 31,199	\$ -
	6131 Custodial Materials	\$78,061	\$2,900	(\$1,000)	\$80,961	3.7%	\$73,669	\$ 3,287	\$ 4,004	\$ (0)
	6510 Heating Oil	\$466,479	(\$6,823)	(\$6,823)	\$459,656	-1.5%	\$266,706	\$ 156,367	\$ -	\$ 36,583

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
	6520 Electricity	\$727,800	(\$12,832)	\$0	\$714,968	-1.8%	\$479,240	\$ 221,568	\$ 9,300	\$ 4,860
	6530 Propane gas	\$3,500	\$0	\$0	\$3,500		\$2,625	\$ 375	\$ 500	\$ -
		\$1,458,484	(\$55,570)	(\$11,443)	\$1,402,914		\$920,124	\$ 396,344	\$ 45,003	\$ 41,443
	Group \$ transfer in/(transfer out):				(\$55,570)					
	Group change %:				-3.8%					
Other Objects (8000's)										
	8100 Dues, Fees and Memberships	\$480	\$1,000	\$0	\$1,480	208.3%	\$1,297	\$ -	\$ 183	\$ -
	8900 Other Objects	\$15,000	(\$6,038)	\$0	\$8,962	-40.3%	\$7,823	\$ -	\$ 1,139	\$ 0
		\$15,480	(\$5,038)	\$0	\$10,442		\$9,120	\$ -	\$ 1,322	\$ 0
	Group \$ transfer in/(transfer out):				(\$5,038)					
	Group change %:				-32.5%					
Revenues (9000's)										
	9208 Revenue from Town for Fields	\$ (39,590)	\$0	\$0	\$ (39,590)		(\$15,907)	\$ -	\$ (23,683)	\$ (0)
		\$ (39,590)	\$0	\$0	\$ (39,590)		\$ (15,907)	\$ -	\$ (23,683)	\$ (0)
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0%					
	Total:	\$4,318,125	(\$65,989)	(\$6,823)	\$4,252,137		\$3,022,421	\$ 707,455	\$ 473,845	\$ 48,415

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
Pupil Services										
Salaries & Wages (1000s)										
	Certified Staff	\$1,598,511	(\$18,373)	\$0	\$1,580,138	-1.1%	\$998,416	\$ 567,890	\$ 13,831	\$ 0
	Non Certified Staff	\$694,273	\$25,898	\$0	\$720,171	3.7%	\$505,449	\$ 9,576	\$ 205,146	\$ 0
	Certified Stipends	\$28,860	\$5,150	\$0	\$34,010	17.8%	\$22,910	\$ 11,100	\$ -	\$ -
	Non Certified Stipends	\$19,340	\$0	\$0	\$19,340		\$14,053	\$ -	\$ 5,287	\$ -
		\$2,340,984	\$12,675	\$0	\$2,353,659		\$1,540,828	\$ 588,566	\$ 224,264	\$ 0
	Group \$ transfer in/(transfer out):				\$12,675					
	Group change %:				0.5%					
Professional & Technical Services (3000s)										
	3239 Other Pupil Services	\$198,165	(\$40,150)	\$0	\$158,015	-20.3%	\$86,689	\$ 56,377	\$ 14,949	\$ -
		\$198,165	(\$40,150)	\$0	\$158,015		\$86,689	\$ 56,377	\$ 14,949	\$ -
	Group \$ transfer in/(transfer out):				(\$40,150)					
	Group change %:				-20.3%					
Property Services (4000s)										
	4302 Equipment Repairs	\$1,075	\$0	\$0	\$1,075		\$524	\$ -	\$ 551	\$ -
		\$1,075	\$0	\$0	\$1,075		\$524	\$ -	\$ 551	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
Other Services (5000s)										
	5400 Postage	\$2,000	\$0	\$0	\$2,000		\$1,900	\$ -	\$ 100	\$ -
	5501 Printing	\$4,600	\$0	\$0	\$4,600		\$1,038	\$ -	\$ 3,562	\$ -
	5801 Mileage Reimbursement	\$100	\$0	\$0	\$100		\$0	\$ -	\$ 100	\$ -

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
		\$6,700	\$0	\$0	\$6,700		\$2,938	\$ -	\$ 3,762	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
Supplies & Materials (6000's)										
	6110 Materials	\$13,600	\$100	\$0	\$13,700	0.7%	\$10,066	\$ 64	\$ 3,570	\$ (0)
		\$13,600	\$100	\$0	\$13,700		\$10,066	\$ 64	\$ 3,570	\$ (0)
	Group \$ transfer in/(transfer out):				\$100					
	Group change %:				0.7%					
Other Objects (8000's)										
	8100 Dues, Fees and Memberships	\$575	\$0	\$0	\$575		\$0	\$ -	\$ 575	\$ -
		\$575	\$0	\$0	\$575		\$0	\$ -	\$ 575	\$ -
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
	Total:	\$2,561,099	(\$27,375)	\$0	\$2,533,724		\$1,641,046	\$ 645,007	\$ 247,671	\$ 0

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Special Education</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$3,529,258	(\$78,739)	(\$8,981)	\$3,450,519	-2.2%	\$2,277,785	\$ 1,139,879	\$ 32,316	\$ 539
	Non Certified Staff	\$1,457,832	(\$150,540)	\$0	\$1,307,292	-10.3%	\$987,226	\$ -	\$ 320,066	\$ (0)
	Overtime	\$0	\$250	\$0	\$250	0.0%	\$62	\$ -	\$ 188	\$ 0
	Non Certified Stipends	\$25,541	\$0	\$0	\$25,541		\$14,500	\$ -	\$ 11,041	\$ -
		<b>\$5,012,631</b>	<b>(\$229,029)</b>	<b>(\$8,981)</b>	<b>\$4,783,602</b>		<b>\$3,279,573</b>	<b>\$ 1,139,879</b>	<b>\$ 363,611</b>	<b>\$ 539</b>
	Group \$ transfer in/(transfer out):				(\$229,029)					
	Group change %:				-4.6%					
<b>Professional &amp; Technical Services (3000s)</b>										
3220/3221	3210 Contracted Services Educational	\$715,970	(\$48,493)	\$0	\$667,477	-6.8%	\$431,213	\$ 153,391	\$ 82,873	\$ -
	Consulting Services	\$82,800	(\$10,000)	\$0	\$72,800	-12.1%	\$43,646	\$ 3,080	\$ 26,074	\$ -
	3235 Testing	\$48,000	\$0	\$0	\$48,000		\$37,025	\$ 4,583	\$ 6,392	\$ -
	3306 Legal Fees	\$40,000	(\$5,000)	\$0	\$35,000	-12.5%	\$10,253	\$ 24,747	\$ -	\$ -
		<b>\$886,770</b>	<b>(\$63,493)</b>	<b>\$0</b>	<b>\$823,277</b>		<b>\$522,137</b>	<b>\$ 185,801</b>	<b>\$ 115,339</b>	<b>\$ -</b>
	Group \$ transfer in/(transfer out):				(\$63,493)					
	Group change %:				-7.2%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$1,250	(\$1,100)	\$0	\$150	-88.0%	\$142	\$ -	\$ 8	\$ (0)
	4400 Equipment Rental	\$1,250	(\$1,250)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
		<b>\$2,500</b>	<b>(\$2,350)</b>	<b>\$0</b>	<b>\$150</b>		<b>\$142</b>	<b>\$ -</b>	<b>\$ 8</b>	<b>\$ (0)</b>
	Group \$ transfer in/(transfer out):				(\$2,350)					
	Group change %:				-94.0%					
<b>Other Services (5000s)</b>										
	5600 Tuition	\$1,920,638	\$359,000	\$0	\$2,279,638	18.7%	\$1,835,574	\$ 419,808	\$ 24,256	\$ 0
	5801 Mileage Reimbursement	\$3,000	(\$2,532)	\$0	\$468	-84.4%	\$68	\$ -	\$ 400	\$ -

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Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
		\$1,923,638	\$356,468	\$0	\$2,280,106		\$1,835,642	\$ 419,808	\$ 24,656	\$ 0
	<i>Group \$ transfer in/(transfer out):</i>				\$356,468					
	<i>Group change %:</i>				18.5%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$36,631	(\$10,100)	\$0	\$26,531	-27.6%	\$19,480	\$ 1,718	\$ 5,333	\$ -
	6120 Office Materials	\$719	\$0	\$0	\$719		\$0	\$ -	\$ 719	\$ -
	6410 Books	\$5,900	(\$4,000)	\$0	\$1,900	-67.8%	\$474	\$ -	\$ 1,426	\$ (0)
		\$43,250	(\$14,100)	\$0	\$29,150		\$19,954	\$ 1,718	\$ 7,478	\$ (0)
	<i>Group \$ transfer in/(transfer out):</i>				(\$14,100)					
	<i>Group change %:</i>				-32.6%					
<b>Equipment (7000's)</b>										
	7300 Equipment	\$15,000	(\$10,000)	\$0	\$5,000	-66.7%	\$1,534	\$ -	\$ 3,466	\$ (0)
		\$15,000	(\$10,000)	\$0	\$5,000		\$1,534	\$ -	\$ 3,466	\$ (0)
	<i>Group \$ transfer in/(transfer out):</i>				(\$10,000)					
	<i>Group change %:</i>				-67%					
<b>Other Objects (8000's)</b>										
	8100 Dues, Fees and Memberships	\$2,000	(\$1,980)	\$0	\$20	-99.0%	\$20	\$ -	\$ -	\$ -
		\$2,000	(\$1,980)	\$0	\$20		\$20	\$ -	\$ -	\$ -
	<i>Group \$ transfer in/(transfer out):</i>				(\$1,980)					
	<i>Group change %:</i>				-99.0%					
<b>Revenues (9000's)</b>										
	9205 Excess Cost SPED	\$ (764,946)	(\$83,379)	\$0	\$ (848,325)	10.9%	(\$636,245)	\$ -	\$ (212,080)	\$ -
	9206 Pre School Tuition SPED	\$ (82,500)	\$0	\$0	\$ (82,500)		(\$72,360)	\$ -	\$ (10,140)	\$ -
		\$ (847,446)	(\$83,379)	\$0	\$ (930,825)		\$ (708,605)	\$ -	\$ (222,220)	\$ -
	<i>Group \$ transfer in/(transfer out):</i>				(\$83,379)					
	<i>Group change %:</i>				10%					
	<b>Total:</b>	<b>\$7,038,343</b>	<b>(\$47,863)</b>	<b>(\$8,981)</b>	<b>\$6,990,480</b>		<b>\$4,950,397</b>	<b>\$ 1,747,206</b>	<b>\$ 292,338</b>	<b>\$ 538</b>

**WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Mar-16  
Period: 9 of 12**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Transportation</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Non Certified Staff	\$221,200	\$648	\$0	\$221,848	0.3%	\$157,737	\$ -	\$ 64,111	\$ -
		\$221,200	\$648	\$0	\$221,848		\$157,737	\$ -	\$ 64,111	\$ -
	Group \$ transfer in/(transfer out):				\$648					
	Group change %:				0.3%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3303 Management Services	\$1,500	(\$862)	(\$862)	\$638	-57.5%	\$638	\$ -	\$ -	\$ 0
		\$1,500	(\$862)	(\$862)	\$638		\$638	\$ -	\$ -	\$ 0
	Group \$ transfer in/(transfer out):				(\$862)					
	Group change %:				-57.5%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$25,000	\$5,042	\$3,462	\$30,042	20.2%	\$24,288	\$ 5,731	\$ 24	\$ (0)
		\$25,000	\$5,042	\$3,462	\$30,042		\$24,288	\$ 5,731	\$ 24	\$ (0)
	Group \$ transfer in/(transfer out):				\$5,042					
	Group change %:				20.2%					
<b>Other Services (5000s)</b>										
	5100 Regular Transportation	\$1,205,552	(\$2,600)	(\$2,600)	\$1,202,952	-0.2%	\$1,192,404	\$ 4,961	\$ 5,587	\$ (0)
	5101 SPED Transportation	\$41,227	\$0	\$0	\$41,227		\$30,201	\$ 10,925	\$ 101	\$ (0)
	5205 Property Insurance	\$8,704	\$0	\$0	\$8,704		\$8,704	\$ -	\$ -	\$ -
		\$1,255,483	(\$2,600)	(\$2,600)	\$1,252,883		\$1,231,309	\$ 15,886	\$ 5,688	\$ (0)
	Group \$ transfer in/(transfer out):				(\$2,600)					
	Group change %:				-0.2%					
<b>Supplies &amp; Materials (6000's)</b>										
	6270 Diesel Fuel	\$131,171	\$0	\$0	\$131,171		\$65,343	\$ 9,556	\$ 45,000	\$ 11,272
		\$131,171	\$0	\$0	\$131,171		\$65,343	\$ 9,556	\$ 45,000	\$ 11,272
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Total:</b>		<b>\$1,634,354</b>	<b>\$2,228</b>	<b>\$0</b>	<b>\$1,636,582</b>		<b>\$1,479,314</b>	<b>\$ 31,173</b>	<b>\$ 114,823</b>	<b>\$ 11,272</b>

**WESTON PUBLIC SCHOOLS**  
**FINANCIAL REPORT**  
**Mar-16**  
**Period: 9 of 12**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Technology</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Certified Staff	\$160,998	\$5,002	\$0	\$166,000	3.1%	\$102,153	\$ 63,846	\$ -	\$ 1
	Non Certified Staff	\$551,234	(\$26,409)	\$0	\$524,825	-4.8%	\$380,192	\$ 66,061	\$ 78,571	\$ 0
	Overtime	\$6,120	(\$6,120)	\$0	\$0	-100.0%	\$0	\$ -	\$ -	\$ -
		<u>\$718,352</u>	<u>(\$27,527)</u>	<u>\$0</u>	<u>\$690,825</u>		<u>\$482,346</u>	<u>\$ 129,907</u>	<u>\$ 78,571</u>	<u>\$ 1</u>
	Group \$ transfer in/(transfer out):				(\$27,527)					
	Group change %:				-3.8%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3220/3221 Consulting Services	\$33,600	\$0	\$0	\$33,600		\$19,600	\$ -	\$ 14,000	\$ -
	3309 Professional Technical Services	\$18,750	\$14,431	\$0	\$33,181	77.0%	\$29,633	\$ 3,514	\$ 34	\$ -
		<u>\$52,350</u>	<u>\$14,431</u>	<u>\$0</u>	<u>\$66,781</u>		<u>\$49,233</u>	<u>\$ 3,514</u>	<u>\$ 14,034</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$14,431					
	Group change %:				27.6%					
<b>Property Services (4000s)</b>										
	4302 Equipment Repairs	\$15,000	\$800	\$800	\$15,800	5.3%	\$11,590	\$ 4,183	\$ 27	\$ 0
	4400 Equipment Rental	\$372,001	\$0	\$0	\$372,001		\$145,464	\$ 101,137	\$ 125,400	\$ 0
		<u>\$387,001</u>	<u>\$800</u>	<u>\$800</u>	<u>\$387,801</u>		<u>\$157,054</u>	<u>\$ 105,320</u>	<u>\$ 125,427</u>	<u>\$ 0</u>
	Group \$ transfer in/(transfer out):				\$800					
	Group change %:				0.2%					
<b>Other Services (5000s)</b>										
	5300 Communications	\$148,820	\$5,684	\$6,000	\$154,504	3.8%	\$135,118	\$ 18	\$ 19,368	\$ -
	5801 Mileage Reimbursement	\$3,000	\$0	\$0	\$3,000		\$2,250	\$ -	\$ 750	\$ -
		<u>\$151,820</u>	<u>\$5,684</u>	<u>\$6,000</u>	<u>\$157,504</u>		<u>\$137,368</u>	<u>\$ 18</u>	<u>\$ 20,118</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$5,684					
	Group change %:				3.7%					



**WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Mar-16  
Period: 9 of 12**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$27,250	(\$3,015)	\$0	\$24,235	-11.1%	\$14,083	\$ 10,085	\$ 67	\$ 0
	6140 Software	\$342,985	(\$17,900)	(\$6,800)	\$325,085	-5.2%	\$275,636	\$ 7,158	\$ 42,291	\$ -
		<u>\$370,235</u>	<u>(\$20,915)</u>	<u>(\$6,800)</u>	<u>\$349,320</u>		<u>\$289,719</u>	<u>\$ 17,242</u>	<u>\$ 42,358</u>	<u>\$ 0</u>
	Group \$ transfer in/(transfer out):				(\$20,915)					
	Group change %:				-5.6%					
<b>Revenues (9000's)</b>										
	9200 Technology Revenue	\$ (45,000)	\$0	\$0	\$ (45,000)		(\$22,500)	\$ -	\$ (22,500)	\$ -
		<u>\$ (45,000)</u>	<u>\$0</u>	<u>\$0</u>	<u>\$ (45,000)</u>		<u>\$ (22,500)</u>	<u>\$ -</u>	<u>\$ (22,500)</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0%					
	<b>Total:</b>	<b>\$1,634,758</b>	<b>(\$27,527)</b>	<b>\$0</b>	<b>\$1,607,231</b>		<b>\$1,093,220</b>	<b>\$ 256,002</b>	<b>\$ 258,008</b>	<b>\$ 1</b>

**WESTON PUBLIC SCHOOLS  
FINANCIAL REPORT  
Mar-16  
Period: 9 of 12**

Object	Account	FY Adopted Budget	Cumulative	Current Report	Revised	Line	FY 2016	FY 2016	FY 2016	FY 2016
Series		Budget	Budget Adjustments	Budget Adjustments	Budget	Variance %	\$ Expended	Encumbered	Anticipated	Balance
<b>Security</b>										
<b>Salaries &amp; Wages (1000s)</b>										
	Non Certified Staff	\$311,798	\$0	\$0	\$311,798		\$226,762	\$ -	\$ 85,036	\$ -
	Overtime	\$20,000	\$0	\$0	\$20,000		\$15,338	\$ -	\$ 4,662	\$ -
	Non Certified Stipends	\$24,000	\$0	\$0	\$24,000		\$15,186	\$ -	\$ 8,814	\$ -
		<u>\$355,798</u>	<u>\$0</u>	<u>\$0</u>	<u>\$355,798</u>		<u>\$257,286</u>	<u>\$ -</u>	<u>\$ 98,512</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Professional &amp; Technical Services (3000s)</b>										
	3308 Police/Fire	\$77,682	\$0	\$0	\$77,682		\$47,554	\$ 30,128	\$ -	\$ (0)
		<u>\$77,682</u>	<u>\$0</u>	<u>\$0</u>	<u>\$77,682</u>		<u>\$47,554</u>	<u>\$ 30,128</u>	<u>\$ -</u>	<u>\$ (0)</u>
	Group \$ transfer in/(transfer out):				\$0					
	Group change %:				0.0%					
<b>Property Services (4000s)</b>										
	4701 Security System Monitoring	\$20,040	\$8,000	\$0	\$28,040	39.9%	\$23,494	\$ 4,516	\$ 30	\$ 0
		<u>\$20,040</u>	<u>\$8,000</u>	<u>\$0</u>	<u>\$28,040</u>		<u>\$23,494</u>	<u>\$ 4,516</u>	<u>\$ 30</u>	<u>\$ 0</u>
	Group \$ transfer in/(transfer out):				\$8,000					
	Group change %:				39.9%					
<b>Supplies &amp; Materials (6000's)</b>										
	6110 Materials	\$5,500	\$13,000	\$0	\$18,500	236.4%	\$16,133	\$ 627	\$ 1,741	\$ -
		<u>\$5,500</u>	<u>\$13,000</u>	<u>\$0</u>	<u>\$18,500</u>		<u>\$16,133</u>	<u>\$ 627</u>	<u>\$ 1,741</u>	<u>\$ -</u>
	Group \$ transfer in/(transfer out):				\$13,000					
	Group change %:				236.4%					
	<b>Total:</b>	<u><b>\$459,020</b></u>	<u><b>\$21,000</b></u>	<u><b>\$0</b></u>	<u><b>\$480,020</b></u>		<u><b>\$344,467</b></u>	<u><b>\$ 35,270</b></u>	<u><b>\$ 100,283</b></u>	<u><b>\$ (0)</b></u>

**WESTON PUBLIC SCHOOLS  
INTERNAL SERVICES FUND  
FOR HEALTH BENEFITS PROGRAM**

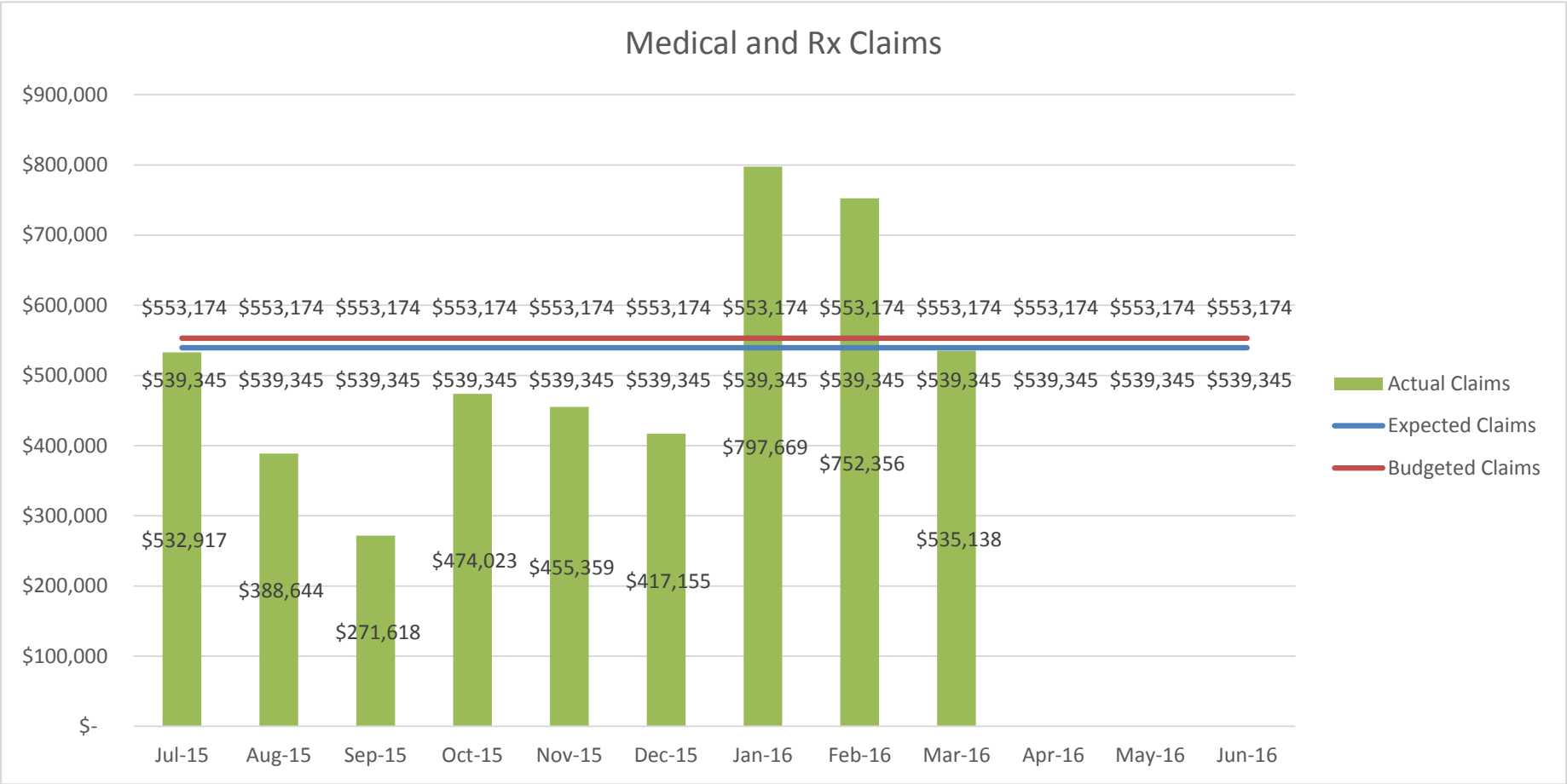
Fiscal Year Ended	Actual 2016
<b>STATEMENT OF REVENUES AND EXPENDITURES</b>	
Fund Balance -July 1, 2015	\$ 2,702,892
Revenues:	
General Fund Appropriation (July-June)	\$ 5,243,974
Contributions:	
Employee Cost Sharing	\$ 668,204
Retiree/COBRA Contributions	\$ 201,684
State Teachers Retirement Reimbursement (TRB)	\$ 34,917
Reimbursements	\$ 3,497
Total Contributions	\$ 908,302
Total Revenues (A)	<u>\$ 6,152,276</u>
Expenditures	
Aetna Medical & RX:	
Claims	\$ 4,624,880
Administrative Fees	\$ 75,686
Stop Loss	\$ 303,636
District Portion of H.S.A. Deductible	\$ 581,295
Delta Dental:	
Claims	\$ 258,381
Administrative Fees	\$ 14,351
Affordable Care Act Taxes	\$ 45,302
EAP	\$ 8,070
Medical/Supplement/Other Costs	\$ 62,633
Total Health Plan Costs (B)	\$ 5,974,235
Net Change (A-B)	<u>\$ 178,041</u>
Net Change in IBNR:	
June 30th, 2015 IBNR	\$ 771,731
June 30th, 2016 IBNR	\$ (771,731)
	\$ -
Net Change	\$ 178,041
Fund balance March 31, 2016	\$ 2,880,933

<b>Balance Sheet:</b>			
Assets:			
Fund Balance (Opening Fund Balance + Prior Year IBNR)	\$	3,474,623	
Net Change	\$	178,041	
			\$ 3,652,664
Liabilities:			
Accrued FY 2016 IBNR	\$	771,731	
Beg Year Fund Balance	\$	2,702,892	
End of Year Net Change	\$	178,041	
	\$	2,880,933	\$ 3,652,664

WESTON PUBLIC SCHOOLS  
INSURANCE FUNDS

Month	Medical and RX							Delta Dental				
	Expected Claims	Stablization	Budgeted Claims	Actual Claims	% of Total Actuals Claims		Variance	Expected Claims	Actual Claims	% of Total	Variance	
Jul-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 532,917	12%		\$ 6,428	\$ 33,292	\$ 34,556	13%	\$ (1,264)	
Aug-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 388,644	8%		\$ 150,700	\$ 33,292	\$ 28,488	11%	\$ 4,804	
Sep-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 271,618	6%		\$ 267,727	\$ 33,292	\$ 35,419	14%	\$ (2,128)	
Oct-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 474,023	10%		\$ 65,322	\$ 33,292	\$ 15,503	6%	\$ 17,789	
Nov-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 455,359	10%		\$ 83,986	\$ 33,292	\$ 13,922	5%	\$ 19,369	
Dec-15	\$ 539,345	\$ 13,829	\$ 553,174	\$ 417,155	9%		\$ 122,190	\$ 33,292	\$ 19,903	8%	\$ 13,389	
Jan-16	\$ 539,345	\$ 13,829	\$ 553,174	\$ 797,669	17%		\$ (258,324)	\$ 33,292	\$ 44,702	17%	\$ (11,410)	
Feb-16	\$ 539,345	\$ 13,829	\$ 553,174	\$ 752,356	16%		\$ (213,011)	\$ 33,292	\$ 34,830	13%	\$ (1,538)	
Mar-16	\$ 539,345	\$ 13,829	\$ 553,174	\$ 535,138	12%		\$ 4,207	\$ 33,292	\$ 31,058	12%	\$ 2,234	
Apr-16	\$ 539,345	\$ 13,829	\$ 553,174		0%		\$ 539,345	\$ 33,292		0%	\$ 33,292	
May-16	\$ 539,345	\$ 13,829	\$ 553,174		0%		\$ 539,345	\$ 33,292		0%	\$ 33,292	
Jun-16	\$ 539,345	\$ 13,829	\$ 553,174		0%		\$ 539,345	\$ 33,292		0%	\$ 33,292	
Total	\$ 6,472,138	\$ 165,952	\$ 6,638,090	\$ 4,624,880	100%		\$ 1,847,258	\$ 399,500	\$ 258,381	100%	\$ 141,119	

show high claimants



Expected Claims = \$539,345 per month  
Stablization = \$13,829 per month  
Budget Claims= \$553,174 per month

**WESTON PUBLIC SCHOOLS  
INTERNAL SERVICES FUND  
FOR HEALTH BENEFITS PROGRAM**

**Reserve Model: Market Standard Target Values**

Medical IBNR:	15.75% Approx 1 Months.
ASO Claim Corridor:	15.00% Full Corridor
Budget Stabilization:	<u>5.00%</u>
	35.75%

**Fund Balance as of March 31, 2016**                      \$     **2,880,933**

**Fiscal Year End June 30th, 2016**

Total Expected Claims                                      \$     6,242,914

**Reserve Targets:**

ASO Corridor:	\$     936,437
IBNR	\$     983,259
Stabilization:	<u>\$     312,146</u>

**Combined Reserve:**                                      \$     **2,231,842**

**Excess in Fund Balance**                                      \$     **649,091**

**Reserve Model: Carrier IBNR/ 50% ASO Corridor**

Medical IBNR:	12.50% Approx 1 Months.
ASO Claim Corridor:	7.50% Level Funding
Budget Stabilization:	<u>5.00%</u>
	25.00%

**Fund Balance as of March 31, 2016**                      \$     **2,880,933**

**Fiscal Year End June 30th, 2016**

Total Expected Claims                                      \$     6,242,914

**Reserve Targets:**

ASO Corridor:	\$     468,219
IBNR	\$     780,364
Stabilization:	<u>\$     312,146</u>

**Combined Reserve:**                                      \$     **1,560,729**

**Excess in Fund Balance**                                      \$     **1,320,204**

**Fund Balance as of 6/30/15**                                      \$     **2,702,892**

Actual Claims FY 2015                                      \$     5,535,569

ASO Corridor	\$     830,335
IBNR	\$     771,731
Stablization	\$     276,778
<b>Total</b>	<b>\$     1,878,845</b>

**Excess in Fund Balance**                                      \$     **824,047**

**Fund Balance as of 6/30/15**                                      \$     **2,702,892**

Actual Claims FY 2015                                      \$     5,535,569

ASO Corridor	\$     415,168
IBNR	\$     771,731
Stablization	\$     276,778
<b>Total</b>	<b>\$     1,463,677</b>

**Excess in Fund Balance**                                      \$     **1,239,215**

## CONCUSSION TRAINING FOR ATHLETIC COACHES

For purposes of this policy concerning training regarding concussions and head injuries, the term “Coach” means any person who holds or is issued a coaching permit by the Connecticut State Department of Education and who is hired by the Weston Board of Education to coach intramural or interscholastic athletics. The term “Coach” also includes the Athletic Director.

### Mandatory Training Concerning Concussions

1. Any Coach must, who holds or is issued a coaching permit, must, before commencing his/her coaching assignment for the season, complete an initial training course concerning concussions and head injuries, which are a type of brain injury. This training course must be approved by the State Department of Education.
2. Coaches must provide proof of initial course completion to the Athletic Director or his/her designee prior to commencing their coaching assignments for the season in which they coach.
3. One year after receiving an initial training, and every year thereafter, Coaches must review current and relevant information regarding concussions ~~and head injuries~~ prior to commencing their coaching assignments for the season. This current and relevant information shall be that which has been approved by the State Department of Education. Coaches need not review this information in the year they are required to take a refresher course, as discussed below.
4. Coaches must complete a refresher course concerning concussions and head injuries not later than five (5) years after receiving their initial training course, and once every five (5) years thereafter. Coaches must provide proof of refresher course completion to the Athletic Director or his/her designee prior to commencing their coaching assignments for the season in which they coach.
5. The Board shall consider a Coach as having successfully completed the initial training course regarding concussions and head injuries if such Coach completes a course that is offered by the governing authority for intramural and interscholastic athletics and is substantially similar, as determined by the Department of Education, to the training course required by subsection 1 of this policy, provided such substantially similar course is completed on or after January 1, 2010, but prior to the date the State Board of Education approves the training course discussed in subsection 1 of this policy.

### Concussion Management

1. Any Coach shall immediately remove a student athlete from participating in any intramural or interscholastic athletic activity who:
  - a. is observed to exhibit signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body; or
  - b. is diagnosed with a concussion, regardless of when such concussion ~~or~~ head injury may have occurred.

2. Upon removal of a student athlete from participation pursuant to section 1 above, a school principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or Coach shall notify the student athlete's parent or legal

guardian that the student athlete has exhibited such signs, symptoms, or behaviors consistent with a concussion or has been diagnosed with a concussion. Such principal, licensed teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or Coach shall provide such notification not later than twenty-four (24) hours after such removal and shall make a reasonable effort to provide such notification immediately after such removal.

3. The Coach shall not permit such student athlete to participate in any supervised team activities involving physical exertion, including, but not limited to, practices, games or competitions, until such student athlete receives written clearance to participate in such supervised team activities involving physical exertion from a licensed health care professional trained in the evaluation and management of concussions.
4. Following receipt of clearance, the Coach shall not permit such student athlete to participate in any full, unrestricted supervised team activities without limitations on contact or physical exertion, including, but not limited to, practices, games or competitions, until such student athlete:
  - a. no longer exhibits signs, symptoms or behaviors consistent with a concussion at rest or with exertion; and
  - b. receives written clearance to participate in such full, unrestricted supervised team activities from a licensed health care professional trained in the evaluation and management of concussions.
5. The Board shall prohibit a student athlete from participating in any intramural or interscholastic athletic activity unless the student athlete, and a parent or guardian of such athlete receives training regarding the concussion education plan developed or approved by the State Board of Education by:
  - a. reading written materials; or
  - b. viewing online training videos; or
  - c. attending in-person training regarding the concussion education plan developed or approved by the State Board of Education.
6. The Board shall annually provide each participating student athlete's parent or legal guardian with a copy of an informed consent form approved by the State Board of Education and obtain the parent or guardian's signature, attesting to the fact that such parent or guardian has received a copy of such form and authorizes the student athlete to participate in the athletic activity.

#### Reporting Requirements

1. The school principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, or Coach who informs a student athlete's parent or guardian of the possible occurrence of a concussion shall also report such incident to the nurse supervisor, or designee.
2. The nurse supervisor, or designee, shall follow-up on the incident with the student and/or the student's parent or guardian and maintain a record of all incidents of diagnosed concussions. Such record shall include, if known:
  - a. The nature and extent of the concussion; and



b. The circumstances in which the student sustained the concussion.

3. The nurse supervisor, or designee, shall annually provide such record to the State Board of Education.

Miscellaneous

1. For purposes of this policy, “licensed health care professional” means a physician licensed pursuant to Chapter 370 of the Connecticut General Statutes, a physician assistant licensed pursuant to Chapter 370 of the Connecticut General Statutes, an advanced practice registered nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes, or an athletic trainer licensed pursuant to Chapter 375a of the Connecticut General Statutes.
2. Should a Coach fail to adhere to the requirements of this policy, the Coach may be subject to discipline up to and including termination, as well as permit revocation by the State Board of Education.

Legal References

Conn. Gen. Stat. § 10-149b. Training courses for coaches re concussions and head injuries.

Conn. Gen. Stat. § 10-149c. Student athletes and concussions. Removal from athletic activities.

**Public Act 14-66, “An Act Concerning Youth Athletics and Concussions.”**

ADOPTED: July 24, 2012

**REVISED:**

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

Weston Public Schools  
Student and Parent Concussion Informed Consent Form  
2015-16

This consent form was developed to provide students and parents with current and relevant information regarding concussions and to comply with Connecticut General Statutes (C.G.S.) Chapter 163, Section 149b: *Concussions: Training courses for coaches. Education plan. Informed consent form. Development or approval by the State Board of Education* and Section 10-149c: *Student athletes and concussions. Removal from athletic activities. Notification of parent or legal guardian. Revocation of coaching permit.*

What is a Concussion?

National Athletic Trainers Association (NATA) - A concussion is a "trauma induced alteration in mental status that may or may not involve loss of consciousness."

Centers for Disease Control and Prevention (CDC) - "A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a blow to the body that causes the head to move rapidly back and forth." -CDC, Heads Up: Concussion  
[http://www.cdc.gov/headsup/basics/concussion\\_what\\_is.html](http://www.cdc.gov/headsup/basics/concussion_what_is.html)

Even a "ding," "getting your bell rung," or what seems to be mild bump or blow to the head can be serious" -CDC, Heads Up: Concussion Fact Sheet for Coaches  
[http://www.cdc.gov/concussion/HeadsUp/pdf/Fact\\_Sheet\\_Coaches-a.pdf](http://www.cdc.gov/concussion/HeadsUp/pdf/Fact_Sheet_Coaches-a.pdf)

Section 1. Concussion Education Plan Summary

The Concussion Education Plan and Guidelines for Connecticut Schools was approved by the Connecticut State Board of Education in January 2015. Below is an outline of the requirements of the Plan. The complete document is accessible on the CSDE Web site: <http://www.sde.ct.gov/sde/cwp/view.asp?a=2663&q=335572>

State law requires that each local and regional board of education must approve and then implement a concussion education plan by using written materials, online training or videos, or in-person training that addresses, at a minimum the following:

1. The recognition of signs or symptoms of concussion.
2. The means of obtaining proper medical treatment for a person suspected of sustaining a concussion.
3. The nature and risks of concussions, including the danger of continuing to engage in athletic activity after sustaining a concussion.
4. The proper procedures for allowing a student athlete who has sustained a concussion to return to athletic activity.
5. Current best practices in the prevention and treatment of a concussion.

Section 2. Signs and Symptoms of a Concussion: Overview

A concussion should be suspected if any one or more of the following signs or symptoms are present, or if the coach/evaluator is unsure, following an impact or suspected impact as described in the CDC definition above.

Signs of a concussion may include (i.e. what the athlete displays/looks like to an observer):

- |  |   |
|--|---|
| • <u>Confusion/disorientation/irritability</u> | • <u>Acts silly/combative/aggressive</u>          |
| • <u>Trouble resting/getting comfortable</u>   | • <u>Repeatedly ask same questions</u>            |
| • <u>Lack of concentration</u>                 | • <u>Dazed appearance</u>                         |
| • <u>Slow response/drowsiness</u>              | • <u>Restless/irritable</u>                       |
| • <u>Incoherent/ slurred speech</u>            | • <u>Constant attempts to return to play</u>      |
| • <u>Slow/clumsy movements</u>                 | • <u>Constant motion</u>                          |
| • <u>Loses consciousness</u>                   | • <u>Disproportionate/inappropriate reactions</u> |
| • <u>Amnesia/memory problems</u>               | • <u>Balance problems</u>                         |

Symptoms of a concussion may include (i.e. what the athlete reports):

- |   |                                  |
|---|----------------------------------|
| • <u>Headache or dizziness</u>                | • <u> ringing in ears</u>        |
| • <u>Nausea or vomiting</u>                   | • <u>Feeling foggy or groggy</u> |
| • <u>Blurred or double vision</u>             |                                  |
| • <u>Oversensitivity to sound/light/touch</u> |                                  |

State law requires that a coach MUST immediately remove a student-athlete from participating in any intramural or interscholastic athletic activity who: a) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or b) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred. Upon removal of the athlete, a qualified school employee must notify the parent or legal guardian within 24 hours that the student athlete has exhibited signs and symptoms of a concussion.

### Section 3. Return to Play (RTP) Protocol Overview

Currently, it is impossible to accurately predict how long an individual's concussion will last. There must be full recovery before a student-athlete is allowed to resume participating in athletic activity. Connecticut law now requires that no athlete may resume participation until they have received written medical clearance from a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.

#### Concussion Management Requirements:

1. No athlete SHALL return to participation in the athletic activity on the same day of concussion.
2. If there is any loss of consciousness, vomiting or seizures, the athlete MUST be immediately transported to the hospital.
3. Close observation of an athlete MUST continue following a concussion. The athlete should be monitored for an appropriate amount of time following the injury to ensure that there is no worsening/escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated by a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.
5. The athlete MUST obtain an initial written clearance from one of the licensed health care professionals identified above directing her/him into a well-defined RTP stepped protocol similar to the one outlined below. If at any time signs or symptoms return during the RTP progression, the athlete should cease activity\*.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions), final written medical clearance is required by one of the licensed health care professionals identified above for the athlete to fully return to unrestricted participation in practices and competitions.

#### Medical Clearance RTP protocol (Recommended one full day between steps)

<u>Rehabilitation stage</u>	<u>Functional exercise at each stage of rehabilitation</u>	<u>Objective of each stage</u>
<u>1. No activity</u>	<u>Complete physical and cognitive rest until asymptomatic. School may need to be modified.</u>	<u>Recovery</u>
<u>2. Light aerobic exercise</u>	<u>Walking, swimming or stationary cycling maintaining intensity ,&lt;70% of maximal exertion; no resistance training</u>	<u>Increase Heart Rate</u>
<u>3. Sport specific exercise No contact</u>	<u>Skating drills in ice hockey, running drills in soccer; no head impact activities</u>	<u>Add Movement</u>
<u>4. Non-contact sport drills</u>	<u>Progression to more complex training drills, ie. passing drills in football and ice hockey; may start progressive resistance training</u>	<u>Exercise, coordination and cognitive load</u>
<u>5. Full contact sport drills</u>	<u>Following final medical clearance, participate in normal training activities</u>	<u>Restore confidence and assess functional skills by coaching staff</u>
<u>6. Full activity</u>	<u>No restrictions</u>	<u>Return to full athletic participation</u>

\* If at any time signs or symptoms should worsen during the RTP progression the athlete should stop activity that day. If the athlete's symptoms are gone the next day, she/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and don't resolve, the athlete should be referred back to her/his medical provider.

#### Section 4. Local/Regional Board of Education Policies Regarding Concussions

\*\*\*\*\* Attach local or regional board of education concussion policies \*\*\*\*\*

I have read and understand this document the "Student and Parent Concussion Informed Consent Form" and understand the severities associated with concussions and the need for immediate treatment of such injuries.

Student name: \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

\_\_\_\_\_  
(Print Name)

I authorize my child to participate in \_\_\_\_\_ for school year \_\_\_\_\_

\_\_\_\_\_  
(Sport/Activity)

Parent/Guardian name: \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_  
(Print Name)

#### References:

1. NFHS. Concussions. 2008 NFHS Sports Medicine Handbook (Third Edition). 2008: 77-82.  
<http://www.nfhs.org>  
[http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus\\_Statement\\_on\\_Concussion\\_in\\_Sport\\_3rd.1.aspx](http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus_Statement_on_Concussion_in_Sport_3rd.1.aspx).
2. Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports*. [http://www.cdc.gov/NCIPC/tbi/Coaches\\_Tool\\_Kit.htm](http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm).
3. CIAC Concussion Central - <http://concussioncentral.ciacsports.com/>

#### Resources:

- Centers for Disease Control and Prevention. *Injury Prevention & Control: Traumatic Brain Injury*. Retrieved on June 16, 2010.  
<http://www.cdc.gov/TraumaticBrainInjury/index.html>

Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports Guide for Coaches*. Retrieved on June

## STUDENT DISCIPLINE

### I. Definitions

- A. **Dangerous Instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
  
- B. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g. hunting); type of projectile; force and velocity of discharge; method of discharge (i.e. spring v. CO2 cartridge) and potential for serious bodily harm or death. ~~A deadly weapon is one which is designed for violence and which is inflicting death or serious bodily harm and may include pellet guns and/or air soft pistols.~~
  
- C. **Electronic Defense Weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.
  
- D. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
  
- E. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
  
- F. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days. The expulsion period may not extend beyond one (1) calendar year.
  
- G. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition,

a "**destructive device**" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device or any device from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

- H. **In-School Suspension** means an exclusion from regular classroom activity for no more than ten (10) ~~five (5)~~ consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one (1) school year, whichever results in fewer days of exclusion.
- I. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- J. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
- K. **School Days** shall mean days when school is in session for students.
- L. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- M. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- N. **Suspension** means the exclusion of a student from school and/or transportation services for not more than ten (10) consecutive school days, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in

one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.

- O. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under section 29-38 of the Connecticut General Statutes.
- P. Notwithstanding the foregoing definitions, the reassignment of a student from one regular education classroom program in the district to another regular education classroom program in the district shall not constitute a suspension or expulsion.

## II. Scope of the Student Discipline Policy

### A. *Conduct on School Grounds or at a School-Sponsored Activity:*

Students may be disciplined for conduct on school grounds or at any school-sponsored activity that endangers persons or property, is seriously disruptive of the educational process, or that violates a publicized policy of the Board.

### B. *Conduct off School Grounds:*

- 1. Students may be disciplined ~~suspended or expelled~~ for conduct off school grounds if such conduct is seriously disruptive of the educational process and violative of a publicized policy of the Board. In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and the Board of Education may consider, but such consideration shall not be limited to, the following factors: (1) whether the incident occurred within close proximity of a school; (2) whether other students from the school were involved or whether there was any gang involvement; (3) whether the conduct involved violence, threats of violence, or the unlawful use of a weapon, as defined in section Conn. Gen. Stat. § 29-38, and whether any injuries occurred; and (4) whether the conduct involved the use of alcohol.

In making a determination as to whether such conduct is seriously disruptive of the educational process, the Administration and/or the Board of Education may also consider whether such off-campus conduct involved the illegal use of drugs.

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct which may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion [in accordance with this policy](#)) includes conduct on school grounds or at a school-sponsored activity [\(including on a school bus\)](#), and conduct off school grounds, as set forth above. Such conduct includes, but is not limited to, the following:

1. Striking or assaulting a student, members of the school staff or other persons.
2. Theft.
3. The use of obscene or profane language or gestures, the possession and/or display of obscenity or pornographic images or the unauthorized or inappropriate possession and/or display of images, pictures or photographs depicting nudity.
4. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
5. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
6. Any act of harassment based on an individual's sex, sexual orientation, race, color, religion, disability, national origin, ~~or~~ ancestry, [transgender status, gender identity or expression](#) or any other characteristic protected by law.
7. Refusal by a student to identify himself/herself to a staff member when asked, misidentification of oneself to such person(s), lying to school officials or otherwise engaging in dishonest behavior.
8. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds or at a school-sponsored activity.
9. A walk-out from or sit-in within a classroom or school building or school grounds.
10. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke).



11. Possession of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
12. Possession of any ammunition for any weapon described above in paragraph 11.
13. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
14. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
15. Unlawful possession, sale, distribution, use, or consumption, ~~or aiding in the procurement of tobacco~~ of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes), vapor products, drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 15, the term “electronic nicotine delivery system” shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device. For the purposes of Paragraph 15, the term “vapor product” shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine, that is inhaled by the user of such product. For the purposes of this Paragraph 15, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law.

16. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
17. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in subparagraph (15) above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in growing, harvesting, manufacturing, producing, preparing, packaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances.
18. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
19. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
20. Trespassing on school grounds while on out-of-school suspension or expulsion.
21. Making false bomb threats or other threats to the safety of students, staff members, and/or other persons.
22. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other staff members and/or law enforcement authorities.
23. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school staff.
24. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
25. Leaving school grounds, school transportation or a school-sponsored activity without authorization.

26. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; or any other form of academic dishonesty, cheating or plagiarism.
27. Possession and/or use of a cellular telephone, radio, walkman, CD player, blackberry, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices.
28. Possession and/or use of a beeper or paging device on school grounds or at a school-sponsored activity without the written permission of the principal or his/her designee.
29. Unauthorized use of any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes.
30. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.
31. Hazing.
32. ~~Bullying, defined as overt acts by a student or group of students directed against another student with the intent to ridicule, harass, humiliate, or intimidate the other student while on school grounds, on a school bus, or at a school-sponsored activity, which acts are committed more than once against any student during the school year. Overt acts which occur off-campus (and not at a school sponsored activity) may also constitute bullying if it is determined that they have a direct and negative impact on a student's academic performance or safety in school.~~ Bullying, defined as the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at another student attending school in the same district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, which:
  - a) causes physical or emotional harm to such student or damage to such student's property;

- b) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;
- c) creates a hostile environment at school for such student;
- d) infringes on the rights of such student at school; or
- e) substantially disrupts the education process or the orderly operation of a school.

Bullying includes, but is not limited to, repeated written, oral or electronic communications or physical acts or gestures based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

33. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

34. Acting in any manner that creates a health and/or safety hazard for staff members, students, or the public, regardless of whether the conduct is intended as a joke.

35. Engaging in a plan to stage or create a violent situation for the purposes of recording it by electronic means; or recording by electronic means acts of violence for purposes of later publication ~~to persons other than school officials.~~

36. Engaging in a plan to stage sexual activity for the purposes of recording it by electronic means; or recording by electronic means sexual acts for purposes of later publication ~~to persons other than school officials.~~

37. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

- 38. Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school staff member.
- 39. Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship
- 40. Any action prohibited by any Federal or State law.
- 41. Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

#### IV. Discretionary and Mandatory Expulsions

- A. A principal may consider recommendation of expulsion of a student in grades three to twelve, inclusive, in a case where he/she has reason to believe the student has engaged in conduct described at sections II.A. and II.B., above.
- B. A principal must recommend expulsion proceedings in all cases against any student in grades kindergarten to twelve, inclusive, whom the administration has reason to believe:
  - 1. was in possession on school grounds or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. § 921 as amended from time to time; or
  - 2. off school grounds, possessed a firearm as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or possessed and used a firearm as defined in 18 U.S.C. § 921, a deadly weapon, a dangerous instrument or a martial arts weapon in the commission of a crime under chapter 952 of the Connecticut General Statutes; or
  - 3. was engaged on or off school grounds in offering for sale or distribution a controlled substance (as defined in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to

sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278.

The terms “dangerous instrument,” “deadly weapon,” electronic defense weapon,” “firearm,” and “martial arts weapon,” are defined above in Section I.

**C. In any preschool program provided by the Board of Education or provided by a regional educational service center or a state or local charter school pursuant to an agreement with the Board of Education, no student enrolled in such a preschool program shall be expelled from such preschool program, except an expulsion hearing shall be conducted by the Board of Education in accordance with Section VIII of this policy whenever the administration has reason to believe that that a student enrolled in such preschool program was in possession of a firearm as defined in 18 U.S.C. § 921, as amended from time to time, on or off school grounds or at a preschool program-sponsored event. The term “firearm” is defined above in Section I.**

D. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or his/her designee determines that a student should or must be expelled, he or she shall forward his/her recommendation to the Board of Education so that the Board can consider and act upon this recommendation.

E. In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student **in grades kindergarten to twelve, inclusive**, for one (1) full calendar year for the conduct described in Section IV(B)(1), (2) and (3) of this policy **and to expel a student enrolled in a preschool program for one (1) calendar year for the conduct described in Section IV(C).** For any mandatory expulsion offense, the Board may modify the term of expulsion on a case-by-case basis.

V. **Procedures Governing Removal from Class**

- A. A student may be removed from class by a teacher or administrator if he/she deliberately causes a serious disruption of the educational process. When a student is removed, the teacher must send him/her to a designated area and notify the principal or his/her designee at once.
- B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the building principal or designee and granted an informal hearing at

which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.

- C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

## VI. Procedures Governing Suspension

- A. The principal of a school, or designee on the administrative staff of the school, shall have the right to suspend ~~a~~ **any** student for breach of conduct as noted in Section II of this policy for not more than ten (10) consecutive school days. In cases where suspension is contemplated, the following procedures shall be followed.

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the principal or designee at which the student is informed of the charges and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.

2. **If suspended, such suspension shall be an in-school suspension, except the principal or designee may impose an out-of-school suspension on any pupil:**

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**(1) in grades three to twelve, inclusive, if, during the informal hearing, (a) the principal or designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that he or she should be excluded from school during the period of suspension; or (b) the principal or designee determines that an out-of-school suspension is appropriate based on evidence of (i) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (ii) previous efforts by the administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or**

**(2) in grades preschool to two, inclusive, if the principal or designee determines that an out-of-school suspension is appropriate for such pupil based on evidence that such pupil's conduct on school grounds is of a violent or sexual nature that endangers persons.**

3. Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by the principal or designee, but only considered in the determination of the length of suspensions.
4. By telephone, the principal or designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.
5. Whether or not telephone contact is made with the parent or guardian of such minor student, the principal or designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the principal or designee), offering the parent or guardian an opportunity for a conference to discuss same.
6. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
7. Not later than twenty-four (24) hours after the commencement of the suspension, the principal or designee shall also notify the Superintendent or his/her designee of the name of the student being suspended and the reason for the suspension.
8. The student shall be allowed to complete any classwork, including examinations, without penalty, which he or she missed while under suspension.
9. The school administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an administration-specified program and meets any other conditions required by the administration. Such administration-specified program shall not require the student and/or the student's parents to pay for participation in the program.
10. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section



VI.A(9) ~~(8)~~, above, the administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the administration-specified program and meets any other conditions required by the administration.

11. If the student has not previously been suspended or expelled, and the administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.
  12. The decision of the principal or designee with regard to disciplinary actions up to and including suspensions shall be final.
  13. During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the principal specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.
- B. In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty (50) days in a school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the Board of Education. The principal or designee shall report the student to the Superintendent or designee and request a formal Board hearing. If an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

## VII. Procedures Governing In-School Suspension

- A. The principal or designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy, seriously disrupts the educational process or in other appropriate circumstances as determined by the principal or designee.
- B. In-school suspension may not be imposed on a student without an informal hearing by the building principal or designee.

- C. In-school suspension may be served in the school that the student regularly attends or in any other school building within the jurisdiction of the Board.
- D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- E. The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

#### VIII. Procedures Governing Expulsion Hearing

##### A. Emergency Exception:

Except in an emergency situation, the Board of Education shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d and Public Act 15-96, and the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

##### B. Hearing Panel:

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.
2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

##### C. Hearing Notice:

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to his/her parent(s) or guardian(s) within a reasonable time prior to the time of the hearing.

2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to his/her parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:
  - a. The date, time, place and nature of the hearing.
  - b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.
  - c. A short, plain description of the conduct alleged by the administration.
  - d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.
  - e. The student may cross-examine witnesses called by the Administration.
  - f. The student may be represented by any third party of his/her choice, including an attorney, at his/her expense or at the expense of his/her parents.
  - g. A student is entitled to the services of a translator or interpreter, to be provided by the Board of Education, whenever the student or his/her parent(s) or guardian(s) requires the services of an interpreter because he/she/they do(es) not speak the English language or is(are) disabled.
  - h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).
  - i. Information about free or reduced-rate legal services and how to access such services.

D. Hearing Procedures:

1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and counsel, briefly explain the hearing procedures, and swear in any witnesses called by the Administration or the student.
2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written notices and documents relating to the case and all evidence received or considered at hearing.
3. Formal rules of evidence will not be followed. The Board has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The Presiding Officer will rule on testimony or evidence as to it being immaterial or irrelevant.
4. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board will receive and consider evidence regarding the conduct alleged by the Administration.
5. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or his/her designee.
6. Each witness for the Administration will be called and sworn. After a witness has finished testifying, he/she will be subject to cross-examination by the opposite party or his/her legal counsel, by the Presiding Officer and by Board members.
7. After the Administration has presented its case, the student will be asked if he/she has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Presiding Officer and/or by the Board. The student may also choose to make a statement at this time. If the student chooses to make a statement, he or she will be sworn and subject to cross examination and questioning by the Presiding Officer and/or by the Board. Concluding statements will be made by the Administration and then by the student and/or his or her representative.
8. In cases where the student has denied the allegation, the Board must determine whether the student committed the offense(s) as charged by the Superintendent.

9. If the Board determines that the student has committed the conduct as alleged, then the Board shall proceed with the second portion of the hearing, during which the Board will receive and consider relevant evidence regarding the length and conditions of expulsion.
10. When considering the length and conditions of expulsion, the Board may review the student's attendance, academic and past disciplinary records. The Board may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section VI.A ~~(8)~~(9), (10), (11), above, and Section X, below. The Board may ask the Superintendent for a recommendation as to the discipline to be imposed.
11. Evidence of past disciplinary problems which have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board is considering length of expulsion and nature of alternative educational opportunity to be offered.
12. Where administrators presented the case in support of the charges against the student, such administrative staff shall not be present during the deliberations of the Board either on questions of evidence or on the final discipline to be imposed. The Superintendent may, after reviewing the incident with administrators, and reviewing the student's records, make a recommendation to the Board as to the appropriate discipline to be applied.
13. The Board shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.
14. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection IV.B(1) and (2) above, the Board may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board. The Board-specified program

shall not require the student and/or the student's parents to pay for participation in the program.

15. The Board shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.

E. Presence on School Grounds and Participation in School-Sponsored Activities During Expulsion:

During the period of expulsion, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, except for the student's participation in any alternative educational program provided by the district in accordance with this policy, unless the Superintendent specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.

F. Stipulated Agreements:

In lieu of the procedures used in this section, the Administration and the parents (or legal guardians) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parents (or legal guardians) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing shall be held pursuant to the procedures outlined herein. If the Student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on his or her own behalf.

If the parties agree on the facts, but not on the disciplinary recommendation, the Administration and the parents (or legal guardians) of a student facing expulsion may also choose to enter into a Joint Stipulation of the Facts and submit only the Stipulation of the Facts to the Board in lieu of holding the first part of the hearing, as described above. Such Joint Stipulation shall include language indicating that the parents understand their right to have a hearing to determine whether the student

engaged in the alleged misconduct and that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

IX. Alternative Educational Opportunities for Expelled Students

A. *Students under sixteen (16) years of age:*

Whenever the Board of Education expels a student under sixteen (16) years of age, it shall offer any such student an alternative educational opportunity.

B. *Students sixteen (16) to eighteen (18) years of age:*

1. The Board of Education shall provide an alternative educational opportunity to a sixteen (16) to eighteen (18) year old student expelled for the first time if he/she requests it and if he/she agrees to the conditions set by the Board of Education, ~~except as follows: The Board of Education is not required to offer an alternative program to any student between the ages of sixteen (16) and eighteen who is expelled for the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.~~ Such alternative educational opportunity may include, but shall not be limited to, the placement of a pupil who is at least sixteen years of age in an adult education program. Any pupil participating in an adult education program during a period of expulsion shall not be required to withdraw from school as a condition to his/her participation in the adult education program.
2. The Board of Education is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for the second time, or if it is determined at the hearing that (1) the student possessed a dangerous instrument, deadly weapon, firearm or martial arts weapon on school property or at a school-sponsored activity, or (2) the student offered a controlled substance for sale or distribution on school property or at a school-sponsored activity.

**3. The Board of Education shall count the expulsion of a pupil when he/she was under sixteen years of age for purposes of determining whether an alternative educational opportunity is required for such pupil when he/she is between the ages of sixteen and eighteen.**

***C. Students eighteen (18) years of age or older:***

The Board of Education is not required to offer an alternative educational opportunity to expelled students eighteen (18) years of age or older.

***D. Students identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"):***

Notwithstanding Sections IX.A. through C. above, if the Board of Education expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act ("IDEA"), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time.

**E. Students for whom an alternative educational opportunity is not required:**

**The Board of Education may offer an alternative educational opportunity to a pupil for whom such alternative educational opportunity is not required as described in this policy.**

**X. Notice of Student Expulsion on Cumulative Record**

Notice of expulsion and the conduct for which the student was expelled shall be included on the student's cumulative educational record. Such notice, except for **notice of an expulsion of a student in grades nine through twelve, inclusive,** based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the Board if the student graduates from high school.

In cases where the student's period of expulsion is shortened or waived in accordance with Section VIII.D(14), above, the Board may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-specified program and meets any other conditions required by the Board.

If a student's period of expulsion was not shortened or waived, the Board may choose to expunge the expulsion notice from the student's cumulative record prior



to graduation if such student has demonstrated to the Board that the student's conduct and behavior in the years following such expulsion warrants an expungement. In deciding whether to expunge the expulsion notice, the Board may receive and consider evidence of any subsequent disciplinary problems that have led to removal from a classroom, suspension or expulsion of the student.

If the student has not previously been suspended or expelled, and the administration chooses to expunge the expulsion notice from the student's cumulative record prior to graduation, the administration may refer to the existence of the expunged notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspension or expulsion by the student would constitute the student's first such offense.

XI. Change of Residence During Expulsion Proceedings

A. *Student moving into the school district:*

1. If a student enrolls in the district while an expulsion hearing is pending in another district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing.
2. Where a student enrolls in the district during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board shall make its determination based upon a hearing held by the Board, which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board.

B. *Student moving out of the school district:*

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

XII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act (“IDEA”)

A. *Suspension of IDEA students:*

Notwithstanding the foregoing, if the Administration suspends a student identified as eligible for services under the IDEA (an “IDEA student”) who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:

1. The administration shall make reasonable attempts to immediately notify the parents of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to suspend was made.
2. During the period of suspension, the school district is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the school district.

B. *Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:*

Notwithstanding any provision to the contrary, if the administration recommends for expulsion an IDEA student who has violated any rule or code of conduct of the school district that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in placement:

1. The parents of the student must be notified of the decision to recommend for expulsion (or to suspend if a change in placement) on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the parents on the date that the decision to recommend for expulsion (or to suspend if a change in placement) was made.
2. The school district shall immediately convene the student’s planning and placement team (“PPT”), but in no case later than ten

(10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of his/her disability.

3. If the student's PPT finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.
4. If the student's PPT finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.
6. When determining whether to recommend an expulsion or a suspension that constitutes a change in placement, the building administrator (or his or her designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. *Transfer of IDEA students for Certain Offenses:*

School personnel may transfer an IDEA student to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:

1. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds or at a school-sponsored activity, or
2. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school or at a school-sponsored activity; or
3. Has inflicted serious bodily injury upon another person while at school, on school premises, or at a school function.

The following definitions shall be used for this subsection XII.C.:

1. **Dangerous weapon** means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.
2. **Controlled substance** means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).
3. **Illegal drug** means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.
4. **Serious bodily injury** means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIII. Procedures Governing Expulsions for Students Identified as Eligible under Section 504 of the Rehabilitation Act of 1973 (“Section 504”)

- A. Except as provided in subsection B below, notwithstanding any provision to the contrary, if the Administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 who has violated any rule or code of conduct of the school district that applies to all students, the following procedures shall apply:
  1. The parents of the student must be notified of the decision to recommend the student for expulsion.
  2. The district shall immediately convene the student’s Section 504 team (“504 team”) for the purpose of reviewing the relationship between the student’s disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student’s behavior was a manifestation of his/her disability.
  3. If the 504 team finds that the behavior was a manifestation of the student’s disability, the Administration shall not proceed with the recommended expulsion.

4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.

B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that led to the recommendation for expulsion.

#### XIV. Procedures Governing Expulsions for Students Committed to a Juvenile Detention Center

A. Any student who commits an expellable offense and is subsequently committed to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of commitment to a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement.

B. If a student who committed an expellable offense seeks to return to a school district after having been in a juvenile detention center, the Connecticut Juvenile Training School or any other residential placement and such student has not been expelled by the board of education for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

#### XV. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XVI. Dissemination of Policy

The Board of Education shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVII. Compliance with Documentation and Reporting Requirements

- A. The Board of Education shall include on all disciplinary reports the individual student's state-assigned student identifier (SASID).
- B. The Board of Education shall report all suspensions and expulsions to the State Department of Education.
- C. If the Board of Education expels a student for sale or distribution of a controlled substance, the Board shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.
- D. If the Board of Education expels a student for possession of a deadly weapon or firearm, as defined in Conn. Gen. Stat. § 53a-3, the violation shall be reported to the local police.

Legal References:

Connecticut General Statutes:

§§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act)

§§ 10-233a through 10-233e Suspension and expulsion of students.

§ 10-233f In-school suspension of students.

§ 21a-408a through 408p Palliative Use of Marijuana

§ 29-38 Weapons in vehicles

§ 53a-3 Definitions

§ 53a-206 (definition of "weapon")

~~Public Act 07-3 — An Act Implementing the Provisions of the Budget Concerning Education~~

~~Public Act 07-122 — An Act Concerning Suspensions and Expulsions by Local and Regional Board of Education~~

~~Public Act No. 08-160 — An Act Concerning School Learning Environment~~

Public Act 14-76, “An Act Concerning the Governor’s Recommendations Regarding Electronic Nicotine Delivery Systems And Youth Smoking Prevention”

Public Act 14-229, “An Act Concerning The Expungement Of A Pupil’s Cumulative Education Record For Certain Expulsions”

Public Act 14-234, “An Act Concerning Domestic Violence And Sexual Assault”

Public Act 15-206, “An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products”

Public Act 15-96, “An Act Concerning Out-of-School Suspensions and Expulsions for Students in Preschool and Grades Kindergarten to Two”

Packer v. Board of Educ. of the Town of Thomaston, 246 Conn. 89 (1998).  
State v. Hardy, 896 A.2d 755, 278 Conn. 113 (2006).  
State v. Guzman, 955 A.2d 72, 2008 Conn. App. LEXIS 445 (Sept. 16, 2008).

Federal law:

Honig v. Doe, 484 U.S. 305 (1988)  
Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.  
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).  
18 U.S.C. § 921 (definition of “firearm”)  
18 U.S.C. § 930(g)(2) (definition of “dangerous weapon”)  
18 U.S.C. § 1365(h)(3) (identifying “serious bodily injury”)  
21 U.S.C. § 812(c) (identifying “controlled substances” ~~and “illegal drugs”~~)  
34 C.F.R. § 300.530 (defining “illegal drugs”)  
Gun-Free Schools Act, Pub. L. 107-110, Sec. 401, 115 Stat. 1762 (codified at 20 U.S.C. § 7151)

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WESTON PUBLIC SCHOOLS  
Weston, Connecticut

## STUDENTS

### RESTRAINT AND SECLUSION OF PERSONS AT RISK

The Board of Education seeks to foster a safe and positive learning environment for all students. In compliance with law, Board of Education employees will avoid the use of physical restraint or seclusion of students. However, physical restraint or seclusion of a student may be necessary in an emergency situation to maintain the safety of the student or another individual.

The following sets forth the procedures for compliance with the relevant Connecticut General Statutes and Regulations concerning the physical restraint and seclusion of persons at risk in the Weston Public Schools. The Board of Education mandates compliance with this regulation at all times. Violations of this regulation by a Board of Education staff member or other individual working at the direction of, or under the supervision of, the Board of Education, may result in disciplinary action, up to and including possible termination of employment status and/or termination of contract for services.

Nothing within these regulations shall be construed to interfere with the Board's responsibility to maintain a safe school setting, in accordance with Connecticut General Statutes § 10-220, or to supersede the justifiable use of reasonable physical force permitted under Connecticut General Statutes § 53a-18(6).

#### I. Definitions:

Provider: A person who provides direct care, education or supervision of a person at risk.

Assistant Provider or Assistant: A person assigned to provide, or who may be called upon in an emergency to provide, assistance or security to a provider.

Person at Risk: A child who meets the eligibility criteria for special education services under the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 *et seq.* ("IDEA"), and who is receiving special education from the Board of Education, or a child who is being evaluated for eligibility for special education pursuant to statute and awaiting a determination.

Life Threatening Physical Restraint: Any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means.



Physical Restraint: Any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. The term does not include: (A) Briefly holding a person in order to calm or comfort the person; (B) restraint involving the minimum contact necessary to safely escort a person from one area to another; (C) medical devices, including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; (D) helmets or other protective gear used to protect a person from injuries due to a fall; or (E) helmets, mitts and similar devices used to prevent self injury when the device is part of an Individualized Education Program ("IEP").

Seclusion: The confinement of a person in a room, whether alone or with supervision by a provider or assistant, in a manner that prevents the person from leaving that room. Seclusion does not include any confinement of a person at risk in which the person is physically able to leave the area of confinement including, but not limited to, in-school suspension and time-out.

Behavior Intervention: Supports and other strategies developed by the planning and placement team ("PPT") to address the behavior of a person at risk that impedes the learning of the person at risk or the learning of others.

Licensed Health Care Provider: (1) A legally qualified practitioner of medicine; (2) an advanced practice registered nurse; (3) a registered nurse licensed pursuant to Chapter 378 of the Connecticut General Statutes; or (4) a physician assistant licensed pursuant to Chapter 370 of the Connecticut General Statutes.

## II. Procedures for Physical Restraint of Persons at Risk

- A. Life-Threatening Physical Restraint: No provider or assistant shall under any circumstance use a life-threatening physical restraint on a person at risk.
- B. No provider or assistant shall use involuntary physical restraint on a person at risk EXCEPT as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others.
- C. Physical restraint of a person at risk shall never be used as a disciplinary measure or as a convenience.
- D. Providers and assistants must explore all less restrictive alternatives prior to using physical restraint for a person at risk.
- E. Providers and assistants must comply with all regulations promulgated by the Connecticut State Board of Education in their use of physical restraint with a person at risk.

F. Monitoring

1. A provider or an assistant must continually monitor any person at risk who is physically restrained. The monitoring must be conducted by direct observation of the person at risk.
2. A provider or an assistant must regularly evaluate the person being restrained for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person being restrained.

III. Procedures for Seclusion of Persons at Risk

A. No provider or assistant shall use involuntary seclusion on a person at risk EXCEPT as follows:

1. as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others; OR
2. as specifically provided for in the IEP of the person at risk, if other less restrictive, positive behavior interventions appropriate to the behavior exhibited by the person at risk have been implemented but were ineffective.

B. Seclusion as a Behavior Intervention in an IEP

1. Prior to including seclusion in the IEP of a person at risk, the PPT must review the results of a functional behavioral assessment and other information determined to be relevant by the PPT. If, based on this information, the PPT determines that the use of seclusion is an appropriate behavior intervention for the person at risk, the PPT shall include the assessment data and other relevant information in the IEP of the person at risk as the basis upon which a decision was made to include the use of seclusion as a behavior intervention. The use of seclusion in the IEP must be reviewed at least annually by the PPT. The PPT must include the following information in the IEP of the person at risk:
  - a. the location of seclusion for the person at risk, which may be multiple locations within a school building;
  - b. the maximum length of any period of seclusion, in accordance with Section III(D) of this regulation;

- c. the number of times during a single day that the person at risk may be placed in seclusion;
  - d. the frequency of monitoring required for the person at risk while in seclusion;
  - e. the timeframe and manner of notification of each incident of seclusion, as determined by the PPT and the parents of the person at risk; and
  - f. any other relevant information agreed-to by the PPT taking into consideration the age, disability and behaviors of the person at risk that might subject the person at risk to the use of seclusion.
- 2. Prior to including seclusion in an IEP of a person at risk, the PPT must inquire as to whether there are any known medical or psychological conditions that would be directly and adversely impacted by the use of seclusion as a behavior intervention. A person at risk may not be placed in seclusion if such person is known to have any medical or psychological condition that a licensed health care provider has indicated will be directly and adversely impacted by the use of seclusion. The PPT may request a medical or psychological evaluation of the child for purposes of determining whether there is a medical or psychological condition that will be directly and adversely impacted by the use of seclusion as a behavior intervention. Any written statement from a licensed health care professional in this regard shall be included in the special education file of the person at risk.
- C. Seclusion of a person at risk shall never be used as a disciplinary measure or as a convenience.
- D. Any period of seclusion (1) shall be limited to that time necessary to allow the person at risk to compose him or herself and return to the educational environment and (2) shall not exceed one hour. The use of seclusion may be continued with written authorization from the building principal or designee to prevent immediate or imminent injury to the person at risk or to others. Where transportation of the person at risk is necessary, the written authorization to continue the use of seclusion is not required if immediate or imminent injury to the person at risk or to others is a concern.
- E. Providers and assistants must explore all less restrictive alternatives prior to using seclusion for a person at risk, unless seclusion is being used pursuant to the IEP of the person at risk.

F. When the use of seclusion as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others is repeated more than two times in any marking period, the PPT (1) shall convene to review the IEP of the person at risk, (2) may consider additional evaluations or assessments to address the child's behaviors, and (3) may revise the child's IEP, as appropriate. The PPT may agree to waive this meeting.

G. Any room used for seclusion must:

1. be of a size that is appropriate to the chronological and developmental age, size and behavior of the person at risk;
2. have a ceiling height that is comparable to the ceiling height of the other rooms in the building in which the seclusion room is located;
3. be equipped with heating, cooling, ventilation and lighting systems that are comparable to the systems that are used in the other rooms of the building in which the seclusion room is located;
4. be free of any object that poses a danger to the person at risk who is being placed in the seclusion room;
5. conform to applicable building code requirements.

If the door or doors to a room used for seclusion are to be locked, latched or otherwise secured, a modification from the State Fire Marshal's office shall be secured prior to the installation of a locking mechanism. If a door locking mechanism is used, the person at risk shall be constantly monitored notwithstanding any other provisions of the Connecticut General Statutes or Regulations to the contrary. The locking mechanism to be used shall be a device that shall be readily released by staff as soon as possible but in no case longer than within two minutes of the onset of an emergency and is connected to the fire alarm system so that the locking mechanism is released automatically when a fire alarm is sounded. An "emergency," for purposes of this subsection, includes but is not limited to the following:

- a. the need to provide direct and immediate medical attention to the person at risk;
- b. fire;

- c. the need to remove the person at risk to a safe location during a building lockdown; or
  - d. other critical situations that may require immediate removal of the person at risk from seclusion to a safe location; and
- 6. have an unbreakable observation window located in a wall or door to permit frequent visual monitoring of the person at risk and any provider or assistant in such room. The requirement for an unbreakable observation window does not apply if it is necessary to clear and use a classroom or other room in the school building as a seclusion room for a person at risk.
- H. Providers and assistants must comply with all regulations promulgated by the Connecticut State Board of Education in their use of seclusion for a person at risk.
- I. Monitoring
  - 1. If seclusion is included in the IEP of the person at risk, the IEP must describe the frequency of monitoring of the person at risk while in seclusion. The monitoring must be conducted by direct observation of the person at risk.
  - 2. If a person at risk has been secluded as an emergency intervention to prevent immediate or imminent injury to the person at risk or others, a provider or an assistant must frequently monitor the person at risk. The monitoring must be conducted by direct observation of the person at risk.
  - 3. A provider or an assistant must regularly evaluate the person at risk in seclusion for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person who is in seclusion.

#### IV. Training of Providers and Assistant Providers

- A. The Board of Education shall provide physical management training for all Board of Education employees who engage in the physical restraint and seclusion of persons at risk pursuant to this regulation. Prior to engaging in physical restraint and/or seclusion practices pursuant to this regulation, Board of Education employees must successfully complete the Board of Education's physical management training program.
- B. The Board shall provide training in physical management, physical restraint and seclusion procedures including, but not limited to, training to

recognize health and safety issues for children placed in seclusion to ensure the safe use of seclusion as a behavior intervention.

- C. The Board shall also provide training in verbal defusing or deescalation; prevention strategies; types of physical restraint; the differences between life-threatening physical restraint and other varying levels of physical restraint; the differences between permissible physical restraint and pain compliance techniques; monitoring to prevent harm to a person physically restrained or in seclusion and recording and reporting procedures on the use of restraints and seclusion.

## V. Documentation and Communication

- A. After each incident of physical restraint or seclusion, and no later than the school day following the incident, a provider must complete the form provided by Weston Public Schools for reporting incidents of physical restraint and seclusion. The incident form must be included in the educational file of the person at risk who was physically restrained or secluded. The information documented on the form must include the following:

1. in the case of an emergency use, the nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise;
2. a detailed description of the nature of the restraint or seclusion;
3. the duration of the restraint or seclusion;
4. the effect of the restraint or seclusion on the person's established behavioral support or educational plan; AND
5. whether the seclusion of a person at risk was conducted pursuant to an IEP.

- B. A provider must notify the parent or guardian of a person at risk of each incident that the person at risk is physically restrained or placed in seclusion.

1. An attempt shall be made to notify the parent or guardian of the person at risk on the day of, or within twenty-four (24) hours after, physical restraint or seclusion is used with the person at risk as an emergency intervention to prevent immediate or imminent injury to the person or others.

2. Notification may be made by telephone, e-mail, or other method which may include, but is not limited to, sending a note home with the person at risk.
  3. The parent or guardian of a person at risk who has been physically restrained or placed in seclusion shall be sent a copy of the completed standardized incident report of such action no later than two (2) business days after the emergency use of physical restraint or seclusion, regardless of whether the parent received the notification described in subsections 1 and 2 above.
  4. Where seclusion has been included in the IEP of a person at risk, notification shall be made in accordance with Section III(B)(1)(e) above.
- C. The Director of Special Education [or other responsible administrator], or his or her designee, must, at each initial PPT meeting for a child, inform the child's parent, guardian, or surrogate parent, or the pupil if such pupil is an emancipated minor or eighteen years of age or older, of the laws relating to physical restraint and seclusion as expressed through this regulation, and of the laws and regulations adopted by the Connecticut State Board of Education relating to physical restraint and seclusion.
1. The Director of Special Education [or other responsible administrator], or his or her designee, shall provide to the child's parent, guardian, or surrogate parent, or the pupil if such pupil is an emancipated minor or eighteen years of age or older, at the first PPT meeting following the child's referral to special education the plain language notice of rights regarding physical restraint and seclusion developed by the Connecticut State Department of Education.
  2. The plain language notice developed by the Connecticut State Department of Education shall also be provided to the child's parent, guardian, or surrogate parent, or the pupil if such pupil is an emancipated minor or eighteen years of age or older at the first PPT meeting at which the use of seclusion as a behavior intervention is included in the child's IEP.
- E. The Director of Special Education [or other responsible administrator], or his or her designee, must be notified of the following:
1. each use of physical restraint or seclusion on a person at risk;
  2. the nature of the emergency that necessitated its use;

3. whether the seclusion of a person at risk was conducted pursuant to an IEP; AND
3. if the physical restraint or seclusion resulted in physical injury to the person at risk.

VI. Responsibilities of the Director of Special Education [or other responsible administrator]

- A. The Director of Special Education[or other responsible administrator], or his or her designee, must compile annually the instances of physical restraint and seclusion within the District, the nature of each instance of physical restraint and seclusion and whether instances of seclusion were conduct pursuant to IEPs.
- B. The Director of Special Education [or other responsible administrator], or his or her designee, must report to the Connecticut State Department of Education any instance of physical restraint or seclusion that resulted in physical injury to the person at risk.



Legal References:

Conn. Gen. Stat. §§ 46a-150 through 46a-154

Conn. Gen. Stat. § 10-76b

Conn. Gen. Stat. § 10-76d

**Conn. Gen. Stat. § 53a-18**

Regs. Conn. State Agencies §§ 10-76b-5 through 10-76b-11, as amended July 1, 2013

Policy References:

Board of Education Policy 4248.1, Use of Physical Force

Other Reference:

Restraint and Seclusion: Resource Document, United States Department of Education, available at <http://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf>.

ADOPTED: **October 20, 2008**

REVISED:

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

~~POLICY REGARDING  
RESTRAINT AND SECLUSION OF PERSONS AT RISK~~

~~The following sets forth the procedures for compliance with the relevant Connecticut General Statutes concerning the physical restraint and seclusion of persons at risk in the Weston Public Schools. The Board of Education mandates compliance with this policy at all times. Violations of this policy by a Board of Education staff member or other individual working at the direction of, or under the supervision of, the Board of Education, may result in disciplinary action, up to and including possible termination of employment status and/or termination of contract for services.~~

~~The Board of Education shall provide physical management training for all Board of Education employees who provide physical restraint and seclusion pursuant to this policy. Prior to engaging in physical restraint and/or seclusion practices pursuant to this policy, Board of Education employees must successfully complete the Board of Education's physical management training program.~~

~~I. Definitions:~~

- ~~• Provider: A person who provides direct care, education or supervision of a person at risk.~~
- ~~• Assistant Provider or Assistant: A person assigned to provide, or who may be called upon in an emergency to provide, assistance or security to a provider.~~
- ~~• Person at Risk: A child who meets the eligibility criteria for special education services under the IDEA and who is receiving special education from the Board of Education, or a child who is being evaluated for eligibility for special education pursuant to statute and awaiting a determination.~~
- ~~• Life Threatening Physical Restraint: Any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means.~~
- ~~• Physical Restraint: Any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. **The term does not include:** (A) Briefly holding a person in order to calm or comfort the~~

~~person; (B) restraint involving the minimum contact necessary to safely escort a person from one area to another; (C) medical devices, including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; (D) helmets or other protective gear used to protect a person from injuries due to a fall; or (E) helmets, mitts and similar devices used to prevent self injury when the device is part of an Individualized Education Program ("IEP").~~

- ~~• Seclusion: The confinement of a person in a room, whether alone or with supervision by a provider or assistant, in a manner that prevents the person from leaving that room.~~

## ~~H. Procedures for Physical Restraint of Persons at Risk~~

- ~~A. Life-Threatening Physical Restraint: No provider or assistant shall under any circumstance use a life-threatening physical restraint on a person at risk.~~
- ~~B. No provider or assistant shall use involuntary physical restraint on a person at risk EXCEPT as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others.~~
- ~~C. Physical restraint of a person at risk shall never be used as a disciplinary measure or as a convenience.~~
- ~~D. Providers and assistants must explore all less restrictive alternatives prior to using physical restraint for a person at risk.~~
- ~~E. Providers and assistants must comply with all regulations promulgated by the Connecticut State Board of Education in their use of physical restraint with a person at risk.~~
- ~~F. Monitoring~~
  - ~~1. A provider or an assistant must continually monitor any person at risk who is physically restrained. The monitoring must be conducted by direct observation of the person at risk.~~
  - ~~2. A provider or an assistant must regularly evaluate the person being restrained for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person being restrained.~~

## ~~G. Documentation and Communication~~

- ~~1. A provider must notify the parent or guardian of a person at risk of each incident that the person at risk is physically restrained.~~
- ~~2. The Director of Special Education must be notified of the following:~~
  - ~~a. each use of physical restraint on a person at risk;~~
  - ~~b. the nature of the emergency that necessitated its use; AND~~
  - ~~c. if the physical restraint resulted in physical injury to the person at risk.~~
- ~~3. After a physical restraint occurs, the following information must be documented in the educational file of the person at risk who was physically restrained:~~
  - ~~a. in the case of an emergency use, the nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise;~~
  - ~~b. a detailed description of the nature of the restraint;~~
  - ~~c. the duration of the restraint; AND~~
  - ~~d. the effect of the restraint on the person's established behavioral support or educational plan.~~

#### ~~HH. Procedures for Seclusion of Persons at Risk~~

- ~~A. No provider or assistant shall use involuntary seclusion on a person at risk EXCEPT as follows:~~
  - ~~1. as an emergency intervention to prevent immediate or imminent injury to the person at risk or to others; OR~~
  - ~~2. as specifically provided for in the IEP of the person at risk.~~
- ~~B. Seclusion of a person at risk shall never be used as a disciplinary measure or as a convenience.~~
- ~~C. Providers and assistants must explore all less restrictive alternatives prior to using seclusion for a person at risk. If an Individualized Education~~

Program Team ("IEP Team") incorporates the use of seclusion into a child's IEP, the IEP Team shall consider the use of less restrictive alternatives to determine whether seclusion is a necessary part of a child's IEP.

- ~~— D. Providers and assistants must comply with all regulations promulgated by the Connecticut State Board of Education in their use of seclusion for a person at risk.~~

#### ~~E. Monitoring~~

- ~~1. A provider or an assistant must frequently monitor any person at risk who is placed in seclusion. The monitoring must be conducted by direct observation of the person at risk.~~
- ~~2. A provider or an assistant must regularly evaluate the person in seclusion for signs of physical distress. The provider or assistant must record each evaluation in the educational record of the person who is in seclusion.~~

#### ~~F. Documentation and Communication~~

- ~~1. A provider must notify the parent or guardian of a person at risk of each incident that the person at risk is placed in seclusion.~~
- ~~2. The Director of Special Education must be notified of the following:~~
  - ~~a. each use of seclusion on a person at risk;~~
  - ~~b. the nature of the emergency that necessitated its use; AND~~
  - ~~c. if the seclusion resulted in physical injury to the person at risk.~~
- ~~3. After seclusion occurs, the following information must be documented in the educational file of the person at risk who was placed in seclusion:~~
  - ~~a. in the case of an emergency use, the nature of the emergency and what other steps, including attempts at verbal de-escalation, were taken to prevent the emergency from arising if there were indications that such an emergency was likely to arise;~~
  - ~~b. a detailed description of the nature of the seclusion;~~

~~c. the duration of the seclusion; AND~~

~~d. the effect of the seclusion on the person's established behavioral support or educational plan.~~

~~IV. Responsibilities of the Director of Special Education~~

~~A. The Director of Special Education, or his or her designee, must compile annually the instances of physical restraint and seclusion within the District and the nature of each instance of physical restraint and seclusion.~~

~~B. The Director of Special Education, or his or her designee, may report to the Connecticut State Department of Education any instance of physical restraint or seclusion that resulted in physical injury to the person at risk.~~

~~C. The Director of Special Education, or his or her designee, must, at each initial IEP Team meeting for a child, inform the child's parent, guardian, or surrogate parent, or the pupil if such pupil is an emancipated minor or eighteen years of age or older, of the laws relating to physical restraint and seclusion as expressed through this regulation, and of the laws and regulations adopted by the Connecticut State Board of Education relating to physical restraint and seclusion.~~

~~Legal References:~~

~~Conn. Gen. Stat. § 46a-150 through 46a-153~~

~~Conn. Gen. Stat. § 10-76b~~

~~Conn. Gen. Stat. § 10-76d~~

~~Public Act No. 07-147~~

~~Policy Adopted: October 20, 2008~~

~~WESTON PUBLIC  
SCHOOLS~~

## Students

### Alcohol Use, Drugs, ~~and Tobacco~~, E-Cigarettes, and Vapor Products ~~(including Performance Enhancing Substances)~~

~~Pursuant to the goal of the Board of Education to maintain a drug, tobacco and alcohol free school district, schools shall take positive action through education, counseling, parental involvement, and medical and police referral in handling incidents in the schools involving possession, sale, and/or use of behavior affecting substances. These substances shall include but not be limited to alcohol and controlled substances as defined in the Penal Code of the State of Connecticut.~~

~~Alcohol, stimulants, street drugs, including but not limited to marijuana, heroin and cocaine; anabolic steroids, hormones and analogues, diuretics and other performance enhancing substances; including supplements and creatine, are addressed by this policy and accompanying administrative regulations.~~

The Weston Board of Education (“the Board”) is required by Connecticut law to prescribe rules for the management and discipline of its schools. In keeping with this mandate, the unlawful use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, as defined in C.G.S. Section 21a-240, and/or alcohol on or off school property or during any school sponsored activity is prohibited. Further, the use, sale, distribution or possession of tobacco, electronic nicotine delivery systems (e.g. e-cigarettes or similar devices), or vapor products on school property or at any school sponsored activity is prohibited. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents in the schools involving the unlawful possession, distribution, sale or use of substances that affect behavior as well as tobacco, electronic nicotine delivery systems, and vapor products.

## Definitions

- (1) Controlled Drugs: means those drugs which contain any quantity of a substance which has been designated as subject to the federal Controlled Substances Act, or which has been designated as a depressant or stimulant drug pursuant to federal food and drug laws, or which has been designated by the Commissioner of Consumer Protection pursuant to Connecticut General Statutes Section 21a-243, as having a stimulant, depressant or hallucinogenic effect upon the higher functions of the central nervous system and as having a tendency to promote abuse or psychological or physiological dependence, or both. Such controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant drugs. Connecticut General Statutes Section 21a-240(8).

- (2) Controlled Substances: means a drug, substance or immediate precursor in schedules I to V, inclusive, of the Connecticut controlled substance scheduling regulations adopted pursuant to Connecticut General Statutes Sections 21a-243 and 21a-240(9).
- (3) Drugs: For the purposes of this policy and regulation, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law).
- (4) Drug Paraphernalia: means any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to all items specified in Connecticut General Statutes Section 21a-240(20)(A), such as "bongs," pipes, "roach clips," miniature cocaine spoons, crack cocaine vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances. Connecticut General Statutes Section 21a-240(20)(A).
- (5) Electronic Nicotine Delivery System: means an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device.
- (6) Inhalant: means an abusable glue, aerosol paint or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:
- (a) Contrary to directions for use, cautions or warnings appearing on a label of a container of the glue, paint aerosol or substance; and
  - (b) Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination or elation, or change, distort, or disturb the person's eyesight, thinking process, balance or coordination.
- ~~(6) Performance Enhancing Substances: means any performance-enhancing drug, including anabolic agents or steroids, used for the intent of bodybuilding and muscle enhancement of physical ability and not for a valid medical purpose as defined by a physician; includes, but is not limited to, those performance-enhancing drugs/substances identified on the CIAC comprehensive list as identified herein.~~
- (7) Professional Communication: any communication made privately and in confidence by a student to a professional employee of such student's school in the course of the professional employee's employment. Connecticut General Statutes Section 10-154a(a)(4).



- (8) **Professional Employee:** means a person employed by a school who "(A) holds a certificate from the State Board of Education, (B) is a member of a faculty where certification is not required, (C) is an administration officer of a school, or (D) is a registered nurse employed by or assigned to a school." Connecticut General Statutes Section 10-154a(a)(2).
- ~~(9) **Student Athlete:** means any student participating in an extracurricular school-sponsored athletic activity, whether interscholastic or intramural, including but not limited to student athletes who are participating in CIAC-controlled activities.~~
- (9) Vapor Product: means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not contain nicotine, that is inhaled by the user of such product.

## Privacy Rights

Personal privacy rights of students shall be protected as provided by law. Privileged communication between a professional employee and a student concerning drug abuse may remain confidential between student and professional employee, as determined by the professional employee. In cases where the professional employee is obtaining physical evidence of a controlled substance, and/or where there is an immediate threat to, or where students' health, safety, and welfare may be jeopardized, professional employees are encouraged to report such privileged communications to a responsible school administrator.

## Illegal Activities

The use of any drug for medicinal purposes by any student while in school or at a school-sponsored activity must conform to the requirements of the Board's policy and regulation concerning the Administration of Student Medications (Policy 5141.21). All other use, possession, sale or distribution of any behavior affecting substances and paraphernalia for the use of same; including controlled drugs, controlled substances, drugs, inhalants, performance enhancing substances, and/or alcoholic beverages (except for medical purposes as duly authorized through the school nurse), and drug paraphernalia, in violation of state law or Board of Education policy is prohibited at any time on school premises or at any school-sponsored activity. If a student is under the influence of any such substances, or engaged in the illegal activity of possessing, ~~or selling,~~ or distribution of any such substances, the police will be notified, his/her parent(s)/guardian will be contacted, he/she will be suspended from school, referred to the Crisis Intervention Team, ~~and~~ considered for expulsion, and referred to the appropriate law enforcement authorities. ~~If a student is arrested and is awaiting trial for possession of, or possession of with intent to sell controlled drugs or controlled substances in or on school property or at a school-sponsored event, the student will not be allowed to attend school without the permission of the Superintendent, per the guidelines set forth in Policy #5114.~~

## Notification of Policy

Annually, students will be notified through the student handbook, or through other means, of disciplinary sanctions for violation of this policy.

Principals shall include statements, appropriate to student maturity, in school handbooks and on District/school websites to the effect that:

1. the unlawful manufacture, distribution, dispensing, possession or use of controlled drugs, controlled substances, drugs, performance enhancing substances, drug paraphernalia and/or alcoholic beverages is prohibited in school, on school grounds, on school transportation and at school sponsored activities;
2. compliance with the standards of conduct stated in the handbook is mandatory;
3. a violation of its provisions will subject students to disciplinary action up to and including expulsion and referral for prosecution: and
4. Athletic activities at the high school and middle school levels sponsored by the District/school are included in this policy and accompanying administrative regulations.
5. Connecticut Interscholastic Athletic Association (CIAC) may impose sanctions beyond those applied by the District for the use of performance-enhancing substances, as defined in this policy, by athletes participating in CIAC controlled activities.

## Disciplinary Action

~~Students who violate this policy will be subject to disciplinary action which includes, but is not limited to, exclusion from athletic and extracurricular activities, suspension and/or expulsion. Student athletes participating in CIAC-controlled activities who violate this policy shall also be declared ineligible for such activities in accordance with CIAC policy and regulation. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.~~

~~The following guidelines for reporting alleged violations are to be followed:~~

## Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs, Controlled Substances, Drug Paraphernalia or Alcohol.

- (a) Any student in the Weston Public Schools using, consuming, possessing, being under the influence of, manufacturing, distributing, selling or aiding in the procurement of controlled drugs, controlled substances, drug paraphernalia or alcohol either on or off school property, or at a school-sponsored activity, except as such use or possession is in accordance with Connecticut General Statutes § 21a-408a through 408q, is subject to discipline up to and including expulsion pursuant to the Board of Education Policy 5114, Student Discipline.
- (b) In conformity with Board of Education Policy 5114, Student Discipline, students may be suspended or expelled for drug or alcohol use off school grounds if such

drug or alcohol use is considered seriously disruptive of the educational process. In determining whether the conduct is seriously disruptive of the educational process, the Administration and the Board may consider, among other factors: 1) whether the drug or alcohol use occurred within close proximity of a school; 2) whether other students from the school were involved; and 3) whether any injuries occurred.

- (c) If a school administrator has reason to believe that any student was engaged, on or off school grounds, in offering for sale or distribution a controlled substance (as defined by Conn. Gen. Stat. § 21a-240(9), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stats. §§ 21a-277 and 21a-278, the administrator will recommend such student for expulsion, in accordance with the Board of Education Policy 5114, Student Discipline.
  - (d) Students found to be in violation of this policy may be referred by the building administrator to an appropriate agency licensed to assess and treat drug and alcohol involved individuals. In such event, assessment and treatment costs will be the responsibility of the parent or guardian.
  - (e) A meeting may be scheduled with appropriate school staff members for the purpose of discussing the school's drug and alcohol policy with the student and his/her parent(s) or guardian(s).
  - (f) Law enforcement officials may be contacted by the building administrator in the case of suspected involvement in the use, sale or distribution of controlled drugs, controlled substances, drug paraphernalia or alcohol.
- (1) Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral) to a Professional Employee.

The following procedures will be followed when a student privately, and in confidence, discloses to a professional employee in a professional communication information concerning the student's use, possession, distribution or sale of a controlled drug, controlled substance or alcohol.

- (a) Professional employees are permitted, in their professional judgment, to disclose any information acquired through a professional communication with a student, when such information concerns alcohol or drug abuse or any alcohol or drug problem of such student. In no event, however, will they be required to do so. C.G.S. Section 10-154a(b).
- (b) Any physical evidence obtained from such student through a professional communication indicating that a crime has been or is being committed by the student **must** be turned over to school administrators or law enforcement officials as soon as possible, but no later than two (2) calendar days after receipt of such

physical evidence, excluding Saturdays, Sundays and holidays. Employees are encouraged to contact the school administrator immediately upon obtaining physical evidence. In no case, however, will such employee be required to disclose the name of the student from whom the evidence was obtained. C.G.S. Section 10-154a(b).

- (c) Any professional employee who has received a professional communication from a student may obtain advice and information concerning appropriate resources and refer the student accordingly, subject to the rights of the professional employee as described in paragraph (a) above.
- (d) If a student consents to disclosure of a professional communication concerning the student's alcohol or drug problem, or if the professional employee deems disclosure to be appropriate, the professional employee should report the student's name and problem to the school's building administrator or designee who shall refer the student to appropriate school staff members for intervention and counseling.

(4) Involuntary Disclosure or Discovery of Drug/Alcohol Problems.

When ~~an~~ professional employee obtains information related to a student *from a source other than the student's confidential disclosure, or when an employee other than a professional employee obtains information related to a student,* ~~or has any other reason to suspect~~ that the student, on or off school grounds or at a school sponsored activity, is under the influence of, or possesses, uses, dispenses, distributes, administers, sells or aids in the procurement of a controlled drug, controlled substance, drug paraphernalia or alcohol, that information is considered to be involuntarily disclosed. In this event, the following procedures will apply.

- (a) The employee will immediately report the information to the building administrator or designee. The building administrator or designee will notify the Superintendent and/or his/her designee and ~~then~~ refer the student to appropriate school staff members for intervention and counseling.
- (b) Any physical evidence (for example, alcohol, drugs or drug paraphernalia) obtained from a student indicating that a crime has been or is being committed by the student must be turned over to the building administrator or designee or to law enforcement officials as soon as possible, but no later than within two (2) calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. C.G.S. Section 10-154a(b). Because such evidence was not obtained through a professional communication, the name of the student must be disclosed to the building administrator or designee.
- (c) Search and Seizure of Students and/or Possessions: An employee who reasonably suspects that a student is violating a state/federal law or a school substance abuse policy must immediately report his/her suspicion to the building administrator or designee. The building administrator or designee may then search a student's

person or possessions connected to that person, in accordance with the Board's policies and regulations if he/she has reasonable suspicion from the inception of the search that the student has violated or is violating either the law or a school substance abuse policy.

Any physical evidence obtained in the search of a student, or a student's possessions, indicating that the student is violating or has violated a state or federal law **must** be turned over to law enforcement officials as soon as possible, but not later than within three (3) calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. C.G.S. Section 10-154a(c). All school employees are encouraged to contact the school administration immediately upon obtaining physical evidence.

### **Drug-Free Awareness Program**

The Superintendent shall assure that the District provides a drug-free awareness program for students including the following topics:

- health and safety-related dangers of drug abuse;
- review of the Board of Education's policy of maintaining drug-free schools;
- notification of the availability of drug counseling and rehabilitation programs; and
- official penalties for violations of this policy.

### **Inhalant Abuse**

In addition to the prohibitions pertaining to controlled drugs, controlled substances, drugs, performance enhancing substances, drug paraphernalia and/or alcoholic beverages contained in this policy, no student shall inhale, ingest, apply, use or possess an abusable glue, aerosol paint or substance containing a volatile chemical with intent to inhale, ingest, apply or use any of these in a manner:

1. Contrary to directions for use, cautions or warnings appearing on a label of a container of the glue, paint aerosol or substance; and
2. Designed to affect the central nervous system, create or induce a condition of intoxication, hallucination or elation, or change, distort, or disturb the person's eyesight, thinking process, balance or coordination.

For purposes of this policy, inhalants are defined as follows, but not limited to:

Nitrous Oxide – Laughing Gas, Whippets, CO2 Cartridge  
Amyl Nitrite – “Locker Room,” “Rush,” “Poppers,” “Snappers”  
Butyl Nitrite – “Bullet,” “Climax”  
Chlorohydrocarbons – Aerosol Paint Cans, Cleaning Fluids  
Hydrocarbons – Aerosol Propellants, Gasoline, Glue, Butane

No person shall intentionally use or possess with intent to use inhalant paraphernalia to inhale, ingest, or otherwise introduce into the body an abusable glue, aerosol paint or substance or other substance that contains a volatile chemical.

Students who violate this policy shall be subject to disciplinary action as outlined in this policy, up to and including suspension and a recommendation for expulsion. Violators of this policy may also be required to complete an appropriate rehabilitation program. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.

The Board of Education shall incorporate into the curriculum at all levels education pertaining to potential inhalant abuse which is appropriate for students given their age, maturity, and grade level. Inhalant abuse educational programs/information for parents/guardians will be offered in a manner convenient to parents/guardians.

### **~~Performance-Enhancing Drugs (including food supplements)~~**

~~The Board of Education prohibits the use of performance-enhancing drugs, including anabolic steroids and food supplements, including creatine, by students involved in school-related athletics or any co-curricular or extracurricular school activity/program, other than use for a valid medical purpose as documented by a physician. Bodybuilding and enhancement of athletic ability and performance are not considered valid medical purposes. Performance enhancing substances include those performance enhancing drugs/substances identified on the CIAC comprehensive list as identified herein.~~

- ~~1. Pharmacological agents (prescription or nonprescription) taken in doses that exceed the recommended therapeutic dose or taken when the therapeutic indicators are not present;~~
- ~~2. Agents used for weight control, including stimulants, diet pills, diuretics, and laxatives, when the user is in a sport that has weight classifications or that rewards leanness;~~
- ~~3. Agents used for weight gain, including over-the-counter products advertised as promoting increased muscle mass;~~
- ~~4. Physiologic agents or other strategies used to enhance oxygen-carrying capacity, including erythropoietin and red blood cell transfusions (blood doping);~~
- ~~5. Any substance that is used for reasons other than to treat a documented disease state or deficiency;~~
- ~~6. Any substance that is known to mask adverse effects or detect ability of another performance-enhancing substance; and~~

- ~~7. Nutritional supplements, including Creatine, taken at “supraphysiologic” doses or at levels greater than required or to replace deficits created by a disease state, training program and/or participation in sports.~~

~~Prohibition on the Promotion or Dispensing of Performance Enhancing Substances by School Staff Members, Coaches or Volunteers.~~

- ~~(a) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall dispense any drug, medication (prescription or non-prescription), or food supplement to any student athlete except under the supervision of the school nurse or designee in accordance with Connecticut General Statute, Section 10-212a and the applicable regulations, and in accordance with any Board policies and regulations concerning medication administration.~~
- ~~(b) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall encourage the use of any drug, medication (prescription or non-prescription), or food supplement in a manner not described by the manufacturer.~~
- ~~(c) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall supply, recommend, or knowingly permit student athletes to use any drug, medication (prescription or non-prescription), or food supplement for the specific purpose of enhancing their athletic performance.~~
- ~~(d) A school staff member, or coach responsible for or involved in student athletic programs, who violates the terms of this policy shall be subject to discipline, up to and including termination of employment. The Board may also report violations of this policy by employees to parents of student athletes and/or state and local authorities.~~
- ~~(e) The Board shall immediately terminate a volunteer responsible for or involved in student athletic programs who violates the terms of this policy. The Board may also report violations of this policy by volunteers to parents of student athletes and/or state and local authorities.~~

~~Publication of Policy regarding Performance Enhancing Substances to School Staff Members, Coaches, Volunteers and Student Athletes.~~

- ~~(a) The Board shall publish this policy regarding performance enhancing substances to all school staff members, coaches and volunteers responsible for or involved in student athletic programs.~~
- ~~(b) The Board shall publish this policy regarding performance enhancing substances to all student athletes and their parents/guardians.~~

~~Students who violate this policy will be subject to disciplinary action. The Superintendent shall propose, and the Board of Education shall approve, procedures and regulations to ensure that any~~

~~student violating this section is subjected to disciplinary action, and that any disciplinary actions imposed for similar violations are treated consistently.~~

~~It is the expectation of the Board that District schools, as members of the Connecticut Interscholastic Athletic Association (CIAC), require all athletes playing in CIAC-controlled sports to be chemical free.~~

### **Tobacco Use by Students**

There shall be no smoking or any other unauthorized use or possession of tobacco or tobacco products such as chewing tobacco, electronic nicotine delivery systems (e.g. e-cigarettes or similar devices), or vapor products (or similar products) by students in any school building or school vehicle, ~~at any time or~~ on any school grounds ~~during the school day~~, or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school related activity such as a work-study program. An ongoing program of student support and counseling will be offered, at the discretion of the administration, to provide support for students who wish to break the smoking habit.

Students who violate this policy will be subject to disciplinary action. The Superintendent shall propose and the Board of Education shall approve procedures and regulations to ensure that any student violating this policy is subjected to disciplinary action, and that any disciplinary actions imposed for similar actions are treated consistently.

~~(cf. 5114—Suspension/Expulsion)~~

~~(cf. 5131—Conduct)~~

~~(cf. 5131.8—Misconduct off School Property)~~

~~(cf. 5144—Discipline/Punishment)~~

~~(cf. 5144.1—Use of Physical Force/Corporal Punishment)~~

~~(cf. 5145.12—Search and Seizure)~~

~~(cf. 5145.12(a)—Breathalyzer Testing)~~



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[§1-21b](#) Smoking prohibited in certain places

[§10-19](#) Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.

[§10-154a](#) Professional communications between teacher or nurse and student. Surrender or physical evidence obtained from students.

[§10-221a](#)

[§10-220b](#) Policy statement on drugs

[§10-221\(d\)](#) Boards of education to prescribe rules, policies and procedures re sale or possession of alcohol or controlled drugs

[§10-233a through §10-233f](#)

~~Legal Reference: Connecticut General Statutes (continued)~~

[§21a-240](#) Definitions dependency producing drugs.

[§21a -240\(8\)](#) Definitions “Controlled Drugs,” dependency producing drugs

[§21a-240\(9\)](#) Definitions “controlled substance”

[§21a-243](#) Regulation re schedules of controlled substances.

[§21a-408a through §21a-408q](#)

[§53-198](#) Smoking in motor buses, railroad cars and school buses

Federal Regulation 34 CFR Part 85 Drug-free Schools & Communities Act

[§20 U.S.C. Section 7181 et. seq.](#), No Child Left Behind Act

*New Jersey v. T.L.O.*, 469 U.S. 325 (1985)

*Vernonia School District 47J v. Acton*, 515 U.S. 646

(1995) *Board of Education of Independent School District No 92 of Pottawatomie County v. Earls* 01-332 U.S. (2002)

[Public Act 14-76, “An Act Concerning the Governor’s Recommendations Regarding Electronic Nicotine Delivery Systems and Vapor Products.”](#)

[Public Act 15-206, “An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products”](#)

Policy References: [1256 - Prohibition Against Smoking](#)

[5114 - Suspension/Expulsion](#)

[5131 - Conduct](#)

[5131.8 - Misconduct off School Property](#)

[5144 - Discipline/Punishment](#)

[5144.1 - Use of Physical Force/Corporal Punishment](#)

[5145.12 - Search and Seizure](#)

[5145.12\(a\) - Breathalyzer Testing](#)



Policy Adopted: June 4, 1990  
Policy Revised: July 7, 1997  
~~Policy Revised:~~ November 19, 2007

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WESTON PUBLIC SCHOOLS  
Weston, Connecticut

## Students

### Chemical Health Policy for Student Athletes

#### Policy Statement

The Board of Education (“the Board”) participates in the Connecticut Interscholastic Athletic Conference (“CIAC”). In accordance with CIAC participation rules and the Board’s obligation under state and federal law, the Board prohibits the unauthorized use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances (as defined below) or alcohol during any school sponsored athletic activity, whether occurring on or off school property. In addition, it is the Board’s policy that the use, sale, distribution or possession of tobacco, electronic nicotine delivery systems, and/or vapor products (as defined below) on school property or at any school sponsored activity is prohibited. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents by student athletes involving the possession, distribution, sale or use of substances that affect behavior, including performance enhancing substances, as well as tobacco, electronic nicotine delivery systems, and vapor products. This policy applies to all student athletes participating in school sponsored athletics (interscholastic and intramural), whether or not such athletes are participating in CIAC controlled activities.

#### Definitions

- (1) Controlled Drugs: means those drugs which contain any quantity of a substance which has been designated as subject to the federal Controlled Substances Act, or which has been designated as a depressant or stimulant drug pursuant to federal food and drug laws, or which has been designated by the Commissioner of Consumer Protection pursuant to Connecticut General Statutes Section 21a-243, as having a stimulant, depressant or hallucinogenic effect upon the higher functions of the central nervous system and as having a tendency to promote abuse or psychological or physiological dependence, or both. Such controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant drugs. Connecticut General Statutes Section 21a-240(8).
- (2) Controlled Substances: means a drug, substance or immediate precursor in schedules I to V, inclusive, of the Connecticut controlled substance scheduling regulations adopted pursuant to Connecticut General Statutes Sections 21a-243 and 21a-240(9).

- (3) Drug Paraphernalia: means any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to all items specified in Connecticut General Statutes Section 21a-240(20)(A), such as "bongs," pipes, "roach clips," miniature cocaine spoons, crack cocaine vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances. Connecticut General Statutes Section 21a-240(20)(A).
- (4) Electronic Nicotine Delivery System: means an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device.
- (5) Performance Enhancing Substances: means any anabolic steroid, hormone or analogue, diuretic or other substance designed to enhance a student's performance in athletic competition, including creatine, androstenedione, ephedrine or other performance enhancing nutritional supplements as defined by the World Anti-Doping Agency (WADA) [www.wada-ama.org](http://www.wada-ama.org), except when used under the care and direction of a licensed medical professional and only then in the manner prescribed by the medical professional and manufacturer's recommendations.
- (6) Professional Communication: means any communication made privately and in confidence by a student to a professional employee of such student's school in the course of the professional employee's employment. Connecticut General Statutes Section 10-154a(a)(4).
- (7) Professional Employee: means a person employed by a school who "(A) holds a certificate from the State Board of Education, (B) is a member of a faculty where certification is not required, (C) is an administration officer of a school, or (D) is a registered nurse employed by or assigned to a school." Connecticut General Statutes Section 10-154a(a)(2).
- (8) Student Athlete: means any student participating in an **extracurricular co-curricular** school-sponsored athletic activity, whether interscholastic or intramural, including but not limited to student athletes who are participating in CIAC controlled activities.
- (9) Vapor Product: means any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of

shape or size, to produce a vapor that may or may not contain nicotine, that is inhaled by the user of such product.

## Procedures

### (1) Discretionary Nature of Student Athletics.

The Board sponsors athletic programs as part of its co-curricular ~~extra-curricular~~ program. The opportunity to participate in co-curricular ~~extra-curricular~~ activities such as student athletics is a privilege, not a right. The Board may remove students from participation in athletics activities in its discretion.

### (2) Emergencies.

If an emergency situation results from the use of drugs, performance enhancing substances or alcohol, the student athlete shall be sent to the school nurse or medical advisor immediately, or emergency medical personnel will be notified. The parent or designated responsible person will also be notified as soon as possible.

### (3) Prescribed Medications.

The parent or guardian of any student athlete who is required to take any prescribed medication during student athletic activities shall so inform the school nurse or the person designated to act in the absence of a nurse. Such prescribed medication will then be administered to the student athlete under the supervision of the school nurse or designee in accordance with Connecticut General Statute Section 10-212a and the applicable regulations and in accordance with any Board policies and regulations concerning medication administration, except as provided below.

Student athletes taking improper amounts of a prescribed medication, or taking a prescribed medication without proper notification and supervision of the school nurse or designee, will be subject to the procedures for improper drug or alcohol use outlined in this policy.

Student athletes with a documented medical history demonstrating the need for regular use of performance enhancing substances for therapeutic purposes shall not be considered to be in violation of this policy when such substances are properly prescribed and taken by the student athlete in accordance with Connecticut General Statute Section 10-212a and the applicable regulations and in accordance with any Board policies and regulations concerning medication administration.

Student athletes over the age of eighteen (18) with a documented medical history demonstrating the need for regular, palliative use of marijuana shall not be

considered to be in violation of this policy when such substance is properly prescribed and taken by the student athlete in accordance with Connecticut General Statutes § 21a-408a through 408q. Under no circumstances shall the school nurse or designee administer to the student, or permit the palliative use of marijuana by the student, on a school bus, school grounds or property, in public places or in the presence of persons under the age of eighteen (18).

(4) Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral) to a Professional Employee.

The following procedures will be followed when a student athlete privately, and in confidence, discloses to a professional employee in a professional communication information concerning the student's use, possession, distribution or sale of a controlled drug, controlled substance or alcohol.

- (a) Professional employees are permitted, in their professional judgment, to disclose any information acquired through a professional communication with a student, when such information concerns alcohol or drug abuse or any alcohol or drug problem of such student athlete. In no event, however, will they be required to do so. Connecticut General Statutes Section 10-154a(b).
- (b) Any physical evidence obtained from such student athlete through a professional communication indicating that a crime has been or is being committed by the student athlete **must** be turned over to school administrators or law enforcement officials as soon as possible, but no later than two calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Employees are encouraged to contact the school administrator immediately upon obtaining physical evidence. In no case, however, will such employee be required to disclose the name of the student athlete from whom the evidence was obtained. Connecticut General Statutes Section 10-154a(b).
- (c) Any professional employee who has received a professional communication from a student athlete may obtain advice and information concerning appropriate resources and refer the student athlete accordingly, subject to the rights of the professional employee as described in paragraph (a) above.
- (d) If a student athlete consents to disclosure of a professional communication concerning the student athlete's alcohol or drug problem, or if the professional employee deems disclosure to be appropriate, the professional employee should report the student athlete's name and problem to the school's building administrator or designee who shall refer the student athlete to appropriate school staff members for intervention and counseling.

(5) Involuntary Disclosure or Discovery of Drug/Alcohol Problems.

When any school staff member, or a coach or volunteer responsible for or involved in student athletic programs, obtains information related to a student athlete *from a source other than the student athlete's confidential disclosure*, that the student athlete, on or off school grounds or at a school sponsored activity, is unlawfully under the influence of, or unlawfully possesses, uses, dispenses, distributes, administers, sells or aids in the procurement of a controlled drug, controlled substance, drug paraphernalia, performance enhancing substances or alcohol, that information is considered to be involuntarily disclosed. In this event, the following procedures will apply.

- (a) The staff member, coach or volunteer will immediately report the information to the building administrator or designee. The building administrator or designee will then refer the student athlete to appropriate school staff members for intervention and counseling.
- (b) Any physical evidence (for example, alcohol, drugs, drug paraphernalia or performance enhancing substances) obtained from a student athlete indicating that a crime has been or is being committed by the student athlete must be turned over to the building administrator or designee or to law enforcement officials as soon as possible, but no later than within two (2) calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Connecticut General Statutes Section 10-154a(b). The name of the student athlete must be disclosed to the building administrator or designee.
- (c) Search and Seizure of Students and/or Possessions: A staff member, coach or volunteer who reasonably suspects that a student athlete is violating a state/federal law, school substance abuse policy or this chemical health policy must **immediately** report his/her suspicion to the building administrator or designee. The building administrator or designee may then search a student athlete's person or possessions connected to that person, in accordance with the Board's policies and regulations if he/she has reasonable suspicion from the inception of the search that the student athlete has violated or is violating either the law, a school substance abuse policy, or this chemical health policy.

Any physical evidence obtained in the search of a student athlete, or a student athlete's possessions, indicating that the student athlete is violating or has violated a state or federal law **must** be turned over to law enforcement officials as soon as possible, but not later than within three (3) calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Connecticut General Statutes Section 10-154a(c). All school employees are encouraged to contact the school administration immediately upon obtaining physical evidence.



- (6) Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs, Controlled Substances, Drug Paraphernalia, Performance Enhancing Substances or Alcohol.
- (a) Any student athlete in the Weston Public Schools using, consuming, possessing, being under the influence of, manufacturing, distributing, selling or aiding in the procurement of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances or alcohol, either on or off school property, or at a school-sponsored activity, except as such use or possession is in accordance with Connecticut General Statutes § 21a-408a through 408q, is subject to discipline up to and including expulsion pursuant to the Board Policy 5114, Student Discipline.
  - (b) Student athletes found to be in violation this policy may be referred by the building administrator to an appropriate agency licensed to assess and treat drug and alcohol involved individuals. In such event, assessment and treatment costs will be the responsibility of the parent or guardian.
  - (c) A meeting may be scheduled with appropriate school staff members for the purpose of discussing the school's drug and alcohol policy and this chemical health policy with the student athlete and parent or guardian.
  - (d) Law enforcement officials may be contacted by the building administrator in the case of suspected involvement in the use, sale or distribution of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances or alcohol.
  - (e) A student athlete found by the administration to have violated this policy may, in the discretion of school administrators, be suspended from play for short or long term periods, or may have their have their student athletic participation privileges revoked.
  - (f) A student athlete found by the administration to have used performance enhancing substances shall receive a minimum penalty of revocation of athletic participation privileges for one hundred eighty (180) school days. The Board shall report the violation to the CIAC.
  - (g) The Board recognizes that the CIAC may impose additional sanctions on student athletes participating in CIAC controlled activities who are found to have violated this policy.
- (7) Prohibition on Smoking

~~There shall be no~~ Student Athletes are prohibited from smoking or any other unauthorized use or possession of tobacco or tobacco products such as chewing tobacco, electronic nicotine delivery systems (e.g. e-cigarettes or similar devices),

or vapor products (or similar products) ~~by students in any school building or school vehicle at any time or on any school grounds during the school day, or at any time when the student is subject to the supervision of designated school personnel, such as when the student is at any school function, extracurricular event, field trip, or school-related activity such as a work-study program.~~ An ongoing program of student support and counseling will be offered, at the discretion of the administration, to provide support for students who wish to break the smoking habit.

Student athletes who violate this policy will be subject to disciplinary action consistent with the provisions of Section 6 above, as well as other relevant Board policies, administrative regulations, school rules, and athletic rules.

(8) Prohibition on the Promotion or Dispensing of Performance Enhancing Substances by School Staff Members, Coaches or Volunteers.

- (a) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall dispense any drug, medication (prescription or non-prescription), or food supplement to any student athlete except under the supervision of the school nurse or designee in accordance with Connecticut General Statute, Section 10-212a and the applicable regulations, and in accordance with any Board policies and regulations concerning medication administration.
- (b) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall encourage the use of any drug, medication (prescription or non-prescription), or food supplement in a manner not described by the manufacturer.
- (c) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall supply, recommend, or knowingly permit student athletes to use any drug, medication (prescription or non-prescription), or food supplement for the specific purpose of enhancing their athletic performance.
- (d) A school staff member, or coach responsible for or involved in student athletic programs, who violates the terms of this policy shall be subject to discipline, up to and including termination of employment. The Board may also report violations of this policy by employees to parents of student athletes and/or state and local authorities.
- (e) The Board shall immediately terminate a volunteer responsible for or involved in student athletic programs who violates the terms of this policy. The Board may also report violations of this policy by volunteers to parents of student athletes and/or state and local authorities.

- (9) Publication of Chemical Health Policy to School Staff Members, Coaches, Volunteers and Student Athletes.
- (a) The Board shall publish this chemical health policy to all school staff members, coaches and volunteers responsible for or involved in student athletic programs.
- (b) The Board shall publish this chemical health policy to all student athletes and their parents/guardians.

Policy References:

1256 – Prohibition Against Smoking  
5114 - Suspension/Expulsion  
5131 – Conduct  
5131.8 – Misconduct off School Property  
5144 – Discipline/Punishment  
5144.1 – Use of Physical Force/Corporal Punishment  
5145.12 – Search and Seizure  
5145.12(a) – Breathalyzer Testing

Legal References:

Connecticut General Statutes:

§10-154a  
§10-212a  
§10-221  
§21a-240  
§21a-243  
§21a-408a through §408q

Public Act 14-76, “An Act Concerning the Governor’s Recommendations Regarding Electronic Nicotine Delivery Systems and Vapor Products.”

Public Act 15-206, “An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products”

ADOPTED: \_\_\_\_\_

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

**Community/ Board Operations****PROHIBITION AGAINST SMOKING**

The Weston Board of Education prohibits smoking, including smoking using an electronic nicotine delivery system (e.g. e-cigarettes or similar devices) or vapor products (or similar products), on the real property of any school or administrative office building or at any school-sponsored activity. Real property means the land and all temporary and permanent structures comprising the District's elementary and secondary schools, and administrative office building and includes, but is not limited to, classrooms, hallways, storage facilities, theatres, gymnasiums, maintenance facilities, fields and parking lots. For purposes of this policy, the term "electronic nicotine delivery system" shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, and the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not contain nicotine, that is inhaled by the user of such product. As defined by Conn. Gen. Stat. § 10-233a(h), a school-sponsored activity "means any activity sponsored, recognized or authorized by a board of education and includes activities conducted on or off school property."

**Legal References:**

Pro-Children Act of 2001, Pub. L. 107-110, 115 Stat. 1174, 20 U.S.C. § 7183

Public Act 14-76, "An Act Concerning The Governor's Recommendations Regarding Electronic Nicotine Delivery Systems And Youth Smoking Prevention"

Public Act 15-206, "An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products"

Conn. Gen. Stat. §10-233a(h)

ADOPTED: \_\_\_\_\_

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

# WESTON PUBLIC SCHOOLS REPORT

April 18, 2016



Weston High School

Lisa Deorio, Principal

*In this issue...*

*Principal's Update*

*Academic Programs*

*Co-Curricular Programs*

*Alumni News*

## Principal's Update

As we begin the final quarter of the academic year, I would like to share the following important dates with our school community. Specific information will be emailed as well as posted on our school website calendar.



❖ Relay for Life Weston/Westport	May 7 from 2:00 p.m. to 8:00 p.m.
❖ Junior & Senior Prom, Stamford Hilton	May 20 from 6:00 p.m. to 11:00 p.m.
❖ Advanced Placement Exams	May 2-13
❖ Senior Internship Begins	May 2
❖ Participants not taking AP	May 2
❖ Participants taking AP	May 16
❖ Company's Dialogue	May 22
❖ Annual Awards Ceremony	June 3 at 8:30 a.m.
❖ Company Banquet, Rolling Hills Country Club	June 6
❖ Senior Internship Presentations	May 23-June 3
❖ Senior Athlete/Captain Awards	June 5 at 6:00 p.m.
❖ Senior Class Trip, Six Flags New England	June 8
❖ Senior Banquet, Rolling Hills Country Club	June 9 from 7:00 p.m. to 9:00 p.m.
❖ Final Exams	June 7-13
❖ Graduation Rehearsal	June 10-13
❖ Graduation	June 13 at 6:00 p.m.



## Academic Programs

### Journalism

Student journalists from the *Warhorse* traveled to Columbia University to attend the Columbia Scholastic Journalism Convention. They participated in programs and presentations from leaders in the field of journalism. The sessions focused on leading effective staff meetings and incorporating podcasting and video into online newspapers to mastering the art of interviewing. "It was a rejuvenating experience," says Mrs. Eisenman, the school newspaper adviser. "All of these student journalists left inspired. I can't wait to see them put their new knowledge into practice."



### Modern World History

Historians in Miss Conetta's Honors Modern World Studies class recently explored newspaper clippings and selected *Life* magazines to further understand the WWII era from these American-perspective outlets. Students, clad in archival gloves, evaluated the documents to assess outlooks on civilian involvement in the war, US propaganda, and media reports of military activity and American strategy. Together, the students compared American public perceptions to our other Axis and Allied angles discussed in class. A special thank you to Mrs. Snaith and Mr. French for compiling the documents from our library archives.



### Project Lead the Way



Computer Integrated Manufacturing students are working together to develop a production process for their current project. They are producing brackets that will be mounted outside of each classroom to display teacher's names. This unit exemplifies collaboration centered on authentic learning.



### Social Studies

All students in Introduction to Economics are currently participating in the Franchise Simulation. This problem-based learning activity challenged students to use their knowledge of microeconomics to determine which restaurant franchise that does not currently exist in Fairfield County would have the greatest chance of success. As part of the task students will create a Cost Benefit Analysis, two microeconomic models, and a business plan; conduct a presentation of findings; and create their own commercial. Top performing students will be presenting their Franchise Simulation to a panel of local restauranteurs and business owners during the week of April 25.

All grade nine students are currently participating in an interdisciplinary project on the topic of disease. In this performance-based assessment, students will be answering the essential question: What infectious disease is the greatest threat to us? Throughout this year in World Studies students have worked with the concepts that history can be influenced by disease and societal interactions can influence the spread of disease; while in their science classes students have looked at how humans and other organisms co-exist with micro-organisms and these interactions have shaped evolution. Disease is one of the consequences which occurs as individuals and peoples interact with each other and their environment. As the culmination of this work, students will direct and produce a Public Service Announcement about the disease they have selected. The top PSAs will be shown to a panel of experts who will provide authentic feedback on the content and impact of the student work.

### Videography

Mr. Brencher's students travelled to NBC 30 in West Hartford on April 1. Students were given a behind-the-scenes look at what goes on during a live news show. They were able to meet investigative reporter Len Besthoff, who discussed his role at the station. During the live broadcast of the 11:00 a.m. show, students were allowed to enter the control room and go on the set to see all that goes into producing a live news show.



### College and Career Center

On Wednesday, April 27, the College and Career Center will host Career Day for sophomores and seniors from 8:45 a.m. - 10:50 a.m. After listening to opening remarks, the students will have the opportunity to hear from and interact with professionals from various fields regarding their college major and the resulting career path. Students will receive a glimpse of the many different pathways to achieve their career goals.

Summer is not that far off, and it's a good time to start thinking about how you would like to spend the summer, and what you would like to do. The updated version of the Summer Opportunities is available in the College & Career Center and on the CCC website.

### Professional Development

This month, social studies teachers Mr. Jorge and Mr. Passarelli attended a professional development workshop at the Connecticut Association of Schools center in Cheshire. The focus of this training was how to better integrate skills needed by students on the SAT exam into social studies courses, and how data from our students' performance on the SAT exam can help promote changes in social studies courses which will assist students both in the classroom and on standardized testing. This workshop was facilitated by Alan Bernstein, senior director for the College Board. Mr. Jorge and Mr. Passarelli both enjoyed the conversation and presentation, and will be sharing what they learned with their colleagues back in Weston.

### Co-Curricular Programs

#### Athletics

All of our winter competitions are finally finished and we would like to congratulate the following teams:

- State Champions: Boys ski team and boys swim & dive team
- State Runners-Up: Girls ski team, girls indoor track & field team, and Staples-Weston-Shelton ice hockey team
- Southwest Conference Champions: Boys ski team and girls indoor track & field team



Members of the boys' soccer team braved the cold March air and sea on Saturday, March 12 to raise money and awareness for a great cause. The first annual Polar Plunge to benefit Urban Impact took place at beautiful Jennings Beach in Fairfield, where the boys joined forces with other community members to raise over \$2,000. They were joined by Weston High School varsity coach Kevin Fitzsimmons, as well as Weston resident Mr. Myers, the new Executive Director of Urban Impact.



### Company

*Legally Blonde* was a tremendous success with our ensemble performing for record crowds. Both productions have been nominated for Halo awards, which is a statewide competition for high school theater.





### Moot Court

Six Weston students were the first from our high school to participate in a Moot Court competition at University of Connecticut at Storrs on Saturday, April 2. Students developed arguments to demonstrate how the government had or had not violated a plaintiff's fifth and fourteenth amendment rights. After analyzing several relevant cases, they were able to argue their views in front of UConn law students. The team was coached by Marcia Hamelin and Kate Moore, with Mrs. Del Savio serving as Advisor. As first-time competitors, the group performed well, with one team advancing to the semi-finals.

### Student Government

Our annual Color Clash will take place the week of April 25-29. Events include dress up days, food, Friends & Funk Part II, and dodgeball. Students should check their school email for all communications.

### Teen PeaceWorks

Teen PeaceWorks and Student Government presented the Domestic Violence Crisis Center with over \$900 in donations. The two groups raised money during February's Sweet Silent Auction and bake sale, sponsored by the Weston DV Task Force, in addition to student government's monthly Shine a Light campaign.



### Model United Nations

Under the direction of advisor and social studies teacher Mr. Jorge, The Model United Nations club recently attended the United Nations International School's annual conference at the UN building in New York City. Our students heard presentations from three excellent speakers, including Suroosh Alvi, the co-founder of Vice Media, and Buzz Bissinger, an award-winning journalist and author. The focus of the conference was on the influence and role of media in the world. In addition, they took a tour of the UN building and spoke with high school students who attend the UN International School.



### Alumni News

Alex Brandfon, Class of 2003, is president of Riverbend Wood Floor of Ridgefield, CT.

Sophie Cole, Class of 2005, is living in Venice, California, where she works in the film industry as a wardrobe stylist. Her brother, Walker Cole, Class of 2008, interns in restaurant development with restaurateur Keith McNally in New York City.



Kate Frisch, Class of 2010, received her undergraduate degree from the University of Richmond in international relations with a minor in African studies. Kate is currently in her second year of law school at Roanoke College.

Jessica Reilly, Class of 2012, will graduate University of Vermont this May and leave for South Africa on July 4 to work with the Peace Corps.



*In this issue... Weston-Bridgeport Music Exchange Program  
Spectrum  
Seventh-Grade Students Visit MoMath  
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World Language Contests  
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Seventh-Grade Science Update  
Students Prepare Dishes from the Spanish-Speaking World  
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Professional Development Update*

#### Weston-Bridgeport Music Exchange Program

We recently held the second installment of the Weston-Bridgeport Music Exchange Program. In its eighth year of operation, this program brings together students from the Weston Middle School eighth-grade orchestra and the combined orchestra of High Horizons and Multicultural Magnet Schools, from Bridgeport, CT. Students sit side-by-side with a musician from the opposite school, coached by the conservatory-trained Haven Quartet and bassist David Uhl. The activities included full ensemble rehearsals of three pieces of music, as well as section-specific time, so that students could hone their technique and ensemble skills. The finale concert for this program will take place on May 27 at 1:00 p.m., in the WHS auditorium.



#### Spectrum

Our middle school bands and jazz bands were showcased alongside the WHS bands in the annual Spectrum concert at the high school on March 16. The unique concert format presents various musical experiences from our young student musicians in as pure a form as possible, without applause, gaps between performances, or visual distraction. The packed-house audience was treated to a variety of genres from musicals, TV and motion picture themes, and American classics. Thank you for supporting the importance of music education during National Music in Our Schools Month.



### Seventh Grade Students Visit MoMath

On March 30, the seventh grade travelled to the National Museum of Mathematics (MoMath) in New York. This trip was the result of the students' participation in a math PBA last year as sixth graders. Lindsey Greenberg, seventh-grade student and designer of this field trip experience, assisted Mrs. George and Mr. Marone in planning the trip for the entire seventh grade. At MoMath, students engaged in two educator-led sessions focusing on different math concepts. They were also able to explore the hands-on museum exhibits demonstrating the various ways in which math is part of the world around us. It was a great learning experience for our students.

### Advisory Update

Our advisory program has been focusing on how to change our thoughts and actions when faced with negative behaviors. Students were asked to brainstorm strategies to use when they have either participated in or have been the recipient of exclusion, gossip, and hurtful teasing. Some of the strategies to reinforce at home are:

Instead of participating in negative behavior: Resist the temptation to exclude others or put people down. Empathize and ask yourself, "How would I feel if I was left out or put down?" Try changing the subject when someone shares gossip with you. When you are tempted to gossip, say a compliment about that person instead. Think before you speak. Think of the toothpaste analogy: you can't get all the toothpaste back in the tube if you let it out. This is the same with your words. Apologize for past behavior, and let the person know you will stand by them in the future, not against them.

When faced with negative behavior: Remind yourself that "no one can make you feel inferior without your consent." –Eleanor Roosevelt. Review your positive qualities and be proud of who you are. If comfortable, respond with "That's your opinion, not mine." If you need an adult, ask for help.

### Eighth-Grade Writing Portfolio

Our grade eight students are currently building their Grade 8 Writing Portfolios. This portfolio is a way for students to demonstrate their abilities in writing, thinking, and learning. Building the portfolio gives students the opportunity to present themselves outside of the typical classroom context and to receive personalized feedback on strengths and goal areas from writing experts from both within and outside Weston Middle School. During this process, students will:

- Review their major writing in grades 7 and 8 and make choices about what pieces can best represent them as a writers;

- Revise and edit their chosen pieces so to showcase their best writing; and
- Write a letter presenting the student, and his/her writing, to the assessment team.

This portfolio process and expectations are aligned with the Grade 10 Writing Portfolio to best communicate district-wide writing expectations with our students. English and social studies teachers have been working with our students throughout this process. Portfolios are due on April 20.

### World Language Contests

Seventh- and eighth-grade Spanish students participated in the National Spanish Exam. This contest measures achievement and proficiency of students who are studying Spanish as a second language. In the spring of 2015, a total of 157,702 students participated in the online version of the exam. The National Spanish Examinations are recognized by many administrative and teaching associations and organizations at the local, state and national levels. The National Association of Secondary School Principals has placed this program on the NASSP National Advisory List of Contests and Activities for 2015-2016. Results will be made available in late April. Buena suerte to all participating students.

Eighth-grade French students participated in the Grand Concours, or National French Contest. This is an annual competition sponsored by the American Association of Teachers of French. As part of the event, French students in grades 1-12, in all 50 states and abroad, take a written test and compete against students with similar educational backgrounds for prizes. In 2015, nearly 91,000 students participated in the competition. Students will be recognized for their achievement on the National French Contest at the WMS World Language Celebration in late May.

### Counselors Plan Career Day for Eighth Graders

This spring, after much consideration and feedback, the WMS School Counselors are gearing up for our first annual in-house Career Day experience for our eighth graders on Thursday, May 26, 2016. We are very excited about the opportunity to bring in experts and professionals from the Weston community from different career avenues directly to our students. The eighth graders have already completed career surveys and explored different pathways that they would be more interested in learning about. We will use this information to match students to four career sessions that would be led by a professional. Our slots are almost filled, but we are still looking for a physician/medical professional and an expert in sports broadcasting or advertising. If you are available to participate in this year's Career Day or if there are parents of rising eighth graders that are interested in participating for next year, please email our counseling staff: Lauren Davi (Grade 8) [laurendavi@westonps.org](mailto:laurendavi@westonps.org), Ande Ogden (Grade 7) [andeogden@westonps.org](mailto:andeogden@westonps.org), and Jennifer Doyle (Grade 6) [jenniferdoyle@westonps.org](mailto:jenniferdoyle@westonps.org).

### Seventh-Grade Science Update



In seventh-grade science, students have been learning about characteristic properties of matter. These properties are useful because they help identify substances. For example, students identified brass, copper, steel and aluminum by measuring the mass and volume, calculating the density, and comparing their results to literature values. We have also seen that conductivity can help identify metals using a “conduct-o-meter”. The conduct-o-meter has five spokes attached to a central hub. Each spoke is made of a different metal- copper, nickel, steel, brass, and aluminum. Using a candle, a metal bead was affixed to the end of each spoke with wax. The

hub was held over a Bunsen burner, heat was conducted to the end of the spoke, the candle wax melted, the metal beads dropped, and we recorded the order in which the beads dropped off their spokes. The bead that dropped first was attached to copper. We compared the relative bead-drop order to literature values and found that our experiment had perfect agreement. We also experimented to compare the solubility of sugar and salt in water, and the solubility of salt in water compared to rubbing alcohol. We learned that solubility is another measurable and quantifiable characteristic property of matter.



#### Students Prepare Dishes from the Spanish-Speaking World

Seventh-grade Spanish students prepared and shared Hispanic dishes including paella, flan, and arroz y frijoles as a culminating activity to the very popular food unit. Students followed authentic recipes to create delicious dishes for their classmates. Students were excited to share

the ingredients and preparation involved using new vocabulary words learned.



#### Fairfield County String Festival

Friday, April 1, and Saturday, April 2, played host to the annual Fairfield County String Festival. This festival brings together accomplished string students in grades 6-9 from the Fairfield County area to participate in one of three orchestras, led by guest conductors from all over the US. The orchestras rehearsed for two hours on Friday and five hours on Saturday, and gave a stellar performance on Saturday afternoon. Students must audition to be accepted, and this year six Weston students were chosen to represent our district. These talented students are:

- Ava Cho (6), violin, selected for the 6th/7th Grade Orchestra
- Neil Kansal (7), cello, selected for the 6th/7th Grade Orchestra
- Paige Schrader (7), bass, selected for the 6th/7th Grade Orchestra
- Sarah Roberts (8), viola, selected for the 8th/9th Grade Orchestra
- Natalie Schreder (8), viola, selected for the Honors Orchestra
- Michael Blumenstock (9), cello, selected for the 8th/9th Grade Orchestra

Congratulations, all, on a fantastic festival.

#### Student Government Update

Eighth grade students jumped to new heights at the SGA's first off-campus social last month. The event, held at Skyzone in Bethel, featured trampoline dodgeball, a foam pit, dinner, and a lot of laughs. Over 75 students attended the event, along with many parents and staff members. The SGA is looking forward to hosting similar events in the future. The next SGA Spirit Day is set for, Friday, April 22. Students are encouraged to wear their favorite earthy blues and greens to celebrate Earth Day and score some points for Warrior Day.

#### Sixth-Grade Students Receive Responses From Real World Audiences

A number of sixth-grade science and social studies students received responses to their Guardians of the Water Galaxy projects from real world audiences. This interdisciplinary project tasked students with proposing a way to alleviate a water issue somewhere in the world. Congratulations to the following students who received responses to their high-quality, evidence-based proposals:

- Lauren Bigin received a response from Dara Johnston, Chief of Water, Sanitation and Hygiene Section, UNICEF Somalia;



- Audrey Mbwa-Mboma received a response from Adam Krantz, CEO, National Association of Clean Water Agencies;
- Emma Ofer received a response from Dr. Scott Freeman, Professor and Environmental Anthropologist, American University;
- Leia Pinals received a response from Adriano Vasquez, Director, Office of Civil Rights, United States Department of Agriculture;
- Ellery Zych received a response from Pam Belluck, Health and Science Writer, The New York Times;
- Shea Greene received a response from Deborah Klepp, Office of Environmental Quality and Transboundary Issues, US Department of State; and
- Maya Albright received a response from Gina McCarthy, Administrator, US Environmental Protection Agency.

### Professional Development Update

The math department had the opportunity to work with Singapore math expert Dr. Yeap Ban Har. Teachers observed Ban Har teach two classes at WMS and then engaged in meaningful discussions regarding designing lessons to differentiate to a wide range of learners and challenge all students at an appropriate level.



**Weston Intermediate School**

**Pattie Falber, Principal**

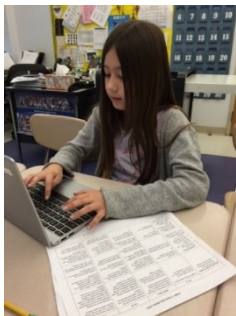
*In this issue...*

***Fifth-Grade Cornerstone  
Third-Grade Mathematics  
St. Patrick's Day  
Science Fair  
Odyssey of the Mind  
Instrument Debut Concert  
WIS Musical: The Jungle Book  
PBIS Assembly  
Dr. Yeap Ban Har***

### Fifth-Grade Cornerstone

Fifth-grade students are actively engaged in our annual Cornerstone assessment. This multidisciplinary task asks students to choose an issue of importance in our school community. Some of these issues include bus safety, school lunch, and time for specials. Students conduct research to determine why the issue exists and what can be done to make it better. Finally, they create a presentation that explains their issue and offers specific, reasonable, and actionable suggestions for how to improve





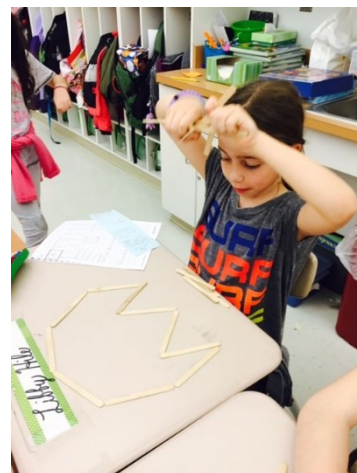
it in order to make WIS a better place. Presentation mediums may be a PowerPoint, speech, movie, poster, or any other medium they feel will best impact their audience. Along the way, students receive peer and teacher feedback on their work, and reflect upon what they learned. Fifth-grade Cornerstone presentations give students the opportunity to have their voice heard and see how their suggestions have the power to improve the entire school community.

### Third Grade Mathematics

To introduce polygons, closed/open figures, sides, angles, and vertices, several of the third-grade teachers began the unit by reading the book, *The Greedy Triangle*. They had the students use craft sticks to represent



each side. As they read how the “shapeshifter” changed shape, the students were asked to create the shape, and then discuss the names and how to remember the shapes as related to the number of sides. The students checked each other’s polygons and gave productive feedback to each other to develop further understanding. A common mistake in building their eight-sided figure was using two sticks in a straight line, thus not creating an angle/vertex needed to create two sides instead of one. After discussion, students were able to see that although they used the correct number of sticks, they didn’t successfully make an



eight-sided shape. The students thoroughly enjoyed listening to the story and completing the activity. As Mrs. Larrabee commented, “The only problem with this lesson was the students didn’t want to stop when the book was over; they wanted to continue to try to make polygons with the most number of sides.”

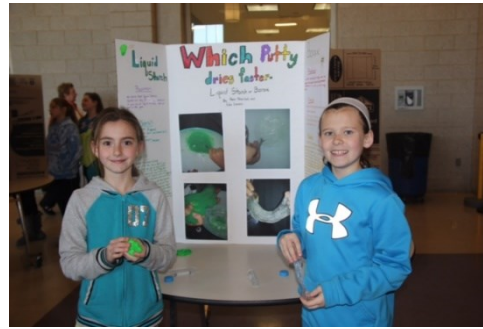
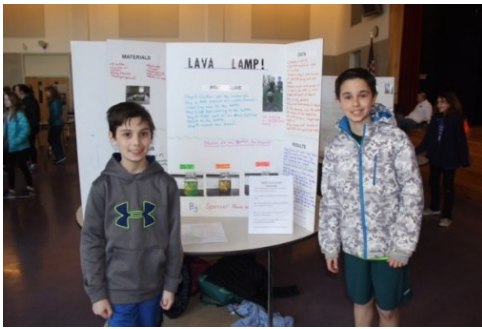
### St. Patrick’s Day

The sounds of Irish jigs and folk melodies filled the hallways as students from the WIS Advanced String Ensemble greeted the students as they arrived to school on St. Patrick’s Day. The music helped us start the day with a little spring to our steps. Many also donned green to celebrate the day.



### Science Fair

On Tuesday evening, March 29, WIS held its second annual Science Fair. Over 160 fourth- and fifth-grade students designed and carried out their own inquiry projects, and then presented them to an enthusiastic audience of families and friends. The range of topics was impressive, and you couldn’t help but marvel at the creative and highly engaging experiments that were designed solely by the students. Many thanks go out to the PTO parents and to Carolyn Vinton, our Curriculum Instructional Leader for Math and Science, who spearheaded this event. Our students and faculty were able to view the projects throughout the following day, and many commented on how impressive the projects were.



### Odyssey of the Mind

This year, five different teams consisting of 35 students competed in our Odyssey of the Mind state competition on Saturday, April 2. The team members applied their creativity to solve problems that ranged from theatrical performances to building structures to designing vehicles. Students learned the importance of working together and depending on each other to achieve a common goal. They learned to persevere and take risks, and to share their ideas with others. It was a rewarding day

### Instrument Debut Concert

On Wednesday evening, March 30, the fifth-grade band and the fourth-grade orchestra held their debut concert to a standing-room only audience. For many of the students, this was the first time they experienced the excitement of performing together as an ensemble. This year, 65 fourth graders chose to participate in the strings program, with students playing a wide variety of stringed instruments from the violin, the smallest and highest pitched string instrument, to the bass, the largest and lowest stringed instrument. The orchestra played a nice selection which included a Ghanaian folk tune, a simplified version of "Ode to Joy," the theme from *Star Wars*. The fifth-grade band also presented a fun selection of tunes which included a medley that featured each of the various instruments of the band, and concluded the program with a jazzy, "Hard Rock Blues."



### WIS School Musical: *The Jungle Book*



On April 6 and 7, the cast of the fourth- and fifth-grade musical, *The Jungle Book*, performed before two sold-out audiences. The students, many of whom were performing in a musical for the first time, were truly amazing. Dancing and singing to favorite songs such as "The Bear Necessities" and "I Wan'na Be Like You," the students lit up the stage and wowed the audience. From the leads to the ensemble every student put their heart and soul into bringing the story of *The Jungle Book* to life. We were fortunate to have some members of Short



Wharf come from the middle school to help out during rehearsals and work backstage during the performances. They were great role models for our students.

### PBIS Assembly

This month our PBIS assembly focused on Mindfulness. There is a lot of new research linking Mindfulness to academic success. Some of the fifth graders from Mrs. Schlotter's class led the



conversation about what stress is and how the body reacts to stress. They also helped everyone in the school to do a few activities that can help us to remain calm in times of stress. Two of these activities can be found on GoNoodle, which all teachers have access to, and one was taught by our school psychologist, Sally Carta. This strategy is called "Shark Fin" and was developed by fifth graders in California. The students all learned how to use their hand to create a fin and then think of ways to calm themselves: sit up straight, sit quietly, whisper "sshh," close their eyes, etc. The

students were engaged and commented on how they thought this might help them to focus on difficult tasks both in school and at home. This assembly was designed to promote a healthy learning environment which is one of our five district areas of focus.

### Dr. Yeap Ban Har

On Wednesday, April 6, our favorite math consultant, Ban Har, spent the day working with our



teachers. Ban Har, currently principal of the Marshall Cavendish Institute in Singapore, is a world-renowned expert in mathematics education. To help teachers further their instructional expertise in teaching mathematics, each grade level chose a topic that would be most beneficial for their students. As part of this work with one grade level, several students volunteered to participate in a lesson while teachers observed. During his time with the teachers, he clearly articulated the progression of math learning between the grades, equipping teachers to better build upon what students already know. Ban Har emphasized that

in math, just like in reading, students need to comprehend the meaning of problems and not just see numbers and symbols. Our teachers left feeling energized and excited about teaching mathematics.

**Hurlbutt Elementary School**

**Laura Kaddis, Principal**

*In this issue...*

***Hurlbutt Celebrates a Positive School Climate  
Teaching and Learning***

### Hurlbutt Celebrates a Positive School Climate

We were so excited to have had our April PBIS assembly on a beautiful spring day. At each assembly we begin with our Hurlbutt chant. "I don't know if you've been told, Hurlbutt kids are made of gold.



We are kind to everyone. We want our school to be fun. Be safe. Be kind. Be responsible. Go



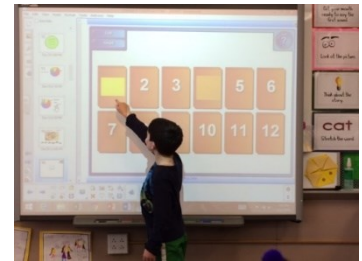
Hurlbutt!” We also recognize students from each class who have demonstrated good citizenship in our school. We love watching our Hurlbutt students cheer for each other. We also kicked off our April focus on being kind to our Earth in anticipation of Earth Day on April 22, and each class received a new recycling bin. We also took a promise together to take care of our planet. “I promise



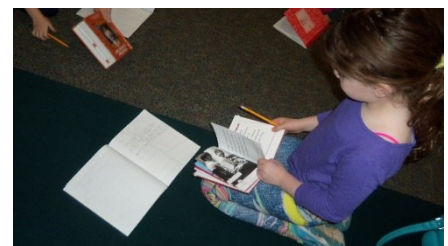
to take care of the Earth. I will not litter or pollute. I will work to make the world a better place for everyone.” Hearing almost 460 young voices saying these words together was very inspiring.

### Teaching and Learning

This month, Dr. Yeap Ban Har led professional development sessions to further our knowledge and strategies for teaching math to our young learners. We learned many teaching strategies and helpful hints for making math accessible to all students. Each grade level chose a focus area to work through with Ban Har. Kindergarten teachers were eager to learn more about the fundamentals of the Singapore pedagogy including the concrete-pictorial-abstract approach, which is a hallmark of this program. Students, especially at a young age, need to be exposed to concrete examples of the concepts taught. In all of our classrooms, you will find an abundance of hands-on materials which students use to sort, count and build numbers. This approach is well documented in educational research, specifically in the work of Jerome Bruner. Bruner’s stages of representation are evident in the teaching of mathematics in our program through the direct manipulation of objects, followed by a visual representation of the object, and finally the symbolic representation.



Our first- and second-grade teachers learned approaches and strategies for effectively teaching mental math. We discussed math fluency which is often misunderstood as quickly calculating numbers. In fact, fluency of numbers involves having a strong number sense and being able to flexibly use numbers. We see evidence of this in our classrooms when students can describe 10 as 8 and 2, 6 and 4, or 1 and 9. Understanding how to break apart and put numbers back together is an important foundation for higher-level math. Throughout the year, we teach students to explore multiple strategies for solving a math problem. Ban Har encouraged giving students the ability to define which strategy works best for them. During Ban Har’s visit to Weston, he led a parent evening that was well received by the attendees. It was a great opportunity for parents to learn with such an engaging and internationally renowned expert about our approach to teaching math.



Our second graders wrapped up their biography unit of study this month. The excitement in the second grade classrooms was evident as students developed proposals of who they would nominate to be in a Hurlbutt Museum. After extensive opportunities to read and



learn about many important people who made an impact on the world, they each chose one individual to present to their classmates. Throughout the units, conversations about what impact they had on the world and how these people made a difference were very sophisticated. One class made a bulletin board of all the people they learned about who “never give up” As one of the many messages we strive to instill in our students every day, it was a powerful example of how working hard on what you believe in can make our world a better place. This in-depth academic unit of study

ties in well with our PBIS program as well as our writing, reading and social studies curriculum. Our students were inspired to take their learning beyond the classroom. Parents shared with us how excited their students were to continue their research at home using the many online resources found on our LRC webpage. These digital tools include online databases that support a variety of learners through videos and text that has text-to-speech capabilities so that students could access resources and information beyond their independent reading level.



In Physical Education, our students have been moving through a variety of stations designed to improve the skills of over/underhand throwing and catching. This circuit allows them to practice these skills while trying to hit a target. The children use their opposition skills to improve power and accuracy by stepping forward toward the target with the opposite foot of the hand used in the throwing motion. Improved eye-hand coordination is a result of the

repeated practice during the circuit. The classes enjoyed staying physically active while reinforcing basic math skills they received as they hit each target.



Our students continue to amaze us with their understanding and acquisition of the Spanish language. Our current unit is built around the concept of classifying. This important concept supports many curricular areas, and math in particular. Sorting is an important prerequisite to counting. Sorting and classification are not only high-interest activities for children but they also teach them about attributes and relationships between items. By classifying and sorting, children learn to organize, think logically and apply rules to a group of items. At home, you might recognize this conceptual understanding when children are setting the table for dinner, sorting silverware in a drawer, or organizing their toys. During this current Spanish unit, students played a game of concentration and they had to match two shapes that were the same color. While this is an important skill to learn in kindergarten in English, it is even more exciting to see them practicing this in another language.