

WESTON BOARD OF EDUCATION

Monday, June 6, 2016

Weston Middle School Library Resource Center

Executive Session 6:30 p.m.

Regular Session 7:30 p.m.

Revised Agenda

I. CALL TO ORDER, VERIFICATION OF QUORUM

Ellen Uzenoff, Board Chairperson

II. EXECUTIVE SESSION

1. Matters Pertaining to Personnel

A. Discussion of Salary Increase for the District Medical Advisor

B. Discussion of Salary Increases for:

- **Transportation/Energy Coordinator;**
- **Nursing Supervisor;**
- **Confidential Administrative Assistant for the Superintendent;**
- **Administrative Assistant for the Assistant Superintendent of Schools;**
- **Assistant for the Director of Pupil Personnel Services;**
- **Confidential Administrative Assistant for the Director of Human Resources;**
- **Administrative Assistant for the Director of Digital Learning and Innovation;**
- **Confidential Administrative Assistant for the Directors of Finance and Operations, and Facilities;**
- **Payroll and Benefits Coordinator;**
- **Accounts Payable/Accounts Receivable;**
- **Staff Accountant;**
- **Athletic Trainer (2);**
- **Coordinator of Innovation Technology and Strategic Services;**
- **District Data Coordinator;**
- **Finance Coordinator;**
- **Board Certified Behavioral Analyst;**
- **Behavioral Specialist;**
- **Vocational Therapist;**
- **Unaffiliated Bus Aides (5); and**
- **Unaffiliated Special Education Drivers (7)**

C. Discussion of Salary and Contract Term for 2016-17 for Unaffiliated Central Office Administrators

III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE

IV. RECOGNITION

1. CABE Student Leadership Award

Information

Mrs. Lisa Deorio, Weston High School Principal, will introduce Weston High School student Zoe Toner, who has been awarded a Student Leadership Award by the Connecticut Association of Boards of Education.

V. APPROVAL OF MINUTES, *pages 1-6*

- 1. The Board will vote to approve the minutes from May 5. Motion**
- 2. The Board will vote to approve the minutes from May 16. Motion**

VI. PUBLIC COMMENT Information

VII. NEW BUSINESS

- 1. Discussion and Vote on Mitigation Strategies to Reduce Board of Education Operating and/or Capital Expenditures for FY 2017 as a Result of the Reduction of Funds Through the State of Connecticut Educational Cost Sharing Grant to the Town of Weston Motion**
- 2. Discussion and Vote on 2016-2017 Board of Education Meeting Dates, *page 7* Motion**
Mrs. Ellen Uzenoff, Board Chair, will review the dates for the 2016-17 regular Board meetings and changes from last year's meeting schedule.
- 3. Discussion and Vote on Food Service Renewal Motion**
Mr. Rudl, Director of Finance and Operations, will review the proposed contract with Chartwells for the 2016-2017 fiscal year.
- 4. Discussion and Vote on Healthy Food Certification Motion**
Section 10-215f of the Connecticut General Statutes requires that each local board of education or governing authority for all Connecticut public school districts participating in the National School Lunch Program (NSLP) must take action annually to certify whether all food items sold to students will or will not meet the Connecticut Nutrition Standards. This includes all public schools, regional educational service centers, the Connecticut Technical High School System, charter schools, inter-district magnet schools, and endowed academies.
- 5. Discussion and Vote on 2016-2017 Tuition Rates, *page 9* Motion**
- 6. Discussion and Vote on Changes to Energy Charges for Facilities Use, *page 11* Motion**
Mr. Rudl, Director of Finance and Operations, will discuss the proposed 1.67% increase to energy charges for facilities use.
- 7. Appointment of District Medical Advisor for 2016-17 Motion**
- 8. Discussion and approval of salary increases for Motion**
 - **Transportation/Energy Coordinator;**
 - **Nursing Supervisor;**
 - **Confidential Administrative Assistant for the Superintendent;**
 - **Administrative Assistant for the Assistant Superintendent of Schools;**
 - **Assistant for the Director of Pupil Personnel Services;**

- Confidential Administrative Assistant for the Director of Human Resources;
- Administrative Assistant for the Director of Digital Learning and Innovation;
- Confidential Administrative Assistant for the Directors of Finance and Operations, and Facilities;
- Payroll and Benefits Coordinator;
- Accounts Payable/Accounts Receivable;
- Staff Accountant;
- Athletic Trainer (2);
- Coordinator of Innovation Technology and Strategic Services;
- District Data Coordinator;
- Finance Coordinator;
- Board Certified Behavioral Analyst;
- Behavioral Specialist;
- Vocational Therapist;
- Unaffiliated Bus Aides (5); and
- Unaffiliated Special Education Drivers (7)

9. Discussion and Vote on Salary and Contract Term for 2016-17 for Unaffiliated Central Office Administrators **Motion**

- A. Assistant Superintendent of Curriculum and Instruction Contract
- B. Director of Finance and Operations Contract
- C. Director of Human Resources Contract
- D. Director of Digital Learning and Innovation Contract
- E. Director of School Facilities Contract

VIII. OLD BUSINESS

- 1. Weston Board of Education Policies, Regulations, and Bylaws, *pages 13-14*** **Motion**
 Mr. Lewis Brey, Director of Human Resources and Internal Counsel, will review Administrative Regulation 6146, Graduation Requirements.

IX. SUPERINTENDENT'S REPORT **Information**

- 1. Next Regular Board Meeting is Monday, July 18, 2016, at 7:30 p.m.
- 2. District Update

X. COMMITTEE REPORTS **Information**

- 1. Communications Committee – Sara Spaulding
- 2. Curriculum Committee – Philip Schaefer
- 3. Finance Committee – Denise Harvey
- 4. Facilities Committee – Elise Major
- 5. Policy Committee – Daniel McNeill
- 6. Negotiations Committee – Ellen Uzenoff

7. **CES – Elise Major**
8. **CABE – Daniel McNeill**
9. **Weston Education Foundation – Sara Spaulding**

XI. ADJOURNMENT

Motion

Weston Public Schools
Board of Education Special Meeting
Weston Middle School Library Resource Center
May 5, 2016

Attendance:

Ellen Uzenoff, Chairperson	Denise Harvey
Philip Schaefer, Vice Chairperson	Daniel McNeill
Elise Major, Secretary/Treasurer	Sara Spaulding
Jacqueline Blechinger	

III. Public Session

1. Pledge of Allegiance

2. Discussion and Appointment of Dr. William McKersie as Superintendent of Schools

MOVED: That in accordance with Connecticut General Statutes Section 10-157, the Weston Board of Education hereby elects Dr. William S. McKersie to serve as Superintendent of Schools, effective July 1, 2016 or such later date as the parties mutually agree, and

FURTHER MOVED: That the Chairperson of the Board of Education is hereby authorized to execute the related employment agreement and consulting agreement on behalf of the Board of Education. Motion by Ms. Major, second by Ms. Spaulding, all in favor. (7-0)

IV. Adjourn

There being no further business to discuss, the meeting adjourned at 5:55 p.m.

Minutes prepared by Jennifer Markov, Board of Education Clerk.

Weston Public Schools
Board of Education Meeting
Weston Middle School Library Resource Center
May 16, 2016

Attendance:

Ellen Uzenoff, Chairperson	Dr. Kenneth Craw, Assistant Superintendent
Philip Schaefer, Vice Chairperson	Richard Rudl, Director of Finance & Operations
Elise Major, Secretary/Treasurer	Eric Benninghoff, Student Representative (departed 8:14 p.m.)
Denise Harvey	David Silverman, Student Representative (departed 8:14 p.m.)
Daniel McNeill	
Sara Spaulding (departed 10:30 p.m.)	<i>Absent:</i> Jacqueline Blechinger
Dr. Colleen Palmer, Superintendent	Lewis Brey, Director of Human Resources

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

II. PLEDGE OF ALLEGIANCE

III. RECOGNITION

1. CABA Student Leadership Award

Mr. Dan Doak, Weston Middle School Principal, introduced Weston Middle School students Chelsea Greenberg and Zaman Kahn, and Mr. Matt Filip, Weston High School Assistant Principal, introduced Weston High School student Eric Benninghoff. Weston High School student Zoe Toner, who was unable to attend, will be introduced at the June Board of Education meeting. These students have been awarded Student Leadership Awards by the Connecticut Association of Boards of Education.

Motion: Moved that the Weston Board of Education recognizes Weston Middle School students Chelsea Greenberg and Zaman Kahn, and Weston High School students Eric Benninghoff and Zoe Toner for being chosen to receive CABA's Student Leadership Award. Motion by Mr. Schaefer, second by Ms. Major, all in favor. (6-0)

2. Mock Trial State Competition

Mr. Matt Filip, Weston High School Assistant Principal, and Dr. Colleen Palmer, Superintendent of Schools, introduced Weston High School's State Mock Trial champions, advisors, and coaches. First Selectman Nina Daniel and Senator Toni Boucher were present to congratulate the students for their achievement. Mr. Doak, Weston Middle School Principal, and Peggy Jorgensen, Middle School Mock Trial

Advisor, presented the middle school State Mock Trial Runners-up, advisers, and coaches.

Motion: Moved that the Board of Education recognizes the Weston High School State Mock Trial champions, and the Weston Middle School State Mock Trial Runners-up. Motion by Ms. Harvey, second by Ms. Major, all in favor. (6-0)

3. The Board of Education will Honor its Student Representatives

Dr. Colleen Palmer, Superintendent of Schools, and Ms. Ellen Uzenoff, Board Chair, honored the 2015-2016 Board of Education Student Representatives.

Motion: Moved that the Board of Education recognizes Eric Benninghoff and David Silverman for service as the 2015-2016 Weston Board of Education Student Representatives. Motion by Ms. Major, second by Ms. Harvey, all in favor. (6-0)

IV. APPROVAL OF MINUTES

The Board voted to approve the minutes from April 18 and April 25, with corrections.

Motion: Moved that the Weston Board of Education approves the minutes of the March 18, 2016, Regular and Executive Sessions and the April 25, 2016, Special Meeting and Executive Session. Motion by Mr. Schaefer, second by Ms. Major, all in favor. (6-0)

V. PUBLIC COMMENT – No report

VI. NEW BUSINESS

The WHS Student Representatives' Report was moved to Item 1 of New Business, from Item 1 of Committee Reports.

1. WHS Student Representatives' Report

Mr. David Silverman discussed AP exams, and Memorial Day Fair fundraising for next year. Mr. Eric Benninghoff discussed the upcoming Special Olympics, which will be on Saturday, and urged community members to volunteer. The students thanked the Board for the experience of serving as student representatives.

2. Technology and Information Literacy Showcase

Dr. Craig Tunks, Director of Digital Learning and Innovation, and Weston Public Schools' Library Media Specialists and Technology Integrators, provided a presentation on technology and information literacy at Weston Public Schools.

3. Discussion of Annual Instructional Update

Dr. Kenneth Craw, Assistant Superintendent, reviewed highlights from the Annual Instructional Update. All Curriculum Instructional Leaders presented their subject area reports to the Board Curriculum Committee at the May 11, 2016, meeting.

Discussion by the Board followed on accessibility of the information to parents and community members.

4. Discussion and Vote on Student Lunch Prices for 2016-2017

Mr. Richard Rudl, Director of Finance and Operations, presented the proposed changes to student lunch prices for the 2016-2017 school year. Discussion by the Board followed on entre choices in the lower grades.

Motion: Moved that the Weston Board of Education approves the meal and a la carte price increase proposal presented by Mr. Rudl. Motion by Ms. Major, second by Mr. Schaefer, all in favor. (6-0)

5. Discussion of 2016-2017 Board of Education Meeting Dates

Mrs. Ellen Uzenoff, Board Chair, reviewed the dates for the 2016-2017 Board meetings and changes from last year's meeting schedule. Additional meetings were added to the calendar to include workshop-style meetings. Discussion by the Board followed. The Board will vote on a revised schedule of meeting dates at its June meeting, following a Communications Committee re-assessment of meeting needs.

6. Tenth FY 2016 Financial Updates and Approval of Transfers

Mr. Richard Rudl, Director of Finance and Operations, provided a monthly financial update. Accounts have begun close-outs. Transfers totaled \$162,992, of which six are in excess of \$5,000. Discussion by the Board followed on the Hand-in-Hand program, and summer curriculum work.

Motion: Moved that the Weston Board of Education approves the transfers as presented by Mr. Rudl in the tenth FY 2016 financial update. Motion by Ms. Harvey, second by Ms. Spaulding, all in favor. (6-0)

7. Discussion Regarding Deferral of Approved Capital Projects in Light of Proposed ECS Reductions

Per Dr. Colleen Palmer, Superintendent of Schools, the decrease in ECS funding that Weston will need to mitigate for is currently \$464,000. Discussion by the Board followed. A list of possible options for mitigating the funding cut was requested.

Principals' Reports, Item 3 under Superintendent's Report, was moved up to Item 8 of New Business.

8. Principals' Reports

Mrs. Laura Kaddis, Hurlbutt Elementary School Principal, announced Allison Pregman and Andrea Noble as recent recipients of literacy awards. Principal Kaddis also highlighted the PTO-funded One School One Book program and shared the website. Ms. Pattie Falber, Weston Intermediate School Principal, discussed AIM units in third and fifth grades. Mr. Dan Doak, Weston Middle School Principal, highlighted a visit by Jennifer Sloan from the Science Barge and Project Lead the

Way carbon dioxide-powered cars. Principal Doak also showcased some of the art on display from Art Jam.

9. Weston Board of Education Policies, Regulations, and Bylaws

Mr. Dan McNeill, Policy Committee Chair, presented a first reading of proposed changes to Administrative Regulation 6146, Graduation Requirements. Discussion by the Board followed and additional changes were proposed.

VII. EXECUTIVE SESSION

Moved that the Board of Education adjourns to Executive Session. Motion by Ms. Harvey, second by Ms. Major, all in favor. (5-0)

Moved that the Board invites Dr. Palmer and Mr. Rudl into Executive Session. Motion by Ms. Harvey, second by Mr. McNeill, all in favor. (5-0)

1. Matters Pertaining to Personnel

A. Discussion of Possible Ratification of AFCSME Contract

VIII. RESUME PUBLIC SESSION

1. Ratification of AFCSME Contact

Ms. Denise Harvey, Board member and previous Negotiations Committee Chair, provided background to the development of the AFCSME contract presented for ratification, which is a two-year contract but retroactive to July 1, 2015.

Motion: Moved that the Weston Board of Education ratifies the agreement between the Weston Board of Education and AFCSME effective July 1, 2015 – June 30, 2017, as presented by the Negotiations Committee. Motion by Mr. Schaefer, second by Mr. McNeill, all in favor. (5-0)

IX. OLD BUSINESS – No Report

X. SUPERINTENDENT’S REPORT

2. Next Regular Board Meeting is Monday, June 6, 2016, at 7:30 p.m.

3. District Update

Dr. Palmer, Superintendent of Schools, presented a schematic to Board members for plans by the Weston Beautification Committee for planting outside the Senior Center. The Committee will maintain the plantings for two years.

XI. COMMITTEE REPORTS

1. Communications Committee – No report

2. Curriculum Committee

Per Mr. Schaefer, the Committee reviewed the Annual Instructional Update, which was discussed previously on the agenda. The next Committee meeting will be held on June 8.

3. Finance Committee

Per Ms. Harvey, the Committee is waiting on the multi-year model until after ECS funding is finalized. The Committee is currently reviewing alternate formats for the budget book and discussed aggregate stop-loss for insurance. The next Committee meeting will be held on June 10.

4. Facilities Committee

Ms. Elise Major discussed the following items from the April Committee meeting: garden beds for the Senior Center, a review of the Central Office plan for the middle school, and ECS funding. The next Committee meeting will be held on June 17.

5. Policy Committee

There was nothing further to add beyond what was discussed previously on the agenda. There are a number of pieces of legislation that are being discussed that will have an impact on policies.

6. Negotiations Committee – No report

7. CES

Ms. Major highlighted the Regional Center for the Arts' Art Incubator Project, which is a collaboration with the Quick Center.

8. CAFE

There are a number of pieces of legislation that are being discussed. Mr. McNeill will provide additional information upon request.

9. Weston Education Foundation – No report

XII. ADJOURNMENT

*There being no further business to discuss, the meeting adjourned at 12:00 a.m.
Motion by Ms. Major, second by Mr. Schaefer, all in favor. (5-0)*

Minutes prepared by Jennifer Markov, Board of Education Clerk.



**WESTON PUBLIC SCHOOLS
OFFICE OF THE SUPERINTENDENT**

2016-2017 BOARD MEETING SCHEDULE - Draft

<u>MONTH</u>	<u>DATE</u>
July	18
August	15
September	26
October	24
November	7, 21
December	19
January	23
February	21 (Tuesday)
March	21 (Tuesday)
April	3, 17
May	15
June	19

NOTE: All meetings are held at 7:30 p.m. in the Weston Middle School Library Resource Center, unless otherwise noted and announced. Dates are subject to change. Most evenings there is an Executive Session held at 6:30 p.m. prior to the public meeting. Final meeting dates will be posted at Town Hall at least 24 hours in advance of the meeting. Meeting dates and agendas are also posted at the Weston Board of Education building and on the district website: www.westonps.org.

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DRAFT
WESTON PUBLIC SCHOOLS
2016-2017 TUITION RATES

NEW NON-RESIDENT PUPILS

<u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$17,986.70	\$8,993.35
REGULAR	\$17,986.70	\$8,993.35
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>		
REGULAR		
	\$18,516.53	\$9,258.27
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual Cost	
 <u>HIGH SCHOOL GRADES 9-12</u>		
REGULAR	\$19,232.32	\$9,616.16
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual Cost	

CERTIFIED STAFF NON-RESIDENT PUPILS

<u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$4,496.68	\$2,248.343
REGULAR	\$4,496.68	\$2,248.34
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>		
REGULAR	\$4,629.13	\$2,314.57
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual	
 <u>HIGH SCHOOL GRADES 9-12</u>		
REGULAR	\$4,808.08	\$2,404.04
GIFTED	Actual Cost	
SPECIAL EDUCATION	Actual Cost	

For approval by Weston Board of Education at the June BOE Meeting.

Weston Board of Education Policy 5118

Rates are net Special Education

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BUILDING/FACILITY HOURLY ENERGY RATES		
Building	Current Hourly Energy Rate	Proposed Hourly Energy Rate*
High School		
Auditorium & Stage	15.91	16.18
Old Gymnasium	15.91	16.18
New Gymnasium	15.91	16.18
Cafeteria/Kitchen	15.91	16.18
Middle School		
New Gymnasium	15.91	16.18
Old Gymnasium	15.91	16.18
Cafeteria/Kitchen	15.91	16.18
Library	15.91	16.18
Intermediate School	15.91	16.18
Gymnasium	15.91	16.18
Cafetorium/Kitchen	15.91	16.18
Elementary School	15.91	16.18
Gymnasium	15.91	16.18
South House All Purpose Room	15.91	16.18
South Cafeteria/Kitchen	15.91	16.18
East Cafeteria/Kitchen	15.91	16.18
Classrooms		
All Buildings	10.61	10.79

*Represents a 1.67% increase - reflective of CPI (Consumer Price Increase) as noted in 16/17 BOE budget.

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InstructionGraduation RequirementsHigh School

1. To meet the requirements for a diploma from Weston High School, a student must successfully complete a minimum of 24 credits in grades nine through twelve as follows:

A. English	4
B. Mathematics	3
C. Science	3
D. Social Studies	3 (including 1.0 U.S. History and 0.5 American Government)
E. Fine and Performing Arts	1.0
F. Electives	7 (Cluster credits)
G. Physical Education	1.4
H. Health	0.6
I. Other	1.0 Technology
2. Every student must also successfully complete the ~~sophomore~~ [Weston High School writing portfolio](#). ~~research paper~~.
3. Cluster credit requirement means that a total of 2 credits must be distributed in at least three of the following four cluster areas:
 - A. Art and Music.
 - B. Business, Computer Science, and Technical Education.
 - C. World Language.
 - D. Applied Learning Experiences.
4. In addition to other graduation requirements, seniors must pass a minimum of three credits during the senior year, including one credit in English, to qualify for graduation.
5. Full-Time Status – The course load expectations for full-time status are:
 - A. Freshmen and Sophomores: Seven credits each school year, all of which must be graded “A” – “F”.

- B. Juniors and Seniors: Six credits each school year, all of which must be graded “A” – “F”.

Notwithstanding the foregoing, the minimum number of credits required for graduation is 24.

6. Courses listed in the Weston High School Program of Studies booklet and/or course selection sheet and taught at institutions outside of Weston will be accepted for Weston High School credit and included in the student’s GPA.
7. All exceptions, including any courses taken pursuant to paragraph 6 above, must be specifically approved in writing by the principal.

Regulation approved: March 5, 1991

Regulation Revised: February 25, 2014

WESTON PUBLIC SCHOOLS
Weston, Connecticut