

WESTON BOARD OF EDUCATION
Monday, August 19, 2013
Weston Middle School Library Resource Center
Executive Session 7:00 p.m.
Regular Session 7:30 p.m.

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| I. CALL TO ORDER, VERIFICATION OF QUORUM
Philip Schaefer, Chairperson | |
| II. EXECUTIVE SESSION
1. Discussion of Weston Administrators' Association Negotiations | |
| III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE | |
| IV. RECOGNITION | None |
| V. APPROVAL OF MINUTES , <i>pages 1-3</i> | Motion |
| VI. PUBLIC COMMENT | Information |
| VII. NEW BUSINESS
1. Resignation, <i>page 4</i>
2. Appointment of District Medical Advisor for 2013-14
3. Authorization of Superintendent to Sign Agreement for Child Nutrition Program
4. Overview of Educational Goals for 2013-14 and Impact of New Legislation Pertaining to Education
5. Update on Student Enrollment | Motion
Motion
Motion
Information
Information |
| VIII. OLD BUSINESS
1. Discussion and Vote on Weston Board of Education Policies and Regulations: <ul style="list-style-type: none">• Policy 1250, Visitors to the Schools• Regulation 1250, Visitors to the Schools• Policy 4148.1, Use of Physical Force, <i>pages 5-9</i> | Motion |
| IX. SUPERINTENDENT'S REPORT
1. Next Regular Board Meeting Monday, September 16, 2013 at 7:30 p.m.
2. District Update | Information
Information |
| X. COMMITTEE REPORTS
1. Communications Committee - Nina Daniel
2. Curriculum Committee - Ellen Uzenoff
3. Finance Committee - Denise Harvey
4. Facilities Committee - Sonya Stack
5. Policy Committee - Dana Levin
6. Negotiations Committee - Denise Harvey
7. CES - Nina Daniel
8. CAFE - Sara Spaulding
9. Weston Education Foundation - Denise Harvey | Information
Information
Information
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Information
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Information |
| XI. ADJOURNMENT | Motion |

Weston Public Schools
Board of Education Meeting
Weston Middle School Library Resource Center
July 15, 2013

Attendance:

Philip Schaefer, Chairperson	Lewis Brey, Director of Human Resources
Dana Levin, Secretary/Treasurer	
Nina Daniel	<i>Absent:</i> Ellen Uzenoff, Vice Chairperson
Sara Spaulding	Denise Harvey
Dr. Colleen Palmer, Superintendent	Sonya Stack
Dr. Kenneth Craw, Assistant Superintendent	Dr. Jo-Ann Keating, Director of Finance & Ops.

III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE

IV. RECOGNITION – No Report

V. APPROVAL OF MINUTES

Motion: Moved that the Weston Board of Education approves the minutes of the June 17, 2013 Regular and Executive Sessions, and the June 25, 2013 Special Meeting Regular and Executive Sessions. Motion by Ms. Daniel, second by Mrs. Levin, all in favor. (4-0)

Motion: Moved that the Weston Board of Education approves the minutes of the June 28, 2013 Special Meeting Regular and Executive Sessions. 3 in favor – Ms. Daniel, Mrs. Levin, Mrs. Spaulding; 1 abstain – Mr. Schaefer. (3-0-1)

VI. PUBLIC COMMENT – No report

VII. NEW BUSINESS

1. Gifts

Dr. Palmer, as per Board policy #3280, accepted, with appreciation, the following donation from the Weston Gun Club:

\$3,600 for the purchase of a special projection system for Weston High School.

2. Resignations

Motion: Moved that the Weston Board of Education notes and records the resignation of Priscilla Kehoe, 1.0 FTE First Grade Teacher for Hurlbutt Elementary School, and Jean Bakes, 1.0 FTE Math Teacher for Weston High School, effective June 30, 2013. Motion by Ms. Daniel, second by Mrs. Spaulding, all in favor. (4-0)

3. Appointment of a Hearing Officer

Dr. Palmer discussed the benefits of utilizing a hearing officer for expulsion hearings and how we would seek to fill that position when needed.

Motion: Moved that the Weston Board of Education authorizes the Superintendent, in consultation with the Board Chair, to utilize a hearing officer for any future expulsion hearings as appropriate. Motion by Mrs. Levin, second by Ms. Daniel, all in favor. (4-0)

4. 2013-2014 School Calendar Professional Development Date Adjustment

Dr. Palmer discussed one recommended change to the 2013-2014 school calendar for a professional development date.

Motion: Moved that the Weston Board of Education adopts the revised 2013-2014 school calendar as recommended by the Superintendent.

5. Discussion of Weston Board of Education Policies and Regulations

Mr. Brey reviewed a first reading of the following Weston Board of Education Policies and Regulations:

- A. Policy 1250, Visitors to the Schools;
- B. Regulation 1250, Visitors to the Schools; and
- C. Policy 4148.1, Use of Physical Force.

6. Discussion and Vote on Superintendent of Schools' Contract

Motion: Moved that the Weston Board of Education extends the contract of Dr. Colleen Palmer (the Superintendent of Schools) for a new term of three years, July 1, 2013 through June 30, 2016. Moved that the Board of Education establishes the base salary of \$240,781 or a 2% salary adjustment. Moved that the Board of Education authorizes its Chairperson to negotiate and execute a revised contract with the Superintendent of Schools. Motion by Mrs. Levin, second by Mrs. Spaulding, all in favor. (4-0)

VIII. SUPERINTENDENT'S REPORT

1. Next Regular Board Meeting Monday, August 19, 2013 at 7:30 p.m.

2. District Update

Dr. Palmer discussed the three-day Leadership Institute for administrators, new teacher orientation, the security summit, developing an MOT for the SRO position, staffing and enrollment, and summer upgrades to facilities. Dr. Craw commented on the three-day common core workshop.

X. COMMITTEE REPORTS – No report

XI. ADJOURNMENT

*MOTION: Motion to adjourn by Mrs. Levin, second by Mrs. Spaulding, all in favor.
(4-0) Meeting adjourned at 8:59 p.m.*

Minutes prepared by Jennifer Markov, Board of Education Clerk.

Minutes reviewed/approved by Dr. Colleen Palmer, Superintendent.

DRAFT

Brenna C. Lindsay
72 Crestview Drive
Newington, CT 06111
(860) 306-4433
Email: lindsayb@alumni.sacredheart.edu

August 12, 2013

Amy Watkins
Principal
Weston Middle School
135 School Road
Weston, CT 06883

Dear Ms. Watkins

Please accept my official resignation from Weston Middle School, effective August 12, 2013. I have grown as an individual and learned a great deal from my colleagues over the last year. I have enjoyed working alongside the teachers and staff of the school, and I will take the lessons I've learned here as I progress further in my career as an educator. Thank you for the opportunity to be a part of the Weston community.

Sincerely,

Brenna Lindsay

Brenna Lindsay

Community Relations

Visitors to the Schools

The Weston Board of Education and staff of the ~~school-district~~ Weston Public Schools (“the District”) welcome and strongly encourage members of the community and other interested persons to visit the schools. Most visitors recognize the delicate balance between a school’s desire to welcome visitors and its need to maintain an safe, secure, uninterrupted learning environment. Therefore, visitors should abide by the established administrative regulations and applicable school rules governing their arrival, presence, and departure so that ~~appropriate courtesy is affected and that~~ the learning, welfare, and safety of the students in the schools are not compromised.

~~The Superintendent shall establish regulations which:~~

- ~~1. Encourage school visitations;~~
- ~~2. Provide for appropriate hospitality for visitors;~~
- ~~3. Channel expressions of approval and constructive criticism to the Board of Education;~~
- ~~4. Ensure that public visitors will not hinder the educational program;~~
- ~~5. Require all visitors to register in the principal’s office upon arrival at the school.~~

The Superintendent, or his/her designee, may prohibit specific persons from entering District property or portions thereof, to the extent permitted by law, when he/she determines, in his/her sole discretion, that the presence of a person(s) may be disruptive to the educational process or pose a risk to the safety of the students, staff, and/or visitors to the District.

~~Although the Board of Education members are encouraged to visit schools independently, they have authority only in regularly called meetings of the Board of Education, or when delegated specific tasks by specific Board of Education action.~~

Legal References: Conn. Gen. Stat. § 10-220.

Policy References: 1255 Civility Policy

Policy adopted: November 6, 1989
Policy revised _____

WESTON PUBLIC SCHOOLS
Weston, Connecticut

Community Relations

Visitors to the Schools

Weston schools are pleased to receive parents, alumni, community members, and friends.

However, individuals who visit any school facilities must have a valid purpose for being at that facility.

All visitors are ~~expected~~ required to report to the designated location at the school ~~office~~ to sign in.

1. Alumni who wish to make or have an appointment(s) with specific teachers, ~~or~~ guidance counselors, or other staff members should call the school or visit the school's main office to make arrangements.
2. Parents/Guardians who would like to meet with a teacher or other staff member should have an appointment which can be made by ~~calling~~ contacting the school.
Appointments made by teachers or other staff members with parents/guardians must be reported to the school's main office by the teacher or other staff member prior to the time of the appointment.
3. ~~Student visitors~~ Prospective students are allowed to visit the Weston Public Schools with the prior written permission of the applicable principal. ~~subject to the following conditions~~ Visitors Prospective students must be in the same age range as ~~our~~ the pupils students in the school being visited and must have ~~a note~~ written permission from their parent or guardian ~~–or the host's/hostess' parent or guardian.~~ Unless specifically authorized in writing by the principal, such visits will be limited to one school day.
4. Other visitors are allowed to visit the Weston Public Schools with prior written permission of the applicable principal.

- ~~6. Visitors are expected to attend classes with their host or hostess when appropriate. Visitors are expected to stay with their host/hostess throughout their visit when appropriate.~~
- ~~7. Host/hostesses are to notify the office personnel in advance, **when possible**, that they wish to bring a visitor to school.~~
6. All Visitors must provide appropriate identification to gain entry to the school and must wear visitor identification while in the school. In addition, a principal may, with the written permission of the Superintendent or his/her designee, establish such other security procedures concerning visitors that such principal deems necessary.
7. Except as specifically authorized in writing by the Superintendent or his/her designee, all school buildings are to be locked during school hours and other designated times.

Legal References: Conn. Gen. Stat. § 10-220

Policy References: 1255 Civility Policy

Regulation approved: November 6, 1989
Regulation revised:

WESTON PUBLIC SCHOOLS
Weston, Connecticut

Second Reading – August 19, 2013

4148.1

Personnel—~~Certified~~

Use of Physical Force

A teacher or other person entrusted with the care and supervision of a minor for school purposes may use reasonable physical force upon minor when and to the extent he reasonably believes it is necessary to protect him/herself or others from immediate physical injury; to obtain possession of a dangerous instrument or controlled substance, as defined in subdivision (9) subsection of Connecticut General Statutes 21a-240, upon or within the control of such minor; to protect property from physical damage; or to restrain such minor or remove the minor to another area to maintain order.

Physical force may not be used as a means of student punishment.

Policy Reference: ~~(c.f. 5114~~ Student Discipline~~/Punishment)~~

Legal Reference: Connecticut General Statutes
53a-18 Use of Rreasonable Pphysical Fforce

Policy adopted: July 16, 1990
Policy revised:

WESTON PUBLIC SCHOOLS
Weston, Connecticut