



Copy Center



Ms. Roberta Recouper, Media Processing Clerk

24 School Road
Weston, CT 06883

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COPY CENTER

The Copy Center budget includes one media processing clerk. Her responsibilities include processing copies for the entire district of approximately 3,000,000 pages from projects ranging from:

- Weston High School Company Playbills
- ShortWarf Playbills
- Winter and Spring Concert Programs
- Budget Book
- Graduation Programs
- High School Year End English Projects
- Athletic Football Programs
- World Language Programs
- National Honor Society Programs
- Envelope printing
- Middle School Newsletter
- Middle School Engineering Notebooks
- Journals
- Student Assessment Materials
- Books and Student Projects.

The Copy Center is also responsible for inter-office mail delivery for the entire school district and town offices.

Copy Center
Weston Public Schools, Weston, CT

<u>2016-2017 Actual</u>				<u>2017-2018 Projected</u>			
<u>Operating Budget FTE</u>	<u>Other Sources FTE</u>	<u>Total FTE</u>	<u>Program</u>	<u>Operating Budget FTE</u>	<u>Other Sources FTE</u>	<u>Total FTE</u>	<u>Change</u>
Non Certified Staff							
1.33	0.00	1.33	Media Processing Clerks	0.83	0.00	0.83	-0.50
<u>1.33</u>	<u>0.00</u>	<u>1.33</u>		<u>0.83</u>	<u>0.00</u>	<u>0.83</u>	<u>-0.50</u>