

Board of Education Regular Meeting

Monday, May 15, 2023 6:00 PM

Weston Middle School Library Learning Commons, 135 School Road, Weston, CT 06883

I. CALL TO ORDER, VERIFICATION OF QUORUM

II. PLEDGE OF ALLEGIANCE

I pledge allegiance, to the flag, of the United States of America, and to the republic, for which it stands, one nation under God, indivisible, with liberty and justice for all

III. APPROVAL OF MINUTES

III.A. Meeting minutes from the April 18, 2023 Weston Board of Education Executive Session.

III.B. Meeting minutes from the April 18, 2023 Weston Board of Education Regular Meeting

III.C. Meeting minutes from the April 25, 2023 Weston Board of Education Executive Session

III.D. Meeting minutes from the April 25, 2023 Weston Board of Education Regular Meeting

III.E. Meeting minutes from the May 8, 2023 Weston Board of Education Executive Session

IV. STUDENT BOARD OF EDUCATION REPRESENTATIVE COMMENTS

IV.A. Discussion with WHS Student Board of Education Representatives

V. PUBLIC COMMENT

VI. OLD BUSINESS

VI.A. Weston Board of Education Policies, Regulations, and Bylaws (second read)

VI.A.1. Discussion and vote on 1325 - Advertising and Promotion

VI.A.2. Discussion and vote on 5141.5 - Suicide Prevention

VI.B. Safety and Security on the WPS Campus

VII. NEW BUSINESS

VII.A. Discussion and vote on new position, Safety and Security Supervisor, as part of the FY24 budget

VII.B. Discussion and vote to request a special appropriation for security from the Town of Weston.

VII.C. Recognition

VII.C.1. Discussion and formal acceptance of a WMS PTO donation to provide funding for an in-person author visit at Weston Middle School. This donation has a value of \$1,250.00.

VII.D. Discussion and Ratification of the Tentative Agreement between Weston Board of

Education and Local 1303-110 of Council 4 AFSCME AFL-CIO, for a collective Bargaining Agreement, Effective July 1, 2023 through June 30, 2026.

VII.E. Personnel Matter - Discussion and vote regarding 2023-2024 compensation for the following positions: Administrative Assistant-Superintendent, Administrative Assistant-Assistant Superintendent, Finance/Facilities Office Manager, Accounting Manager, Payroll Coordinator, Accounts Payable/Accounts Receivable, District Data Coordinator, Information Technology Manager, Data Analyst, Athletic Trainer, Vocational Specialist, BCBA, Nurse Supervisor, Food Services Director

VII.F. Weston Board of Education Policies, Regulations, and Bylaws (first read)

VII.F.1. Discussion on 5113.1: Certificate of Age

VIII. **DISTRICT UPDATES**

VIII.A. Consent Agenda (new hires, resignations, retirements and transfers)

VIII.B. Superintendent Update

VIII.C. Pupil Personnel Services and Special Education Update

VIII.D. Finance and Operations Update

VIII.D.1. Discussion and vote on the April 2023 Financial Report

VIII.D.2. Approval of the FY24 Utility and Facility Rental Rates

VIII.D.3. Approval of the FY24 Tuition Rates for Non-Residents

VIII.D.4. Approval of the FY24 PreK Tuition Rates

IX. **COMMITTEE REPORTS (approved committee minutes and committee chair update, if any)**

IX.A. Communications Committee

IX.B. Connecticut Association of Boards of Education (CABE)

IX.C. Cooperative Educational Services (CES)

IX.D. Curriculum Committee

IX.E. Educational Optimization Committee (EOC)

IX.F. Finance & Operations Committee

IX.G. Negotiations Committee

IX.H. Policy Committee

IX.I. Weston Education Foundation (WEF)

X. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

X.A. There will be a special meeting (recognition) of the Weston Board of Education on Monday, June 5, 2023 at 7:00 PM. This meeting will be in person and will be live streamed.

X.B. The next regular session of the Weston Board of Education has been changed from June 19 to June 20, 2023 at 6:00 PM. This meeting will be remote and will be live streamed.

X.C. Review of Pending Agenda Items for Next Meeting

XI. ADJOURNMENT

Weston Board of Education Executive Session

Tuesday, April 18, 2023 5:00 PM

Weston Middle School Library Learning Commons (Think Tank)

135 School Road

Weston, CT 06883

Absent: Chad Hoepfner

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Bernie Kingsley, Melissa Walker. Present: 6, Absent: 1.

Additional attendees: Lisa Barbiero - Superintendent of Schools

Phillip Cross - Director of Finance and Operations

Chief Ed Henion - Weston Police Department

Captain Matt Brodacki - Weston Police Department

I. **Call to Order, Verification of Quorum**

The meeting began at 5:04 PM

A quorum has been met. Move that the Weston Board of Education begin the executive session. Carried with a motion by Ferraro, Sharon and a second by Kingsley, Bernie.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

II. **Matters relating to safety and security**

III. **Adjournment**

The meeting was adjourned at 6:08 PM

Move that the Weston Board of Education adjourn the executive session. Carried with a motion by Ferraro, Sharon and a second by Walker, Melissa.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

Submitted by:

Bernadette Kingsley, Secretary

Chairperson

Superintendent

Board of Education Regular Meeting

Tuesday, April 18, 2023 6:00 PM
Weston Middle School Library Learning Commons
135 School Road
Weston, CT 06883

Absent: Chad Hoepfner, **Present:** Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Bernie Kingsley, Melissa Walker. Present: 6, Absent: 1.

Additional Attendees:

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent of Schools; Phillip Cross, Director of Finance & Facilities; Tracy Edwards, Director of Pupil Personnel Services; Dan DiVito, Director of Digital Learning and Technology; Michael DelMastro, Director of Facilities; Building Principals, Meghan Ward, Dan Doak, Patricia Falber, Laura Kaddis; Mark Berkowitz, Athletics Director; Ed Henion, Chief of Police Weston Police Department; Matthew Brodacki, Captain Weston Police Department.

I. **CALL TO ORDER, VERIFICATION OF QUORUM**

The meeting began at 6:13 PM.

A quorum has been met. Move that the Weston Board of Education begin the April 18, 2023 meeting. Unseconded with a motion by Ezzes, Steven.

II. **PLEDGE OF ALLEGIANCE**

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

III. **APPROVAL OF MINUTES**

A. **Meeting minutes from the March 13, 2023 Weston Board of Education Regular Meeting**

Move that the Weston Board of Education approve the March 13, 2023 Board of Education meeting minutes. Carried with a motion by Walker, Melissa and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

IV. **STUDENT BOARD OF EDUCATION REPRESENTATIVE UPDATE**

Student representatives were unavailable this evening because of conflict relating to sports events.

V. **PUBLIC COMMENT**

The following individuals spoke during public comment:

Amy Kllimek - Joanne Lane
Megan Eliot - Timbermill Lane

Lindsey Brink - David Hill Road
Kyle DeVoe - Messex Lane
Lindsey Bennett - Georgetown Road
Martin Mohabeer - Hyde Rodge Road
Michelle Andrews - Saugatuck River Road
Laura Cooper - White Birch Road
Michael Guido - Davis Hill Road
Christina Koether - Steep Hill Road
Ian Kraus - Goodhill Road
Christine Harris - September Lane
Julia Kosinski - Lords Highway
Ruth Israely - Nordholm Drive
Adam Kllimek - Joanne Lane
Michael McCarthy - Birch Hill Road
Steven Krasner - Briar Oak Lane
Amy Jenner - White Oak Lane
Alex Viafore - Joanne Lane
Jennai Williams - Old Hyde Lane
Maria Rowbotham - Kettle Creek Road
Kathryn Ferrero - Woodchuck Hill Road (spoke after security presentation)

VI. **NEW BUSINESS**

A. **Safety and Security on the WPS Campus**

During public comment, members of the public expressed their concern with regard to recent school shootings, and they stated they want additional measures to be taken to ensure the safety of children and staff within the building. Chief Henion and Captain Brodacki were present to discuss safety and security protocols for Weston Public Schools. They went over the current process and also discussed ways to enhance security within the buildings and campus. They also explained that not all safety measures can be disclosed. However, they provided as much detail as possible.

B. **Weston Board of Education Policies, Regulations, and Bylaws (first read)**

1. **Discussion: 1325 - Advertising and Promotion**

Melissa Walker went over the policy updates. The policy committee vetted these updates twice before bringing the revisions to the board. The focus was streamlining the process of where and when banners can be displayed, consistency of banner sizing, and delineating which organizations have first right of refusal of specific fields. This policy will now be brought back to the Board at the May meeting for a second read and approval.

2. **Discussion: 5141.5 - Suicide Prevention**

Tracy Edwards took the lead on reviewing and updating this policy. The revised policy clearly outlines the process we

follow here in Weston. Ms. Edwards stated that additional training, as a result of the revisions, would be discussed and brought forth through professional development. This policy will now be brought back to the Board at the May meeting for a second read and approval.

VII. OLD BUSINESS

A. **Weston Board of Education Policies, Regulations, and Bylaws (second read)**

1. **Discussion and vote: 6153 - Field Trips and Community Service**

Dr. Henckel informed the Board that a change in language was made which offers an administrator flexibility in the ratio of chaperones to students based on students' age and destination of the trip.

Move that the Weston Board of Education approve Policy 6153 - Field Trips and Community Service Carried with a motion by Ezzes, Steven and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

2. **Discussion and vote: 3280 - Gifts, Grants and Bequests to the District**

Melissa Walker and Superintendent Barbiero went over the revisions to Gifts, Grant and Bequests to the District. The policy had not been reviewed in a very long time. The policy outlines the approval process based on the value of the gift. The policy is designed to have oversight of gifts or donations to ensure they are in line with the district missions.

Move that the Weston Board of Education approve Policy 3280 - Gifts, Grants and Bequests to the District Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0
Move that the Weston Board of Education approve Policy 3280 - Gifts, Grants and Bequests to the District Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

VIII. DISTRICT UPDATES

A. Consent Agenda (new hires, resignations, retirements and transfers)

Move that the Weston Board of Education accept the consent agenda as presented. Carried with a motion by Walker, Melissa and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

B. Superintendent Update

Superintendent Barbiero asked Principal Ward to provide an overview of the NEASC visit that will be taking place. NEASC oversees high school accreditation. A visiting team of 5 members will come and spend 2 days at WHS. During this time they will meet with students, parents and teacher focus groups and they will also meet with building administrators. Principal Kaddis mentioned that Assistant Principal Givoni attended a Hurlbutt faculty meeting and talked about The Portrait of the Graduate. The faculty at HES was excited to see how all the work they do at the lower levels feeds into student learning and culminates at the high school level. It was helpful to see the connections. Assistant Superintendent Henckel gave an update about the Tri-State Consortium. They spent two and a half days here. During the visit they engaged in focus groups with students and teachers, and had interviews with administrators, Board and central office administrators. The focus of this visit was related to K-12 math.

Superintendent Barbiero also mentioned a virtual webinar that Mr. Divito and the SROs provided information relating to internet safety. The focus was understanding internet and online security.

C. Pupil Personnel Services and Special Education Update

Tracy Edwards provided a PPS update. Amy SPEiser started on Monday as the new Assistant PPD Director of grades 4-8. We continue to actively recruit an Assistant Director of PPS for the high school. On March 21 we hosted a meeting for families focused on reading an IEP in the CT-SEDS. Ms Edwards expressed her appreciation for parents and staff patience as we navigate the new system. Many families responded to the survey that was distributed regarding potential counseling support after school hours. The data will be reviewed and next steps identified. The eLC lottery took place in January. Initial deposits are due on April 28. At this time, all families are able to be accommodated. Focused on work that needs to be accomplished at the end of the school year as well as planning for the upcoming school year. Families of students attending ESY have received some information and there is more to follow.

D. Finance and Operations Update

Phillip Cross provided a financial update. The Facilities and Operations committee did not meet in April. This update is related

to the budget. A slight adjustment to the budget was made. We were able to cure lower rates for utilities, health insurance and diesel. We did have a slight increase for copy paper and an increase in the anticipated employee/employer rate for the pension plan. Overall, we're looking at a reduction of \$102,535 or .18% reduction. We will be transferring the EV charging station to our operating budget for this year. We did remove that from our budget from next year. We also did remove the replacement of the LED lighting and the D/E wing of the high school from the capital budget to the operating budget and we discussed that we have our placeholder of approximately \$75,000.

IX. **COMMITTEE REPORTS (approved committee minutes and committee chair update, if any)**

- A. Communications Committee
- B. Connecticut Association of Boards of Education (CABE)
- C. Cooperative Educational Services (CES)
- D. Curriculum Committee
- E. Educational Optimization Committee (EOC)
- F. Finance & Operations Committee
- G. Negotiations Committee
- H. Policy Committee
- I. Weston Education Foundation (WEF)

X. **NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION**

- A. The next regular session of the Weston Board of Education will be May 15, 2023 6:00 PM. This meeting will be remote and will be live streamed.
- B. Review of Pending Agenda Items for Next Meeting

XI. **ADJOURNMENT**

Move that the Weston Board of Education adjourn the April 18, 2023) meeting. Carried with a motion by Walker, Melissa and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

Respectfully submitted by:

Jodi Sacchetta

Chairperson

Superintendent

DRAFT

Weston Board of Education Executive Session

Tuesday, April 25, 2023 5:30 PM

Remote Session

Absent: Peter Gordon

Present: Steven Ezzes, David Felton, Sharon Ferraro, Chad Hoepfner, Bernie Kingsley, Melissa Walker.

Present: 6, Absent: 1.

Additional Attendees: Lisa Barbiero, Superintendent Ann Leffert, Interim Director of Human Resources

I. Call to Order, Verification of Quorum

The meeting began at 5:31 PM

A quorum has been met. Move that the Weston Board of Education begin the Executive Session. Carried with a motion by Ezzes, Steven and a second by Kingsley, Bernie.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Chad Hoepfner: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

II. Matters Pertaining to Personnel: Discussion regarding Director of Human Resources candidate and contract.

III. Adjournment

The meeting adjourned at 5:58 PM.

Move that the Weston Board of Education adjourn the April 25, 2023 Executive Session. Carried with a motion by Ferraro, Sharon and a second by Walker, Melissa.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Chad Hoepfner: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

Respectfully Submitted by:

Bernadette Kingsley

Chairperson

Superintendent

Weston Board of Education Special Meeting

Tuesday, April 25, 2023

6:00 PM

Remote Session

Absent: Peter Gordon, **Present:** Steven Ezzes, David Felton, Sharon Ferraro, Chad Hoepfner, Bernie Kingsley, Melissa Walker.

Present: 6, Absent: 1.

Additional Attendees:

Lisa Barbiero, Superintendent

Tina Henckel, Assistant Superintendent

Phillip Cross, Director of Finance and Operations

Tracy Edwards, Director of Pupil Personnel Services

Daniel DiVito, Director of Digital Learning and Technology

Building Principals Meghan Ward, Dan Doak, Patricia Falber and Laura Kaddis

Ann Leffert, Interim Director of Human Resources

Paul Rasmussen, Director of Human Resources Candidate

I. **Call to Order, Verification of Quorum**

The meeting began at 6:01 PM

A quorum has been met. Move that the Weston Board of Education begin the April 25, 2023 special meeting. Unseconded with a motion by Ezzes, Steven.

II. **Pledge of Allegiance**

I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.

III. **Matters Pertaining to Personnel: Discussion and vote regarding Director of Human Resources candidate and contract.**

Lisa Barbiero, Superintendent of Schools introduced Ann Leffert, Interim Director of Human Resources. Ms. Leffert provided an overview of the hiring process for this position. We received 18 applications for this job opening. The pool was narrowed down and six candidates were brought in for a first-round interview with the interview committee. Each of the six candidates was given 30-minutes prior to the interview to perform a task, which was then presented and discussed at their interview. From there, the committee evaluated each candidate's interview performance and narrowed down the pool to three candidates. The final three candidates were brought back for a second-round interview with another interview committee, consisting of central office administrators and a board of education member. Prior to returning for this interview, each candidate was given a task to perform which they presented during their interview. After the second-round interviews were complete, the committee vetted the candidates and Paul Rasmussen was the candidate unanimously selected by the committee.

Move that the Weston Board of Education approve the contract for the Director of Human Resources, Paul Rasmussen, with a base annual salary rate of \$158,000 for the 2022-2023 contract year and \$163,000 for the 2023-2024 contract year, and authorize the Board Chairperson to sign the contract on behalf of the Board. The Board shall vote prior to June 30 of each succeeding year on the annual

salary for the Director of Human Resources. Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Chad Hoepner: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

IV. **Adjournment**

The meeting adjourned at 6:18 PM.

Move that the Weston Board of Education adjourn the April 25, 2023 special meeting Carried with a motion by Ferraro, Sharon and a second by Kingsley, Bernie.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Chad Hoepner: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 6, Nay: 0

Respectfully submitted by:
Jodi Sacchetta, Board Clerk

Chairperson

Superintendent

Weston Board of Education Executive Session

Monday, May 8, 2023 5:30 PM
Remote Session

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Chad Hoepfner, Bernie Kingsley, Melissa Walker. Present: 7.

Additional Attendees:

Lisa Barbiero, Superintendent of School; Phillip Cross, Director of Finance & Operations; Ed Henion, Chief of Weston Police; Matthew Brodacki; Captain Weston Police Department

- I. Call to Order, Verification of Quorum
The meeting began at 5:32 PM.

Move that the Weston Board of Education begin the May 8, 2023 executive session. Unseconded with a motion by Ezzes, Steven.

- II. Discussion: matters pertaining to safety and security

- III. Adjournment
The meeting adjourned at 7:39 PM.

Move that the Weston Board of Education adjourn the May 8, 2023 executive session Carried with a motion by Ferraro, Sharon and a second by Walker, Melissa.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Chad Hoepfner: Yea, Bernie Kingsley: Yea, Melissa Walker: Yea

Yea: 7, Nay: 0

Respectfully Submitted By:

Bernadette Kingsley

Chairperson

Superintendent

Policy - 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~~ their 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~~ their 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~~ Stadium Field, Lower Turf Field, Varsity Baseball Field, and Varsity Softball Field. Only these locations have been approved for banner placement. There shall be no more than a total of twenty (20) banners in place at any time on each field with the specific locations, specific size, and duration of display for such banners to be approved and identified by the Superintendent or their designee.

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 or their designee.

Outside of the following, all other request default to the Superintendent or their designee for approval:

- Gridiron Club has right of first refusal for the Stadium Field in the fall,
- The Booster Club has right of first refusal for the Lower Turf in the fall
- The Booster Club has right of first refusal for the Lower Turf and the Stadium field in the spring,
- The Diamond Club has right of first refusal for the Varsity Baseball Field in the spring, and
- The softball team has right of first refusal for the Varsity Softball North House Field in the spring.

Temporary, occasional, outdoor advertising beyond the ~~Football Field and the Varsity Field~~ Stadium Field, Lower Turf Field, Varsity Baseball Field, and Varsity Softball Field as described above may only be displayed with the permission of the Superintendent or their designee.

Outside banners must be taken down at the conclusion of each high school season (fall, winters, spring, summer) and may not be put back up until at least one season has passed.

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~~ their designee.

3. Audio, Video, and Digital Advertising

Any advertising by the school, staff, ~~or~~ students or private interests and other organizations 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~~ their 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.~~

4. 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~~ their 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

Policy revised: , 2023

WESTON PUBLIC SCHOOLS
Weston, Connecticut

DRAFT

**ADMINISTRATIVE REGULATIONS
REGARDING
SUICIDE PREVENTION AND INTERVENTION**

Management of Suicidal Risk

The school cannot be expected to thoroughly evaluate and eliminate suicidal risk. Nevertheless, the Weston Board of Education (the “Board”) is committed to respond in a supportive manner, both aggressively and immediately, to a student who has attempted, has threatened, or is seriously considering attempting suicide. The following procedures shall be implemented toward this end.

- I. Any staff member who becomes aware of a student who may be at risk of suicide must immediately notify the building principal or their designee. This must be done even if the student has confided in the staff member and asked that their communication be kept confidential. The principal or designee will then notify an appropriate Pupil Personnel Services (PPS) administrator.
- II. A PPS staff member (*e.g.*, a social worker or psychologist) shall complete a risk assessment, consider available background information and determine whether the student is at “low risk,” “moderate risk” or “high risk.”
- III. If the student is preliminarily assessed to be “moderate risk”:
 - A. The PPS staff member shall notify the student's parent/guardian the same day or otherwise as soon as possible by calling each contact available to the school.
 - B. During the conversation with the student’s parent/guardian, the PPS staff member shall discuss with the parent/guardian:
 - a. the seriousness of the situation
 - b. the potential need for any evaluations of the student
 - c. The need for continued monitoring of the student at home;
 - d. Referral to appropriate professional services outside the school system if the student is not already receiving support;
 - e. Request for the parent/guardian to sign a release of information form permitting communication between the student’s therapist (if any) and any other appropriate individuals; and
 - f. The student’s access to ongoing counseling within the school.
 - C. The PPS staff member shall document in writing the course of events, including what transpired during the staff member’s conversation with the student’s parent/guardian and the outcome.

- D. The PPS staff member may notify other staff or any other appropriate agencies as necessary to protect the student and others, and may take any other steps they deem appropriate in light of the circumstances (*e.g.*, referral to appropriate outside agencies or school-based teams and/or staff).
 - E. The PPS staff member or the team shall monitor the student's progress and shall consult as necessary with family, outside professionals and school staff.
- IV. If the student is preliminarily assessed to be at "high risk":
- A. The PPS staff member shall ensure that the student is not left alone.
 - B. The PPS staff member shall notify the principal or their designee, who in turn will contact the student's parent/guardian. During the conversation with the student's parent/guardian, the principal or their designee shall discuss with the parent/guardian:
 - a. The seriousness of the situation
 - b. The steps the PPS staff members are taking in response to the preliminary assessment that the student is at "high risk":
 - c. The need for continued monitoring of the student at home at any such time that the student returns home;
 - d. Referral to appropriate professional services outside the school system if the student is not already receiving support;
 - e. Request for the parent/guardian to sign a release of information form permitting communication between the student's therapist (if any) and any other appropriate individuals; and
 - f. The student's access to ongoing counseling within the school to support the student's access to school.
 - C. The principal or designee shall call 911 to arrange for transport of the student to an appropriate evaluation/treatment site by means of emergency vehicle (*e.g.*, ambulance or police cruiser).
 - D. The student shall be monitored by PPS staff until transfer to a higher level of care is complete.
 - E. The PPS staff member shall document in writing the course of events and may take any other steps they deem appropriate in light of the circumstances (*e.g.*, referral to appropriate outside agencies or school-based teams and/or staff).
 - F. The PPS staff member shall inform the principal or their designee of the course of the events and the outcome.
 - G. The PPS staff member may notify any other staff, as necessary to protect the student and others.



Gifts, Grants and Bequests Approval Form

COMPLETED FORM SHOULD BE FORWARD TO THE SUPERINTENDENT'S OFFICE

Gift Value:

Gifts Valued Under \$1,000: Minor gifts valued under \$1,000 require approval by the Superintendent or building principal before being accepted however, do not require formal action by the Board of Education. Minor gifts that require approval of the Superintendent.

- have an impact on the curriculum,
• introduce new programs or procedures,
• produce inequity among the schools or add equipment that would incur further costs to the school system

Gifts Valued \$1,000 to \$3,000: All gifts valued from \$1,000 to \$3,000 require approval by the Superintendent and formal acceptance by the Board of Education.

Gifts Valued Over \$3,000: All gifts valued at over \$3,000 must be approved by the Board of Education before being accepted.

School/Building: HES WIS WMS WHS CO

Name of Donor: WMS PTO

Value of gift(s) being donated): \$ 1250.00

Description:

This donation provides funding for an in-person author visit. Ann Braden, a 2022 Nutmeg Nominee ("The Benefits of Being an Octopus"), will conduct three 40-minute presentations (one per grade level). Ms. Braden's presentation will focus on her writing process. Presentations will be held in the WMS library learning commons on May 2, 2023

Handwritten signature of Daniel Deak

Principal Signature

Handwritten signature of Anna Barbieri

Superintendent Signature

Date: April 25, 2023

Date: 4/25/2023

Board of Education Approval

Not required

Yes (If yes, date of Board of Education Approval:

No

WORKING AGREEMENT

BETWEEN

WESTON BOARD OF EDUCATION

AND

**LOCAL 1303-110 OF
COUNCIL 4 AFSCME, AFL-CIO**

(NON-CERTIFIED EMPLOYEES)

EFFECTIVE

JULY 1, 2023 – JUNE 30, 2026

TABLE OF CONTENTS

	PAGE
ARTICLE I – RECOGNITION	1
ARTICLE II – UNION SECURITY	1
ARTICLE III – HOURS OF WORK AND OVERTIME.....	2
ARTICLE IV – SENIORITY	9
ARTICLE V – HOLIDAYS	11
ARTICLE VI – PENSIONS	12
ARTICLE VII – HEALTH AND LIFE INSURANCE	12
ARTICLE VIII – LEAVES OF ABSENCE.....	14
ARTICLE IX – VACATIONS	17
ARTICLE X – DISCHARGE AND DISCIPLINE	19
ARTICLE XI – GRIEVANCE PROCEDURE	19
ARTICLE XII – MISCELLANEOUS	21
ARTICLE XIII – SAFETY AND SANITATION.....	21
ARTICLE XIV – WAGES	22
ARTICLE XV – MANAGEMENT RIGHTS	28
ARTICLE XVI – NO STRIKES/LOCKOUT	28
ARTICLE XVII – EMPLOYMENT YEAR	28
ARTICLE XVIII – DURATION	29
APPENDIX A – JOB CLASSIFICATION SCHEDULE.....	30
APPENDIX B – WAGE SCHEDULE.....	31
APPENDIX C – SUMMARY OF BENEFITS	32
MEMORANDA OF AGREEMENT.....	33
SIGNATURES	38

WITNESSETH

This Agreement is entered into by and between the Weston Board of Education (hereinafter referred to as the "Board") and Local 1303-110 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO (hereinafter referred to as the "Union").

ARTICLE I RECOGNITION

1.0 The Board recognizes the Union as the sole and exclusive bargaining agent for the purpose of collective bargaining in respect to wages, hours and other conditions of employment for all regular full-time and regular part-time non-certified employees in the custodial department, maintenance department, office personnel (administrative assistants, clerks, aides), para educators, non-instructional aides, computer and library technicians, school health assistants, nurses, and security specialists; excluding the supervisor of building and grounds; administrative assistant(s) to the Superintendent, the director of finance and operations, the director of digital learning and innovation, the director of facilities, the assistant superintendent, the director of human resources, and the director of pupil personnel services; the accounting manager; the payroll coordinator; the purchasing coordinator*; the food service bookkeeper*; the staff accountant; the student activities bookkeeper; the school bookkeeper; the accounts receivable/accounts payable coordinator; the energy education coordinator*; the transportation coordinator; the IT manager; the district data coordinator*; the district data technician/analyst, the district-wide school security coordinator, all other central office employees, the nurse supervisor; supervisors within the meaning of the Municipal Employees Relations Act (MERA); all employees working less than twenty (20) hours per week; and all employees outside the scope of MERA.

** Position has been eliminated and is included for reference purposes in the event it is restored.*

1.1 The term "Board of Education" or "Board", as used in this Agreement, shall mean the Board of Education or its designee.

1.2 The term "Superintendent of Schools" or "Superintendent" as used in this Agreement shall mean the Superintendent of Schools or his/her designee.

ARTICLE II UNION SECURITY

2.0 The Board agrees to deduct from the paycheck of each employee who is a member of the Union and who has voluntarily signed an authorized payroll deduction card a sum certified in writing by an authorized official of the Union as the amount for monthly Union dues. Such authorization shall be delivered to the Board and shall continue in effect until revoked by the employee by written notice to the Union and the Union has notified the Board by written notice that the employee no longer desires to be a member of the Union. These deductions shall be made on dates agreed to by the Board and the Union and sent directly to the Union

office. Other payroll deductions may be provided for, as agreed in cooperation with the Superintendent or designee(s).

- 2.1 The Union agrees to indemnify and hold the Board harmless against any and all claims, demands, suits or other forms of liability that shall or may arise out of, or by reason of, actions taken by the Board for the purpose of complying with the provisions of this article.
- 2.2 The Board shall submit to the Union via a secure upload site provided by the Union an Excel spreadsheet containing the following information: Each bargaining unit employee's name, job title, worksite location, work telephone number, date of hire, work electronic mail address, home address and, if authorized by the employee via written authorization provided to the Union, the employee's home telephone number, personal cellular mobile telephone number, and personal electronic mail address if on file with the Board. Any written authorization required under this subsection may be revoked by the employee at any time and such authorization or revocation shall be provided to the Union. The Board shall provide the Union such information, if possible, with real-time electronic transmission of new hire data but in no event later than ten days after such employee is hired or the first pay period of the month following the hiring of such employee, whichever is earlier.

ARTICLE III HOURS OF WORK AND OVERTIME

- 3.0 Hours of work shall be determined by the Board consistent with operational requirements in the interest of education in the Weston school system. The normal workweek shall be from Monday through Friday in accordance with the existing schedule, provided however that the Board reserves the right to establish Tuesday through Saturday shifts for custodial and/or maintenance employees employed after July 1, 2004. The Board further reserves the right to establish Sunday through Thursday work shifts ("Alternative Shift Schedule") for groundskeepers employed after July 1, 2012. Employees will be given two (2) weeks' notice prior to any changes in any schedule.
- 3.1 Meal periods and compensation therefor, if any, shall be as follows: (a) full-time, day employees shall receive a thirty (30) minute lunch period, with pay, to be taken at a time determined by the Superintendent or his/her designee; and (b) full-time, eight (8) hour night employees, who are scheduled to start work at 2:30 p.m. or later, will receive a thirty (30) minute meal period with pay.
- 3.2 All hours worked and paid for by the Board of Education in excess of eight (8) hours in any one (1) day shall be paid at the rate of time and one half.
- 3.3 All hours worked and paid for by the Board of Education in excess of forty (40) hours in one (1) week shall be paid at the rate of time and one half.
- 3.4 All hours worked on Sunday, except as part of an Alternative Shift Schedule as described in Section 3.0 above, shall be paid at the rate of double time (2x). For those on an Alternative Shift Schedule as described in Section 3.0 above, all hours worked on Saturday shall be paid at the rate of double time (2x). Hours worked as part of an Alternative Shift Schedule shall be paid at straight time unless they constitute overtime as provided under Sections 3.2 or 3.3 above.

- 3.5 All hours worked on a date actually celebrated as a contractual holiday under the provisions of Article V and paid for by the Board of Education shall be paid at the rate of double time (2x) plus the normal holiday pay.
- 3.6 When it is necessary to close school because of emergencies such as inclement weather, power loss, flooding, etc., fifty-two (52) week employees who report to work no later than two (2) hours beyond normal starting time shall be paid for their first two (2) scheduled hours of work and each additional hour worked. Fifty-two (52) week employees who are unable to get to work may charge the day to personal leave or an earned vacation day or will be granted a leave of absence without pay. Early Dismissal - in the event that it is necessary to close school before the completion of a normal school day (early dismissal), all non-fifty-two (52) week employees who are at work at that time will be paid for their complete normal working day, provided they leave after being released by the principal or his/her designee no earlier than one-half hour after the last school bus has left their school. Such employees assigned to work in the central office shall leave after being released by the Superintendent or his/her designee no earlier than one-half (1/2) hour after the last bus in the system has departed. Delayed Opening - in the event that it is necessary to delay the opening of school for any reason, all non-fifty-two (52) week employees who report to work at the prescribed delayed time will be paid for their complete normal working day. The foregoing provisions do not apply to custodial, groundskeeper, and maintenance staff, who are required to report to work as assigned for snow removal.
- 3.7 The Board shall determine when overtime shall be worked. Employees shall be required to work such reasonable amounts of overtime as scheduled by the Board on a rotating schedule established by the Board. Failure to accept an overtime assignment shall place that employee on the end of the overtime assignment list, provided that repeated failure to accept overtime assignments (more than two (2) failures in a row or four (4) failures in any sixty (60) calendar day period if the employee was given at least twenty-four (24) hours' notice of the overtime assignment) shall result in disciplinary action. Overtime for facilities employees (custodian/groundskeepers and maintenance) due to snow removal or storm clean-up ("Storm Overtime") is mandatory. Any refusal to accept Storm Overtime of up to eight (8) hours per calendar day will result in disciplinary action. Storm Overtime shall not be mandatory for a particular employee when 100% of the refused Storm Overtime shift occurs on either; (i) the employee's approved vacation day, (ii) a school holiday listed in Article V, Section 5.0 of this Agreement in which the employee is not otherwise scheduled to work, or any other day during which the employee is not otherwise scheduled to work. However, employees refusing Storm Overtime will otherwise be subject to the requirements listed in this section. Employees absent from work on a Friday due to sick leave shall not be eligible for that weekend's overtime assignments, and employees absent from work on a Monday due to sick leave shall not be eligible for work on the following weekend. The Board will endeavor to give employees advance notice of overtime work whenever possible, but nothing herein will require the Board to provide a specific amount of notice of overtime work. In the event that a facilities employee refuses Storm Overtime as a result of being sick, that employee will be required to provide a note from his/her health care provider stating (1) that the employee was ill at the time of the Storm Overtime shift refused and (2) that the employee is able to return to work.

- 3.8 Any employee who is called to work in extenuating circumstances for a period not contiguous to his or her regular shift shall receive a minimum of three (3) hours pay at the applicable rate. Multiple callbacks occurring within the same three (3) hour period (the “Initial Period”) shall be considered the same call. The employee will not receive more than the guaranteed minimum of three (3) hours for multiple callbacks within the Initial Period.
- 3.9 At the direction of the administration, Security Specialists will be required to work on all teacher and/or staff professional development days. Security Specialists will also be required, at the direction of the administration, to work during the time of such professional development when there is a delayed opening or early dismissal scheduled for that purpose. Notwithstanding any provision in Article III to the contrary, any hours worked by Security Specialists during professional development will be paid at straight time unless the total hours worked in a given work week exceed forty (40) hours or in any one day exceed eight (8) hours. Security Specialists will be notified of when they will be required to work the additional time described in this Section by the August 15 preceding the date(s) on which they will be required to work such additional time.
- 3.10 Before using any help from outside of the bargaining group during school hours for custodial work, the Board shall first offer such opportunities to any other custodial employees whose shifts permit them to perform the work in addition to their scheduled shift. The Board will notify the custodial employees who are available for the assignment of the length of the needed assignment. If no other custodial employee is available and interested in the assignment as described by the Board, the Board may use an outside contractor(s) to perform the work. If the Board determines that the assignment is projected to last more than five (5) working days, and there is insufficient availability and interest from other custodial employees to cover all shifts within the assignment, the Board may use an outside contractor(s) for all remaining shifts of the needed assignment. Notwithstanding the foregoing, the Board reserves the right to continue to utilize bargaining unit employees from other classifications to work custodial shifts and to determine the length of shifts. The Board further reserves its right to choose whether to fill shifts or any part of shifts, and otherwise reserves all of its management rights.
- 3.11 Certain 182 day employees may be required to work an additional day for a total of 183 days in any school year. If certain employees will be required to work an additional day in a school year for a total of 183 days, those employees will be notified of the date they will be required to work by the July 1 preceding the school year in which they will be required to work such additional day.
- 3.12 The language in this section will supersede the Memorandum of Understanding between the parties ratified by the Board on May 15, 2017
1. In accordance with Section 3.7 of this Article III, overtime for facilities department employees will be assigned on a rotating schedule. Facilities department employees include custodians, groundskeepers, maintenance employees, and security specialists. The Board will establish lists of each classification of facilities department employees to be assigned overtime which will be in seniority order (“District List”). In addition, the Board will establish a list of custodians, and a list of security specialists, at each of the four (4) school buildings in seniority order (“Building List”).

2. When assigning overtime for custodial work in a particular school building, the Board will follow this process:
 - (a) The overtime assignment will be offered to the individual on the custodian Building List for that school whose name appears immediately after the last individual on such custodian Building List who was offered an overtime assignment in the building.
 - (b) If the employee in subsection (a) above does not accept the assignment, the Board will offer the overtime assignment to the next person on such custodian Building List, and so on.
 - (c) If no custodian on such custodian Building List accepts a given overtime assignment, then the same process will be followed using each of the other facility department District Lists in the following order: (1) custodians; (2) groundskeeper; (3) maintenance; (4) security.
 - (d) If no one on any of the facilities department District Lists accepts the overtime assignment, the Board may (i) use individual(s) from outside the bargaining group to perform the overtime assignment and/or (ii) assign mandatory overtime to custodians in reverse seniority order.
3. When assigning overtime for grounds-keeping work, the Board will follow this process:
 - (a) The overtime assignment will be offered to the individual on the groundskeeper District List whose name appears immediately after the last individual on the groundskeeper District List who was offered an overtime assignment.
 - (b) If the employee in subsection 4(a) above does not accept the assignment, the Board will offer the overtime assignment to the next person on the groundskeeper District List, and so on.
 - (c) If no groundskeeper on the groundskeeper District List accepts a given overtime assignment, then the same process will be followed using each of the other facility department District Lists in the following order: (1) custodians; (2) maintenance; (3) security.
 - (d) If no one on any of the facilities department District Lists accepts the overtime assignment, the Board may use individual(s) from outside the bargaining group to perform the overtime assignment and/or assign mandatory overtime to groundskeepers in reverse seniority order.
4. Overtime for security specialists shall only be offered to security specialists as follows:
 - (a) The overtime assignment will be offered to the individual on the security Building List for that school whose name appears immediately after the last individual on such security Building List who was offered an overtime assignment in the building.
 - (b) If the employee in subsection (a) above does not accept the assignment, the Board will offer the overtime assignment to the next person on such security Building List, and so on.

- (c) If no security specialist on such security Building List accepts a given overtime assignment, then the same process will be followed using the security District List.
 - (d) If no one on the security District List accepts the overtime assignment, the Board may use individual(s) from outside the bargaining group to perform the overtime assignment and/or assign mandatory overtime to security specialists in reverse seniority order.
- 5. As the work performed by maintenance department employees is often specialized (plumbing, electrical, carpentry, etc.), the Board may assign overtime for specialized work to the individual maintenance employee with the specialized skill.
- 6. Except as provided in Section 8 below, non-specialized overtime work for maintenance shall be offered as follows:
 - (a) The overtime assignment will be offered to the individual on the maintenance District List whose name appears immediately after the last individual on the maintenance District List who was offered an overtime assignment.
 - (b) If the employee in subsection 7(a) above does not accept the assignment, the Board will offer the overtime assignment to the next person on the maintenance District List, and so on.
 - (c) If no maintenance employee on the maintenance District List accepts a given overtime assignment, then the same process will be followed using each of the other facility department District Lists in the following order: (1) custodians; (2) groundskeepers; (3) security.
 - (d) If no one on any of the facilities department District Lists accepts the overtime assignment, the Board may use individual(s) from outside the bargaining group to perform the overtime assignment and/or assign mandatory overtime to maintenance employees in reverse seniority order.
- 7. In the event that non-specialized overtime work for maintenance is on a special project, the Board may continue to use the same employee assigned overtime in accordance with Section 6 above until the special project is complete. If such employee(s) is unavailable to work the overtime due to illness or other permitted absence, the District will assign the overtime work in accordance with this Agreement to another maintenance employee pursuant to Section 6 above. Non-specialized maintenance special project work is work assigned within a regular or overtime shift that has not been completed within the shift, or which lasts for two or more consecutive days, so long as the work does not continue indefinitely on a regular basis.

8. If overtime is scheduled for non-maintenance special project work, the employee(s) assigned to the project will be scheduled to work the overtime on the project. If such employee(s) is unavailable to work the overtime due to illness or other permitted absence, the District will assign the overtime work in accordance with this Agreement to an employee(s) in the same classification as the employee(s) who is unavailable to work the overtime. Special project work is work assigned within a regular or overtime shift that has not been completed within the shift, or which lasts for two or more consecutive days, so long as the work does not continue indefinitely on a regular daily basis.
 9. The determination of whom to call from a Building List or District List as described above shall be made by an individual outside of the Union bargaining group. Following such determination, other employees, including bargaining unit employees, may contact the employees on the Building List or District List regarding overtime assignments. When an employee is contacted for an overtime assignment, the individual contacting the employee will record whether or not the employee accepted the assignment and the length of the assignment. Notwithstanding the foregoing, the Board is not required to offer overtime assignments on an equal time basis. Rather, assignments will be offered on a rotating basis regardless of the length of the assignments, consistent with the provisions of the Contract and this Agreement.
 10. The Board reserves the right to assign overtime, to determine whether overtime will be assigned, and the length of any overtime assignment.
 11. Notwithstanding the foregoing, the provisions of Section 3.7 of this Article III remain in force. Further, the Board reserves its rights to use outside services to perform specialized projects and functions in keeping with past practice.
 12. An employee will be considered unavailable for overtime when they are on an approved vacation and during any contiguous holiday or weekend. Unavailability for this reason shall not be considered a “failure to accept overtime” as that terminology is used in Section 3.7 of this Article III. Notwithstanding the foregoing, this Section shall not amend the language of Section 3.8 of this Article III (re: call backs).
- 3.13 The language in this section will supersede Paragraph 6 of the Memorandum of Understanding between the parties ratified by the Board on May 20, 2019.
1. Members of the bargaining group who work in either the Information Technology (“IT”) or Facilities Departments may be given the option of accepting compensatory time or overtime pay for overtime assignments. Overtime pay and compensatory time shall be calculated according to the provisions of this Article III.
 2. For the purposes of this Section 3.13, the positions in the IT and Facilities Departments are as follows:
 - Computer Technician A
 - Computer Maintenance Technician – System
 - Custodian/Groundskeeper
 - Lead Custodian
 - Head Custodian (Elementary)

- Head Custodian (Secondary)
 - Working Grounds Foreperson
 - Maintenance
 - Electrician
 - Utility Systems Mechanic
 - Lead Maintenance
3. If the Board offers the option described in Paragraph 1 above, the Board shall ask the employee whether he/she wishes to be paid at the applicable overtime rate or earn compensatory time at the applicable rate under this Article III or as otherwise required by applicable law (e.g., one and one-half hours of compensatory time for each hour of overtime work). Employees shall not be required to accept compensatory time in lieu of overtime pay.
 4. For any particular overtime assignment, the Board reserves the right to offer overtime work in return for overtime pay only. The Board shall not be required to offer compensatory time in lieu of overtime pay.
 5. Use of compensatory time will be subject to approval under the same approval process used for vacation time as stated in Article IX and subject to the requirements of applicable law.
 6. In the event that a particular employee has not used compensatory time within twelve (12) calendar months of it having been earned, such employee shall be paid for that unused compensatory time. Such unused compensatory time shall be paid at the hourly rate in effect during the contract year in which the compensatory time was earned or as otherwise required by applicable law (e.g., compensatory time earned for all hours worked in excess of forty (40) hours in one (1) week shall be paid at the regular rate earned by the employee at the time the employee receives such payment).

ARTICLE IV SENIORITY

- 4.0 Seniority shall be defined as the length of an employee's continuous service with the Board in a position covered by the bargaining unit since that employee's last date of hire, unbroken by discharge, unauthorized absence, voluntary termination or layoff in excess of the call-back period defined elsewhere herein.
- 4.1 No employee shall attain seniority or other rights under this Agreement until he/she has been continuously on the payroll of the Board of Education for a period of ninety (90) working days when schools are in session. This period shall be extended by one day for each day an employee is absent from work for illness or other cause permitted under Article VIII of this Agreement. During such period, that employee shall be on probation and may be terminated by the Board at its sole discretion for any reason whatsoever, and neither the employee nor the Union, on the employee's behalf, shall have recourse to the grievance procedure provisions of this Agreement.

Medical and life insurance benefits as described in Article VII will commence no later than on the first day of the first full calendar month after the date of employment (provided that employment commences at least fifteen days before the first day of the next calendar month). The accrual of sick leave benefits as described in Article VIII will commence on the first day of the first full calendar month after thirty (30) continuous calendar days. Five (5) sick leave days shall be advanced to a new employee on his/her first day of employment. If the employee leaves the Board's employ before he/she has accrued sick leave taken, he/she shall repay any such advanced and unearned sick leave days upon termination of employment.

- 4.2 Vacation selection and shift selections shall be made on the basis of seniority.
- 4.3 Upon request, the Board will annually furnish the Union with a seniority list showing the length of service of each employee in the bargaining unit and the position assigned to such employee.
- 4.4 Seniority will be one factor considered in making job assignments, including but not limited to, transfers, non-disciplinary demotions, and promotions, along with such other factors as skill and ability, past performance and the needs of the Weston school system. A promoted employee shall be subject to a sixty (60) work day test period in his/her new position when schools are in session. At any time prior to the conclusion of this test period, the administration may determine that the employee is not appropriate for the new assignment. In such a case, the employee shall return to his/her previously held position or a job in the same pay category.
- 4.5 In the event of layoff, the employee with the least seniority within the affected job classifications as listed in Appendix A shall be laid off first. Notwithstanding the foregoing, in its discretion the Board reserves the right to deviate from seniority to retain a less senior employee within the classification based on district needs, and/or special training or experience of potentially-affected employees, provided that the Board shall not exercise this discretion in an arbitrary manner. Employees shall have the right to bump the least senior employee in the same or lower pay grades within the categories they work (i.e., custodial and/or maintenance, secretarial, para educator, nurse) provided that they are capable of performing the work required for the position into which they would bump. Employees shall not be permitted to bump into a higher job classification.

Whenever a bargaining unit position becomes available while any bargaining unit employee who previously held the position is on layoff, it shall be offered to the laid off employee(s) within the applicable category (custodial/maintenance, secretarial, para educator, nurse) in order of their seniority provided that such new assignment does not constitute a promotion. If no such laid off employee accepts the position, the Board may fill the position from other sources in accordance with Section 12.5. Employees shall retain recall rights for eighteen (18) months from the date of layoff, and, upon reinstatement during this eighteen month period, shall be credited for all previously accrued seniority. Notice of recall shall be sent to the individual employee's last known address. It shall be the laid off individual's responsibility to notify the Superintendent of Schools of his/her current address. An individual who declines an offer of re-employment shall forfeit recall rights. Failure to respond in writing to a notice of an opening within ten (10) working days after mailing thereof shall be deemed a refusal to accept re-employment. Returning

individuals must return to work within fourteen (14) calendar days from the date of the mailing of the notification or the date the position becomes open, whichever occurs later.

- 4.6 Whenever a custodian opening becomes available, the opening shall first be offered to current employees within the classification. In order for such employee to be eligible for the opening, he/she must have received an overall “satisfactory” evaluation on his/her last evaluation and must not have had any documented disciplinary incidents within the last twenty-four (24) months.
- 4.7 Seniority lists will be provided in accordance with Section 4.3. Whenever two (2) or more employees have been hired effective the same day, seniority between those employees shall be determined as follows:
- (a) The birthdates (month and day only) will be identified for the affected employees.
 - (b) Twelve (12) slips will be prepared with each slip bearing the name of one of the months of the year and the specific date (January 1, February 1, March 1, etc.). The slips will be placed in a container.
 - (c) A staff member outside of the bargaining group will pull a slip from the container in the presence of representatives from the administration and the Union.
 - (d) Seniority will be established using each birthdate with the birthdate soonest after the selected date indicating the highest seniority, the next soonest after the selected date having the second highest seniority, and so on.

ARTICLE V HOLIDAYS

- 5.0 For employees who are employed on a 12 month or fifty-two (52) week-per-year basis, the following holidays shall be observed as days off with full pay:

New Year’s Day	Labor Day
Martin Luther King Jr. Day	Columbus Day
Presidents’ Day	Veterans Day
Good Friday	Thanksgiving Day
Memorial Day	Day After Thanksgiving
Juneteenth	Christmas Day
Independence Day	Day before New Year's Day

- 5.1 Employees working a schedule corresponding to the school year (182 days) shall be entitled to the following paid holidays:

Labor Day	Martin Luther King, Jr. Day
Columbus Day	Good Friday
Day after Thanksgiving	Memorial Day
Veterans Day	Thanksgiving Day

Juneteenth (only if school is in session)

Employees working a two hundred (200) day calendar shall be entitled to the following paid holidays:

Labor Day	Martin Luther King, Jr. Day
Columbus Day	Day after Thanksgiving
Veterans Day	Good Friday
Thanksgiving Day	Memorial Day
	Juneteenth

- 5.2 The above holidays shall be celebrated on the date declared by the state or federal government, or in lieu thereof, by the Board of Education, as the official day of celebration and only when schools are not in session. In the event school is in session on the above holidays, the Superintendent of Schools or his/her designee shall be solely responsible for determining when such day may be taken, consideration being given to the schedule and work load in each building. Notwithstanding the foregoing, employees working a schedule corresponding to the school year (182 days) shall not be entitled to take Juneteenth as a paid holiday on another date if school is not in session on Juneteenth.
- 5.3 In order to qualify for holiday pay, an otherwise eligible employee shall have worked on the regularly scheduled workdays immediately before and after such holiday (*e.g.*, if the holiday is on a Monday, the employee must have worked on the Friday and Tuesday surrounding that Monday provided such Friday and Tuesday were regularly scheduled workdays), except when the employee is on leave for a previously approved vacation day, personal day, jury duty, emergency leave under Section 8.2, sick day, or as otherwise specifically excused by the Superintendent of Schools or designee.
- 5.4 Employees scheduled to work on holidays deemed to be essential to their religious beliefs may, after appropriate notice to the Superintendent or his/her designee, receive time off for the observance of such holidays by charging the time to available personal leave under Section 8.1. An employee's request for unpaid leave for religious reasons shall be governed by Title VII of the Civil Rights Act of 1964.

ARTICLE VI
PENSIONS

- 6.0 All Weston Board of Education employees in the bargaining unit shall be covered by the Connecticut Municipal Employees Retirement Fund, Plan B.

ARTICLE VII
HEALTH AND LIFE INSURANCE

- 7.0 All eligible employees and their families shall be provided with medical insurance, including riders currently provided, for health and medical benefits. Except as provided below, each eligible employee and his or her eligible dependents will participate in a High Deductible Health Insurance Plan with Health Savings Account (HD-HSA) with a combined

in-network deductible of \$2,000/\$4,000, as more fully described in Appendix C. The Board will contribute sixty-five percent (65%) to the deductible effective September 1, 2023 for active employees participating in the HD-HSA, provided the employee has previously established an HSA account. Effective September 1, 2024, the Board will contribute sixty percent (60%) to the deductible. Effective September 1, 2025, the Board will contribute fifty percent (50%) to the deductible. The Board's contribution to the deductible shall be pro-rated for part-time employees.

The Board's contribution to the deductible will be deposited into the HD-HSA on the first business day in September of each contract year. Notwithstanding the foregoing, for the Fiscal Year 2023-2024 only, 100% of the Board's contribution to the deductible will be deposited into the HD-HSA on July 3, 2023.

In order to be eligible for the HD-HSA plan each employee must make a premium cost contribution through payroll deductions as noted in Section 7.4 below.

- 7.1 HRA. Employees who are not eligible for the HD-HSA can participate in an HRA with the same terms as the HD-HSA except as otherwise provided by law. Employer funding to the HRA shall include a rollover feature allowing any unused HD-HSA deductible funds to be rolled over up to the amount of the deductible

Employees who are eligible for the HD-HSA may choose instead to participate in an HRA with the same terms as the HD-HSA except as provided by law. In the event that such an employee chooses an HRA, the Board's contribution to the deductible will be governed by the terms of Section 7.0 above and Appendix C except as otherwise provided by law.

- 7.2 The Board shall provide dental insurance with an annual calendar year maximum of \$1500 for all staff and their dependents. The amount of coverage will be as follows:

Diagnostic and Preventative Services	100%
Basic Service	80%
Major Service	50%

The employee dental insurance contribution shall be equal to the HD-HSA percentage of contribution as stated in Section 7.4 below.

- 7.3 The Board shall provide life insurance for employees with premiums paid by the Board, in the amount of \$10,000 or the employee's annual salary, whichever is greater.

- 7.4 The premium cost sharing for participating employees is as follows:

Employees' rate of contribution to the HD-HSA for individual, two (2) persons, and family coverage shall be as follows:

- a. 2023-2024: 12% of applicable plan cost commencing July 1, 2023.
- b. 2024-2025: 12.5% of applicable plan cost commencing July 1, 2024.
- c. 2025-2026: 13% of applicable plan cost commencing July 1, 2025.

- 7.5 To be eligible to receive these benefits, each employee must submit a written wage deduction authorization permitting the Board to deduct from the employee's salary his or her share of the cost of benefits set forth above. Each employee will be informed of the

amount of the increase in writing prior to the first or any revised deduction. An employee may forego or withdraw from full coverage rather than pay his or her share of the cost of benefits. An employee who forgoes or withdraws from full coverage rather than pay his or her share of the cost of benefits must satisfy any existing reentry conditions or limitations of the plan.

7.6 Basic provisions of the HD-HSA insurance plan are described in Appendix C, provided actual benefits are set forth in the plan documents themselves.

7.7 The Board shall have the right, upon thirty (30) calendar days prior notice to the Union, to change carriers and/or administrators so long as substantially equivalent coverage is maintained.

7.8 For employees hired prior to July 1, 2004, the Board shall provide and pay 35% of the premium costs for the health insurance benefits specified in Sections 7.0, 7.1, and 7.2 of this Article for all employees who retire under the provisions of Article VI (Pensions) with a combination of age + service years equal to a numerical sum of 70 and who are immediately eligible to receive benefits from the pension plan at the time of retirement. However, the Board will provide this benefit only until the retiree reaches age 65. The benefit described in this paragraph will only be available to those Eligible Employees who retire prior to December 22, 2016.

Employees hired subsequent to July 1, 2004, are covered by MERF Plan B as listed in Article VI only.

7.9 As used in this Article, "premium cost" shall mean the "projected cost" for self-funded plans and the premium cost for fully funded plans.

ARTICLE VIII LEAVES OF ABSENCE

8.0 Sick leave shall be defined as an employee's absence from duty with pay for reasons of personal illness or injury which renders the employee unable to work, except where such illness or injury arises in the course of employment by an employer other than the Board or where such illness or injury is compensable under State law. Except as provided in the third sentence of the second paragraph of Article IV, Section 4.1, each eligible employee will be granted five (5) sick days at the beginning of each fiscal year (July 1). Sick leave shall be earned by each employee at the rate of one and one-quarter (1-1/4) days per month of annual service to an annual maximum total of ten (10) additional sick days. The yearly accrued maximum will not exceed fifteen (15) days. Non-fifty-two (52) week employees will earn a pro-rated maximum total based upon the full year (52 week) maximum of fifteen (15) days. Sick leave not used in any year shall be accumulated to a maximum of one hundred forty (140) days. Upon application, the Board may, in its sole discretion, grant additional sick leave days to any employee who has accumulated one hundred forty (140) sick days and who has an extended illness or injury that exceeds one hundred forty (140) working days.

For employees hired on or before June 30, 2012, upon termination after six (6) years of continuous employment, for any reason other than discharge, the employee shall receive

the accumulated sick leave days in a lump-sum payment to a maximum of forty (40) days. In the event of the death of an employee hired on or before June 30, 2012 who has been employed by the Board for at least fifteen (15) years, the family or the estate of the individual shall receive the accumulated sick leave as a lump-sum payment.

Employees hired on or after July 1, 2012 shall not be entitled to receive payment for accumulated sick days.

Employees may use up to five (5) of their sick leave days accrued during the contract year for family illnesses. Family shall be defined as: spouses, relatives or other persons living in the same household, and parents.

Employees shall continue to have access to sick time in one quarter (1/4), one half (1/2), three quarter (3/4) and full day (1) increments.

- 8.1 Regularly employed personnel will be accorded two (2) personal leave days per calendar year for pressing personal reasons that cannot be conducted outside of the regular work day. Application for such leave must be made as far in advance as is possible, and shall be in writing to the Superintendent or his/her designee. Employees must include a reason for personal leave requests for time taken on or after May 1st of each contract year. Such leave shall be granted in whole or half-day increments, and it must be approved in advance by the Superintendent or his/her designee in a timely manner. Time off under this Section shall be with full pay. One (1) unused personal day may be carried over each year to a maximum accumulation of three (3) days. Under this Section, absence for personal reasons shall not be granted for the day immediately preceding or following any holiday or vacation day listed in the school calendar unless approved by the Superintendent or his/her designee in his/her sole judgment and shall be requested in writing on an application filed with him/her at least one (1) calendar week in advance of the day requested. Upon the prior approval of the Superintendent, employees shall be allowed up to two (2) days with pay per year for the observance of religious holidays when these days come on a scheduled school day.
- 8.2 Regularly employed personnel shall be entitled to emergency leave with pay during the school year as follows:
 1. Up to five (5) days for a death in the immediate family (spouse, child, mother, father, sister, brother, stepchild, stepmother, stepfather, stepsister, and stepbrother).
 2. Up to three (3) days for the death of another relative who is a member of the staff's household or a grandparent, grandchild or in-law (daughter-in-law, son-in-law, mother-in-law, father-in-law, sister-in-law, brother-in-law).
 3. One day for the death of a relative not listed above.
 4. Additional time, dependent upon circumstances, may be granted at the discretion of the Superintendent or his/her designee.
- 8.3 Employees required to serve on jury duty shall be compensated for the difference between their regular salary and the amount received from the court after serving jury duty. It shall be the responsibility of the employee to provide records to the Superintendent or his/her designee to verify such service.

- 8.4 For those employees hired prior to July 1, 1987, the Board shall, for a period not to exceed fifty two (52) weeks, supplement workers' compensation for employees injured on the job as a result of an injury determined under the Workers' Compensation Act to have been a job-related injury by the difference between workers' compensation and their normal weekly earnings, excluding overtime and premium pay. Employees hired on or after July 1, 1987 shall receive the supplemental benefits of this Article for a period not to exceed twenty-six (26) weeks.
- 8.5 Childbearing leave shall be provided consistent with federal and state law.
- 8.6 Sick leave as provided above under Section 8.0 shall be used only for sickness or off-the-job injury.

Employees shall be required to produce, upon request of the Superintendent of Schools or designee, a physician's certificate in the following circumstances, as further described below:

1. Employees who are absent for more than three (3) consecutive scheduled workdays or on any day immediately before or after a paid holiday or vacation period shall be required to produce a physician's certificate at their own expense upon request.
 2. The Board may request, and employees shall be required, to produce a physician's certificate in cases where the Superintendent of Schools or designee suspects the employee is abusing sick leave. In such cases, the Board will reimburse the employee for the expense of the physician's certificate.
 3. During the course of any paid or unpaid leave granted for medical reasons (including leave due to work-related injuries or illness) which extends for more than ten (10) work days, the Superintendent of Schools may periodically require an employee to provide a statement from his/her physician indicating the anticipated date the employee will return to work and either the nature of the illness or the disability or the fitness of the employee to return to work. The Superintendent may require the employee to undergo an examination by a Board appointed physician to verify this information.
 4. Employees who hold more than one (1) assignment, and who report, on any given day, that they are sick for one (1) assignment but not the others will be required to provide a physician's certificate for the portion of the day in which they report sick.
- 8.7 Upon request, the Superintendent or his/her designee may, in his/her sole discretion, grant an employee a leave of absence without pay, and neither the employee, nor the Union on the employee's behalf, shall have recourse to the grievance procedure provisions of this Agreement as a result of any action taken or not taken by the Superintendent under this Section. An employee granted such a leave for medical reasons, verified in writing by a physician, shall receive insurance benefits provided under Article VII for a period of one year from the commencement of the leave. An employee granted an unpaid leave due to an illness in the family shall receive insurance benefits set forth in Article VII for a period of sixty (60) days from the commencement of the leave. An employee granted an unpaid leave for other reasons shall receive insurance benefits for a period of thirty (30) days from the commencement of such leave.
- 8.8 Sick leave benefits will commence in accordance with the provisions of Section 4.1.

8.9 With regard to any leave of absence granted to an employee under any Section of this Article (excluding sick leave), the following rules shall apply: An employee intending to return from a leave at the commencement of a school year shall file a notice of such intention with the Superintendent of Schools on or by April 1, preceding the scheduled date of return. Employees required to return on a date other than at the commencement of a school year shall file a notice of intent to return on or by the date established by the Superintendent of Schools at the commencement of the leave. An employee who fails to file a notice of intent to return with the Superintendent of Schools by the required date shall be deemed to have resigned from the employ of the Board of Education effective on the date established for the filing of the notice.

ARTICLE IX
VACATIONS

9.0 Each full-time 12-month employee, upon completion of the following service as of August 31, shall receive vacation leave as follows effective July 1 of that year:

- (a) Newly hired 12-month employees, shall accrue vacation days at the rate of one (1) day per two (2) months of employment in their first year of employment. Such accrued vacation days shall not exceed five (5) days. For the purposes of this subsection, the accrual of vacation days during an employee's first year of employment will begin on the employee's actual date of hire.
- (b) Employees with seven (7) or more months of service by the August 31 following their date of hire shall be credited with one year of service for purposes of determining vacation days and will be eligible for ten (10) vacation days effective July 1 of that year.
- (c) Employees with less than seven (7) months of service by the August 31 following their date of hire shall continue to accrue vacation days at the rate of one day per two months of employment to a maximum of six (6) vacation days in their first full (12 months) calendar year. (Example: An employee hired in March shall accrue two vacation days by June 30th and will accrue six vacation days effective July 1st through the remainder of the full 12-month work year.)
- (d) In all cases, employees in these categories are not eligible to carry over vacation days into the next contract year, until they are credited with the full year ten (10) days vacation allotment.

Thereafter, vacation accrual shall be as follows.

1 year	-	10 days
5 years	-	15 days
11 years	-	20 days
16 years	-	21 days
17 years	-	22 days
18 years	-	23 days
19 years	-	24 days

20 years - 25 days

- 9.1 All vacations are subject to the written approval of the school administrator and the Superintendent of Schools or his/her designee. Approval of requested vacations shall be based upon the best interests of the Weston school system. Vacations shall be taken only during times specifically approved by the Superintendent of Schools or his/her designee. Vacations shall not be capriciously or arbitrarily denied. All requests for vacations during the months of July and August shall be made no later than May 30 and shall be acted upon by the Superintendent of Schools or his/her designee no later than ten (10) working days from the date of submission unless good cause exists for delay. All other requests for vacation shall be made no later than twenty one (21) days in advance of the requested vacation and shall be acted upon by the Superintendent of Schools or his/her designee no later than ten (10) working days from the date of submission unless good cause exists for delay. The Superintendent of Schools shall designate consecutive weeks, normally during the months of July and August or during school vacations, as the vacation period for all employees eligible for vacation benefits under this Agreement. If conflicts exist concerning vacation, seniority within the building shall take preference. If conflict exists concerning vacation for custodial, maintenance, and grounds employees, seniority within the district shall take preference. The foregoing schedules may be modified by the Superintendent or his/her designee if operational needs require, or in case of compelling personal hardship.
- 9.2 Holidays which fall within the vacation period shall be counted as holidays rather than vacation days. Days on which a staff member has an approved vacation day, and on which the Superintendent has closed school and instructed the staff member not to report to work, shall be counted as emergency closing days and not charged as vacation days.
- 9.3 Up to five (5) days vacation leave may be carried over for one (1) additional year, upon the prior approval of the Superintendent or his/her designee.
- 9.4 Subject to the provisions of Section 9.0 above, length of service for the purpose of vacation eligibility shall be computed from the employee's date of hire.
- 9.5 Employees who are entitled to receive vacations shall receive vacation pay based upon their normal straight-time earnings.
- 9.6 Upon termination of employment, for any reason other than discharge, employees shall be paid at their then rate of pay for all unused accrued vacation days.
- 9.7 Vacation days will only be granted in half-day increments and will not be approved during the five (5) work days after the close of the school year and during the ten (10) work days before the opening of the new school year unless otherwise approved by the Superintendent of Schools or his/her designee as a special exception.

ARTICLE X
DISCHARGE AND DISCIPLINE

- 10.0 No employee shall be discharged or disciplined without just cause.
- 10.1 Disciplinary actions shall normally include: (a) verbal warning, (b) written warnings, (c) suspension without pay, and (d) discharge. Such actions shall normally be applied in a progressive disciplinary fashion. However, it is also recognized that the specific nature or seriousness of the offense may render progressive discipline inapplicable to the situation. In those situations the Board shall apply discipline appropriate to the infraction.
- 10.2 Any employee who is absent without notice for a period of three (3) consecutive workdays will be considered to have voluntarily resigned, unless the employee can demonstrate that the giving of such notice was impossible.

ARTICLE XI
GRIEVANCE PROCEDURE

- 11.0 A grievance is hereby defined as a claimed violation of the meaning, application or interpretation of this Agreement. A grievance must be in writing and in addition may be discussed orally and must set forth the specific section(s) of the contract alleged to have been violated, a short statement of facts and the relief requested.
- 11.1 The purpose of the grievance procedure shall be to resolve, at the lowest possible administrative level, issues that may arise from time to time with respect to the provisions of this Agreement. It is therefore urged that the parties attempt to resolve informally all disputes. All grievances shall be in writing and must be filed with the building principal or the employee's non-bargaining unit supervisor, whomever the Superintendent designates, within twelve (12) workdays of the time the grievant knew of or should have known of the act or omission registered in the complaint.
- 11.2 Grievances shall be processed in accordance with the following steps and time limits.
- 11.3 Step I. The written grievance shall be taken up between the employee and/or his/her steward and the principal or non-bargaining unit supervisor within ten (10) workdays of the submission of the written grievance. The principal or supervisor shall answer the grievance in writing within ten (10) working days after the meeting with the employee and/or Union representative.
- 11.4 Step II. If the employee is dissatisfied with the answer at this level, the employee or Union may file a written appeal within five (5) working days of the receipt of the answer at Step 1 with the Superintendent of Schools or his/her designee. The Superintendent of Schools or his/her designee shall hold a meeting with the grievant, steward and one (1) Union officer within eight (8) workdays of the receipt of the written appeal and shall issue an answer in writing within five (5) work days of the meeting.

- 11.5 Step III. If the employee or the Union is dissatisfied with the response of the Superintendent of Schools or his/her designee, the employee may file a written appeal within five (5) working days of the receipt of the answer in Step II with the Board of Education. The Board of Education or its designated committee shall hear the grievance within fifteen (15) days from receipt of the employee's written appeal and shall issue a written answer to the grievance within ten (10) working days of hearing the grievance.
- 11.6 Step IV. If the employee is dissatisfied with the response of the Board of Education, the grievance may be submitted by the Union to the Connecticut State Board of Mediation and Arbitration (CSBMA) for mediation and, if the grievance is not settled in mediation, the grievance may be submitted by the Union for arbitration to the CSBMA or, at the Board's option, the American Arbitration Association (AAA). In cases where the Board has elected to have the grievance submitted for arbitration to the AAA, it will pay any additional costs which may be incurred as a result of using the services of the AAA rather than the CSBMA. Any request for mediation or arbitration shall be in writing and a copy submitted to the Superintendent of Schools. The request for mediation shall be made within ten (10) days of the Board's decision in Step III. The arbitration decision of the CSBMA or the AAA as the case may be, shall be final and binding on both parties.
- 11.7 It is agreed that time is of the essence in the grievance procedure. All time limits, however, may be extended by written agreement between the parties on a case-by-case basis, except for the time of the original filing of the grievance. Any step of this grievance procedure may be omitted by written mutual agreement of the parties. Any grievance not taken to a higher step in the grievance procedure in accordance with the above time limitations shall be deemed settled on the basis of the last decision rendered by the Board and shall not be subject to further processing.
- 11.8 Except as otherwise provided in Section 11.6 any costs arising as a result of arbitration shall be borne equally by both sides.
- 11.9 The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasonings and conclusions on the issue submitted. The arbitrator shall not have the authority to modify, change or amend this Agreement.
- 11.10 The procedure established in this Article shall be the exclusive means for determining whether a breach of this Agreement has occurred.
- 11.11 Nothing herein shall be construed as prohibiting an aggrieved party from handling his/her own grievance if he/she so desires through Step III of the grievance procedure in Section 11.5, but no agreement shall be made that is contrary to any of the terms of this Agreement.
- 11.12 If the employee so desires he or she may be represented by the Union at any step of these proceedings.

ARTICLE XII
MISCELLANEOUS

- 12.0 In cases where the Superintendent or his/her designee has reason to believe that an employee's physical or mental health may be harmful to himself/herself, to the students, to other employees or staff or to school property, the Superintendent or his/her designee may require the employee to submit to a medical or psychological examination and any follow-up consultation at the Board's expense. The Board will make reasonable efforts to schedule such examination and/or follow-up consultations during day time working hours. If the examination takes place during working hours, the employee shall be compensated for the actual time lost. Copies of any examination report shall be provided to the Superintendent or his/her designee upon request, with copies to the employee and the Union. At the request of the Board, employees shall also be subject to a TB skin test.
- 12.1 In the event any article, section or portion of this Agreement should be held invalid or unenforceable by any court of competent jurisdiction, such decision shall apply only to the specific article, section or portion thereof directly specified in the court's decision. Upon issuance of such a decision and upon request by either party, the parties agree to meet as soon as possible for the purpose of negotiating a substitute for the invalidated article, section or portion thereof.
- 12.2 This Agreement constitutes the entire agreement between the Board of Education and the Union and settles all demands and issues for the term of this Agreement with respect to any and all matters subject to negotiation.
- 12.3 An employee who uses his/her vehicle for a school-related purpose, with the prior approval of the Superintendent or his/her designee, shall receive compensation at the established IRS rate per mile traveled.
- 12.4 Vacancies in the bargaining unit shall be posted for five days before an appointment is made. Appointment shall be at the discretion of the Board.
- 12.5 The terms and conditions of this Agreement supersede the terms and conditions in any other side letters in effect as of July 1, 2015 to the extent such side letters contradict the provisions of this Agreement.

ARTICLE XIII
SAFETY AND SANITATION

- 13.0 The Board of Education will issue the following items of clothing to all custodial and maintenance personnel upon employment:

1 pair work boots	1 winter jacket
1 pair rain boots	5 T-shirts
5 shirts	1 rain gear
5 pants	5 pair/assorted gloves
1 belt	2 sweatshirts

In addition, maintenance staff shall receive five additional shirts, and grounds personnel shall receive one pair of coveralls. Clothing will be replaced once a year on an as needed basis. The staff member shall present the clothing to be replaced to the Supervisor of Buildings and Grounds, who will determine the serviceability of the clothing and its need for replacement. All staff who are provided uniforms are required to maintain them in a good state of repair and cleanliness and to wear them at all times while working for the Weston Public Schools.

- 13.1 The Board of Education reserves the right to contract with a uniform service to provide uniforms for custodians, maintenance and security workers in lieu of the purchase of uniforms elsewhere identified.
- 13.2 The Superintendent or his/her designee and the Union representatives may meet from time to time to discuss safety conditions at the workplace.
- 13.3 Pre-Employment Physical and Human Performance Evaluation – Candidates for employment in job classifications as designated by the Board shall be required to successfully pass a pre-employment physical examination and other Board-designated evaluation(s) as a condition of employment. Such physicals and evaluations are at the expense of the Board and as defined by the Board.
- 13.4 The Board of Education will issue the following items of clothing to all security staff upon employment:

- 1 pair work shoes
- 3 long sleeve shirts
- 2 short sleeve shirts
- 2 pair pants
- 1 winter jacket
- 1 light weight jacket
- 1 rain gear
- 1 rain boots

Clothing will be replaced on an as needed basis. The staff member shall present the clothing to be replaced to the Director of School Facilities, who will determine the serviceability of the clothing and its need for replacement. All staff who are provided uniforms are required to maintain them in a good state of repair and cleanliness and to wear them at all times while working for the Weston Public Schools.

ARTICLE XIV WAGES

- 14.0 When the Board establishes a new job, it shall notify the Union for the purpose of negotiating the wage rate for such job, and such job will be posted for five (5) days. Appointment shall be at the discretion of the Board. Any such new rates shall apply retroactively to the date the job went into effect.
- 14.1 All jobs have been classified in their appropriate grades as a result of negotiations. Job descriptions, grades and rates of pay, therefore have been prepared and established and

are in effect for all present jobs. Where conditions require, the Board will establish new job classifications and the job description therefore, subject to negotiation with the Union. Disagreement between the parties is subject to resolution under the grievance procedure of this Agreement. The parties shall endeavor to update job descriptions during the term of the contract at the request of the local Union president. Such discussions shall be with the president and a bargaining unit member selected by the Union, who may be from the department to be discussed, who shall meet at no loss of pay during regular work hours with administrator(s) selected by management.

14.2 On July 1, 2023, the wage scale set forth in Appendix B for the listed job classifications in Appendix A shall become effective for all employees covered by this Agreement through June 30, 2026 without change. The parties shall negotiate over changes in Appendix B in accordance with statute for the period commencing July 1, 2026. General wage increases for the duration of the contract are as follows:

- 2023-2024: 3% general wage increase, plus step movement for all employees not at the maximum step.
- 2024-2025: 2.75% general wage increase, plus step movement for all employees not at the maximum step.
- 2025-2026: 2.50% general wage increase, plus step movement for all employees not at the maximum step.

14.3 Provided that an employee has served at least one-half of the year on that step, each July 1, an employee will advance one step for each continuous year of service until the highest step in the employee's grade is attained. New employees (*i.e.*, employees who are newly employed by the Board) will be placed on Step 1, except that new nurses will be placed on Step 6. If an employee is promoted to a higher grade he/she will be placed in the same step level as in the employee's previous grade.

When a new information technology employee is hired (Computer Technician A, Computer Technician B, and Computer Maintenance Technician), the Superintendent will, in his/her sole discretion, determine the step on which the employee should be placed. When determining the appropriate step for a new employee, the Superintendent will consider factors such as past work experience, educational background, and life experience.

14.4 The Lead Person in the Maintenance Department and Working Grounds Foreperson shall receive a salary differential of 12.5% for all hours worked in consideration for additional duties determined by the Director of School Facilities. The amount shall be added to the employee's base salary, but shall not be used to calculate overtime.

The Lead Person position in the Maintenance Department shall be posted annually for five days and the successful candidate shall be appointed on an annual basis at the Board of Education's discretion.

14.5 The Lead Custodian and Evening Cleaning Supervisor are district-wide positions, which provide a salary differential of 12.5% of the pay Grade and Step commensurate to the individuals occupying the positions. This amount shall be added to the employees' base salaries, but shall not be used to calculate overtime rate.

- 14.6 The Lead Security Specialist and Utility System Mechanic are district-wide positions, which provide a salary differential of 10.0% of the pay Grade and Step commensurate to the individuals occupying the positions. Effective August 23, 2019, the salary differential for the Lead Security Specialist is 12.5%. These amounts shall be added to the employees' base salaries, but shall not be used to calculate overtime rate.
- 14.7 Employees who utilize a license related to their position, as noted in Appendices A1 and A2, shall be paid a 10% per hour salary differential. The amount shall be added to the employees' base salaries but shall not be used to calculate overtime.
- 14.8 Approved personnel shall receive an added responsibility stipend of \$1,165 for traffic control monitoring in the campus area. Personnel receiving the above mentioned stipend must have successfully completed the Town's Traffic Control Training Program and be designated by the Director of School Facilities for traffic control monitoring. Employees hired after July 1, 2017 and assigned to traffic control monitoring, and/or to complete the Town's Traffic Control Monitoring Program, will not receive this stipend or other additional compensation except as may otherwise be required by Article III (i.e. overtime).
- 14.9 Employees required to carry a cell phone or other communications device for after-hours call-in assignments shall share equally (but pro rata, for mid-year assignments) in an annual pool of \$2,000. In the event one individual is required to carry a cell phone or other communication device for after-hours call-in assignments, the annual stipend shall be \$1,500, pro rata.
- An additional annual pool of \$2,000 will be established for Union technology employees. In the event that one individual technology employee is required to carry a cell phone or other communications device as provided in Section 14.9, the annual stipend shall be \$1,500, pro rata.
- If a technology employee is required to return to the workplace, the provisions of Article III, Section 3.8 shall apply. If the technology employee is required to perform work remotely, and is not required to return to the workplace, they shall be paid at their hourly rate or their overtime rate if otherwise required by the Contract.
- 14.10 If a bargaining unit member is employed as a substitute for another bargaining unit member who is at a higher pay classification, the substitute shall be paid either on Step 1 of the current level of the position in which he/she will be substituting or at his/her regular salary rate, whichever is higher.
- 14.11 The base salary of all ten (10) month employees covered by this Agreement shall be paid on a bi-weekly basis, in 22 equal increments. Effective July 1, 2016, the Board shall provide an option for a ten (10) or twelve (12) month payroll for all ten (10) month employees.
- 14.12 Effective July 1, 2023, bargaining unit members who are administratively assigned to cover a teacher's class shall be paid a \$18.00 per class period stipend in addition to their regular hourly rate.

For the purposes of Section 14.12, a class period shall be defined as forty-five (45) minutes to one (1) hour. In cases where traditional periods do not apply to the instructional duties being covered, a class period shall mean forty-five (45) minutes. Effective July 1, 2023,

classroom coverage of less than forty-five (45) minutes shall be paid at a rate of \$12.00 per abbreviated class.

Bargaining unit members are to submit such class period coverage on their bi-weekly timesheet. Substitute assignments must be verified by the building administration.

- 14.13 This Section will supersede the Memorandum of Understanding between the Board and the Union signed by the Superintendent on July 21, 2010 and the Union on July 29, 2010.

Custodians, maintenance, and grounds staff assigned to substitute for a regularly assigned traffic monitor shall be compensated as follows:

\$9.00 for a time block of forty-five (45) minutes.

\$5.00 for a time block of less than forty-five (45) minutes.

All traffic monitoring substitute assignments must be pre-authorized by the Director of School Facilities.

Compensation for traffic monitoring substituting is reserved exclusively for Local 1303-110 unit members and regularly scheduled traffic monitors are not eligible for substituting.

- 14.14 This Section will supersede the Memorandum of Understanding between the Board and the Union and ratified by the Board on December 19, 2011 and Paragraph 3 of the Memorandum of Understanding between the Board and the Union ratified by the Board on May 20, 2019.

Based on a specialized medical, physical or educational need of a student provided with specialized services, a special education para educator may need to: (a) receive specialized training or (b) utilize specialized training already obtained by the para educator, to provide specialized services as directed in the student's IEP.

When specialized services for students are required as stated in this Section, and a para educator requires additional training, the Director of Pupil Personnel Services, when necessary and appropriate, shall cause such training to be provided for a special education para educator at the Board's expense in order to provide the services identified in the IEP.

Special education para educators who utilize training they have already obtained as described above must provide documentation of their training to the Director of Pupil Services.

Special education para educators who receive the training described herein, or who have already received such training, and are required to provide the services identified in the IEP will be compensated as follows:

- (a) Para educators providing ABA discrete trials involving the collection of data will be paid an annual stipend of \$2,240 for the duration of the services.

- (b) Para educators who, as part of their normal duties, provide any of the following high intensity specialized physical assistance services (the “Assistance Services”):
- i. consistent, daily, and pervasive personal hygiene care outside of what is developmentally appropriate for a student including toileting and diapering;
 - ii. feeding;
 - iii. oral-motor manipulation; and/or
 - iv. heavy positioning of student from one piece of equipment to another will be paid an annual stipend of \$1,680 for the duration of the Assistance Services. Para educators who consistently provide three or more of the Assistance Services will be paid an additional annual stipend of \$500.00 for the duration of the Assistance Services.
- (c) Para educators providing individual student job coaching services off campus will be paid an annual stipend of \$800.00 for the duration of the services. This stipend will not be pro-rated in the event that the services cannot be performed on a given day due to weather-related cancellations.
- (d) In recognition of the need for the continued education and training of para educators assigned by the administration to work with students who have a Behavior Intervention Plan that includes management strategies for target behaviors that could pose imminent safety risks to the student and/or others, para educators with such assignments will be paid an annual stipend of \$2,000 for the duration of such assignment. The stipend will be prorated to reflect the length of the assignment if such assignment is for less than one (1) school year. To be eligible to receive the stipend, the assigned para educator must have completed and maintained physical management training provided by the Board and must have been assigned to the student with the Behavior Intervention Plan for a period of no fewer than twenty (20) school days in the school year in which the stipend would be paid.
- (e) In recognition of the need for the continued education and training of para educators assigned to be members of a crisis intervention team, para educators with such assignments will be paid an annual stipend of \$500.00. In recognition of the potential for increased risk of injury to para educators who administer physical restraint and/or seclusion, crisis intervention team members who have, consistent with applicable law, administered physical restraint and/or seclusion more than ten (10) times in a given school year will be paid an additional stipend of \$500.00 at the end of such school year.

All stipends paid under this Section will be pro-rated in the event that the services are provided during only a portion of the school year. Any stipends paid under this Section shall be excluded from the overtime rate of employees to whom the stipend is paid.

Stipends under this Section will only be paid following consultation with the Union regarding the propriety of paying the stipends in particular circumstances. All employees

who are determined to be eligible for a stipend as provided herein will be notified of their eligibility by October 1 of each school year. If an employee becomes eligible for such stipend after October 1, the Board will make every effort to notify the employee of their eligibility as soon as practicable.

The Board recognizes that circumstances may present themselves that are not anticipated and arise as the result of the requirements of a particular student's IEP. In such cases, to the extent that training provided to a para educator and services to be provided by the para educator constitute a change in the terms and conditions of employment that would require bargaining, the Board will engage in such bargaining as required by law.

Para educators that have received specialized training as described herein who are periodically utilized as a substitute to provide the services described above in the fifth paragraph of this Section shall be paid \$10.00 for each day on which they substitute.

- 14.15 This Section will supersede the Memorandum of Understanding between the Board and the Union and ratified by the Board on December 19, 2011.

There may be a Head Custodian at each building at which the Lead Custodian is not located. At the elementary schools (Hurlbutt Elementary School and Weston Intermediate School), the Head Custodian will be paid an hourly differential of 7.5%. At the secondary schools (Weston Middle School and Weston High School), the Head Custodian will be paid an hourly differential of 10% except as stated in this Section below. This amount shall be added to the employee's base rate of pay but shall not be used to calculate the overtime rate.

The Lead Custodian position is paid an hourly differential of 12.5% as stated in Section 14.5. As part of the district-wide duties of the Lead Custodian, the Lead Custodian acts as the Head Custodian at the building at which he/she is located with no additional differential. Any salary differentials paid under this Section shall be excluded from the overtime rate of employees to whom the salary differential is paid.

- 14.16 Effective July 1, 2016, all members of the bargaining group will be paid through direct deposit.
- 14.17 Employees who work a second shift which is scheduled to begin after 2:30 p.m. shall receive an hourly night-shift differential of fifty cents (\$0.50) per hour.

ARTICLE XV MANAGEMENT RIGHTS

- 15.0 Unless expressly and specifically limited, modified, abridged or relinquished by a specific provision of this Agreement, and whether exercised or not, the rights, powers and authority heretofore held by the Board of Education pursuant to any chapter, general or specific statute, ordinance, regulation or other lawful provision over the complete operations, practices, procedures and regulations with respect to employees of the Board shall remain solely and exclusively in the Board, including but not limited to, the following: to determine the standard of selection of Board employment; to direct its employees; to take disciplinary action; to hire, assign, transfer or promote its employees; to issue reasonable rules and

regulations; to determine work schedules and business hours; and to fulfill all of its legal responsibilities.

- 15.1 The Board reserves the right to contract with other persons or entities with respect to the provision of cafeteria or transportation services performed by members of the bargaining unit, and for the purpose of installation, modifications, maintenance, and grounds keeping of the athletic fields under the control of the Board. Further, the Board reserves the right to continue to utilize the services of other persons or entities to perform cleaning services outside of school hours. The Board will furnish advance written notice of intention to contract to the Union and shall offer to engage in negotiations over the impact of such contracting out upon bargaining unit members to the extent required by law.

ARTICLE XVI
NO STRIKES/LOCKOUT

- 16.0 The Board agrees that there will be no lockout of any employee or employees during the life of this Agreement. The Union agrees that it will not call or authorize any strike, slow-down, mass absenteeism, sympathy strike, stoppage of work or other similar forms of interference against the operation of the Weston Board of Education during the period of this Agreement or any extension thereof.
- 16.1 Local 1303 and Council #4 expressly agree that they will take every reasonable, prompt and positive measure within their power to prevent and stop any acts described in Section 16.0 of this article.

ARTICLE XVII
EMPLOYMENT YEAR

- 17.0 School Session Year Employees: The employment year for all non-instructional aides, para educators, technicians, Security Specialists, Nurses, O.T. & P.T. and part time custodians shall normally consist of at least one hundred eighty-two (182) days and shall correspond to the days school is in session and shall include scheduled staff days at the beginning and/or end of the school year, provided that this will not be construed to be a guarantee of or limitation upon the number of days in the scheduled employment year.
- 17.1 Less Than Twelve (12) Month Administrative Employees: The employment year for Computer Maintenance Technician, High School Data Technician, School Administrative Assistants, Pupil Services Administrative Assistants, Special Education Administrative Assistants, High School Administrative Assistant, High School Pupil Services Administrative Assistant, Middle School Pupil Services Administrative Assistant, Athletic Department Administrative Assistant, Computer Technician A, and Registrar -- Technician WHS employees shall normally consist of at least two hundred (200) days, exclusive of holidays, normally commencing no earlier than August 15 and normally ending on June 30, provided that this will not be construed to be a guarantee of or a limitation upon the number of days in the scheduled employment year. The calendar specifying the workdays for these employees shall be established by the Superintendent or his/her designee.

- 17.2 Less Than Twelve (12) Month Administrative Employees (Other): The employment year for the District Pupil Personnel Administrative Assistant shall normally consist of at least two hundred and five (205) days, exclusive of holidays, normally commencing no earlier than August 1 and normally ending on June 30, provided that this will not be construed to be a guarantee of or a limitation upon the number of days in the scheduled employment year. The calendar specifying the workdays for these employees shall be established by the Superintendent or his/her designee.
- 17.3 Twelve (12) Month Administrative Employees: The normal employment year for the Principal's Administrative Assistants and Computer System Maintenance Technician employees shall normally consist of at least two hundred sixty (260) days, inclusive of holidays and vacations as provided in Articles V and IX, provided that this will not be construed to be a guarantee of or limitation upon the number of days in the scheduled employment year.
- 17.4 Twelve (12) Month Employees (Non-Administrative): The normal employment year for Custodial, Maintenance, and Grounds (other than Seasonal Grounds) employees shall normally consist of at least two hundred sixty (260) days, inclusive of holidays and vacations as provided in Articles V and IX, provided that this will not be construed to be a guarantee of or limitation upon the number of days in the scheduled employment year.
- 17.5 The employment year designated in Sections 17.0, 17.1, 17.2, 17.3 and 17.4 applies to those employees for whom the Union has been recognized as the sole and exclusive bargaining agent as provided in Article I.

ARTICLE XVIII DURATION

- 18.0 The provisions of this Agreement shall be effective July 1, 2023, and shall continue in full force and effect until June 30, 2026 or any extension thereof. Negotiations for a successor agreement shall commence in accordance with applicable law.

APPENDIX A

Job Title	Grade
Non-Instructional Aide	Ia
N/A	Ib
Para educator*	IIa
IMC Aide	
Custodian/Groundskeeper	
Lead Custodian***	
Head Custodian (Elementary)*****	
Head Custodian (Secondary)*****	
Technician/IMC	
Computer Technician A	
Evening Cleaning Supervisor***	
Career Center Coordinator	
Security Specialist	
Lead Security Specialist***	
Pupil Personnel Administrative Assistant	IIb
School Administrative Assistant	
Athletic Department Administrative Assistant	III
Registrar – Technician WHS	
Computer Maintenance Technician – System	IVa
Working Grounds Foreperson***	
Principal’s Administrative Assistant	IVb
District Pupil Personnel Administrative Assistant	
Maintenance**	V
Electrician**	
Utility System Mechanic**	
Lead Maintenance***	
Nurse**	VI
Occupational Therapist **	VIa
N/A	VIb
Physical Therapist**	VIc

* Stipend for specialized individual training as determined and paid and provided at the Board’s option after consultation with the Union pursuant to Section 14.14

** Plus 10% per hour salary differential for license related to position.

*** Plus 12.5% salary differential

**** Plus 7.5% salary differential

***** Plus 10% salary differential

Although the job title, “Para educator – Library” was eliminated effective July 1, 2023, employees in the position of “Para educator – Library” as of July 1, 2023 will remain in Grade III for the time they remain as para educators assigned to work in the Weston High School library.

APPENDIX B
WAGE SCHEDULE

Salary Schedule –2023-2024												
Grade:	Ia	Ib*	IIa	IIb	III	IVa	IVb	V	VI	VIa	VIb*	VIc
<u>Steps</u>												
1	\$18.93	\$22.20	\$26.28	\$26.99	\$28.38	\$28.88	\$29.16	\$34.52	-	-	-	-
2	\$19.42	\$22.80	\$27.01	\$27.75	\$29.13	\$29.65	\$29.93	\$35.47	-	-	-	-
3	\$19.79	\$23.16	\$27.42	\$28.18	\$29.64	\$30.16	\$30.46	\$36.07	-	-	-	-
4	\$20.12	\$23.62	\$27.96	\$28.74	\$30.12	\$30.67	\$30.96	\$36.43	-	-	-	-
5	\$20.47	\$24.02	\$28.44	\$29.23	\$30.65	\$31.24	\$31.50	\$37.37	-	-	-	-
6	\$20.85	\$24.45	\$28.94	\$29.75	\$31.19	\$31.83	\$32.05	\$38.02	\$41.81	\$76.10	\$51.56	\$78.68

Salary Schedule –2024-2025												
Grade:	Ia	Ib*	IIa	IIb	III	IVa	IVb	V	VI	VIa	VIb*	VIc
<u>Steps</u>												
1	\$19.45	\$22.81	\$27.00	\$27.73	\$29.16	\$29.67	\$29.96	\$35.47	-	-	-	-
2	\$19.95	\$23.43	\$27.75	\$28.51	\$29.93	\$30.47	\$30.75	\$36.45	-	-	-	-
3	\$20.33	\$23.80	\$28.17	\$28.95	\$30.46	\$30.99	\$31.30	\$37.06	-	-	-	-
4	\$20.67	\$24.27	\$28.73	\$29.53	\$30.95	\$31.51	\$31.81	\$37.43	-	-	-	-
5	\$21.03	\$24.68	\$29.22	\$30.03	\$31.49	\$32.10	\$32.37	\$38.40	-	-	-	-
6	\$21.42	\$25.12	\$29.74	\$30.57	\$32.05	\$32.71	\$32.93	\$39.07	\$42.96	\$78.19	\$52.98	\$80.84

Salary Schedule –2025-2026												
Grade:	Ia	Ib*	IIa	IIb	III	IVa	IVb	V	VI	VIa	VIb*	VIc
<u>Steps</u>												
1	\$19.94	\$23.38	\$27.68	\$28.42	\$29.89	\$30.41	\$30.71	\$36.36	-	-	-	-
2	\$20.45	\$24.02	\$28.44	\$29.22	\$30.68	\$31.23	\$31.52	\$37.36	-	-	-	-
3	\$20.84	\$24.40	\$28.87	\$29.67	\$31.22	\$31.76	\$32.08	\$37.99	-	-	-	-
4	\$21.19	\$24.88	\$29.45	\$30.27	\$31.72	\$32.30	\$32.61	\$38.37	-	-	-	-
5	\$21.56	\$25.30	\$29.95	\$30.78	\$32.28	\$32.90	\$33.18	\$39.36	-	-	-	-
6	\$21.96	\$25.75	\$30.48	\$31.33	\$32.85	\$33.53	\$33.75	\$40.05	\$44.03	\$80.14	\$54.30	\$82.86

* Per Appendix A, there are no job titles in this Grade for the current contract term.

Appendix C
Weston Schedule of Benefits
High Deductible Health Plan (HDHP) -HSA Compatible

	In-Network	Out-of-Network
Annual Deductible (Individual/Aggregate Family)	\$2000/4000 Combined In & Out-of-Network	
Co-insurance	N/A	20% after deductible up to co-insurance maximum
Preventive Care	Deductible not applicable	20% co-insurance after deductible, subject to co-insurance limits
Prescription Drugs	Covered as any other expense (subject to the deductible) After deductible \$0/30/50 (2x retail for mail)	Covered as any other expense (subject to the deductible and co-insurance)
Co-insurance Maximum (Individual/Aggregate Family)	N/A	\$2000/4000
Cost Share Maximum (Individual/Aggregate Family)	\$2500/5000	\$4000/8000
Lifetime Maximum	Unlimited	Unlimited

The Board will contribute sixty-five percent (65%) of the in-network deductible for all active employees participating in the HD-HSA, provided the employee has previously established an HSA account. Effective September 1, 2024, the Board will contribute sixty percent (60%) to the deductible. Effective September 1, 2025, the Board will contribute fifty percent (50%) to the deductible. The Board’s contribution to the deductible shall be pro-rated for part-time employees.

The Board’s contribution to the deductible will be deposited into the HD-HSA on the first business day in September of each contract year. Notwithstanding the foregoing, for the Fiscal Year 2023-2024 only, 100% of the Board’s contribution to the deductible will be deposited into the HD-HSA on July 3, 2023.

The parties acknowledge that the Board’s contribution toward the funding of the High Deductible/HSA plan is not an element of the underlying insurance plan, but rather relates to the manner in which the deductible shall be funded for actively employed non-certified staff. The Board shall have no obligation to fund any portion of the High Deductible/HSA deductible for retirees or other individuals upon their separation from employment. In the event that a member who is newly hired or experiences a qualifying life-changing event becomes covered under the High Deductible/HSA plan after the start of the plan year, the Board’s contribution toward the funding of the deductible shall be pro-rated for that year.

Section 125 Plan

Subject to law, including the rules and regulations of the Internal Revenue Service and independent of the requirements that employees contribute to the cost of medical benefits and pay deductibles, the Board shall, not later than the effective date of this Agreement, maintain a “Section 125” salary reduction agreement which shall be designed to permit exclusion from taxable income of the employee’s share of health and medical benefit contributions and deductibles to be paid by employees.

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (hereinafter “MOA”) is made by and between the Weston Board of Education (the “Board”) and Local 1303-110 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO (the “Union”), both of which are sometimes hereinafter referred to as “the parties.”

1. Effective July 1, 2020, the Board will add and fill an additional groundskeeper/custodian position increasing the total number of groundskeepers from two (2) to three (3) (in addition to the Working Grounds Foreperson). The Board agrees to maintain at least three (3) grounds keeping positions through June 30, 2021.
2. Effective July 1, 2019, Huber Salazar will be placed at step 6 for his position.
3. This MOA supersedes the Memorandum of Understanding ratified by the Board on May 20, 2019, which Memorandum of Understanding shall terminate and have no further force or effect.

FOR THE BOARD

By _____
Date

FOR THE UNION

By _____
Date

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (hereinafter “MOA”) is made by and between the Weston Board of Education (the “Board”) and Local 1303-110 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO (the “Union”), both of which are sometimes hereinafter referred to as “the parties.”

WHEREAS, the Board and the Union are parties to a collective bargaining agreement (the “CBA”) covering the period July 1, 2020 through June 30, 2023 (the “Term”); and

WHEREAS, Section 14.1 of Article XIV of the CBA (“Section 14.1”) provides, in relevant part:

The parties shall endeavor to update job descriptions during the term of the contract at the request of the local Union president. Such discussions shall be with the president and a bargaining unit member selected by the Union, who may be from the department to be discussed, who shall meet at no loss of pay during the regular work hours with administrator(s) selected by management.;

and

WHEREAS, the parties wish to memorialize their agreement reached in the recently-concluded negotiations between the Board and the Union regarding the process for endeavoring to update job descriptions during the Term in accordance with Section 14.1.

NOW THEREFORE, the parties hereby agree as follows:

1. During the Term, the Union may select a maximum of three (3) job descriptions that it wishes to review with the administration (the “Job Descriptions”). Any Job Description that is reviewed in accordance with this MOA during the Term shall not be reviewed again during the Term.
2. The Union may, at its election, meet with the Superintendent or designee(s) on a maximum of three (3) separate occasions during the Term to review one (1) Job Description per meeting (the “Review Meetings”). There shall be no more than two (2) Review Meetings in any single year of the Term.
3. The purpose of the Review Meetings is to review the selected Job Description to determine if there are any discrepancies between the Job Description and the qualifications for, essential functions of, and/or duties actually performed by the employee in the position. Any updates that the Superintendent or designee(s) makes to any Job Description shall be by mutual agreement of the parties. Any update(s) to which the parties cannot mutually agree shall revert to the current language in the Job Description (*i.e.*, changes, additions, and/or deletions not mutually agreed shall not be made).
4. The procedure for the Review Meetings shall be as follows:
 - (a) The Union president shall notify the Superintendent in writing via e-mail of the Union’s request to hold a Review Meeting, identifying the Job Description that will be reviewed during the Review Meeting.
 - (b) Upon receiving notification of the request in 4(a), the Superintendent or designee shall schedule the Review Meeting with the Union president and one

(1) bargaining unit member selected by the Union. The Superintendent or designee may include additional administrators in the Review Meeting. The Review Meeting shall occur during regular work hours on a date selected by the Superintendent or designee in consultation with the Union president, with no loss of pay to the employee attendees.

(c) Each Review Meeting shall last for as long as the Union wishes to meet up to a cap of two (2) hours, unless the Superintendent or designee(s) agrees to extend the length of the Review Meeting.

5. The parties expressly agree that nothing in this MOA shall change or supersede Section 14.1 except as expressly provided herein. The parties agree that per Section 14.1, “[a]ll jobs have been classified in their appropriate grades as a result of negotiations” and that “grades and rates of pay . . . have been prepared and established and are in effect for all present jobs.” For the avoidance of doubt, the Review Meetings shall not be used as opportunities for the Union to seek a change in the grade and/or rate of pay of any bargaining unit position.
6. The Union understands and agrees that any action by the Board or its designee(s) concerning this MOA and/or its implementation (including, without limitation, disagreements regarding any updates to any Job Description) shall not be subject to the grievance procedure in the CBA.
7. The terms set forth in this MOA shall not establish a practice or precedent in any respect, and this MOA shall not be cited in any future proceedings, including contract negotiations or any grievance proceedings, except as may be necessary to enforce the provisions of this MOA.
8. This MOA shall sunset and shall have no further force or effect when the CBA expires on June 30, 2023.

FOR THE BOARD

By _____

Date

FOR THE UNION

By _____

Date

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (hereinafter “MOA”) is made by and between the Weston Board of Education (the “Board”) and Local 1303-110 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO (the “Union”), both of which are sometimes hereinafter referred to as “the parties.”

WHEREAS, the Board and the Union are parties to a collective bargaining agreement covering the period July 1, 2020 through June 30, 2023 (the “CBA”); and

WHEREAS, the parties recognize these are unprecedented times due to the COVID-19 pandemic health emergency (the “Pandemic”) and the Board requires flexibility to address the Board’s increased cleaning needs related to the Pandemic; and

WHEREAS, the parties wish to memorialize their agreement reached in the recently-concluded negotiations between the Board and the Union regarding the Board’s right to contract out custodial services to address certain Pandemic-related cleaning needs.

NOW THEREFORE, the parties hereby agree as follows:

1. During the 2020-2021 school year, the Board shall have the right to contract out custodial services that are traditionally performed by bargaining unit members to address the Board’s increased cleaning needs related to the Pandemic. Any such contracting out will not result in the layoff or supplanting of existing bargaining unit members or positions.
2. This MOA shall satisfy any obligation the Board may have to negotiate further with the Union over the effects of its decision to exercise the right to contract out custodial services in accordance with this MOA.
3. This MOA shall sunset and shall have no further force or effect at the end of the 2020-2021 school year. Notwithstanding the foregoing, in the event the Pandemic and the Board’s need for increased cleaning related to the Pandemic continue beyond the 2020-2021 school year, the parties agree to consider extending the term of this MOA.

FOR THE BOARD

FOR THE UNION

By _____

By _____

Date _____

Date _____

SIDE LETTER

In the recently concluded negotiations regarding the collective bargaining agreement (“CBA”) between the Weston Board of Education (the “Board”) and Local 1303-110 of Council 4, American Federation of State, County and Municipal Employees, AFL-CIO (the “Union”) (together, the “parties”), the Board and the Union reached the following additional agreements:

1. Any past practice notwithstanding, all full-time para educators, except for para educators who work in the preschool, and including para educators who work with Kindergarten students, shall work 7.25 hours per work day, except that with prior notice to the Union, the Superintendent or designee may change such hours in their sole discretion. Para educators who work in the preschool shall continue to work 5.25 hours per work day.
2. Due to an administrative oversight, the Board has paid the Traffic Stipend referenced in Section 14.8 to two employees hired after July 1, 2017 notwithstanding the legacy provision in that section. The Board notes that it will enforce the legacy provision for future new hires notwithstanding this oversight. The parties agree that the Board’s continued payment of the stipend to the two post-July 1, 2017 hires does not create a past practice or precedent.
3. The parties agree as follows with respect to fifty-two (52) week employees who are not custodian, groundskeeper, or maintenance staff (“Eligible Employees”) for the period beginning July 1, 2023 and ending June 30, 2026 in lieu of the provisions set forth in Article III, Section 3.6 of the contract:

When the Superintendent closes schools for reasons related to inclement weather or other emergencies and the offices of the Weston Public Schools remain open (“School Closure Days”), Eligible Employees are expected to report for work as soon as reasonably possible, with due regard for safety and travel conditions. Notwithstanding the foregoing, Eligible Employees may elect to work remotely on such School Closure Days with prior approval of the Superintendent or designee without loss of pay or leave time. The Superintendent or designee shall have discretion to grant or deny a remote work request to Eligible Employees on School Closure Days, provided that such decision shall be based on the Superintendent’s or designee’s assessment of the Board’s operational needs.

When the Superintendent closes schools as well as offices of the Weston Public Schools for reasons related to inclement weather or other emergencies (“Full Closure Days”), the Superintendent may require Eligible Employees to work remotely on such Full Closure Days.

4. The parties agree to form a committee (the “Overtime Committee”) to discuss a fair, equitable, and administratively efficient mechanism of assigning overtime to replace the procedures set forth in Section 3.12 of the contract (the “New Overtime Procedures”). The Overtime Committee shall consist of four Union members and four representatives from the Board and/or school district administration. Each party shall select its respective Overtime Committee representatives, provided that the parties may give each other feedback regarding

their selection of representatives to help ensure fair and equitable representation of the parties on the Overtime Committee.

The Overtime Committee shall hold its first meeting by May 30, 2023 and shall conclude its work by the later of October 31, 2023 or such other date determined by the Superintendent or designee. In the event the parties cannot reach an agreement regarding the New Overtime Procedures by the later of October 31, 2023 or such other date determined by the Superintendent or designee, the Board may invoke interest arbitration in accordance with statute for the purpose of resolving the dispute. Any arbitration under this clause will be final and binding.

FOR THE BOARD

FOR THE UNION

By _____

By _____

Date _____

Date _____

IN WITNESS WHEREOF, the parties hereto affix their hands on this the _____ day of _____, 2023.

WESTON BOARD OF EDUCATION

LOCAL 1303-110 OF COUNCIL 4
AFSCME, AFL-CIO

Steven Ezzes
Its Chairperson

Ian Shaw
Its President

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Committee Person

Robert Montuori
Staff Representative

Certificate of Age

The school will furnish a certificate of age of any student to an employer wishing to employ said student.

Students between the ages of 14 and 17 years are eligible for working papers.

All Students who live in Weston, whether or not they attend Weston High School, must have a completed Promise of Employment and submit a copy of one of the following original documents: birth certificate, current passport or driver's license.

The school will furnish the certificate.

Legal Reference: Connecticut General Statutes
10- 193 Certificate of age of minors in certain occupations to-
10-94 Penalty
10-195 Evidence of Age
10-197 Penalty of employment of children under fourteen
10-198 False statement as to age

Regulation approved: October 1, 1990
Regulation revised: June 23, 2009
May/June ____, 2023

WESTON PUBLIC SCHOOLS
Weston, CT

INTEROFFICE MEMORANDUM

To: Lisa Barbiero
From: Ann Leffert - Interim Director of Human Resources
Subject: Consent Agenda – BOE MTG 05/15/2023
Date: 5/10/2023

NEW HIRES:

- Paul Rasmussen (1.0) (CO) Director of Human Resources. Effective May 30, 2023
- Benjamin Neumann (1.0) Assistant Director of Pupil Personnel Services. Effective July 1, 2023

RETIREMENTS:

- Carolyn Vinton (1.0) (WIS) Math/Science CIL Teacher. Effective June 30, 2023
- Sheryl Zulkeski (1.0) (District) Nursing Supervisor. Effective June 30, 2023

RESIGNATIONS:

- Susan Betsworth (1.0) (WIS) Paraprofessional. Expiration of FMLA. Effective April 17, 2023
- Tony Iannone (1.0) Maintenance Groundskeeper. Effective 4/20/2023
- Michele Clark (1.0) (WMS) Math Intervention Teacher. Effective June 30, 2023
- Joelle Papin (1.0) (WMS-WHS) French Teacher. Effective June 30, 2023
- Shenelle Sorice (1.0) (HES) Grade 1 Teacher. Effective June 30, 2023
- Craig Lambert (1.0) (WMS) Grade 6 Science Teacher. Effective June 30, 2023
- Orlando Escarfullery (HES) Cafeteria/recess aide. Effective May 5, 2023

TRANSFERS:

- None

REDUCTION IN FORCE (RIF):

- Bentley Callahan (1.0) (WHS) Math Teacher. 0.2 RIF due to enrollment/course selection
- Janice Utsogn (1.0) (WHS) Latin Teacher. 0.2 RIF due to enrollment/course selection

LEAVES OF ABSENCE:

- Briahna Guertin (1.0) (HES) Kindergarten Teacher. 2023-2024 school year
- Louise Sintra (WMS) (WMS) Social Studies Teacher. 2023-2024 school year

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 5/15/23

Information Only

Action Requested

Agenda Item Subject: Approval of the April 2023 Financial Report

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is the tenth FY23 (April 2023) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



May 10, 2023

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: May Financial Report for FY 22-23

Below is a summary report of the FY 23 Budget as of April 30, 2023.

FY -23 CATEGORY SUMMARY								
Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Projected Expenditures	Available Balance	Previous Month Balance	Month over Month Change
Salaries (1000's)	33,765,943	24,270,596	8,318,267	646,629	33,235,491	530,451	332,068	198,383
Benefits (2000's)	10,377,379	8,500,606	1,874,959	131,269	10,506,834	(129,455)	(448,991)	319,536
Professional Services (3000's)	1,527,747	1,066,686	547,931	81,342	1,695,959	(168,212)	(112,096)	(56,116)
Property Services (4000s)	2,275,996	1,557,327	458,380	234,763	2,250,469	25,527	(8,493)	34,020
Other Services (5000s)	6,992,440	5,005,810	1,490,486	223,849	6,720,146	272,294	447,022	(174,728)
Supplies (6000s)	2,523,469	1,782,895	905,683	127,591	2,816,169	(292,700)	(292,700)	-
Equipment (7000s)	102,022	110,046	46,523	-	156,569	(54,547)	(48,208)	(6,339)
Other Objects (8000s)	126,306	107,637	12,655	6,014	126,306	-	-	-
Revenue (9000s)	(1,300,119)	(1,036,296)	-	(446,560)	(1,482,856)	182,737	175,389	7,348
Total	\$ 56,391,182	\$41,365,306	\$ 13,654,884	\$ 1,004,897	\$ 56,025,087	\$ 366,095	\$43,992	\$322,104

Month over Month Changes:

Typically, as we get closer to the end of the year it will become increasingly difficult to project with any certainty what the true end of year balance will be. This is because of fluctuations in all categories caused by staff turnover or unexpected FML, addition of new purchase orders, close out or reduction of existing purchase orders and more importantly, significant expenditures resulting from unanticipated events.

With that being said, the net month over month change is \$322,104. This will bring the projected end of year surplus to \$366,095.

As a reminder, any end of year operating budget surplus is returned to the town and is then added to the unassigned fund balance.

The breakdown of the change is as follows:

Salary - \$198,383

- Turnover savings, unfilled positions and FML absences - \$280,186. Accounts with turnover savings are administration, teachers, BCBA, Administrative Support.
- Substitutes **(\$88,992)** – Increase in sub cost for the remainder of the year. The subs will cover unfilled positions and family medical leave (FML) absences. It should be noted that turnover and FML savings offset the overages in the sub accounts.
- Stipends - \$30,352
- Grounds – New grounds keeper to support field maintenance – **(\$23,163)**

Benefits – \$319,536

The funding for retirees' health insurance premium of \$319,536 will be paid from the Town's OPEB trust fund and not from the BOE's operating budget as previously proposed.

Professional Services – (\$56,116)

- PPS/SPED – There is a small increase to continue services for SPED and PPS – **(\$18,716)**
- Legal Fees **(\$37,400)** – For services through March, we have exceeded the districtwide legal budget by \$1,030. We have increased the encumbrance by \$49,177 to cover the remaining expenditures. Below is summary of the year to date services:
 - Collective bargaining negotiation - \$53,766
 - FOIA - \$54,555
 - Misc. teacher matters - \$19,916
 - General - \$39,986

Property Services- \$34,020

- Contracted Services - Now that we transitioned to in-house field maintenance, the anticipated expenditures for the remainder of the year has been reduced -\$34,020

Other Services – (\$174,728)

- Transportation - Increase for new placements – **(\$41,166)**
- Athletic transportation **(\$22,060)** – anticipated additional cost for third party provider
- Out of district tuition **(\$70,532)** – Increase for new placements
- Settlements **(\$40,970)** – increase for anticipated settlements

Equipment – (\$6,339)

Revenue offset - \$7,348

Internal Services Fund

Dental claims are within range and are trending to be under budget.

WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM

Fiscal Year Ended						2023
STATEMENT OF REVENUES AND EXPENDITURES						
Fund Balance -July 1, 2022 (Unaudited)						\$ 418,466
Revenues:						
General Fund Appropriation						\$ 434,330
Reimbursements						\$ -
Total Contributions						\$ 434,330
Total Revenues (A)						\$ 434,330
Budgeted Claims						
Delta Dental:						
Claims						\$ 411,980
Administrative Fees						\$ 22,350
Total Dental Claims (B)						\$ 434,330
Net Change (A-B)						\$ -
Projected Fund balance June 30, 2023						\$ 418,466
Delta Dental- Actual Claims						
Month						Claims & Fees
July						33,427
August						37,066
September						32,761
October						24,270
November						31,692
December						26,440
January						37,027
February						29,722
March						35,649
April						27,632
Total						\$ 315,687
Actual YTD Spend Rate						72.7%
Theoretical YTD Spend Rate						83.3%
YTD Theoretical variance %						-10.6%

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Salaries & Wages (1000s)</i>								
2,940,692	2,721,241	2,881,354	1110	Administrators	3,139,234	(61,447)	3,077,787	2,270,068	527,977	50,634	2,848,679	229,108
14,458,759	13,925,352	14,465,388	1111	General Ed. Teachers	14,936,002		14,936,002	10,629,285	4,214,851	-	14,844,136	91,866
2,279,850	2,372,055	2,303,563	1112	Special Ed. Teachers	2,569,234		2,569,234	1,764,537	757,340	-	2,521,877	47,357
1,020,707	1,031,899	983,206	1113	Guidance	959,571	61,447	1,021,018	714,327	306,691	-	1,021,018	-
472,621	503,136	468,881	1114	Psychologist	524,553		524,553	286,481	110,691	-	397,172	127,381
193,946	162,383	202,927	1115	Social Worker	331,170		331,170	241,694	111,864	-	353,558	(22,388)
517,368	555,781	543,134	1116	Speech & Hearing	566,144		566,144	433,697	132,094	-	565,791	353
758,161	1,046,642	1,184,208	1117	Academic Assistants	1,013,599		1,013,599	649,316	255,334	-	904,650	108,949
205,471	210,287	169,686	1118	Talented & Gifted	110,854		110,854	76,745	34,109	-	110,854	-
399,004	412,193	403,577	1119	Library/Media	412,186		412,186	303,288	102,453	-	405,741	6,445
59,505	47,413	46,587	1135	Transition Coordinator	48,239		48,239	40,075	17,811	-	57,886	(9,647)
824,102	785,011	832,301	1139	Certified Stipends	893,646		893,646	636,699	51,949	174,646	863,294	30,352
584,428	577,980	574,562	1140	Academic Leader (CIL's)	670,133		670,133	488,487	186,395	-	674,881	(4,748)
371	1,779	2,650	1141	Mentor Teacher	3,000		3,000	-	-	3,000	3,000	-
272,612	277,908	187,872	1142	Behavioral Analyst	233,099		233,099	113,090	-	-	113,090	120,009
44,359	45,069	45,835	1145	English Language Learner	46,614		46,614	43,924	14,343	-	58,267	(11,653)
\$ 25,031,956	\$ 24,676,129	\$ 25,295,731		Sub-Total Certified Salaries	\$ 26,457,277	\$ -	\$ 26,457,277	\$ 18,691,714	\$ 6,823,900	\$ 228,280	\$ 25,743,894	713,383
					4.59%			70.6%	25.8%	0.9%	97.3%	2.7%
				<i>Other Certified Salaries</i>								
55,905	28,996	45,700	1131	Homebound Tutor	44,500		44,500	29,858	-	14,642	44,500	-
-	-	-	1136	Degree Level Change	43,520		43,520	-	-	-	-	43,520
147,029	164,963	278,078	1137	Substitute Teacher	178,801		178,801	184,105	51,430	-	235,535	(56,734)
185,735	243,990	212,521	1138	Summer Work -Certified Staff	160,408		160,408	145,084	-	15,324	160,408	-
136,838	106,600	99,315	1143	Building Substitutes	203,175		203,175	95,293	65,145	-	160,438	42,738
208,344	608,730	295,291	1144	Long term Substitute	118,000		118,000	297,223	65,522	-	362,745	(244,745)
-	-	-	1160	Turnover Savings	(115,000)		(115,000)	-	-	-	0	(115,000)
\$ 733,851	\$ 1,153,278	\$ 930,904		Sub-Total Other Certified Salaries	\$ 633,404	\$ -	\$ 633,404	\$ 751,563	\$ 182,097	\$ 29,966	\$ 963,626	\$ (330,222)

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
								118.7%	28.7%	4.7%	152.1%	-52.1%
				<i>Non-Certified Salaries</i>								
406,422	373,111	381,506	1210	Non-Cert. Supervisors	390,091		390,091	305,202	84,682	-	389,884	207
215,220	234,060	223,520	1211	Nurses	231,336		231,336	160,639	53,068	-	213,706	17,630
295,567	297,217	306,924	1215	Occupational Therapist	318,970		318,970	191,020	58,717	-	249,737	69,233
1,267,185	1,199,438	1,140,104	1221	Administrative Support	1,240,609		1,240,609	894,606	258,238	17,277	1,170,121	70,488
1,761,865	1,837,631	1,767,360	1231	Para Educators	1,800,527		1,800,527	1,275,086	400,067	125,374	1,800,527	-
165,721	129,307	146,862	1234	Bus Aides	175,000		175,000	121,463	-	53,537	175,000	-
525,426	600,663	485,773	1235	Technicians	492,122		492,122	392,796	103,081	-	495,877	(3,755)
61,021	61,157	61,996	1237	Vocational Specialist	63,982		63,982	49,208	14,610	-	63,818	164
239,373	246,331	247,175	1241	Safety Monitors	253,848		253,848	196,586	56,828	-	253,414	434
476,898	509,851	506,491	1251	Custodians	515,976		515,976	399,525	114,473	-	513,999	1,977
455,850	492,769	460,027	1261	Maintenance Mechanics & Grounds	482,372		482,372	364,830	126,629	-	491,459	(9,087)
72,573	74,781	84,861	1269	Athletic Support Staff	101,762		101,762	64,052	17,364	20,347	101,762	-
168,675	182,698	197,442	1280	Non Certified Stipends	194,475		194,475	122,975	24,512	46,988	194,475	-
\$ 6,111,794	\$ 6,239,015	\$ 6,010,040		Sub-Total Non-Certified Salaries	\$ 6,261,070	\$ -	\$ 6,261,070	\$ 4,537,987	\$ 1,312,270	\$ 263,523	\$ 6,113,780	\$ 147,290
								72.5%	21.0%	4.2%	97.6%	2.4%
				<i>Other Non-Certified Salaries</i>								
50,411	28,910	47,199	1213/12 23/1233	Non-Certified Substitutes	47,500		47,500	30,910	-	16,590	47,500	-
163,643	135,970	176,085	1212/22/ 38/42/52 /62	Overtime	203,700		203,700	145,551	-	58,149	203,700	-
155,964	104,948	127,252	1268	Summer Work-Non-Cert.	162,991		162,991	112,871	-	50,120	162,991	-
\$ 370,019	\$ 269,828	\$ 350,536		Sub-Total Other Salaries	\$ 414,191	\$ -	\$ 414,191	\$ 289,331	\$ -	\$ 124,860	\$ 414,191	-
								69.9%	0.0%	30.1%	100.0%	0.0%
\$ 32,247,620	\$ 32,338,250	\$ 32,587,211		TOTAL SALARIES	\$ 33,765,943	\$ -	\$ 33,765,943	\$ 24,270,596	\$ 8,318,267	\$ 646,629	\$ 33,235,491	\$ 530,451
					3.62%			71.9%	24.6%	1.9%	98.4%	1.6%

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Benefits (2000's)</i>								
7,790,363	8,324,773	8,412,125	2000	Health Insurance	9,321,902		9,321,902	7,932,956	1,353,632	35,315	9,321,902	-
(1,361,419)	(1,437,860)	(1,508,844)	2022	Premium Cost Share	(1,664,207)		(1,664,207)	(1,390,992)	(273,215)	-	(1,664,207)	-
552,072	562,991	540,802	2001	Social Security	460,428		460,428	414,108	46,320	-	460,428	-
460,986	464,653	465,667	2002	Medicare	501,860		501,860	343,848	158,012	-	501,860	-
205,411	175,279	175,275	2003	Workers Compensation	185,790		185,790	175,214	-	-	175,214	10,576
60,043	56,973	25,494	2004	Unemployment Compensation	60,000		60,000	-	-	60,000	60,000	-
315,665	468,582	149,718	2005	Early Retirement Incentive	-		-	-	140,031	-	140,031	(140,031)
1,088,303	1,072,998	1,177,822	2007	Pension Contributions	1,324,006		1,324,006	960,566	363,440	-	1,324,006	-
58,565	75,005	83,227	2010	Tuition Reimbursement	75,000		75,000	2,624	72,376	-	75,000	-
64,926	63,528	63,952	2011-12	Life & Disability Insurance	67,600		67,600	52,537	14,363	700	67,600	-
24,556	86,591	105,506	2014	Sick Bank	45,000		45,000	9,745	-	35,255	45,000	-
\$9,259,470	\$9,913,513	\$9,690,744		TOTAL BENEFITS	\$10,377,379	\$ -	\$10,377,379	\$8,500,606	\$1,874,959	\$131,269	\$10,506,834	\$ (129,455)
					7.09%			81.9%	18.1%	1.3%	101.2%	
				<i>Professional & Technical Services (3000s)</i>								
195,184	174,773	545,611	3210	Contracted Services Educational	385,700		385,700	295,482	192,069	-	487,551	(101,851)
265,218	139,888	128,921	3220-21	Consulting Services	120,835		120,835	85,095	21,814	13,926	120,835	-
80,956	89,901	123,549	3235	Testing	79,950		79,950	71,507	35,591	-	107,098	(27,148)
217,617	210,355	6,158	3239	Other Pupil Services	182,085		182,085	75,264	78,634	-	153,898	28,187
72,230	220,134	64,991	3303	Management Services	70,733		70,733	60,840	5,384	4,509	70,733	-
2,335	2,015	1,775	3304	License Fees-Facilities	3,500		3,500	1,995	340	1,165	3,500	-
237,145	204,996	245,731	3306	Legal Fees-SPED	240,000		240,000	177,075	62,925	-	240,000	-
186,270	164,948	167,193	3306	Legal Fees- Districtwide	150,000		150,000	168,223	49,177	-	217,400	(67,400)
68,638	83,425	95,138	3308	Police/Fire	111,869		111,869	69,219	37,888	4,762	111,869	-
148,442	72,208	67,382	3309	Professional Technical Services	129,349		129,349	61,986	10,382	56,981	129,349	-
52,049	21,917	49,966	3310	Sports Officials	53,726		53,726	-	53,726	-	53,726	-
\$ 1,526,084	\$ 1,384,560	\$ 1,496,415		TOTAL PROF. & TECH SERVICES	\$ 1,527,747	\$ -	\$ 1,527,747	\$ 1,066,686	\$ 547,931	\$ 81,342	\$ 1,695,959	\$ (168,212)
								69.8%	35.9%	5.3%	111.0%	

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Property Services (4000s)</i>								
746,875	848,529	859,036	4200	Cleaning Services	923,080		923,080	836,180	76,512	10,387	923,080	-
40,741	39,855	48,405	4202	Rubbish Removal	51,133		51,133	39,340	9,868	1,925	51,133	-
95,688	68,301	122,591	4302	Equipment Repairs	153,927		153,927	46,454	35,021	72,452	153,927	-
264,497	155,864	164,029	4400	Equipment Rental	161,655		161,655	127,347	47,543	(13,235)	161,655	-
198,222	121,171	74,770	4500	Repair Allowance	200,000		200,000	20,442	23,944	95,614	140,000	60,000
30,540	64,302	29,913	4514	Fire Alarm System	32,000		32,000	14,876	3,224	13,900	32,000	-
215,822	167,812	172,720	4518	Sewer System Plant Maintenance	164,795		164,795	94,930	63,795	6,070	164,795	-
142,513	145,229	171,669	4520	Service Contracts	171,757		171,757	129,268	36,248	6,241	171,757	-
60,393	58,389	61,247	4530	Parks & Recreation	69,944		69,944	47,172	14,828	7,944	69,944	-
153,145	12,703	16,959	4540	Athletic Facilities Repairs	29,500		29,500	31,624	2,346	(4,470)	29,500	-
219,284	151,315	186,270	4541	Contracted Services	225,570		225,570	122,531	30,309	38,710	191,550	34,020
17,370	53,702	122,304	4600	Special Projects	-		-	-	114,740	-	114,740	(114,740)
9,032	9,450	2,366	4604	Snow Plowing	10,500		10,500	11,275	-	(775)	10,500	-
81,552	81,552	138,631	4701	Security System Monitoring	82,135		82,135	35,888	-	-	35,888	46,247
\$ 2,275,674	\$ 1,978,173	\$ 2,170,908		TOTAL PROPERTY SERVICES	\$ 2,275,996	\$ -	\$ 2,275,996	\$ 1,557,327	\$ 458,380	\$ 234,763	\$ 2,250,469	\$ 25,527
								68.4%	20.1%	10.3%	98.9%	

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Other Services (5000s)</i>								
1,252,415	1,509,158	1,589,157	5100	Regular Transportation	1,668,812		1,668,812	1,576,455	8,537	403	1,585,395	83,417
685,161	490,473	729,788	5101	SPED Transportation	825,763		825,763	635,932	270,687	-	906,619	(80,856)
61,557	54,105	96,953	5104	Athletic Transportation	108,009		108,009	130,208	51,142	-	181,350	(73,341)
6,816	-	1,537	5105	Extra-Curricular Transportation	22,950		22,950	4,261	-	18,689	22,950	-
91,051	67,457	104,190	5112	Diesel & Gasoline	140,855		140,855	107,710	41,861	(8,715)	140,855	-
70,605	89,784	103,321	5200	General Liability Insurance	147,409		147,409	128,142	-	-	128,142	19,267
16,650	16,650	15,525	5202	Athletic Insurance	17,078		17,078	14,400	-	-	14,400	2,678
96,485	97,536	100,707	5205	Property Insurance	106,776		106,776	104,154	-	-	104,154	2,622
91,922	87,620	89,975	5300	Communications	94,106		94,106	70,988	18,808	4,310	94,106	-
32,786	30,801	30,990	5400	Postage	32,144		32,144	21,018	6,414	4,711	32,144	-
5,964	2,592	4,440	5500	Advertising	4,000		4,000	892	16	3,092	4,000	-
16,281	14,386	17,176	5501	Printing	28,659		28,659	13,001	4,732	10,926	28,659	-
1,143,427	1,528,352	2,007,688	5600	Out of District Tuition	2,474,231		2,474,231	1,807,246	609,118	57,867	2,474,231	-
1,242,870	1,044,742	923,345	5601	Tuition Settlements	1,265,606		1,265,606	365,408	466,691	115,000	947,099	318,507
286,110	286,110	-	5605	Tuition - ESS Contract	-		-	-	-	-	-	-
44,827	29,716	15,346	5800	Travel & Conference	38,312		38,312	20,091	10,448	7,773	38,312	-
8,258	6,106	3,163	5801	Mileage Reimbursement	11,130		11,130	2,338	125	8,667	11,130	-
2,528	3,190	2,349	5900	Other Purchased Services	6,600		6,600	3,566	1,908	1,125	6,600	-
\$ 5,155,714	\$ 5,358,780	\$ 5,835,649		TOTAL OTHER SERVICES	\$ 6,992,440	\$ -	\$ 6,992,440	\$ 5,005,810	\$ 1,490,486	\$ 223,849	\$ 6,720,146	\$ 272,294
								71.6%	21.3%	3.2%	96.1%	
				<i>Supplies & Materials (6000's)</i>								
449,521	418,014	395,832	6110	Materials	509,177		509,177	346,832	382,566	72,479	801,877	(292,700)
21,452	17,064	22,091	6120	Office Materials	30,670		30,670	24,077	4,052	2,541	30,670	-
143,209	136,447	184,684	6130	Maintenance Materials	181,624		181,624	106,686	44,581	30,358	181,624	-
88,739	37,883	71,587	6131	Custodial Materials	78,348		78,348	53,938	24,357	52	78,348	-
16,200	12,891	16,815	6132	Security Materials	17,184		17,184	11,247	10,519	(4,582)	17,184	-
467,463	489,133	522,319	6140	Software	534,715		534,715	508,012	17,842	8,861	534,715	-
163,396	324,134	196,324	6410	Books	87,539		87,539	46,791	23,066	17,682	87,539	-
338,642	358,623	388,111	6510	Heating Oil	402,574		402,574	290,279	112,295	-	402,574	-
619,849	705,182	722,884	6520	Electricity	678,638		678,638	392,718	285,920	-	678,638	-
1,745	1,431	2,079	6530	Propane gas	3,000		3,000	2,314	486	200	3,000	-
\$ 2,310,217	\$ 2,500,801	\$ 2,522,725		TOTAL SUPPLIES & MATERIALS	\$ 2,523,469	\$ -	\$ 2,523,469	\$ 1,782,895	\$ 905,683	\$ 127,591	\$ 2,816,169	\$ (292,700)
								70.7%	35.9%	5.1%	111.6%	

WESTON PUBLIC SCHOOLS

FY23 FINANCIAL REPORT

As of April 30, 2023

Period: 10 of 12

2019-2020 Year-End Expense	2020-2021 Year-End Expense	2021-2022 Year-End Expense	Object Code	Description	2022-2023							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Equipment (7000's)</i>								
472,391	629,991	541,176	7300	Equipment	102,022		102,022	110,046	46,523	-	156,569	(54,547)
\$ 472,391	\$ 629,991	\$ 541,176		TOTAL EQUIPMENT	\$ 102,022	\$ -	\$ 102,022	\$ 110,046	\$ 46,523	\$ 0	\$ 156,569	\$ (54,547)
								107.9%	45.6%	0.0%	153.5%	
				<i>Other Objects (8000's)</i>								
91,658	80,424	87,211	8100	Dues, Fees and Memberships	100,911		100,911	83,932	1,905	15,074	100,911	-
21,888	20,110	24,317	8900	Other Objects	25,395		25,395	23,704	10,750	(9,059)	25,395	-
\$ 113,546	\$ 100,534	\$ 111,528		TOTAL OTHER OBJECTS	\$ 126,306	\$ -	\$ 126,306	\$ 107,637	\$ 12,655	\$ 6,014	\$ 126,306	\$ -
								85.2%	10.0%	4.8%	100.0%	0.0%
				<i>Revenue Offset (9000's)</i>								
(102,106)	(22,498)	(29,042)	9200	Technology Revenue	(29,042)		(29,042)	-	-	(29,042)	(29,042)	-
(60,515)	(61,920)	(73,800)	9201	Participation Fees, Athletics	(66,365)		(66,365)	(53,900)	-	(12,465)	(66,365)	-
(15,914)	-	(18,350)	9202	Gate Receipts, Athletics	(15,000)		(15,000)	(20,179)	-	5,179	(15,000)	-
-	(134,377)	(77,445)	9204	Transportation Credits	-		-	(89,987)	-	-	(89,987)	89,987
(655,410)	(859,340)	(812,440)	9205	Excess Cost SPED	(811,700)		(811,700)	(602,774)	-	(208,926)	(811,700)	-
(89,626)	(74,625)	(79,561)	9206	Pre School Tuition SPED	(63,000)		(63,000)	(118,124)	-	25,590	(92,534)	29,534
(68,171)	(76,283)	(75,981)	9207	Regular Ed. Tuition	(62,581)		(62,581)	(106,296)	-	(13,578)	(119,874)	57,293
(46,817)	(37,813)	(19,878)	9208	Revenue from Town for Fields	(42,681)		(42,681)	(18,554)	-	(24,127)	(42,681)	-
(39,600)	(11,000)	(40,000)	9209	Parking Fees	(45,000)		(45,000)	-	-	(45,000)	(45,000)	-
(24,112)	(14,161)	(46,050)	9210	Theater Receipts	(60,250)		(60,250)	(14,559)	-	(45,691)	(60,250)	-
(2,706)	-	-	9212	Facility Use Rental	(17,500)		(17,500)	-	-	(17,500)	(17,500)	-
(6,947)	(6,815)	(4,768)	9215	Medicaid Revenue	(6,000)		(6,000)	(11,923)	-	-	(11,923)	5,923
				Budgeted Reduction	(81,000)		(81,000)	-	-	(81,000)	(81,000)	-
(\$1,111,924)	(\$1,298,832)	(\$1,277,316)		Total Revenue Offset	(\$1,300,119)	\$ -	(\$1,300,119)	(\$1,036,296)	\$ 0	(\$446,560)	(\$1,482,856)	\$ 182,737
								79.7%	0.0%	34.3%	114.1%	-14.1%
\$ 52,248,792	\$ 52,905,769	\$ 53,679,039		GRAND TOTAL	\$ 56,391,182	\$ -	\$ 56,391,182	\$ 41,365,306	\$ 13,654,884	\$ 1,004,897	\$ 56,025,087	\$ 366,095
								73.35%	24.21%	1.78%	99.35%	0.65%

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 5/15/23

Information Only

Action Requested

Agenda Item Subject: Approval of the FY24 Utility and Facility Rental Rates

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following are the proposed utility and facility rental rates for FY24. We are recommending approval of the rates.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

WESTON PUBLIC SCHOOLS
FY 23-24 BUILDING/FACILITY USE – HOURLY RATES

Building	Capacity	Group I School/Town	Group II Community		Group III Private		Energy Rates	
			2023-2024	2022-2023	2023-2024	2022-2023	2023-2024	2022-2023
Hourly Building Rental Fees								
High School								
Auditorium & Stage	602 seated	No Fee	\$76.60	\$72.54	\$153.21	\$145.08	\$19.55	\$18.51
Gymnasium	577 seated, 1,320 standing	No Fee	\$87.87	\$83.21	\$176.87	\$167.49	\$19.55	\$18.51
New Gymnasium	1,100 seated, 1,603 standing	No Fee	\$87.87	\$83.21	\$173.49	\$164.29	\$19.55	\$18.51
Cafeteria/Kitchen	250 seated, 600 standing	No Fee	\$76.60	\$72.54	\$153.21	\$145.08	\$19.55	\$18.51
Middle School								
New Gymnasium	360 seated, 770 standing	No Fee	\$87.87	\$83.21	\$176.87	\$167.49	\$19.55	\$18.51
Old Gymnasium	360 seated, 780 standing	No Fee	\$87.87	\$83.21	\$176.87	\$167.49	\$19.55	\$18.51
Cafeteria Kitchen	236 seated, 507 standing	No Fee	\$76.60	\$72.54	\$153.21	\$145.08	\$19.55	\$18.51
Library		No Fee	\$76.60	\$72.54	\$153.21	\$145.08	\$19.55	\$18.51
Intermediate School								
Gymnasium	398 (no bleachers)	No Fee	\$87.87	\$83.21	\$176.87	\$167.49	\$19.55	\$18.51
Cafetorium/Kitchen	626/stage 63	No Fee	\$76.60	\$72.54	\$153.21	\$145.08	\$19.55	\$18.51
Elementary School								
Gymnasium	300	No Fee	\$46	\$43.74	\$90.12	\$85.34	\$19.55	\$18.51
South House All Purpose	100 seated, 225 standing	No Fee	\$41	\$38.40	\$78.86	\$74.68	\$19.55	\$18.51
South Cafeteria/Kitchen	112 seated, 240 standing	No Fee	\$39	\$37.34	\$78.86	\$74.68	\$19.55	\$18.51
East Cafeteria/Kitchen	99 seated, 212 standing	No Fee	\$41	\$38.40	\$78.86	\$74.68	\$19.55	\$18.51
Classrooms								
All Buildings	25	No Fee	\$41.03	\$38.85	\$78.86	\$74.68	\$13.02	\$12.33
Fields								
*Turf I		No Fee	N/A	N/A	N/A	N/A	N/A	N/A
*Turf II		No Fee	N/A	N/A	N/A	N/A	N/A	N/A
*All Other Fields		No Fee						

Rate Increase based on March 2023 CPI (less food and energy) of 5.6%

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 5/15/23

Information Only

Action Requested

Agenda Item Subject: Approval of the FY24 Tuition Rates for Non-Residents

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following are the proposed tuition rates for non-residents for FY24. We are recommending approval of the rates.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

**WESTON PUBLIC SCHOOLS
2023-2024 NON-RESIDENT TUITION RATES**

Description	FY23-24 Recommended		FY23 Rates	
<u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$21,008.57	\$10,504.29	\$20,444.31	\$10,222.16
REGULAR	\$21,008.57	\$10,504.29	\$20,444.31	\$10,222.16
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>				
REGULAR	\$21,168.36	\$10,584.18	\$20,599.80	\$10,299.90
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>HIGH SCHOOL GRADES 9-12</u>				
REGULAR	\$22,786.33	\$11,393.16	\$22,174.32	\$11,087.16
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>CERTIFIED STAFF NON-RESIDENT PUPILS</u>				
 <u>ELEMENTARY GRADES K-5</u>	<u>Total</u>	<u>Semester</u>	<u>Total</u>	<u>Semester</u>
KINDERGARTEN	\$5,252.15	\$2,626.07	\$5,111.08	\$2,555.54
REGULAR	\$5,252.15	\$2,626.07	\$5,111.08	\$2,555.54
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>MIDDLE SCHOOL GRADES 6-8</u>				
REGULAR	\$5,292.09	\$2,646.05	\$5,149.95	\$2,574.98
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	
 <u>HIGH SCHOOL GRADES 9-12</u>				
REGULAR	\$5,696.58	\$2,848.29	\$5,543.58	\$2,771.79
GIFTED	Actual Cost		Actual Cost	
SPECIAL EDUCATION	Actual Cost		Actual Cost	

Rates are increased annually by the approved budget percentage increase. The approved FY 23 budget increase is 2.76%

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

Weston Board of Education Policy 5118

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 5/15/23

Information Only

Action Requested

Agenda Item Subject: Approval of the FY24 PreK Tuition Rates

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following are the proposed tuition rates for PreK for FY24. We are recommending approval of the rates.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



May 10, 2023

TO: Weston Board of Education

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: 2023-24 Pre-School tuition rates

The full rates for our integrated pre-school are established by the Pupil Services Department in collaboration with the Business Office. Per federal mandate, Weston's residents with special needs are admitted to the program tuition free. We are recommending that the 2023-24 tuition rate for Weston residents' children without special needs be increased by the approved budget percentage increase of 2.76% to \$7,315 from \$7,118.

Below is a comparison of current DRG A preschool tuition rates:

FY23 DRG A Preschool Tuition		
District	FY23 Tuition	Hours
Westport	\$ 11,305	4.75
Wilton	\$ 7,500	4.25
Weston	\$ 7,118	4.75
Darien	\$ 7,630	4
Easton	\$ 6,336	5
Redding	\$ 6,684	5
Average	\$ 7,762	

Minutes
Financial, Facilities & Operations Committee
March 10, 2023

Present:

Steve Ezzes, Committee Chair

Melissa Walker, Committee Member

Peter Gordon, Committee Member

Phil Cross, Director of Finance and Operations

Mike DelMastro, Director of Facilities

Absent:

Lisa Barbiero, Superintendent of Schools

The meeting was called to order by Mr. Ezzes at 9:03 a.m.

The Committee discussed the following items regarding an update of facilities and grounds maintenance:

- Mr. DelMastro reported that the grounds department has begun getting the athletic fields ready for Spring sports. Additionally, they have begun interviewing for the new grounds position. Mr. DelMastro also reported that the Town is planning on moving forward with the first stages of the sidewalk project this summer, necessitating the moving of the District's fiber cable from one side of School Rd. to the other. Regarding the parking lot analysis that the District went out to bid for, Beta Group will be onsite from April 10th-14th to begin the analysis. Mr. DelMastro also reported that the track was recently analyzed to determine if it could be resurfaced. Unfortunately, a total rebuild is necessary, and three standards and price points have been presented which will need to be discussed.

The Committee discussed the following items regarding the monthly financial update (through January) including internal services fund (for dental):

- Mr. Cross informed the Committee that the current end-of-year balance is \$503,559. This is a decrease from the previous month's balance of \$513,249. With unfilled positions and family medical leave absences, the projected expenditures for substitutes will be over budget by \$169,750. However, this amount will be offset with turnover savings and unfilled positions in the amount of \$214,799. This amount includes a reduction in the anticipated expenditures for the Assistant Director of PPS and an unfilled academic assistant position at the high school.

- Regarding the surplus, Mr. Cross presented some ideas on how to reduce it. In the property services account, he recommended that the installation of the EV charging changing and the LED lights in D and E wings at the high school both be shifted from the capital to the operating budget. He also recommended that the parking lot analysis be paid from the operating budget.

Additionally, he recommended using the current anticipated surplus to fund both the final ERIP payment, \$140,031, and the OPEB portion of the retirees' health insurance premium, \$319,536. This \$459,567 payment would reduce the projected end of year surplus to \$43,992. The Committee agreed to move this to the full Board at the March 13 meeting for discussion and approval.

- Mr. Gordon informed the Committee that he has received a proposal from the design and consulting firm he met with, IDEO, regarding the Education Optimization Committee. The cost for the consulting services ranges from \$50,000 - \$250,000, and Mr. Gordon inquired if any of the surplus could be used to offset this cost. Mr. Cross reported that this is something that would need to be discussed with the Board of Finance, but at least \$50,000 might be available. This is something that would need to be discussed further.
- Regarding the Internal Services Fund, Mr. Cross reported that claims are trending as expected.

The Committee discussed the following regarding the next committee meeting date:

- Due to scheduling conflicts, with the District being closed on April 7th and Spring break on April 14th, the next Committee meeting will be held in May, but the Committee agreed that if necessary, an impromptu meeting can be arranged.

The Committee discussed the following regarding approval of the February minutes:

- The Committee approved the February minutes without any changes.

There being no further business to discuss, the meeting adjourned at 9:28 a.m.

Respectfully submitted:

Andrew Galli

Administrative Assistant to the Director of Finance and Operations