



Board of Education Regular Meeting
Monday, February 24, 2025
7:00 PM
Zoom Webinar

- I. CALL TO ORDER, VERIFICATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
 - A. 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. STUDENT BOARD OF EDUCATION REPRESENTATIVE COMMENTS
 - A. Discussion with WHS Student Board of Education Representatives
- IV. APPROVAL OF MINUTES
 - A. Approval of meeting minutes from the January 16, 2025, Weston Board of Education Special Meeting (Workshop)
 - B. Approval of meeting minutes from the January 21, 2025, Weston Board of Education Executive Session
 - C. Approval of meeting minutes from the January 21, 2025, Weston Board of Education Meeting
 - D. Approval of meeting minutes from the January 23, 2025, Weston Board of Education Special Meeting: Public Forum #2
 - E. Approval of meeting minutes from the January 27, 2025, Weston Board of Education Special Meeting (Workshop)
 - F. Approval of meeting minutes from the January 28, 2025, Weston Board of Education Special Meeting: Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets
- V. PUBLIC COMMENT
 - A. The Board welcomes the opportunity to hear from members of the public about matters concerning Weston Public Schools. Public comment is an important chance for the Board to receive input and feedback from our school community. We listen attentively to all comments shared.

While we value and pay close attention to public comment, it is our practice not to respond substantively, or sometimes at all, during public comment. There are several reasons for this:

First, engaging in a discussion on non-agenda items could violate the Board's obligations to comply with the Freedom of Information Act.

Second, the Board or the administration may not be prepared to discuss certain matters raised in the first instance by a public comment.

Third, the Board develops its meeting agenda carefully to ensure that the Board addresses matters that are pressing or relevant at the time of the meeting.

We encourage members of the public with specific questions, concerns, or complaints about our schools to reach out directly to Superintendent Barbiero. You may also email the Board at our email address, boardofeducation@westonps.org.

Additional details on Public Comment at board meetings can be found on our website: https://www.westonps.org/608477_3

Meeting Conduct: Bylaws of the Board #9325 -
<https://meetings.boardbook.org/Public/Book/2468?docTypeId=224318&file=a5f2950-f792-4ecc-bc14-37a3939de003>

VI. OLD BUSINESS

- A. Superintendent Search Update - Specification Development Report
- B. Weston's 2025 Midyear Snapshot: Progress on District Improvement Goals

VII. NEW BUSINESS

- A. Gifts, Grants and Bequests (Recognition, Acceptance or Approval)
 - 1. Approval of a donation from the HES PTO for hallway signage at Hurlbutt Elementary School
- B. Approval of an overnight field trip to Washington, D.C.
- C. Discussion and approval of consent agenda

VIII. DISTRICT UPDATES

- A. Superintendent
- B. Human Resources
- C. Pupil Personnel Services and Special Education
- D. Finance and Operations
 - 1. Discussion and approval of January 2025 Financial Report
 - 2. Review and approval of the Technology Lease bid
 - 3. Review and approval of the Weston Middle School Renovation Status Evaluation bid

IX. COMMITTEE UPDATES

- A. Communications Committee
- B. Connecticut Association of Boards of Education (CABE)
- C. Cooperative Educational Services (CES)
- D. Curriculum Committee
- E. Education Optimization Committee (EOC)
- F. Finance & Operations Committee
- G. ~~Negotiations Committee~~ (committee not active at this time)

- H. Policy Committee
- I. Safety & Security Committee
- J. Weston Education Foundation (WEF)
- X. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION
 - A. March 17, 2025, 7:00 PM, Board of Education Meeting, Weston Middle School Learning Common, 135 School Road
 - B. Review of Pending Agenda Items for Next Meeting
- XI. ADJOURNMENT



Weston Board of Education Special Meeting (Budget Workshop)

Thursday, January 16, 2025

9:00 AM

Zoom Webinar

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Chad Hoepfner, Lisa Luft. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

A quorum was met. The meeting was called to order at 9:04 AM

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Director of Finance and Facilities; Tracy Edwards, Director of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Michael DelMastro, Director of Facilities

Move that the Weston Board of Education begin the January 16, 2025 meeting. Unseconded with a motion by Ezzes, Steven.

II. PLEDGE OF ALLEGIANCE

A. 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. DISCUSSION ON FY26 BUDGET (https://www.westonps.org/610978_3)

Members of the Board of Education, along with Central Office Administrators, discussed the proposed FY26 operating and capital budget.

IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

A. Review of Pending Agenda Items for Next Meeting

- B. January 21, 2025, 7:00 PM, Via Zoom, Weston Board of Education Meeting
 - C. January 23, 2025, 7:00 PM, Location: Via Zoom Webinar, Weston Board of Education Special Meeting (Public Forum #2 with Administration on Budget Request)
 - D. January 27, 2025, 9:00 AM, Via Zoom, Weston Board of Education Special Meeting (Budget Workshop)
 - E. January 28, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets)
 - F. January 30, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets, if necessary)
- V. ADJOURNMENT
- Move that the Weston Board of Education adjourn the January 16, 2025 meeting. Unseconded with a motion by Ferraro, Sharon.

Respectfully submitted by:
Jodi Sacchetta, Board Clerk



Weston Board of Education Executive Session

Tuesday, January 21, 2025

6:30 PM

Remote Session

Absent: David Felton, Chad Hoepfner, **Present:** Steven Ezzes, Sharon Ferraro, Peter Gordon, Michael Guido, Lisa Luft. Present: 5, Absent: 2.

I. CALL TO ORDER, VERIFICATION OF QUORUM

The meeting began at 6:31 PM

Additional Attendees:

Juliane Givoni, Director of Human Resources

II. MOTION TO INVITE ADDITIONAL ATTENDEE(S) TO PARTICIPATE IN THE EXECUTIVE SESSION, IF NECESSARY

Move that the Weston Board of Education invite Juliane Givoni, Director of Human Resources, to participate in the January 21, 2025 executive session. Carried with a motion by Luft, Lisa and a second by Gordon, Peter.

Steven Ezzes: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,

Michael Guido: Yea, Lisa Luft: Yea

Yea: 5, Nay: 0

III. DISCUSSION PERTAINING TO SUPERINTENDENT SEARCH COMMITTEE

IV. ADJOURNMENT

The meeting was adjourned at 6:59 PM

Move that the Weston Board of Education begin the January 21, 2025 meeting Carried with a motion by Luft, Lisa and a second by Gordon, Peter.

Steven Ezzes: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,

Michael Guido: Yea, Lisa Luft: Yea

Yea: 5, Nay: 0

Respectfully submitted by:

Sharon Ferraro, Board Secretary



Weston Board of Education Executive Session

Tuesday, January 21, 2025

6:30 PM

Remote Session

Absent: David Felton, Chad Hoepfner, **Present:** Steven Ezzes, Sharon Ferraro, Peter Gordon, Michael Guido, Lisa Luft. Present: 5, Absent: 2.

I. CALL TO ORDER, VERIFICATION OF QUORUM

The meeting began at 6:31 PM

Additional Attendees:

Juliane Givoni, Director of Human Resources

II. MOTION TO INVITE ADDITIONAL ATTENDEE(S) TO PARTICIPATE IN THE EXECUTIVE SESSION, IF NECESSARY

Move that the Weston Board of Education invite Juliane Givoni, Director of Human Resources, to participate in the January 21, 2025 executive session. Carried with a motion by Luft, Lisa and a second by Gordon, Peter.

Steven Ezzes: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,

Michael Guido: Yea, Lisa Luft: Yea

Yea: 5, Nay: 0

III. DISCUSSION PERTAINING TO SUPERINTENDENT SEARCH COMMITTEE

IV. ADJOURNMENT

The meeting was adjourned at 6:59 PM

Move that the Weston Board of Education begin the January 21, 2025 meeting Carried with a motion by Luft, Lisa and a second by Gordon, Peter.

Steven Ezzes: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,

Michael Guido: Yea, Lisa Luft: Yea

Yea: 5, Nay: 0

Respectfully submitted by:
Sharon Ferraro, Board Secretary



Weston Board of Education Special Meeting (Public Forum #2 with Administration on Budget Request)

Thursday, January 23, 2025

7:00 PM

Zoom Webinar

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Chad Hoepfner, Lisa Luft. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

A quorum was met, the meeting began at 7:03 PM.

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Director of Finance and Facilities; Tracy Edwards, Director of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Michael DelMastro, Director of Facilities; Building Principals: Meghan Conetta, Dan Doak, Pattie Falber, Laura Kaddis

II. PLEDGE OF ALLEGIANCE

A. 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. PUBLIC FORUM #2: PUBLIC COMMENT

The Board welcomes the opportunity to hear from members of the public about matters concerning Weston Public Schools. Public comment is an important chance for the Board to receive input and feedback from our school community. We listen attentively to all comments shared.

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our practice not to respond substantively, or sometimes at all, during public comment. There are several reasons for this:

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Additional details on Public Comment at board meetings can be found on our website: https://www.westonps.org/608477_3

Meeting Conduct: Bylaws of the Board #9325 - <https://meetings.boardbook.org/Public/Book/2468?docTypeId=224318&file=ab5f2950-f792-4ecc-bc14-37a3939de003>

The following members of the public spoke during public comment:

Alex Staehely - Lords Highway
Kelle James - Bernhard Drive

A discussion among the Board and administrators took place, based on questions from the public.

IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

A. Review of Pending Agenda Items for Next Meeting

B. January 27, 2025, 9:00 AM, Via Zoom, Weston Board of Education Special Meeting (Budget Workshop)

C. January 28, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets)

D. January 30, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets, if necessary)

V. ADJOURNMENT

The meeting was adjourned at 8:05 PM

Move that the Weston Board of Education adjourn the January 23, 2025 meeting. 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, Michael Guido: Yea, Chad Hoepner: Yea, Lisa

Luft: Yea

Yea: 7, Nay: 0

Respectfully submitted by:
Jodi Sacchetta, Board Clerk



Board of Education Special Meeting (Budget Workshop)

Monday, January 27, 2025

9:00 AM

Zoom Webinar

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Chad Hoepfner, Lisa Luft. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional attendees:

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Director of Finance and Facilities; Tracy Edwards, Director of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Michael DelMastro, Director of Facilities; Building Principals: Meghan Conetta, Dan Doak, Pattie Falber, Laura Kaddis

Board member Sharon Ferraro left the meeting at 9:45 AM

The meeting was called to order and began at 9:03 AM.

Move that the Weston Board of Education begin the January 27, 2025 meeting Unseconded with a motion by Ezzes, Steven.

II. PLEDGE OF ALLEGIANCE

A. 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. DISCUSSION ON FY26 BUDGET: Budget documents:

https://www.westonps.org/610978_3

The meeting included a detailed discussion of the FY26 proposed budget, which had been presented on January 6, 2025. Central Office Administrators and building principals provided input on operational and capital budget needs.

At 10:40 AM, Superintendent Barbiero suggested a short break for the group. The meeting resumed at 10:49 AM.

IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

A. Review of Pending Agenda Items for Next Meeting

B. January 28, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets)

C. January 30, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets, if necessary)

V. ADJOURNMENT

The meeting was adjourned at 11:44 AM.

Move that the Weston Board of Education adjourn the January 27, 2025 meeting Carried with a motion by Felton, David and a second by Luft, Lisa.

Absent 1: Sharon Ferraro; Present 6: Steven Ezzes: Yea, David

Felton: Yea, Peter Gordon: Yea, Michael Guido: Yea, Chad

Hoepfner: Yea, Lisa Luft: Yea

Yea: 6, Nay: 0

Respectfully submitted by:
Jodi Sacchetta, Board Clerk



Weston Board of Education Special Meeting (Approval and Adoption of FY2026 Recommended Operating and Capital Budgets)

Tuesday, January 28, 2025

7:00 PM

Zoom Webinar

Present: Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Chad Hoepfner, Lisa Luft. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Director of Finance and Facilities; Tracy Edwards, Director of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Building Principals: Meghan Conetta, Dan Doak, Pattie Falber, Laura Kaddis

Board member Chad Hoepfner was present for the attendance roll call, but he left the meeting shortly thereafter and was not present for voting.

The meeting was called to order at 7:04 PM.

Move that the Weston Board of Education begin the January 28, 2025 meeting. Unseconded with a motion by Ezzes, Steven.

II. PLEDGE OF ALLEGIANCE

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III. PUBLIC COMMENT

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comment is an important chance for the Board to receive input and feedback from our school community. We listen attentively to all comments shared.

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The following members of the public spoke during public comment:

Alex Staehely - Lords Highway

IV. DISCUSSION AND VOTE ON FY26 OPERATING BUDGET

Move that Weston Board of Education approve the FY26 Operating Budget in the amount of \$61,151,439, which represents a 3.05% increase. Carried with a motion by Felton, David and a second by Luft, Lisa.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Lisa Luft: Yea
Yea: 6, Nay: 0

V. DISCUSSION AND VOTE ON FY26 CAPITAL BUDGET

Move that Weston Board of Education approve the FY26 Capital Budget in the amount of \$3,336,000 Carried with a motion by Felton, David and a second by Ferraro, Sharon.

David Felton: Nay, Steven Ezzes: Yea, Sharon Ferraro: Yea,

Peter Gordon: Yea, Michael Guido: Yea, Lisa Luft: Yea
Yea: 5, Nay: 1

VI. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

- A. Review of Pending Agenda Items for Next Meeting
Superintendent Lisa Barbiero emphasized the board's role in ensuring quality education while balancing financial responsibility, and acknowledged the staff and community's involvement in the budget process.
- B. January 30, 2025, 6:00 PM, Via Zoom, Weston Board of Education Special Meeting (Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets, if necessary)
This meeting on January 30, 2025, has been canceled. It is no longer needed, budgets passed.
- C. February 24, 2025, 7:00 PM, Via Zoom, Weston Board of Education Meeting

VII. ADJOURNMENT

The meeting was adjourned at 8:21 PM.

Move that the Weston Board of Education adjourn the January 28, 2025 meeting. Carried with a motion by Gordon, Peter and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Michael Guido: Yea, Lisa Luft: Yea
Yea: 6, Nay: 0

Respectfully submitted by:
Jodi Sacchetta



**SCHOOL
LEADERSHIP LLC**

SUPERINTENDENT SEARCH WESTON PUBLIC SCHOOLS

**SPECIFICATION DEVELOPMENT REPORT
FEBRUARY 24, 2025**

Community Input:
Forums and
Focus Groups:
102 Participants

Survey:
437 Survey
Responses

Participants in Forums and Focus Groups

Superintendent of Schools (1)

Director of Human Resources (1)

Director of Pupil Services (1)

District Administrators (4)

Principal Focus Group (4)

Assistant Principals/Assistant Directors/Athletic Director
Focus Group (9)

Elementary, Intermediate, Middle School and High School
Teaching Staff (50)

Support Staff (2)

PTO Leadership (5)

High Student Focus Group (4)

Board of Education (7)

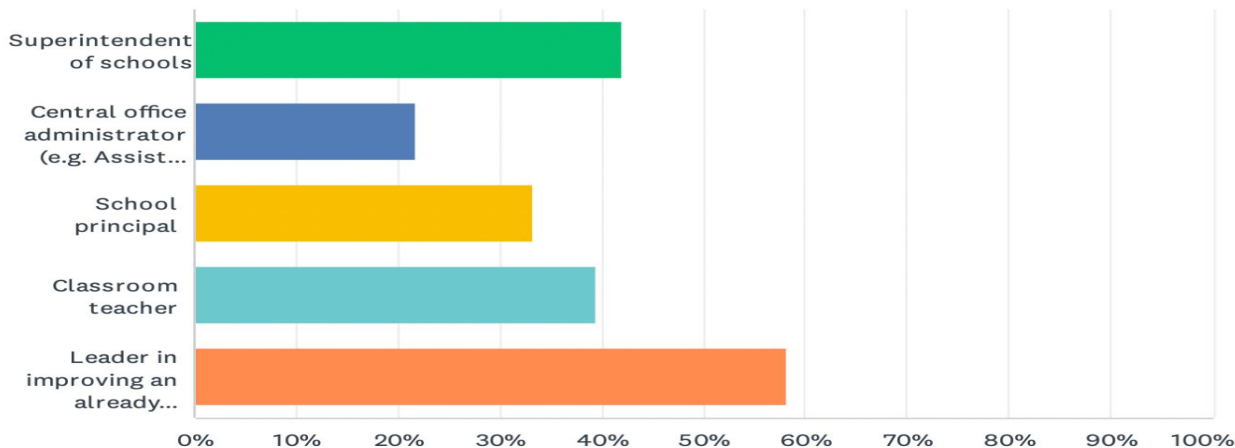
Community Forum (14)

EACH INDIVIDUAL AND GROUP SHARED THOUGHTS ON THREE BROAD QUESTIONS

- What qualities, skills, characteristics, and experiences are most important for the next superintendent?
- What are the key strengths of the district? What would draw excellent candidates to apply?
- What are the major challenges for a new superintendent? What issues will he/she need to address?

Q1 In the following list of prior experiences for a Superintendent, please click the boxes beside the TWO prior experiences that you feel are MOST CRITICAL (realizing ALL are important) for an individual to be successful as Superintendent of Weston Public Schools:

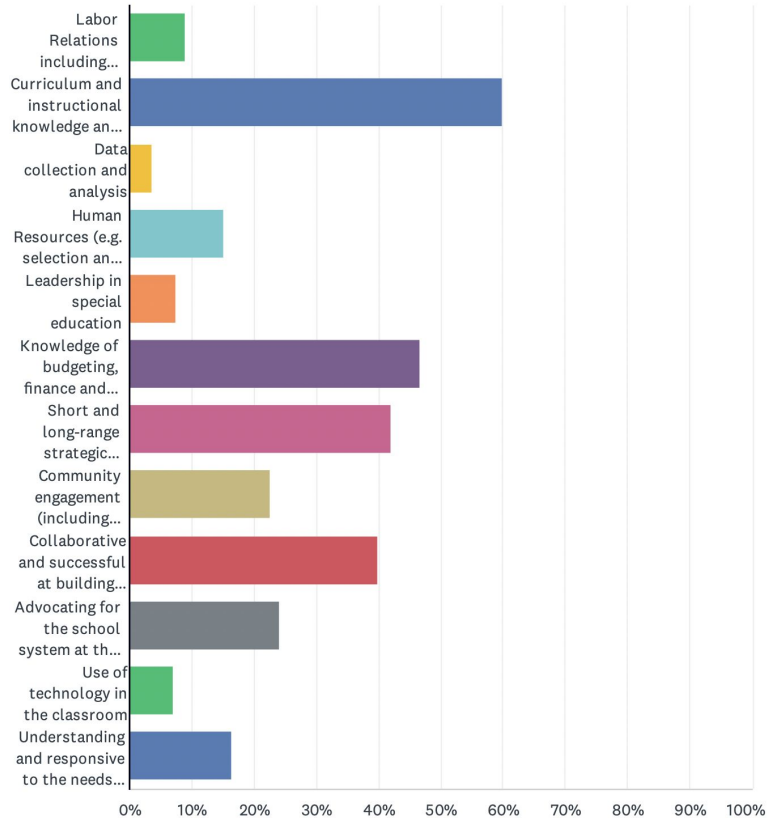
Answered: 437 Skipped: 0



ANSWER CHOICES	RESPONSES
Superintendent of schools	42.11% 184
Central office administrator (e.g. Assistant Superintendent)	21.74% 95
School principal	33.18% 145
Classroom teacher	39.36% 172
Leader in improving an already high-performing school district	58.12% 254
Total Respondents: 437	

Q2 In the following list of skills, please check the boxes beside THREE that you believe are most critical for an individual to be successful as Superintendent of Weston Public Schools:

Answered: 437 Skipped: 0



ANSWER CHOICES	RESPONSES	
Labor Relations including collective bargaining	8.92%	39
Curriculum and instructional knowledge and leadership (including current research and best practices)	59.95%	262
Data collection and analysis	3.66%	16
Human Resources (e.g. selection and support of personnel)	15.10%	66
Leadership in special education	7.55%	33
Knowledge of budgeting, finance and facility planning	46.68%	204
Short and long-range strategic planning	42.11%	184
Community engagement (including public speaking and written communication)	22.65%	99
Collaborative and successful at building highly productive teams	39.82%	174
Advocating for the school system at the local and state levels	24.03%	105
Use of technology in the classroom	7.09%	31
Understanding and responsive to the needs of a diverse student population ²¹	16.48%	72
Total Respondents: 437		

SURVEY DEMOGRAPHICS

		YES	TOTAL
A resident of the district WITHOUT children currently in the school		100.00% 53	53
A resident of the district WITH children currently in the school		100.00% 312	312
A resident of the district WITH children currently in a private or charter school		100.00% 18	18
A member of the district teaching staff		100.00% 70	70
A member of the district support staff		100.00% 16	16
A member of the district administrative staff		100.00% 4	4
An officer of the district PTO		100.00% 22	22
A student attending a district school	22	100.00% 5	5
A former member of the Board of Education		100.00% 4	4

KEY STRENGTHS OF DISTRICT

- Small district with all schools located on one campus, with a personalized approach to education and a private school “feel”
- Easier to make changes and make a difference because of size of district
- Highly engaged and supportive community with strong PTOs and educational foundation
- Dedicated, caring, and well-educated teachers and staff
- Outstanding and high performing students
- Amazing place for someone with a bold vision

CHALLENGES

- Creation of a strong educational vision around which all constituents can rally
- Aging infrastructure, facilities maintenance, and improvement
- Budget development - lack of commercial tax base
- Collaboration and communication with Town boards
- Improvement of communication with staff and parents
- Staff turnover/mentoring new administrators
- School climate issues - e.g., bullying and antisemitism
- Attention to school security
- Working collaboratively with the Board of Education to move the district forward

SPECIFICATIONS BASED ON SURVEY, FOCUS GROUPS AND FORUMS

- A bold, innovative and visionary educator with deep expertise in curriculum, instruction and social-emotional development, and how they combine to enhance student performance.
- A passionate and inspirational advocate for Weston Public Schools' commitment to success for all students and teaching excellence, who actively engages students and teachers in upholding high standards and expectations.
- An enthusiastic and ethical leader who cultivates trust, mentors and develops staff, strengthens board governance, and unites the school community around a shared vision that supports the district's mission.

SPECIFICATIONS, (CONTINUED)

- A transparent and proactive communicator who listens actively, engages and connects with stakeholders, seeks parent, staff and student voice, embraces collaboration, and explains decisions clearly through multiple platforms.
- A strategic leader with expertise in school finance who ensures fiscal soundness and is skillful in working collaboratively with school and town boards in developing school budgets, maximizing resources, deploying staff, and engaging the community in long range planning for the use and improvement of facilities.
- A visible and accessible leader who is excited about becoming a member of the Weston community and who embraces challenges as opportunities to elevate a high-achieving district to even greater success.

NEXT STEPS

Official Search Launch - February 25, 2025

Recruiting (ongoing)

Advertising

Outreach to target organizations

WESTON PUBLIC SCHOOLS' BOARD OF EDUCATION RESOLUTION
FEBRUARY 24, 2025

Authorization for School Leadership to Arrange for Publication of Position
Advertisements

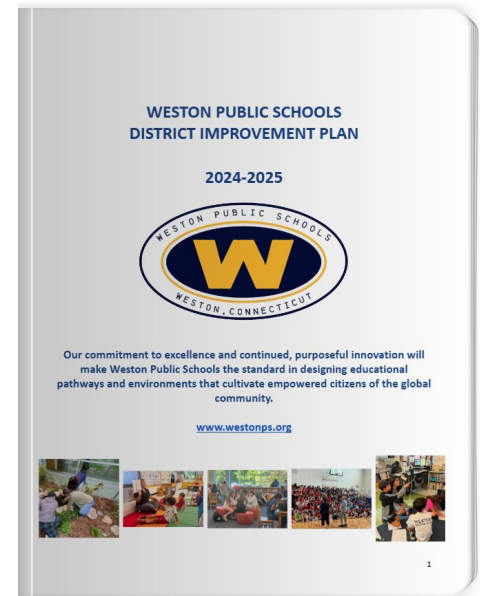
WHEREAS, the Weston Public School Board of Education has engaged the services of School Leadership LLC of Malverne, New York to assist it in its search for a new Superintendent of Schools; and

WHEREAS, School Leadership LLC has submitted a Specification Development Report to the Board following its conduct of focus groups and public meetings to solicit input and ideas from staff, students, parents, and the community at large, and input data have also been reviewed from the results of a questionnaire made widely available throughout the school district.

NOW THEREFORE BE IT RESOLVED:

1. The Weston Public Schools' Board of Education authorizes School Leadership LLC to arrange for publication of position advertisements at district expense online at Education Week, and on such other sites that will attract well-qualified applicants to apply including, but not limited to, the American Association of School Administrators, the Connecticut Association of Public School Superintendents, the Connecticut Association of Boards of Education, the New York State Council of School Superintendents, the New York Association of School Administrators, the National Association of Black School Educators, and the Association of Latino Administrators and Superintendents, and
2. Said advertisement shall also include the specifications outlined in School Leadership's Specification Development Report dated February 24, 2025 and presented to the Board, together with the following additional specifications:
 - A Connecticut certification as a Superintendent of Schools (093), or eligibility for certification is required; and
 - A regionally competitive starting base salary, commensurate with qualifications and experience, will be offered. In addition, a regionally competitive fringe benefits package will be offered.

IN WITNESS WHEREOF, this resolution is duly adopted by the Board of Education on February 24, 2025



Weston's 2025 Midyear Snapshot: Progress on District Improvement Goals

Board of Education Meeting
February 24, 2025

Access on the Weston Website

The screenshot displays the Weston Public Schools website. At the top, there are navigation links for DISTRICT, CAMPUS, and DIRECTORY. The main header features the Weston Public Schools logo and navigation links for Join Our Team, Classlink, PowerSchool Login, and Prospective Residents. A language selector is set to English. A search bar is located on the right side of the header.

The main navigation menu is open, showing the following items:

- District Information -
- Departments -
- Board of Education -
- Curriculum and Instruction -
- Pupil Services & Special Education -

The 'District Information' dropdown menu is expanded, listing the following items:

- District Information
- About Weston Public Schools
- Administration
- A Message from the Superintendent
- A Message from the Assistant Superintendent
- Directions
- District
- District Calendar
- District Improvement Plan
- District Website Contacts for Updates / Information
- Freedom of Information Act (FOIA)
- Record Requests
- School Hours, Delays, & Early Dismissals
- Staff List
- Student Change of Address Request
- Student Registration
- Student Withdrawal
- Town of Weston
- Weston Middle School Project
- WPS District Updates

An Instagram profile for 'westonpublicschools_ct' is displayed, featuring a grid of photos and a 'View full profile on Instagram' button. The profile information includes the name 'westonpublicschools_ct', the name 'Lisa Barbiero/Superintendent', 1,977 followers, and 3,101 posts.

The browser address bar shows the URL: https://www.westonps.org/358036_2. The Windows taskbar at the bottom shows the search bar, taskbar icons, and system tray information including the date and time: 11:43 AM 1/29/2025.



Areas of Focus

Section 1: Academic Excellence: Teaching & Learning

[1A: Math](#)

[1B: English Language Arts](#)

[1C: Science](#)

Section 2: [District Culture and Climate](#)

Section 3: [Information Literacy/Technology](#)

Section 4: [Human Resources](#)

Section 5: [Safety and Security](#)

Section 6: [Future Planning - Board of ED & WPS Administration & Town of Weston](#)



Agenda

- How far have we progressed toward our Spring 2025 district and school improvement goals?
- What key data points—both quantitative and qualitative—inform our understanding of progress?
- What strategic priorities will guide our focus in the second half of the year to ensure we achieve our goals?



Math District Progress: Achievement and Growth based on NWEA

Goal: Ensure ALL students demonstrate growth and deepen their conceptual understanding of mathematical concepts so that they see themselves as capable mathematicians.

Achievement Goal:

By June 2025, a minimum of:

- 84% of students in grades K-2 will meet or exceed the on-grade level expectations (50th percentile) as measured by the NWEA Map Assessment.
- 81% of students in grades 3-8 will meet or exceed the grade level proficiency targets as measured by the Smarter Balanced Assessment.
- 79% of ninth-grade students will demonstrate proficiency (61st percentile or better) as measured by the NWEA spring assessment.
- 70% of eleventh-grade students will meet or exceed the College and Career Readiness Benchmarks as measured by the Math SAT scores.

Growth Goal:

By June 2025, a minimum of:

- 80% of all students in grades 1-9 will meet or exceed their projected growth targets as measured by the NWEA Map Assessment.
- 71% of Students with Disabilities (SwDs) in grades 1-9 will meet or exceed their projected growth targets as measured by the NWEA Map Assessment.



Section 1: Academic Excellence



1A: Math - NWEA Formative Progress

*Growth corresponds to the % of students who have met or exceeded their projected growth targets

MATH	2025 Achievement		2025 Growth *% of students who met their growth projections
NWEA	Fall	Winter	Fall to Winter
K: % of students who met or exceeded the 50th achievement percentile	N/A	96%	N/A
1: % of students who met or exceeded the 50th achievement percentile	82%	89%	78%
2: % of students who met or exceeded the 50th achievement percentile	75%	81%	64%
NWEA	Fall	Winter	Fall to Winter
3: % of students will meet or exceed the 61st achievement percentile	64%	67%	51%
4: % of students will meet or exceed the 61st achievement percentile	56%	80%	88%
5: % of students will meet or exceed the 61st achievement percentile	66%	71%	61%

Section 1: Academic Excellence



1A: Math - NWEA Progress

*Growth corresponds to the % of students who have met or exceeded their projected growth targets

MATH	2025 Achievement		2025 Growth *% of students who met their growth projections
NWEA	Fall	Winter	Fall to Winter
6: % of students will meet or exceed the 61st achievement percentile	64%	71%	65%
7: % of students will meet or exceed the 61st achievement percentile	66%	73%	70%
8: % of students will meet or exceed the 61st achievement percentile	77%	84%	68%
NWEA	Fall	Winter	Fall to Winter
9: % of students will meet or exceed the 61st achievement percentile	76%	n/a	n/a
*Algebra 1: % of students will meet or exceed the 61st achievement percentile <i>*Winter screening of Algebra 1 students only</i>	44%	*51% (70 9th graders)	62% (cohort from Fall to Winter)

Section 1: Academic Excellence



1A: Math - NWEA Progress

*Growth corresponds to the % of students who have met or exceeded their projected growth targets

- 71% of Students with Disabilities (SwDs) in grades 1-9 will meet or exceed their projected growth targets as measured by the NWEA Map Assessment (2024=67%)

NWEA Math - Students with Disabilities (SwDs)	2025 Subgroup Growth *% of students who met their growth projections from Fall to Winter
1-8: % of SWDs who met or exceeded their projected growth targets	64%
Algebra 1: % of SWDs who met or exceeded their projected growth targets	52%



Section 1: Academic Excellence

Highlights of District and School Action Steps:

1A: Math

- Provided a HES & WIS Parent Informational Sessions focused on WPS approach to teaching student-centered mathematics, understanding the resources, at-home strategies
- Provided *Illustrative Mathematics* Training to grs. 2 and 5 in Aug., Jan., and Feb. to support year 1 implementation
- Updated math intervention resources to support K-9 intervention, including *Do the Math* and IXL.
- Explicit implementation of Exemplar Problem-solving tasks named within grades 2 & 5-8 units of study to increase student engagement, critical thinking, reasoning and communication skills.
- Increased the number of vertical whiteboard space to support Building Thinking Classroom strategies at WHS

ELA District Progress:

Achievement and Growth based on DIBELS8 & NWEA

Goal: Ensure all students achieve grade-level reading proficiency by grade 3 and continue developing literacy and critical thinking skills through grades 4-12, using reading and writing as tools to understand and engage with content across subjects, with a particular emphasis on refining the writing process in high school.

Achievement Goal:

By June 2025, a minimum of:

- 85% of students in grades K-3 will demonstrate grade-level benchmark proficiency as measured by the DIBELS8 composite score.
- 83% of students in grades 3-8 will meet or exceed grade level proficiency targets as measured by the Smarter Balanced Assessment.
- 82% of our ninth-grade students will meet or exceed the 61st achievement percentile as measured by the NWEA Map Reading Assessment.
- 94% of our eleventh-grade students will meet or exceed the 2024 College and Career Benchmarks as measured by the EBR/W SAT School Day assessment.

Growth Goal:

By June 2025, a minimum of:

- 60% of students in grades 3-9 will meet or exceed their projected growth targets as measured by the NWEA Map Reading assessment.
- 50% of students with disabilities in grades 3-9 will meet or exceed their projected growth targets as measured by the NWEA Map Reading assessment.

Section 1: Academic Excellence



1A: ELA - DIBELS8 & NWEA Formative Progress

*Growth corresponds to the % of students who have met or exceeded their projected growth targets

ELA	2025 Achievement		2025 Growth *% of students who met their growth projections
DIBELS8	Fall	Winter	Fall to Winter
K: meet or exceed the grade level benchmarks as measured by composite score	68%	87%	83%
1: meet or exceed the grade level benchmarks as measured by composite score	90%	93%	88%
2: meet or exceed the grade level benchmarks as measured by composite score	85%	89%	79%
**3: meet or exceed the grade level benchmarks as measured by composite score (baseline data)	79%	82%	77%



Section 1: Academic Excellence



1A: ELA - NWEA Progress

*Growth corresponds to the % of students who have met or exceeded their projected growth targets

ELA	2025 Achievement		2025 Growth *% of students who met their growth projections
NWEA	Fall	Winter	Fall to Winter
4: % of students will meet or exceed the 61st achievement percentile	79%	80%	52%
5: % of students will meet or exceed the 61st achievement percentile	76%	73%	52%
NWEA	Fall	Winter	Fall to Winter
6: % of students will meet or exceed the 61st achievement percentile	76%	73%	51%
7: % of students will meet or exceed the 61st achievement percentile	66%	64%	53%
8: % of students will meet or exceed the 61st achievement percentile	74%	78%	59%
NWEA	Fall	Winter	Fall to Winter
9: % of students who have met or exceeded the 61st achievement percentile	79%	85%	58%

Section 1: Academic Excellence



1A: ELA Progress - DIBELS & NWEA

***Growth corresponds to the % of students who have met or exceeded their projected growth targets**

- 50% of students with disabilities in grades 3-9 will meet or exceed their projected growth targets as measured by the NWEA Map Reading assessment.

DIBELS8 & NWEA - Students with Disabilities (SwDs)	2025 Subgroup Growth *% of students who met their growth projections from Fall to Winter
K-3: % of SWDs who met or exceeded their projected growth targets (DIBELS8)	80%
4-9: % of SWDs who met or exceeded their projected growth targets (NWEA)	50%



Section 1: Academic Excellence

Highlights of District and School Action Steps:

1B: ELA/Reading

- K-2 ARC last phase of training sessions for advanced reading strategies
- Implemented ARC Core reading and writing program in grades 3-5
- Implemented DIBELS 8 Assessment in grade 3 to help analyze specific literacy areas of need
- Multi-Tiered System of Support (MTSS) implemented to create more structured school data teams
- Transition of WHS Writing Center to Literacy Lab
- Focus on process writing and feedback for student improvement
- Continued focus on authentic audience: Scholastic Art and Writing Competition, NYTimes Writing Contests, WHS Literary Magazine, WHS Warhorse Newspaper

Section 1: Academic Excellence



1C: Science

Goal: Ensure all students have access to high-quality, inquiry-based K-12 science instruction that aligns with the Next Generation Science Standards (NGSS) and fosters the development of habits and practices used by real-world scientists.

Achievement Goal:

By June 2025, students in grades 5, 8 and 11, will achieve a minimum of:

- 87% grade-level proficiency as measured by the NGSS summative assessment.
 - (2024 Achievement avg.= 84%; Cohort Avg. = 81%)
- 51% of students with disabilities (SwDs) will achieve grade-level proficiency as measured by the NGSS summative assessment.
 - (2024 Achievement avg. 48%; Cohort Avg. 48%)

Section 1: Academic Excellence



1C: Science (con't)

District and School Action Step Highlights:

- Develop, implement, and evaluate mid-unit and core course-specific formative assessments to adjust curriculum and instructional practices
- Increase the number of non-fiction articles to increase literacy across the content area for all students grades 3-12 to build vocabulary and engagement



Science (con't)

Weston High School

WHS FALL (CCCs)

CCC: Crosscutting Concepts Overview

- 59% Cause and Effect: Mechanism and Prediction
- 73% Energy and Matter: Flows, Cycles, and Conservation
- 67% Patterns
- 79% Scale, Proportion, and Quantity
- 83% Stability and Change
- 63% Systems and System Models

WHS WINTER (DCIs)

CCC: Crosscutting Concepts Overview

- + 63% Cause and Effect: Mechanism and Prediction
- + 83% Energy and Matter: Flows, Cycles, and Conservation
- + 68% Patterns
- + 90% Stability and Change
- + 68% Systems and System Models

Average Proficiency

✓ Advanced	Scored Above	71	%
✓ Proficient	Scored Above	49	%
✓ Basic	Scored Above	36	%
✓ Below Basic	Scored Above	0	%



Science (con't)

Weston Middle School

WMS FALL (DCI)

DCI: Disciplinary Core Ideas ⓘ

- 56% PS1: Matter and its Interactions
- 63% PS2: Motion and Stability: Forces and Interactions
- 44% PS3: Energy
- 77% PS4: Waves and their Applications in Technologies for Information Transfer
- 67% LS4: Biological Evolution: Unity and Diversity
- 51% ESS1: Earth's Place in the Universe
- 53% ESS2: Earth's Systems

WMS WINTER (DCI)

DCI: Disciplinary Core Ideas ⓘ

- + 65% PS1: Matter and its Interactions
- + 100% PS2: Motion and Stability: Forces and Interactions
- 77% PS4: Waves and their Applications in Technologies for Information Transfer
- 67% LS4: Biological Evolution: Unity and Diversity
- 51% ESS1: Earth's Place in the Universe
- 53% ESS2: Earth's Systems

Average Proficiency

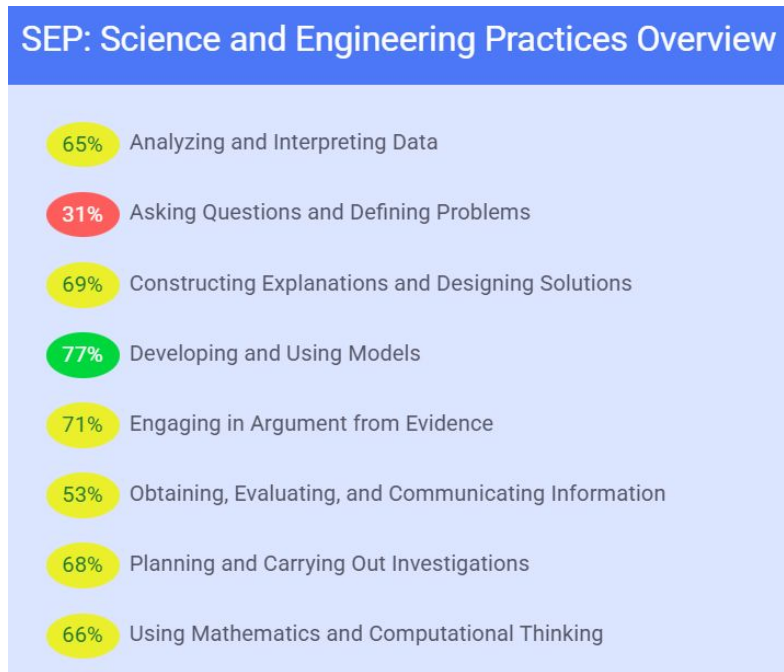
✓ Advanced	Scored Above	71	%
✓ Proficient	Scored Above	49	%
✓ Basic	Scored Above	36	%
✓ Below Basic	Scored Above	0	%



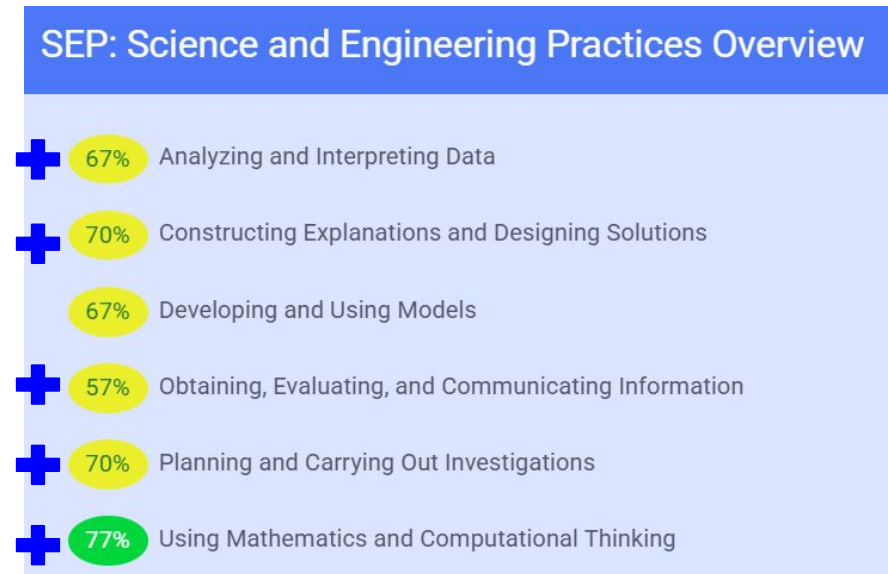
Science (con't)

Weston High School

WHS FALL (SEPs)



WHS WINTER (SEPs)



Average Proficiency

✓ Advanced	Scored Above	71	%
✓ Proficient	Scored Above	49	%
✓ Basic	Scored Above	36	%
✓ Below Basic	Scored Above	0	%



Section 2: District Culture & Climate



Goal: To foster an inclusive environment in our schools where all students, educators, and families are safe, welcomed, and supported through meaningful school-wide relationships.

- Fall completion of new climate survey (Panorama) for all families, staff, and students in grades 3-12.
 - Shared family results at BOE curriculum subcommittee meeting; School PTOs, Faculty Meetings
- Provided professional learning for secondary students and to families on the influence of social media and our relationships - Guest Speaker Max Stossel
 - Purchased sets of Anxious Generation as an anchor to this conversation for staff at all schools
- Utilized the Advisory blocks with students to design lessons that explicitly teach respect and inclusivity
- Trained all staff on Restorative Practices policy and school-based strategies
 - August Keynote; Nov Secondary Training; Feb Elementary Training

Section 2: District Culture & Climate



School Action Step Highlights (con't):

HES:

- Frequent communication to HES parents re: tardy data
- New climate survey design communication
- Increase family and staff participation in survey
- Increase student sense of belonging through adult connections

WIS:

- Increased opportunities for family participation in school - library and makerspace
- Increased enrichment opportunities for students to increase school belonging and positive school climate
- “Spied Showing PRIDE” initiative⁵⁰
- Additional PBIS assemblies- *Grit Ninja*

Section 2: District Culture & Climate



School Action Step Highlights (con't):

WMS

- Successful implementation of YONDR Pouches to support distraction-free learning environment
- Introduced Peer Leader Program to support connections among students/grade levels

WHS

- Implementation of “Taking a Stance Against Anti-Semitism Assembly”
- Inaugural “Weston’s Got Talent” to showcase student & staff talents
- Challenge Success Partnership
 - Engagement Workshop - February 24th PD
 - Student Wellbeing Virtual Workshop for Families



Section 3: Information Literacy/Technology

Goal: Empower all students to be responsible digital citizens in a global community by providing a future-ready technology-enhanced K-12 learning environment.

District and School Action Step Highlights from our LMS's:

- K-5:
 - Aligned ISTE and AASL informational literacy standards with the new ARC ELA Curriculum
 - 3rd Grade lessons are planned for an upcoming ARC research task on marine life
 - LMS and content-area teachers co-taught lessons focused on ethical use of digital sources in 4th and 5th grade classes



Section 3: Information Literacy/Technology

District and School Action Step Highlights from our LMS's (con't)

- 6-8:
 - Digital Citizenship lessons have been completed in Grade 6; Lesson in Grades 7 and 8 are scheduled for end of February
 - Library Media Specialist has been:
 - attending workshops to gather best practices for AI use in schools
 - working in WPS district committee to develop the Computer Science Curriculum



Section 3: Information Literacy/Technology

District and School Action Step Highlights from our LMS's (con't):

- 9-12:
 - Continued partnership with departments to embed the ISTE skills within formative and summative assessments.
 - Recent push-ins in Health and Social Studies classes helping students work on curating sources, citations, and website development
- K-12 District Computer Science Team - development of coherent and articulated curriculum experiences; partnership with Sacred Heart University
- Established AI Advisory Committee - Developed and Approved district Policy, training opportunities to staff



Section 4: Human Resources

Goal: Create and sustain a climate in which all members of our staff feel connected and supported as vital members of the learning community.

Growth Goal: By June 2025, WPS will increase the percentage of staff who report that their working environment is positive (62%) and that their satisfaction is important to leaders (55%).

District Action Step Highlights:

- Personal wellness opportunities ongoing
- New evaluation plan in implementation, training and feedback ongoing
- Policy review ongoing - non-discrimination, civility, employee conduct



Section 5: Safety & Security

Goal:To cultivate an environment where every student and staff member consistently feels physically safe, both in the classroom and throughout the campus

District Highlights:

- Camera system upgraded
- Administrator training NIMS
- Access to campus restricted
- Staff quick alert buttons
- New Director of Safety and Security
- WIS Classroom door hardware replaced
- Evacuation plan implemented WHS



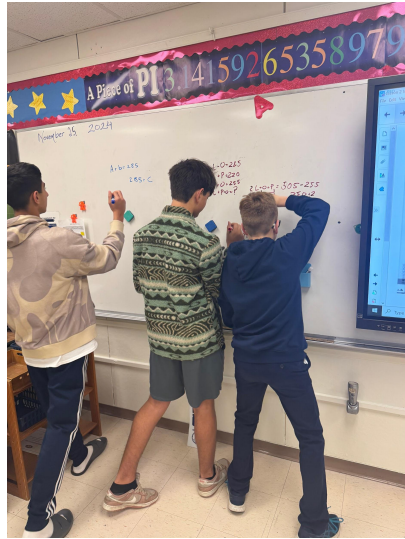
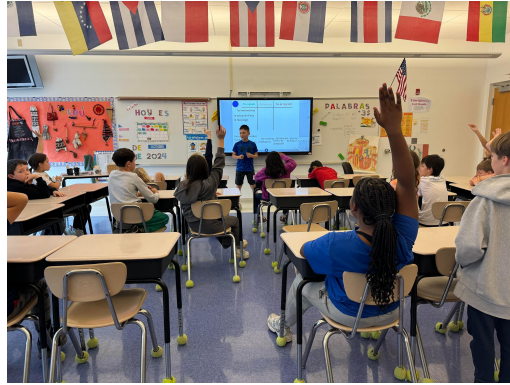
Section 6: Future Planning - BoE, WPS Administration, & Town of Weston, EOC

Goal: To determine a plan for our campus that addresses infrastructure needs in our schools in collaboration with the Town of Weston.

District Action Step Highlights:

- Colliers projections of infrastructure project costs
- Engineer structural study RFP process completed-spring study
- Capital budget prioritization







Gifts, Grants and Bequests Approval Form

COMPLETE ONLINE FORM. PRINT, SIGN AND 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.

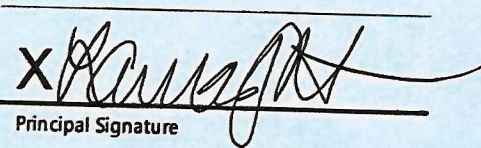
School/Building: HES WIS WMS WHS CO

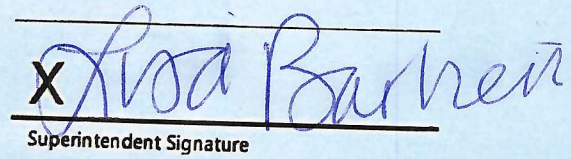
Name of Donor: HES PTO

Value of gift(s) being donated): \$ up to \$4000

Description:

New Hallway signs for teachers and offices.
Clear, organized and effective signage has many long-lasting benefits including: an opportunity to project a positive image, provide instant communication and direction to guests, and increased efficiency for all guests and employees, including First Team Responders in emergency situations.

X 
Principal Signature

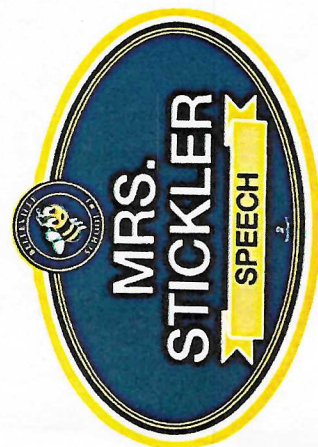
X 
Superintendent Signature

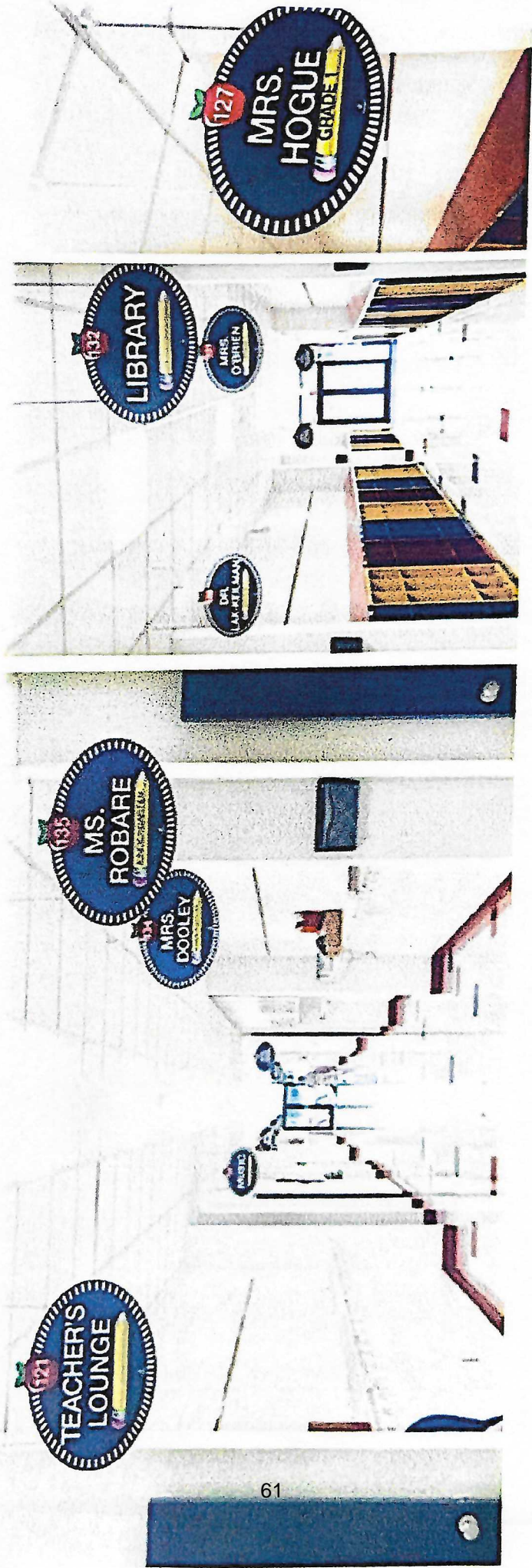
Date:

Date:

Board of Education Approval

- Not required
- Yes (If yes, date of Board of Education Approval:
- No







Hurlbutt PTO

ELEMENTARY



January 15, 2025

Lisa Barbiero
Superintendent of Schools
Weston School District
24 School Road
Weston, CT 06883

Dear Ms. Barbiero,

On behalf of the Hurlbutt Elementary PTO, we are pleased to inform you and the Board of Education that our organization would like to provide the following:

- Up to \$4,000 to upgrade the teacher and classroom signage at Hurlbutt Elementary School. This includes new signs for each classroom, the main office, security and "specials"

We are grateful to our members for approving this project which gives HES an opportunity to project a positive image, provide instant communication and direction to guests, and increase efficiency for all guests and employees, including First Team Responders in emergency situations.

Warmest regards,

Lindsay Bennett

Lindsay Bennett
HES PTO Philanthropy Chair

CC: Kellie James, Hurlbutt PTO President
Laura Kaddis, Hurlbutt Principal

1/15 Executive Committee
APP Joelle
APP Kellie



WESTON PUBLIC SCHOOLS
WESTON, CT

OVERNIGHT FIELD TRIP APPROVAL REQUEST FORM

SUBJECT AREA: Social Studies COST PER STUDENT: \$870
DATE OF FIELD TRIP: April 3, 2025 - April 6, 2025 FIELD TRIP DESTINATION: Washington DC

STATE THE EDUCATIONAL PURPOSE OR RATIONALE FOR THE TRIP:

As part of the Facing History class, we will visit the United States Holocaust Memorial and Museum, the African American History and Cultural Center, and several monuments throughout DC. Visiting these places relates to our study of the Holocaust, to our exploration of divisions within societies and cultural/spiritual resistance, and how societies memorialize the past.

Departure from: Weston High School Date/Time: Thursday, April 3rd at noon
Return to: Bridgeport train station Date/Time: Sunday, April 6th at 3:23 pm
Number of students: 14 students Grade(s): 10-12
Total Number of Chaperones: 2 Ratio of Chaperone to Student: 7:1
Administrator/Teacher in Charge: Jennifer Klein, Penny Proskinitopoulos
Names of Teachers:
Other Adults: _____

Substitute coverage will be required: _____x_Yes _____No

Parent Informational Meeting: Date Tuesday, March 18th at 7:00 pm Location Zoom

TRANSPORTATION (Please check one)

First Student: Yes x No _____ If yes, how many buses? 1 bus to drop off at Bridgeport Train Station

- Alternate Bus Company Name _____
- Van: Driver Name _____
- Student Driver: Name(s) _____

Have you completed and attached to this request form a copy of the cover letter sent to parents? Yes x No _____
Have you provided the school nurse with a list of students that will attend this field trip? Yes No x

Signed: Jennifer Klein
(Teacher)

Requested by: [Signature]
(Principal)

Pre-Approval: [Signature]
(Assistant Superintendent)

Pre-Approval: [Signature]
(Director of Finance and Operations)

INSURANCE COVERAGE Y/N: _____

Approved: _____
(BOE Chairperson)

Request denied

Copies (once approved):

Teacher
 Principal or Designee
 Bus Garage (First Student)

Finance & Operations Office
 Assistant Superintendent
 Human Resources

WESTON PUBLIC SCHOOLS
Weston, Connecticut

BUS COMPANIES for Field Trips

	<u>PHONE NUMBER</u>
❖ First Student School Buses	(203) 454-1984
❖ DATTCO	(800) 229-4879
❖ Peter Pan Bus Lines	(800) 343-9999
❖ Coach Tours	(203) 740-1118
❖ J & R Tours	(203) 921-1890
❖ Land Jet	(800) 992-3231 or (203) 755-1647

PLEASE NOTE: You may use other bus companies, but they must provide the Board of Ed with proof of insurance with the following requirements on their Certificate of Insurance:

- \$5 Million minimum coverage
- The certificate must read “Town of Weston/Weston Board of Education as additional insured.”

Any questions, please call the Finance & Operations at X1550.

WESTON PUBLIC SCHOOLS
Weston, Connecticut

OVERNIGHT FIELD TRIP DETAILED DOCUMENTATION

Trip Destination(s): Washington DC

Departure Date: April 3, 2025

Return Date: April 6, 2025

Trip Leader(s): Jennifer Klein

Travel Agency/Trip Sponsor ("Trip Advisor") (if any): No - planned by me

Detailed Itinerary:

Thursday - April 3, 2025:

*Leave WHS at 12 with First Student Buses to arrive at Bridgeport Train Station to take Amtrak to DC
Travel by metro to our hotel and check in
Dinner on street next to hotel with lots of food options*

Friday - April 4, 2025:

*Breakfast at hotel
Visit the National Archives
Food truck lunch on the National Mall
Visit the United States Holocaust Museum and Memorial
Dinner at Union Station
Monuments by Moonlight Trolley Tour*

Saturday - April 5, 2025:

*Breakfast at hotel
Visit the National African American History and Culture Center
Lunch at the museum
Free time on the National Mall - will supply students a list of monuments and/or museums to visit
Dinner at the food court at the Pentagon City Mall*

Sunday - April 6, 2025

*Breakfast at hotel
Take Amtrak home*

Train Information:

Amtrak:

4/3/25: Bridgeport → DC

1:04 pm → 6:40 pm

4/6/25: DC → Bridgeport

10:20 am → 3:23 pm

Parents will need to pick up students at Bridgeport Train Station

Hotel Information:

Hampton Inn and Suites, Arlington Crystal City
2000 Richmond Highway
Arlington, VA 22202
703-418-8181

- Hotel rooms will be double occupancy for the students, unless there are uneven numbers of students or any particular concerns.
- Chaperones will have their own rooms.
- I visited the hotel and selected it based on the proximity to the metro, proximity to a street with restaurants, a CVS, etc. and because a continental breakfast is included in the price.
- We will be staying on two separate floors and will have two security guards in the hallways overnight for 8 hours.

Means of Travel:

While we are in DC, we will travel by metro. The hotel is located near a metro station.

Travel Budget:

First Student school bus drop off \$59.62 per hour = max \$150 per bus = \$150/30 students = **\$5 per student**

Amtrak cost: **\$136** - per student. **This is a flex ticket and fully refundable if canceled before departure**

Hotel: Hampton Inn and Suites, Arlington Crystal City

- 4 or 5 Single Room for chaperones - \$246 per night includes tax and breakfast = \$738 per chaperone
- 18 Double Rooms for students \$246 per night includes tax and breakfast = \$738 per room → **\$369 per student** for 3 nights (based on double occupancy)
- **Completed credit card authorization due ASAP. Full payment within 30 days of arrival**

Security guards in the hotel at night - \$30.50 per hour x 8 hours = \$244 per night x 3 nights = \$732 x 2 guards (we be on two separate floors) = \$1464/30 = **\$49**

Admission to the US Holocaust Museum and Memorial: **\$1 per ticket**

Admission to the US African American History and Cultural Center: **\$1 per ticket**

Admission to the National Archives: **\$1 per ticket**

Monuments by Moonlight Trolley Tour: \$63 each + \$3 tip = **\$66 fully refundable b/c purchased trip insurance**

Coverage of each chaperone's costs:

- Room \$738
- 3 lunches and 3 dinners \$225

- Amtrak \$146
- Metro \$30
- Trolley tour \$66
- Stipend \$357

Total per chaperone: \$1562

If 30 students = 4 chaperones so $\$6248/30 = \203

If 36 students = 5 chaperones so $\$7810/36 = \217

Trip organizer stipend \$119 per night x 3 nights = $\$357/30$ students = $\$12$ per student

Total per student = \$856. This assumes 30 students and based on November pricing.

*** Students will be responsible for money for lunch and dinner and \$30 per metro card and for any museum entrance fees during their free time. If there is any extra money I collect, it will pay for a group dinner and/or giving students back spending money for meals.**

PARENT PACKET AND DOCUMENTATION

Facing History and Ourselves
Field Trip to Washington, D.C.
April 3-6, 2025

Dear Parents and Guardians,

I am excited to offer Facing History students an opportunity to enhance our classroom learning with experiences in Washington, D.C. We will visit the United States Holocaust Memorial Museum to further our understanding of the Holocaust, paying particular attention to how this museum tells the history of the Holocaust along with the different forms of resistance to Nazi power by both Jews and non-Jews. We will continue to look at cultural and spiritual resistance during our visit to the National African American History and Cultural Museum. A key part of our curriculum explores how societies memorialize the past, and we will be doing a monuments by moonlight trolley tour that will allow the students to see several monuments and choose a few to analyze.

On April 3rd, we will leave WHS at 12 and travel by school bus to the Bridgeport train station to take an Amtrak train to Washington, D.C. We will be staying at the Hampton Inn and Suites in Crystal City, and it is a short walk to the metro station which will allow us easy access to the sights. In addition to the experiences already mentioned, we will visit the National Archives and the students will have some free time on the National Mall to visit other monuments and/or museums. They will be provided with a list of choices to visit in the vicinity. We will leave D.C. on Sunday morning, April 6th, and we will arrive back at the Bridgeport train station at 3:23 pm. Students should have a parent or guardian waiting to pick them up there at 3:23 pm. The address of the station is 525 Water Street.

Please be assured that adequate provisions have been made for chaperones to ensure the safety and conduct of students including security at the hotel in the overnight hours. All school rules will apply on the trip. You will be provided with a phone number should you need to reach out to me while we are in D.C. There will be a Zoom parent informational meeting on Tuesday, March 18th at 7:00 pm.

The cost of the trip is \$870, payable by cash or check to Weston High School. This will cover the cost of the bus, train, hotel, security at the hotel, admission to the three sights, trolley tour, and breakfast each morning. Students will need to bring extra money to purchase lunches, dinners, and snacks. They also will need to download the SmarTrip app to use the metro system and they should load \$30 to it before the trip. Money may be made available from the Principal's Fund if the cost of the trip is a financial hardship. Please contact Principal Conetta if this is the case.

Please fill out the permission slip and medical forms and return with payment to me by Thursday, February 6th. Refunds will only be available until Thursday, February 13th. Feel free to reach out to me if you would like further information. I am very much looking forward to sharing this experience with your students.

Thank you,
Jennifer Klein

Facing History and Ourselves
Field Trip to Washington, D.C.
April 3-6, 2025

Itinerary

April 3rd

- 12:00 pm: Depart from WHS to Bridgeport train station via First Student school bus
- 1:04 - 6:40 pm: Amtrak train from Bridgeport to Washington D.C., Union Station
- Travel via the Metro (this will be the way we travel around D.C.) and check in at our hotel - Hampton Inn and Suites, Arlington Crystal City
- 7:45 pm: Dinner on a street next to our hotel with lots of food options. (Students will need to bring extra money to pay for their own lunches and dinners.)

April 4th

- 8:00 - 9:00 am: Breakfast at the hotel
- 10:00 am - 1:00 pm: Visit the United States Holocaust Memorial Museum
- 1:00 - 2:00 pm: Lunch at the USHMM cafe
- 2:00 - 4:00 pm: Free time on the Washington Mall (options include a visit to the National Museum of Natural History, the National Gallery of Art or the National Museum of the American Indian)
- 4:30 - 6:00 pm: Unwind at the hotel
- 6:30: Dinner at Union Station
- 7:30 - 9:30 pm: Monuments by Moonlight Trolley Tour

April 5th

- 8:00 - 9:00 am: Breakfast at the hotel
- 10:15 - 2:00 pm: Visit the National Museum of African American History and Culture. Within this time, get lunch at the Sweet Home Cafe, the museum cafe.
- 2:45 - 3:45 pm: Visit the National Archives
- 4:30 - 6:00 pm: Unwind at the hotel
- 6:15 - 8:30 pm: Dinner and shopping at Pentagon City Mall

April 6th

- 8:00 - 9:00 am: Breakfast at the hotel
- 10:20 am - 3:23 pm: Amtrak train from Washington D.C. to Bridgeport.
- 3:23 pm: Parent pick up at Bridgeport train station, 525 Water Street

WESTON PUBLIC SCHOOLS Weston, Connecticut

In view of the Board of Education policy that field trips should be of significant educational value, the coordinator of the field trip must include a cover letter to each parent along with the required forms described below for written permission for their child to participate in a planned activity not held on the school grounds. This letter should include the following information.

- The purpose of the field trip and how it aligns to and enhances the school curriculum.
- The details of the field trip including destination, cost, departure time, return time, lunch provisions, etc.
- Any costs associated with the trip should be noted. This includes a stipulation that money may be made available from the Principal's Fund to provide for students who may be unable to afford the trip.
- The signature of the principal as well as that of the participating teacher.
- Assurance that adequate provisions have been made for chaperones to insure the safety and conduct of students.
- A contact name, email and phone number for questions and if there is an emergency during the trip.

WESTON PUBLIC SCHOOLS
Weston, Connecticut

PERMISSION FORM AND ENFORCEMENT OF SCHOOL RULES

(In accordance to Weston Public School Policies 6153, 6153a, 6153b, and 6153c)

I give permission for my son/daughter to travel as per the attached itinerary for a Facing History field trip to:

Washington D.C. from April 3 - April 6, 2025

I understand that all school rules will be strictly enforced and any violation of those rules can result in the student being sent home at the parent/guardian's expense and that other appropriate disciplinary action may be taken upon the student's return to Weston High School (including suspension from school). This includes prohibiting the use of any electronic devices.

Parent/Guardian's Name

Telephone Number

Parent/Guardian's Signature

Date

To help insure an enjoyable trip for both students and chaperones, I give permission for my son's/daughter's bags to be inspected.

Parent/Guardian's Signature

Date

I, the student, understand that all school rules will be strictly enforced and any violation of those rules can result in my being sent home at my parent/guardian's expense and that other appropriate disciplinary action may be taken upon the student's return to Weston High School (including suspension from school).

Student's Signature

Date

WESTON PUBLIC SCHOOLS
Weston, Connecticut

CONSENT FORM FOR DRIVERS OF STUDENTS
ON SCHOOL RELATED ACTIVITIES

The Weston Board of Education is attempting to limit as much as possible the liability of individuals involved in transporting Weston Public School students on school related trips. This is the primary reason why the school system has strongly recommended the use of public transportation whenever and wherever possible to transport students to places of interest.

Individuals who plan to drive Weston students on school related activities should be aware that they assume responsibility and liability when they personally transport students in a private vehicle. Even though the Weston Board of Education's insurance will respond in case of an accident related to a school sponsored activity, when an individual is driving students in a private vehicle, the Board of Education's insurance will respond only after the individual's personal insurance responds. Furthermore, the Weston Board of Education's insurance will generally only respond in cases of third party loss.

- I have read the above statement concerning the responsibility assumed by individuals driving Weston Public School students on school related activities and understand the liability I am accepting in driving students on school-sponsored activities.
- I am a licensed driver in the State of Connecticut.
- I have not had an accident or received a traffic violation during the last three years.
- I currently have automobile insurance in force as prescribed by the State of Connecticut.
- **I have attached to this form a copy of my insurance card and a copy of the Connecticut driver's license.**

Signature

Date

AGREEMENT, WAIVER AND RELEASE OF LIABILITY

The parties to this Agreement are the Student, the Student's parents or legal guardians, and **[NAME OF BOARD OF EDUCATION]** (the "District"). The Student, with the consent of the Student's parents or legal guardians ("Parents"), has chosen to participate in an off-campus, overnight travel program (the "Trip"). Participation in the Trip is voluntary and not an educational requirement of the District.

The Student and the Parents will:

- complete all forms and provide the necessary information as detailed in this Overnight Travel Packet,
- certify that the information provided in this Overnight Travel Packet is correct, and agree to keep it updated as necessary, and
- review and understand all information provided by the third-party travel agency/trip sponsor ("Trip Advisor") (as applicable).

I. Acknowledgements

- Participation in the Trip is voluntary and is not an educational requirement of the District. The Trip is offered as an accommodation to students who wish to travel and is not considered part of the District's curriculum. No grade, award or academic advancement will be granted by the District as a result of a student's participation in the Trip.
- The Trip is not open to the general public and is offered only to qualified members of the District community. The District does not make any financial profit from the proceeds of the Trip nor does it charge any surcharge or other fee beyond those fees necessary to cover the cost of the Trip.
- The Student and the Parents have been given ample opportunity to review the Agreement and understand that the Agreement includes, among other things, a release of their claims against the District, its officers, directors, trustees, administrators, faculty, employees, agents and representatives (hereinafter "Released Parties") for personal injuries, damages and/or losses relating to and/or arising out of the Trip.

II. Acknowledgement of Risk(s)

The Student and Parents acknowledge and agree that:

- Travel generally and the activities associated with it and with the Trip present risks to the Student personally and to his/her property, some of which may result in serious personal injury or death, and that these risks can be a consequence of not only the Student's actions or negligence but also the actions or negligence of others, or travel conditions or equipment. Travel includes risks associated with the conduct of third parties, such as risk of traffic accidents, crime, assault and/or theft.
- Travel (particularly foreign travel) may also involve other risks, such as unfamiliar or different terrain, climate, food and drink, customs, laws, social and sexual mores, safety practices and regulations, communications, criminal and law enforcement activities, acts of war or terrorism, disability access, driving practices, disease, and lack of access to healthcare providers and facilities.

- The Student and the Parents have had the opportunity to read information that was provided about the Trip, and understand that it is their responsibility to review websites for the Centers for Disease Control (“CDC”) and the most recent State Department Travel Advisory, if any, for the country(ies) that the Student will visit and to review such information periodically for updates and changes, particularly related to COVID-19, prior to the Trip. For Students who will be required to take any medications during the Trip, the Student and the Parents have conferred with the appropriate District personnel about any applicable laws, rules and/or regulations regarding the possession, use and administration of medications in the particular location(s) where the Student will be traveling during the Trip, which may be different from Connecticut’s laws, rules and/or regulations regarding the possession, use and administration of medications.

PLEASE READ AND INITIAL TO CONFIRM:

I have read and/or reviewed the website for the CDC concerning health and other travel risks, cautions, and warnings, and recommendations, including any CDC Outbreak Notice/Travel Health in the areas in which the Student will be traveling, and the CDC and Connecticut Department of Public Health websites regarding COVID-19 available at

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19.html> and <https://portal.ct.gov/DPH>, respectively.

I am responsible for consulting with a physician or appropriate specialist for advice on the risks of travel and recommendations for appropriate precautions.

I am responsible for taking the precautions recommended by the CDC.

I will continue to review the information above to obtain the most current, up-to-date travel information possible up to the departure date for the Trip.

_____ Initials of Student

_____ Initials of Parent/Guardian

- The Student and the Parents have reviewed the Trip literature provided by the District and, if applicable, the Trip Advisor, that describes the risks associated with the Trip. The Trip Advisor is solely responsible for describing the risks related to the services it provides. The Student’s and the Parents’ questions and concerns regarding those risks have been addressed to their satisfaction, and they fully understand and assume those risks.
- The Student and the Parents are responsible for evaluating the risks that the Student may face and for taking any health precautions that they deem advisable or necessary and agree that the Student may participate safely in all Trip activities with or without reasonable accommodation. If the Student requires a reasonable accommodation or if the Parents have concerns about the Student’s participation in any Trip activities, they agree to provide written notice to the District at least four (4) weeks in advance of the Trip, unless extraordinary circumstances exist.

- The specific itinerary for the Trip may change during the course of the Trip due to unforeseen and unknowable circumstances and any activities that the Student may take part in, whether as a component of the Trip or separate from it, will be considered to have been undertaken with the Student's and the Parents' approval and understanding of any and all risks involved.
- The District is not responsible for any injury, loss, or damage to the Student's person or property, whether resulting from acts or omissions of third parties, or other persons not under the control of the District, from the operation or condition of facilities or premises, from acts of war or terrorism, or from acts of God or nature, except to the extent that the injury, loss, or damage is caused by the sole negligence or reckless, wanton or intentional misconduct of the District, its officers, trustees, faculty, employees, agents, or representatives.

- **Notice of Risks Related to COVID-19**

COVID-19 is an illness caused by a virus that can spread from person to person, primarily through respiratory droplets, even among individuals with mild (or no) symptoms or those who do not feel ill. COVID-19 symptoms can range from mild (or no) symptoms to severe illness. Symptoms of COVID-19 may include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, headache, congestion or runny nose, muscle or body aches, sore throat, new loss of smell or taste, nausea or vomiting, and diarrhea. The estimated incubation period is between 2 and 14 days. Though COVID-19 is a relatively new disease, currently available information indicates that those at increased risk are older individuals or individuals of any age who smoke, are immunocompromised, or have underlying medical conditions (such as, but not limited to, cancer, chronic kidney disease, COPD, Down Syndrome, certain heart conditions, moderate to severe asthma, obesity, pregnancy, or sickle cell disease). Currently, there are authorized and recommended vaccines to prevent COVID-19, and the CDC recommends that everyone who is eligible get a booster and stay up to date on their COVID-19 vaccines, especially people with weakened immune systems.

Additional information regarding COVID-19 is available on the CDC's website at <https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19.html> and on the Connecticut Department of Public Health's website at <https://portal.ct.gov/DPH>.

- The District cannot protect against exposure to or infection by COVID-19 that occurs due to the Student's participation in the Trip, particularly given that the Student will be traveling to another location outside of the District's control. However, by participating in the Trip, the Student and the Parents agree that the Student will abide by all health and safety protocols related to COVID-19, including those established by the District, the Trip, the Tour Company, the CDC, and other public health officials, and that they will continue to monitor information related to COVID-19 available at <https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19.html> and <https://portal.ct.gov/DPH> up to the date of departure for the Trip.

III. Assumption of Risks and Waiver of Liability/Release of All Claims

In consideration for being allowed to participate in the Trip, and with only those

exceptions described below, the Student and the Parents fully ASSUME ALL RISKS, inherent and otherwise, whether or not described above, in connection with the Trip and RELEASE AND DISCHARGE the District, its officers, trustees, faculty, employees, agents or other representatives under the direction and control of the District (the “Released Parties”) from any and all liability, damage, injury or loss, including bodily injury or death, arising from, related to, occurring during, or associated with the Student’s participation in the Trip for any reason. These agreements of Assumption of Risks and Waiver of Liability/Release of All Claims do NOT apply if (1) the liability, damage, loss or injury is CAUSED SOLELY BY THE NEGLIGENCE of the Released Parties and do not include the negligence or any other act or omission by any other person or entity (such as the Student, the Parents, other third parties or independent vendors/contractors); or (2) the liability, damage, loss or injury is CAUSED BY THE RECKLESS, WANTON or INTENTIONAL MISCONDUCT of a Released Party. These agreements of Assumption of Risks and Waiver of Liability/Release of All Claims will be construed in accordance with Connecticut law.

IV. Indemnification and Hold Harmless

The Student and the Parents agree to defend, indemnify and hold harmless the Released Parties from any and all claims, lawsuits or demands made by anyone arising from or relating to the Student’s involvement with the Trip, except for negligence caused solely by a Released Party or the reckless, wanton or intentional misconduct of a Released Party.

V. Code of Conduct and Adherence to Standards

The Student and the Parents understand and agree that:

- By participating in the Trip, the Student is subject to the policies, rules and regulations of the District and any host school, company, and/or organization that may be involved regarding conduct on the Trip, and may be subject to District disciplinary action as provided in the District’s Student Handbook and applicable student discipline policies for any violations of applicable policies, rules and/or regulations.
- The Participant will be subject to the laws, rules and regulations of the country[ies] where the Student is traveling and those laws may be substantially and materially different from those in the United States.
- While participating in the Trip, the Student will comply with the Expectations and Code of Conduct, attached as Appendix B, and the Expectations and Protocols Related to COVID-19, attached as Appendix D, and will not engage in inappropriate conduct, including but not limited to, the use of physical or verbal threats or violence, abuse of the customs or mores of the community, or unauthorized absences from scheduled Trip activities.
- Consumption, use or possession of illegal drugs or alcohol will not be tolerated. The laws of many foreign countries state that possession or use of illegal drugs is punishable by fine, imprisonment and/or deportation.
- The Student will obey all directives issued by the District, the Trip Leader(s), any associated organizations and/or the United States Government.

VI. Financial Obligations

The Student and the Parents agree:

- to pay any money owed to cover any costs and fees relating to the Trip (for travel, accommodations, cultural visits and the like) by the date specified;
- to pay any additional costs that may be incurred relating to the termination of the Student's participation in the Trip, as explained in the Expectations and Code of Conduct and Section VIII below; and
- to abide by the Trip Advisor's and/or the District's Refund Policies, which are attached as Appendix C.

VII. Participation and Trip Modification

The Student and the Parents understand and agree that:

- The District and/or Trip Advisor reserve the right to cancel or modify the Trip at any time for any reasons including, but not limited to, emergencies, low enrollment, change in conditions, COVID-19, and unavailability of facilities and/or personnel.
- Absent express permission from the Trip Leader(s), the Student will attend and participate in all scheduled Trip activities and will adhere to the Trip schedule as set by the District and/or the Trip Advisor.
- Failure of the Student to attend and participate in all scheduled Trip activities may result in increased risk for all of the participants and the District, and may result in disciplinary consequences in accordance with the Expectations and Code of Conduct.

VIII. Termination of Participation

The Student and the Parents understand and agree that:

- In its sole discretion, the District may terminate the Student's involvement with the Trip at any time, including before departure or during the Trip. Reasons for termination may include, but are not limited to, inappropriate conduct or other behavior by the Student deemed detrimental to the best interests of the Trip and violations of this Agreement, including (but not limited to) the Expectations and Code of Conduct, the Expectations and Protocols related to COVID-19, emergencies, or health or safety conditions or considerations.
- If the Student's conduct should cause him/her to be removed from the Trip, the Participant and the Parents or legal guardians will bear the costs of return transportation. Such termination shall not diminish or otherwise alter the Student's obligation to make any payment required for the Trip, and the District shall not be required to make any refund.

IX. Activities Outside the Trip's Itinerary

The District strongly advises against voluntarily withdrawing the Student early from the

Trip and thereby causing the Student to travel separately from Trip participants and chaperones. Such early withdrawal of the Student from the Trip by the Parents and/or the Student presents risks to the Student personally and to his/her property, some of which may result in serious personal injury or death. Notwithstanding the foregoing, should the Student choose to, or should the Parents cause the Student to, remain at the Trip location or elsewhere after the Trip ends, or should the Student leave the Trip voluntarily or involuntarily, the Student will cease to be involved in the Trip; the Parents will be fully responsible for the Student thereafter; and the District will not be responsible for supervising the Student in any respect, or for any injury, loss, or damage to the Student's person or property.

X. Severability

It is understood and agreed that, if any provision or term of this Agreement or the application thereof is held invalid, the invalidity shall not affect other provisions, terms or applications of this Agreement, which can be given effect without the invalid provisions, terms or applications. To this end, the provisions and terms of this Agreement are declared severable.

XI. Governing Law; Venue

This release shall be construed in accordance with, and governed by, the laws of the State of Connecticut. The parties agree that the venue for any dispute arising under this Agreement shall be in any Connecticut court of competent jurisdiction.

XII. Construction and Scope of Agreement

The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any party. This Agreement, which includes the entire International Travel Packet, is the entire and complete agreement of the parties relating in any way to the subject matter hereof. This Agreement supersedes any earlier written or oral understandings or agreements between the parties.

Student signature Date

Parent/Legal Guardian signature Date

Parent/Legal Guardian signature Date

Weston Public Schools

Signature Date

Print Name Title

STUDENT INFORMATION SHEET
Student Information and Instructions

Student's Name:
Student's Cell #:

Parent(s)/Guardian(s) and Other Contacts

Parent/Guardian 1 Name:	
Parent/Guardian 2 Name:	
E-mail address:	
Address of Parent(s)/Guardians:	
Home# /	Work# /
Cell# /	

Medical/Health/Insurance Care Information

Student's Doctor Name:	
Address:	
Office Telephone:	After Hours Number:

Health Insurance Company:
Group or Policy Number:
Name of Insured:
Date of Birth of Insured:
Worldwide Telephone Number:

Secondary Health Insurance Company, if any:
Group or Policy Number:
Name of Insured:
Date of Birth of Insured:
Worldwide Telephone Number:

Passport Information Form

If you have a passport, please complete this form. If you do not yet have your passport, you must complete this form as soon as you receive your passport. Make sure to attach a photocopy of the first page of your passport, showing your personal data and signature. If you have a student visa, please make a photocopy of your I-20 form as well.

Name as it appears on passport

Country of issue

Passport Number

Date of Issuance

Place of Issuance

Date of expiration

**YOU MUST ATTACH A PHOTOCOPY OF THE FIRST PAGE OF YOUR PASSPORT
SHOWING YOUR PERSONAL DATA AND SIGNATURE**

WESTON PUBLIC SCHOOLS
Weston, Connecticut

PARENTAL MEDICAL AUTHORIZATION
(For Students Under 18)

I am the legal parent or guardian of _____ (my "child"), who was born on _____ and who is currently less than eighteen (18) years of age as of departure of the Trip. I understand that, in the United States, in the event of a medical emergency threatening my child's life or limb, no informed consent is required for my child's treatment and that emergency medical care will be obtained and rendered to my child. I further understand that if my child's medical condition is urgent but not life threatening, informed consent is required for treatment. I also understand that the customs and requirements in other countries may differ as to the need for consent.

If my child needs medical care for which informed consent or my permission may be required, whether on an emergency or urgent basis, and if reasonable attempts to reach me for consultation and informed consent are unsuccessful, then I hereby delegate to the Trip Leader(s) or his/her designee or representative the authority to make on my behalf all medical decisions regarding the care and treatment of my child, including decisions regarding surgery, transfusions, and the administration of anesthetic, and to give informed consent to such treatment.

I also consent to, and authorize, the Trip Leader(s), or his/her designee, to arrange for and provide routine care and treatment for my child's health needs or conditions, such as basic first aid. I understand and agree that further specific consent will not be obtained prior to providing such routine treatment.

I hereby confirm that I have reviewed the District's Policy 5141.21 and understand that, if my child is required to take any medications during the Trip, such medications will be administered in accordance with this Policy and Regulations and all applicable federal, state and international laws. As such, if my child is required to take any medications during the Trip, an authorized prescriber has provided a written medication order, including the recommendation for self-administration by my child, if applicable. I further understand that I must meet or speak with the school nurse prior to the Trip to review and discuss procedures for the administration of the medication.

I represent that medical professionals have verified that my child has no past or current physical or psychological condition that might adversely affect his or her participation in these activities, other than as described on the Medical Information Form. My child is fully capable of participating in this activity, with or without reasonable accommodations, without causing harm to himself/herself or others.

Parent/Legal Guardian Signature

Date

Printed Name of Parent/Legal Guardian

Address

Home Telephone

Business Telephone

Cell Phone

E-mail Address

**PARENTAL AND STUDENT MEDICAL AUTHORIZATION
(For Students 18 or Older)**

I, _____ (the "Student"), was born on _____ and I am now or will be or become during the Trip at least eighteen (18) years of age. I understand that, in the United States, in the event of a medical emergency threatening my life or limb, no informed consent is required for my treatment and that emergency medical care will be obtained and rendered to me. I further understand that if my medical condition is urgent but not life threatening, informed consent is required for treatment. I also understand that the customs and requirements in other countries may differ as to the need for consent or as to the age of majority.

If I need medical care for which informed consent or my permission may be required, whether on an emergency or urgent basis, and if I am unable to consent or give permission, I request that reasonable attempts be made to reach my parents/guardians for consultation and informed consent. If those efforts are unsuccessful, then I hereby delegate to the Trip Leader(s) or his/her designee or representative the authority to make on my behalf all medical decisions regarding my care and treatment, including decisions on surgery and the administration of anesthetic, and to give informed consent to such treatment.

I hereby confirm that I have reviewed the District's Policy 5141.21 and understand that, if I am required to take any medications during the Trip, such medications will be administered in accordance with this Policy and Regulations and all applicable federal, state and international laws. As such, if I am required to take any medications during the Trip, an authorized prescriber has provided a written medication order, including the recommendation for self-administration by me, if applicable. I further understand that I must meet or speak with the school nurse prior to the Trip to review and discuss procedures for the administration of the medication.

I represent that medical professionals have verified that I have no past or current physical or psychological condition that might adversely affect my participation in these activities, other than as described on the Medical Information Form. I am fully capable of participating in this activity, with or without reasonable accommodations, without causing harm to myself or others.

I acknowledge that this document may not comply with the laws of the state where it was signed to constitute a power of attorney for health care, but I nevertheless wish it to provide guidance to health care providers as to who may give substituted consent on my behalf if I cannot speak for myself or make an informed decision.

Student Signature

Date

Printed Name of Student

Place of Execution

I am the parent or legal guardian of the above named Student and, to the extent required,

confirm the instructions and wishes of the Student as expressed in this Authorization.

Parent/Legal Guardian Signature

Date

Printed Name of Parent/Legal Guardian

Address

Home Telephone

Business Telephone

Cell Phone

E-mail Address

MEDICAL INFORMATION FORM

Student name: _____ Date: _____

Name of Primary Care Physician: _____

Office Address: _____

Phone number: _____ Fax number: _____

Date of Student's Last Physical Exam: _____

Emergency Contact Person: _____

Phone number: _____ Email Address: _____

Relationship of Emergency Contact Person: _____

Does this person have authority to make medical decisions for the Student? _____

Secondary Emergency Contact Person: _____

Phone number: _____ Email Address: _____

Relationship of Secondary Emergency Contact Person: _____

Does this person have authority to make medical decisions for the Student? _____

1. Does your child have any health conditions?

2. Is your child under any medical treatment?
(Please indicate name of treatment or medication, dosage and directions for use.)

3. Does your child have any allergies? (Please list foods, medications or other allergies.)

4. If the answer to number 3 is yes, does your child have a prescription for an EpiPen?

5. Is there any medical restriction or other reason that would cause your child to be unable to participate in any part of the Trip?

6. You are strongly encouraged to purchase travel insurance for your child to cover accident, illness and injury. Have you purchased travel insurance for your child that covers accidents, illness and injury while abroad? If so, please provide policy information below.

7. In order to participate in the Trip, you must provide us with the following:

- a. A medical certificate from the child's physician certifying that your child is physically able to travel abroad, up to date with all scheduled immunizations, and is able to participate in all aspects of the Trip with or without reasonable accommodations.
- b. The administration of medication on this Trip shall be done in accordance with the District's 5141.21 and all applicable laws. As such, if the Student is required to take any medications during the Trip, an authorized prescriber must provide a written medication order, including the recommendation for self-administration by the Student, if applicable. A parent/guardian must meet or speak with the school nurse prior to the Trip to review and discuss procedures for the administration of the medication.
- c. I have filled out the medical and emergency contact information section above fully, accurately and to the best of my ability and I certify that there is no medical or health condition that I have not reported herein.

Name of Parent/Guardian (Please Print)

Parent/Guardian Signature

Date

Suggested Packing List (optional)

[This packing list should be inclusive of all items recommended for participation in the Trip and should be as detailed as possible. These items may include but are not limited to the following: specific types of clothing and accessories appropriate for weather, planned activities and terrain; backpacks/small travel bags; bug spray; sunscreen; leisure items; toiletries; personal items; rain gear; footwear.]

APPENDIX A

[Insert Tour Agency Policies, if applicable]

APPENDIX B

Expectations and Code of Conduct

WESTON BOARD OF EDUCATION wishes to insure that the Trip is a great one for everyone involved. With large groups, order is important. Rules are necessary to guarantee your safety and the success of the Trip. Please understand that the guidelines listed below are important and are for everyone to follow. As this is a District sponsored trip, all participants are expected to conduct themselves with the maturity, respect and dignity that are expected of a student in the District. Each participant is an ambassador for the District and the reputation you create by your behavior, actions, and performance directly reflects on the entire school community.

1. All participants will be expected to follow behavior guidelines and requirements as set forth by the Weston Public Schools Student Handbook and Policy 5114-2.21.
2. The use of any alcoholic beverages, drug substances, or any type of tobacco is not permitted.
3. Students will follow the directives of all chaperones that have been appointed for the Trip.
4. Involvement in any misconduct during the Trip that violates local or federal law, where such conduct or the likelihood of engaging in such conduct poses a clear and present danger to the health, welfare or safety of other students or chaperones, will result in disciplinary action. Chaperones cannot intervene on behalf of any student who might be arrested for shoplifting, vandalism, disturbing the peace, etc. Such an event would jeopardize the success of the Trip and the possibility of any future trips hereafter.
5. Leaving assigned areas without prior consent from a chaperone will not be permitted.
6. Students will be responsible for their own belongings, including luggage, music, and passport.
7. Do not use hotel phones or make any additional room purchases.
8. Students will be on time on all occasions, respecting the group timeline of the Trip.
9. Students are not permitted to leave hotel premises after curfew. Disciplinary action will be taken.
10. Students will be expected to have spending money and money for meals/snacks as requested on the Trip.
11. All students are expected to travel in groups of three or more at all times.

If infractions occur during the Trip, it will be at the discretion of the chaperones and/or school administrators what action will be taken during the Trip, including but not limited to the following: (1) limited free time; and/or (2) students will be sent home early at parent's or legal guardian's expense. Students may also face disciplinary action upon return to the country and to their school site.

(continued on page 32)

(continued from page 31)

I have read the above rules and regulations. I agree to the consequences in the event a problem with my child arises. I understand that I will be required to provide transportation for my child to return home, if it is deemed necessary by the chaperone(s) and/or the District's administration.

Parent's Signature: _____ **Date:** _____

I have read the above rules and regulations and I agree to abide by them. I also understand that, in the event of my misconduct, I will be sent home at my parent's or legal guardian's expense.

Student's Signature: _____ **Date:** _____

APPENDIX C

Refund Policies (optional)

APPENDIX D

Health and Wellness Expectations and Protocols in Accordance to Policy 5132.2

Before the Trip:

- Students must be in good health, have no flu-like symptoms, including being fever-free for 24 hours before the departure of the trip.
- It is highly recommended that all students participating in the Trip be vaccinated. Please email the school nurse with a copy of your child's COVID-19 vaccination card, if you have not done so already.
- During the week prior to the Trip, students will be required to test for COVID-19. Additional information regarding COVID-19 testing prior to the Trip.
- Students who test positive for COVID-19 before departing for the Trip will not be permitted to participate in the Trip. For information regarding refund policies, please refer to the Agreement above and Appendix C.

Protocols for students experiencing COVID-19 symptoms during the Trip:

- If a student experiences or exhibits Flu-like or COVID-19 symptoms at any point during the Trip, the following actions will be taken:
- The student promptly will be given a COVID-19 test via self-testing with an FDA approved or authorized COVID-19 test kit ("Test Kit"), administered by the Trip nurse or other chaperone.
- If the student tests negative for COVID-19, the student may continue participating in the Trip with no change to the applicable expectations, rules, and protocols for the Trip.
- The student's parent/guardian will be promptly notified of the test result.

Protocols for students who test positive for COVID-19 via a Test Kit:

- The student will be isolated in a hotel room and will be monitored regularly by the Trip nurse and a chaperone.
- The student's parent/guardian will be notified promptly, and the parent/guardian will be required to travel to the trip site within 24 hours of receiving such notification.
- Once the student is with their parent/guardian at the Trip site, the student's participation in the Trip is terminated and the parent/guardian will be considered to have assumed full responsibility for the student's care, including, without limitation, responsibility for monitoring the student and transporting the student home. The parent/guardian is responsible for all costs incurred in connection with the student upon termination of the student's participation in the Trip, as set forth more fully in Appendix C.

INTEROFFICE MEMORANDUM

To: Lisa Barbiero
From: Juliane Givoni - Director of Human Resources
Subject: Consent Agenda – February 2025
Date: February 21, 2025

NEW HIRES:

- Coppola, Jacqueline (1.0) WHS Para-Educator - Effective March 3, 2025
- Kravecs, Robert (1.0) WMS Special Education Teacher - Effective March 21, 2025
- Lewis, Alexa (1.0) WMS Social Worker (leave replacement) - Effective February 10, 2025
- Nizlek, Patricia (1.0) WMS Science Teacher (leave replacement) - Effective February 11, 2025
- Rodriguez, Jacqueline HES Cafeteria Aide - Effective February 8, 2025

RESIGNATIONS:

- Eles, Erzsebet HES Cafeteria Aide - Effective February 7, 2025
- Li, Qing (0.4) WHS Chinese Teacher - Effective February 14, 2025
- Murray, Morgan WIS Cafeteria Aide - Effective February 11, 2025

RETIREMENTS

- Doak, Daniel (1.0) WMS Principal - Effective June 30, 2025
- Lynfield, Lauren (1.0) WIS 5th Grade teacher - Effective June 30, 2025

TRANSFERS:

- Bacciolo, Marie (1.0) (WHS) Special Education Teacher - Effective March 24, 2025

CHANGE OF ASSIGNMENT:

- Holmes, Amy (1.0) WHS/WMS) CIL English Language Arts & English Teacher - Effective March 3, 2025
- Pidgeon, Nicole (1.0) (WHS) Library Media Para-Educator - Effective March 3, 2025

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 2/24/25

Information Only

Action Requested

Agenda Item Subject: Approval of the January 2025 Financial Report

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is the seventh FY25 (January 2025) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.



February 14, 2025

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: FY 24-25 January Financial Report

Financial Summary

The financial summary for the period ending January 31, 2025 as well as trends and highlights is below.

FY 2024-25 CATEGORY SUMMARY								
Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Expenditures	Projected Balance	Previous Month Balance	Month Over Month Change
Salaries (1000's)	36,444,080	17,843,542	17,313,540	1,063,228	36,220,310	223,770	136,575	87,195
		48.96%	47.51%	2.92%	99.39%	0.61%	0.37%	0.24%
Benefits (2000's)	10,643,788	6,267,207	4,002,750	194,483	10,464,440	179,348	179,347	-
		58.88%	37.61%	1.83%	98.32%	1.68%	1.68%	0.00%
Professional Services (3000's)	1,584,714	739,685	772,387	162,642	1,674,714	(90,000)	(120,000)	30,000
		46.68%	48.74%	10.26%	105.68%	-5.68%	-7.57%	0.08%
Property Services (4000s)	2,266,696	1,029,791	877,639	324,263	2,231,693	35,003	35,003	-
		45.43%	38.72%	14.31%	98.46%	1.54%	1.54%	0.00%
Other Services (5000s)	6,635,775	3,894,894	2,441,509	149,934	6,486,337	149,439	(139,164)	288,603
		58.70%	36.79%	2.26%	97.75%	2.25%	-2.10%	0.79%
Supplies (6000s)	2,881,453	1,732,689	1,049,867	356,128	3,138,683	(257,231)	-	(257,231)
		60.13%	36.44%	12.36%	108.93%	-8.93%	0.00%	-0.71%
Equipment (7000s)	274,579	161,985	106,064	6,530	274,579	-	-	-
		58.99%	38.63%	2.38%	100.00%	0.00%	0.00%	0.00%
Other Objects (8000s)	133,013	73,872	35,704	23,437	133,013	-	-	-
		55.54%	26.84%	17.62%	100.00%	0.00%	0.00%	0.00%
Revenue (9000s)	(1,524,396)	(321,548)	8,740	(927,259)	(1,240,067)	(284,329)	(284,329)	-
		21.09%	-0.57%	60.83%	81.35%	18.65%	18.65%	0.00%
Total	\$ 59,339,701	\$31,422,116	\$ 26,608,201	\$ 1,353,386	\$ 59,383,702	(44,001)	(192,569)	148,569
Total %		52.95%	44.84%	2.28%	100.07%	-0.07%	-0.32%	0.25%

TRENDS AND HIGHLIGHTS

For the period ending January 31, the projected end-of-year balance is a deficit of **(\$44,001)**, an improvement of \$148,569. While savings in SPED costs have contributed positively, rising electricity delivery cost is a significant concern.

Salaries - \$87,195

- Turnover & FML savings amount to \$7,264.
- Unfilled vacancy of \$79,931—it is not anticipated that a current vacant BCBA position will be filled this year. The position will continue to be covered by contracted service providers through the end of the school year.

Professional Fees - \$30,000

- Legal fees, SPED – Projected full-year expenditures are reduced due to fewer anticipated hearings.

Other Services - \$288,603

- Out of district tuition & settlements – Savings from a combination of students transitioning back to district and a shift from tuition to settlement agreements.

Supplies – (\$257,231)

- Electricity **(\$257,231)** - compared to the same period last year, there is a modest 7% increase in usage. However, the delivery cost has significantly increased by \$153,443, or 65%. Given this significant increase and lower than expected VNM credits, the projected expenditure has been conservatively increased by \$257,231. Although there was an increase in the VNM credit rate in January, that rate is significantly less than previous years.

Internal Service Fund

Aggregate dental claims and fees remain in line with historical averages.

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

Fiscal Year Ended						2025
STATEMENT OF REVENUES AND EXPENDITURES						
Fund Balance -July 1, 2024						\$ 418,466
Revenues:						
General Fund						\$ 385,918
Reimbursements						\$ -
Total Contributions						\$ 385,918
Total Revenues (A)						\$ 385,918
Projected Claims:						
Delta Dental:						
Claims						\$ 362,534
Administrative Fees						\$ 23,384
Total Dental Claims (B)						\$ 385,918
Net Change (A-B)						-
Projected Fund balance June 30, 2025						\$ 418,466
Dental- Actual Claims & Fees						
Month						Claims & Fees
July						37,461
August						33,544
September						22,959
October						26,780
November						22,392
December						31,927
January						22,664
Total						\$ 197,727
Actual YTD Spend Rate						51.2%
Theoretical YTD Spend Rate						58.3%
YTD Theoretical variance %						-7.1%
				99		

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Salaries & Wages (1000s)</i>								
2,881,354	2,854,614	3,375,352	1110	Administrators	3,471,863	-	3,471,863	1,998,143	1,474,024	-	3,472,167	(304)
14,465,388	14,827,266	15,169,704	1111	General Ed. Teachers	15,789,653	-	15,789,653	7,471,306	8,262,661	20,745	15,754,711	34,942
2,303,563	2,522,780	2,359,825	1112	Special Ed. Teachers	2,731,016	-	2,731,016	1,225,011	1,405,365	-	2,630,375	100,641
983,206	1,021,018	948,323	1113	Guidance	993,064	-	993,064	454,546	530,304	-	984,850	8,214
468,881	397,172	418,788	1114	Psychologist	437,475	-	437,475	196,758	235,429	-	432,187	5,288
202,927	353,558	410,444	1115	Social Worker	490,714	-	490,714	231,439	257,564	-	489,003	1,711
543,134	539,131	510,769	1116	Speech & Hearing	636,232	-	636,232	278,242	252,332	-	530,574	105,658
1,184,208	887,328	1,261,271	1117	Academic Assistants	1,281,047	-	1,281,047	616,534	681,994	-	1,298,529	(17,482)
169,686	110,854	59,724	1118	Talented & Gifted	61,217	-	61,217	28,254	32,963	-	61,217	-
403,577	400,239	455,475	1119	Library/Media	477,800	-	477,800	201,827	254,268	-	456,095	21,705
46,587	57,886	51,774	1135	Transition Coordinator	68,088	-	68,088	16,603	26,911	-	43,514	24,574
832,301	847,138	877,957	1139	Certified Stipends	953,162	-	953,162	454,679	108,999	389,484	953,162	-
574,562	651,668	969,094	1140	Academic Leader (CIL's)	1,016,399	-	1,016,399	486,707	497,724	63,069	1,047,500	(31,101)
2,650	1,852	2,571	1141	Mentor Teacher	2,000	-	2,000	511	-	1,489	2,000	-
187,872	113,090	-	1142	Behavioral Analyst	169,321	-	169,321	30,615	48,774	-	79,390	89,931
45,835	58,267	68,897	1145	Multilingual Learner	85,703	-	85,703	30,949	36,107	18,648	85,703	-
\$ 25,295,731	\$ 25,643,861	\$ 26,939,968		Sub-Total Certified Salaries	\$ 28,664,754	\$ -	\$ 28,664,754	\$ 13,722,124	\$ 14,105,417	\$ 493,435	\$ 28,320,976	\$ 343,778
					6.40%			47.9%	49.2%	1.7%	98.8%	1.2%
				<i>Other Certified Salaries</i>								
45,700	40,788	25,138	1131	Homebound Tutor	44,500	-	44,500	15,214	-	29,286	44,500	-
-	-	-	1136	Degree Level Change	44,390	-	44,390	-	-	-	-	44,390
278,078	246,814	216,491	1137	Substitute Teacher	178,801	-	178,801	99,440	24,440	54,921	178,801	-
212,521	189,064	194,739	1138	Summer Work -Certified Staff	190,408	-	190,408	95,299	-	95,109	190,408	-
99,315	127,403	152,490	1143	Building Substitutes	203,175	-	203,175	67,103	105,668	30,405	203,175	-
295,291	385,336	215,245	1144	Long term Substitute	118,000	-	118,000	74,975	46,430	(3,406)	118,000	-
-	-	-	1160	Turnover Savings	(170,000)	-	(170,000)	-	-	-	-	(170,000)
\$ 930,904	\$ 989,404	\$ 804,103		Sub-Total Other Certified Salaries	\$ 609,274	\$ -	\$ 609,274	\$ 352,030	\$ 176,538	\$ 206,316	\$ 734,884	\$ (125,610)
								57.8%	29.0%	33.9%	120.6%	-20.6%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Non-Certified Salaries</i>								
381,506	413,013	496,658	1210	Non-Cert. Supervisors	503,427	-	503,427	258,809	184,572	60,046	503,427	-
223,520	213,706	238,317	1211	Nurses	244,816	-	244,816	122,970	121,902	-	244,872	(56)
306,924	247,373	279,358	1215	Occupational & Physical Therapists	337,013	-	337,013	168,108	167,542	-	335,651	1,362
1,140,104	1,156,839	1,328,819	1221	Administrative Support	1,350,863	-	1,350,863	722,416	634,204	(4,510)	1,352,110	(1,247)
1,767,360	1,697,360	1,828,311	1231	Para Educators	1,856,507	-	1,856,507	975,593	923,764	(42,850)	1,856,507	-
146,862	156,413	141,394	1234	Bus Aides	147,297	-	147,297	50,385	-	96,912	147,297	-
485,773	495,877	505,325	1235	Technicians	524,782	-	524,782	293,247	230,609	-	523,857	925
61,996	65,017	46,914	1237	Vocational Specialist	67,540	-	67,540	36,563	33,735	-	70,298	(2,758)
247,175	262,406	276,448	1241	Safety Monitors	308,860	-	308,860	160,748	140,911	-	301,659	7,201
506,491	513,999	514,241	1251	Custodians	553,611	-	553,611	291,815	250,024	11,772	553,611	-
460,027	477,370	543,741	1261	Maintenance Mechanics & Grounds	568,374	-	568,374	309,046	259,153	-	568,199	175
84,861	90,458	103,682	1269	Athletic Support Staff	122,205	-	122,205	47,900	34,930	39,376	122,205	-
197,442	192,939	188,200	1280	Non Certified Stipends	198,605	-	198,605	107,300	50,238	41,067	198,605	-
\$ 6,010,040	\$ 5,982,771	\$ 6,491,407		Sub-Total Non-Certified Salaries	\$ 6,783,900	\$ -	\$ 6,783,900	\$ 3,544,900	\$ 3,031,585	\$ 201,814	\$ 6,778,298	\$ 5,602
				<i>Other Non-Certified Salaries</i>				52.3%	44.7%	3.0%	99.9%	0.1%
47,199	39,524	39,305	1213/122 3/1233	Non-Certified Substitutes	47,500	-	47,500	8,887	-	38,613	47,500	-
176,085	199,553	230,025	1212/22/ 38/42/52/ 62	Overtime	203,700	-	203,700	113,000	-	90,700	203,700	-
127,252	114,912	101,739	1268	Summer Work-Non-Cert.	134,952	-	134,952	102,602	-	32,350	134,952	-
-	-	-	1270	Salary Differential	-	-	-	-	-	-	-	-
\$ 350,536	\$ 353,988	\$ 371,068		Sub-Total Other Salaries	\$ 386,152	\$ -	\$ 386,152	\$ 224,488	\$ -	\$ 161,664	\$ 386,152	-
								58.1%	0.0%	41.9%	100.0%	0.0%
\$ 32,587,211	\$ 32,970,025	\$ 34,606,546		TOTAL SALARIES	\$ 36,444,080	\$ -	\$ 36,444,080	\$ 17,843,542	\$ 17,313,540	\$ 1,063,228	\$ 36,220,310	\$ 223,770
					5.31%			49.0%	47.5%	2.9%	99.4%	0.6%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Benefits (2000's)</i>								
8,412,125	9,202,598	8,801,704	2000	Health Insurance	9,440,933	-	9,440,933	5,624,751	3,535,470	61,218	9,221,438	219,495
(1,508,844)	(1,705,489)	(1,410,661)	2022	Premium Cost Share	(1,580,090)	-	(1,580,090)	(838,813)	(699,493)	-	(1,538,306)	(41,784)
1,006,469	1,020,503	1,032,102	2001	Social Security & Medicare	1,079,635	-	1,079,635	537,796	541,839	-	1,079,635	-
175,275	175,214	180,451	2003	Workers Compensation	189,473	-	189,473	186,333	1,503	-	187,836	1,637
25,494	14,660	1,644	2004	Unemployment Compensation	30,000	-	30,000	15,904	-	14,096	30,000	-
149,718	130,080	-	2005	Early Retirement Incentive	-	-	-	-	-	-	-	-
1,177,822	1,328,122	1,192,864	2007	Pension Contributions	1,276,861	-	1,276,861	687,826	589,035	-	1,276,861	-
83,227	91,124	101,963	2010	Tuition Reimbursement	85,500	-	85,500	-	-	85,500	85,500	-
63,952	63,051	71,543	2011-12	Life & Disability Insurance	76,476	-	76,476	42,056	34,397	23	76,476	-
105,506	56,400	22,381	2014	Sick Bank	45,000	-	45,000	11,354	-	33,646	45,000	-
\$9,690,744	\$10,376,262	\$9,993,990		TOTAL BENEFITS	\$10,643,788	\$ -	\$10,643,788	\$6,267,207	\$ 4,002,750	\$194,483	\$10,464,440	\$179,348
					6.50%			58.9%	37.6%	1.8%	98.3%	1.68%
				<i>Professional & Technical Services (3000s)</i>								
545,611	504,232	525,441	3210	Contracted Services Educational	285,176	-	285,176	89,151	144,722	51,304	285,176	-
128,921	149,405	176,454	3220-21	Consulting Services	186,777	-	186,777	80,753	53,416	52,608	186,777	-
123,549	75,937	94,342	3235	Testing	96,565	-	96,565	61,345	63,698	(28,477)	96,565	-
6,158	106,990	260,876	3239	Other Pupil Services	294,100	-	294,100	137,874	141,626	14,600	294,100	-
64,991	66,056	34,711	3303	Management Services	37,169	-	37,169	26,002	10,087	1,080	37,169	-
1,775	2,064	3,145	3304	License Fees-Facilities	3,500	-	3,500	1,998	740	763	3,500	-
245,731	232,999	183,838	3306	Legal Fees-SPED	240,000	-	240,000	205,207	124,793	-	330,000	(90,000)
167,193	187,860	162,916	3306	Legal Fees- Districtwide	150,000	-	150,000	53,923	86,078	10,000	150,000	-
95,138	106,091	109,322	3308	Police/Fire	124,101	-	124,101	44,962	61,027	18,112	124,101	-
67,382	67,685	155,452	3309	Professional Technical Services	113,190	-	113,190	38,472	32,066	42,652	113,190	-
49,966	41,996	41,210	3310	Sports Officials	54,136	-	54,136	-	54,135	1	54,136	-
\$ 1,496,415	\$ 1,541,315	\$ 1,747,705		TOTAL PROF. & TECH SERVICES	\$ 1,584,714	\$ -	\$ 1,584,714	\$ 739,685	\$ 772,387	\$ 162,642	\$ 1,674,714	\$ (90,000)
								46.7%	48.7%	10.3%	105.7%	-5.7%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022	2022-2023	2023-2024	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Property Services (4000s)</i>								
859,036	907,204	969,175	4200	Cleaning Services	1,034,776	-	1,034,776	577,825	415,829	-	993,653	41,123
48,405	50,825	66,687	4202	Rubbish Removal	72,934	-	72,934	35,854	26,023	11,057	72,934	-
122,591	82,370	171,370	4302	Equipment Repairs	188,805	-	188,805	51,521	43,890	93,394	188,805	-
164,029	184,530	189,525	4400	Equipment Rental	175,767	-	175,767	82,330	96,672	(3,235)	175,767	-
74,770	213,171	215,350	4500	Repair Allowance	150,000	-	150,000	26,100	33,967	89,933	150,000	-
29,913	30,182	40,740	4514	Fire Alarm System	37,430	-	37,430	40,681	2,869	-	43,550	(6,120)
172,720	201,994	191,606	4518	Sewer System Plant Maintenance	159,795	-	159,795	63,667	96,129	-	159,795	-
171,669	205,809	247,875	4520	Service Contracts	194,724	-	194,724	91,585	56,797	46,342	194,724	-
61,247	93,203	66,984	4530	Parks & Recreation	82,425	-	82,425	-	62,000	20,425	82,425	-
16,959	39,271	31,644	4540	Athletic Facilities Repairs	59,500	-	59,500	35,748	5,692	18,060	59,500	-
186,270	195,029	74,974	4541	Contracted Services	89,300	-	89,300	22,321	36,692	30,287	89,300	-
122,304	109,755	-	4600	Special Projects	-	-	-	-	-	-	-	-
2,366	11,275	6,377	4604	Snow Plowing	10,500	-	10,500	-	-	10,500	10,500	-
138,631	35,888	35,100	4701	Security System Monitoring	10,740	-	10,740	2,160	1,080	7,500	10,740	-
\$ 2,170,908	\$ 2,360,505	\$ 2,307,405		TOTAL PROPERTY SERVICES	\$ 2,266,696	\$ -	\$ 2,266,696	\$ 1,029,791	\$ 877,639	\$ 324,263	\$ 2,231,693	\$ 35,003
								45.4%	38.7%	14.3%	98.5%	1.5%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Other Services (5000s)</i>								
1,589,157	1,592,600	1,737,496	5100	Regular Transportation	1,848,365	-	1,848,365	1,692,327	(1,258)	-	1,691,069	157,296
729,788	843,911	935,160	5101	SPED Transportation	1,045,512	-	1,045,512	564,220	348,902	-	913,122	132,390
96,953	218,024	100,391	5104	Athletic Transportation	174,168	-	174,168	46,716	64,284	3,168	114,168	60,000
1,537	12,802	4,237	5105	Extra-Curricular Transportation	14,060	-	14,060	1,003	-	13,057	14,060	-
104,190	160,181	107,032	5112	Diesel & Gasoline	116,710	-	116,710	44,493	11,881	60,337	116,710	-
103,321	128,142	136,003	5200	General Liability Insurance	142,803	-	142,803	134,609	-	8,194	142,803	-
15,525	14,400	15,008	5202	Athletic Insurance	15,758	-	15,758	15,008	-	751	15,758	-
100,707	104,154	106,579	5205	Property Insurance	109,776	-	109,776	109,196	-	580	109,776	-
89,975	87,714	89,414	5300	Communications	94,106	-	94,106	47,748	40,153	6,206	94,106	-
30,990	27,469	27,030	5400	Postage	29,383	-	29,383	20,275	6,807	2,301	29,383	-
4,440	853	1,626	5500	Advertising	4,000	-	4,000	926	520	2,554	4,000	-
17,176	16,962	18,356	5501	Printing	23,987	-	23,987	11,158	5,816	7,013	23,987	-
2,007,688	2,367,437	2,232,934	5600	Out of District Tuition	1,929,128	-	1,929,128	969,651	1,043,735	-	2,013,386	(84,258)
923,345	1,063,918	1,147,396	5601	Tuition Settlements	1,006,152	-	1,006,152	210,827	911,313	-	1,122,141	(115,989)
15,346	41,076	39,352	5800	Travel & Conference	58,317	-	58,317	22,216	8,143	27,958	58,317	-
3,163	3,803	3,282	5801	Mileage Reimbursement	10,703	-	10,703	1,562	-	9,141	10,703	-
2,349	5,684	3,905	5900	Other Purchased Services	12,847	-	12,847	2,960	1,213	8,675	12,847	-
\$ 5,835,649	\$ 6,689,130	\$ 6,705,201		TOTAL OTHER SERVICES	\$ 6,635,775	\$ -	\$ 6,635,775	\$ 3,894,894	\$ 2,441,509	\$ 149,934	\$ 6,486,337	\$ 149,439
								58.7%	36.8%	2.3%		2.3%
				<i>Supplies & Materials (6000's)</i>								
395,832	884,656	889,057	6110	Materials	542,614	-	542,614	235,326	128,991	178,297	542,614	-
22,091	36,390	32,719	6120	Office Materials	34,009	-	34,009	13,979	15,755	4,276	34,009	-
184,684	174,050	173,801	6130	Maintenance Materials	181,624	-	181,624	41,021	91,608	48,996	181,624	-
71,587	95,137	98,514	6131	Custodial Materials	78,348	-	78,348	51,351	23,261	3,736	78,348	-
16,815	21,943	43,776	6132	Security Materials	26,284	-	26,284	7,883	7,023	11,378	26,284	-
522,319	517,581	570,217	6140	Software	629,926	-	629,926	599,915	10,769	19,243	629,926	-
196,324	98,833	104,825	6410	Books	61,450	-	61,450	23,689	23,384	14,377	61,450	-
388,111	325,229	467,063	6510	Heating Oil	492,452	-	492,452	169,377	247,248	75,827	492,452	-
722,884	482,463	644,985	6520	Electricity	831,746	-	831,746	589,420	499,557	-	1,088,977	(257,231)
2,079	2,890	2,377	6530	Propane	3,000	-	3,000	728	2,272	-	3,000	-
\$ 2,522,725	\$ 2,639,172	\$ 3,027,334		TOTAL SUPPLIES & MATERIALS	\$ 2,881,453	\$ -	\$ 2,881,453	\$ 1,732,689	\$ 1,049,867	\$ 356,128	\$ 3,138,683	\$ (257,231)
								60.1%	36.4%	12.4%		-8.9%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of January 31, 2025

Period: 7 of 12

2021-2022	2022-2023	2023-2024	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Equipment (7000's)</i>								
541,176	192,826	262,615	7300	Equipment	274,579	-	274,579	161,985	106,064	6,530	274,579	-
\$ 541,176	\$ 192,826	\$ 262,615		TOTAL EQUIPMENT	\$ 274,579	\$ -	\$ 274,579	\$ 161,985	\$ 106,064	\$6,530	\$ 274,579	\$ -
								59.0%	38.6%	2.4%	100.0%	0.0%
				<i>Other Objects (8000's)</i>								
87,211	87,938	89,670	8100	Dues, Fees and Memberships	105,668	-	105,668	58,127	28,363	19,177	105,668	-
24,317	32,434	38,529	8900	Other Objects	27,345	-	27,345	15,744	7,341	4,259	27,345	-
\$ 111,528	\$ 120,372	\$ 128,199		TOTAL OTHER OBJECTS	\$ 133,013	\$ -	\$ 133,013	\$ 73,872	\$ 35,704	\$23,437	\$ 133,013	\$ -
								55.5%	26.8%	17.6%	100.0%	0.0%
				<i>Revenue Offset (9000's)</i>								
(29,042)	(29,462)	(29,903)	9200	Technology Revenue	(29,903)	-	(29,903)	(31,457)	-	-	(31,457)	1,554
(73,800)	(74,800)	(78,660)	9201	Participation Fees, Athletics	(64,133)	-	(64,133)	(34,700)	8,740	(38,173)	(64,133)	-
(18,350)	(21,689)	(13,475)	9202	Gate Receipts, Athletics	(14,000)	-	(14,000)	-	-	(14,000)	(14,000)	-
(77,445)	(89,987)	(25,495)	9204	Transportation Credits	(14,805)	-	(14,805)	(22,425)	-	-	(22,425)	7,620
(812,440)	(928,213)	(839,156)	9205	Excess Cost Reimbursement	(711,339)	-	(711,339)	-	-	(624,597)	(624,597)	(86,742)
(79,561)	(121,242)	(156,288)	9206	Pre School Tuition	(188,361)	-	(188,361)	(155,851)	-	(53,163)	(209,014)	20,653
(75,981)	(119,873)	(141,162)	9207	Non-Resident Tuition	(116,623)	-	(116,623)	(74,259)	-	(12,834)	(87,093)	(29,530)
(19,878)	(61,203)	(42,681)	9208	Parks & Rec Portion of Field Maintenance	(42,681)	-	(42,681)	-	-	(66,688)	(66,688)	24,007
(40,000)	(30,800)	-	9209	Parking Fees	(24,075)	-	(24,075)	-	-	(24,075)	(24,075)	-
(46,050)	(42,223)	(53,727)	9210	Theater Receipts	(51,025)	-	(51,025)	-	-	(51,025)	(51,025)	-
-	-	-	9212	Facility Use Rental	(27,500)	-	(27,500)	-	-	(27,500)	(27,500)	-
(4,768)	(14,336)	(50,764)	9215	Medicaid Revenue	(18,060)	-	(18,060)	(2,856)	-	(15,204)	(18,060)	-
				Board of Finance Reduction - TBD	(221,891)	-	(221,891)	-	-	-	-	(221,891)
(\$1,277,316)	(\$1,533,828)	(\$1,431,311)		Total Revenue Offset	(\$1,524,396)	\$ -	(\$1,524,396)	(\$321,548)	\$8,740	(\$927,259)	(\$1,240,067)	(\$284,329)
								21.1%	-0.6%	60.8%	81.3%	18.7%
\$ 53,679,039	\$ 55,355,779	\$ 57,347,685		GRAND TOTAL	\$ 59,339,701	\$ -	\$ 59,339,701	\$ 31,422,116	\$ 26,608,201	\$ 1,353,386	\$ 59,383,702	(\$44,001)
								52.95%	44.84%	2.28%	100.07%	-0.07%

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 2/24/25

Information Only

Action Requested

Agenda Item Subject: Review and Approval of the Technology Lease Bid

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Attached are the results of our recent bid for the technology lease. We are recommending that the Weston Board of Education authorizes the Superintendent or designee to execute and deliver the lease purchase agreement with Cogent Bank, and any related documents on behalf of the Weston Board of Education as the co-lessee with the Town of Weston, and take all actions necessary and proper to complete the transaction.



February 14, 2025

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: Technology Lease #3 Bid Result

Beginning in fiscal year 2022-23, we began our multi-year technology replacement lease plan. For year three (FY25) of the plan, we will be financing \$310,371.26.

On February 5, 2025 we issued a request for proposal (RFP) with a return date of February 12, 2025. Seven financial institutions responded to the RFP, Cogent Bank, TD Bank, Municipal Asset Management, First American, TEQLease, KS State Bank, and AztekC. Based on the submitted proposals we are recommending awarding the lease to Cogent Bank, as they have the lowest nominal annual rate and overall payment.

The lease requires final approval by the Board of Selectman as it is a multi-year commitment.

A summary of the proposals is below:

FY25 TECHNOLOGY LEASE BID RESULTS				
Amount Finance: \$310,371.26				
Lease Term: 4 Years				
Financial Institution	Compounding Period	Nominal Annual Rate	Annual Payment	Total Payment
Cogent Bank	Annual	4.14%	\$82,376.11	\$329,504.44
TD Bank	Annual	4.41%	\$82,685.48	\$330,741.94
MAM	Annual	5.06%	\$83,428.89	\$333,715.56
First American	Annual	5.39%	\$83,800.24	\$335,200.96
TEQLease	Annual	5.85%	\$84,329.76	\$337,319.04
KS State Bank	Annual	5.94%	\$84,432.20	\$337,728.80
AztekC	Annual	10.00%	\$112,912.50	\$451,650.00



B

FEE PROPOSAL

**Weston Public Schools
Weston Middle School Renovation Analysis
Appendix C - Fee Proposal Form**

ITEM #	Scope Description	Amount
A.	Phase 1 - Preliminary Assessment	\$ 7,500 -
B.	Comprehensive Renovation Assessment	\$ 40,000 -
TOTAL FEE:		\$ 47,500 -

Acknowledge all addenda and Fee above



Signature by Authorized Officer of Proposing Firm

Note: Discrepancies between the total sum of all items and the Total Fee at the bottom shall be the lower of the two values.

Assumptions & Clarifications

- It is understood that no addenda were issued for RFP 24-015 BOE. We visited the DAS website on 2/5/25 and no addenda was posted.
- Reimbursable Expenses will be in addition to proposed fees listed above, and include expense items listed on SLAM's 2024-2025 Hourly Fee Schedule, as applicable.
- Services shall be contracted using AIA B101 – 2017 with limited modifications for the project scope, or other mutually agreed to contract.
- Thirty (30) day notice for cancellation of insurance non-renewal or reduction of coverage is not industry standard. Typically, a ten (10) day notice is provided by carriers.
- Scope not specifically listed in the RFP is excluded, unless reasonably inferred to be part of a renovation-to-new assessment process.