Board of Education Regular Meeting
Monday, October 19, 2026
7:00 PM
Weston Middle School Library Learning Commons
135 School Road
Weston, CT 06883

I. CALL TO ORDER, VERIFICATION OF QUORUM (Possible action)
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 (Discussion)
IV. APPROVAL OF MINUTES (Discussion and possible action)
   - Board of Education Meeting, September 22, 2026
   - Board of Education Special Meeting October 5, 2026
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 Forti. . 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=ab5f2950-f792-4ecc-bc14-37a3939de003

VI. OLD BUSINESS
- A. Board of Education Goals (Discussion and possible action)
- B. Weston Board of Education Policies, Regulations, and Bylaws: Second Read/Approval (Discussion and possible action)
  - P 3000 Concept and Roles in Business and Non-Instructional Operations
  - P 3120 Budget Development and Preparation
  - P 3250 Charges for Services Fees and Materials
  - R 3250 Materials and Fees (sunset)
  - P 3313 Relations with Vendors
  - P 3434 Periodic Audit

VII. NEW BUSINESS
- A. Consent Agenda (Discussion and possible action)
  1. Gifts, Grants and Bequests: Recognition, Acceptance or Approval
     - WHS - Ping Pong Table
     - WIS - Floor Rugs
     - WIS - Chair/Bench
  2. Staffing Update
  3. Field Trips
     - Model UN Overnight Field Trip
- B. WIS WIN Overview (Discussion)
- C. Weston Administrators' Association Union Contract: 2027-2030 Tentative Agreement: (Discussion and possible action)
- D. Scheduled PTO sessions regarding possible Weston Middle School Project (Discussion)
- E. Possible professional services to assist with communication and public engagement for a possible Weston Middle School project (Discussion)
- F. Finance and Operations (Discussion and possible action)
  1. State Mandated 5 Year IAQ/HVAC Inspection for the Middle School (Discussion)
  2. September 2026 Financial Report (Discussion and possible action)
  3. FY28 Budget Calendar (Discussion and possible motion)

VIII. DISTRICT UPDATES

A. Superintendent (Discussion)
B. Pupil Personnel Services and Special Education (Discussion)

IX. COMMITTEE UPDATES: Refer to committee meeting minutes for details (Discussion)
A. Communications Committee
B. Curriculum Committee
C. Educational Optimization Committee (EOC)
D. Finance & Operations Committee
E. Negotiations Committee
F. Policy Committee
G. Safety & Security Committee

X. MEMBER ORGANIZATION UPDATES (Discussion)
A. Connecticut Association of Boards of Education (CABE)
B. Cooperative Educational Services (CES)
C. Weston Education Foundation (WEF)

XI. NEXT SCHEDULED MEETING(S) OF THE BOARD OF EDUCATION
- Weston Board of Education Regular Meeting, November 16, 2026, 7:00 PM

A. Review of Pending Agenda Items for Next Meeting

XII. ADJOURNMENT (Possible action)

Board of Education Regular Meeting
Tuesday, September 22, 2026
7:00 PM
Weston Middle School Library Learning Commons
135 School Road
Weston, CT 06883

Absent: Peter Gordon, **Present:** David Felton, Michael Guido, Deborah Low, Lisa Luft, Nicole Wallach. Present: 5, Absent: 1.

I. **CALL TO ORDER, VERIFICATION OF QUORUM (Possible action)**
Additional Attendees:
Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; James Wiltsie, Director of Safety and Security; Buidling Principals: Laura Kaddis, Jennifer D'Amico, Jason Bluestein, Meghan Conetta; Student Representatives: Jamie Stammer, Graydon Dunbar.

The meeting was called to order at 7:02 PM
Move that the September 22, 2026 Weston Board of Education is hereby called to order. Unseconded with a motion by Low, Deborah.

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 (Discussion)**
Student representatives from Weston High School discussed the opening of school and future activities planned.

DRAFT

IV. **APPROVAL OF MINUTES (Discussion and possible action)**

- **June 15, 2026, Board of Education Meeting**
- **September 1, 2026, Board of Education Special Meeting**

Minutes with correction noted were approved, without objection. Move that the minutes were presented for review. With corrections noted, the minutes were approved. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

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 Forti. . 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/procedures-and-guidelines-for-publi

Meeting Conduct: Bylaws of the Board #9325 -

DRAFT

https://v3.boardpolicyonline.com/b/bl/westonps/s/2046282
Comments from the public:
Julie Cohen - Brier Brook Road

VI. **NEW BUSINESS**

A. **Consent Agenda (Discussion and possible action)**
Move that the Weston Board of Education accept the consent agenda as presented. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

1. **Staffing Update**

2. **Field Trips**

a. **Overnight Field Trip: France and Spain, April 2027**

b. **Overnight Field Trip: Heritage Music Festival: Boston, April 2027**

B. **Annual Report on Community Partnerships, Workforce Development, and Staff Attrition: (Discussion and possible action)**
The annual report was presented to the board. No motion necessary.

C. **2026-2027 District Improvement Plan (Discussion)**
The administration presented the District Improvement Plan, outlining the district's goals, priorities, and key areas of focus for the 2026-2027 school year. Principals also highlighted their respective School Improvement Plans, including school-specific goals and priorities.

D. **Weston Board of Education Policies, Regulations, and Bylaws: First Read (Discussion)**

- **P 3000 Concept and Roles in Business and Non-Instructional Operations**
- **P 3110 Budget Planning and Priorities**

DRAFT

- **P 3111 Fiscal Year**
- **P 3120 Budget Development and Preparation**
- **P 3150 Budget Adoption**
- **P 3160 Transfer of Funds Between Categories; Amendments**
- **P 3250 Materials, Services Fees, Charges**
- **R 3250 Materials Fees**
- **P 3313 Relations with Vendors**
- **P 3434 Periodic Audit**

Policy questions sent to Superintendent Forti will be addressed at the next Policy Committee Meeting and any updates will be circulated to the board prior to the next meeting, which is the second read and vote.

E. **Finance and Operations (Discussion and possible action)**
The financial reports were approved, with no objection or changes.
Move that the financial reports were presented for review. There being no changes, the reports are approved as presented. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

1. **FY26 End of Year Financial Report**

2. **Funds Transfer to Non-Lapsing Account**

3. **FY25 Unliquidated Encumbrance Update and Equipment Purchase**

VII. **DISTRICT UPDATES**

A. **Superintendent (Discussion)**
No update.

DRAFT

B. **Pupil Personnel Services and Special Education (Discussion)** An overview of activities that took place during the professional learning session prior to the start of school was discussed. Planning for PPS/SpEd parent meetings will begin.

VIII. **COMMITTEE UPDATES: Refer to committee meeting minutes for details (Discussion)**

A. **Communications Committee**

B. **Curriculum Committee**

C. ~~**Educational Optimization Committee (EOC)**~~

D. **Finance & Operations Committee**

E. **Negotiations Committee**

F. **Policy Committee**

G. **Safety & Security Committee**

IX. **MEMBER ORGANIZATION UPDATES (Discussion)**

A. **Connecticut Association of Boards of Education (CABE)**

B. **Cooperative Educational Services (CES)**

C. **Weston Education Foundation (WEF)**

X. **NEXT SCHEDULED MEETING(S) OF THE BOARD OF EDUCATION**

- **September 24, 2026, Tri-Board Meeting, 6:00 PM, Via Zoom**
- **October 5, 2026: Board of Education Special Meeting, 7:00 PM, Location TBD**

DRAFT

- **October 19, 2026: Board of Education Meeting, 7:00 PM, Weston Middle School Library Learning Commons**

A. **Review of Pending Agenda Items for Next Meeting**

XI. **ADJOURNMENT (Possible action)**

The meeting adjourned at 9:03 PM
Move that the September 22, 2026 Weston Board of Education meeting be adjourned. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

Respectfully submitted by:

Jodi Sacchetta

Jodi Sacchetta, Board Clerk

DRAFT

Weston Board of Education Special Meeting
Monday, October 5, 2026
7:00 PM
Zoom Webinar

Absent: Peter Gordon, **Present:** David Felton, Michael Guido, Deborah Low, Lisa Luft, Nicole Wallach. Present: 5, Absent: 1.

I. **CALL TO ORDER, VERIFICATION OF QUORUM (Possible action)**
Additional Attendees:
Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Finance and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology

A quorum was met, and the meeting was called to order at 7:01 PM

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

III. **BOARD OF EDUCATION GOALS (Discussion)**
The Board reviewed a first draft of Board of Education goals. The draft gives the Board a framework to guide its focus through the year and to use in an end-of-year self-evaluation. It also helps the public see what the Board does, reinforcing that the Board works at the governance and systems level, not the operational level. The draft has six broad goal areas, with 2026–2027 targets under each that align with the Superintendent's goals and the District Improvement Plan (DIP). No action was taken. Members may send further comments, and a revised draft will return at the October 19 meeting for possible approval.

DRAFT

IV. **SUPERINTENDENT GOALS (Discussion)**

Superintendent Forti presented her 2026-2027 goals as a supplement to the District Improvement Plan already shared with the Board. There is one goal per leadership priority, each with a key action and evidence of success. The Superintendent also presented a graphic showing how the Board's goals, the DIP, and the Superintendent's goals nest together.

V. **POLICIES, REGULATIONS, AND BYLAWS: SECOND READ (Discussion and possible action)**

- **P 3110 Budget Planning and Priorities**
- **P 3111 Fiscal Year**
- **P 3150 Budget Adoption**
- **P 3160 Transfer of Funds Between Categories; Amendments**
- **P 3250 Materials, Services Fees, Charges**
- **R 3250 Materials Fees**

P/R 3250 was not approved and will go back to the committee for further discussion. All other policies were approved without objection.
Move that the policies, regulations and/or bylaws were presented for review. With corrections noted, the documents were approved. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

VI. **NEXT SCHEDULED MEETING(S) OF THE BOARD OF EDUCATION**

A. **October 19, 2026, Board of Education Executive Session, 6:30 PM, Weston Middle School Library Learning Commons Think Tank**

B. **October 19, 2026, Board of Education Meeting, 7:00 PM, Weston Middle School Library Learning Commons**

C. **Pending Agenda Items for Next Meeting**

VII. **ADJOURNMENT (Possible action)**

The meeting adjourned at 8:00 PM

DRAFT

There being no further business, move that the October 5, 2026 Weston Board of Education Special Meeting be adjourned. Carried with a motion by Felton, David and a second by Luft, Lisa.
David Felton: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea
Yea: 5, Nay: 0

Respectfully submitted by:

Jodi Sacchetta

Jodi Sacchetta, Board Clerk

DRAFT

OCTOBER 2026

Weston Board of Education Goals 2026-27

General long-term goals and annual targets and priorities

OUR COMMITMENT

Building upon Weston's legacy of excellent public schools.

The Board strives to provide effective stewardship of the district to ensure our schools empower all students to reach their full potential.

Board of Education Goals

1

Ensure academic and programmatic excellence

2

Support a safe, nurturing, personalized school environment

3

Advocate for sufficient resources (time, funding, staff) and ensure they are deployed effectively and efficiently

4

Develop policies that set expectations, outline processes, and comply with legal requirements

5

Communicate effectively with stakeholders

6

Monitor and assess outcomes for continuous improvement

BOARD OF EDUCATION GOAL 1

Ensure academic and programmatic excellence

2026-27 District Improvement Plan (DIP) Priority 2 Advancing Teaching, Learning and Student Success – Goals 2A – Math; 2B – English Language Arts; 2C – Science

DIP Priority 4 Leveraging Technology for Purposeful Teaching and Learning – Goals and Indicators of Success

2026-27 Superintendent Priorities and Goal 2 – Advancing Teaching, Learning, and Student Success – goal, key action, and indicators of success

BOARD OF EDUCATION GOAL 2

Support a safe, nurturing, personalized school environment

District Improvement Plan Priority 1 – Building a Culture of Belonging and Connection; Goals and Spring 2027 targets

DIP Priority 3 – Strengthening Safety and Security – Goal and Indicators of Success

Superintendent Strategic Goals and Priority 1 – Building a Culture of Belonging and Connection – goal, key action, and indicators of success

BOARD OF EDUCATION GOAL 3

Advocate for sufficient resources (time, funding, staff) and ensure they are deployed effectively and efficiently

Monitor 2026-27 monthly financial reports and information

Collaborate with the Superintendent and staff to set budget priorities for 2027-28

Review, revise if necessary, and advocate with the town for the recommended 2027-28 school operating and capital budgets

Collaborate with Superintendent and staff to set capital project priorities and timeline for 2027-28 and beyond

Advocate for and collaborate with the Town to implement timeline and goals for a new Weston Middle School building

Review and evaluate proposed 2027-28 staffing structures based on enrollment.

Review and approve official district calendars and evaluate school day schedules

Superintendent's Strategic Goals and Priority 4 – Fiscal and Operational Stewardship – Goal, Key Action, and evidence of success

DIP Priority 5 – Sustaining Exceptional Facilities and Operations – Goals and indicators of success

BOARD OF EDUCATION GOAL 4

Develop policies that set expectations, outline processes and procedures, and ensure compliance with legal requirements

Ensure state and legally required policy updates and additions

Regularly review and update district policy series with focus on 3000 series for 2026-27

BOARD OF EDUCATION GOAL 5

Communicate effectively with stakeholders

Continue to provide calendars, agendas, video access, and minutes for BOE and Committee meetings and comply with all FOIA requirements

Review and improve BOE information on district website when appropriate

Continue the BOE Communications Committee work in 2026-27, including focus on facilities but also providing other major updates when appropriate

Continue to include WHS student updates at BOE meetings and continue to attend PTO meetings when appropriate

Engage with stakeholders through regularly scheduled opportunities for public comment at meetings, responding to emails in a timely manner, ensuring follow-up to stakeholders on issues when appropriate by the Superintendent and staff, and arranging public information sessions and discussions around issues and initiatives when appropriate

BOARD OF EDUCATION GOAL 6

Monitor and assess outcomes for continuous improvement

Review and discuss district program updates and reports

Collaborate with the Superintendent and staff to help set improvement goals and priorities

Superintendent's Strategic Goals and Priority 3 – Developing Leadership Capacity and Talent Development – Goal, Key Action, and evidence of success

Develop and implement a calendar for 2026-27 evaluation of the Superintendent

Develop and implement a calendar for BOE self-evaluation

P 3000
~~Concepts and Roles in~~ Business and Non-Instructional Operations

The Board of Education recognizes that the fiscal management comprises the foundation of the school district's educational programs and shall work with town boards and elected officials to provide adequate appropriations in support of these programs. To make that support as effective as possible, the Board of Education shall:

1. Encourage advance planning through the best possible budget procedures.
2. Develop long-range educational and financial plans to provide appropriate educational programs for students within the community's ability to pay.
3. Explore all sources of financial support.
4. Guide the expenditure of funds so as to extract the greatest educational returns.
5. Establish top quality, accepted accounting and reporting procedures.
6. Work cooperatively with other appropriate governmental agencies and officials.

The operation and maintenance of school plant and equipment shall set high standards of safety, to promote the health of students and staff, to reflect prudent management of available resources, and to environmentally support the efforts of the staff to provide a good education.

~~The Board of Education recognizes that finances and financial management are critical to the support of the whole school program. To make that support as effective as possible, the Board of Education shall:~~

1. ~~Encourage advance planning through the best possible budget procedures.~~
2. ~~Explore all practical sources of financial support.~~
3. ~~Guide the expenditure of funds so as to extract the greatest educational returns.~~
4. ~~Establish top-quality accounting and reporting procedures.~~
5. ~~Maintain the level of unit expenditure needed to provide high quality education within the ability of the community to pay.~~

~~Non-Instructional Operations~~
~~The operation and maintenance of school plant and equipment shall set high standards of safety, to promote the health of students and staff, to reflect prudent management of available resources and to support environmentally the efforts of the staff to provide a good education.~~

Policy adopted: February 5, 1990
Policy revised:

Weston Public Schools Weston, Connecticut

P 3120
Budget Development and Preparation ~~Responsibility~~

The Superintendent of Schools shall direct the preparation of the recommended annual budget. To make the budget a comprehensive reflection of the financial needs of the school system, representatives of the community, students, certified and non-certified staff, and administrative staff shall be involved in the budget process. Procedure for such involvement shall be developed by the Superintendent of Schools and implemented by the Superintendent's office following review by the Board of Education.

The Board of Education shall review the Superintendent's proposed budget at one or more budget meetings and make changes as the Board may desire.

All Board of Education budget meetings are public meetings, and the public is encouraged to attend and contribute to the budget development process within guidelines for public participation at Board of Education meetings.

Legal Reference: Connecticut General Statutes

10-51 Fiscal year. Budget. Payments by member towns. (regional districts)

10-222 Appropriations and budget. Financial information system.

Policy adopted: February 5, 1990
Policy revised:

Weston Public Schools Weston, Connecticut

~~Procedures and responsibilities for annual preparation of the Board of Education budget are outlined below:~~

1. ~~A budget calendar will be prepared by the Superintendent and/or his/her designee.~~
2. ~~The Superintendent and/or his/her designee will prepare a set of procedures which will guide the administration in its formulation of the budget.~~
3. ~~The Superintendent and/or his/her designee will prepare budget worksheets and forms which will be used in the preparation and documentation of budget requests. The Superintendent and/or his/her designee will also provide the administration with guidelines necessary or appropriate for the development of the budget.~~
4. ~~There are several account areas within the budget for which an allocation guideline will not be given. The procedures involved in budgeting for these areas are as follows:~~
    - A. ~~Salaries - Requests for additional staff will be reviewed with the Superintendent. Personnel sections of the budget will be estimated by the business office.~~
    - B. ~~Budgets for Substitute Staff - A budget for all substitute staff will be calculated by the business office. Any requests for additional substitute services, other than that which would be afforded by the district-wide formula, should be forwarded~~

to the Superintendent and the business manager prior to inclusion within the budget.

C. Budgets for Social Security and employee benefits will be calculated by the business office.

D. Budgets for utilities will be calculated by the business office.

E. Budgets for the maintenance of buildings and grounds will be developed by the supervisor of buildings and grounds in conjunction with the school principals. The two parties will be required to meet and to set maintenance priorities for a particular school. Both parties will be required to sign off on the proposed priority list, which will become the basis of the budget request. This will then be reviewed by both the Superintendent and the business manager.

F. All custodial supply and equipment budgets will be prepared by the supervisor of buildings and grounds.

G. All equipment budgets will be zero-based and will be prepared using the forms which have been provided.

H. The budget for Out-of-District placement of students will be prepared by the director of special services.

I. Several other accounts, which are not related to enrollment (e.g. Dues & Fees), still will need to be completed within the budgets. The general guidelines for these will be the actual known cost if available or an inflationary increase above the current budget or prior year's expenditure.

5.

A. The business manager is responsible for the preparation of a rough draft of the budget as a whole.

B. The Superintendent, with the advice of the administrative council, is responsible for the budget as recommended by the Board of Education and for the initiation of changes resulting from review by the Board.

6. Following approval by the Board of Education, the completed budget is submitted to the Board of Selectmen and is then transmitted to the Board of Finance as stipulated in the Town Charter.

P 3250

~~Materials/Services Fees,~~ Charges for Services Fees and Materials

In line with the responsibility of the state to provide a free public school education, the Board of Education will provide all instructional equipment, books and materials needed to maintain the desired instructional program free of charge, subject to reasonable rules concerning their care and use.

Students will be charged for damaged or lost textbooks, library materials and other educational materials. The Principal is authorized to withhold grades, transcripts, report cards or participation in a graduation ceremony until payment is received or material is returned.

(Language from Regulation 3250 to include in policy so regulation can be eradicated) : Each principal is responsible, in cooperation with teachers, coaches and other instructional personnel, for planning and requesting budgetary provision for all materials and activities recognized as part of the total school program.

~~**Copies of Student Records**~~

~~Any person who applies in writing will receive a plain or certified copy of any public student record. A fee not to exceed fifty cents per page will be established, as provided by law.~~

Any person who submits a written request shall be provided with a plain or certified copy of any public record that is subject to disclosure pursuant to applicable law. Records that are confidential, exempt from disclosure, or otherwise protected by the Family Educational Rights and Privacy Act (FERPA) or other applicable state or federal law shall not be disclosed. Fees for copies may be charged in accordance with applicable law and shall not exceed fifty cents per page.

~~THIS IS CABE SUGGESTED LANGUAGE~~

~~**Copies of Public Records**~~

~~Any person who applies in writing will receive a plain or certified copy of any public record. A fee not to exceed fifty cents per page will be established, as provided by law~~.

Legal Reference: Connecticut General Statutes

1 15 Application for copies of public records.

10 221 Boards of education to prescribe rules.

10 228 Free textbooks, supplies, material and equipment.

10 228a Free textbooks, supplies, material and equipment.

10 229 Change of textbooks.

Policy adopted: February 5, 1990
Policy amended: June 14, 2001
Policy revised:

Weston Public Schools Weston, Connecticut

SUNSET

(Language from Regulation 3250 to include in policy so regulation can be eradicated)

~~**R 3250 Materials Fees**~~

~~In accord with Board of Education policy, no fees, deposits or other charges not specifically authorized by the Board of Education shall be charged students for books, supplementary materials, supplies or use of school equipment as the Board of Education deems necessary to meet the needs of instruction in its schools. However, students will be charged for damaged or lost textbooks, library materials and other educational materials.~~

~~Each principal is responsible, in cooperation with teachers, coaches and other instructional personnel, for planning and requesting budgetary provision for all materials and activities recognized as part of the total school program.~~

~~Legal Reference~~

~~1-15 Application for copies of public records~~

~~10-221 Boards of education to prescribe rules~~

~~10-228 Free textbooks, supplies, material and equipment~~

~~10-228a Free textbook loans to pupils attending nonpublic schools~~

~~10-229 Change of textbooks~~

~~Regulation approved: February 5, 1990~~

~~**Weston Public Schools Weston, Connecticut**~~

P 3313

~~Relations with Vendors~~ Vendor Relations and Conflicts of Interest

General

The Board of Education wishes to maintain good working relations with vendors who supply materials, supplies and services to the school system. Constructive efforts by the administration to seek the advice and counsel of vendors about how to improve such relationships are encouraged.

Members of the Board of Education and employees shall avoid any conflict between personal interests and the interests of the school system in dealing with suppliers, contractors, and all organizations or individuals doing, or seeking to do, business with the school system.

Although some suppliers offer gifts to employees at different times- which are not intended to influence the school system's procurement practices. No one employed by or officially connected with the school district may accept gifts from vendors exceeding $ 50 without prior approval from the Superintendent or their designee.

No employee shall endorse any product of any type or kind in such manner as will identify the individual in any way as an employee of the district and nor shall the vendor without prior approval from the Superintendent or their designee..

Policy adopted: February 5, 1990
Policy revised:

Weston Public Schools Weston, Connecticut

~~The district shall not extend favoritism to any vendors. Each order shall be placed on the basis of quality, price and delivery with past service being a factor if all other considerations are equal.~~

~~The schools shall not solicit funds or materials from vendors. No purchase will be made from an employee of the school district, nor from a member of the immediate household of an employee of the school district.~~

~~No purchase, except for public utilities, will be made from a member of the Board of Education, nor from a member of a Board member's immediate household.~~

P 3434
~~Periodic~~ Annual Financial Audit

An audit of all accounts of the school system shall be made annually by an independent public accountant selected by the Town of Weston.

The audit shall include all funds of the school system including appropriated budget funds, all student activity funds and cafeteria funds and accounts, and all other funds under the control or jurisdiction of the Board of Education. The audit shall identify all expenditures by source of funds, and shall contain:

1. A statement that the audit was conducted pursuant to standards and procedures approved by the State of Connecticut; and

2. A summary of audit exceptions and management recommendations.

Any material findings shall be communicated to the Board of Education as deemed appropriate by the Superintendent or designated Business Manager.

Legal Reference: Connecticut General Statutes

7-392 Making of Audits.

7-393 Working papers of accountant; preservation for inspection.

10-260a Auditing of state grants for public education.

Policy adopted: February 5, 1990
Policy revised:

Weston Public Schools Weston, Connecticut

~~An audit of all accounts of the school district shall be provided for by the municipality in conjunction with the audit of the municipality's accounts and shall be made annually by an independent public accountant.~~

~~The audit shall include all funds of the district, including the student body and cafeteria funds and accounts, and any other funds under the control or jurisdiction of the Board of Education, or pursuant to a joint powers agreement. The audit shall identify all expenditures by source of funds, and shall contain (1) a statement that the audit was conducted pursuant to standards and procedures approved by the state of Connecticut and (2) a summary of audit exceptions and management recommendations.~~
~~The annual audit shall be placed on the agenda of the Board of Education at a regularly scheduled public meeting and shall be reviewed by the Board of Education.~~

~~Legal Reference: Connecticut General Statutes~~

~~7-391 *et seq*. Municipal Auditing Acting (including school districts as "audited agencies")~~
~~7-392 Making of Audits~~
~~10-260a Auditing of state grants for public education~~

Policy adopted: February 5, 1990
Policy revised:

Weston Public Schools Weston, Connecticut

Gifts, Grants and Bequests Approval Form

Gifts Valued Under $1,000

1. **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.**
2. The Superintendent should be informed of all gifts.
3. 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

School/Building: ☐ HES ☐ WIS ☐ WMS ☒ WHS ☐ CO

Name of Donor: Beth Shore

Value of gift(s) being donated): $ 949.99

Description (enter description or see attached, and include back up):

Ping Pong Table

Signature/Approval (if necessary):

X _____
Principal Signature

Date: 9/29/26

X _____
Superintendent Signature

Date: 09/30/26

Board of Education Approval

☐ Not required

☐ Yes (If yes, date of Board of Education Approval: ____/____/____)

☐ Not Approved

Gifts, Grants and Bequests Approval Form

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.

School/Building: ☐ HES ☐ WIS ☐ WMS ■ WHS ☐ CO

Name of Donor: WHS PTO

Value of gift(s) being donated): $ 1,040.00

Description (enter description or see attached, and include back up):
75" Television for the Library Learning Commons, the current TV is broken

Signature/Approval:

X _____
Principal Signature

X _____
Superintendent Signature

Date: 9/29/26

Date: 09/30/26

Board of Education Approval

☐ Yes (If yes, date of Board of Education Approval: _____/_____/_____)

☐ Not Approved

acquisitions.

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: WIS PTO

Value of gift(s) being donated): $ up to $2,500.00

Description: Larger rugs with defined seating for all third grade classrooms

X [signature]

X [signature]

Principal Signature Superintendent Signature Date: Date:

Board of Education Approval

Not required

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

No

acquisitions.

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: WIS PTO

Value of gift(s) being donated): $ up to $4,000.00

Description: outdoor furniture for the courtyard (4 Adirondack benches + 4 Adirondack Chairs) for all WIS Students to enjoy during outdoor learning.

X

X

Principal Signature Superintendent Signature Date: Date:

Board of Education Approval

Not required

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

No

INTEROFFICE MEMORANDUM

To: **Erica Forti**

From: **Juliane Givoni - Director of Human Resources**

Subject: **Staffing Update – October 2026**

Date: **October 16, 2026**

NEW HIRES:

- Laura Berkowitz-Victor (1.0) WIS Library Paraeducator - Effective 9/30/2026
- Elijah D'Amico (3 hours) WIS Cafeteria Aide - Effective 10/13/2026

CHANGES OF ASSIGNMENT:

- James Bruni (1.0) WIS Assistant Principal - Effective 10/20/2026

RESIGNATIONS:

- Susan Mason (0.2) WHS French Teacher - Effective 10/28/2026

RETIREMENTS:

- Edward Carboni (1.0) Grounds Foreman - Effective 10/31/2026

WESTON PUBLIC SCHOOLS
WESTON, CT

OVERNIGHT FIELD TRIP APPROVAL REQUEST FORM

SUBJECT AREA: Model UN (Club) **COST PER STUDENT:** $525 (est)

DATE OF FIELD TRIP: Fri 11/6 - Sun 11/8 **FIELD TRIP DESTINATION:** UConn Model UN Conference
STATE THE EDUCATIONAL PURPOSE OR RATIONALE FOR THE TRIP:
Students engage in a large-scale simulation of the UN & learn conflict resolution (among other things)!

Departure from: WHS Date/Time: Friday, 11/6 - time TBA

Return to: WHS Date/Time: Sun, 11/8 - time TBA

Number of students: 9 Grade(s): 10-12

Administrator in charge & on site: Nick Torres Teacher in Charge: Renate Roehl

Total Number of Chaperones: 2 Ratio of Chaperone to Student: 2:9

Names of Teachers: Renate Roehl Other Adults: Nick Torres

Substitute coverage will be required: x Yes 1 # of Subs ____ No

Parent Informational Meeting: Date 9/28 Location WHS Library

TRANSPORTATION (Please check one)
First Student: Yes X No _____ If yes, how many buses? 1
- 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 X No _____

Signed: _____
(Teacher)

Requested by: _____
(Principal)

Pre-Approval: _____
(Assistant Superintendent)

Pre-Approval: _____ **INSURANCE COVERAGE Y/N:** _____ (Director of Finance and Operations)

Approved: _____ ☐ Request denied
(BOE Chairperson)

Copies (once approved):

__Teacher __Finance & Operations Office
__Principal or Designee __Assistant Superintendent
__Bus Garage (First Student) __Human Resources
Rev: Feb 2025 3

Weston High School

115 School Road
Weston, Connecticut 06883

Meghan Conetta, Principal
Nicholas Torres, Assistant Principal
Parthena Proskinitopoulos, Assistant Principal

Telephone: (203) 221-6500
Fax: (203) 221-1252

September 8, 2026

Dear Parents and Guardians,

The Weston High School Model United Nations Club is very excited to have the opportunity to participate in a Model UN Conference at UConn this November. During the conference, students will be assigned as delegates from various countries and will work in committees to draft papers, propose and compromise on resolutions, and engage in debate on various topics. This is an excellent opportunity for students to learn how the UN operates, to learn more about global issues, and to practice collaboration with peers. There are also structured social events in the evenings. For more information, feel free to visit the conference website at https://www.uconnmun.com/.

The conference will take place on UConn's campus from Friday, November 6th until Sunday, November 8th. On Friday, students will depart from WHS during school hours. On Sunday, students will need to be picked up at WHS during the late afternoon (exact time will be announced pending the release of the conference schedule.) Students will miss classes on Friday and will be responsible for missed assignments.

The cost of this trip is $525 per student, not including money for lunches and dinners. Checks may be made payable to Weston High School. This cost covers registration/conference fees, a shared hotel room, required chaperones, and bus transportation. In addition, students will need to pay for their lunches and dinners during the conference. We recommend that each student brings $100 to purchase food on the UConn campus. (This allows for $20 per meal: Friday lunch and dinner, Saturday lunch and dinner, and Sunday lunch.) Students should also eat or bring breakfast on Friday morning.

Additionally, please note that the dress code during the day at Model UN Conferences is Western Business Attire. Per the conference website, "Delegates must wear dress-shoes, slacks or a skirt, a blazer, and a blouse or a dress-shirt with a necktie. Hats, unless for religious purposes, are prohibited. Skirts should be no shorter than three inches above the knee. Dress-shirts should be long-sleeved and buttoned, blouses should cover the shoulders and chest. During the delegate activity [evening time], the dress code is casual."

Permission slips and payment must be turned in to me (Ms. Roehl) by Thursday, October 1st. If there is a financial hardship, please contact the Principal, Ms. Meghan Conetta, at (203) 221-6500.

I will be available to review trip details and answer any questions on Monday, September 28th in the WHS Library. (If you prefer to attend virtually, please email me for a Zoom link.) In the meantime, if you have any questions, feel free to contact me by email, renateroehl@westonps.org.

For any concerns during the trip, I may be reached at (203) 770-6226.

Thank you for your continued support of the Model United Nations!

Sincerely,

Ms. Renate Roehl
Model UN Club Adviser

Ms. Meghan Conetta
School Principal

WESTON PUBLIC SCHOOLS
Weston, Connecticut

OVERNIGHT FIELD TRIP DETAILED DOCUMENTATION

Trip Destination(s): University of Connecticut Model UN Conference

Departure Date: Friday, 11/6/2026

Return Date: Sunday, 11/8/2026

Trip Leader(s): Renate Roehl

Travel Agency/Trip Sponsor ("Trip Advisor") (if any): _____

Detailed Itinerary:

[Itinerary must be as detailed as possible, preferably listed by day. This should include all scheduled locations, travel, activities, free time, etc.]

TBA - I have reached out to the conference several times requesting more info and am waiting to hear back. Typically, though, conferences mostly consist of 2-3 hour committee sessions with breaks for meals followed by a few selections of evening activities after the academic portion concludes each day (eg: a delegate dance, cultural fair, etc.). Conference events are held at UConn and the conference provides shuttle transportation between the hotel and the campus.

Flight Information:

N/A

Hotel Information:

Hotels are non-refundable so I have not yet booked them yet, but we will be staying at one of the following two hotels (preferably Option 2, if space allows).

Option 1: Fairfield Inn & Suites Hartford, Manchester, CT
- Contact number: (860) 648-9796
- Address: 121 Pavilions Dr, Manchester, CT 06042
- Distance from UConn: ~25-30 minutes (20 miles)
- Cost: Standard Queen/Queen ($129)
- Room Occupancy: 4

Option 2: The Inn on Storrs, Mansfield Center, CT
- Contact number: (860) 423-8451
- Address: 123 Storrs Rd, Mansfield Center, CT 06250

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 Weston High School Field Trip to: **University of Connecticut Model UN Conference**

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).

_____ _____
Parent/Guardian's Name Telephone Number

_____ _____
Parent/Guardian's Signature Date

To help ensure 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 my return to Weston High School (including suspension from school).

_____ _____
Student's Signature Date

AGREEMENT, WAIVER AND RELEASE OF LIABILITY

The parties to this Agreement are the Student, the Student's parents or legal guardians, and Weston Public Schools (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

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 abroad 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 health care 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.
- 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.

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.
- While participating in the Trip, the Student will comply with the Expectations and Code of Conduct 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 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

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:

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.)

_____

_____

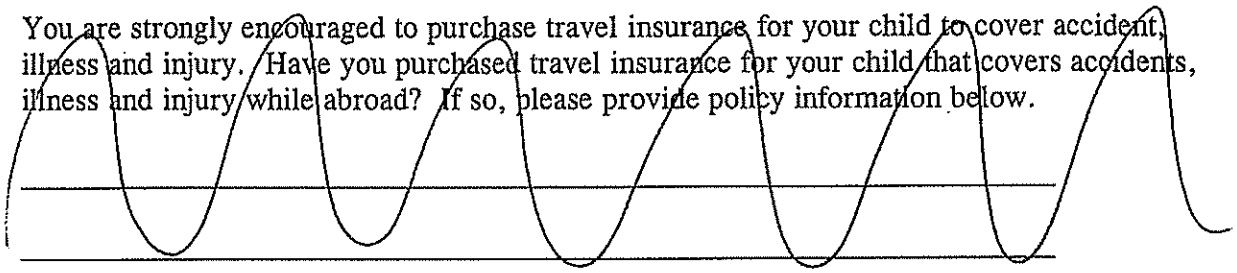
3. Does your child have any allergies? (Please list foods, medications or other allergies.)

_____

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

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 27)

(continued from page 26)

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: _____

Weston Intermediate School

Responsive Teaching:
WIN Block

A shift in schedule to leverage our resources

John Hattie's Visible Learning research found that purposeful small-group learning has an effect size of **0.47**, exceeding the average impact of educational interventions (0.40). The greatest benefits occur when teachers use assessment data to create flexible groups, provide targeted instruction, and continually adjust groups based on student progress rather than maintaining static ability groups.



Weston Intermediate School

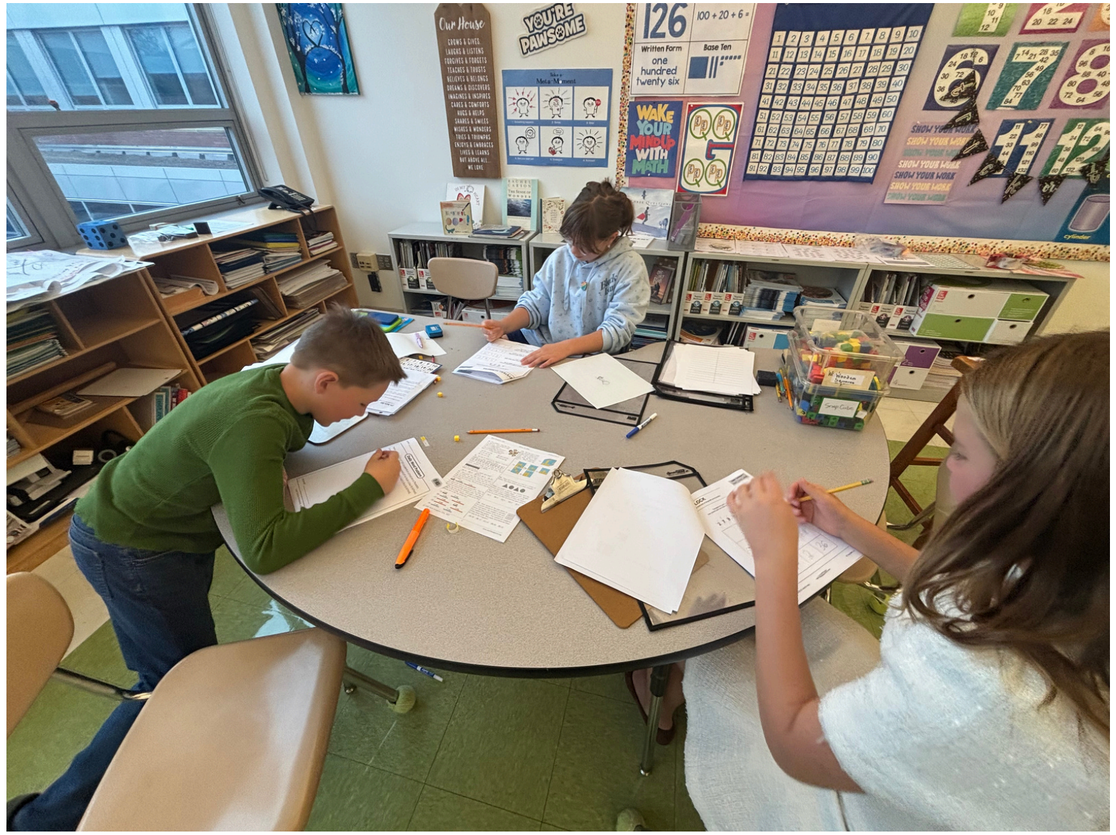
Why WIN?

Small Group Instruction

Dedicated Time

Opportunity to Collaborate

Autonomy



Small Group Instruction

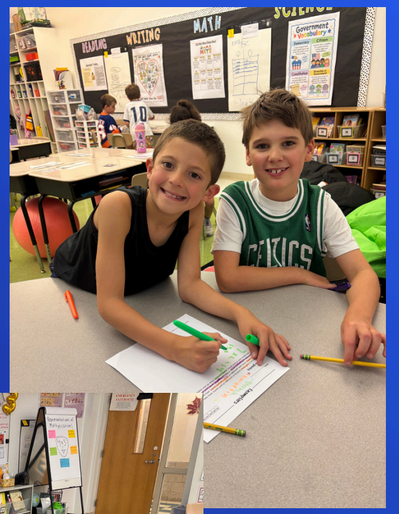
- Provide targeted instruction based on student needs.
- Deliver just-in-time support and extension activities.
- Build stronger relationships through personalized instruction.
- Adjust instruction as students demonstrate growth.





Dedicated Time

- Protect uninterrupted time for responsive instruction.
- Create a predictable routine focused on growth.
- Address learning gaps before they become barriers.
- Reinforce essential skills while extending learning for others.
- Prioritize intervention and enrichment without sacrificing core instruction.



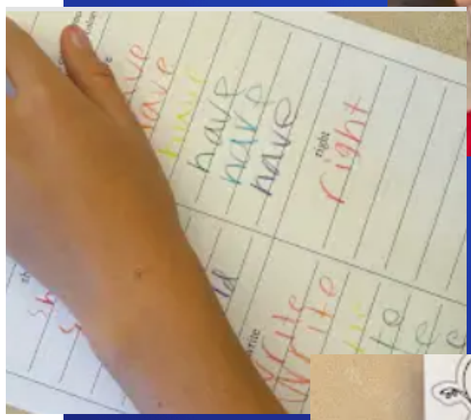


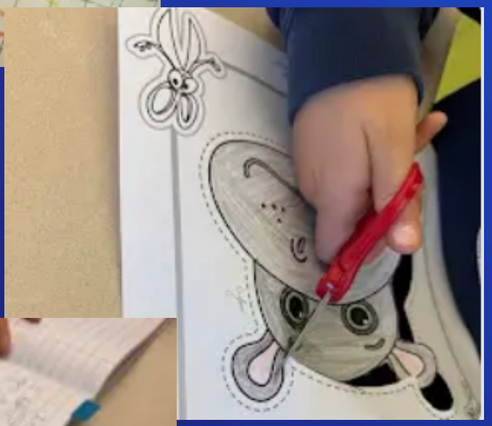


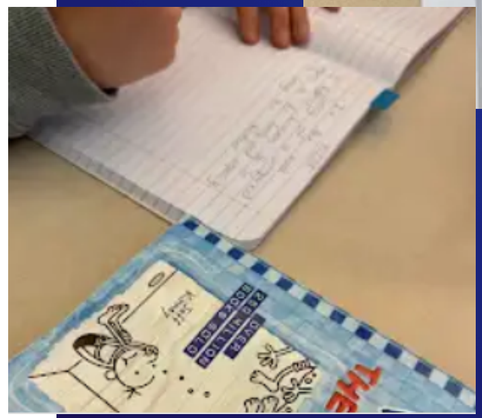
Opportuity to Collaborate

- Plan flexible groupings with colleagues.
- Share successful instructional strategies and resources.
- Leverage the expertise of classroom teachers, specialists, and support staff.
- Foster collective responsibility for all learners.









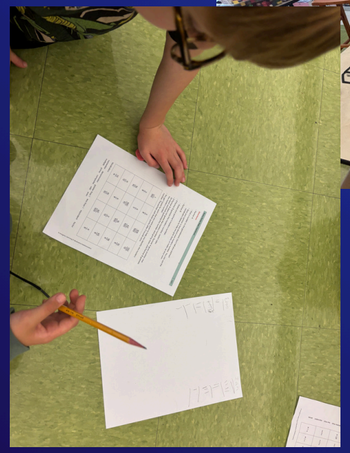
Autonomy

- Empower teachers to make instructional decisions based on student needs.
- Choose evidence-based strategies that best meet learning goals.
- Determine the most effective use of WIN time each day.
- Use professional judgement to maximize student growth.

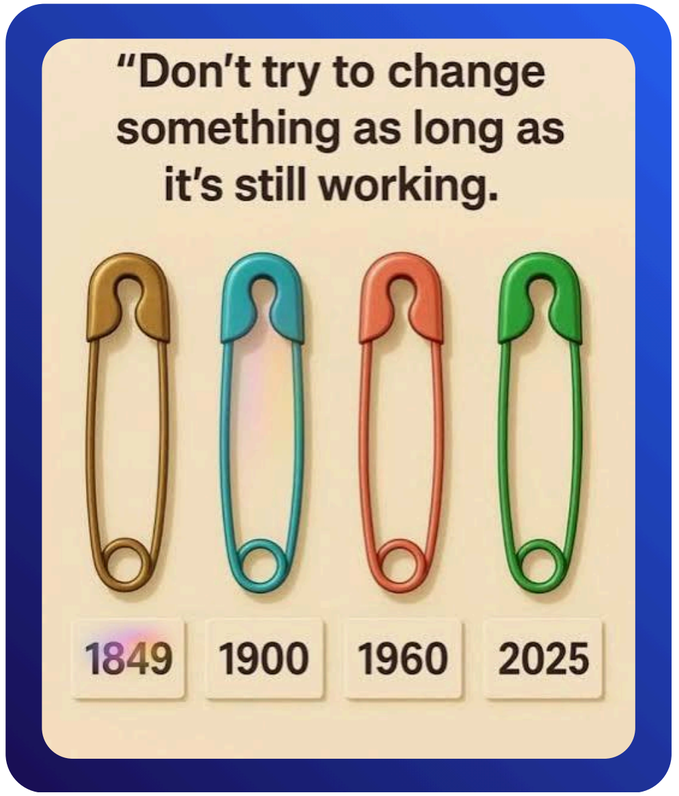








Use What Works & Be Open





Thank You

WESTON
INTERMEDIATE
SCHOOL



Weston Board of Education
Weston Administrators Association
September 14, 2026

TENTATIVE AGREEMENT

~~Strikethrough text~~ signifies deletions; ***bolded italicized text*** signifies additions
(subject to ratification by both parties)

1. Amend Section A of Article VIII, Insurance, to read:

A. Effective July 1, 2023, the Board shall offer to each administrator and his or her eligible dependents the following medical and health benefits plan, provided the administrator contributes through payroll deductions the following for the cost of the plan:

Year	Percentage Premium Contribution
2023-2024	20%
2024-2025	20.5%
2025-2026	21%

The dental insurance contribution shall be:

~~2023-2024~~	~~20%~~
~~2024-2025~~	~~20.5%~~
~~2025-2026~~	~~21%~~
2027-2028	***22.5%***
2028-2029	***23%***
2029-2030	***23.5%***

As used in this section, 'premium cost' shall mean the 'allocation cost' for self-funded plans and the premium cost for fully-funded plans.

Medical and health insurance benefits available to administrators are set forth in Appendix B.

To be eligible to receive these benefits, each administrator must submit a written wage deduction authorization permitting the Board to deduct from the administrator's salary his or her share of the cost of benefits set forth above. An administrator may forego or withdraw from full coverage rather than pay his or her share of the cost of benefits. Any administrator who forgoes or withdraws from full coverage rather than pay his or her share of the cost of benefits must satisfy any existing re-entry conditions or limitations of the plan.

Subject to law, including the rules and regulations of the Internal Revenue Service and independent of the requirements that administrators contribute to the cost of medical benefits and pay deductibles, the Board shall implement and maintain a "Section 125" Salary Reduction Agreement which shall be designed to permit exclusion from taxable income of the administrator's share of health and medical contributions and deductibles to be paid.

2. Amend Section A of Article IX, Holidays and Vacation, as follows:

   A. Holidays. All holidays set each year by the ~~school~~ ***employee*** calendar shall be granted to administrators~~, plus the traditional summer holidays of 4th of July, and Labor Day~~.

3. Amend Section A of Article X, Leave, as follows:

   A. Sick Leave. Administrators will receive an allowance of eighteen (18) days per year which may be accumulated to a maximum total of 200 days. In the event that an administrator begins his/her employment after July 1, then the number of sick days available to such administrator in his/her first year of service shall be pro-rated to reflect his/her actual start date. An administrator whose position requires less than twelve (12) months of service will receive sick days pro-rated to reflect his/her actual service.

   Administrators may use up to five (5) days of their eighteen (18) annual sick leave days for family illnesses. Family shall be defined as: spouses, children, relatives living in the same household, and parents. Family illness days are not cumulative from year to year.

   To the extent that an administrator is disabled under the terms of the long-term disability insurance plan and does not have enough sick, vacation, and personal days to be paid in full during the ninety (90) day waiting period under the long term disability insurance plan, the Board will provide the administrator with enough additional paid days of leave to receive full pay through such ninety (90) day waiting period.

   During the course of any paid or unpaid leave granted for medical reasons, the Superintendent may periodically require the administrator to provide a statement from his/her physician indicating the anticipated date the administrator will return to work, the nature of the illness or disability, and the fitness of the administrator to return to work. The Superintendent may require an administrator to undergo an examination by a Board-appointed physician, at Board expense, to verify this information.

   In the event that administrators are covered by Connecticut's Paid Sick Leave Law, Connecticut General Statutes §§31-57r et seq. as it

may be amended from time to time, the Board shall permit administrators to use their first forty (40) hours of contractual paid sick leave in each fiscal year for the same purposes and under the same conditions as the conditions described in Connecticut's Paid Sick Leave Law, notwithstanding any provisions in this section to the contrary (the "Statutory Sick Leave"). Any contractual paid sick leave accrued and used in excess of the Statutory Sick Leave shall be subject to the requirements of this section above and applicable Board policy requirements.

4. Amend ARTICLE XIV, MISCELLANEOUS, to add a new Section G as follows:

   G. The Board retains sole and exclusive discretion over the scheduling and ordering of all agenda items for Board of Education meetings, provided that the Board will make all reasonable efforts to schedule agenda items involving administrators early in such meetings. This provision shall not be subject to the grievance procedure set forth in Article XV.

5. Amend Section E.2 of Article XV, Grievance Procedure, as follows:

   2. Forms for the filing ~~and processing~~ of grievances ~~and other necessary documents~~ shall be prepared jointly by the Association and by the Superintendent and made available through the Association so as to facilitate operation of the grievance procedure.

6. Amend Article XVII, Duration, as follows:

A. This Agreement shall be in effect without reopening of any kind except as provided in Article VIII and/or any applicable Memorandum of Agreement regarding ~~medial~~ ***medical*** benefits from ~~July 1, 2026 through June 30, 2027~~ ***July 1, 2027 through June 30, 2030***.

B. This contract contains the full and complete agreement between the Board and the Association for the ~~2026-2027~~ ***2027-2030*** contract year***s***, and neither party shall be required during the duration of the contract to negotiate upon any issue (except as otherwise specified in Article VIII and/or any applicable Memorandum of Agreement regarding medical benefits), whether it is covered or not covered in this Agreement, except as mutually agreed upon by both parties, or required pursuant to § 10-153f(e) of the Connecticut General Statutes.

7. **Appendix A:**

   - **2027-2028:** Administrators not yet at the maximum step shall advance one

step. 3.5% general wage increase.

- **2028-2029:** Administrators not yet at the maximum step shall advance one step. 3.25% general wage increase.

- **2029-2030:** Administrators not yet at the maximum step shall advance one step. 3.25% general wage increase.

8. **Appendix B:** Update Appendix B in accordance with the parties' agreement.

9. Renew and re-execute the Side Letter regarding Article X, Section C, through the end of the 2029-2030 contract year, such that it will sunset on June 30, 2030 and thereafter have no further force or effect.

10. The Memorandum of Agreement regarding a one-time payment of $750.00 for the 2026-2027 Contract year shall sunset on June 30, 2027, in accordance with its terms

11. Renew and update the Memorandum of Agreement regarding insurance offered through the Connecticut State Partnership Plan 2.0, as follows:

MEMORANDUM OF AGREEMENT

WHEREAS, the Weston Board of Education (the "Board") and the Weston Administrators' Association (the "Association") are parties to a collective bargaining agreement covering the period ~~July 1, 2026 through June 30, 2027~~ ***July 1, 2027 through June 30, 2030*** (the "Contract"); and

WHEREAS, the Board and the Association agree that, effective July 1, 2025, the Board shall provide medical benefits to bargaining unit members through the State Partnership Plan 2.0 (SPP) in lieu of the medical benefits set forth in Article VIII and Appendix B, as amended, of the Contract;

NOW, THEREFORE, the Board and the Association agree as follows:

Subject to the conditions set forth below, effective July 1, 2025, the Board shall offer each administrator the opportunity to participate in the Connecticut State Partnership Plan 2.0 (SPP) for medical benefits in lieu of the medical benefits described in Article VIII and Appendix B, as amended, of the Contract. Dental benefits shall continue as currently provided in the Contract, with the employee premium cost-sharing rate***s*** ~~of twenty-two percent (22%) as~~ set forth below. The medical benefits shall be as set forth in the SPP effective on July 1, 2025, including any subsequent amendments or modifications made to the SPP by the State and its employee representatives. The administration of the SPP, including open enrollment, beneficiary eligibility and changes, and other administration provisions, shall be as established by the SPP.

a. The premium rates shall be set by the SPP. Based on such rates, the Board shall establish a blended rate to provide the same rate to active and retired certified staff members in accordance with statute.

b. ~~For the period July 1, 2026 through June 30, 2027, each administrator participating in the SPP shall contribute twenty-two percent (22%) toward the premium cost, and the Board shall contribute seventy-eight percent (78%) of such cost. The parties shall negotiate over their respective contributions toward the premium cost for the period commencing July 1, 2027, and over other mandatory (and/or permissive, as the parties may mutually agree) subjects of negotiations as raised by either party, in successor contract negotiations in accordance with statute.~~

Each administrator participating in the SPP shall contribute toward the premium cost as follows:

2027-2028: 22.5% commencing July 1, 2027.

2028-2029: 23% commencing July 1, 2028.

2029-2030: 23.5% commencing July 1, 2029.

c. The SPP contains a Health Enhancement Plan (HEP) component. All employees participating in the SPP are subject to the terms and provisions of the HEP. In the event SPP administrators impose the HEP non-participation or non-compliance $100 per month premium cost increase or the $350 per participant to a maximum of $1400 family annual deductible, those sums shall be paid 100% in their entirety by the non-participating or non-compliant employee. No portion or percentage shall be paid by the Board. The $100 per month premium cost increase shall be implemented through payroll deduction, and the $350/$1400 annual deductible shall be implemented through claims administration. In the event there are any changes to the terms and provisions of the HEP resulting in increased costs for non-participation and/or non-compliance, any non-participating and/or non-compliant employee shall remain responsible for paying 100% of such costs, and no portion or percentage shall be paid by the Board.

d. In the event any of the following occur, the Board or the Association may reopen negotiations in accordance with Conn. Gen. Stat. Section 10-153f(e) as to the sole issue of medical benefits, including plan design and plan funding, premium cost share and/or introduction of a replacement medical benefits plan in whole or in part.

i) If the SPP in its current form is no longer available; or if the benefit plan design of the SPP is modified as a result of a change in the State's collective bargaining agreement with SEBAC, if such modifications would substantially increase the cost of the medical benefits plan offered herein.

Reopener negotiations shall be limited to medical benefits plan design and funding, premium cost share and/or introduction of an additional optional medical insurance plan; and/or

ii) If Conn. Gen. Stat. Section 3-123rrr et seq. is amended, or if there are any changes to the administration of the SPP, or if additional fees and/or charges for the SPP are imposed so as to affect the Board, any of which amendments, changes, fees, or charges (individually or collectively) would substantially increase the cost of the medical benefits plan offered herein. Reopener negotiations shall be limited to medical benefits plan design and funding, premium cost share and/or introduction of an additional optional medical benefits plan; and/or

iii) If there is any material amendment to The Patient Protection and Affordable Care Act that would substantially increase the cost of the medical benefits plan offered herein. Reopener negotiations shall be limited to medical benefits design and funding, premium cost share and/or introduction of an additional optional medical benefits plan.

e. In any negotiations triggered under subparagraph d above as well as negotiations for a successor to this Agreement, the parties shall consider the High Deductible Health Plan with Health Savings Account set forth in Article VIII, Section A and Appendix B of the Contract to be the baseline for such negotiations, and the parties shall consider the following additional factors:

- Trends in medical insurance plan design outside of the SPP;
- The costs of different plan designs, including a high deductible health plan structure and a PPO plan structure.

Should such negotiations be submitted to arbitration for resolution, the arbitration panel shall consider the foregoing in applying the statutory criteria in making its ruling.

WESTON BOARD OF EDUCATION	WESTON ADMINISTRATORS' ASSOCIATION
By _____ 9/14/26 Date	By _____ 9/14/26 Date

12. Update all dates in the agreement as necessary and mutually agreed by the parties.

13. All proposals not addressed herein are hereby withdrawn.

WESTON BOARD OF EDUCATION

By: _____

Date: 9/14/26

WESTON ADMINISTRATORS ASSOCIATION

By: _____

Date: 9/14/26

WMS Overview - draft 10/18/26

Let's talk Weston Middle School…

What is the background of current discussions?

What is the condition of WMS? Structure and spaces

What are the goals for WMS?

Our school population is small, can it fit into three schools instead of four?

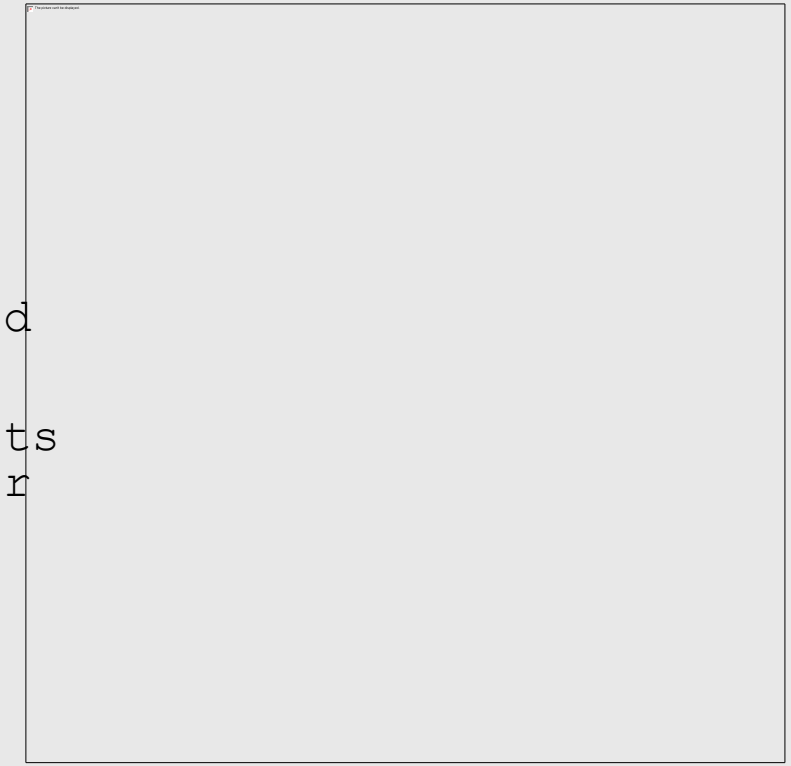
What options has the current BOE focused on?

Has the current BOE revisited any prior options?

What are the financial impacts of the Build New and "Lighter Touch" Renovation approaches to WMS?

What are some of the assumptions made in these financial models?

What is the process if the "Build New" approach is followed?



What is the background of current discussions?

2017-2026 work by

Board of Education

Board of Selectmen

Board of Finance

Facilities Optimization Committee (FOC)

Strategic Town and Educational Assets Management (STEAM)

Educational Optimization Committee (EOC)

Studies and Reports

2017 Silver Petrucelli Facilities Condition Analysis

2019 Silver Petrucelli study school options

2022 Tecton Architects study school options

2024 Tecton Architects -WMS Educational Specifications, updated 2026

2025 SLAM Architects Phase 1 - feasibility of WMS Renovate as New

2025 Colliers Project Leaders -Review and Path forward

2026 SLAM/Colliers Phase 2 - Renovate as New and Build New options and cost estimates

2026 - Colliers Update 2019 WMS CIP Plan (“light touch”)

2026 -Colliers Update 2019 Three School Option - “HES PreK-Gr 5, WIS 6-8, WHS 9-12

What is the condition of WMS? A look at the structure

Built around 1960; addition almost doubled the size around 1970	HVAC system original to building, with parts replaced as needed. Limited air flow monitoring system.	Electrical system and panel original to building; condition of multiple electrical feeds in or under concrete slab not known	Plumbing system original to building. Hot water heaters, fixtures, replaced as needed; condition of drainage points in or under concrete slab not known
1990's - A and B wings renovated making 16 classrooms from 24, added aerial unit ventilators with cooling	2009 Entire roof was replaced Main boiler room, boilers and heating pumps were replaced	2013 All exterior doors and windows were replaced. 2014 - New HVAC system for pool deck and pool water	Differing AC types added over the years, operating with varying degrees of effectiveness
If there is a serious system failure, unknown how long to get parts and make repairs	HVAC system needs replacing. Low ceilings prevent installing most energy efficient systems with optimal air flow monitoring and ventilation	Given the age, may contain hazardous building materials. (Current conditions are safe because materials, if present, are contained and undisturbed.)	Main entrance not accessible, most bathrooms not ADA compliant, no fire sprinklers (not required before 2004; safety standards met with extensive fire/smoke alarms)

Overview of conditions from Silver/Pretrucelli, Tecton, SLAM, and Collier's reports 2017-2026 and WPS facility reports

What is the condition of WMS? A look at the space

Sprawling, inefficient layout; some spaces too large, others too small

Lacks natural light overall; some rooms have small windows, others have no windows

2015 -STEM area in H wing created replacing a classroom, sewing room, Home Ec room, and computer lab

Outdated science labs

Special education and support spaces assigned where they fit over the years but not designed with purpose and integration

Designed before middle school teaming; not optimal for today's more collaborative, student -driven, flexible teaching and learning

Overview of conditions from Silver/Pretrucelli, Tecton, SLAM, and Collier's reports 2017-2026 and WPS facility reports

What are the goals for WMS?

- Welcoming spaces with natural light
- Layout supports middle school teaming and offers flexibility for collaboration, differing group sizes, interdisciplinary study, student research and presentations, independent work…
- Optimal conditions for specialized spaces – science labs, outdoor learning, STEM, the arts, physical education
- Student support spaces are engaging and placed appropriately
- Efficient layout
- Design and construction for the long-term
- Energy-efficient plumbing, electrical, and HVAC systems with optimal indoor air quality
- Possible flexibility for addition of more space if needed later
- Wise investment
- Affordable – reasonable for taxpayers, within Town's debt capacity, allows funding for other needs
- Matches Weston's reputation for and commitment to educational excellence

From BOE discussions, Educational Specifications, SLAM/Colliers presentations 2024-26

Our school population is small, can it fit into three schools instead of four? Three school options considered……

	Vacate WMS	**Vacate WMS**	**Vacate WMS**	**Vacate WMS**	**Vacate HES**	**Vacate HES**	**Reduce HES**	**Vacate HES**
HES	PreK-5	PreK-4	PreK-3	PreK-2	*Vacate*	*Vacate (PreK-K To CO)*	*PreK-K In East House*	*Vacate*
WIS	6-8	5-8	4-6	3-5	PreK-4	1-4	1-4	PreK-3
WMS	*Vacate*	*Vacate*	*Vacate*	*Vacate*	5-8	5-8	5-8	4-6
WHS	9-12	9-12	7-12	6-12	9-12	9-12	9-12	7-12

Overview from Silver/Petrocelli Report 2019 and Tecton Report 2022

What options has the current BOE focused on?

Approach	Build New Weston Middle School	Renovate as New WMS to state standards
Source	SLAM Phase 2/Colliers – March 2026	SLAM Phase 2/Colliers – March 2026
Highlights	• Meets educational specifications • Silver Leed energy certification • Design could allow for future addition of classrooms • Most control over design • Shorter timeline to build • Least disruptive to students	• Meets educational specifications • Silver Leed energy certification • Design could allow for future addition of classrooms
Challenges	• Teaming model yields more square footage than is approved by state for reimbursement	• Teaming model yields more square footage than is approved by state for reimbursement • Longer timeline to build • More disruptive to students • More uncertainty and unknowns
Total Cost	$121,347,000 to $126,569,000	$121,703,000 to $127,945,000
State reimburse-ment	$11,599,000 to $12,193,000 (3/16/2026) Build New rate (max 12.5%) But IF total cost is less than Renovate as New, then can qualify	$20,416,000 to $21,462,000 (3/16/2026) Renovate as New rate (max 22.14%) But ONLY if total cost is less than Build New

Has the current BOE revisited any of the older options?

Revisted	"Lighter touch" renovation to WMS	3-school: Vacate WMS, WIS 6-8; HES PreK-5
Source	Silver/Pretrocelli 2019; Colliers update 2026	Silver/Pretrocelli 2019; Colliers update 2026
Highlights	• Includes major upgrades and additions to educational spaces plus 2017 capital needs	• Vacates WMS • Retrofits WIS for Grades 6-8 • Renovates and adds to HES to accommodate PreK- Grade 5
Challenges	• Timeline is longer than "Build new" or "Reno as new" • Disruptive to students for longer • Does not fully address ed specs • More construction uncertainty and unknowns	• Creates elementary school of 850 – 1000 students • Disruptive for students over multiple years • Turns WIS elementary school into a middle school; study looked at some space needs but not ed specs • Uncertain about wetlands, play space, parking impacts • Conceptual renovation of HES focused on square footage rather than resulting layout • Requires relocation of Senior Center
Total Cost and possible state reimburseme	$100,400,000 Many projects within the plan would not qualify for state reimbursement	$115,000,000 excluding WMS demolition costs State reimbursement uncertain, does not qualify "Renovate as New" or "Build New"

What are some of the financial and tax impacts of the Build New and "Lighter Touch" Renovation approaches to Weston Middle School?

H

What are some of the assumptions made in these financial models?

- Selected slides from presentation by Board of Finance Chair Mike Imber at the September 2026 Tri-Board Meeting
- These scenarios are under discussion; no final determinations have been made.
- Some assumptions:
  - BOE operating budget annual growth 3.75% (higher than actuals)
  - Town operating budget annual growth 4.60%

    (higher than actuals)
  - $92M in other town and school capital improvements included
  - Tax model using median house price of $677,880 ($968,400 market value)
  - 30-year bond amortization

Revisiting findings presented at last Tri-Board Meeting (6/26)

- **What is the impact of building a $128M new middle school vs. implementing a $100M enhancement of the existing WMS facility by 2036*?**

BUILD NEW WMS

- Property Tax goes up $8,000
- Mill Rate 33.41
- Town Debt balance $122M
- Debt Service % Net Budget 9.1%

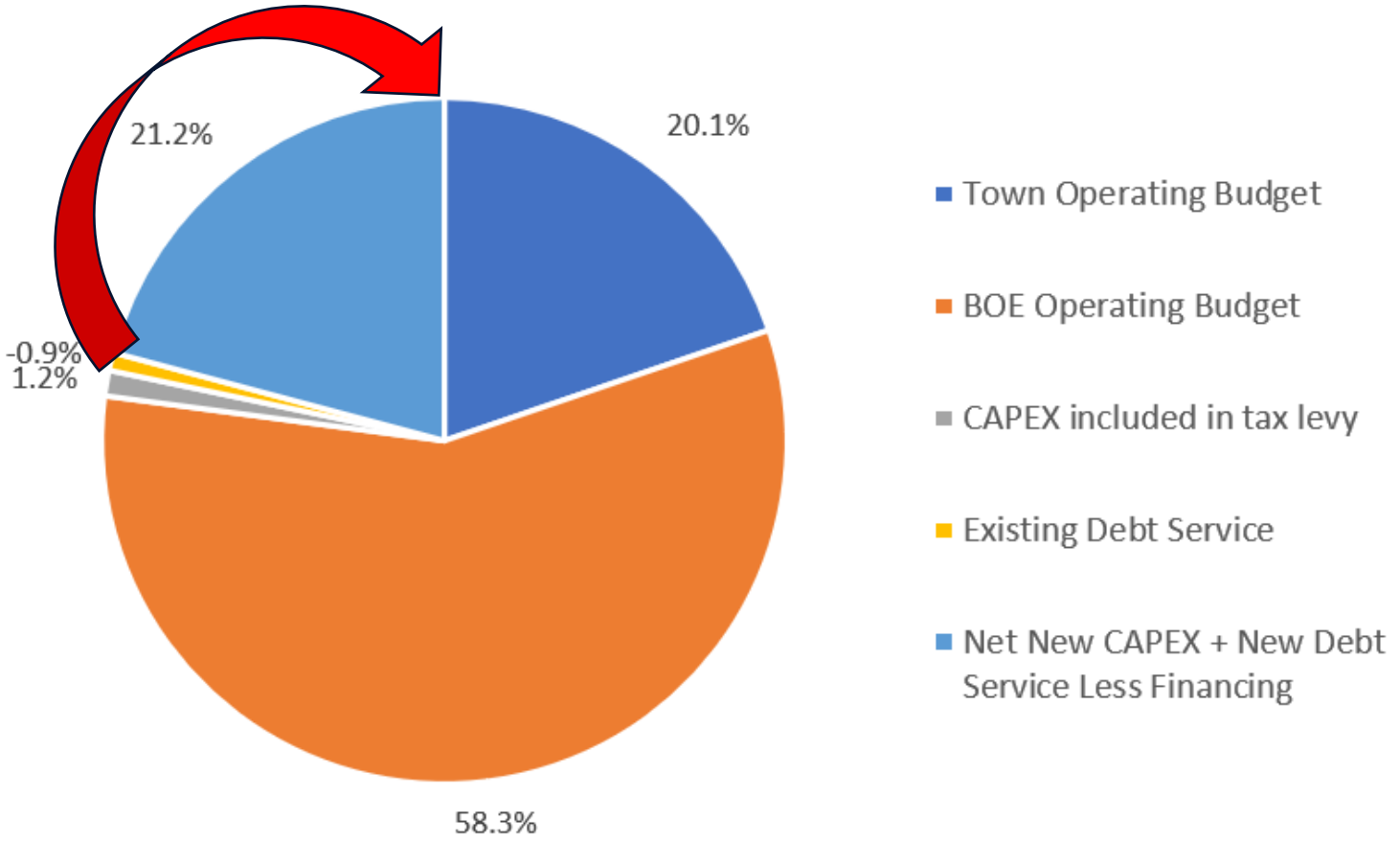
ENHANCE CURRENT WMS

- Property Tax goes up $8,000
- Mill Rate 33.27
- Town Debt balance $117M
- Debt Service % Net Budget 8.7%

These choices are roughly equivalent under the assumptions utilized

- *Assumes Base Case assumptions, including a 30-year bond amortization and 22.14% state grant reimbursement which will require an act of the Connecticut General Assembly; property tax increase is based on median assessed home value*
  FROM BOF Chair Mike Imber presentation at September 2026 Tri-Board meeting

What drove the tax increase in the Base Case model?



- The forecast model's Adjusted Net Budget, the tax levy, grows from $80.9 million in FY2027 to $123.8 million in FY2036, **an increase of $42.9 million over ten years** based on Scenario 5 (30 yr. amort, 22% reimbursement).
- **Only 21.2% of the $8,063 total tax increase between 2027-2036 is attributable to the sum of (a) new WMS construction, (b) CIP, and (c) new debt service less financing.**
- **The remaining 79.8% of the tax increase is due to the forecast model's assumed growth of Town and BOE operating budgets**

FROM BOF Chair Mike Imber presentation September 2026 Tri-Board meeting

What is the process if "Build New" approach used?

- Voters must approve the project in a Town referendum (TriBoard 9/2026 meeting proposed November, 2027)
- Referendum language would ask voters whether to approve building a new Weston Middle School for a total cost of $XXX and would include a statement of the anticipated state reimbursement
- Tasks before the referendum – not in order or complete - some are on-going, others TBD

Develop timeline and calendar for the process

Town works with state legislators and state agencies to secure as high a reimbursement rate as possible

Town Boards seek community engagement

BOS Form a building committee

BOS Authorize the Superintendent of Schools to apply for a state construction grant

BOS and BOF approvals of construction cost to put on the referendum and anticipated percentage of state reimbursement

BOS set exact date for referendum

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 10/19/26

☒ **Information Only**

☐ **Action Requested**

Agenda Item Subject: Discussion on the State Mandated 5 Year IAQ/HVAC Inspection for the Middle School

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following are the results from the recent IAQ/HVAC Inspection for the middle school.

WESTON PUBLIC SCHOOL DISTRICT

UNIFORM HVAC INSPECTION AND EVALUATION

2026

Weston Public Schools District
Attn. Andrew Galli
Finance & Operations Office Manager
24 School Rd.
Weston, CT 06883
203-221-6559
andrewgalli@westonps.org

RE: UNIFORM HVAC INSPECTION AND EVALUATION
Weston Middle School
Weston, CT

Dear Mr. Galli.

Pennoni is pleased to submit this report for the uniform HVAC inspection and evaluation performed in August 2026 at Weston Middle School.

In partnership with our HVAC assessment specialist, the inspection and evaluation were conducted in accordance with the Connecticut Department of Administrative Services (DAS) requirements related to indoor air quality and the inventory of HVAC equipment. The assessment focused on each school building's major HVAC systems, including air handling units (AHUs) and packaged rooftop units (RTUs).

The following sections of this report provide an overview of the status of the HVAC systems to help prioritize replacement planning. They also include a summary of each school's HVAC systems, their current condition, and any identified issues.

Attachments.

1. Weston Middle School Report

Please call me if you have any questions of if I can be of further assistance.

Regards,

Ted Tio, MS, CIEC
Senior Industrial Hygienist

ATTACHMENT 1.
WESTON MIDDLE SCHOOL REPORT

HVAC Ventilation Review
Weston School District
Middle School

Scope

The HVAC systems were inspected 8/12 to evaluate operation with emphasis on ventilation. This report summarizes the systems and describes the ventilation operation as found and reviewed on site. Observations cover outdoor entry paths, filters, and control system review.

Key Findings

- Classrooms with unit ventilators can only supply outdoor air when operating. Currently these units are manually enabled and disabled as requested.
- The core areas have five air handlers (AC units) with outdoor air introduction through dampers controlled through the building automation system. One of the units has an inoperable outdoor air damper that must be set manually.
- For units with return fans (ACs) the air balance of the return fan impacts the amount of outdoor air introduced along with the damper position. At 100% outdoor damper opening, mixed air temperatures suggest only 30-70% outdoor air is introduced.
- The F-wing ventilation unit was not operating. The supply fan was in alarm.
- The units on the BAS show real-time operation. There are no trends setup for reviewing past operation. The H-wing ventilation unit is not monitored by the BAS.
- No units measure outdoor air flow or provide feedback on return or room CO_2 levels.

Middle school classrooms are served mostly by unit ventilators and heating and ventilation units. Core areas are served by air handlers with zone reheat coils. Common areas are served by single zone air handlers. The equipment is original to the building and is past its life expectancy.

Ventilation System Overview

The HVAC systems are original to the building. Systems are serviced regularly as needed. Filters are replaced regularly by maintenance staff. A central building automation system (BAS) provides oversight and control of some systems. Other systems (Unit ventilators, old gym unit, and some heating and ventilation units) function on local pneumatic control.

Outdoor ventilation is provided through dampers set at a fixed minimum position adjustable through the BAS. The outdoor air flow is also impacted by the flow balance of the return fans and coordination of the outdoor damper with return/relief dampers. There are no flow measurements or CO2 level measurements in the system.

Calculation of an outdoor air fraction from the mixed air temperature on units that were cooling shows the impact of the damper setting on outdoor air introduction. Mixed air temperature can be used to estimate the fraction of outdoor air in the system air stream when there is a significant difference of the outdoor temperature from the return temperature (more than 10-15F), assuming the placement of the mixed air sensor accurately represents the air mixing.

The tables below show the calculated outdoor air fractions across a range of outdoor air damper settings. The observations rely on a 12F to 19F difference between the return and outdoor air temperatures. On the extremes a mixed air temperature equal to the outdoor temperature implies that 100% of the air is outdoor air while a mixed air temperature equal to the return air temperature implies that 0% of the air is outdoor air. The observations below show mixed air temperatures below the return temperature suggesting uncertainty in the measurement or in the case of AC-5 suggesting that the temperature is influenced by the cooling coil.

In all cases when the damper is mostly open, the mixed air temperature rises toward the outdoor temperature indicating more outdoor air, however, it remains well below 100% when the damper is open completely. Each system has a return fan that can influence the amount of outdoor air by forcing return air into the main air stream thereby inhibiting the introduction of outdoor air. Also, the configuration of return/relief dampers and their coordination with the outdoor air damper linkage can influence outdoor air introduction. Relief dampers that lag in opening or return dampers that lag in closing with the outdoor damper opening will force more return air into the air-stream. Therefore, adjusting the outdoor air damper minimum position might not have the expected impact on the ventilation rate.

AC-1	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	20%	50%	75%	100%
OA-T (F)	84	83	83	83	83	83
RA-T (F)	70.4	69.9	69.9	69.9	71.1	71.1
MA-T (F)	69.9	69.4	69.3	68.8	71.0	75.6
Calculated OA fraction form MA-T	-4%	-4%	-5%	-8%	-1%	38%
Notes					after 2 min	after 6 min

AC-2	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	84	84	84	84	84	85
RA-T (F)	67.9	67.7	67.6	67.6	68.1	68.5
MA-T (F)	68.1	68.3	67.6	67.6	68.1	79.9
Calculated OA fraction form MA-T	1%	4%	0%	0%	0%	69%
Notes	after 2 min					

AC-3	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	84	84	84	84	85	85
RA-T (F)	71.3	71.2	71.4	71.7	71.8	72.0
MA-T (F)	70.6	70.4	70.6	71.9	77.2	78.8
Calculated OA fraction form MA-T	-6%	-6%	-6%	2%	41%	52%
Notes						

AC-4	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	85	85	85	85	86	86
RA-T (F)	74.1	74.0	74.3	74.6	75.1	75.2
MA-T (F)	73.7	73.6	73.7	74.4	79.7	80.5
Calculated OA fraction form MA-T	-4%	-4%	-6%	-2%	42%	49%
Notes	RA-T drops 1F to 2F when CHW valve opens suggesting cooler supply air is feeding back to return air					

AC-5	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	86	86	86	86	86	86
RA-T (F)	70.1	70.1	70.0	69.9	67.8	70.5
MA-T (F)	67.5	67.7	67.9	70.9	74.0	75.0
Calculated OA fraction form MA-T	-16%	-15%	-13%	6%	34%	29%
Notes	RA-T drops 1F to 2F when CHW valve opens suggesting cooler supply air is feeding back to return air					

The heating and ventilation units could not be evaluated in the summer since they have no means to cool the air stream and space (return temperature) below the outdoor temperature. This type of review could be performed in cold weather.

The table below notes specific issues and notes:

Issues

AC units	The mixed air temperature nearer the return temperature than the return temperature when the outdoor air damper is open 100% suggests either the return fan flow is high or the dampers are permitting excess return air into the air stream, likely providing less than expected outdoor air when the damper is at its minimum position.
BAS graphics	The AC graphic might not represent the system configuration as it shows a return damper at the outlet of the return fan. There would be no path the return air when the damper is closed. Likely there is a relief path with the damper located in the relief.
AC-5	Outdoor dampers are seized. Only one bank can be manually adjusted. The change in mixed air temperature with damper command suggests that a relief damper is operating impacting the outdoor air introduction.
HV-8 (F- wing classrooms)	Supply fan is in alarm. Unit is off.
HV-4 (Locker)	Coil inlet has debris from filter bypass
UV	Unit ventilators need to operate continuously during occupied periods to introduce outdoor air. Manual control might leave units on during unoccupied periods (excess energy use) or off during occupied periods (insufficient ventilation). They were originally schedule to provide 33% outdoor air (250 cfm)
General	Several coils and dampers could not be reviewed due to limited access

HVAC Life Cycle Summary

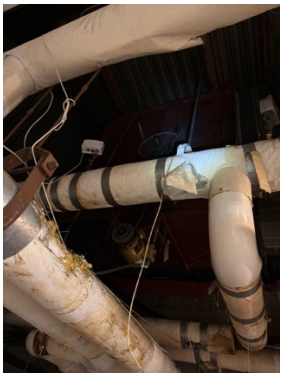
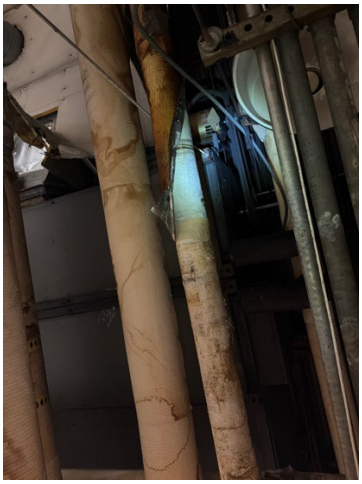
Observations on general equipment conditions are discussed below. The tables prioritize equipment replacement by age and condition into three action timing categories: High (2-5 years), Medium (5-10 years), Low (10+ years). A brief operational issues list is also provided with the assumption that these items should be addressed on a high priority.

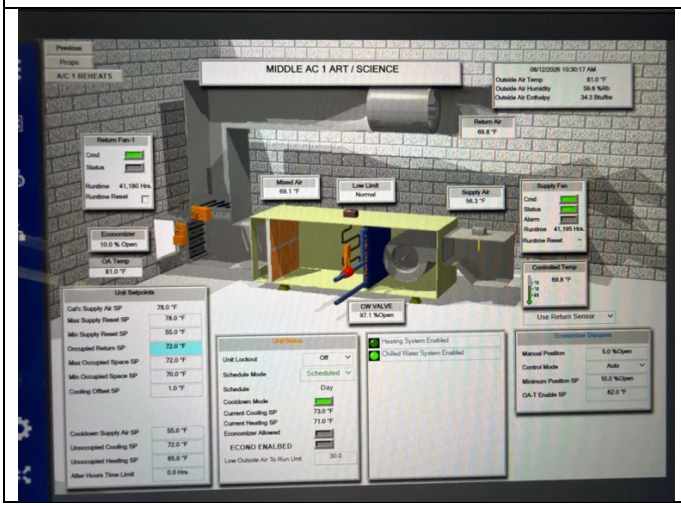
Most life expectancy guidelines note for a 15 to 20 year life with a wide range of variability. Life expectancy is usually defined as the age at which half of the equipment would be replaced. Factors from indoor or outdoor installation, original setup, and attention to maintenance, operating hours of use, etc., have large influences on equipment life. Bearings on fans and motors are impacted by lubrication and hours of use. Flexible seals of the fan outlets to plenum walls become brittle and crack with age. Coils are impacted by air-side cleanliness (filters, etc.) and water-side water treatment chemistry and cleanliness. Dampers and actuators are impacted by cleanliness and hours of use. Most of the major equipment was installed original to the building they have operated through their life expectancy.

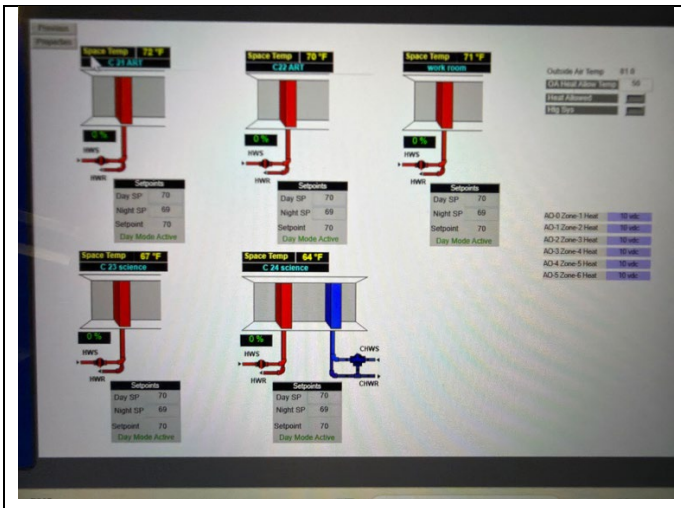
Some operational items are also noted that would address observed issues and suggestions for improving feedback and verification of ventilation rates.

						Action Priority		
Weston Middle School			Location	Vintage	Note	High	Medium	Low
	Air Handling							
		Air handlers (AC, HV)	Indoors	original	Past service life Consider system replacement	X		
	Unit Ventilators							
		UVs	Indoor - Classrooms	original	Pneumatic heat control - manual on/off fan	X		
	Controls							
		Allerton DDC			Ongoing service			
	Operational Issues					X		
		Address dampers (AC-5)						
		Address dirty coil (HV-4 past issues?)						
		Address proper min OA damper setting with confirmation of return air balancing, relief/return damper coordination through unit Testing and Balancing (TAB)						
		Address unit operation (HV-8 F-wing)						
		Consider adding trends of AC and HV temperaturesalong with zoen temperatures to review performance						
		Consider adding CO2 sensors in AC and HV returns to provide warnings of low outdoor ventilation rates						
		Verify HV and AC supply, returtn and outdoor air flows to set balance between supply and return fans along with minimum outdoor air damper position - Test and Balance AC and HV units						

HVAC Review Notes

Tag	AC-1
Location	Boiler Room Ceiling
Service	Art / Science
Type	Multi-Zone Reheat
Outdoor Air	Min OA 10% (BAS)
Filters	Not accessible
  	Unit Overview Difficult access in small gap above pipes.

 	Difficult filter access – Maintenance staff does regularly change these filters.
	Coil and dampers not accessible
	BAS Graphic Min OA Damper 10% Return fan (air flow balance impacts OA) 5 reheat zones, one with cooling

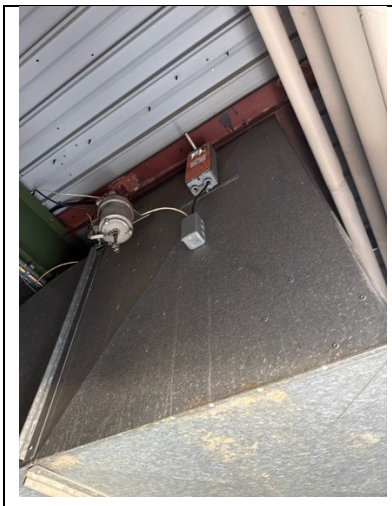
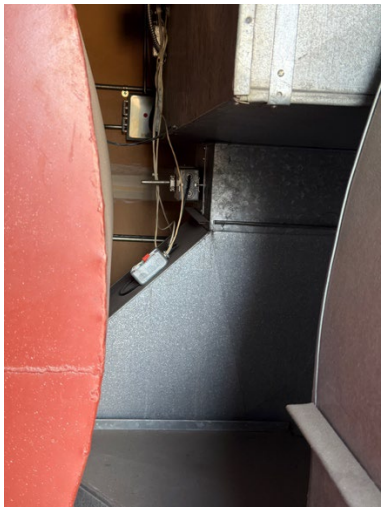


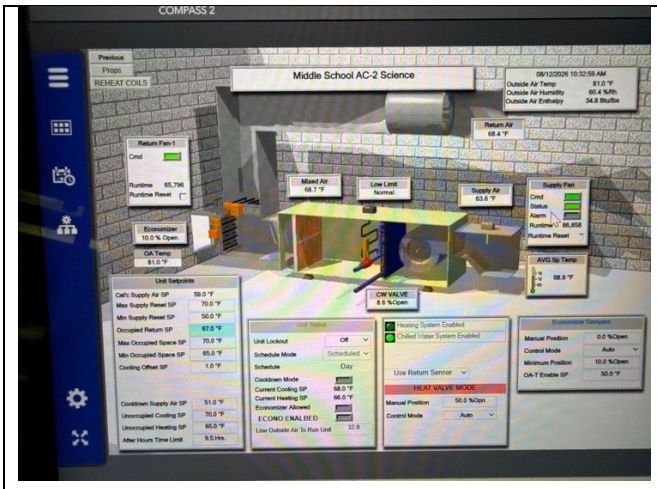
Small summer temperature difference made assessing outdoor air fraction uncertain. 100% OA damper shows increased outdoor air, but mixed air temperature did not rise to the outdoor air temperature after 6 minutes. Return fan air flow balance impacts outdoor air fraction. It is unclear how a return or relief damper are configured with 100% outdoor damper open (BAS graphic might be misleading)?

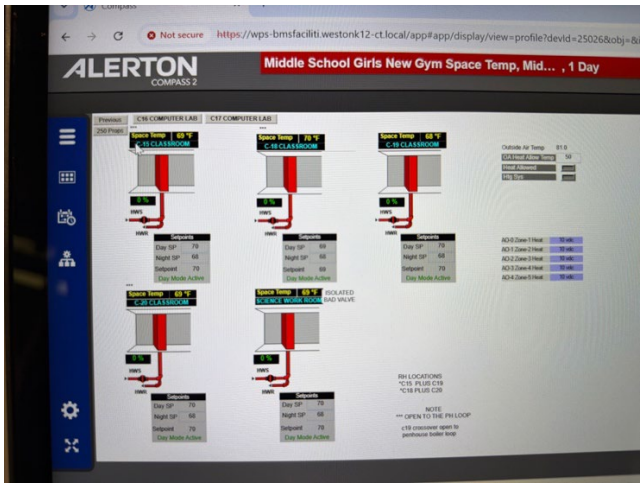
AC-1	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	20%	50%	75%	100%
OA-T (F)	84	83	83	83	83	83
RA-T (F)	70.4	69.9	69.9	69.9	71.1	71.1
MA-T (F)	69.9	69.4	69.3	68.8	71.0	75.6
Calculated OA fraction form MA-T	-4%	-4%	-5%	-8%	-1%	38%
Notes					after 2 min	after 6 min

HVAC Review Notes

Tag	AC-2
Location	Mechanical Penthouse
Service	Science
Type	Multi zone reheat
Outdoor Air	Min OA 10% (BAS)
Filters	MERV-8 Filter
	Unit Overview
	MERV-8 Filter

  	Pneumatic actuators replaced by electric actuators. No inspection hatches found at dampers.



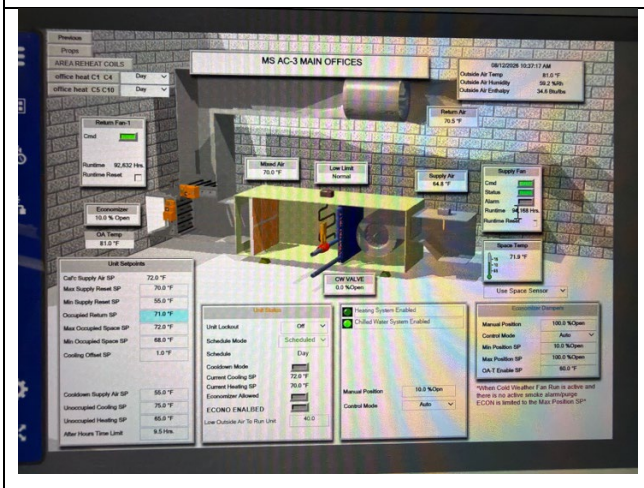


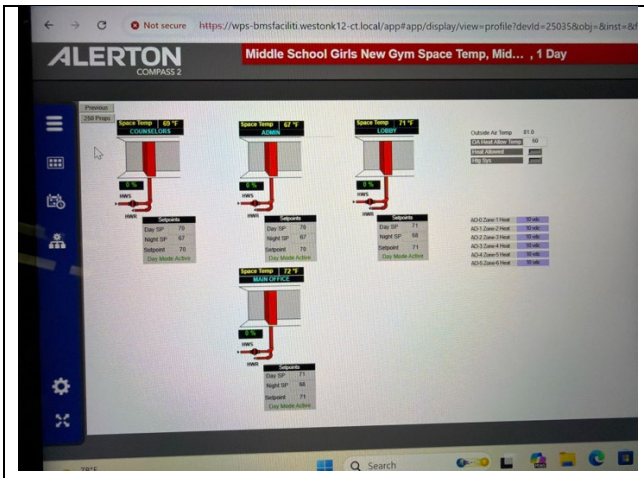
BAS Graphic
Min OA damper 10%
Return fan (air flow balance impacts OA)
5 reheat zones

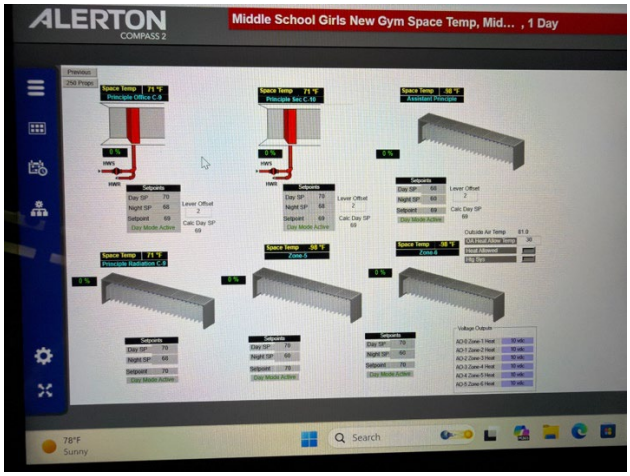
Small summer temperature difference made assessing outdoor air fraction uncertain. 100% OA damper shows increased outdoor air, but mixed air temperature did not rise to the outdoor air temperature. Return fan air flow balance impacts outdoor air fraction. It is unclear how a return or relief damper are configured with 100% outdoor damper open (BAS graphic might be misleading)?

AC-2	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	84	84	84	84	84	85
RA-T (F)	67.9	67.7	67.6	67.6	68.1	68.5
MA-T (F)	68.1	68.3	67.6	67.6	68.1	79.9
Calculated OA fraction form MA-T	1%	4%	0%	0%	0%	69%
Notes	after 2 min					

HVAC Review Notes

Tag	AC-3
Location	Office Mezz
Service	Main Office
Outdoor Air	Min OA 10% (BAS)
Filters	
	Unit Overview
	Coil and dampers not accessible
	Office Mezz AC-3 & 4 Outdoor intake and exhaust
	BAS Graphic Min OA Damper 10% Return fan 6 reheat zones

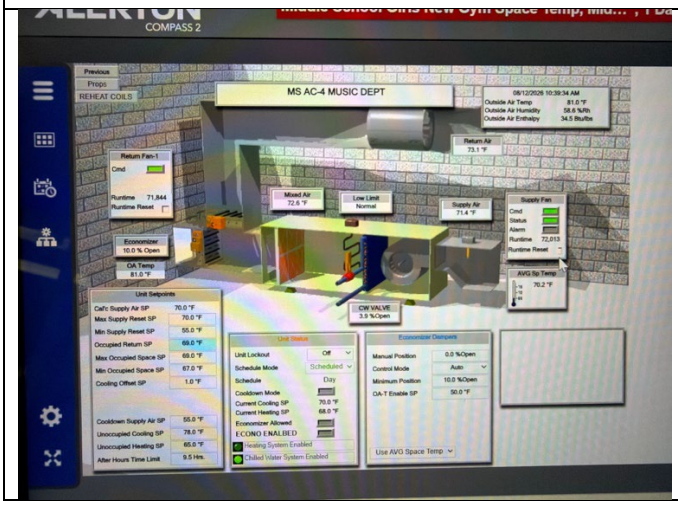


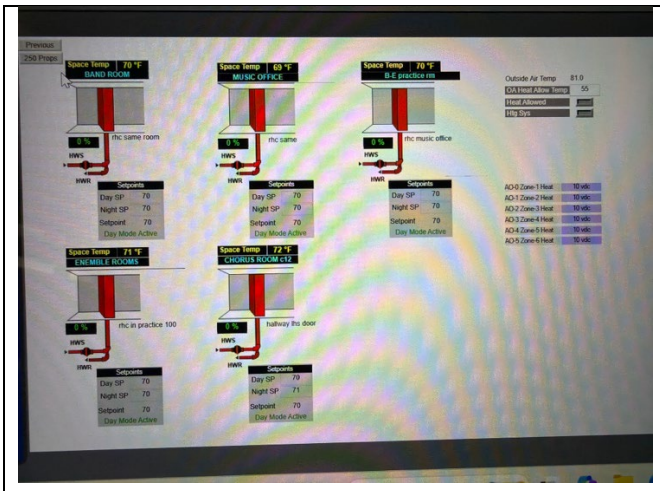


Small summer temperature difference made assessing outdoor air fraction uncertain. 100% OA damper shows increased outdoor air, but mixed air temperature did not rise to the outdoor air temperature. Return fan air flow balance impacts outdoor air fraction. It is unclear how a return or relief damper are configured with 100% outdoor damper open (BAS graphic might be misleading)? Mixed air temperature less than return air temperature suggests sensor is picking up cooling from coil.

AC-3	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	84	84	84	84	85	85
RA-T (F)	71.3	71.2	71.4	71.7	71.8	72.0
MA-T (F)	70.6	70.4	70.6	71.9	77.2	78.8
Calculated OA fraction form MA-T	-6%	-6%	-6%	2%	41%	52%
Notes						

HVAC Review Notes

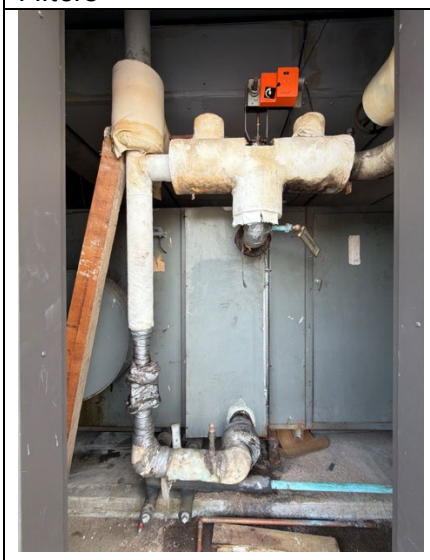
Tag	AC-4
Location	Office Mezz
Service	Music
Type	Multi zone reheat
Outdoor Air	Min OA 10% (BAS)
Filters	Limited access
	Unit Overview
	Coil and dampers not accessible
	BAS Graphic Min OA Damper 10% Return fan 5 reheat zones

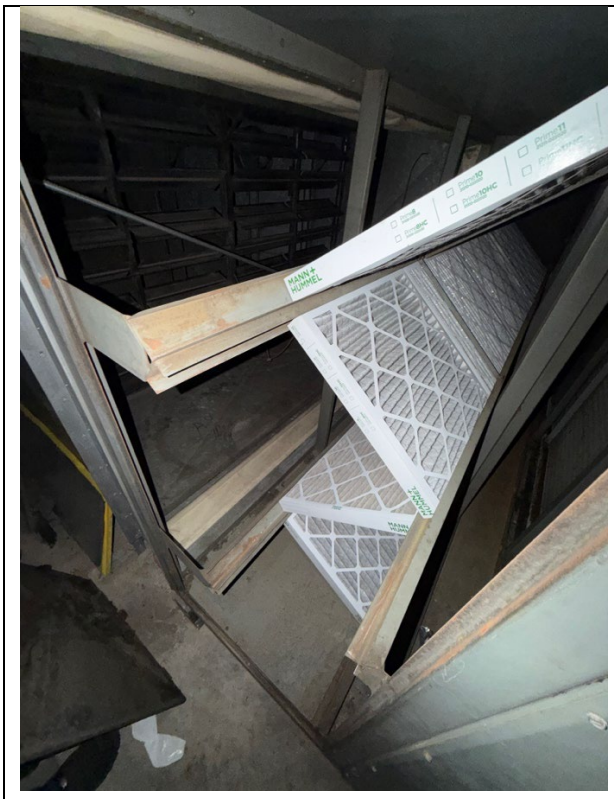


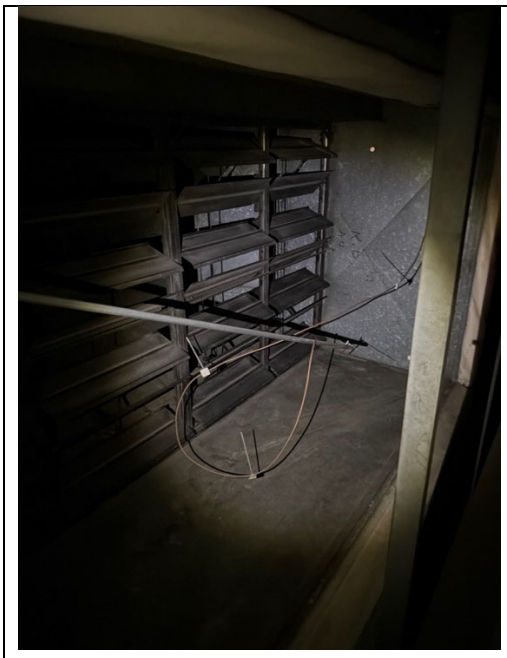
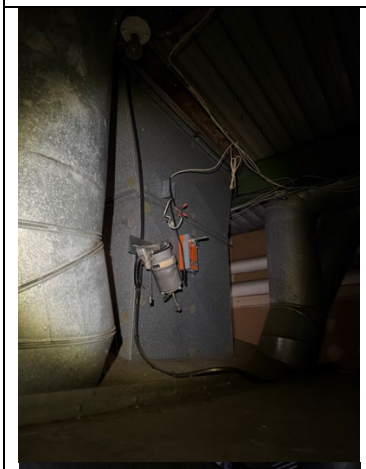
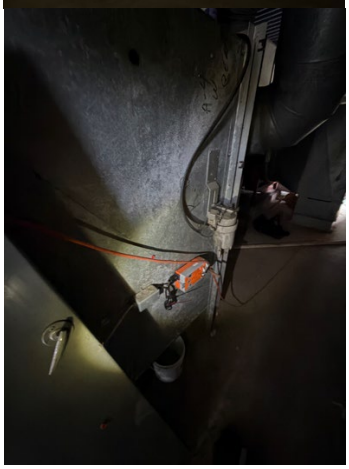
Small summer temperature difference made assessing outdoor air fraction uncertain. 100% OA damper shows increased outdoor air, but mixed air temperature did not rise to the outdoor air temperature. Return fan air flow balance impacts outdoor air fraction. It is unclear how a return or relief damper are configured with 100% outdoor damper open (BAS graphic might be misleading)? Mixed air temperature less than return air temperature suggests sensor is picking up cooling from coil.

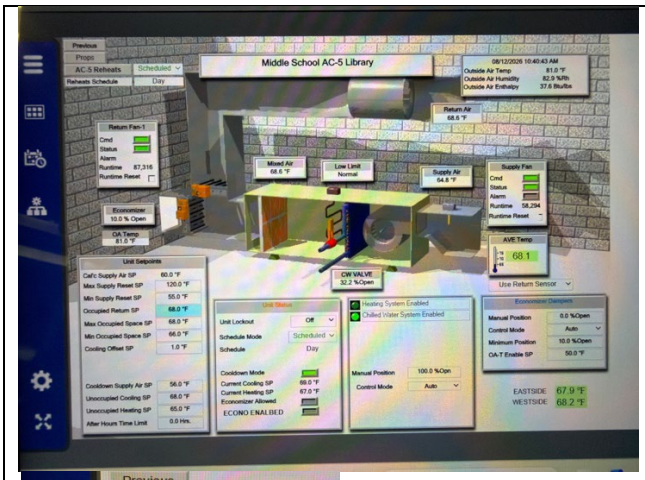
AC-4	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	85	85	85	85	86	86
RA-T (F)	74.1	74.0	74.3	74.6	75.1	75.2
MA-T (F)	73.7	73.6	73.7	74.4	79.7	80.5
Calculated OA fraction form MA-T	-4%	-4%	-6%	-2%	42%	49%
Notes	RA-T drops 1F to 2F when CHW valve opens suggesting cooler supply air is feeding back to return air					

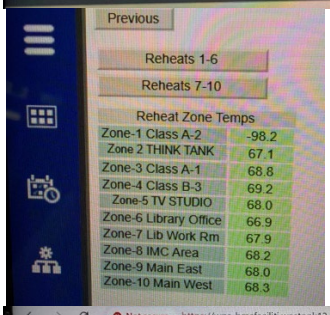
HVAC Review Notes

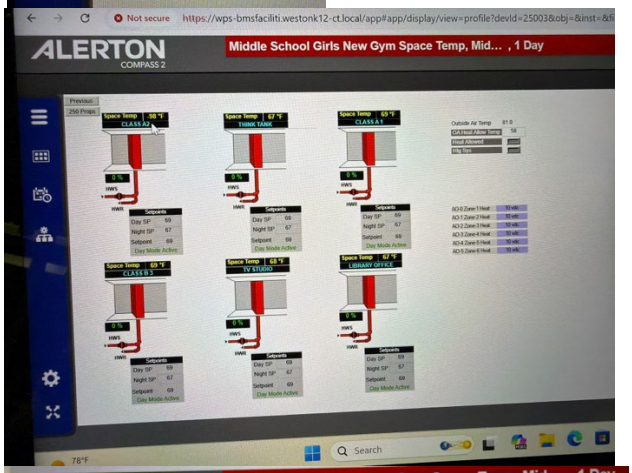
Tag	AC-5
Location	Mechanical Penthouse
Service	Library
Type	Multi zone reheat
Outdoor Air	Min OA 10% (BAS)
Filters	See below
	Unit Overview
	Outdoor air dampers seized. Can only adjust one of three manually

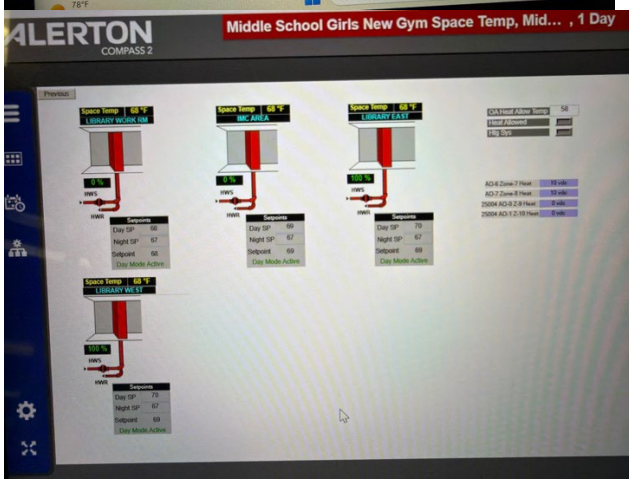
	Missing blank-off panels allowing flow to bypass filters
	Debris on coil face

	Mixed air temperature sensor not mounted across air stream. Support has come undone.
 	Pneumatic actuators replaced by electric actuators. No inspection hatches found at dampers.







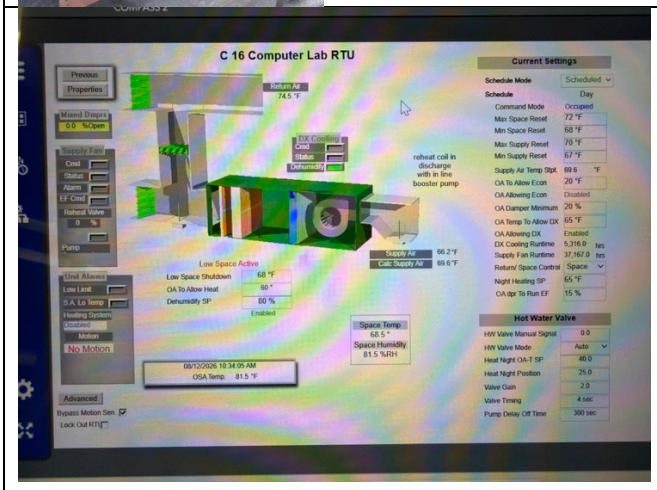


BAS Graphic
Min OA Damper 10%
Return fan
10 reheat zones

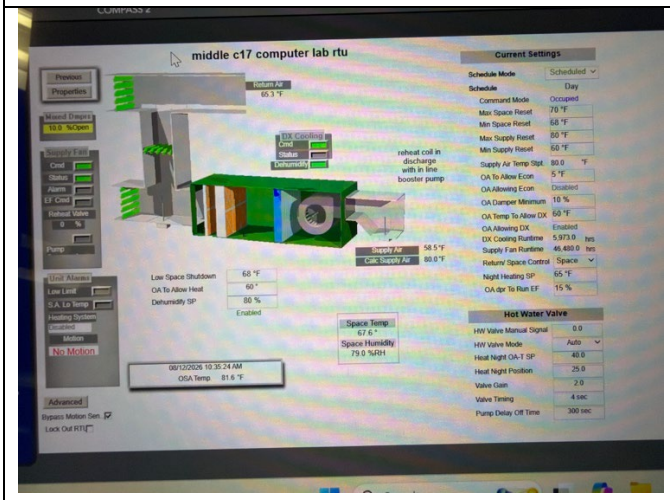
Small summer temperature difference made assessing outdoor air fraction uncertain. 100% OA damper shows increased outdoor air, but mixed air temperature did not rise to the outdoor air temperature. Return fan air flow balance impacts outdoor air fraction. It is unclear how a return or relief damper are configured with 100% outdoor damper open (BAS graphic might be misleading)? Mixed air sensor was found to have come loose from it mounting covering only a small portion of the air flow. The much colder mixed air temperature suggests it is affected by the cooling coil. The impact of 100% opened damper command is limited due to several of the damper blades being stuck in a fixed position. The impact is likely due to the relief or return damper modulating with the outdoor dampers being noted as stuck at a fixed position.

AC-5	Outdoor Air Damper Impact on Mixed Air Temperature					
OA Damper Position (% open)	0%	10%	25%	50%	75%	100%
OA-T (F)	86	86	86	86	86	86
RA-T (F)	70.1	70.1	70.0	69.9	67.8	70.5
MA-T (F)	67.5	67.7	67.9	70.9	74.0	75.0
Calculated OA fraction form MA-T	-16%	-15%	-13%	6%	34%	29%
Notes	RA-T drops 1F to 2F when CHW valve opens suggesting cooler supply air is feeding back to return air					

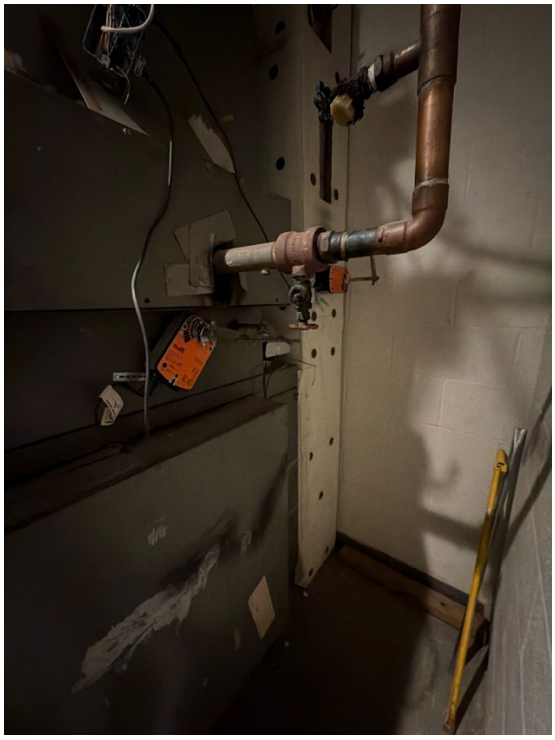
HVAC Review Notes

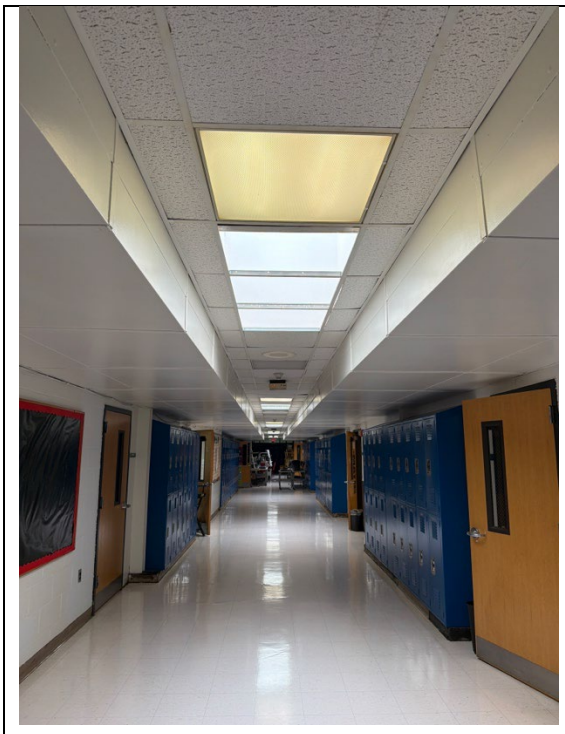
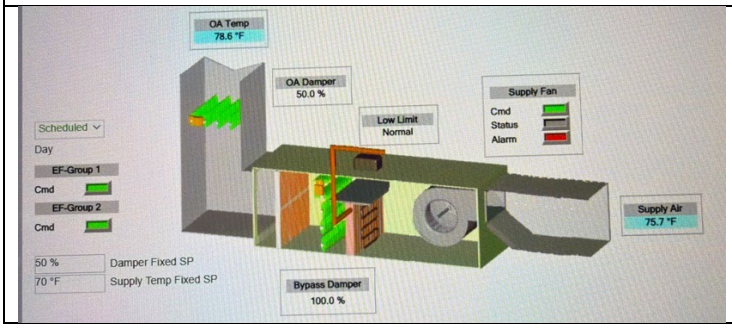
Tag	C 16 Computer Lab RTU
Location	Roof
Service	C 16 Computer Lab
Make	Single Zone Constant Volume
Outdoor Air	OA damper overridden closed (0%) Relief fan starts at 15% damper (economizer)
Filters	See below
	Unit Overview (C 16 or C17) unit not labeled No drawings found with unit identified
	1 inch Filters
	BAS Graphic Min OA Damper 20%

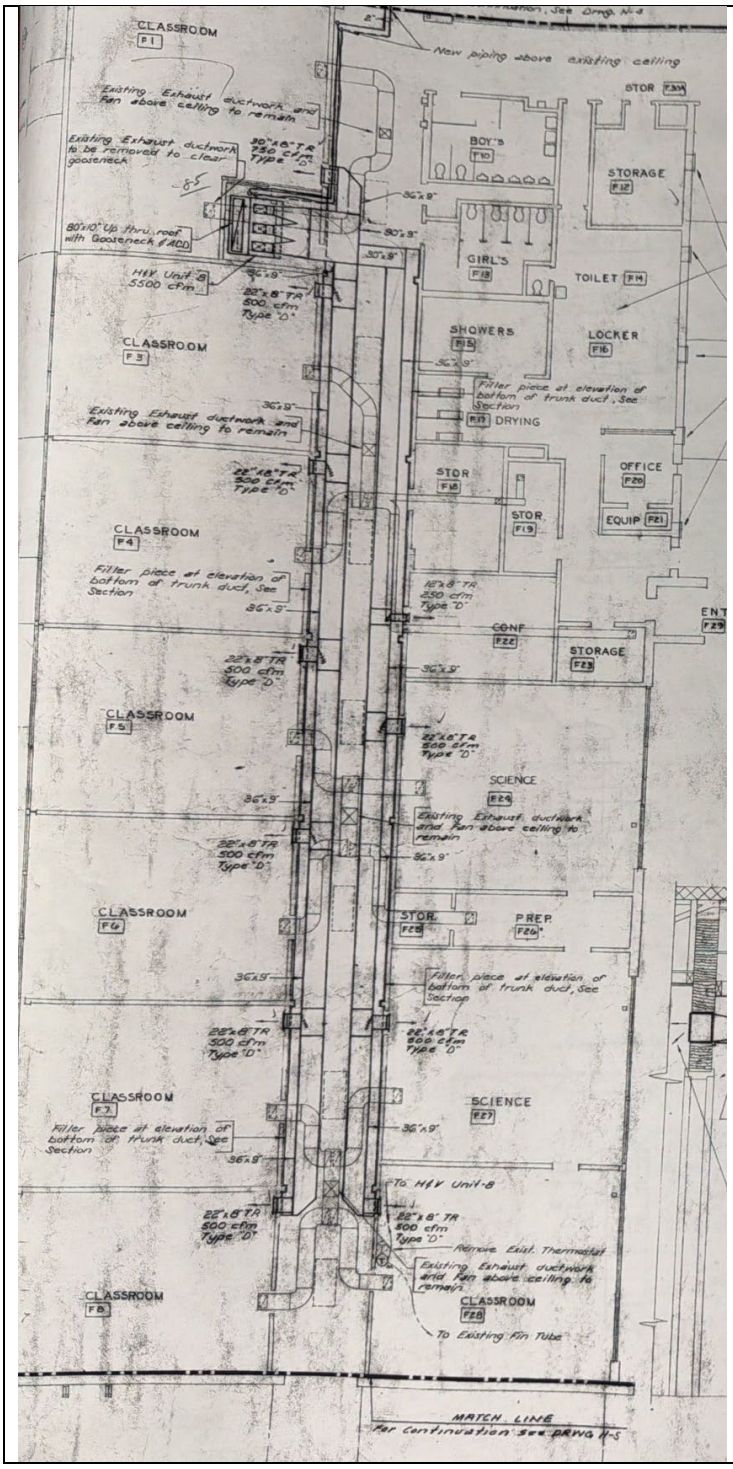
HVAC Review Notes

Tag	C 17 Computer Lab RTU
Location	Roof
Service	C 17 Computer Lab
Type	Single Zone Constant Volume
Outdoor Air	OA damper overridden to 10% open Relief fan starts at 15% damper (economizer)
Filters	
	BAS Graphic Min OA Damper 10% No drawings found with unit identified

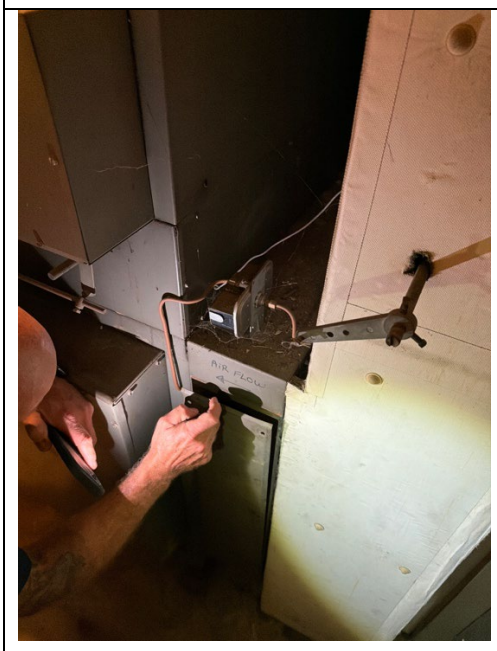
HVAC Review Notes

Tag	HV-8
Location	Mech Room
Service	F Wing Classrooms
Type	Heating Vent unit
Outdoor Air	Ducted from roof
Filters	
 	Unit Overview Unit is off in alarm

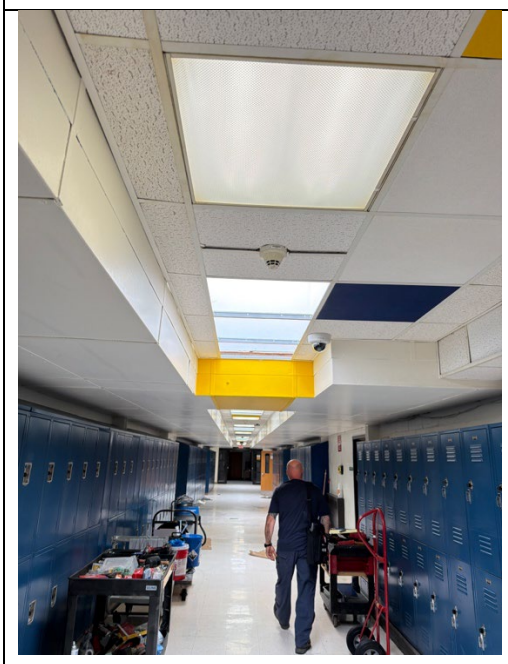
	
	Air ducted through corridor to each room through wall supply register
	BAS shows fan in alarm Min OA damper 50%

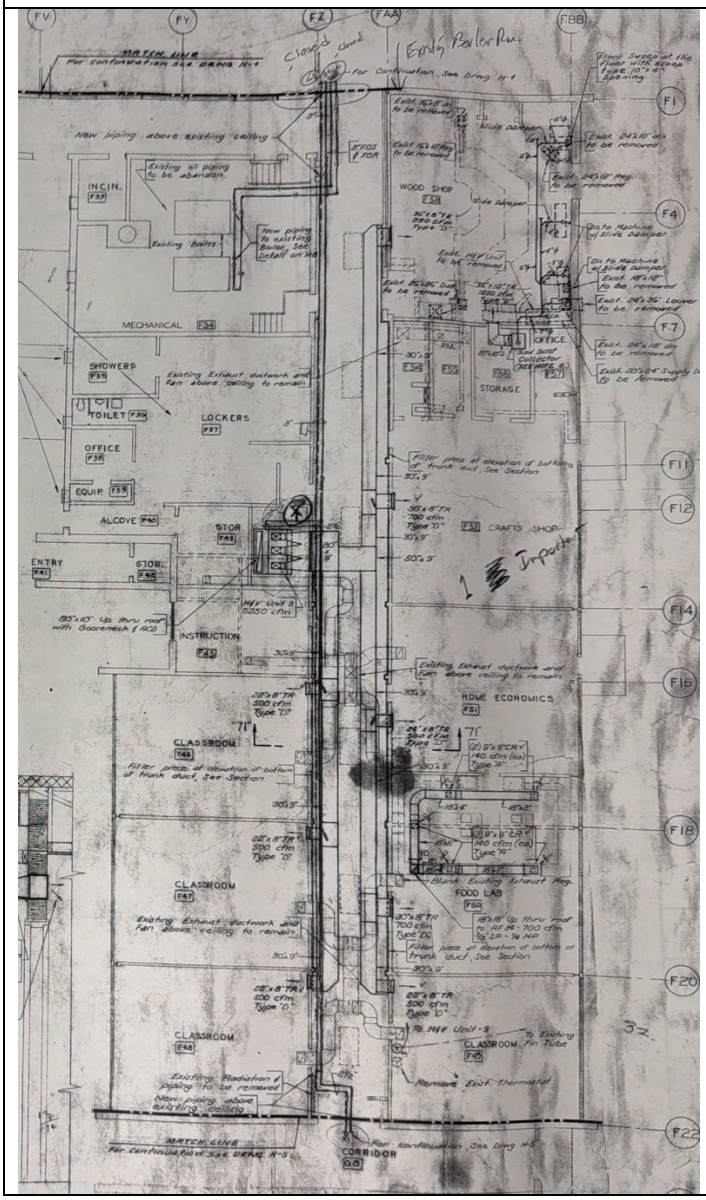
	HV-8 Ducts. 5520 cfm total. 500 cfm scheduled to each typical classroom. Unit was originally scheduled to 10% outdoor air. BAS notes damper set at 50%

HVAC Review Notes

Tag	HV-9
Location	Mech Closet
Service	H-wing Classrooms
Type	Heating Vent unit
Outdoor Air	Ducted from roof
Filters	See below
	Unit Overview Pneumatic controls not on BAS
	

	
 	Inlet air damper (top) Outdoor air balance damper (middle inside duct, bottom outside duct)

	
	Ducts in corridor serving classrooms H-1 to H-8
	

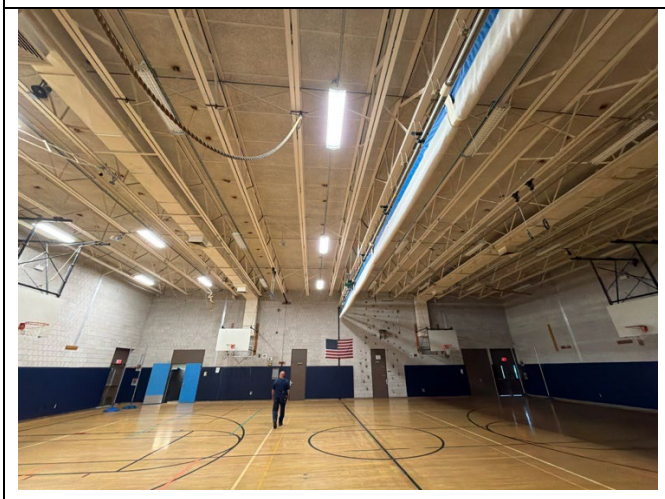
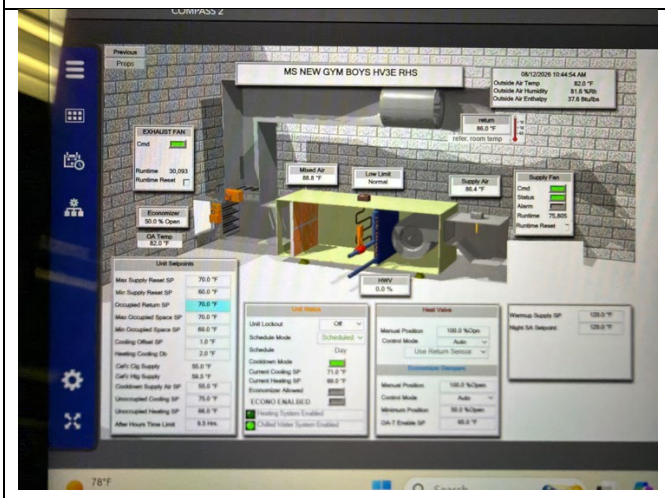
	
	HV-9 ducts. 5,250 cfm total. 500 cfm scheduled to each typical classroom. 100% outdoor air per schedule.

HVAC Review Notes

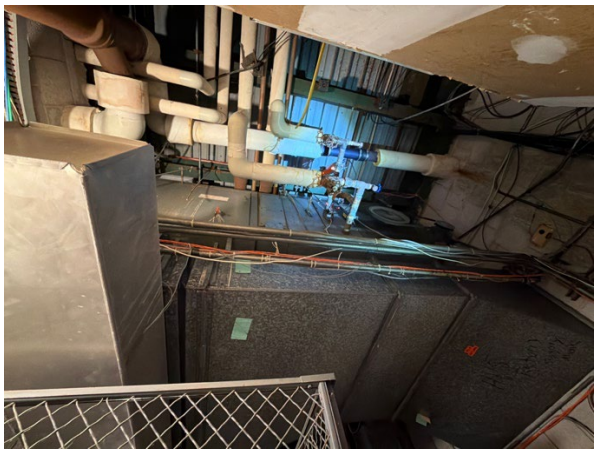
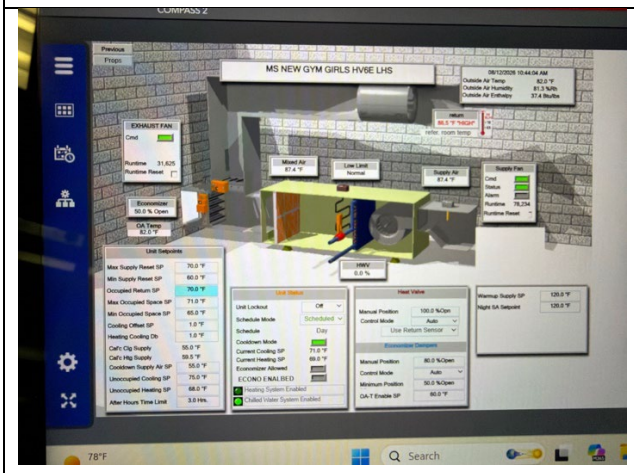
Tag	?

Location	Roof Penthouse
Service	Old Gym
Type	Single Zone Constant Volume
Outdoor Air	
Filters	
	Unit Overview All pneumatic control. No BAS connection
	

HVAC Review Notes

Tag	HV3E RHS
Location	Gym Equip Storage Ceiling
Service	New Gym Boys Right Side
Type	Single Zone Constant Volume
Outdoor Air	Min OA 50% (BAS)
Filters	Limited access
	Unit Overview Unit was HV-4 on drawings and schedule serving Gym – Boys 4000 cfm total, 50% outdoor air
	New Gym
	BAS Graphic Min OA Damper 50% Exhaust fan Return air is warmer than outdoor temperature and mixed air is warmer than return. No temperature difference to calculate outdoor air fraction

HVAC Review Notes

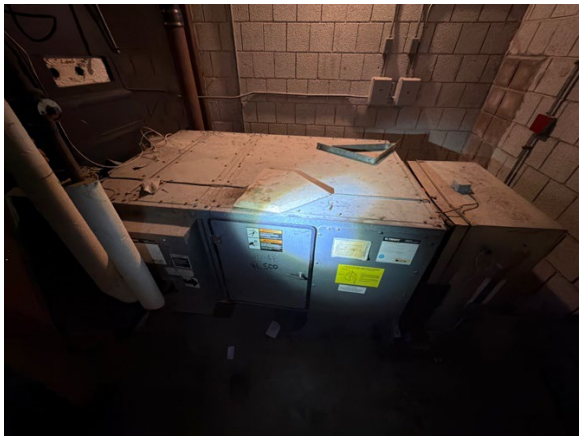
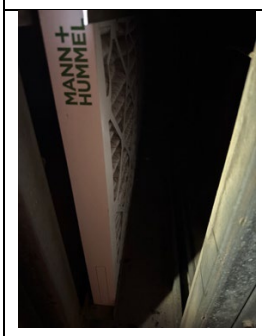
Tag	HV6E LHS
Location	Gym Equip Storage Ceiling
Service	New Gym Girls Left Side
Type	Single Zone Constant Volume
Outdoor Air	Min OA 50% (BAS)
Filters	Limited access
 	Unit Overview Unit was HV-5 on drawings and schedule serving Gym – Girls 4000 cfm total, 50% outdoor air
	Coil and dampers not accessible
	BAS Graphic Min OA Damper 50% Exhaust fan Return air is warmer than outdoor temperature and mixed air is warmer than return. No temperature difference to calculate outdoor air fraction

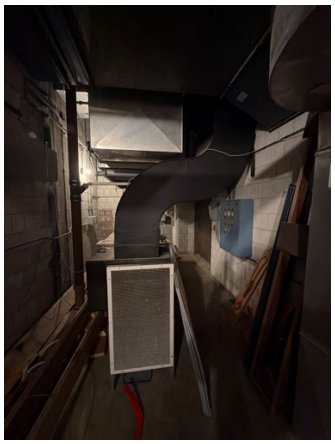
HVAC Review Notes

Tag	HV-8
Location	Gym Equip Storage ceiling
Service	Pool - only used as coldest weather supplement
Type	Heating Vent unit
Outdoor Air	
Filters	Limied access
	Unit Overview Not on BAS Unit was HV-3 on drawings and schedule serving Pool – Right 4000 cfm total, 50% outdoor air

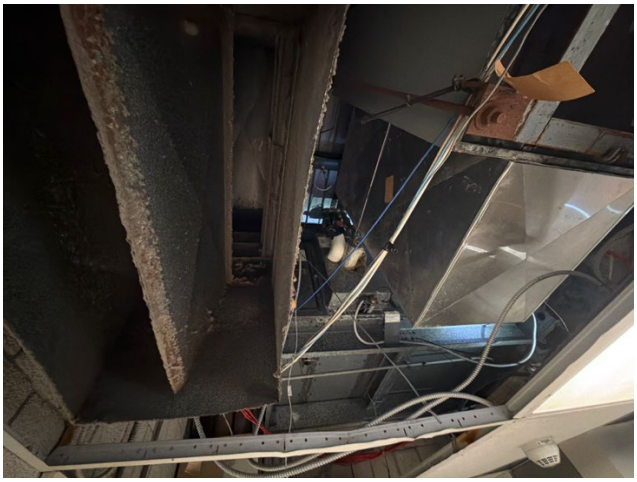
HVAC Review Notes

Tag	HV-9
Location	Gym Equip Storage ceiling
Service	Pool - only used as coldest weather supplement
Type	Heating Vent unit
Outdoor Air	
Filters	Limited access
 	Unit Overview Not on BAS Unit was HV-3 on drawings and schedule serving Pool – Left 4900 cfm total, 50% outdoor air

Tag	HV-4
Location	Gym Equip Storage
Service	Locker Room – Boys Pool
Type	Heating Vent unit
Outdoor Air	
Filters	See below
	Unit Overview Not on BAS Unit was HV-6 on drawings and schedule serving Pool Locker - Boys – 2000 cfm
	
	
	Debris on coil

 	Pneumatic damper actuator replaced with electric.

HVAC Review Notes

Tag	HV-1
Location	Gym Equip Storage ceiling
Service	Locker Girls Pool
Type	Heating Vent unit
Outdoor Air	
Filters	Limited access
	Unit Overview Not on BAS Unit was HV-7 on drawings and schedule serving Pool Locker - Girls – 2000 cfm
	Outdoor damper actuator

HVAC Review Notes

Tag	UV
Location	Exterior wall below window
Service	A & B Wing Classrooms
Type	Unit Vent
Outdoor Air	Introduce through wall grate directly to back of unit mixing with return pulled from bottom of unit, UV original design schedule. 750 cfm per unit with 33% outdoor air.
Filters	One inch
	Heating valve Pneumatic – No BAS connection. Fan Manually operated by maint. Staff. Added cooling units – manual controlled through thermostat.
 	Outdoor air intakes. Windows are operable

HVAC Review Notes

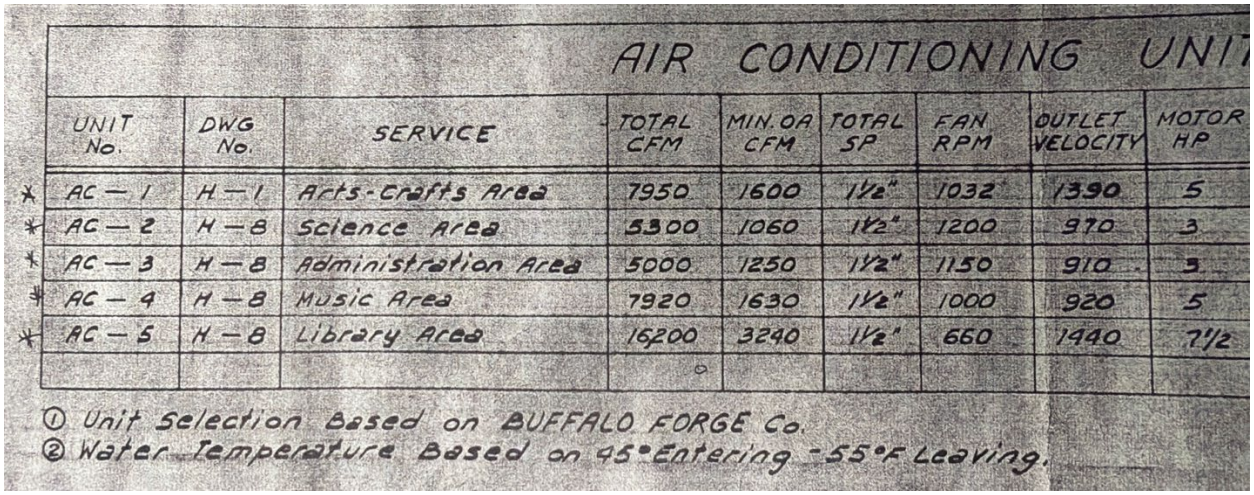
Tag	AHU-2 (BAS)
Location	Closet Mezz
Service	Cafe
Type	Heating Vent unit
Outdoor Air	15% min OA (BAS)
Filters	See below
	Unit Overview Unit was HV-1 on drawings and schedule serving Dining - 6300 cfm, 50% OA
	View of damper from filter access

	
	BAS Graphic Min OA 15% Exhaust Fan 80F OA-T 78.5 RA-T 79.7 MA-T No temperature difference to calculate outdoor air fraction

Mechanical Schedule

The table below summarizes the drawing schedules. HV-9 has an obvious error with the minimum outdoor air above the supply air flow. The actuals were taken from notes on the drawings. The other item of note is that some return flows match the supply flow while others are offset. It would be expected for the return to be less than the supply flow by the minimum outdoor flow plus a pressurization amount and consideration for local exhausts.

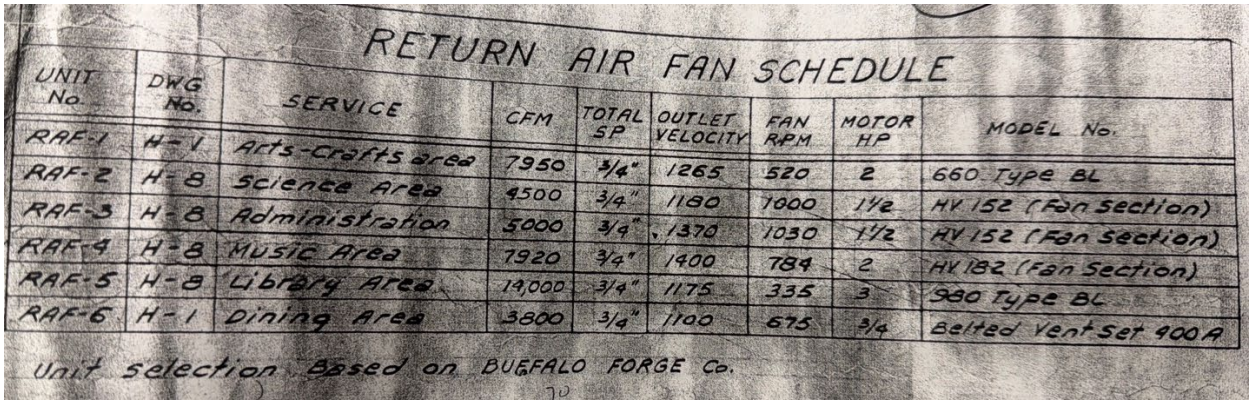
		Supply	Return	Outdoor	
Tag	Service	cfm	cfm	cfm	%
AC-1	Art	7950	7950	1600	20%
AC-2	Science	5300	4500	1060	20%
AC-3	Admin	5000	5000	1250	25%
AC-4	Music	7920	7920	1630	21%
AC-5	Library	16200	14000	3240	20%
HV-1	Dining	6300	3800	3150	50%
HV-2	Pool Left	4900		2450	50%
HV-3	Pool Right	4900		2450	50%
HV-4	Gym Boys	4000		2000	50%
HV-5	Gym Girls	4000		2000	50%
HV-6	Locker Boys	2000			
HV-7	Locker Girls	2000			
HV-8	Classrooms	5500		5500	100%
HV-9	Classrooms	5250		5250	100%



AIR CONDITIONING UNI

	UNIT No.	DWG No.	SERVICE	TOTAL CFM	MIN. OA CFM	TOTAL SP	FAN RPM	OUTLET VELOCITY	MOTOR HP
*	AC — 1	H — 1	Arts-Crafts Area	7950	1600	1½"	1032	1390	5
*	AC — 2	H — 8	Science Area	5300	1060	1½"	1200	970	3
*	AC — 3	H — 8	Administration Area	5000	1250	1½"	1150	910	3
*	AC — 4	H — 8	Music Area	7920	1630	1½"	1000	920	5
*	AC — 5	H — 8	Library Area	16200	3240	1½"	660	1440	7½

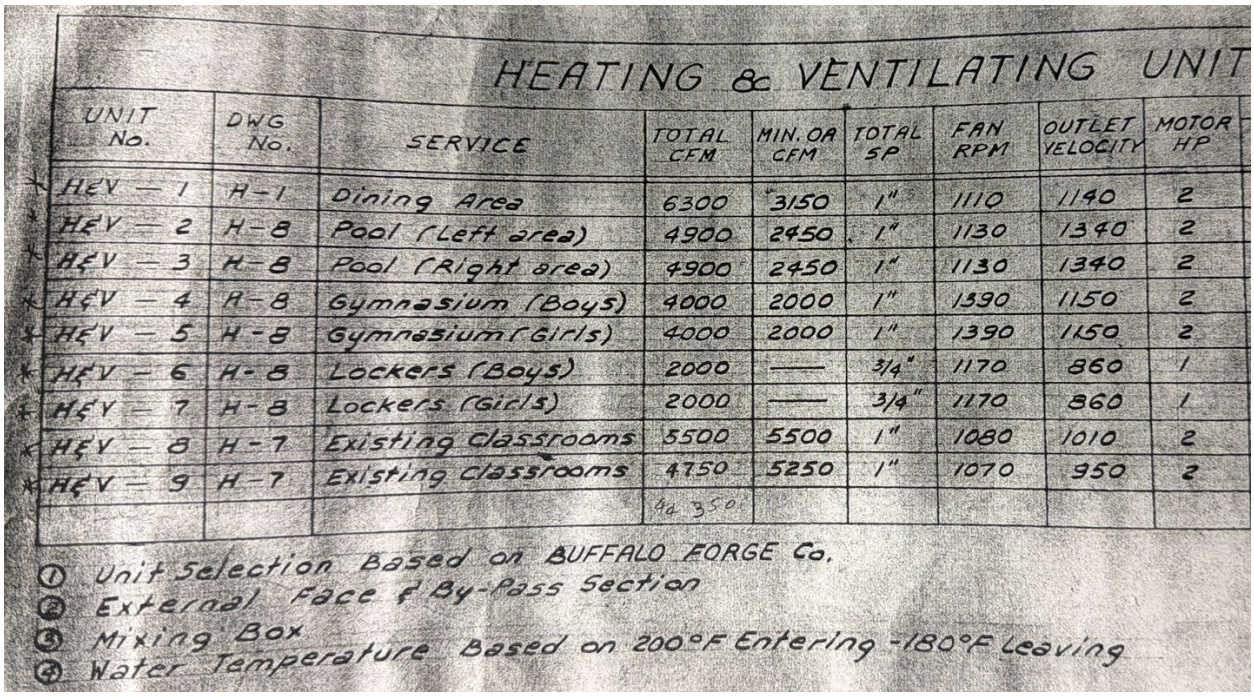
① Unit Selection Based on BUFFALO FORGE Co.
② Water Temperature Based on 95°Entering - 55°F Leaving.



RETURN AIR FAN SCHEDULE

UNIT No.	DWG No.	SERVICE	CFM	TOTAL SP	OUTLET VELOCITY	FAN RPM	MOTOR HP	MODEL No.
RAF-1	H-1	Arts-Crafts area	7950	¾"	1265	520	2	660 Type BL
RAF-2	H-8	Science Area	4500	¾"	1180	1000	1½	HV 152 (Fan Section)
RAF-3	H-8	Administration	5000	¾"	1370	1030	1½	HV 152 (Fan Section)
RAF-4	H-8	Music Area	7920	¾"	1400	784	2	HV 182 (Fan Section)
RAF-5	H-8	Library Area	14,000	¾"	1175	335	3	980 Type BL
RAF-6	H-1	Dining Area	3800	¾"	1100	675	¾	Belted Vent Set 900A

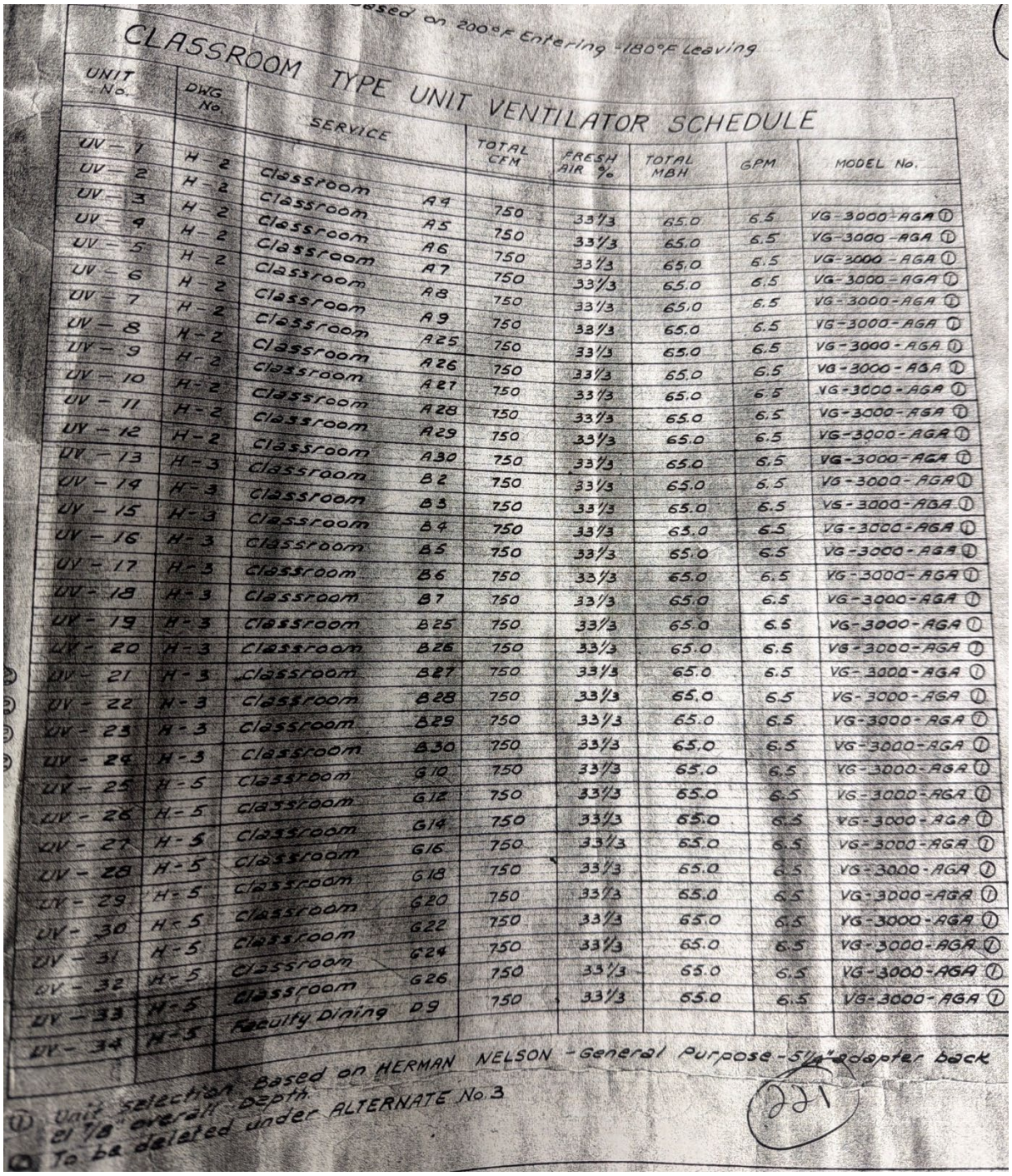
Unit Selection Based on BUFFALO FORGE Co.



HEATING & VENTILATING UNIT

UNIT No.	DWG No.	SERVICE	TOTAL CFM	MIN. OA CFM	TOTAL SP	FAN RPM	OUTLET VELOCITY	MOTOR HP
HEV — 1	H-1	Dining Area	6300	3150	1"	1110	1140	2
HEV — 2	H-8	Pool (Left area)	4900	2450	1"	1130	1340	2
HEV — 3	H-8	Pool (Right area)	4900	2450	1"	1130	1340	2
HEV — 4	H-8	Gymnasium (Boys)	4000	2000	1"	1390	1150	2
HEV — 5	H-8	Gymnasium (Girls)	4000	2000	1"	1390	1150	2
HEV — 6	H-8	Lockers (Boys)	2000	——	3/4"	1170	860	1
HEV — 7	H-8	Lockers (Girls)	2000	——	3/4"	1170	860	1
HEV — 8	H-7	Existing Classrooms	5500	5500	1"	1080	1010	2
HEV — 9	H-7	Existing Classrooms	4750	5250	1"	1070	950	2
			4a 350					

① Unit Selection Based on BUFFALO FORGE Co.
② External Face & By-Pass Section
③ Mixing Box
④ Water Temperature Based on 200°F Entering -180°F Leaving



based on 200°F Entering - 180°F Leaving

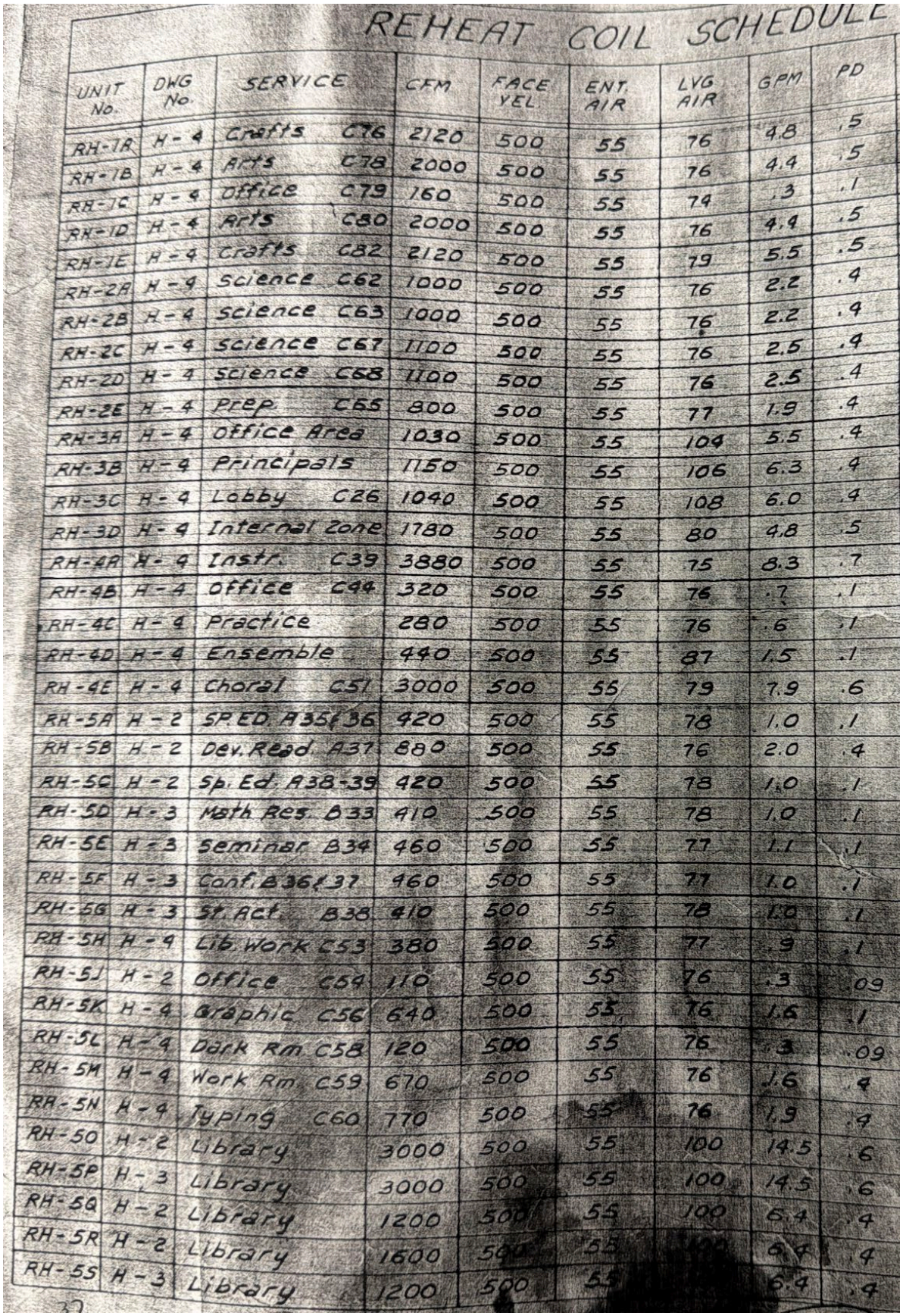
CLASSROOM TYPE UNIT VENTILATOR SCHEDULE

UNIT No.	DWG No.	SERVICE		TOTAL CFM	FRESH AIR %	TOTAL MBH	GPM	MODEL No.
UV - 1	H - 2	Classroom	A4	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 2	H - 2	Classroom	A5	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 3	H - 2	Classroom	A6	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 4	H - 2	Classroom	A7	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 5	H - 2	Classroom	A8	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 6	H - 2	Classroom	A9	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 7	H - 2	Classroom	A25	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 8	H - 2	Classroom	A26	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 9	H - 2	Classroom	A27	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 10	H - 2	Classroom	A28	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 11	H - 2	Classroom	A29	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 12	H - 2	Classroom	A30	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 13	H - 3	Classroom	B2	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 14	H - 3	Classroom	B3	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 15	H - 3	Classroom	B4	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 16	H - 3	Classroom	B5	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 17	H - 3	Classroom	B6	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 18	H - 3	Classroom	B7	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 19	H - 3	Classroom	B25	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 20	H - 3	Classroom	B26	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 21	H - 3	Classroom	B27	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 22	H - 3	Classroom	B28	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 23	H - 3	Classroom	B29	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 24	H - 3	Classroom	B30	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 25	H - 5	Classroom	G10	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 26	H - 5	Classroom	G12	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 27	H - 5	Classroom	G14	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 28	H - 5	Classroom	G16	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 29	H - 5	Classroom	G18	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 30	H - 5	Classroom	G20	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 31	H - 5	Classroom	G22	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 32	H - 5	Classroom	G24	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 33	H - 5	Classroom	G26	750	33⅓	65.0	6.5	VG-3000-AGA ①
UV - 34	H - 5	Faculty Dining	D9	750	33⅓	65.0	6.5	VG-3000-AGA ①

Based on HERMAN NELSON - General Purpose - 5½" adapter back

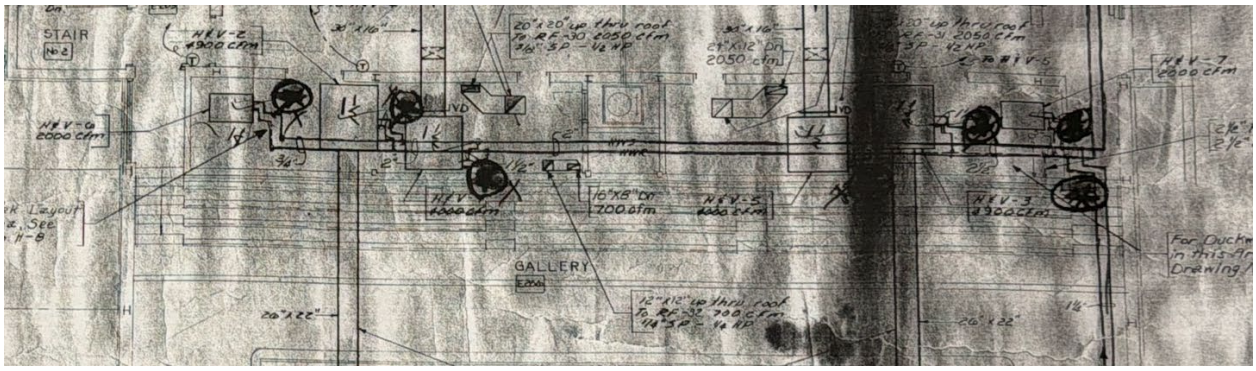
① Unit selection el 7/8" overall depth.
② To be deleted under ALTERNATE No. 3

221



REHEAT COIL SCHEDULE

UNIT No.	DWG No.	SERVICE	CFM	FACE VEL	ENT. AIR	LVG AIR	GPM	PD
RH-1A	H-4	Crafts C76	2120	500	55	76	4.8	.5
RH-1B	H-4	Arts C78	2000	500	55	76	4.4	.5
RH-1C	H-4	Office C79	160	500	55	74	.3	.1
RH-1D	H-4	Arts C80	2000	500	55	76	4.4	.5
RH-1E	H-4	Crafts C82	2120	500	55	79	5.5	.5
RH-2A	H-4	Science C62	1000	500	55	76	2.2	.4
RH-2B	H-4	Science C63	1000	500	55	76	2.2	.4
RH-2C	H-4	Science C67	1100	500	55	76	2.5	.4
RH-2D	H-4	Science C68	1100	500	55	76	2.5	.4
RH-2E	H-4	Prep C65	800	500	55	77	1.9	.4
RH-3A	H-4	Office Area	1030	500	55	104	5.5	.4
RH-3B	H-4	Principals	1150	500	55	106	6.3	.4
RH-3C	H-4	Lobby C26	1040	500	55	108	6.0	.4
RH-3D	H-4	Internal Zone	1780	500	55	80	4.8	.5
RH-4A	H-4	Instr. C39	3880	500	55	75	8.3	.7
RH-4B	H-4	Office C44	320	500	55	76	.7	.1
RH-4C	H-4	Practice	280	500	55	76	.6	.1
RH-4D	H-4	Ensemble	440	500	55	87	1.5	.1
RH-4E	H-4	Choral C51	3000	500	55	79	7.9	.6
RH-5A	H-2	SP.ED. A35, 36	420	500	55	78	1.0	.1
RH-5B	H-2	Dev. Read A37	880	500	55	76	2.0	.4
RH-5C	H-2	Sp. Ed. A38-39	420	500	55	78	1.0	.1
RH-5D	H-3	Math Res. B33	410	500	55	78	1.0	.1
RH-5E	H-3	Seminar B34	460	500	55	77	1.1	.1
RH-5F	H-3	Conf. B36, 37	460	500	55	77	1.0	.1
RH-5G	H-3	St. Act. B38	410	500	55	78	1.0	.1
RH-5H	H-4	Lib. Work C53	380	500	55	77	.9	.1
RH-5J	H-2	Office C54	110	500	55	76	.3	.09
RH-5K	H-4	Graphic C56	640	500	55	76	1.6	.1
RH-5L	H-4	Dark Rm C58	120	500	55	76	.3	.09
RH-5M	H-4	Work Rm C59	670	500	55	76	1.6	.4
RH-5N	H-4	Typing C60	770	500	55	76	1.9	.4
RH-5O	H-2	Library	3000	500	55	100	14.5	.6
RH-5P	H-3	Library	3000	500	55	100	14.5	.6
RH-5Q	H-2	Library	1200	500	55	100	6.4	.4
RH-5R	H-2	Library	1600	500	55	100	6.4	.4
RH-5S	H-3	Library	1200	500	55	100	6.4	.4



From the drawing above (left to right):

HV-6 Locker – Boys 2000 cfm

HV-2 Pool – Left 4900 cfm (no longer regularly used)

HV-4 Gym – Boys 4000 cfm

HV-5 Gym – Girls 4000 cfm

HV-3 Pool – Right 4900 cfm (no longer regularly used)

HV-7 Locker Girls 2000 cfm

50% outdoor air per schedule except for lockers (no entry)

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 10/19/26

☐ **Information Only**

☒ **Action Requested**

Agenda Item Subject: Approval of the September 2026 Financial Report

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is the third FY27 (September 2026) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.

October 16, 2026

TO: BOE Finance & Operations Committee

FROM: Phillip Cross, Chief Financial & Operations Officer

SUBJECT: Budget Transfer

There are two transfers totaling $244,211.53 for approval.

Transfer 1 – Partial Salary increases, $124,114.53 that were pending union (AFSCME) negotiations.

Transfer 2 – Partial reclassification of WHS school-wide reduction $120,097.

FY2026-27 BUDGET TRANSERS				
Transfer 1:				
TO	Nurses		$ 7,070.00	
TO	Administrative Support		$ 20,335.65	
TO	Para-Educators		$ 20,071.77	
TO	Technicians		$ 19,618.43	
TO	Vocational Specialist		$ 1,936.00	
TO	Safety Monitors		$ 9,946.60	
TO	Custodians		$ 14,026.16	
TO	Maintenance Mechanics & Grounds		$ 20,984.28	
TO	Salary Stipends/ Differential		$ 10,125.64	
FROM	Salary Differential			$ 124,114.53
	Salary Increase that were pending union negations.			
Transfer 2:				
TO	Academinc Instruction			$ 120,097.00
FROM	Science , WHS		$ 120,097.00	
	Transfer of School Wide Reduction			
Grand Total			**$ 244,211.53**	**$ 244,211.53**

October 16, 2026

TO: BOE Finance & Operations Committee

FROM: Phillip Cross, Chief Financial & Operations Officer

SUBJECT: Financial Report for Period Ending September 30, 2026

Summary

The fiscal year is off to a relatively good start. In general, most accounts are trending as expected. As is typical at this time of the year, there are several accounts that will require close monitoring.

Category Summary

FY 2026-27 CATEGORY SUMMARY

Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Expenditures	Projected Balance	Previous Month Balance	Month Over Month Change
Salaries (1000's)	37,955,495	5,260,761	30,829,875	1,864,860	37,955,495	-	-	-
		13.86%	81.23%	4.91%	100.00%	0.00%	0.00%	0.00%
Benefits (2000's)	12,742,511	4,314,628	8,572,277	(144,394)	12,742,511	-	-	-
		33.86%	67.27%	-1.13%	100.00%	0.00%	0.00%	0.00%
Professional Services (3000's)	1,577,118	217,899	1,162,390	196,830	1,577,118	-	-	-
		13.82%	73.70%	12.48%	100.00%	0.00%	0.00%	0.00%
Property Services (4000s)	2,296,358	374,567	1,527,637	394,154	2,296,358	-	-	-
		16.31%	66.52%	17.16%	100.00%	0.00%	0.00%	0.00%
Other Services (5000s)	5,670,522	627,009	4,806,101	237,411	5,670,522	-	-	-
		11.06%	84.76%	4.19%	100.00%	0.00%	0.00%	0.00%
Supplies (6000s)	3,382,057	697,911	2,207,149	476,997	3,382,057	-	-	-
		20.64%	65.26%	14.10%	100.00%	0.00%	0.00%	0.00%
Equipment (7000s)	375,863	-	375,863	-	375,863	-	-	-
		0.00%	100.00%	0.00%	100.00%	0.00%	0.00%	0.00%
Other Objects (8000s)	144,328	50,461	51,444	42,423	144,328	-	-	-
		34.96%	35.64%	29.39%	100.00%	0.00%	0.00%	0.00%
Revenue (9000s)	(1,172,741)	(203,540)	8,480	(977,681)	(1,172,741)	-	-	-
		17.36%	-0.72%	83.37%	100.00%	0.00%	0.00%	0.00%
Total	**$ 62,971,510**	**$11,339,695**	**$ 49,541,215**	**$ 2,090,599**	**$ 62,971,510**	**$ -**	**$ -**	**$ -**
Total %		**18.01%**	**78.67%**	**3.32%**	**100.00%**	**0.00%**	**0.00%**	**0.00%**

Salaries

As of the end of the quarter, we are nearly fully staffed. The current vacancies are either being filled by substitutes or by third party providers.

Turnover savings - The initial estimate for turnover savings is approximately $220,000.

Degree Level change – To improve reporting, this year we are tracking changes directly on the financial report. Total lane/columns changes are $132,147 and have exceeded the budget by $43,367.

Benefits

There are currently eight more enrolled members to the health insurance plan compared to budget, including two retirees. We will request additional funding of $86,695 from the OPEB trust to cover the net premium for the new retirees.

With the additional members, the net health insurance premium is over-budget by approximately $293,000.

Conclusion

With the exceptions noted above, all other account categories are within range.

Internal Service Fund - Dental

In line with historical trends.

WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM

Fiscal Year Ended	2027
STATEMENT OF REVENUES AND EXPENDITURES	
Fund Balance -July 1, 2026	$ 418,466
Revenues:	
General Fund	$ 363,913
Reimbursements	
Total Contributions	$ 363,913
Total Revenues (A)	$ 363,913
Projected Claims:	
Delta Dental:	
Claims	$ 340,529
Administrative Fees	$ 23,384
Total Dental Claims (B)	$ 363,913
Net Change (A-B)	-
Projected Fund balance June 30, 2027	$ 418,466

Dental- Actual Claims & Fees

Month	**Claims & Fees**
July	38,978
August	35,917
September	20,750
Total	**$ 95,645**
Actual YTD Spend Rate	26.3%
Theoretical YTD Spend Rate	25.0%
YTD Theoretical variance %	1.3%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Salaries & Wages (1000s)								
3,375,352	3,487,109	3,517,804	1110	Administrators	3,765,450	-	3,765,450	857,688	2,747,440	160,322	3,765,450	-
15,169,704	15,671,065	15,716,617	1111	General Ed. Teachers	16,259,928	120,097	16,380,025	1,849,799	14,343,941	186,285	16,380,025	-
2,359,825	2,584,821	2,720,082	1112	Special Ed. Teachers	3,055,618	-	3,055,618	337,723	2,543,773	174,122	3,055,618	-
948,323	984,850	1,018,653	1113	Guidance	1,051,174	-	1,051,174	111,411	946,045	(6,282)	1,051,174	-
418,788	432,187	468,481	1114	Psychologist	496,418	-	496,418	57,279	439,139	-	496,418	-
410,444	485,393	486,327	1115	Social Worker	504,307	-	504,307	61,628	456,930	(14,251)	504,307	-
510,769	530,574	553,807	1116	Speech & Hearing	582,034	-	582,034	76,554	529,593	(24,113)	582,034	-
1,261,271	1,275,481	1,201,535	1117	Academic Assistants	1,258,103	(120,097)	1,138,006	127,125	950,282	60,599	1,138,006	-
59,724	61,217	0	1118	Talented & Gifted	-	-	-			-	-	-
455,475	456,095	505,044	1119	Library/Media	521,459	-	521,459	52,393	450,109	18,957	521,459	-
51,774	43,514	93,866	1135	Transition Coordinator	99,762	-	99,762	11,511	88,251	-	99,762	-
877,957	899,825	956,086	1139	Certified Stipends	1,016,774	-	1,016,774	32,693	229,782	754,299	1,016,774	-
969,094	1,015,169	942,598	1140	Academic Leader (CIL's)	989,369	-	989,369	113,085	877,076	(791)	989,369	-
2,571	1,532	2,132	1141	Mentor Teacher	2,420	-	2,420	-	-	2,420	2,420	-
0	78,000.00	160,713.55	1142	Behavioral Analyst	180,400	-	180,400	11,292	86,573	82,534	180,400	-
68,897	66,541	85,742	1145	Multilingual Learner	89,902	-	89,902	13,365	76,537	-	89,902	-
$ 26,939,968	**$ 28,073,373**	**$ 28,429,487**		**Sub-Total Certified Salaries**	**$ 29,873,118**	**$ -**	**$ 29,873,118**	**$ 3,713,546**	**$ 24,765,471**	**$ 1,394,101**	**$ 29,873,118**	**$ -**
								12.4%	82.9%	4.7%	100.0%	0.0%
				Other Certified Salaries								
25,138	24,735	9,735	1131	Homebound Tutor	20,000	-	20,000	489	-	19,511	20,000	-
-	-	-	1136	Degree Level Change	88,780	-	88,780	132,147	-	(43,367)	88,780	-
216,491	239,946	179,177	1137	Substitute Teacher	178,801	-	178,801	4,351	57,097	117,353	178,801	-
194,739	167,395	170,522	1138	Summer Work -Certified Staff	202,908	-	202,908	102,063	-	100,845	202,908	-
152,490	140,966	175,013	1143	Building Substitutes	203,175	-	203,175	7,700	167,720	27,755	203,175	-
215,245	251,666	264,256	1144	Long term Substitute	118,000	-	118,000	5,834	68,008	44,158	118,000	-
-	-	-	1160	Turnover Savings	(370,000)	-	(370,000)	-	-	(370,000)	(370,000)	-
$ 804,103	**$ 824,707**	**$ 798,702**		**Sub-Total Other Certified Salaries**	**$ 441,664**	**$ -**	**$ 441,664**	**$ 252,583**	**$ 292,825**	**$ (103,745)**	**$ 441,664**	**$ -**
								57.2%	66.3%	-23.5%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Non-Certified Salaries								
496,658	497,025	555,172	1210	Non-Cert. Supervisors	578,096	-	578,096	121,964	452,019	4,112	578,096	-
238,317	223,285	212,735	1211	Nurses	250,912	7,070	257,982	33,826	224,156	-	257,982	-
279,358	338,189	304,383	1215	Occupational & Physical Therapists	345,422	-	345,422	39,371	305,801	250	345,422	-
1,328,818	1,361,800	1,361,460	1221	Administrative Support	1,388,117	20,336	1,408,453	270,420	1,196,778	(58,745)	1,408,453	-
1,828,311	1,865,189	1,875,508	1231	Para Educators	1,945,960	20,072	1,966,032	238,155	1,699,772	28,105	1,966,032	-
141,394	108,135	89,454	1234	Bus Aides	122,297	-	122,297	7,797	-	114,500	122,297	-
505,325	523,857	516,289	1235	Technicians	467,359	19,618	486,977	105,485	381,493	-	486,977	-
46,914	69,477	69,545	1237	Vocational Specialist	69,229	1,936	71,165	14,774	56,391	-	71,165	-
276,448	301,659	314,037	1241	Safety Monitors	316,063	9,947	326,010	43,457	282,553	-	326,010	-
514,241	538,892	580,185	1251	Custodians	570,282	14,026	584,308	112,128	472,180	-	584,308	-
543,741	568,199	584,936	1261	Maintenance Mechanics & Grounds	585,183	20,984	606,167	116,124	490,043	0	606,167	-
103,682	107,218	106,996	1269	Athletic Support Staff	143,719	-	143,719	10,445	60,455	72,819	143,719	-
188,200	199,708	197,996	1280	Non Certified Stipends	204,550	10,126	214,676	24,355	141,370	48,950	214,676	-
$ 6,491,408	**$ 6,702,634**	**$ 6,768,696**		**Sub-Total Non-Certified Salaries**	**$ 6,987,189**	**124,115**	**$ 7,111,304**	**$ 1,138,301**	**$ 5,763,011**	**$ 209,991**	**$ 7,111,304**	**$ -**
								16.0%	81.0%	3.0%	100.0%	0.0%
				Other Non-Citified Salaries								
39,305	34,159	49,355	1233	Non-Certified Substitutes	42,000	-	42,000	1,395	8,566	32,039	42,000	-
230,025	241,665	260,595	1262	Overtime	226,700	-	226,700	54,194	-	172,506	226,700	-
101,739	102,616	113,342	1268	Summer Work-Non-Cert.	120,952	-	120,952	100,742	-	20,210	120,952	-
-	-	-	1270	Salary Differential	263,872	(124,115)	139,757	-	-	139,757	139,757	-
$ 371,069	**$ 378,440**	**$ 423,292**		**Sub-Total Other Salaries**	**$ 653,524**	**$ (124,114.53)**	**$ 529,409**	**$ 156,330**	**$ 8,566**	**$ 364,513**	**$ 529,409**	**$ -**
								29.5%	1.6%	68.9%	100.0%	0.0%
$ 34,606,548	***$ 35,979,154***	***$ 36,420,177***		**TOTAL SALARIES**	***$ 37,955,495***	***$ -***	***$ 37,955,495***	***$ 5,260,761***	***$ 30,829,875***	***$ 1,864,860***	***$ 37,955,495***	***$ -***
								13.9%	81.2%	4.9%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Benefits (2000's)								
8,798,742	9,093,058	10,619,555	2000	Health Insurance	11,913,992	-	11,913,992	4,057,100	8,240,133	(383,241)	11,913,992	-
(1,410,661)	(1,554,889)	(1,943,629)	2022	Premium Cost Share	(2,206,341)	-	(2,206,341)	(361,050)	(1,935,754)	90,463	(2,206,341)	-
1,032,102	1,067,168	1,092,388	2001	Social Security & Medicare	1,199,643	-	1,199,643	172,152	1,027,491	-	1,199,643	-
180,451	186,333	191,383	2003	Workers Compensation	191,436	-	191,436	196,161	-	(4,725)	191,436	-
2,496	35,171	13,082	2004	Unemployment Compensation	20,000	-	20,000	-	-	20,000	20,000	-
1,192,864	1,325,069	1,337,003	2007	Pension Contributions	1,411,325	-	1,411,325	230,718	1,180,607	-	1,411,325	-
101,963	54,001	80,196	2010	Tuition Reimbursement	90,500	-	90,500	-	-	90,500	90,500	-
71,543	72,641	78,861	2011-12	Life & Disability Insurance	76,956	-	76,956	19,549	59,799	(2,392)	76,956	-
22,381	27,148	95,988	2014	Sick Bank	45,000	-	45,000		-	45,000	45,000	-
$9,991,881	***$10,305,700***	***$11,564,827***		**TOTAL BENEFITS**	***$ 12,742,511***	***$ -***	***$ 12,742,511***	***$ 4,314,628***	***$ 8,572,277***	***$ (144,394)***	***$ 12,742,511***	***$ -***
								33.9%	67.3%	-1.1%	100.0%	0.00%
				Professional & Technical Services (3000s)								
525,441	174,021	184,909	3210	Contracted Services Educational	198,500	-	198,500	43,867	162,216	(7,583)	198,500	-
176,454	154,137	167,960	3220-21	Consulting Services	184,310	-	184,310	34,306	118,377	31,627	184,310	-
94,342	94,477	83,457	3235	Testing	128,371	-	128,371	30,359	65,500	32,512	128,371	-
260,876	302,332	306,833	3239	Other Pupil Services	300,200	-	300,200	7,127	298,673	(5,600)	300,200	-
34,711	37,221	67,714	3303	Management Services	70,964	-	70,964	25,346	45,250	368	70,964	-
3,145	2,048	5,897	3304	License Fees-Facilities	3,500	-	3,500	1,350	1,175	975	3,500	-
183,838	339,334	212,374	3306	Legal Fees-SPED	240,000	-	240,000	36,339	203,661	-	240,000	-
162,916	148,456	155,935	3306	Legal Fees- Districtwide	150,000	-	150,000	19,464	129,377	1,160	150,000	-
109,322	118,358	133,802	3308	Police/Fire	122,646	-	122,646	-	115,000	7,646	122,646	-
155,452	123,318	91,355	3309	Professional & Technical Services	117,397	-	117,397	19,742	23,161	74,494	117,397	-
41,210	54,136	57,987	3310	Sports Officials	61,231	-	61,231	-	-	61,231	61,231	-
$ 1,747,705	***$ 1,547,836***	***$ 1,468,220***		***TOTAL PROF. & TECH SERVICES***	***$ 1,577,118***	***$ -***	***$ 1,577,118***	***$ 217,899***	***$ 1,162,390***	***$ 196,830***	***$ 1,577,118***	***$ -***
								13.8%	73.7%	12.5%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Property Services (4000s)								
969,175	991,847	993,653	4200	Cleaning Services	1,020,762	-	1,020,762	248,413	784,519	(12,171)	1,020,762	-
66,687	65,839	66,605	4202	Rubbish Removal	67,797	-	67,797	8,907	64,190	(5,300)	67,797	-
171,370	181,873	163,376	4302	Equipment Repairs	154,769	-	154,769	7,409	67,324	80,035	154,769	-
189,525	199,670	212,459	4400	Equipment Rental	208,845	-	208,845	28,843	184,148	(4,146)	208,845	-
210,800	224,644	220,118	4500	Repair Allowance	150,000	-	150,000	-	21,995	128,005	150,000	-
40,740	49,171	57,394	4514	Fire Alarm System	44,400	-	44,400	1,147	43,253	-	44,400	-
191,606	169,137	366,999	4518	Sewer System Plant Maintenance	184,795	-	184,795	18,873	166,837	(915)	184,795	-
247,875	187,095	255,205	4520	Service Contracts	194,724	-	194,724	39,230	102,959	52,534	194,724	-
74,982	82,676	69,395	4530	Parks & Recreation	105,226	-	105,226	-	34,000	71,226	105,226	-
31,644	107,951	94,492	4540	Athletic Facilities Repairs	59,500	-	59,500	17,065	34,410	8,025	59,500	-
74,974	111,169	83,161	4541	Contracted Services	102,300	-	102,300	-	24,000	78,300	102,300	-
6,377	-	11,624	4604	Snow Plowing	-	-	-			-	-	-
35,100	5,869	4,158	4701	Security System Monitoring	3,240	-	3,240	4,679	-	(1,439)	3,240	-
$ 2,310,853	***$ 2,376,940***	***$ 2,598,638***		**TOTAL PROPERTY SERVICES**	***$ 2,296,358***	***$ -***	***$ 2,296,358***	***$ 374,567***	***$ 1,527,637***	***$ 394,154***	***$ 2,296,358***	***$ -***
								16.3%	66.5%	17.2%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Other Services (5000s)								
1,737,496	1,724,934	1,798,316	5100	Regular Transportation	1,852,476	-	1,852,476	-	1,852,476	-	1,852,476	-
935,160	869,290	919,613	5101	SPED Transportation	818,844	-	818,844	103,896	778,387	(63,438)	818,844	-
100,391	113,287	140,161	5104	Athletic Transportation	121,600	-	121,600	988	89,012	31,600	121,600	-
4,237	4,524	14,071	5105	Extra-Curricular Transportation	11,397	-	11,397	-	-	11,397	11,397	-
107,032	107,125	97,402	5112	Diesel & Gasoline	108,165	-	108,165	-	80,485	27,680	108,165	-
136,003	134,609	129,547	5200	General Liability Insurance	142,803	-	142,803	134,830	16,275	(8,302)	142,803	-
15,008	15,008	15,008	5202	Athletic Insurance	15,758	-	15,758	15,008	-	751	15,758	-
106,579	109,196	112,350	5205	Property Insurance	117,967	-	117,967	116,626	-	1,341	117,967	-
89,711	96,937	104,188	5300	Communications	94,106	-	94,106	15,322	91,217	(12,433)	94,106	-
27,030	31,991	27,550	5400	Postage	29,383	-	29,383	6,662	18,271	4,450	29,383	-
1,626	2,417	3,916	5500	Advertising	3,500	-	3,500	1,124	725	1,651	3,500	-
19,046	18,519	18,688	5501	Printing	26,487	-	26,487	433	13,014	13,040	26,487	-
2,232,934	2,045,796	1,484,719	5600	Out of District Tuition	1,296,077	-	1,296,077	181,643	1,111,631	2,804	1,296,077	-
1,162,396	1,098,685	944,983	5601	Tuition Settlements	951,686	-	951,686	46,725	739,655	165,306	951,686	-
39,352	44,431	46,214	5800	Travel & Conference	63,650	-	63,650	1,765	10,442	51,443	63,650	-
3,282	2,901	7,521	5801	Mileage Reimbursement	9,055	-	9,055	1,500	-	7,555	9,055	-
3,905	12,670	4,671	5900	Other Purchased Services	7,568	-	7,568	488	4,512	2,568	7,568	-
$ 6,721,189	***$ 6,432,319***	***$ 5,868,919***		***TOTAL OTHER SERVICES***	***$ 5,670,522***	***$ -***	***$ 5,670,522***	***$ 627,009***	***$ 4,806,101***	***$ 237,411***	***$ 5,670,522***	***$ -***
								11.1%	84.8%	4.2%	100.0%	0.0%
				Supplies & Materials (6000's)								
897,948	532,944	617,761	6110	Materials	632,484	-	632,484	65,734	289,988	276,763	632,484	-
32,940	29,480	43,438	6120	Office Materials	35,859	-	35,859	1,179	28,084	6,596	35,859	-
183,027	192,226	257,078	6130	Maintenance Materials	181,624	-	181,624	6,330	138,680	36,615	181,624	-
98,925	132,842	95,414	6131	Custodial Materials	99,600	-	99,600	24	67,500	32,076	99,600	-
43,776	14,895	9,534	6132	Security Materials	26,284	-	26,284	750	3,600	21,934	26,284	-
570,459	642,148	693,113	6140	Software	738,229	-	738,229	529,381	131,335	77,512	738,229	-
104,926	105,727	132,119	6410	Books	103,777	-	103,777	14,867	63,410	25,501	103,777	-
467,063	496,828	519,040	6510	Natural Gas	486,995	-	486,995	5,865	481,130	-	486,995	-
644,985	1,085,613	936,562	6520	Electricity	1,074,204	-	1,074,204	73,177	1,001,027	-	1,074,204	-
2,377	2,870	2,410	6530	Propane	3,000	-	3,000	605	2,395	-	3,000	-
$ 3,046,427	***$ 3,235,574***	***$ 3,306,471***		***TOTAL SUPPLIES & MATERIALS***	***$ 3,382,057***	***$ -***	***$ 3,382,057***	***$ 697,911***	***$ 2,207,149***	***$ 476,997***	***$ 3,382,057***	***$ -***
								20.6%	65.3%	14.1%	100.0%	0.0%

WESTON PUBLIC SCHOOLS

FYE 27 FINANCIAL REPORT

As of Septmeber 30, 2026

Period: 3 of 12

2023-2024	2024-2025	2025-2026			2026-2027							
Year-End Expense	Year-End Expense	Year-End Expense	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				Equipment (7000's)								
265,378	413,486	530,997	7300	Equipment	375,863	-	375,863	-	375,863	-	375,863	-
$ 265,378	***$ 413,486***	***$ 530,997***		***TOTAL EQUIPMENT***	***$ 375,863***	***$ -***	***$ 375,863***	***$ -***	***$ 375,863***	***$ -***	***$ 375,863***	***$ -***
								0.0%	100.0%	0.0%	100.0%	0.0%
				Other Objects (8000's)								
89,475	76,267	102,166	8100	Dues, Fees and Memberships	109,983	-	109,983	43,323	28,541	38,119	109,983	-
39,246	32,768	30,995	8900	Other Objects	34,345	-	34,345	7,138	22,903	4,304	34,345	-
$ 128,721	***$ 109,035***	***$ 133,161***		***TOTAL OTHER OBJECTS***	***$ 144,328***	***$ -***	***$ 144,328***	***$ 50,461***	***$ 51,444***	***$ 42,423***	***$ 144,328***	***$ -***
								35.0%	35.6%	29.4%	100.0%	0.0%
				Revenue Offset (9000's)								
(29,903)	(31,457)	(33,030)	9200	Technology Revenue	(36,725)	-	(36,725)	-	-	(36,725)	(36,725)	-
(78,660)	(75,600)	(76,320)	9201	Participation Fees, Athletics	(70,894)	-	(70,894)	-	8,480	(79,374)	(70,894)	-
(13,475)	-	(10,176.00)	9202	Gate Receipts, Athletics	(14,000)	-	(14,000)	-	-	(14,000)	(14,000)	-
(25,495)	(22,425)	0	9204	Transportation Credits	-	-	-	-		-	-	-
(839,156)	(733,726)	(515,713)	9205	Excess Cost Reimbursement	(400,643)	-	(400,643)	-	-	(400,643)	(400,643)	-
(156,288)	(192,195)	(260,844)	9206	Pre School Tuition	(445,296)	-	(445,296)	(160,180)	-	(285,116)	(445,296)	-
(141,162)	(121,752)	(88,359)	9207	Non-Resident Tuition	(42,046)	-	(42,046)	(39,902)	-	(2,144)	(42,046)	-
(42,681)	(35,111)	(72,712)	9208	Parks & Rec Portion of Field Maintenance	(72,712)	-	(72,712)	-	-	(72,712)	(72,712)	-
-	(24,075)	(24,075)	9209	Parking Fees	(21,240)	-	(21,240)	-	-	(21,240)	(21,240)	-
(53,727)	(16,870)	(41,565)	9210	Theater Receipts	(23,625)	-	(23,625)	-	-	(23,625)	(23,625)	-
-	(27,500)	(37,500)	9212	Facility Use Rental	(27,500)	-	(27,500)	-	-	(27,500)	(27,500)	-
(50,764)	(13,513)	(13,272)	9215	Medicaid Revenue	(18,060)	-	(18,060)	(3,459)	-	(14,602)	(18,060)	-
($1,431,311)	***($1,294,225)***	***($1,173,566)***		***Total Revenue Offset***	***$ (1,172,741)***	***$ -***	***$ (1,172,741)***	***$ (203,540)***	***$8,480***	***($977,681)***	***$ (1,172,741)***	***$ -***
								17.4%	-0.7%	83.4%	100.0%	0.0%
$ 57,387,390	***$ 59,105,820***	***$ 60,717,844***		***GRAND TOTAL***	***$ 62,971,510***	***$ -***	***$ 62,971,510***	***$ 11,339,695***	***$ 49,541,215***	***$ 2,090,599***	***$ 62,971,510***	***$ -***
								18.01%	78.67%	3.32%	100.00%	0.00%

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 10/19/26

☐ **Information Only**

☒ **Action Requested**

Agenda Item Subject: Approval of the FY28 Budget Calendar

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is a draft copy of the FY28 Budget Calendar. We are recommending approval of the calendar.

Weston Public Schools
Budget Calendar -- FY 2028 - DRAFT

KEY:
Board of Education Meetings are underlined

10/16/2026 (Friday)	Leadership Team receives draft copy of Budget Calendar.
10/16/2026 (Friday)	Board of Education Financial, Facilities & Operations Committee Meeting Review of Budget Calendar
10/19/2026 (Monday)	BOE Monthly Meeting (7:00PM) Board reviews and votes on Budget Calendar
10/21/2026 (Wednesday)	Chief Financial & Operations Officer opens MUNIS budget module to schools and departments.
10/21/2026 - 11/6/2026	Schools and departments work on budgets and meet with the Chief Financial & Operations Officer if necessary.
11/6/2026 (Friday)	School and program budget requests are due to Chief Financial & Operations Officer from administrative staff (to be submitted earlier, if available).
11/9/2026 - 11/13/2026	Schools and Programs meet individually with Superintendent, Asst. Superintendent and Chief Financial & Operations Officer.
11/13/2026 (Friday)	Board of Education Financial, Facilities & Operations Committee Meeting
11/13/2026 (Friday)	Central Office Leadership Team discusses budget **(11:00 AM – 1:00 PM)**
11/16/2026 (Monday)	BOE Monthly Meeting (7:00 PM) - Remote Meeting
11/18/2026 (Wednesday)	Building principals and central office Administrator discuss budget drafts **(12:00 PM - 4:00 PM)**
12/3/2026 (Thursday)	District Leadership Team finalizes budget request and prepares presentation, **(8:45 AM– 9:45 AM)**

1/4/2027 (Monday)	Budget request delivered to Board of Education.
1/6/2027 (Wednesday)	Board of Education Meeting (7:00 PM) – Remote Meeting Formal Presentation of Requested Operating & Capital Budgets
1/12/2027 (Tuesday)	BOE questions submitted to Superintendent by end-of-day.
1/14/2027 (Thursday)	BOE Workshop to discuss Budget Request (12:00 PM – 3:00 PM Remote Meeting
1/15/2027 (Friday)	Board of Education Financial, Facilities & Operations Committee Meeting
1/19/2027 (Tuesday)	BOE Monthly Meeting (7:00 PM.) – Public Forum with Administration This will be an open forum for parents and the community to share comments and ask questions regarding the Requested Budget.
1/20/2027 (Wednesday)	Deadline for all written responses to Board of Education questions distributed.
1/25/2027 (Monday)	BOE Workshop to discuss Budget Request (9:00 AM – 1:00 PM) – Remote Meeting
1/26/27 (Tuesday)	Board of Education Meeting –(7:00 PM) – Remote Meeting Approval and Adoption of FY 2028 Recommended Operating and Capital Budgets
1/28/27 (Thursday)	Board of Education Meeting – if necessary (7:00 PM) – Remote Meeting Approval and Adoption of FY 2028 Recommended Operating and Capital Budgets, if Necessary.
1/29/27 (Friday)	Board of Education transmits Operating and Capital Budgets request to the Board of Selectmen (Charter requires by February 3rd).
2/11/26 (Wednesday)	Board of Selectmen reviews Board of Education budget recommendation. 6:00 PM.
2/24/26 (Tuesday)	Board of Selectmen review Proposed Budgets, if needed. Time TBD
2/25/26 (Wednesday)	BOS votes on and transmits First Selectwoman's and Board of Education budgets to Board of Finance. 6:00 PM.

2/27/26 (Friday)	Deliver Budget Books to Board of Finance – if haven't already been delivered.
3/4/26 (Wednesday)	Board of Finance reviews Board of Education budget request 6:00 PM
3/12/26 (Thursday)	Board of Finance reviews Board of Education budget request (if necessary) 6:00 PM.
3/20/26 (Friday)	Publish Notice of Public Hearing on budget (Charter requires 10 days prior to Public Hearing)
3/31/26 (Tuesday)	Board of Finance holds Public Hearing on budget request. (Charter requires at least two weeks prior to Annual Budget Meeting) 6:00 PM.
4/9/26 (Thursday)	Board of Finance Budget Deliberation Meeting 6:00 PM
4/17/26 (Friday)	Publish and Post Notice of Annual Town Budget Meeting (Charter requires at least five days prior to meeting)
4/22/26 (Wednesday)	Annual Town Budget Meeting 8:00 PM. - Weston High School Auditorium
5/2/26 (Saturday)	Proposed Referendum 12:00 PM. to 8:00 PM
Prior to 5/11	Board of Finance meets after Town Meeting to set mill rate.

Highlighted Dates Determined by Town