

Board of Education Regular Meeting

Monday, September 12, 2011 7:00 PM

PPMS Library, 1 Route 164, Preston, CT 06365

I. Call to Order	Speaker (s) : Dan Harris: Board Chair
II. Pledge of Allegiance	Speaker (s) : Dan Harris: Board Chair
III. Approval of Minutes	Speaker (s) : Dan Harris: Board Chair
IV. Public Comment	Speaker (s) : Dan Harris: Board Chair
V. BOE Committee and Other Reports	Speaker (s) : Dan Harris: Board Chair
VI. Superintendent Reports and Recommendations	Speaker (s) : Dr. Welch: Superintendent
VII. BOE Expenditure/Projection Report	Speaker (s) : Dr. Welch: Superintendent
VIII. Transportation Report	
IX. New Business	Speaker (s) : Dan Harris: Board Chair
IX.A. Votes Required	Speaker (s) : Dan Harris: Board Chair
IX.B. Discussion	Speaker (s) : Dan Harris: Board Chair
X. Old Business	Speaker (s) : Dan Harris: Board Chair
X.A. Votes Required	Speaker (s) : Dan Harris: Board Chair
X.B. Discussion	Speaker (s) : Dan Harris: Board Chair
XI. Information	Speaker (s) : Dan Harris: Board Chair
XII. Executive Session	Speaker (s) : Dan Harris: Board Chair
XIII. Date and Time of Next Meeting	Speaker (s) : Dan Harris: Board Chair
XIV. Adjournment	Speaker (s) : Dan Harris: Board Chair

Board of Education Regular Meeting

August 01, 2011 07:00PM

PVMS Library

1. Call to Order

Dan Harris called the meeting to order at 7:10PM. **Other members present:** Pauline Andruskiewicz, Deborah Burke-Grabarek, Charles Raymond. John Moulson, James Jancewicz and Sandra Gauthier were absent. **Also present:** Dr. Welch; Superintendent, Ivy Davis; Director of Curriculum, Instruction and Special Education, Gloria Homiski; Recording Secretary, Dr. Walsh; PVMS Principal, Mr. Bernier; PPMS Principal and Mike House; Supervisor of Buildings and Grounds. **Audience:** Diane Egglar, Karin Davis, Denielle Beaudet, Bill Legler, Jennifer Crary, Jan Clancey and Lisa Harris.

2. Pledge of Allegiance

3. Approval of Minutes

Moved, to approve the minutes of the June 13, 2011 BOE Meeting as presented. Burke-Grabarek/Harris. Raymond also in favor. Andruskiewicz abstained. Motion Carries.

4. Public Comment

Bill Legler addressed the Board. He was concerned that 2 more school buses were towed. Dr. Welch explained that they required work that our mechanic could not repair. Dr. Welch said that he will prepare a report for the Board. Mr. Raymond asked why DATTCO was servicing the buses and not Nutmeg. Dr. Welch will review.

5. BOE Committee and Other Reports

6. Superintendent Reports and Recommendations

Staffing 2011-2012: Dr. Welch reviewed the 2011-2012 staffing with the Board. The 2 paraprofessional positions will not be filled. This is due to less need. One of the three retiring teacher positions has been filled (PVMS). The two positions at the middle school will not be filled due to financial constraints.

PPMS Boiler Project: Asbestos abatement is completed. Barry and Associates will begin to install 2 gas fired boilers with a completion date of August 31st.

Bus Garage solar energy panels: DCS Energy was supposed to complete this project in May of 2011, but the Building Inspector has put the job on hold due to objections.

Bus Video Surveillance: Bids will be issued the week of August 15th.

7. BOE Expenditure/Projection Report

Central Office is working on entering encumbrances for the 2011-2012 school year.

A report for the close of the 2010-2011 school year will be brought to the Board in September.

8. New Business

8.1. Votes Required

2011-2012 Superintendent's Goals: Moved, to table the 11-12 Superintendent Goals until the September 12th BOE Meeting. Raymond/Burke-Grabarek. Unanimous. Motion Carries.

Policy 5141.3 Health Assessments and Immunizations: The state recommended an amendment to the regulation for this policy.

Moved, to approve Policy and Regulation 5141.3 as amended. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

Purchase Orders: Moved, to approve the authorization of Purchase Orders 120015, 120018, 120019, 120025 and 120109. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

8.2. Discussion

Dr. Welch presented a powerpoint presentation to the Board which outlined CMT performances. Most cohorts reveal improvements across the board. We hope to see this improvement continue.

Dan Harris noted that grade 3 and 4 have been starting out with low scores over the last few years. He wants to know what can be done about this. He is concerned that moving teachers between grade levels might be a problem. Dr. Welch explained that we need to successfully assess children in grades PK-3 and focus on sustainability. The primary grades must be successful before the first CMT test is ever taken. Deborah Burke Grabarek asked what the basis is for moving teachers. Dr. Walsh said that sometimes teachers ask to be moved and sometimes it is based on their strengths and student enrollment. Dr. Welch invited the Board members to attend teachers' data team meetings when the school year is up and running in order to have a better understanding of assessments etc. Denielle Beaudet and Karin Davis were also concerned with the impact of teacher moves on student performance. Dr. Welch explained that he would produce a follow up report for the Board after more data is reviewed.

Moved, to extend the meeting by ½ hour at 8:43PM. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

9. Old Business

9.1. Votes Required

Moved, to approve New Construction Policies: 7100, 7115, 7211, 7221 and 7551 as presented. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

PAB Policy 1110.3: Following the guidance of the School Governance Committee, the PAB has 7 parent members, 5 teacher/staff members, and is awaiting word from 2 community representatives from other Boards. A training module is being set up and a coach will be working with the PAB.

Moved, to approve Policy 1110.3 as amended. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

9.2. Discussion

Dr. Welch stated that the advertisement for the Director of Finance and School Business Operations brought in 11 applicants. A hiring committee of 6 members (2 BOE members, 2 BOF members, and 2 BOS members) met and decided to interview 4 of the 11 candidates. They then recommended 2 of those candidates to Dr. Welch and Bob Congdon. They met with one candidate on July 28th and they will see the 2nd candidate on August 3rd.

10. Information

11. Executive Session

Moved, to convene in Executive Session to discuss the employment of a public official at 9:10PM. Burke-Grabarek/Raymond. Unanimous. Motion Carries.

12. Date and Time of Next Meeting

September 12, 2011

7PM

PVMS Library

13. Adjournment

Moved, to adjourn the meeting at 9:53PM. Raymond/Burke-Grabarek. Unanimous. Motion Carries.

2011 In-District ESY Program - Enrollment Participation

Program	2011 # of Eligible Students	2010 # of Eligible Students	2011 # of Students Enrolled	2010 # of Students Enrolled	2011 # of Students W/drawn	2010 # of Students W/drawn	2011 Avg Daily Attendance /19	2010 Avg Daily Attendance /20 days	2011 Participation Rate	2010 Participation Rate
	Special Education	28	31	23	23	0	0	16	17	84%
Tier 2/Title I	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Tier 3 (2010 & 2011)	16	16	6	15	0	0	15	18	79%	90%
Total	44	47	29	38	0	0				

Notice Calling for Proposals

District: **Preston Public Schools**

Proposal Deadline: **Thursday, September 22, 2011
2:30 P.M.**

Place of Proposal Receipt: **Superintendent's Office
Preston Veterans Memorial School
325 Shetucket Turnpike
Preston, CT 06365**

Project: **School Bus Digital Video Surveillance Equipment**

NOTICE IS HEREBY GIVEN that the **PRESTON SCHOOL DISTRICT** of Preston, Connecticut, hereinafter referred to as "DISTRICT," or the "PPS" will receive up to, but not later than, the above-stated time, sealed proposals for the award of the contract for the above project. Proposals shall be received in the place identified above.

Those proposals timely received shall be opened and publicly read at the above stated time and place. Proposals must be sealed and clearly marked "**School Bus Digital Video Surveillance Equipment**". **For identification purposes the vendor's name and complete address must be clearly printed or typed on the outside of the envelope. Two complete sets of the proposal must be included in the envelope. PROPOSALS MISDIRECTED TO ANY OTHER LOCATION OTHER THAN THE OFFICE AND PERSON LISTED ABOVE AND WHICH ARE NOT PRESENT BY THE ABOVE PRESCRIBED TIME FOR WHATEVER REASON WILL BE DEEMED LATE. THE PURCHASING AGENT WILL BE THE FINAL JUDGE OF TIMELY RECEIPT.**

The PPS reserves the right to reject any and all proposals or to waive any irregularities in any proposals or in the proposal process, or to select the proposal that it considers the most advantageous, at its sole discretion.

All questions and comments should be sent in writing to Patricia Hibbard, Transportation Supervisor, Bus Garage, Preston Public Schools, 357 Shetucket Turnpike, Preston, CT 06365, or by email to hibbardp@prestonschools.org. Proposed systems will be evaluated and a decision will be reached as to the suitability and appropriateness of the system.

The PPS shall pay the firm for the equipment when the equipment (and, as applicable, its installation) has been accepted as completed by its representative.

The buses should be thoroughly examined in relation to conditions that might directly or indirectly affect the work required in this proposal. The proposal sum shall reflect all such affecting conditions. Vendors shall be responsible for verifying all dimensions that may affect the work.

School Bus Digital Video Surveillance Equipment RFP

Any reference to brand name and brand model number in the RFP is descriptive. Unless the vendor specifies otherwise in the proposal, it is understood that the vendor is offering a referenced brand item as specified in the Request for Proposal. The PPS reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name referenced, and the PPS may require a vendor offering a substitute to supply additional descriptive material and a sample. When merchandise received from a successful vendor is not considered to be an equal by the PPS, it will be returned to the vendor, shipping charges collect.

The vendor must assume all responsibility for damage in transit.

The PPS reserves the right to have a thirty (30) day grace period for quality testing from the date of delivery. Hardware or software that doesn't perform to expectation will be returned at the expense of the vendor.

No vendor may withdraw any proposal for a period of sixty (60) days after the date set for the opening of the proposals without the approval of the PPS. Proposals shall be awarded within sixty (60) days following the proposal opening.

The PPS does not discriminate on the basis of age, sex, race, religion, national origin, color or handicap in accordance with applicable laws and regulations. Individuals requesting interpreter services for the hearing impaired must notify 860-889-6098 seventy-two hours in advance.

Proposer's responses must be in ink or typewritten, and all information on the Proposal Form must be complete. All proposals must be signed in ink. Proposals must meet the attached specifications. Any exceptions must be noted and fully explained. All alternate proposals must be acceptable.

The PPS reserves the right to terminate an award after written notice has been given to the vendor for failure to comply with any stated terms and conditions stated in the Request for Proposal.

System Requirements

- State of the art digital video technology, in terms of image resolution and equipment reliability, to equip approximately fourteen (14) buses, one (1) mini-bus, and four (4) vans.
- DVR system must automatically initiate while bus is running without the ability to be manually turned off while bus is in use
- Minimum DVR data storage capacity 250GB hard-drive (90 hours video storage)
- Security of images and data to ensure compliance with student privacy regulations
- Solid state components for ease of maintenance and operations are preferred
- Proposal should include pricing per bus and collectively for the following configurations:
- A. 14 Buses with four (4) camera DVR units (SEON TL4F-4) providing the following views: forward (driver's view), rearward from front station, rearward from mid-station, and above driver's head focused down step well). Quote two camera (both rearward stations) installation and cost of each additional camera.
- B. 1 Mini-Bus with two (2) camera unit (SEON TL2F-1). Quote one rearward camera installation and additional cost to install forward (driver's view) or step well camera.
- C. 4 Vans with two (2) camera units (SEON TL2F-1). Quote one rearward camera installation and additional cost to install forward (driver's view) or step well camera.
- 90 Degree (or greater) Video Coverage
- Infrared Dome All weather camera
- Event Marker Switch, or equivalent
- Permanent Mount GPS Receiver (SEON GPS4) with Mapping Capability
- Software and license as needed
- All required equipment for viewing
- 4 spare 250GB (SEON H250G) or higher hard-drive Video Storage units
- Downloading of digital video footage must be convenient and efficient in order to facilitate download at either school building and the bus garage
- Software must be compatible with Windows XP and upgradable to Windows 7 operating system at no additional cost
- Maintenance agreement terms acceptable to the PPS
- Training necessary personnel to the satisfaction of the PPS
- Ongoing software update support
- Minimum one-year warranty with extended warranty on hardware as an option to cover five years.
- Renewable service agreement

Proposal must include all shipping, equipment, parts and labor for installation on site.

Selection Criteria

Selection of the vendor and of the system will be based on the following standards. Five rubrics will be used to assist with the selection of the prospective vendor. The rubrics will deal with (1) the proposal criteria, (2) the cost, (3) technical features, (4) appropriateness for the tasks required, and (5) references.

Proposal Criteria:

Proposal Submitted on time.

Requirements met as included in the following section on Proposal Requirements.

Cost:

Determination based upon price proposal.

Technical Features:

Determination based upon specifications included in the System Requirements set forth above.

Appropriateness for the tasks required:

Ease of use, flexibility, extensible nature and overall capabilities of the system.

References:

Information received from contacting references.

The PPS reserves the right to make its selection of an approved company based on what it deems to be in the best interest of the PPS. The Request for Proposal does not in any way obligate the PPS to award a contract, nor to pay any cost which might be incurred by anyone in responding to this Request.

Proposal Requirements

The proposal must include the following items in a systematic organization in the order specified to be considered a complete proposal:

- Proposal form
- A brief statement of the general background and capabilities of the firm submitting the proposal
- One reference, including telephone numbers, addresses, and the name of the contact person. This reference should be someone who has acquired the same products sought through this Request.
- An expression of agreement to meet or exceed specifications outlined in this RFP
- The total costs should be broken down to include an itemized list including unit costs of products requested in this RFP. The total cost should include shipping / delivery / installation inside buses. The total cost shall include prices for each of the following two categories of options:
 - Option Category One: Total cost of procurement including alternate quotes for additional cameras.
 - Option Category Two: Lease purchase options of 36, 48 and 60 months
- Provide a copy of product guarantee and warranty information

Proposal Form

For the General Proposal for the Product: **School Bus Digital Video Surveillance Equipment**

Addressed To: Gary Miller
Superintendent's Office
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Having carefully examined the Request for Proposal, entitled **School Bus Digital Video Surveillance Equipment**, and dated August 17, 2011, and

Having also examined / understood the site of the work, existing conditions, and all other conditions affecting the work on the above-named project, the Undersigned hereby proposes to furnish all materials, labor, equipment, tools, transportation, services, licenses, fees, permits, etc., required by said document to complete all divisions of the Work stipulated above for the sum included in this proposal. The materials, labor, equipment, tools, transportation, services, licenses, fees, permits, etc. furnished hereunder shall meet or exceed specifications outlined in this Request for Proposal.

Respectfully submitted:

Contractor / Vendor (Company Name) **Please Print**

Representative (Name and Title) **Please Print**

Signature

Business Address **Please Print**

Business Telephone Number Business Fax Number

Business E-Mail Address

Federal ID Number

A. Option Category One:

- Base Price per Bus as to Two-Camera Installations upgradable to four cameras:

- Combined Price for three or four camera equipment installations detailed above on all buses (all installations made at same time):
Three Cameras _____ Four Cameras _____
- Base Price per Mini-Bus as to One-Camera Installation upgradable to two cameras:
_____ Cost of second camera installation: _____
- Base Price per Van as to One-Camera Installation upgradable to two cameras:
_____ Cost of second camera installation: _____
- Price per Camera if camera must be replaced: _____

B. Option Category Two:

Additional sheets for each leasing option including terms and conditions should be attached. All lease proposals must include a municipal non-appropriation clause. All lease terms should assume that the PPS intends to make quarterly or annual payments, in advance, depending on the most favorable lease terms available. The PPS reserves the right to seek alternate financing arrangements.

- 36-month lease-purchase proposed for all three Base price installations. _____
Lease cost assuming all additional camera positions are installed. _____
- 48-month lease-purchase proposed for all three Base price installations. _____
Lease cost assuming all additional camera positions are installed. _____
- 60-month lease-purchase proposed for all three Base price installations. _____
Lease cost assuming all additional camera positions are installed. _____

A brief statement of the general background and capabilities of the firm submitting the proposal, and a copy of product guarantee and warranty information, accompany this Form.



Preston Public Schools

Memo

To: Jack Welch, Superintendent
From: Gary Miller, Interim Business Manager
Date: September 8, 2011
Re: FY2012 Budget Status Report
Encl: (1) Budget Status – August 2011

The attached Budget Status Report reflects the expenses to date for fiscal year 2011-2012. This is the first report for this school year. We are in the process of encumbering funds for known and projected expenses. Consequently, not all accounts show an encumbrance. We anticipate having all encumbrances entered by the end of August for known expenses. Addition purchase orders will be encumbered as orders are placed by the schools and central office.

1. Personnel (Object 111 and 112) and Benefits (Object 200) reflect all payroll expenses. The Regular Education Teachers account shows the gross salaries including those covered by the Federal Education Jobs Grant offset of \$178,746. This two-year grant was authorized in FY2011, but no funds were drawn.
2. Health Insurance (Object 212) shows a credit for the projected employee/retiree contributions and Teacher Retirement Board health subsidy. The balance will cover insurance waivers and HSA payments due to be paid in the fall.
3. Special Education Services (Object 320) and Student Tuition (Objects 560-565) have been encumbered based on current placements and related services. Budgeted Special Education Excess Cost credits are reflected in the Projected column. Thee credits will be adjusted for actual placements reported to the State Department of Education in Dec and Mar.

**Preston Board of Education
FY2012 Budget Status Report**

July 2011 to August 2011

	Current		PO		
Account	Budget	Expenses	Encumb	Projected	Balance
111 · Certified Personnel					
Superintendent	115,257	22,165	-	93,092	-
Director of Cir., Inst & Sped	84,460	17,308	-	67,152	-
Principals	197,713	37,695	-	160,018	-
Business Manager	88,000	12,502	-	75,498	-
Regular Education Teachers	2,130,454	160,956	-	1,969,498	-
<i>Education Jobs Grant Offset</i>	<i>(178,746)</i>	-	-	<i>(178,746)</i>	-
Special Education Teachers	588,217	52,639	-	535,578	-
Health Services	92,183	9,887	-	82,296	-
Total Certified Personnel	3,117,538	313,152	-	2,804,386	-
112 · Classified Personnel					
Instructional Assistants	268,659	6,871	-	261,788	-
Central Office Staff	102,912	20,515	-	82,397	-
Technology Staff	69,067	12,604	-	56,463	-
School Secretaries	53,127	8,065	-	45,062	-
Bldg & Grounds/Custodial	209,525	47,071	-	162,454	-
Transportation Staff	439,769	36,083	-	403,686	-
113 · Substitutes	110,300	7,043	-	103,257	-
114 · Homebound Tutors	9,500	2,275	-	7,225	-
122 · Stipends	21,000	1,875	-	19,125	-
Total Classified Personnel	1,283,859	142,402	-	1,141,457	-
212 · Health Insurance	938,666	235,810	846,626	(250,000)	106,230
215 · Life Insurance	15,400	5,197	6,000	-	4,203
220 · Social Security	145,000	17,572	-	127,428	-
250 · Tuition Reimbursement	7,000	1,000	1,200	-	4,800
260 · Unemployment Comp	35,000	229	19,771	-	15,000
270 · Workers Comp	58,200	14,554	43,646	-	-
275 · Employee Physicals	1,500	183	-	-	1,317
291 · Annuity Payments	133,101	1,383	56,411	-	75,307
295/297 · Employee Voluntary Insurances	-	2,280	-	-	(2,280)
Total Benefits	1,333,867	278,208	973,654	(122,572)	204,577
320 · Special Education Services	156,413	17,025	171,818	(10,000)	(22,430)
322 · Staff Development	12,600	388	295	-	11,917
330 · Professional Purchased Services	30,516	1,212	18,250	-	11,054
340 · Legal Services	40,000	-	-	-	40,000
410 · Utility Services	1,000	-	-	-	1,000
420 · Refuse Removal	7,280	1,330	5,500	-	450
421 · Transportation Vehicle Repairs	85,000	12,020	15,583	-	57,397
430 · Repairs & Maintenance	118,125	46,378	60,838	-	10,909
431 · Maintenance Equipment Repairs	5,000	-	-	-	5,000
432 · Technology Equipment Repairs	22,000	6,358	23,353	(21,000)	13,289
442 · Copier Leases	47,880	14,627	33,843	-	(590)
450 · Building Improvements	28,000	1,223	3,000	-	23,777
Total Purchased Services	553,814	100,561	332,480	(31,000)	151,773

**Preston Board of Education
FY2012 Budget Status Report**

July 2011 to August 2011

	Current		PO		
Account	Budget	Expenses	Encumb	Projected	Balance
510/512 · Spec Educ/Magnet Transportation	106,000	2,820	119,477	(9,000)	(7,297)
520 · Property/Liability Insurance	61,705	17,429	52,287	-	(8,011)
530 · Communications	35,880	6,106	27,294	-	2,480
531 · Postage	2,000	128	-	-	1,872
570 · Food Service Stoploss	50,000	-	11,000	-	39,000
580 · Travel	10,000	-	325	-	9,675
Total Other Purchased Services	265,585	26,483	210,383	(9,000)	37,719
560 · Tuition - Designated HS	1,806,512	-	1,796,412	-	10,100
561 · Tuition - Vo-Ag, Other	97,216	87,854	-	-	9,362
562 · Tuition - Magnet Schools	20,707	-	-	-	20,707
563 · Tuition - Spec Ed - LEA Placed	1,298,189	41,927	1,621,108	(195,000)	(169,846)
564 · Tuition - Spec Ed - DCF Placed	26,771	-	136,721	(55,195)	(54,755)
565 · Tuition - Reg Ed - DCF Placed	-	-	-	-	-
Total Student Tuition	3,249,395	129,781	3,554,241	(250,195)	(184,432)
611/612 · Instructional/Media Supplies	66,382	368	24,616	-	41,398
613 · Custodial/Maintenance Supplies	36,800	6,104	21,279	-	9,417
620/621 · Heat Energy/Propane	120,120	628	88,372	-	31,120
622 · Electricity	140,000	12,994	122,306	-	4,700
626 · Gasoline/Diesel	86,000	6,486	74,764	-	4,750
641/642 · Textbooks/Workbooks/Library	22,500	-	5,710	-	16,790
650 · Technology Supplies	10,500	1,080	-	-	9,420
690 · Non-Instructional Supplies	12,346	1,436	4,595	-	6,315
Total Supplies/Commodities	494,648	29,096	341,642	-	123,910
730 · Instructional Equipment	5,000	-	-	-	5,000
733 · Non-Instructional Equipment	10,500	-	-	-	10,500
734 · Technology Equipment	82,886	7,325	37,529	-	38,032
735 · Technology Software/Licenses	19,000	80	24,568	-	(5,648)
Total Equipment	117,386	7,405	62,097	-	47,884
810 · Dues/Fees	12,500	6,258	6,817	-	(575)
Total Expense	10,428,592	1,033,346	5,481,314	3,533,076	380,856

PRESTON CAFETERIA ACCOUNT
Profit & Loss Statement
July 1, 2010 to June 30, 2011

Income

50	State Reimbursements	\$ 39,578	
51	School Meal Receipts	87,402	
52	Miscellaneous Revenue	2,882	
53	BOE Subsidy	35,000	
54	Donated Commodities	-	
55	Bank Transfers	316	
50	State Reimb Pending	3,000	June
Total Income		\$ 168,178	

Expenses

112	Cafeteria Workers	\$ 60,027	
113	Cafe Subs/Lunch Aides	1,470	
212	Health Insurance	-	
220	Social Security	4,691	
222	SUTA	811	
291	Annuity Payments	267	
330	Payroll Processing Fees	1,055	ADP to 12/10
580	Travel & Meetings	-	
630	Food Supplies	77,096	
690	Other Supplies	7,331	
730	Equipment	10,711	
	Estimated June Expenses	-	
Total Expenses		\$ 163,457	

Net Income **\$ 4,720**

**Preston Board of Education
FY2011 Budget Status Report**

July 2010 to July 2011

	Account	Current Budget	Expenses	PO Encumb	Projected	Balance
111 · Certified Personnel						
	Superintendent	115,257	115,257	-	-	-
	Director of Cir., Inst & Sped	84,460	84,148	-	-	312
	Principals	197,713	197,713	-	-	-
	Business Manager	88,000	95,212	-	-	(7,212)
	Regular Education Teachers	2,314,053	2,288,966	-	-	25,087
	ARRA Stabilization Grant Offset	(436,130)	(436,130)	-	-	-
	Special Education Teachers	581,598	595,652	-	-	(14,054)
	Health Services	95,276	99,349	-	-	(4,073)
	Total Certified Personnel	3,040,227	3,040,167	-	-	60
112 · Classified Personnel						
	Instructional Assistants	310,699	316,915	-	-	(6,216)
	Central Office Staff	97,327	96,788	-	-	539
	Technical Coordinator	48,067	47,564	-	-	503
	School Secretaries	49,457	48,868	-	-	589
	Bldg & Grounds/Custodial	209,525	215,274	-	-	(5,749)
	Transportation Staff	417,949	385,150	-	-	32,799
	113 · Substitutes	108,000	128,086	-	-	(20,086)
	114 · Homebound Tutors	12,000	4,240	-	-	7,760
	122 · Stipends	21,700	22,756	-	-	(1,056)
	Total Classified Personnel	1,274,724	1,265,641	-	-	9,083
	212 · Health Insurance	900,000	853,898	-	-	46,102
	215 · Life Insurance	9,500	11,069	-	-	(1,569)
	220 · Social Security	161,085	152,454	-	-	8,631
	250 · Tuition Reimbursement	7,000	10,463	-	-	(3,463)
	260 · Unemployment Comp	44,000	13,528	-	-	30,472
	270 · Workers Comp	58,744	57,413	-	-	1,331
	275 · Employee Physicals	-	1,823	-	-	(1,823)
	291 · Annuity Payments	108,000	102,927	-	-	5,073
	295/297 · Employee Voluntary Insurances	-	1,570	-	-	(1,570)
	Total Benefits	1,288,329	1,205,145	-	-	83,184
	320 · Special Education Services	275,646	164,630	-	-	111,016
	322 · Staff Development	10,000	14,093	-	-	(4,093)
	330 · Professional Purchased Services	30,970	91,758	-	-	(60,788)
	340 · Legal Services	40,000	68,592	-	-	(28,592)
	410 · Utility Services	-	1,300	-	-	(1,300)
	420 · Refuse Removal	12,000	8,915	-	-	3,085
	421 · Transportation Vehicle Repairs	50,000	63,462	-	-	(13,462)
	430 · Repairs & Maintenance	115,473	135,298	-	-	(19,825)
	431 · Maintenance Equipment Repairs	5,000	7,098	-	-	(2,098)
	432 · Technology Equipment Repairs	43,982	47,037	-	-	(3,055)
	442 · Copier Leases	45,000	49,583	-	-	(4,583)
	450 · Building Improvements	28,000	30,675	-	-	(2,675)
	Total Purchased Services	656,071	682,441	-	-	(26,370)

**Preston Board of Education
FY2011 Budget Status Report**

July 2010 to July 2011

Account	Current Budget	Expenses	PO Encumb	Projected	Balance
510/512 · Spec Educ/Magnet Transportation	115,000	149,146	-	-	(34,146)
520 · Property/Liability Insurance	56,096	57,650	-	-	(1,554)
530 · Communications	35,880	43,098	-	-	(7,218)
531 · Postage	6,000	4,735	-	-	1,265
570 · Food Service Stoploss	50,000	35,490	-	-	14,510
580 · Travel	10,000	6,646	-	-	3,354
Total Other Purchased Services	272,976	296,765	-	-	(23,789)
560 · Tuition - Designated HS	1,569,575	1,559,625	-	-	9,950
561 · Tuition - Vo-Ag, Other	134,016	97,533	-	-	36,483
562 · Tuition - Magnet Schools	21,148	22,073	-	-	(925)
563 · Tuition - Spec Ed - LEA Placed	1,131,526	1,100,970	-	-	30,556
564 · Tuition - Spec Ed - DCF Placed	20,000	22,104	-	-	(2,104)
565 · Tuition - Reg Ed - DCF Placed	-	22,346	-	-	(22,346)
Total Student Tuition	2,876,265	2,824,651	-	-	51,614
611/612 · Instructional/Media Supplies	47,500	57,194	-	-	(9,694)
613 · Custodial/Maintenance Supplies	36,800	36,027	-	-	773
620/621 · Heat Energy/Propane	87,647	76,371	-	-	11,276
622 · Electricity	137,012	155,558	-	-	(18,546)
626 · Gasoline/Diesel	107,870	62,793	-	-	45,077
641/642 · Textbooks/Workbooks/Library	22,500	65,070	-	-	(42,570)
650 · Technology Supplies	10,280	9,236	-	-	1,044
690 · Non-Instructional Supplies	10,000	23,326	-	-	(13,326)
Total Supplies/Commodities	459,609	485,575	-	-	(25,966)
730 · Instructional Equipment	21,500	17,719	-	-	3,781
733 · Non-Instructional Equipment	20,000	21,310	-	-	(1,310)
734 · Technology Equipment	82,831	78,009	-	-	4,822
735 · Technology Software/Licenses	15,000	16,949	-	-	(1,949)
Total Equipment	139,331	133,987	-	-	5,344
810 · Dues/Fees	12,500	22,602	-	-	(10,102)
Total Expense	10,020,032	9,956,974	-	-	63,058

Preston Public Schools
Transportation Dept.
327 RT 165
Preston, CT 06365

Report of Transportation Maintenance Dept.

July 1, 2011 to August 26, 2011

Friday, July 1, 2011

Bus #19, Complete Exhaust system replaced, hangers, muffler, all new. All piping replaced.

Entire Bus power washed before being returned to service.

Swept entire shop, then started Pm service on Bus 15.

Tuesday, July 5, 2011

Bus #19-Grind down tailpipe edges. Continued PM work.

Bus #9- Free Window buzzer

Bus #23- No A/C, defroster...Checked wiring and fuses; both were fine. New blower motor is needed. Removed old blower motor. Went to NAPA to pick up new motor. Reinstalled new motor, but discovered it is not the one needed. Went back to NAPA to order correct motor. This bus is needed for special education route for summer programs, which began July 5.

Wednesday July 6, 2011

Bus #15- Finished 90 day inspection.

Went back to NAPA for motor. Checked to insure it was the correct motor before leaving. Reinstall and check the wiring. Discovered that the resistor shorted out and the main harness had melted. Ordered both and then removed resistor.

Bus #15- Greased. Worked on minor follow ups. Power washed and backed out.

Thursday July 7, 2011

Bus #6- Needed to be checked because all brake buzzers and alarms were going off. Attempted to connect computer, but battery died. Plugged in the computer to charge.

Bus # 22 -Problem with air conditioner after am route. Sent to Kleemans' in Norwich, for repair of air conditioner unit. This bus is needed for special education route for handicapped student for summer program. We do not have the appropriate air conditioner repair equipment to service this problem.

Cleaned shop and began 90 day inspection on Bus # 10.

Bus #23- Installed new HVAC Resistor and rewired pigtail on harness.

Bus #16- Continued PM work

Kleemans returned call to verify that Bus #22 needed "o rings" replaced on air conditioner unit. Freon also needed to be recharged. They will repair as quickly as possible, to return vehicle to service.

Monday, July 11, 2011

Bus #16- Continued and finished PM work

Worked on follow ups

Bus #22 - Ready to be picked up at Kleemans. Returned to service.

Bus #6- Connected to computer. Checked brake codes: Several inactive codes appeared. Ran system and rechecked; No faults found. Fabricated bracket for CB radio and then re-installed.

Cleaned the shop.

Tuesday, July 12, 2011

Continued to clean the shop.

Bus #1- Started 90 day inspection and DOT Brake Inspection. Awaiting oil filters.

Bus #22 problem with rear air conditioner unit during after am route.

Went to Kleeman's and dropped off Bus #22 for A/C imperatives.

Kleemans returned call that condenser fan has failed . Condenser fan will have to ordered from original manufacturer and will not be here until next week.

Wednesday, July 13, 2011

Bus #1- Finished 90 day inspection. Greased chassis. Built new torch assembly and cart.

Bus 10- Replaced turn signal

Thursday, July 14, 2011

Bus #1- Finished all work and all follow-ups

Monday, July 18, 2011

Put remaining parts away.

Bus #7- Continued to fabricate and drill door brackets.

Learned fuel log procedures with Nina and Sara. Follow up will be done with Managed Plus Electronics software.

Bus #7-Continued to finish bracket and then installed doors. Installed step pad and handrail.

Bus #22 – Ready at Kleemans, picked up , returned to service.

Tuesday, July 19, 2011- Off for son's surgery

Wednesday, July 20, 2011

Bus #7-Sealed lower step and completely finished work up

Swept entire shop

Bus #2-Performed 90 Day inspection. Changed air and transmission filters, then greased.

Began PM follow-ups

Thursday, July 21, 2011

Bus #2- Finished all work and cleaned bay.

Bus #3- Bring in bus and began 90 Day inspection.

Bus #8- Was brought in with brake light on. Connected computer and trouble shoot, code for pump pressure failure appears. This code shows internal failure. Called and set up for bus to be towed.

Bus #22- Had a massive coolant leak. Remove rear doghouse and evaluated. Found line off of turbo leaking at clamp. Cut the backhouse and re-tightened. This did not work, which leads to determination that it is a blown turbo. Called Kleeman's to tow.

Bus #3- Continued PM work

Friday, July 22, 2011

Bus #3- Finished 90 Day Inspection. Greased chassis.

Bus#22 – Kleemans called, They need to fabricate a bent aluminum pipe to connect two coolant hoses, to repair problem with vehicle. Bus #22 will be ready Monday AM.

Worked on a few minor follow ups

Van #24- Changed oil and oil filter

Bus #15- Changed oil and oil filters

Bus #16- Brought into the garage

Monday, July 25, 2011

Bus #16- Changed oil and oil filters. Installed new battery.

Swept shop

Bus # 22 returned from Kleemans, returned to service.

Bus #25- Changed oil and oil filters. Performed full DOT Brake Inspection.

Bus #4- Brought in began 90 Day Inspection

Tuesday, July 26, 2011

Bus #4- Finished 90 Day Inspection. Completed road test to check for engine problems; hard starting and no power. Ran computer and found codes for VGT and EBP sensors. Ordered both. Hard start showed TIS stuck to IPR valve. Ordered both of these as well.

Tuesday, July 26, 2011(cont.)

Bus #16- Painted battery door

Bus #3- Removed seat and side paneling. Blower wheel was broke. Removed motor assembly and ordered parts.

Wednesday, July 27, 2011

Training with the bus trainer. Went to DMV to get passenger endorsement (4 hours)

Bus #3-Removed and replaced IPR valve. Also removed and replaced EMP and MAP sensors. Completed a road test and it ran much better, but the check engine light remained on and it was very hesitant. Determined it needs a new Hevi pump. Tried to re-install blower motor, but it needs a new mounting bracket.

Thursday, July 28, 2011

Bus #4- Continued TIS. Had starting problems. Needed Hevi fuel pump. Waiting for approval needed to order

Bus#5- Brought into Garage. Completed 90 Day Inspection. Repaired follow ups and returned to bus yard.

Helped Mike H. change oil and with the lawnmowers.

Bus #9- Completed a road test for engine noise. Found no problems.

Created spreadsheet to be used for purchase orders with vendors.

Friday, July 29, 2011

Swept Shop

Bus #3- Installed new motor assembly and bracket.

Bus #6- Re-installed seat and all dash components. PM work

Monday, August 1, 2011

Bus#6- Finished 90 Day Inspection. Greased chassis. Removed rear section of exhaust and re-aligned hangers. Re-installed rear exhaust system. Power washed bus. Did a road test for trans fluid leak. The neutral safety switch was leaking. Drained down trans and removed. Added new fluid and completed another road test. No problems during road test.

Tuesday, August 2, 2011

Bus #7- Completed 90 Day Inspection. Power washed the bus. Greased chassis.

Bus #23- Started 90 Day Inspection

Bus #11- Had no power. Connected to computer. Reading shows it had a very high exhaust back pressure. Needed new tube and sensor. Ordered from Nutmeg.

Bus/Van#23- Performed 90 Day Inspection.

Wednesday, August 3, 2011

Bus #23- Changed oil filters. Raised front end. Replaced all tie rod ends and drag link. Re-align front end. Measured front brakes. Check out windshield washer problem and removed tank. Sensor had come unplugged. Re wire and re-secure. Test washer system- ok.

Thursday, August 4, 2011

Bus # 23 – road test to check front end. Feels good. Remove hood latch mechanism, clean , repair and lubricate to open hood easier.

Bus # 11-Replace exhaust back pressure sensor and tube.

Road test, better but condition still presents with same code. Send to Nutmeg to reflash ECM. We do not have computer software here to reflash system in shop.

Bus #23- measure rear brakes

Bus #4 – remove fuel lines and fuel pump. Install new pump. Awaiting o-rings

Friday, August 5, 2011

Bus#4- Install fuel lines and fuel filter. Move outside, pressure wash.

Clean garage bay.

Bus # 9- Begin 90 day inspection

Monday, August 8, 2011

Bus #9- Finish 90 day inspection. Grease chassis.

Go to Nutmeg and pick up Bus #11.

Bus #4 - found with no power again. Clear codes, roadtest and retest codes. Nothing found, bus runs fine.

Bus #22- Start 90 day inspection. Finish inspection. Grease chassis. Remove doghouse and repair leaking coolant lines and rear of cylinder head.

Tuesday, August 9, 2011

Bus # 22- Pick up front end and remove both tie –rod ends, center link, stabilizer bar, etc. Rebuild all front end parts and install new. Remove left front brake assembly and rotor. Clean, repack all bearings and re-install rotor hub.

Bus #6- noticed still leaking transmission fluid. Clean and leave in shop to check in AM

Bus # 22- Finish installing left front brake on #22. Completely tear apart R/S. Install all new brake parts. Install tires and scribe. Align and lock front end. Change engine oil and filter. Replace blown bulbs for step lights. Road test briefly. Front end ok. Put back into shop. Raise rear end, remove L/S tires and measure. Rotors ok. Order Rear brake pads.

Wednesday, August 10, 2011

Bus# 22- Remove and replace rear brake pads. Install tires and road test. Ok. Super clean entire shop. Move office and all supplies to front.

Thursday, August 11, 2011

Continue to organize shop in preparation for start of school year. Order shop supplies.

Friday, August 12, 2011

Continue to organize shop , updating maintenance files. Checking buses for start up of school year.

Monday, August 15, 2011

Put away shop supplies and build new equipment.

Bus #10 – bring in for full inspection. Grease chassis. Go to Nutmeg, get new draglink, R/R draglink.

Bus #11- begin inspection as well.

Tuesday, August 16, 2011

Hang new board in office. Make new key ring board for bus keys. Repaint safety line on shop floor.

Bus #11 – Replace and rewire crossview mirrors, protect alternator cable. Move outside and clean floor.

Wednesday, August 17, 2011

Install flashlights in all 4 vans. Power wash engine / trans to check for leaks on Bus # 6. Go to New Britain to pick up Bus # 8. Double check bus #6 for leaks. Nothing leaking Begin Pm on #8 .

Thursday, August 18, 2011

File all invoice slips for the last 2 weeks. Finish Pm on # 8
Grease chassis.

Friday, August 19, 2011

Bus# 8 -Full transmission service.

Monday, August 22, 2011

Bus #8- Remove service doors and R/R door bushings. Move Bus outside tp power wash and sweep bay.

Bus #11 – Raise rear end , remove tires, take apart L/S brake-clean parts change rotor.

Tuesday, August 23, 2011

Bus # 11 Completely tear apart R/S rear brakes. Clean parts. Change rotor. Remainder of day inputting vehicle data info for computer software.

Wednesday, August 24, 2011

Finish installing service information on PC. Reinstall rear brakeswith new pads and rotors. Install tires, remove tires and measure front brakes. Reinstall tires, torque and paint all rims.

Thursday, August 25, 2011

Bus#11- road test , feels good. Get set up for Transportation Dept Staff day on Friday. Inventory all parts, load all parts, into service software. Move # 22 and #23 into garage in preparation for storm.

Bus #19 – Begin PM service

Friday , August 26, 2011

Participation in Staff day for all Transportation Dept. Preparation for Storm Irene. Moved Vans #24, #25, #26 into Bus garage.



Preston Veterans Memorial School Advisory Board Training and Support

Leadership Greater Hartford develops, connects and inspires diverse leaders to build strong and vibrant communities. Established 35 years ago, Leadership Greater Hartford has directly served more than 4,000 people from high school students to retirees. Founded by the Greater Hartford Chamber of Commerce in 1977, Leadership Greater Hartford became independent in 1983. Today, it is one of the largest, most diverse and best recognized community leadership organizations in the country and is often called upon to provide consultation and training services in other regions of the state, in cities across the United States and even in foreign countries.

In 2009, when the Hartford Board of Education instituted a policy to form School Governance Councils in those schools that had reached “proficiency” levels, it turned to Leadership Greater Hartford to provide the training and support of those councils. In the first year of that policy’s implementation, Leadership Greater Hartford worked with 26 councils; in year 2 we are supporting 35 councils. Based on our experience with these schools, we are pleased to propose a plan to support the advisory board that will be formed for the Preston Veterans Memorial School (PVMS) which, we understand, will be established generally in accordance with the framework delineated under Public Act 10-111.

In addition to providing team building experiences and training for all members of the School Governance Councils, a key component of the Hartford project has been the provision of a process coach for each of the School Governance Councils. The composition of the councils brings diverse and sometimes potentially adversarial constituents together to collaborate on planning and overseeing the futures of their schools, often creating challenging dynamics for all stakeholders. A “guide on the side” who is skilled in group process to provide support, encouragement, facilitation, and even intervention has proven to be an important factor in the early success of the Hartford councils.

It is our understanding that the members of the PVMS Advisory Board will be identified in time to begin their training shortly after the beginning of the 2011-2012 school year. Prior to the training, Leadership Greater Hartford will identify an individual to serve as the board’s trainer and coach. This person will commit to being the lead facilitator during four team building/trust building training sessions and to working with the board throughout the school year as the “guide on the side” as described above.

We recommend four interactive, experiential training sessions, scheduled once a week for approximately three hours each. The sessions would cover the following topics:

Session 1: Getting acquainted exercises and initial team building.

Session 2: Learning about the personality and leadership styles, strengths and liabilities of each member of the team, using the Enneagram personality system.

Session 3: Training in participative, inclusive decision making and consensus building.

Session 4: Developing group norms, a “full value contract” and establishing general operating procedures.

Once the board begins its meetings, the coach will work with the members of the board as appropriate to cultivate group norms and behaviors that will contribute to the participative, inclusive culture needed for the long term success of the board.

Leadership Greater Hartford will recruit, train and support the coach throughout the year, including providing opportunities for the coach to interact with coaches working with other advisory boards and school governance councils. This support includes individual consultation with the Leadership Greater Hartford Liaison, periodic conference calls and workshops with other coaches to share ideas and strategies, and access to a web based portal specifically developed and maintained for coaches throughout the state.

Proposed Budget

Recruitment/ Training for coach	\$ 500
4 training workshops for board members	2,000
Materials and supplies	500
Support for council during the year	1,000
Support for coach during the year	500
Leadership Greater Hartford Administration.....	900
Total:	\$5,400

Note that training and support for an advisory board for the middle school could be provided for an additional \$3,500 if the members of that board participated in the same training workshops as the PVMS board members. Should the coach identify the need for additional training or intervention that she/he is unable to provide within the context of the process coach role, Leadership Greater Hartford would be able to identify additional training resources which could be made available for an additional fee.



*Revisions to existing legislation, rechristens the required policy as “safe school climate plans.”
A policy is still recommended to accompany the “safe school climate plan.”*

Students

Hazing

Bullying

The Board of Education (Board) promotes a secure and happy school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. Therefore it shall be the policy of the Board that bullying of a student by another student is prohibited.

The Board believes that a school environment in which students feel safe, supported, engaged and helpfully challenged is optimal for learning and healthy development. The Board seeks an environment in which students and adults feel socially, emotionally, intellectually and physically safe; an environment that is free of harassment, intimidation and bullying.

Definitions

~~Bullying is defined as any overt acts by a student or groups of students directed against another student with the intent to ridicule, harass, humiliate or intimidate the other student while on school grounds, at a school sponsored activity, or on a school bus, which acts are committed more than once against any student during the school year. Bullying which occurs outside of the school setting may be addressed by school officials if it has a direct and negative impact on a student’s academic performance or safety in school.~~

“Bullying” means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district that:

- A. causes physical or emotional harm to such student or damage to such student’s property,
- B. places such student in reasonable fear of harm to himself or herself, or of damage to his or her property,
- C. creates a hostile environment at school for such student,
- D. infringes on the rights of such student at school, or
- E. substantially disrupts the education process or the orderly operation of a school.

Students

Hazing

Bullying

Definitions (continued)

Bullying shall include, but not be limited to, a written, oral, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics. *(The student against whom the activity is directed must be attending school in the same district as the students engaged in the activity.)*

“Cyberbullying” means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

“Mobile electronic device” means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk, or equipment on which digital images are taken or transmitted.

“Electronic communication” means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

“Hostile environment” means a situation in which bullying among students is sufficiently severe or pervasive to alter the conditions of the school climate;

“Outside of the school setting” means at a location, activity or program that is not school related, or through the use of an electronic device or a mobile electronic device that is not owned, leased or used by a local or regional board of education.

“School employee” means (a) a teacher, substitute teacher, school administrator, school superintendent, guidance counselor, psychologist, social worker, nurse, physician, school paraprofessional or coach employed by a local or regional board of education or working in a public elementary, middle or high school; or (b) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public elementary, middle or high school, pursuant to a contract with the local or regional board of education.

“School climate” means the quality and character of school life with a particular focus on the quality of the relationships within the school community between and among students and adults, (and reflects norms, values, interpersonal relationships, teaching and learning practices and organizational structures.)

Students

Hazing

Bullying (continued)

Examples of bullying include, but are not limited to:

1. physical violence and attacks
2. verbal taunts, name-calling and put-downs including ethnically-based or gender-based verbal put-downs
3. threats and intimidation
4. extortion or stealing of money and/or possessions
5. exclusion from peer groups within the school
6. The misuse of electronic communications for the purpose of bullying, harassing, or sexually harassing other students within school or out of school ("cyberbullying")
7. Targeting of a student based on the student's actual or perceived "differentiating" characteristics such as race; color; religion; ancestry; national origin; gender; sexual orientation; gender identity or expression; socioeconomic or academic status; physical appearance; or mental, physical, developmental, or sensory disability.

Such conduct is disruptive of the educational process and, therefore, bullying is not acceptable behavior in this district and is prohibited.

Students who engage in any act of bullying, on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board of Education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board of Education, and outside of the school setting if such bullying:

1. creates a hostile environment at school for the victim,
2. infringes on the rights of the victim at school, or
3. substantially disrupts the education process or the orderly operation of a school,

~~while at school, at any school function, or in connection to or with any district sponsored activity or event~~ are subject to appropriate disciplinary action up to and including suspension, expulsion and/or referral to law enforcement officials.

A comprehensive program, to improve the school climate, involving everyone in the schools and the community, to address bullying at all school levels is essential to reducing incidences of bullying. Such a program must involve interventions at all levels, school wide, classroom and individual.

Students

Hazing

Bullying (continued)

The District's program: *(Also outlined in the section pertaining to the "Safe School Climate Plan.")*

1. Requires the development and implementation of a safe school climate plan by the Board of Education to address the existence of bullying in its schools;
2. Permits anonymous reports of bullying by students to ~~teachers and administrators~~ school employees and written reports of suspected bullying by parents or guardians;
3. Requires ~~teachers and other school staff~~ school employees who witness acts of bullying or receive reports of bullying to orally notify school administrators in writing the safe school climate specialist or another school administrator if the safe school climate specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such an oral report; ~~of bullying acts they witness and students' reports they receive;~~
4. Requires ~~school administrators to investigate~~ the safe school climate specialist to investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written report; ~~parents' written reports and review students' anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;~~
5. Requires the safe school climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
6. Requires each school to have a prevention and intervention strategy, as defined by statute, as amended, for school staff employees to deal with bullying, including language about bullying in student codes of conduct and in all student handbooks;
7. Provides for the inclusion of language in student codes of conduct concerning bullying;
8. Requires each school to notify parents or guardians of all students involved in a verified act of bullying and invite them to attend at least one meeting not later than forty-eight hours after the completion of the investigation. The notice shall be simultaneously mailed to the parent/guardian with whom the student primarily resides and to the other parent/guardian if requested. The notice must describe the school's response and any consequences that may result from further acts of bullying;

Students

Hazing

Bullying (continued)

9. Requires each school to invite the parents or guardians of a student who commits any verified act of bullying and the parents or guardians of the student against whom such act was directed, to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the safety of the student against whom such act was directed and to prevent further acts of bullying;
10. Establishes a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school ~~and Requires each school to make such list~~ maintain a publicly available. ~~list of the number of verified bullying acts that occurred there, and within available appropriations,~~ report such number to the Department of Education annually and in such manner as prescribed by the Commissioner of Education;
11. Requires the development of case-by-case interventions for addressing reported incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
12. ~~Requires the identification of appropriate school personnel, which may include, but shall not be limited to, pupil services personnel, responsible for taking a bullying report and investigating the complaint;~~
12. Prohibits discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying;
13. Requires the development of student safety support plans for students against whom an act of bullying was directed that addresses safety measures the school will take to protect such students against further acts of bullying;
14. Requires the principal of a school or the principal's designee, to notify the appropriate local law enforcement agency when such principal or the principal's designee believes that any acts of bullying constitute criminal conduct;
15. Prohibits bullying (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the local or regional board of education, and (B) outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;

Students

Hazing

Bullying (continued)

16. Requires, at the beginning of each school year, for each school to provide all school employees with a written or electronic copy of the school district's safe school climate plan, and
17. Requires all school employees to annually complete the training required by C.G.S. 10-220a, as amended. Such training shall include identifying and responding to bullying and preventing and responding to youth suicide;
- Note: Certified employees are required to complete annual training on the prevention and identification of bullying and response to bullying and the prevention and response to youth suicide.*
- The State Department of Education, within available appropriations, is required to provide annual training to non-certified school employees.*
18. Requires students and the parents/guardians of students to be notified annually of the process by which they may make reports of bullying;
19. As required, but not later than ~~February 1, 2009~~, January 1, 2012, the Board of Education shall approve the safe school climate plan developed pursuant to statute and submit such plan ~~submit this policy~~ to the Department of Education for its review, analysis, and cooperative assistance; and
20. Requires that not later than thirty calendar days after approval by the Board, the safe school climate plan shall be made available on the Board's and each individual school in the District's Internet website and such plan is to be included in the District's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.
- ~~21. Inclusion in the District's staff development program for certified staff training pertaining to the prevention of bullying, effective July 1, 2009.~~

The Board expects prompt and reasonable investigations of alleged acts of bullying. The ~~Principal~~ safe school climate specialist of each school ~~or his/her designee~~ is responsible for handling all complaints of alleged bullying. The safe climate specialist shall investigate or supervise the investigation of all reports of bully promptly.

In addition, the norms that are established by adults through consistent enforcement of all policies pertaining to conduct and modeling appropriate behavior at school and at home will reduce the instances and damage of bullying. It is necessary for students to promote the concept that caring for others is a valued quality, one that is accepted and encouraged.

Students

Hazing

Bullying (continued)

Prevention and Intervention Strategy

The District shall implement, as required by C.G.S. 10-222d, as amended, a prevention and intervention strategy which may include, but is not limited to:

1. Implementation of a positive behavioral interventions and supports process or another evidence-based model approach for safe school climate or for the prevention of bullying identified by the Department of Education.
- ~~2. A school survey to determine the prevalence of bullying.~~
- ~~3. Establishment of a bullying prevention coordinating committee with broad representation to review the survey results and implement the strategy.~~
2. School rules prohibiting bullying, harassment, and intimidation and establishing appropriate consequences for those who engage in such acts.
3. Adequate adult supervision of outdoor areas, hallways, the lunchroom, and other specific areas where bullying is likely to occur.
4. Inclusion of grade-appropriate bullying education and prevention curricula in kindergarten through high school.
5. Individual interventions with the bully, parents and school staff employees and interventions with the bullied child, parents, and the school staff employees.
6. School wide training related to safe school climate.
7. Student peer training, education and support.
8. Promotion of parent involvement in bullying prevention through individual or team participation in meetings, trainings, and individual interventions.

District Safe School Climate Coordinator

For the school year commencing July 1, 2012, and each school year thereafter, the Superintendent of Schools shall appoint, from among existing District staff, a District Safe School Climate Coordinator.

The Coordinator shall:

1. Implement the District's safe school climate plan;
2. Collaborate with safe school climate specialists, the Board, and the Superintendent to prevent, identify, and respond to bullying in District schools;
3. Provide data and information derived from the safe school climate assessments, in collaboration with the Superintendent, to the Department of Education; and
4. Meet with the safe school climate specialists at least twice during the school year to discuss bullying issues in the District and make recommended changes to the District's safe school climate plan.

Students

Hazing

Bullying (continued)

Safe School Climate Specialist

For the school year commencing July 1, 2012, and each school year thereafter, each school Principal shall serve, or designate someone to serve, as the Safe School Climate Specialist for the school.

The Specialist in each school shall:

1. Investigate or supervise the investigation of reported acts of bullying in the school in accordance with the District's Safe School Climate Plan;
2. Collect and maintain records of reports and investigations of bullying in the school; and
3. Act as the primary school official responsible for preventing, identifying and responding to bullying reports in the school.

Safe School Climate Committee

For the school year commencing July 1, 2012, and each school year thereafter, the Principal of each District school shall establish a new committee or designate at least one existing committee that is responsible for developing and fostering a safe school climate and addressing issues related to bullying in the school. The committee must include at least one parent/guardian of a student enrolled in the school, appointed by the Principal.

The Safe School Climate Committee shall:

1. Receive copies of completed reports following investigations of bullying;
2. Identify and address patterns of bullying among students in the school;
3. Review and amend school policies relating to bullying;
4. Review and make recommendation to the District Safe School Climate Coordinator regarding the District's Safe Climate Plan based on issues and experiences specific to the school;
5. Educate students, school employees and parents and guardians of students on issues relating to bullying;
6. Collaborate with the District Safe School Climate Coordinator in the collection of data regarding bullying; and
7. Perform any other duties as determined by the School Principal that are related to the prevention, identification and response to school bullying for the school.

Parent members of the Safe School Climate Committee are excluded from activities #1 and #2 above and from any other committee activities that may compromise student confidentiality.

Students

Hazing

Bullying (continued)

Safe School Climate Plan

The Board of Education shall develop and implement a Safe School Climate Plan to address the existence of bullying in its schools. Such plan shall:

1. Enable students to anonymously report acts of bullying to school employees and require students and the parents or guardians of students to be notified annually of the process by which they may make such reports;
2. Enable the parents or guardians of students to file written reports of suspected bullying;
3. Require school employees who witness acts of bullying or receive reports of bullying to orally notify the Safe School Climate Specialist, or another school administrator if the Safe School Climate Specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such oral report;
4. Require the Safe School Climate Specialist to investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports made under this section;
5. Require the Safe School Climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
6. Include a prevention and intervention strategy for school employees to deal with bullying;
7. Provide for the inclusion of language in student codes of conduct concerning bullying;
8. Require each school to notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom such acts were directed not later than forty-eight hours after the completion of the investigation. The required notification and invitation shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying;
9. Require each school to invite the parents or guardians of a student who commits any verified act of bullying and the parents or guardians of the student against whom such act was directed, to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the student's safety and to prevent further acts of bullying;
10. Establish a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school and to maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection, and annually report such number to the Department of Education, and in such manner as prescribed by the Commissioner of Education;

Students

Hazing

Bullying (continued)

Safe School Climate Plan (continued)

11. Direct the development of case-by-case interventions for addressing repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
12. Prohibit discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying;
13. Direct the development of student safety support plans for students against whom an act of bullying was directed that addresses safety measures the school will take to protect such student against further acts of bullying;
14. Require the Principal of a school, or the Principal's designee, to notify the appropriate local law enforcement agency when such Principal, or the Principal's designee, believes that any acts of bullying constitute criminal conduct;
15. Prohibit bullying (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by the Board or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board and (B) outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
16. Require, at the beginning of each school year, each school to provide all school employees with a written or electronic copy of the school district's Safe School Climate Plan; and
17. Require that all school employees annually complete the training described in C.G.S. 10-220a, as amended.

Or Shorter Version: *(for the section of this policy pertaining to the "Safe School Climate Plan.")*

As part of this policy, the Board of Education shall develop and implement a Safe School Climate Plan to address the existence of bullying in its schools. Such plan shall establish deadlines for reporting investigating, and notifying parents and guardians about bullying incidents; prohibit retaliation against those who report bullying; and require school officials to notify law enforcement officials when it is believed that bullying conduct constitutes a crime.

Students

Hazing

Bullying (continued)

Safe School Climate Assessment

The Board requires each school in the District, on and after July 1, 2012, and biennially thereafter, to complete an assessment using school climate assessment instruments, including surveys, approved and disseminated by the Department of Education pursuant to C.G.S. 10-222h, as amended by PA 11-232. The Board will collect the school climate assessments of each District school and submit them to the Department of Education.

Note: The Department of Education, within available appropriations, is required by the amended C.G.S. 10-222h, to approve in collaboration with the Connecticut Association of Schools (CAS), and disseminate to all public schools grade-level appropriate school climate assessment instruments, including surveys, to be used by Boards of Education for the purpose of collecting information pertaining to a district's "prevention and intervention strategy" in order to enable the Department to monitor bullying efforts over time and to compare each district's progress to state trends.

A safe school climate resource network is to be established by the Department of Education, in consultation with the State Education Resource Center, the Governor's Prevention Partnership and the Commission on Children, within available appropriations, for the identification, prevention, and education of school bullying in the state. This network will make available to all schools information, training opportunities and resource materials to improve school climate to diminish bullying.

Optional language:

A bullying prevention program shall be implemented which strives to develop a school and home environment:

- * characterized by warmth, positive interest and involvement by adults;
 - * firm limits to unacceptable behavior;
 - * where non-hostile, non-physical negative consequences are consistently applied in cases of violations of rules and other unacceptable behaviors;
 - * where adults act as authorities and positive role models; and
 - * where students are included in efforts to improve school climate.
-

Students

Hazing

Bullying (continued)

The Superintendent shall develop rules and procedures, which carry out the provisions of this policy. [In designing administrative regulations, the Superintendent should consult with the greater school community, including students.] In addition, the Superintendent shall provide that students and parents of students are notified of this prohibition against bullying and the penalties for violating the prohibition by ensuring the posting of such information at each school and by ensuring inclusion of such information in student and parent handbooks. [Alternate language: this policy shall be included in all student and faculty handbooks and shall be disseminated to the public in a manner to be determined by the Superintendent.]

This policy shall not be interpreted to prohibit a reasonable and civil exchange of opinions, or debate that is protected by state or federal law.

(cf. 0521 – Nondiscrimination)

(cf. 4131 – Staff Development)

(cf. 5114 – Suspension and Expulsion/Due Process)

(cf. 5131 – Conduct)

(cf. 5131.21 – Violent and Aggressive Behavior)

(cf. 5131.8 – Out-of-School Misconduct)

(cf. 5131.912 – Aggressive Behavior)

(cf. 5131.913 – Cyberbullying)

(cf. 5131.91 – Hazing)

(cf. 5144 – Discipline/Punishment)

(cf. 5145.4 – Nondiscrimination)

(cf. 5145.5 – Sexual Harassment)

(cf. 5145.51 – Peer Sexual Harassment)

(cf. 6121 – Nondiscrimination)

(cf. 6121.1 – Equal Educational Opportunity)

Legal Reference: Connecticut General Statutes
 10-15b Access of parent or guardian to student's records. Inspection and subpoena of school or student records.
 10-222d Policy on bullying behavior as amended by PA 08-160 and PA 11-232.
 PA 06-115 An Act Concerning Bullying Policies in Schools and Notices Sent to Parents or Legal Guardians.
 PA 11-232 An Act Concerning the Strengthening of School Bullying Laws.

Policy adopted:

rev 6/06
 rev 7/08
 rev 11/10
 rev 6/11

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

PURCHASE ORDER

Admin. Unemployment Comp
 Department of Labor
 Hartford, CT 06150-0289

SHIP PREPAID TO:

Superintendent of Schools
 Preston Public Schools
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B1008

Delivery Required	F.O.B.	Requested by: CO	# Attachments 0
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Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

DATE	PURCHASE ORDER NUMBER
8/2/2011	120052
AMOUNT	ACCOUNT CODE
\$20,000.00	1-101-0060-0260-2500-0000

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Unemployment 11-12	\$20,000.00	\$20,000.00
TOTAL				\$20,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120058
AMOUNT	ACCOUNT CODE
\$10,000.00	1-101-0060-0690-1000-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Amazon
 PO Box 530958
 Atlanta, GA 30353--0958

SHIP PREPAID TO:

Superintendent of Schools
 Preston Public Schools
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B02030

Delivery Required	F.O.B.	Requested by: CO	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Books, supplies CO 11-12	\$10,000.00	\$10,000.00
TOTAL				\$10,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120068
AMOUNT	ACCOUNT CODE
\$5,000.00	1-101-0060-0810-2500-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

CABE
81 Wolcott Hill Road
Wethersfield, CT 06109

SHIP PREPAID TO:
Superintendent of Schools
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone (860) 571-7446 Vendor Fax Vendor Code B02043

Delivery Required	F.O.B.	Requested by:	# Attachments
		CO	0

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Membership, PD 11-12	\$5,000.00	\$5,000.00
TOTAL				\$5,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120080
AMOUNT	ACCOUNT CODE
\$5,500.00	1-101-0040-0420-2600-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

CWPM, LLC
P.O. Box 415
Plainville, CT 06062

SHIP PREPAID TO:

Supervisor Building & Grounds
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone (860) 447-1473 Vendor Fax Vendor Code T05085

Delivery Required	F.O.B.	Requested by: House	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	garbage removal (dumpsters) 11-12	\$5,500.00	\$5,500.00
TOTAL				\$5,500.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120083
AMOUNT	ACCOUNT CODE
\$3,000.00	1-101-0040-0430-2600-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Depot Pump and Supply, Inc.
 591 Route 32
 North Franklin, CT 06254

SHIP PREPAID TO:

Supervisor Building & Grounds
 Preston Public Schools
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B1126

Delivery Required	F.O.B.	Requested by: House	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Contracted Services 11-12	\$3,000.00	\$3,000.00
TOTAL				\$3,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

 John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120088
AMOUNT	ACCOUNT CODE
\$4,500.00	1-101-0040-0430-2600-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Stephen B. Eaton
P.O. Box 097
Taftville, CT 06380

SHIP PREPAID TO:

Superintendent of Schools
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B1414

Delivery Required	F.O.B.	Requested by:	# Attachments
		CO	0

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	document storage 11-12	\$4,500.00	\$4,500.00
TOTAL				\$4,500.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/4/2011	120089
AMOUNT	ACCOUNT CODE
\$7,654.00	1-101-0080-0735-2230-0000

PURCHASE ORDER

eChalk, Inc.
199 Water Street, 16th Floor
New York, NY 10038

- Purchase Terms and Conditions**
1. Include Material safety data sheets, if applicable
 2. Purchase Order # must appear on all packages
 3. Packing slips are essential for proper payment
 4. District must approve all price increases
 5. All PO's and backorders will be cancelled within 90 days

SHIP PREPAID TO:

Technology Coordinator
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone	Vendor Fax	Vendor Code	B02010
Delivery Required	F.O.B.	Requested by:	# Attachments
		Levasseur	0

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	eChalk Subscription for FY2012 net of eRate reimbursement	\$7,654.00	\$7,654.00
TOTAL				\$7,654.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/2/2011	120097
AMOUNT	ACCOUNT CODE
\$3,200.00	1-101-0040-0430-2600-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Freddie's Oil Service
34 Route 164
Preston, CT 06365

SHIP PREPAID TO:

Supervisor Building & Grounds
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B1165

Delivery Required	F.O.B.	Requested by: House	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	boiler repair/maintenance 11-12	\$3,200.00	\$3,200.00
TOTAL				\$3,200.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/9/2011	120134
AMOUNT	ACCOUNT CODE
\$5,400.00	1-201-9900-0322-1000-2011

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Leadership Greater Hartford
30 Laurel Street
Hartford, CT 06106

SHIP PREPAID TO:

Superintendent of Schools
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone (860) 951-6161 Vendor Fax (860) 951-3685 Vendor Code B05249

Delivery Required	F.O.B.	Requested by: J Welch	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
2	1.00 Each	PAB: Professional Development	\$5,400.00	\$5,400.00
TOTAL				\$5,400.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR



Preston Veterans Memorial School Advisory Board Training and Support

Leadership Greater Hartford develops, connects and inspires diverse leaders to build strong and vibrant communities. Established 35 years ago, Leadership Greater Hartford has directly served more than 4,000 people from high school students to retirees. Founded by the Greater Hartford Chamber of Commerce in 1977, Leadership Greater Hartford became independent in 1983. Today, it is one of the largest, most diverse and best recognized community leadership organizations in the country and is often called upon to provide consultation and training services in other regions of the state, in cities across the United States and even in foreign countries.

In 2009, when the Hartford Board of Education instituted a policy to form School Governance Councils in those schools that had reached "proficiency" levels, it turned to Leadership Greater Hartford to provide the training and support of those councils. In the first year of that policy's implementation, Leadership Greater Hartford worked with 26 councils; in year 2 we are supporting 35 councils. Based on our experience with these schools, we are pleased to propose a plan to support the advisory board that will be formed for the Preston Veterans Memorial School (PVMS) which, we understand, will be established generally in accordance with the framework delineated under Public Act 10-111.

In addition to providing team building experiences and training for all members of the School Governance Councils, a key component of the Hartford project has been the provision of a process coach for each of the School Governance Councils. The composition of the councils brings diverse and sometimes potentially adversarial constituents together to collaborate on planning and overseeing the futures of their schools, often creating challenging dynamics for all stakeholders. A "guide on the side" who is skilled in group process to provide support, encouragement, facilitation, and even intervention has proven to be an important factor in the early success of the Hartford councils.

It is our understanding that the members of the PVMS Advisory Board will be identified in time to begin their training shortly after the beginning of the 2011-2012 school year. Prior to the training, Leadership Greater Hartford will identify an individual to serve as the board's trainer and coach. This person will commit to being the lead facilitator during four team building/trust building training sessions and to working with the board throughout the school year as the "guide on the side" as described above.

We recommend four interactive, experiential training sessions, scheduled once a week for approximately three hours each. The sessions would cover the following topics:

Session 1: Getting acquainted exercises and initial team building.

Session 2: Learning about the personality and leadership styles, strengths and liabilities of each member of the team, using the Enneagram personality system.

Session 3: Training in participative, inclusive decision making and consensus building.

Session 4: Developing group norms, a "full value contract" and establishing general operating procedures.

Once the board begins its meetings, the coach will work with the members of the board as appropriate to cultivate group norms and behaviors that will contribute to the participative, inclusive culture needed for the long term success of the board.

Leadership Greater Hartford will recruit, train and support the coach throughout the year, including providing opportunities for the coach to interact with coaches working with other advisory boards and school governance councils. This support includes individual consultation with the Leadership Greater Hartford Liaison, periodic conference calls and workshops with other coaches to share ideas and strategies, and access to a web based portal specifically developed and maintained for coaches throughout the state.

Proposed Budget

Recruitment/ Training for coach	\$ 500
4 training workshops for board members	2,000
Materials and supplies	500
Support for council during the year	1,000
Support for coach during the year	500
Leadership Greater Hartford Administration.....	900
Total:	\$5,400

Note that training and support for an advisory board for the middle school could be provided for an additional \$3,500 if the members of that board participated in the same training workshops as the PVMS board members. Should the coach identify the need for additional training or intervention that she/he is unable to provide within the context of the process coach role, Leadership Greater Hartford would be able to identify additional training resources which could be made available for an additional fee.



PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

PURCHASE ORDER

School Specialty
 MB Unit 67-3106
 Milwaukee, WI 53268--3106

SHIP PREPAID TO:

Preston Veterans Memorial School
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone (888) 388-3224 Vendor Fax (888) 388-6344 Vendor Code B1385

Delivery Required	F.O.B.	Requested by:	# Attachments
			0

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

DATE	PURCHASE ORDER NUMBER
8/4/2011	120142
AMOUNT	ACCOUNT CODE
\$1,885.38	1-101-0021-0611-1000-0000
\$1,344.95	1-101-0051-0611-1000-0000

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	382 Handbooks for PVMS/PPMS	\$1,885.38	\$1,885.38
2	1.00 Each	PPMS Student Handbooks	\$1,344.95	\$1,344.95
TOTAL				\$3,230.33

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/24/2011	120147
AMOUNT	ACCOUNT CODE
\$5,000.00	1-101-0080-0734-2230-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Amazon
 PO Box 530958
 Atlanta, GA 30353--0958

SHIP PREPAID TO:

Technology Coordinator
 Preston Public Schools
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone Vendor Fax Vendor Code B02030

Delivery Required	F.O.B.	Requested by: Emile	# Attachments 0
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ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Various Equipment per separate lists	\$5,000.00	\$5,000.00
TOTAL				\$5,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/9/2011	120153
AMOUNT	ACCOUNT CODE
\$3,000.00	1-101-0040-0450-2600-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Alarming Ideas
P.O. Box 842
Norwich, CT 06360

SHIP PREPAID TO:

Supervisor Building & Grounds
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Vendor Phone	Vendor Fax	Vendor Code B1014	
Delivery Required	F.O.B.	Requested by: M House	# Attachments 0

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	Cameras	\$3,000.00	\$3,000.00
TOTAL				\$3,000.00

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

PRESTON PUBLIC SCHOOLS

325 SHETUCKET TURNPIKE

PRESTON, CT 06365

Phone: 860-889-6098 ~ Fax: 860-889-8685

DATE	PURCHASE ORDER NUMBER
8/11/2011	120212
AMOUNT	ACCOUNT CODE
\$11,777.69	1-101-0080-0735-2230-0000

PURCHASE ORDER

Purchase Terms and Conditions

1. Include Material safety data sheets, if applicable
2. Purchase Order # must appear on all packages
3. Packing slips are essential for proper payment
4. District must approve all price increases
5. All PO's and backorders will be cancelled within 90 days

Renaissance Learning, Inc.
 PO Box 8036
 Wis. Rapids, WI 54495--8036

SHIP PREPAID TO:

Technology Coordinator
 Preston Public Schools
 325 Shetucket Turnpike
 Preston, CT 06365

Vendor Phone (800) 338-4204 Vendor Fax (877) 280-7642 Vendor Code B05264

Delivery Required	F.O.B.	Requested by: Emile L	# Attachments 0
-------------------	--------	--------------------------	--------------------

ITEM	QUANTITY	DESCRIPTION	Unit Price	TOTAL PRICE
1	1.00 Each	205032D - AccelTest 3.4 Software Includes S&H Quote # 747186 Incident # 9481498	\$310.89	\$310.89
2	1.00 Each	NEO2SNGF NEO 2 Single Kit (88 Units) 205024C Renaissance Receiver Kits for NEO 2 (8 Units) 201863 Hardware Professional Development (3 hrs) SHSPGROUND Included	\$11,466.80	\$11,466.80

TOTAL	\$11,777.69
--------------	--------------------

Special Instructions:

PURCHASE ORDER AUTHORIZATION

If checked, payment is with this order.

John J. Welch, Ed.D., Superintendent

VENDOR

Preston Public Schools

Superintendent's Goals 2011-2012

1. To improve student performances on the CMT's (i.e. 80% at Goal/Advanced) in mathematics, reading and writing in grades three through eight.
2. To support implementation of Instructional Excellence Teams comprising grade level/subject matter teachers in grades K-8.
3. To implement Star Enterprise, a comprehensive assessment program developed by Renaissance Learning in grades K-8.
4. To develop in conjunction with the principals and Director of Curriculum/Special Education a protocol for conducting routine, "Instructional Rounds."
5. To develop a new curriculum guide for Board approval in language arts.
6. To expand implementation of Response to Intervention in mathematics at both PVMS and PPMS.
7. To assist the PVMS principal et al with the successful implementation of the Preston Advisory Board.
8. To support the standards based student report card in K-8 by implementing an appropriate software program.
9. To implement a, "point-of-sale" program in each school's cafeteria.
10. To work in conjunction with the First Selectman to ensure that the individual appointed to the position of Director of Finance and School Business Operations is successful.
11. To develop the Fiscal Year 2013 operating and capital budgets.
12. To consider a sequel to the highly successful 2010-2011 technology program that was offered to Preston seniors, or an alternative thereto.
13. To continue the practice of ensuring that monthly financial reports are included with the board packets on the Friday before each regularly scheduled Monday meeting.

8/22/11

Fellow Board Members,

At our regularly scheduled board meeting on August 1, we convened in executive session for the purpose of discussing the employment of a public official.

After a good deal of consideration and review of the FOIA, I have serious concerns regarding the appropriateness and legal consequences of our actions that evening.

We convened in executive session to discuss the superintendent's annual performance for 2010-2011 (even though it was once again overdue) as well as his request for a contract extension. Both topics were permissible under FOIA for executive sessions. What was not appropriate was the review and ensuing discussion of another set of superintendent goals for 2011-2012 drafted by Dan. This is even more disturbing in light of the fact that the superintendent's original 2011-2012 performance goals that were presented by him in public session (as they should be) and were tabled by the board per his suggestion until the September 12th meeting. We not only neglected to abide by Robert's Rules of order, but the FOIA as well. I strongly object to this blatant disregard of the law. It is inappropriate to use an executive session as cover in order to talk behind any employee's back, especially our own superintendent, as well as the public who, among other things, elected us to abide by the law. It is inexcusable and wrong. All of our employees and constituents have rights and it is our job as elected officials to ensure that all are afforded due process - the entitlement to proper legal procedures and natural justice.

It is high time to knock it off and stop these inappropriate practices before we face some very serious consequences as a result.

cc. Nick Grello

PLEASE NOTE:

IF an attorney will represent you in this matter, please have such attorney forward an appearance to this office by the return date shown on the opposite side of this notice.

RECEIVED
MAR 24 2011
BY: _____

**APPEARANCE
STATE OF CONNECTICUT
FREEDOM OF INFORMATION COMMISSION**

INSTRUCTIONS

1. Type or print legibly.
2. File only the original with the Clerk of the Commission, Freedom of Information Commission, 18-20 Trinity Street, Suite 100, Hartford, CT 06106.
3. Mail or deliver a copy to the attorney or pro se party and complete the certification below.
4. For Appearance in place of (in-lieu-of) another attorney, law firm, or self-represented party: Complete the certification below.

TO: The Freedom of Information Commission

FIC DOCKET NO. <i>2011-020</i>		RETURN DATE <i>April 5, 2011</i>		
NAME OF CASE (FIRST-NAMED COMPLAINANT V. FIRST-NAMED RESPONDENT)				
PLEASE ENTER THE APPEARANCE OF				
NAME OF OFFICIAL, FIRM, PROFESSIONAL CORPORATION, OR INDIVIDUAL ATTORNEY				
MAILING ADDRESS (No., Street, P.O. Box)				
CITY/TOWN	STATE	ZIP CODE	TELEPHONE NO. (Area code first)	FAX NO. (Area code first)

in the above-entitled case for: ("X" one of the following)

- The Complainant
- All Complainants
- The following Complainant(s) only: _____
- The Respondent
- All Respondents
- The following Respondent(s) only: _____
- Intervener: _____

Note: If other counsel or a pro se party have already appeared for the party or parties indicated above, state whether this appearance is:

- In lieu of appearance of attorney or firm or pro se party (Name) _____ already on file OR (Name)
- In addition to appearance already on file.

CERTIFICATION

This certification must be completed for "in lieu of" appearances

SIGNED (Individual attorney or pro se party) X	NAME OF PERSON SIGNING AT LEFT (Print or Type)	DATE SIGNED
--	--	-------------

I hereby certify that a copy of the above was mailed or delivered to:

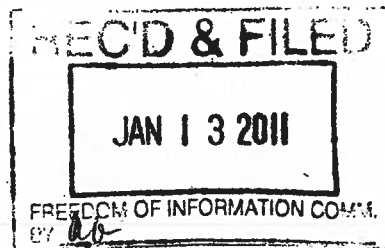
- All counsel and pro se parties of record as listed below and on any additional sheet(s).
- Counsel or the party whose appearance is to be replaced as listed below and on additional sheet(s).

SIGNED (Individual attorney or pro se party) X	DATE COPY(IES) MAILED OR DELIVERED
--	------------------------------------

NAME OF EACH PARTY SERVED *	ADDRESS AT WHICH SERVICE WAS MADE
-----------------------------	-----------------------------------

**If necessary, attach an additional sheet or sheets with the name(s) of each party served and the address at which service was made.*

Freedom of Information Commission
18-20 Trinity Street
Hartford, CT 06106



^{1/8/11}
DOCKETED

FEB 15 2011

Dear Members of the Commission,

Freedom of Information Comm.
By [signature]

Please consider this a formal complaint regarding a violation of the Freedom of Information Act.

On December 13, 2010 the seven members of the Preston Board of Education, Preston, Connecticut convened in a regularly scheduled meeting of the board (Exhibit A, Preston Board of Education Meeting Schedule).

At this meeting, it was expected that the board would elect a new slate of officers for the 2011 calendar year as required by policy 9121 (Exhibit B, Preston Board of Education Policy 9121, Board of Education, Election of Officers). The agenda was prepared in advance of the meeting and disseminated to all board members (and public at large) identifying the election as an agenda topic (Exhibit C, Preston Board of Education Agenda, December 13, 2010).

Just prior to the start of the meeting at approximately 6:58 P.M. a quorum of the board comprising Jim Jancewicz, John Moulson, Charles Raymond, and Daniel Harris arrived in unison and entered by the same door to the board's meeting room. The remaining three members of the board, including myself, had arrived earlier and were seated in our designated places. It was obvious to me, if not to others in attendance, that the arrival of the remaining four members at precisely the same time was not coincidental. One had the sense that they were coming from a meeting among themselves with a plan and a purpose as was to be evidenced as the meeting unfolded.

Historically, the schools' superintendent has served as chairperson pro tem when the board has convened to elect its officers for the forthcoming year. On these occasions it has also been the practice for the board to immediately take-up the nomination and election of board officers, i.e. the Chair and Secretary to the Board. Such was the case on December 13, 2010 (Exhibit D, Preston Board of Education minutes, December 13, 2010).

As the minutes clearly show, following my nomination of Mr. Moulson (admittedly a ploy on my part for effect) who declined, he then nominated Mr. Harris for Chair and Mrs. Burke-Grabarek nominated me for Chair. When the vote was called, Mr. Harris prevailed, 4-3 and I lost 3-4. In addition to voting for himself, Mr. Harris received the support of Mr. Jancewicz, Mr. Moulson and Mr. Raymond. Following that vote, still another vote was taken, one presumes in an effort to achieve unanimity around the obvious election of Mr. Harris. It passed, 6-1. Following that vote, and upon assuming the chairmanship, Mr. Harris invoked an obscure provision of the Preston Board of Education Policy 9121 that he had obviously reviewed prior to the meeting calling for the election of a Vice-Chairperson, a position that has never been filled in anyone's memory. Following an affirmative vote to authorize filling that position, however, he then proceeded to call for nominations for the position of Vice-Chairperson. Mr. Jancewicz then

nominated Mr. Moulson for Vice Chair and Mrs. Burke-Grabarek nominated me for Vice Chair. When the vote was called, Mr. Moulson prevailed 4-3 and I lost 3-4. In addition to voting for himself, Mr. Moulson received the support of Mr. Harris, Mr. Raymond and Mr. Jancewicz.

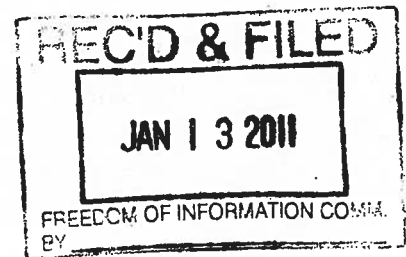
In my opinion, I believe the election of Daniel Harris and John Moulson to the positions of Chair and Vice Chair respectively was unethical and illegal. I believe that they along with James Jancewicz and Charles Raymond convened a meeting in violation of the Freedom of Information Act prior to the board's regularly scheduled meeting. I further believe that they conspired to ensure the outcome described in this letter.

In closing, it is not my intent to file this complaint because I lost the election, that is beside the point. The issue here is simple-four elected officials acted with a sense of impunity, ignoring the rule of law and rigged an election. I firmly believe that they must be held accountable for their actions. I therefore, respectfully request a full investigation by your agency. Thank you.

Sincerely,

Pauline Andruskiewicz

Pauline Andruskiewicz
Member, Preston Board of Education
68 Cooktown Rd
Preston, CT 06365
(H) 860-887-9667
(C) 860-885-4895





FREEDOM OF INFORMATION



Connecticut Freedom of Information Commission • 18-20 Trinity Street, Suite 100 • Hartford, CT 06106
Toll free (CT only): (866)374-3617 Tel: (860)566-5682 Fax: (860)566-6474 • www.state.ct.us/foi/ • email: foi@po.state.ct.us

March 22, 2011

Board of Education,
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

**RE: Docket #FIC 2011-020; Pauline Andruskiewicz v. Board of Education,
Preston Public Schools**

Dear Respondent:

Please be advised that the Freedom of Information Commission has received a complaint alleging a violation against your agency. A copy of the complaint is enclosed for your reference. The Commission will send you a Notice of Hearing and Order to Show Cause, which will notify you of the date, time and place of the hearing.

In the interim, the Commission has instituted an ombudsman program with respect to complaints brought to it. Pursuant to this program, a staff member is assigned to act as liaison between the parties to each contested case filed. It is the responsibility of the ombudsman to effect settlements of complaints where possible, thereby avoiding the delays and expenses caused by unnecessary hearings. Of course, the ombudsman will not communicate nor participate with any person within the Commission who serves in a decision-making role with respect to this particular case.

Attorney Gregory F. Daniels has been assigned to the above-captioned matter. Please contact him at 566-5682 to discuss your case. **Please Note: Any written correspondence directed to this commission, except to the ombudsman, by any party to a contested case, must be copied and sent to all other parties.**

Sincerely,

Cynthia A. Cannata
Acting Clerk of the Commission

FIC#2011-020CORR/cac/3/22/2011
Enclosure

Jim Jancewicz
23 Long Society Road
Preston, CT 06365
(H) 860-889-1992

John Moulson
23 Bunny Road
Preston, CT 06365
(H) 860-886-0775

Charles Raymond
73 Lewis Road
Preston, CT 06365
(H) 860-889-6019

Daniel Harris
57 Harris Fuller Rd.
Preston, CT 06365
(H) 860-886-8023

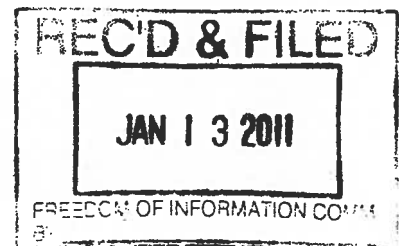
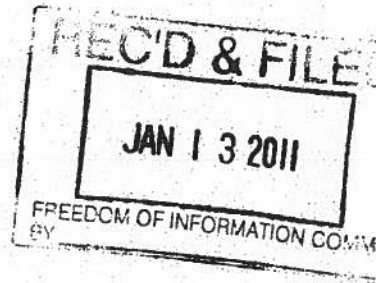


Exhibit A

PRESTON BOARD OF EDUCATION
325 Shetucket Turnpike
Preston, Connecticut 06365



**BOARD OF EDUCATION MEETING DATES
Calendar Year 2010**

<u>Month</u>	<u>Date</u>	<u>Day</u>	<u>Type of Meeting</u>
January	11	M	Regular Meeting
February	08	M	Regular Meeting
March	08	M	Regular Meeting
April	12	M	Regular Meeting
May	10	M	Regular Meeting
June	14	M	Regular Meeting
July	12	M	Regular Meeting
August	09	M	Regular Meeting
September	13	M	Regular Meeting
October	18	M	Regular Meeting
November	08	M	Regular Meeting
December	13	M	Regular Meeting

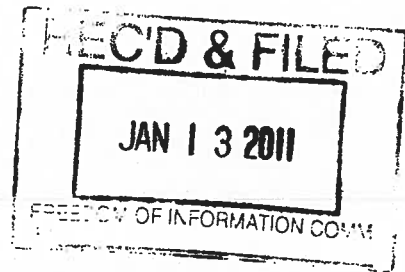
All meetings (unless otherwise noted) start at 7:00 p.m. in Preston Veterans' Memorial School Library located at 325 Route 165/Shetucket Tpke.

Approved
Preston Board of Education
12/14/09

Pamela K. Kew
Chairperson

Exhibit B

9121



Board of Education Officers

Election of Officers

The Board of Education shall elect from its members at the December organizational meeting, a Chairperson and a Secretary. The organizational meeting shall be called to order by the current Board Chairperson who will preside until his/her successor is chosen. In the absence of the Chairperson, the superintendent shall serve as chairperson pro tem until the first regular meeting after the new board takes their seat.

Election of officers shall be reduced to writing and the vote of each member shall be made available for public inspection within forty-eight hours and recorded in the minutes of the meeting. If a Chairperson and/or Secretary are not chosen within one month, Town Selectmen shall choose such officers from the Board membership.

Chairperson

The Chairperson shall preside at all meetings of the Board of Education and shall perform other duties as directed by law, State Department of Education regulations, and by this Board. In carrying out these responsibilities, the Chairperson shall:

- A. Sign the instruments, acts, and orders necessary to carry out state requirements and the will of the Board.
- B. Consult with the Superintendent in the planning of the Board's agendas.
- C. Confer with the Superintendent on crucial matters which may occur between Board meetings.
- D. Establish committees of the Board subject to Board approval (see 9132)
- E. Call special meetings of the Board as necessary.
- F. Be public spokesperson for the Board at all times except as this

responsibility is specifically delegated to others.

G. Be responsible for the orderly conduct of all Board meetings.

As presiding officer at all meetings of the Board, the Chairperson shall:

A. Call the meeting to order at the appointed time.

B. Announce the business to come before the Board in its proper order.

C. Enforce the Board's policies relating to the order of business and the conduct of the meetings.

D. Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference.

E. Explain what the effect of a motion would be if it is not clear to every member.

F. Restrict discussion to the question when a motion is before the Board.

G. Answer all parliamentary inquiries, referring questions of parliamentary procedure to the superintendent or board attorney.

H. Put motions to a vote, stating definitely and clearly the vote and result thereof.

I. Declare the meeting adjourned.

The Chairperson shall have the right, as other Board members have, to offer resolutions, discuss questions, and to vote.

Board of Education Officers

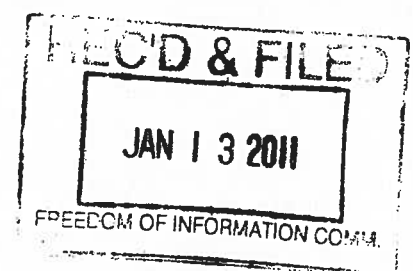
Secretary

The Secretary of the Board of Education shall:

A. perform the duties of the Chairperson at Board meetings in the absence of the Chairperson and Vice-Chairperson.

B. maintain a record of all Board proceedings as required by state law;

<http://www.policy.cabe.org/preston/lpext.dll/Infobase/heading%2...> 1/4/2011



one copy shall be maintained in the office of the Superintendent and one copy in the office of the Town Clerk.

C. supervise the clerk of the Board's performance of duties.

(cf. 9324 Meeting Conduct and Parliamentary Procedure)

Legal Reference: **Connecticut General Statutes**

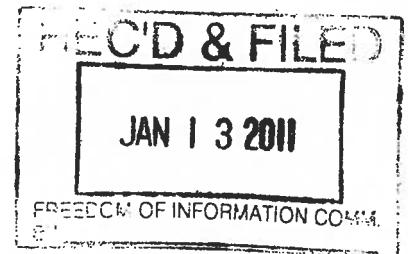
10-218 Officers. Meetings.

10-224 Duties of the secretary.

10-225 Salaries of secretary and attendance officers.

Bylaw adopted by the Board: 12/12/05

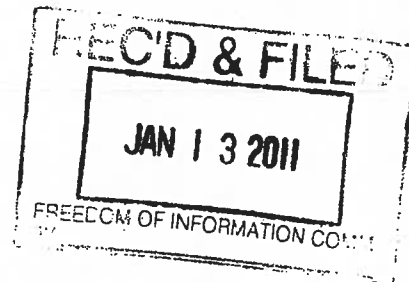
Copyright © CABE. All rights reserved.



Preston Public Schools
December 13, 2010 7:00PM
Regular Board Meeting

Secure

Return



1. Call to Order

Speaker: Pauline Andruskiewicz

2. Pledge of Allegiance

Speaker: Pauline Andruskiewicz

3. Approval of Minutes

Rationale: Moved, to approve the minutes of November 8, 2010 as presented.

Speaker: Pauline Andruskiewicz

Attachments: Meeting Minutes 11-8-10

4. Public Comment

Speaker: Pauline Andruskiewicz

5. Board of Education Committee and Other Reports

Rationale: 1. School Consolidation Sub Committee Meeting

Speaker: Pauline Andruskiewicz

6. Superintendent Reports and Recommendations

Rationale: 1. FY12 Budget

2. Senior Citizen Computer Class

3. MOA: Director of Finance and School Business Operations

Speaker: Pauline Andruskiewicz

Attachments: MOA

6.1. BOE Expenditure/Projection Report

Rationale: 1. Expenditure Report

2. Line Item Transfers

Speaker: Pauline Andruskiewicz

Attachments: Expenditure Report

6.2. Cafeteria Report

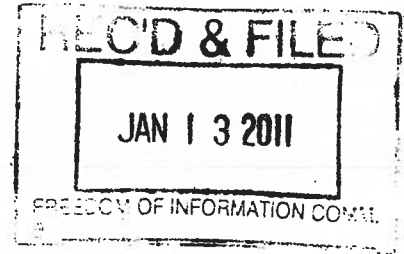
Speaker: Pauline Andruskiewicz

7. New Business

Speaker: Pauline Andruskiewicz

7.1. Votes Required

Rationale: 1. BOE Meeting Dates 2011



2. Election of BOE Officers

3. BOE Policies:

6152 Grouping Policy

6154 Homework Make up Assignments

6156 Use of Computers in Instruction

6159 Individualized Education Program/Special Ed Program

6159.1 Release Time

6161 Equipment/Books/Material

6161.1 Evaluation of Instructional Materials

6161.2 Care of Instructional Materials

6161.21 Overdue, Damaged or Lost Instructional Materials

6161.3 Comparability of Services

6161.7 Use of Proprietary Software Products

4. Policy 3453 Student Activity and Other Activity Funds

5. Residency Determination Hearing Date

6. Public Act 09-199

Speaker: Pauline Andruskiewicz

Attachments: BOE Meeting Dates
Policies 12-13-10
Policy 3453
Public Act 09-199

7.2. Discussion

Speaker: Pauline Andruskiewicz

8. Old Business

Speaker: Pauline Andruskiewicz

8.1. Votes Required

Rationale: 1. Policy 6145.2 Interscholastic Athletics

2. Policy 6145.3 Student Publications

3. Policy 6145.5 Student Government/Organizations/Associations

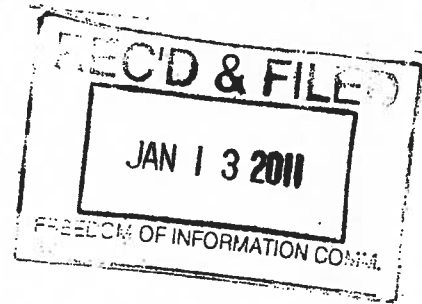
4. Policy 6145.8 School Activity Funds

5. Policy 6146.1 Grading System

6. Policy 3160 Transfer of Funds Between Categories (Amended Calendar and Accounts Payable Info)

Speaker: Pauline Andruskiewicz

Attachments: Accounts Payable
BOE Calendar with Additional Meetings
Old Business Policies for 12-13-10



8.2. Discussion

Rationale: 1. Accounts Payable

2. Kostin, Ruffkess and Company, LLC: Student Activity Account Report

3. Transportation Secretary Job Description

Speaker: Pauline Andruskiewicz

Attachments: Accounts Payable
Kostin Ruffkess Report
Transportation Secretary Job Description

9. Information

Rationale: 1. Project Oceanology After School Studies

2. Letter to vendors and sample Purchase Order

3. Staffing memos

Speaker: Pauline Andruskiewicz

Attachments: Project Oceanology
Staffing
Staffing
Vendor Letter and Sample Purchase Order

10. Executive Session

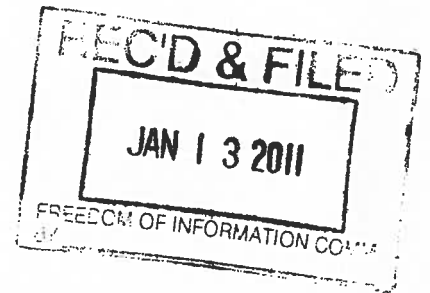
Speaker: Pauline Andruskiewicz

11. Date and Time of Next Meeting

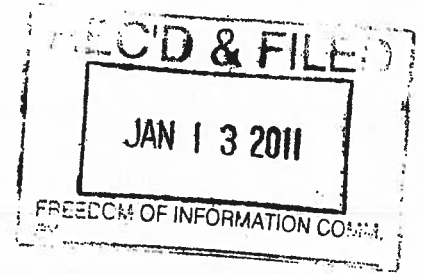
Speaker: Pauline Andruskiewicz

12. Adjournment

Speaker: Pauline Andruskiewicz



Board of Education Regular Meeting
December 13, 2010 07:00PM
PVMS Library



1. Call to Order

Dr. Welch (Superintendent) called the meeting to order at 7:01PM. Board Members Present: Pauline Andruskiewicz, Deborah Burke-Grabarek, Sandra Gauthier, Dan Harris, Charles Raymond, Jim Jancewicz and John Moulson. Also present: Gloria Homiski; Board Secretary, Ivy Davis; Director of Curriculum, Instruction and Special Education, Gary Miller; Interim Business Manager, Dr. Walsh; PVMS Principal, Mike House; Supervisor of Buildings and Grounds, Patricia Hibbard; Transportation Coordinator and Joe Centofanti; Kostin, Ruffkess and Company, LLC. Audience: Norm Gauthier, Robert Congdon, Gale Ennis, Bill Legler, Jan Clancy, Pearle Potter and Julianne Hanckel from The Day.

Moved, to take the agenda out of order to elect officers. Moulson/Jancewicz. Unanimous. Motion Carries.

Pauline Andruskiewicz nominated John Moulson for the position of chairperson. John Moulson nominated Dan Harris for the position of chairperson. Deborah Burke-Grabarek nominated Pauline Andruskiewicz for the position of chairperson.

Moved, to close the nominations. Moulson/Jancewicz. Unanimous. Motion Carries.

All those in favor of electing Dan Harris as board chair: Moulson, Raymond, Harris and Jancewicz.

All those in favor of electing Pauline Andruskiewicz as board chair: Gauthier, Andruskiewicz and Burke-Grabarek.

Moved, to elect Dan Harris to the position of board chair. Moulson, Raymond Jancewicz, Burke-Grabarek and Gauthier in favor. Andruskiewicz opposed. Motion Carries.

Moved, to authorize the nomination of a vice chairperson. Moulson/Jancewicz. Raymond, Harris, Burke-Grabarek and Gauthier in favor. Andruskiewicz opposed. Motion Carries.

Jim Jancewicz nominated John Moulson for the position of Vice Chair.

Deborah Burke-Grabarek nominated Pauline Andruskiewicz for the position of Vice Chair.

Moved, to close the nominations. Moulson/Jancewicz. Unanimous. Motion Carries.

All those in favor of electing John Moulson as board vice chair: Raymond, Moulson, Harris and Jancewicz.

All those in favor of electing Pauline Andruskiewicz for the position of Vice Chair: Andruskiewicz, Burke-Grabarek and Gauthier.

John Moulson elected vice chair.

Pauline Andruskiewicz nominated Deborah Burke-Grabarek for the position of board secretary.

Moved, to close the nominations. Jancewicz/Moulson. Unanimous. Motion Carries.

Deborah Burke-Grabarek elected board secretarty.

Moved, to add Policy 3161 (Audit Policy) to the agenda. Moulson/Jancewicz. Burke-Grabarek, Gauthier, Raymond and Harris in favor. Andruskiewicz opposed. Motion Carries.

2. Pledge of Allegiance

3. Approval of Minutes

Moved, to approve the minutes of the regular meeting of November 8, 2010. Andruskiewicz/Jancewiz. Raymond, Moulson, Gauthier and Harris in favor. Deborah Burke-Grabarek abstained. Motion Carries.

4. Public Comment

Bill Legler: He asked why preK tuition is deposited into the Student Activity Account. Dr. Welch explained that would be addressed later in the meeting.

Moved, to take the agenda out of order to discuss 8.2 Discussion, Kostin Ruffkess Report. Moulson/Jancewicz. Unanimous. Motion Carries.

Dr. Welch introduced Joe Centofanti from Kostin, Ruffkess and Company, LLC. to the board. Mr. Centofanti stated that the board has a very good system in place with regard to the student activity account. The sub accounts have designated advisors, the business manager and a board member approve and sign the checks. The board has voted on the addition of memorial awards to the account. He recommended that student monies and non-student funds be separated into sub accounts. Also, he recommended that scholarship and memorial money, as well as preK tuition money be separated into different accounts all together. He recommended that the board adopt a Student Activity Policy which he presented. He also suggested that the office provide the board with a detailed account each year.

Discussion followed. Gale Ennis set up a memorial account for a family member and was very concerned as to where the money was being held. Dan Harris explained that the office would review the details and get back to her.

Bill Legler stated that he does not want to see preK tuition in a student activity account at all.

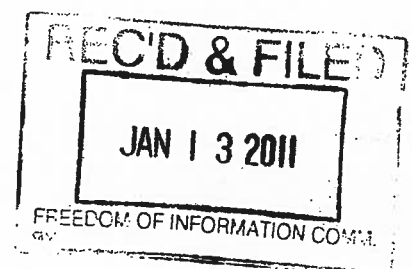
Norm Gauthier expressed concern over the thoroughness of the report from Kostin and Ruffkess.

5. Board of Education Committee and Other Reports

Jim Jancewicz stated that a School Consolidation Sub Committee Meeting was not held this month.

6. Superintendent Reports and Recommendations

6.1. BOE Expenditure/Projection Report



Dr. Welch stated that the proposed budget would be presented at the January BOE meeting.

Dr. Welch met with Fran Minor (Senior Center), Emile Levasseur and Evelyn Dekiert regarding the formation of an adult computer class. It will be a 6 week session which will begin in the spring. To date, 22 seniors are interested in participating.

Dr. Welch met with John Moulson, Robert Congdon and Robert Maurice on November 12th to discuss an MOA relative to the Director of Finance position. Robert Congdon explained that the BOF is working up an MOA of their own. He also stated that he would like all members of the school consolidation sub committee to be voting members.

Gary Miller presented the expenditure report to the board. He also reviewed the recommended budget line item transfers to be made.

Moved, to adjourn the meeting. Moulson/no second.

Moved, to continue the meeting for another half hour. Jancewicz/Andruskiewicz. Gauthier, Burke-Grabarek, Harris and Raymond in favor. Moulson abstained. Motion Carries.

Moved, to approve the line item transfers as presented by the Business Manager. Jancewicz/Gauthier. Burke-Grabarek, Andruskiewicz, Harris, Raymond in favor. Moulson abstained. Motion Carries.

6.2. Cafeteria Report

Gary Miller will present this report next month.

7. New Business

7.1. Votes Required

Moved, to approve the BOE Meeting Date Calendar as modified. Jancewicz/Raymond. Unanimous. Motion Carries.

Moved, to take the agenda out of order to discuss Policy 3161, audit committee nominations. Jancewicz/Moulson. Burke-Grabarek, Gauthier and Raymond in favor. Andruskiewicz opposed. Harris Abstained. Motion Carries.

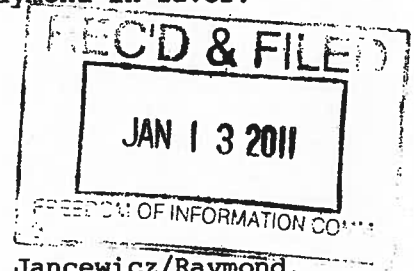
Dan Harris stated that 3 members needed to be elected to serve on the audit committee.

Charles Raymond/Deborah Burke Grabarek nominated John Moulson.
John Moulson/Deborah Burke Grabarek nominated Charles Raymond.
Jim Jancewicz nominated Deborah Burke Grabarek. She declined.
Charles Raymond/Deborah Burke-Grabarek nominated Sandra Gauthier.

Moved, to close the nominations. Moulson/Jancewicz. Unanimous. Motion Carries.

Moved, to elect John Moulson, Charles Raymond and Sandra Gauthier to the audit committee. Jancewicz/Burke-Grabarek. Moulson, Raymond, Harris and Gauthier in favor. Andruskiewicz opposed. Motion Carries.

Moved, to put off the policies until another meeting. Jancewicz/Gauthier.



Discussion followed: Motion amended:

Moved, to defer the 6000 series policies until the next meeting. Moulson/Burke-Grabarek. Harris, Jancewicz, Raymond and Gauthier in favor. Andruskiewicz opposed. Motion Carries.

Policy 3453: Student Activity Account policy recommended by Kostin, Ruffkess was reviewed by the board. John Moulson Requested that the following additions be made to the policy: "An annual report will be provided to the board." "The Business Manager will be responsible for the account in conjunction with the board." "The Executive Administrative Assistant will act as Treasurer."

Residency Hearings: 2 cases of student residency are in question at this time. Moved, to convene on 12/20/10 at 6pm in PVMS Library for the purpose of addressing two residency cases. Andruskiewicz/Jancewicz. Unanimous. Motion Carries.

Moved to continue the meeting for another half hour. Andruskiewicz/Burke-Grabarek. Unanimous. Motion Carries.

Public Act 09-199

Superintendents are now made aware of any known sex offenders who reside in their school district. Our attorney advised the Superintendent to incorporate Public Act 09-199 into a board policy.

Moved, to approve the incorporation of Public Act 09-199 into a policy. Burke-Grabarek/Jancewicz. Unanimous. Motion Carries.

Policy will be brought to the board next month.

7.2. Discussion

8. Old Business

8.1. Votes Required

The board reviewed policies 6145.2 Interscholastic Athletics, 6145.3 Student Publications, 6145.5 Student Government/Organizations/Associations, 6145.8 Student Activity Funds and 6146.1 Grading System.

Moved to approve policies 6145.2, 6145.3, 6145.5, and 6146.1 as amended and to delete policy 6145.8. Moulson/Raymond. Unanimous. Motion Carries.

Policy 3160: Transfer of Funds Between Categories was brought back to the board along with 3 months of payables.

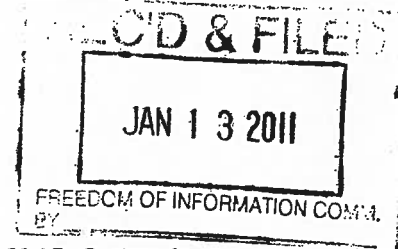
Moved, to amend Policy 3160 to include utilities. Moulson/Jancewicz. Gauthier, Burke-Grabarek, Raymond and Harris in favor. Andruskiewicz opposed. Motion Carries.

It was determined that this policy will be put into place on February 1, 2011.

Moved, to approve Policy 3160 with utilities and the addition of a 2/1/11 date. Moulson/Raymond. Gauthier, Burke-Grabarek, Harris, Jancewicz in favor. Andruskiewicz opposed. Motion Carries.

8.2. Discussion

Transportation Secretary Job Description: This job description was reviewed by the board. It was decided that the board would keep reviewing the situation at



the bus garage monthly. When and if enough drivers are employed, and Pat Hibbard can get away from driving, this position may be eliminated.

Jim Jancewicz left the meeting at 9:56pm.

9. Information

10. Executive Session

Moved, to extend the meeting by a half hour and convene in executive session at 9:56pm in order to discuss the employment of a public employee. Burke-Grabarek/Andruskiewicz. Gauthier, Harris, Raymond in favor. Moulson opposed. Motion Carries.

Came out of executive session at 10:03pm.

11. Date and Time of Next Meeting

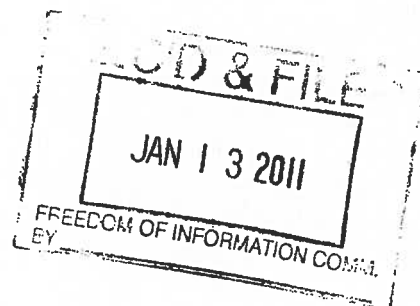
January 10, 2010

7pm

PVMS Library

12. Adjournment

Moved, to adjourn the meeting at 10:03pm. Gauthier/Raymond. Unanimous. Motion Carries.



LAW OFFICES

SIEGEL, O'CONNOR, O'DONNELL & BECK, P.C.

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(860) 442-4747
FAX (860) 442-4714

PLEASE REPLY TO HARTFORD OFFICE

September 9, 2011

ATTORNEY-CLIENT PRIVILEGED COMMUNICATION

Dr. John Welch, Superintendent of Schools
Preston Public Schools Central Office
325 Shetucket Tpke
Preston, CT 06365

RE: FOIA Matter

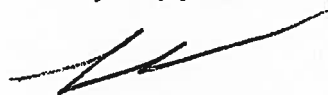
Dear Jack:

This correspondence is written as a follow-up to our discussion of this morning regarding your request for an accounting of the total figure paid by the Preston Board of Education regarding the Freedom of Information complaint filed by Ms. Pauline Andruskwicz.

As I advised you, some of the entries for the FOIA complaint are combined with other matters you and I had discussed or were working on. The best estimate for the overall bill is approximately \$1,782.00.

The biggest expense was for research of case law and preparation of a memorandum summarizing the case law which accounted for \$752.50 of the \$1,782.00. Please let me know if I can be of any further assistance.

Very truly yours,



Nicholas J. Grello



FREEDOM OF INFORMATION



Connecticut Freedom of Information Commission • 18-20 Trinity Street, Suite 100 • Hartford, CT 06106
Toll free (CT only): (866)374-3617 Tel: (860)566-5682 Fax: (860)566-6474 • www.state.ct.us/foi/ • email: foi@po.state.ct.us

NOTICE OF WITHDRAWAL

In the Matter of a Complaint by

Pauline Andruskiewicz,

Complainant(s)

against

Docket #FIC 2011-020

Board of Education, Preston Public Schools

Respondent(s)

August 17, 2011

The above-captioned complaint filed January 13, 2011 has been withdrawn, and the FOIC has closed its file.

FREEDOM OF INFORMATION
COMMISSION

W. Paradis
Acting Clerk of the Commission

8/17/11/WD/Docket #FIC 2011-020/wrbp/TCB/GFD

9270

Conflict of Interest

Board members shall comply with laws regarding conflict of interest and attempt to avoid situations which might have even the appearance of a conflict. Two areas of Board operations must be approached with particular care to prevent any real or seeming conflict of interest - purchasing and personnel hiring. Therefore:

A. No member of the Board shall have any direct monetary interest in contracts with the school district, nor shall he/she furnish directly any labor, equipment, or supplies to the district. However, the district may contract with corporations or businesses in which a Board member is an employee provided, however, that he/she is less than a 1% shareholder. In such instances the member must declare his/her association with the firm and refrain from debating or voting on any related votes.

B. The following rules shall govern conflict of interest in the employment of staff and members of the Board of Education:

1. No spouse, minor child or dependent of a Board of Education member shall be appointed to a full-time position in this school district.

2. Persons related otherwise by blood or marriage to a Board of Education member may be employed following full disclosure of the relationship by the Board of Education member in a public meeting and sufficient vote of appointment without counting the vote of the related Board of Education member.

A. A spouse or child of a Board of Education member may be employed for limited term or short-term employment on a competitive basis among persons who are eligible.

Legal Reference: Connecticut General Statutes

7-479 Conflict of interest.

10-225 Salaries of secretary and attendance officers.

10-232 Restrictions on employment of members of Board of Education.

Bylaw adopted by the Board: 2/06/06

AGREEMENT BETWEEN

**THE DIRECTOR OF FINANCE AND SCHOOL
BUSINESS OPERATIONS,
PRESTON BOARD OF EDUCATION
AND
THE BOARD OF SELECTMEN FOR THE TOWN OF
PRESTON**

September 19, 2011 through June 30, 2013

It is agreed by and between the Preston Board of Education (hereinafter "Board of Education") and the Board of Selectmen for the Town of Preston (hereinafter "Board of Selectmen"), and Robert A. Sirpenski, that the said Board of Education and Board of Selectmen on the 19th day of September, 2011, do hereby employ the said Robert A. Sirpenski as Director of Finance and School Business Operations for the Preston Board of Education and the Board of Selectmen for the Town of Preston and that Robert A. Sirpenski (hereinafter "Director of Finance") hereby accepts employment as the full-time, salaried Director of Finance and School Business Operations for the Preston Board of Education and the Board of Selectmen for the Town of Preston subject to the terms and conditions set forth in this agreement.

1. JOINT EMPLOYMENT

1.1

The parties understand and agree that as a condition of employment and as a condition of the Board of Education's and the Board of Selectmen's agreement to jointly employ the Director of Finance, the Director of Finance will dedicate eighty percent (80%) of his work time for work on behalf of the Board of Education and twenty percent (20%) of his work time for work on behalf of the Board of Selectmen, subject to the provisions of section 1.2.

1.2

In the event that the Board of Education and the Board of Selectmen elect to discontinue joint employment of the Director of Finance under the provisions of section 2 herein, and as a result, either the Board of Education or the Board of Selectmen become the sole employer of the Director of Finance, the Director of Finance will dedicate one hundred percent (100%) of his work time for work on behalf of that sole employer.

1.3

The Board of Education and the Board of Selectmen agree that in the event that either the Board of Education or the Board of Selectmen believes that the Director of Finance is required for a greater percentage of time than the percentages set forth under section 1.1 herein, the party requiring the Director of Finance for the greater percentage of time must request and receive written approval from the other party for such additional use. If such request is denied, the Director of Finance will continue to work within the percentages set forth under section 1.1 herein.

2. DISCONTINUATION OF JOINT EMPLOYMENT

2.1

The Board of Education and Board of Selectmen agree that, by agreement between the Board of Education and Board of Selectmen, either party may discontinue, or terminate its joint employment of the Director of Finance, and that as a result of such agreement, either the Board of Education or the Board of Selectmen will become the sole employer of the Director of Finance. In the event of such discontinuation or termination of joint employment, the Board of Education and Board of Selectmen each agree to provide the Director of Finance notice of such discontinuation or termination within five (5) days of the discontinuation or termination. Accordingly, the joint employment of the Director of Finance will cease upon receipt of such notice.

2.2

The Board of Education and Board of Selectmen agree that if either the Board of Education or the Board of Selectmen desire to terminate the Director of Finance in accordance with the terms of section 8 herein, the other party may continue to employ the Director of Finance.

2.3

Anything in sections 2.1 and 2.2 to the contrary notwithstanding, the provisions of section 8 shall take precedence and the Director of Finance's employment may be terminated under the provisions of said section.

3. DUTIES

As an employee of the Board of Education, the Director of Finance shall report to the Superintendent of Schools and shall perform all such duties as assigned. As an employee of the Board of Selectmen, the Director of Finance shall report to the First Selectman and shall perform all such duties as assigned. It shall be the responsibility of the Director of Finance to meet all of the performance requirements as set forth in his job description.

4. TERM

The term of employment under this Agreement is **September 19, 2011 to June 30, 2013**. The Board of Education, Board of Selectmen and Director of Finance agree to the following procedures to extend the Director of Finance's employment under this Agreement for an additional period of time.

At least ninety (90) days prior to the end of the Agreement, the Board of Education and the Board of Selectmen shall meet and vote whether or not to issue a new agreement. The Director of Finance shall notify the Board of this cause at least one-hundred-twenty (120) days prior to the end of the Agreement.

Prior to that meeting, the Superintendent or First Selectman shall make a recommendation to the Board of Education and the Board of Selectmen concerning whether or not the employment of the Director of Finance should be extended. At least one-hundred-fifty (150) days prior to the end of the Agreement, the Director of Finance shall provide the Superintendent with written notice of this obligation.

Upon the Superintendent's or First Selectman's recommendation, the Board of Education, Board of Selectmen and Director of Finance, upon mutual consent, may agree to extend this Agreement in one (1) year increments, but at no time shall the Director of Finance be under contract to the Board of Education and the Board of Selectmen for a period greater than three (3) years. Anything in this paragraph to the contrary notwithstanding, the provisions of section 8 shall take precedence and the Director of Finance's employment may be terminated under the provisions of said section.

5. COMPENSATION

The annual salary for the position of the Director of Finance and School Business Operations shall be ninety thousand dollars (\$90,000).

The Board of Education and Board of Selectmen shall contribute an annual matching contribution on behalf of the Director of Finance to an annuity of his choice as follows: three thousand dollars (\$3000).

Compensation for the Director of Finance for any period that employment is renewed under the provisions of section 4 of this Agreement, if any, shall be negotiated and agreed to by the Board of Education, the Board of Selectmen and the Director of Finance prior to the commencement of the new contract term.

All salary and other payments called for by this Agreement, including but not limited to costs of fringe benefits and expenses, shall be paid by the Board of Education and the Board of Selectmen in the following proportions:

Preston Board of Education:	Eighty percent (80%)
Board of Selectmen of the Town of Preston:	Twenty percent (20%)

The Board of Education and the Board of Selectmen agree that in the event the Director of Finance works beyond the percentages set forth under section 1.1 herein, the Board of Education and Board of Selectmen may revisit the percentage of remuneration paid by each.

The Board of Education and the Board of Selectmen agree that in the event the Board of Education or the Board of Selectmen discontinue or terminate the joint employment of the Director of Finance under the terms of section 2 herein, the party that remains as the sole employer of the Director of Finance will be responsible for paying the Director of Finance one hundred percent (100%) of his salary and other payments called for by this Agreement.

6. FRINGE BENEFITS AND WORKING CONDITIONS

A. Sick Leave

The Director of Finance shall receive a total of ten (10) days of sick leave annually, to be used for legitimate illness. Days of sick leave may be accumulated from year to year up to a maximum of sixty (60) days. No accumulated days of sick leave shall be considered for compensation upon termination, resignation, retirement or death in service of the Director of Finance.

B. Vacation

The Director of Finance shall receive a total of fifteen (15) days vacation annually, exclusive of legal holidays, beginning July 1st of each year. After three (3) years of employment as the Director of Finance and School Business Operations, the Director of Finance shall receive twenty (20) days vacation annually, exclusive of legal holidays, beginning July 1st of each year. Such vacation will be taken within the twelve (12) months of the year and must be taken no later than June 30th. Unused vacation may not be carried over into a subsequent year. The Director of Finance may accept a buyout of five (5) unused vacation days at the end of each fiscal year.

C. Personal Leave

The Director of Finance shall receive two (2) days of personal leave annually, provided the Director of Finance receives prior approval from the Superintendent and First Selectman,

except in cases of emergency where later approval may be secured at the Superintendent's and First Selectman's discretion. Unused personal leave may not be carried over into a subsequent year.

D. Health Insurance

The Board of Education and the Board of Selectmen agree to make health insurance packages, contained herein, available to the Director of Finance. The Board of Education and the Board of Selectmen shall be responsible for contributing eighty-three percent (83%) of the co-pay toward the insurance premium of such coverage, with the Director of Finance responsible for contributing the remaining seventeen percent (17%) of the co-pay toward the insurance premium. The Director of Finance may select one of the following two packages:

- i. The Century Preferred PPO Plan, with the following features:
 - a. \$5 office visit co-payment.
 - b. \$5 specialist.
 - c. \$0 hospital co-payment.
 - d. \$200 out-patient hospital.
 - e. \$25 emergency room.
 - f. \$25 urgent care.
 - g. 2-tier Prescription Drug Plan (\$5/\$10) with \$1000 annual maximum.
- ii. The Century Preferred PPO Plan with the following features:
 - a. \$25 office visit co-payment.
 - b. \$250 hospital co-payment.
 - c. \$150 out-patient hospital.
 - d. \$100 emergency room.
 - e. \$50 urgent care.
 - f. 3-tier Prescription Drug Plan (\$10/\$25/\$40) with \$1500 annual maximum.

The Board of Education and the Board of Selectmen also agree to make a dental insurance plan available to the Director of Finance. The Director of Finance shall pay a premium share toward the cost of this plan equal to the percentage premium share contribution for health insurance. The Director of Finance may add family members at his cost.

E. Work Year

The Director of Finance's salary will be based upon a twelve-month work year.

7. EXPENSES

- A. The Director of Finance shall be reimbursed for out-of-pocket expenses incurred in the performance of his professional duties in an amount not to exceed the budgetary allotment for such expenses. Vouchers for such expenses shall be processed in a timely manner.
- B. The Director of Finance shall be reimbursed for professional use of his personal vehicle at the IRS allowable rate. The Superintendent or First Selectman will approve all mileage in advance.
- C. The Board of Education shall pay the full cost of the Director of Finance maintaining professional association membership in the Connecticut Association of School Business Officials ("CASBO") in an amount not to exceed the budgetary allotment for such expense.

- D. The Board of Education and the Board of Selectmen shall pay the full cost of the Director of Finance for conference, workshop and seminar costs as applicable to specific assignments and with prior approval of the Superintendent and First Selectman, in amounts not to exceed the budgetary allotment for such expenses. If it is determined, by agreement between the Board of Education and the Board of Selectmen, that the Director of Finance's attendance at a conference, workshop or seminar was primarily for the benefit of the Director of Finance's employment by either the Board of Education (e.g., pertaining to education issues), or the Board of Selectmen (e.g., pertaining to municipal issues), then either the Board of Education or the Board of Selectmen, whichever party is the primary beneficiary, may independently pay the full cost of such conference, workshop or seminar.

8. TERMINATION

- A. The parties may, by mutual consent, terminate this Agreement at any time.
- B. The Director of Finance shall be entitled to terminate this Agreement upon written notice of thirty (30) days to the Board of Education and the Board of Selectmen.
- C. The Board of Education and the Board of Selectmen may terminate this Agreement during its term for cause as provided in the Connecticut General Statutes.
- D. Any time limits herein may be waived by written mutual agreement of the parties.

9. GENERAL PROVISIONS

- A. If any part of this Agreement is declared invalid by a forum of competent jurisdiction, it shall not affect the remainder of said Agreement, but said remainder shall be binding and effective against all parties.
- B. This contract contains the entire agreement between the parties. It may not be amended orally, but may be amended only by an agreement in writing signed by both parties.
- C. This Agreement shall be governed by and construed under the internal laws of the State of Connecticut.

IN WITNESS WHEREOF, the undersigned have executed this Agreement this _____ day of _____, 2011.

Robert A. Sirpenski

On Behalf of the Board of Education

On Behalf of the Board of Selectmen

9400

Bylaws of the Board

Monitoring Products and Processes

Self-Evaluation

The Preston Board of Education is made up of duly elected individuals to oversee the Public Schools of the community. This very responsible and complex job requires that the Board blend its diverse opinion into a common purpose which will give direction to the school system. The local community looks to its Board of Education to provide leadership for the school system. The success of the system depends on how well that role is carried out.

Therefore, it shall be the policy of the Preston Board of Education that there shall be an annual program of self-evaluation in which each member shall participate.

Annually the board will schedule dates to conduct its self-evaluation. The evaluation will include, but not be limited to, the following leadership areas: community leadership of education, influencing educational policy, community involvement, communicating with the public, the decision making process, planning and setting goals, allocating resources, developing Board policy, policy oversight, selecting and evaluating the Superintendent, working with the Superintendent, promoting good employee relations, setting expectations for Board member conduct, conducting the work of the Board, Board member development.

Policy Review and Evaluation

The Board shall follow through the policies it has formulated. It shall evaluate how the policies have been executed by the school staff, and shall weigh the results. The Board shall rely on the school staff, students, and the community to provide evidence of the effect of the policies which it has adopted.

Legal Reference: Connecticut General Statutes

[10-14m - 10-14r](#) Education evaluation and remedial assistance.

[10-220](#) Duties of boards of education.

Bylaw adopted by the Board: 6/12/06

9130

Committees

Committees of the Preston Board of Education shall be established at the first regularly scheduled meeting in January, or as needed, by a majority vote of the Board.

Duties of each committee shall be determined as a committee is formed.

Each committee may make a report through its chairperson at each regular meeting of the Board of Education. Each committee shall make its annual report at the meeting **prior to** the first regularly scheduled meeting in January.

No committee shall have power other than to recommend to the Board of Education unless specially authorized. No committee, or member of a committee, is authorized to make any contract or enter into any agreement which involves the expenditure of money, unless such contract or agreement is authorized by the Board either in regular or special meeting.

All committees of the Board of Education shall follow the provisions of the Freedom Of Information Act as required by statute.

(cf. [9132/9133](#) - Committees and Advisory Committees)

Legal Reference: **Connecticut General Statutes**

[1](#)-7 through [1](#)-18 and [1](#)-200 through [1](#)-241 of the Freedom of Information Act.

[1](#)-200 Definitions.

[1](#)-226 Meetings of government agencies to be public.

Bylaw adopted by the Board: 12/12/05

9132

Committees and Advisory Committees

Standing Committees

As deemed necessary, the Board of Education may establish standing committees from among its membership to make recommendations for Board action. The following rules will govern the appointment and function of such committees which shall:

- A. be established through action of the Board of Education;
- B. have their members appointed by the Board Chairperson
- C. be informed in writing at the time of committee formation of committee purpose, functions, and duties;
- D. make recommendations for Board action, but it may not act for the Board except in those instances where authority to act has been specifically delegated to the committee by the Board;
- E. be dissolved at the end of the Board's year or at any time by a vote of the Board.

The Board Chairperson and the Superintendent of Schools shall be ex-officio members of all standing committees.

Ad Hoc Committees

Ad hoc committees may be created for special assignments. The same rules shall apply to special committees as apply to standing committees, except that they shall be dissolved immediately upon completion of an assignment. The Board Chairperson and the Superintendent of Schools shall be ex-officio members of all ad hoc committees.

Duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made to the Board of Education.

Committees as Public Entities

All Board of Education committee meetings are public meetings unless the committee is composed entirely of non-Board members and the Board successfully has petitioned the Freedom of Information Commission prior to the committee formation for such committee to be exempt from this requirement.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

Legal Reference: **Connecticut General Statutes**

1-7 through 1-21k Freedom of Information Act.

Bylaw adopted by the Board: 12/12/05

1220

Community Relations

Citizens' Ad Hoc Advisory Committees

The Board of Education endorses appropriate ad hoc advisory committees for various district programs and activities. When it establishes a committee, the Board shall provide guidelines for membership and delineate its responsibilities, authority, and meeting requirements pursuant to the Freedom of Information Act. At the October Board meeting each year, the Board shall review existing advisory committees, membership, and committee goals for the year.

As required by statute, all Board of Education committees shall follow the provisions of the Freedom of Information Act.

(cf. [1312](#) Public Complaints)

(cf. [5145.2](#) Freedom of Speech/Expression)

(cf. [6144](#) Controversial Issues)

(cf. [6161](#) Equipment, Books, Materials: Provision/Selection)

Legal Reference: **Connecticut General Statutes**

[1](#)-200 -- [1](#)-241 Freedom of Information Act.

Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)

Policy adopted: 7/11/05

9313

Bylaws of the Board**Administrative Regulations**

The Superintendent of Schools shall develop administrative regulations to carry out the wishes of the Board of Education expressed in policy. The Superintendent will provide copies of such administrative regulations to all Board members as well as to other persons having policy manuals.

The Board of Education reserves the right to review and direct revisions of administrative regulations should they, in Board members' collective judgment, be inconsistent with policies adopted by the Board of Education.

Legal Reference: *Robert's Rules of Order, Newly Revised*

10-221 Boards of education to prescribe rules, policies, and procedures.

Bylaw adopted by the Board: 10/17/05

Reviewed/Approved: 2/06/06

2120

Administration**Organization Chart**

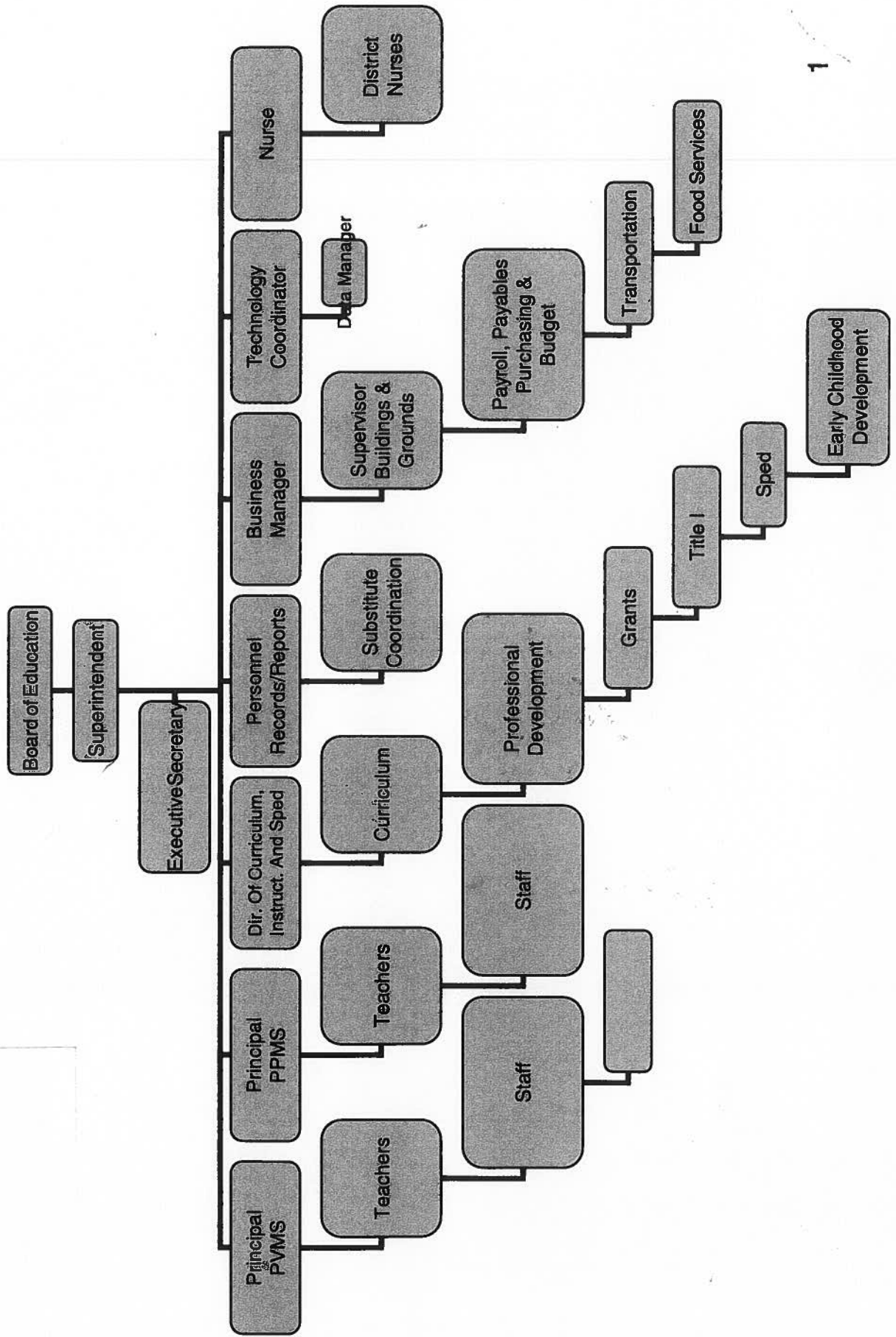
The legal authority of the Board will be transmitted through the Superintendent as shown on the district organization chart.

The district organization chart will be prepared by the Superintendent and approved by the Board. The lines on the chart will represent direction of authority and responsibility.

The Superintendent will keep the administrative structure up to date with the needs for supervision and accountability in the school system. Therefore, he/she may, from time to time, recommend for Board approval changes in the district organization chart.

Policy adopted: 11/5/07

PRESTON PUBLIC SCHOOLS





PRESTON PUBLIC SCHOOLS
Office of the Superintendent of Schools
325 Shetucket Turnpike
Preston, Connecticut 06365-8631

47/283

John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 15, 2011

re: Letter of Commendation

Dear

I am writing to commend you upon your exemplary performance on the 2011 Connecticut Mastery Tests in mathematics, reading and writing. Among the 283 students enrolled in grades three through eight last year who took those examinations, you were one of 47 students (top 17%) who scored **Advanced** in all three subjects.

A detailed explanation of your performance will be disseminated early next month, but in the meantime I wanted to convey my personal congratulations for a job well done.

Best wishes for a rewarding 2011-2012 school year.

Very truly yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Principals
Preston Board of Education



PRESTON PUBLIC SCHOOLS
Office of the Superintendent of Schools
325 Shetucket Turnpike
Preston, Connecticut 06365-8631

John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Mr. Dan Rearick
29 Griswold Lane
Amston, CT 06248

re: Letter of Commendation

Dear Dan,

I am writing to congratulate you upon the performance of the fourth grade class on the 2011 Connecticut Mastery Tests in mathematics, reading and writing. The following summary provides clear evidence of the growth that your students experienced between third and fourth grade:

	% At Goal/Adv	
	Grade 3 (2010)	Grade 4 (2011)
Mathematics	63.4	72.1
Reading	48.8	67.4
Writing	43.9	79.1

From my examination of the data, it is apparent that both you and Sandra made an equivalent and substantial contribution to the success experienced by the class. The growth demonstrated by your students in writing, for example, was outstanding. In fact, it exceeded by an impressive margin the gains demonstrated by any other grade. And, the 18.6 point gain in reading is similarly impressive.

Although, our 80% (Goal/Adv) target in any subject eluded you (writing was breathtakingly close), you did a superb job teaching, coaching and preparing your students to succeed.

I am very pleased with these results and congratulate both of you on making it happen.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Dr. Walsh
Preston Board of Education



PRESTON PUBLIC SCHOOLS
Office of the Superintendent of Schools
325 Shetucket Turnpike
Preston, Connecticut 06365-8631

John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Ms. Sandra Bosko
86 Route 165
Preston, CT 06365

re: Letter of Commendation

Dear Sandra,

I am writing to congratulate you upon the performance of the fourth grade class on the 2011 Connecticut Mastery Tests in mathematics, reading and writing. The following summary provides clear evidence of the growth that fourth grade students experienced between third and fourth grade:

	% At Goal/Adv	
	Grade 3 (2010)	Grade 4 (2011)
Mathematics	63.4	72.1
Reading	48.8	67.4
Writing	43.9	79.1

From my examination of the data, it is apparent that both you and Dan made an equivalent and substantial contribution to the success experienced by the class. The growth demonstrated by fourth grade students in writing, for example, was outstanding. Overall, it exceeded by an impressive margin the gains demonstrated by any other grade. In fact, 81% of your class scored Goal or Advanced in writing. And, the 18.6 point gain in reading for the entire class is similarly impressive.

I am very pleased with these results and congratulate both of you on making it happen.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Dr. Walsh
Preston Board of Education



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August 10, 2011

Mrs. Sharon Robbins
78 River Road
Preston, CT 06365

re: Letter of Commendation

Dear Sharon,

I am writing to commend you upon the performance of your seventh grade pre-algebra and eighth grade algebra classes. Among the 28 students comprising those two classes, all of them scored Goal or Advanced on the mathematics test. In fact, 26 students or 93% of them scored Advanced!

Thank you for making an outstanding contribution to the success experienced by both classes on the 2011 CMTs.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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August 10, 2011

Mrs. Jane Deremiah
23 Julian Drive
Preston, CT 06365

re: Letter of Commendation

Dear Jane,

I was delighted to see that among the 19 students comprising your seventh grade reading class in 2010-2011, 16 or 84% of the class scored Goal or Advanced on the test. I think their performance a fitting testimonial to your long tenure as a teacher at Preston Plains Middle School.

Thank you for concluding your career on a decidedly positive note by contributing to the success experienced by those students.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch". The signature is written in a cursive style with a large initial "J".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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325 Shetucket Turnpike
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(860) 889-6098
FAX (860) 889-8685

August 10, 2011

Mrs. Jennifer Foltz
46 Woodbridge Road
Niantic, CT 06357

re: Letter of Commendation

Dear Jen,

I am writing to commend you upon the 2011 Connecticut Mastery Test performance in reading of the seventh grade class that you co-taught with Jane Deremiah. Among the 19 students comprising the class, 16 or 84% of the class scored Goal or Advanced on the test.

Thank you for making a significant contribution to the success experienced by that class this year.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch". The signature is written in a cursive style with a large initial "J".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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(860) 889-6098
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August 10, 2011

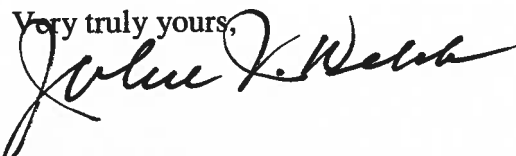
Mrs. Kim Miller
94 Fairy Lake Road
Salem, CT 06420

re: Letter of Commendation

Dear Kim,

I am writing to commend you upon the 2011 Connecticut Mastery Test performance in writing of the eighth grade class that you co-taught with Chris Pickett. Among the 17 students comprising the class, 14 or 82% of the class scored Goal or Advanced on the test.

Thank you for making a significant contribution to the success experienced by that class this year.

Very truly yours,

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 9, 2011

Mr. Christopher Pickett
123 East Haddam Colchester Tpke.
Moodus, CT 06469

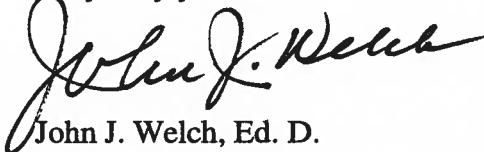
re: Letter of Commendation

Dear Chris,

I am writing to commend you upon the performance of your seventh and eighth grade classes on the 2011 Connecticut Mastery Test in writing. Each of your four classes comprising 84 students did very well as evidenced by the fact that 80% or more of them scored Goal or Advanced on the test.

Great job!

Very truly yours,



John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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325 Shetucket Turnpike
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Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Ms. Melissa Durkee
53 Bay Mountain Drive
Griswold, CT 06351

re: Letter of Commendation

Dear Melissa,

I am writing to congratulate you upon the superb performance of your seventh grade classes on the 2011 Connecticut Mastery Test in mathematics, reading and writing. Among the 28 students enrolled in your writing and reading classes, 100% of them scored Goal or Advanced on the test and 13 or 87% of your mathematics class scored Goal or Advanced as well.

Thank you for making an outstanding contribution to the success experienced by your students this year.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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welchj@prestonschools.org

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FAX (860) 889-8685

August 8, 2011

Mrs. Dawn Riley
317 Westminster Road
P.O. Box 224
Canterbury, CT 06331

re: Letter of Commendation

Dear Dawn,

I am writing to congratulate you upon the performance of your sixth grade class on the 2011 Connecticut Mastery Test in reading. Among the 17 students enrolled in your class, 15 or 88% of them scored Goal or Advanced on the test.

Thank you for making an outstanding contribution to the excellent performance demonstrated by these students.

Very truly yours,

A handwritten signature in black ink that reads "John J. Welch". The signature is written in a cursive style with a large initial "J".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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welchj@prestonschools.org

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FAX (860) 889-8685

August 8, 2011

Mrs. Judy Ghattas
31 Branch Hill Road
Preston, CT 06365

re: Letter of Commendation

Dear Judy,

I am writing to congratulate you upon the performance of your sixth grade class on the 2011 Connecticut Mastery Test in mathematics. Among the 34 students enrolled in your two mathematics classes, 28 or 82% of them scored Goal or Advanced on the test.

Thank you for making an important difference for these students by ensuring that they were properly taught and prepared to do well on this test.

Very truly yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Mr. Bernier
Preston Board of Education



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Preston, Connecticut 06365-8631

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Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Mrs. Jennifer Thom
49 Old Colchester Road, Ext.
Oakdale, CT 06370

re: Letter of Commendation

Dear Jennifer,

I am writing to commend you upon the performance of your third grade class on the 2011 Connecticut Mastery Test in reading and writing. Although our stated target of 80% scoring at Goal/Advanced was not realized, we can celebrate the substantial improvement demonstrated by students in 2011 compared to either 2010 or 2009. This is a credit to the effort and hard work that you and your teammates exhibited throughout the year. As a consequence, all of these students are well-positioned to achieve at a higher level in grade four.

Thank you for making an outstanding contribution to the success experienced by your students.

Very truly yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Dr. Walsh
Preston Board of Education



PRESTON PUBLIC SCHOOLS
Office of the Superintendent of Schools
325 Shetucket Turnpike
Preston, Connecticut 06365-8631

John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Mrs. Nancy Mattern
408 Old Jewett City Road
Preston, CT 06365

re: Letter of Commendation

Dear Nancy,

I am writing to commend you upon the performance of your third grade class on the 2011 Connecticut Mastery Test in mathematics. Among the 19 students enrolled in your class, 16 or 84% of them scored Goal or Advanced on the test. In addition, I was also pleased with the substantial gain in performance demonstrated by the entire third grade class in both reading and writing. This is a credit to the effort and hard work that you and your teammates exhibited throughout the year. As a consequence, all of these students are well-positioned to achieve at a higher level in grade four.

Thank you for making an outstanding contribution to the success experienced by your students.

Very truly yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Dr. Walsh
Preston Board of Education



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welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 8, 2011

Mrs. Kristine Shabunia
P.O. Box 95
N. Stonington, CT 06359

re: Letter of Commendation

Dear Kristine,

I am writing to commend you upon the performance of your third grade class on the 2011 Connecticut Mastery Test in reading and writing. Although our stated target of 80% scoring at Goal/Advanced was not realized, we can celebrate the substantial improvement demonstrated by students in 2011 compared to either 2010 or 2009. This is a credit to the effort and hard work that you and your teammates exhibited throughout the year. As a consequence, all of these students are well-positioned to achieve at a higher level in grade four.

Thank you for making an outstanding contribution to the success experienced by your students.

Very truly yours,

A handwritten signature in cursive script that reads "John J. Welch".

John J. Welch, Ed. D.

cc: Dr. Walsh
Preston Board of Education



PRESTON PUBLIC SCHOOLS
Office of the Superintendent of Schools
325 Shetucket Turnpike
Preston, Connecticut 06365-8631

John J. Welch, Ed.D.
Superintendent of Schools
welchj@prestonschools.org

(860) 889-6098
FAX (860) 889-8685

August 15, 2011

Mr. Brian Mahoney
Chief Financial Officer
Division of Finance and Internal Operations
State of Connecticut
Department of Education
P.O. Box 2219
Hartford, CT 06145

re: Town of Preston Minimum Budget Requirement

Dear Mr. Mahoney,

Further to your August 10, 2011 correspondence regarding the Town of Preston's compliance with the Minimum Budget Requirement (MBR), I anticipate that the Town will appropriate the sum of \$53,982 to the Preston Board of Education at a forthcoming Town Meeting.

If you have any further questions, please contact me at your earliest convenience.

Very truly yours,

John J. Welch, Ed. D.

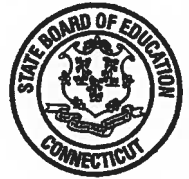
cc: George A. Coleman, Acting Commissioner of Education
Robert Congdon, First Selectman, Town of Preston
Gary Miller, Business Manager, Preston Public Schools
Daniel Murphy, Chief, Division of Legal and Governmental Affairs
Eugene Croce, Manager, Bureau of Grants Management
Preston Board of Education
Robert Maurice, Chairman, Board of Finance



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION

August 10, 2011



John J. Welch
Superintendent of Schools
Preston Public Schools
325 Shetucket Turnpike
Preston, CT 06365

Dear Dr. Welch:

On July 29, 2011, districts were asked to provide 2010-11 and 2011-12 budgeted appropriation information in order for the Department to determine the 2011-12 Minimum Budget Requirement (MBR). Based on the information you certified on August 2, 2011, **Preston is currently in noncompliance by \$53,982.**

Attached is information to help you understand Preston's current MBR situation:

Attachment 1 is a detailed summary of both the MBR determination (Line 12), as well as Preston's lack of compliance (Lines 13 and 14).

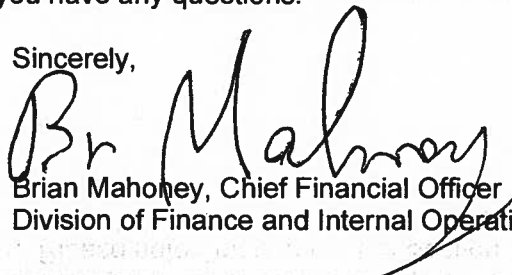
Attachment 2 includes the detail on the \$27,570 reduction to the MBR based on declining resident students (Line 7 of Attachment 1).

Attachment 3 includes the detail as to why Preston is not eligible for a reduction to the MBR based on declining high school students (Line 8 of Attachment 1).

Given the current noncompliance status for 2011-12, and in order for the Department to determine next steps, **please indicate by August 17, 2011, if you anticipate the town providing the board of education with the additional funds during this fiscal year.** Please note that pursuant to Section 10-262i(g) of the Connecticut General Statutes, failure to meet the 2011-12 MBR results in a forfeiture in the amount equal to two times the shortfall. Such forfeiture would be deducted from the 2013-14 Education Cost Sharing (ECS) grant. Based on the current shortfall of \$53,982, the reduction to the ECS grant would equal \$107,964. Further, under this example, the State Board of Education may waive such forfeiture if the town appropriates to the board of education in 2013-14 an amount in excess of the MBR that is at least equal to the penalty. In addition, the State Board of Education may waive the forfeiture for other good cause.

Do not hesitate to contact me at 860-713-6464 if you have any questions.

Sincerely,


Brian Mahoney, Chief Financial Officer
Division of Finance and Internal Operations

BM

cc: George A. Coleman, Acting Commissioner of Education
Robert Congdon, First Selectman, Town of Preston
Gary Miller, Business Manager, Preston Public Schools
Daniel Murphy, Chief, Division of Legal and Governmental Affairs
Eugene Croce, Manager, Bureau of Grants Management

Attachments

Attachment 1

MINIMUM BUDGET REQUIREMENT (MBR)
SCHOOL DISTRICTS THAT ARE NOT
MEMBERS OF SECONDARY REGIONS
FISCAL YEAR: 2011-12
ED012A

STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION
DIVISION OF FINANCE AND INTERNAL OPERATIONS
BUREAU OF GRANTS MANAGEMENT
165 CAPITOL AVE
HARTFORD, CT 06106-1630

School District: 114-Preston
Contact Person: Gary Miller
E-Mail Address:

Date: 8/10/2011 10:57:39 AM
Telephone: 860-889-6098
Fax: 860-889-8685

Line	Description	Amount
1	Final 2010-11 Budgeted Appropriation Including Supplemental Appropriations	10,456,162
2	State Fiscal Stabilization Funds (SFSF) <i>Included</i> in 2010-11 Appropriation	436,130
3	2010-11 Budgeted Appropriation Less District Appropriated SFSF Funds (Line 1 - Line 2)	10,020,032
4	2010-11 SFSF Funds Paid to District	436,130
5	2010-11 Budgeted Appropriation Including SFSF Funds (Line 3 + Line 4)	10,456,162
6	2011-12 Budgeted Appropriation Including Supplemental Appropriations	10,374,610
7	Preliminary Resident Student MBR Deduction (See Attachment)	27,570
8	Preliminary Districts Not Maintaining a High School Deduction (See Attachment)	0
9	Maximum Resident Student or District Not Maintaining a High School Deduction (Line 5 x .005)	52,281
10	Final Resident Student MBR Deduction (Lesser of Line 7 or Line 9)	27,570
11	Final Districts Not Maintaining a High School Deduction (Lesser of Line 8 or Line 9)	0
12	2011-12 MBR (Line 5 - Line 10 - Line 11)	10,428,592
13	2011-12 MBR Overage/Shortage (Line 6 - Line 12)	-53,982
14	MBR Compliance (If Line 13 is equal to or greater than 0, then YES else NO)	No

The Department of Education will contact those districts whose line 14 equals NO.

Data Certified by prs on 8/2/2011 12:38:36 PM.

July 27, 2011

Attachment 2
Connecticut State Department of Education
MBR Resident Student Reduction under P.A. 11-234(1)

Item A. MBR Reduction per Eligible Student: **\$3,000**

District Code	District Name	(1) 2010-11 ECS Resident Students (October 2009 PSIS)	(2) 2011-12 ECS Resident Students (October 2010 PSIS)	(3) MBR Eligible Student Reduction (Lower of 0 or (Col 2 - Col 1))	(4) Preliminary Resident Student MBR Reduction (Col 3 x Item A, Rounded)	(5) Adequate Yearly Progress	(6) Resident Student MBR Reduction (If Col 5 = YES then Col 4 x -1, else 0)
114	Preston	670.99	661.80	(9.19)	(\$27,570)	YES	\$27,570

CONNECTICUT STATE DEPARTMENT OF EDUCATION													
MBR Designated High School (DHS) Reduction under P.A. 11-234(1)													
Attachment 3													
July 27, 2011	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)		
Resident District Code	Reporting District Code	10/2009 Designated High School Students	10/2010 Designated High School Students	Negative Change in Enrollment (Lesser of 0 or Col 2 - Col 1)	Positive Change in Enrollment (Greater of 0 or Col 2 - Col 1)	Total Net Change in Enrollment (Col 3 Total + Col 4 Total)	Per Student Tuition Rate (Supplied by Reporting District)	Number of Students Eligible for Decrease, by School *	Tuition Impact per Enrollment Change (Column 6 x Column 7)	Total Tuition Impact (Column 8 Total)	Adequate Yearly Progress	Designated High School Deduction **	
114	901	Norwich Free Acad	Norwich Free Acad	179	194	0	15	\$10,700	0.00	\$0	\$0	YES	\$0

* If Column 5 is negative, then ((Column 3 / Total Column 3 * Column 5) * -1), else zero.

** If Column 7 equals NO or Column 6 is positive, then Column 8 equals 0, else Column 8 equals Column 7 x -1.