

**Windsor Board of Education  
Regular Meeting**

Tuesday, December 19, 2023 7:00 PM

BOE Regular Meeting - Hybrid via Zoom and In-Person Please click the link below to join the webinar:  
<https://us06web.zoom.us/j/87500328965> Or Telephone: +1 646 558 8656 +1 301 715 8592 Webinar ID: 875  
0032 8965

601 Matianuck Avenue  
Windsor, CT 06095

1. Call to Order, Pledge to the Flag, Moment of Silence  
**Speaker(s):** D. Furie
2. Audience to Visitors  
**Speaker(s):** D. Furie
3. Recognitions/Acknowledgements  
**Speaker(s):** D. Furie
4. Consent Agenda  
**Speaker(s):** D. Furie
  - 4.a. Financial Report  
**Speaker(s):** D. Batchelder
  - 4.b. Enrollment Report  
**Speaker(s):** D. Batchelder
  - 4.c. Food Service Report  
**Speaker(s):** D. Batchelder
  - 4.d. Human Resources Report  
**Speaker(s):** D. Batchelder
5. Approval of Minutes  
**Speaker(s):** L. Lockhart
  - 5.a. November 21, 2023 Regular Meeting  
**Speaker(s):** L. Lockhart
  - 5.b. December 7, 2023 Policy Committee  
**Speaker(s):** L. Lockhart
  - 5.c. December 12, 2023 Long Range Planning Committee  
**Speaker(s):** L. Lockhart
6. Student Representative Report  
**Speaker(s):** T. Hoagland
7. Board of Education  
**Speaker(s):** D. Furie
  - 7.a. President's Report  
**Speaker(s):** D. Furie
  - 7.b. Policy Adoption, 1st Reading  
**Speaker(s):** D. Furie
    - 7.b.1. Revised P 5112 Age of Attendance  
**Speaker(s):** N. Wolliston/N. Abdel-Hady
    - 7.b.2. Revised AR 5123.1 Promotion/Retention (WHS)  
**Speaker(s):** N. Wolliston/N. Abdel-Hady
    - 7.b.3. Revised 6148 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)  
**Speaker(s):** N. Wolliston/N. Abdel-Hady
    - 7.b.4. Revised P 6200 Adult/Continuing Education  
**Speaker(s):** N. Wolliston/N. Abdel-Hady
  - 7.c. School Liaison Reports  
**Speaker(s):** D. Furie
    - 7.c.1. Windsor High School  
**Speaker(s):** A. Taylor/N. Wolliston
    - 7.c.2. Sage Park Middle School  
**Speaker(s):** A. King/P. Panos
    - 7.c.3. Clover Street School  
**Speaker(s):** J. Madison
    - 7.c.4. John F. Kennedy School  
**Speaker(s):** J. Canter

7.c.5.Oliver Ellsworth School

**Speaker(s):** L. Lockhart

7.c.6.Poquonock School

**Speaker(s):** J. Halek

7.d. Discussion and possible action on parent concern (discussion proposed for executive session)

**Speaker(s):** P. Panos

8. Superintendent's Report

**Speaker(s):** T. Hill

8.a. Budget Assumptions, 2nd Reading

**Speaker(s):** D. Batchelder

8.b. Update on OE Mold/Buses

**Speaker(s):** D. Batchelder

8.c. School Calendars 2024-2025; 2025-2026, 1<sup>st</sup> Reading

**Speaker(s):** D. Batchelder

9. Committee Reports

**Speaker(s):** D. Furie

10. Announcements

**Speaker(s):** D. Furie

10.a. Next BOE Regular Meeting is Wednesday, January 17, 2024, 6:30 PM (Superintendent Presents Budget, Public Forum, Regular Meeting) LPW, Board Room

**Speaker(s):** D. Furie

11. Audience to Visitors

**Speaker(s):** D. Furie

12. Adjournment

**Speaker(s):** D. Furie

**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**PREPARED BY:** Danielle Batchelder

**PRESENTED BY:** Danielle Batchelder,  
Director of Business Services & Human  
Resources

**ATTACHMENTS:** November 30, 2023 Financial Report

**SUBJECT:** Financial Report

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**BACKGROUND:**

A report of operating expenditures is prepared monthly for the Board of Education. The report details monthly and year-to-date expenditures for each site within Windsor Public Schools.

**STATUS:**

The attached report is for the month of November 2023

There were no inter-site transfers during the month.

**RECOMMENDATION:**

No action is necessary. The report is for information only.

The Secretary of the Board of Education should include the following in the minutes of this Board of Education meeting:

Expenditures for November 30, 2023	\$ 5,604,735
Expenditures & Encumbrances through November 30, 2023	\$29,534,571

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**Reviewed by:**           WB          

**Recommended by the Superintendent:**           TH / SB          

**Agenda Item #**           4.a.

Windsor Public Schools  
Financial Report  
November 30, 2023

	2023-2024 Budget	Expenditures YTD 11/30/23	Encumbrance	Balance 6/30/2024	% Balance
<b><u>Instructional Services</u></b>					
Clover Street School	63,170	17,181	3,865	42,124	67%
John F. Kennedy School	84,950	35,983	1,860	47,107	55%
Oliver Ellsworth School	86,730	32,075	2,773	51,882	60%
Poquonock School	69,300	30,197	4,151	34,952	50%
Sage Park Middle School	210,935	60,257	15,945	134,733	64%
Windsor High School	380,644	103,132	29,955	247,557	65%
Windsor High School Interscholastic Sports	207,000	147,855	58,944	201	0%
Athletic Coaches	299,000	68,187	0	230,813	77%
WHS Career & Technical Education	59,745	15,427	7,821	36,497	61%
Continuing Education	70,400	35,620	5,698	29,082	41%
Instructional Mgt. & Curriculum Development	181,985	46,743	5,214	130,028	71%
Magnet School Tuition	1,660,600	147,246	0	1,513,354	91%
Technology	1,773,660	1,225,141	18,815	529,704	30%
<b>Total Instructional Services</b>	<b>5,148,119</b>	<b>1,965,044</b>	<b>155,041</b>	<b>3,028,034</b>	<b>59%</b>

**Education Support Services**

Pupil Personnel Services	410,350	147,124	20,724	242,502	59%
Special Education	97,200	22,981	8,151	66,068	68%
Special Education Tuition	6,779,140	1,803,919	88,983	4,886,238	72%
Policy & Planning	136,386	76,255	11,742	48,389	35%
Employee Personnel Services	148,400	95,579	10,611	42,210	28%
Financial Management	268,340	104,753	74,512	89,075	33%
Financial Services	38,500	20,263	7,598	10,639	28%
Pupil Transportation & Safety	3,289,198	391,852	289,801	2,607,545	79%
Special Education Transportation	2,519,650	738,912	113,664	1,667,074	66%
Physical Plant Services	2,486,800	933,506	1,042,633	510,661	21%
Major Maintenance	486,000	193,263	17,785	274,952	57%
L.P. Wilson Center	254,800	47,078	126,884	80,838	32%
Benefits	11,919,971	3,489,740	241,762	8,188,469	69%
Certified Salaries	34,319,520	12,567,100	0	21,752,420	63%
Non-Certified Salaries	10,449,816	4,228,572	0	6,221,244	60%
Regular Ed Tutor Salaries	362,737	92,467	0	270,270	75%
Special Ed Tutor Salaries	298,370	186,423	0	111,947	38%
Substitute Salaries	770,714	219,849	0	550,865	71%
***Treehouse Subsidy	0			0	
<b>Total Education Support Services</b>	<b>75,035,892</b>	<b>25,359,636</b>	<b>2,054,850</b>	<b>47,621,406</b>	<b>63%</b>

<b>Total All Sites</b>	<b>\$80,184,011</b>	<b>\$27,324,680</b>	<b>\$2,209,891</b>	<b>\$50,649,440</b>	<b>63%</b>
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**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**PREPARED BY:** Danielle Batchelder  
Director of Business Services  
& Human Resources

**PRESENTED BY:** Danielle Batchelder

**ATTACHMENTS:** Student Enrollment Report & Recap

**SUBJECT:** Student Enrollment as of December 1, 2023

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**BACKGROUND:**

Attached are the enrollment figures as of December 1, 2023. Mrs. Batchelder will answer any questions.

**STATUS:**

In prior BOE enrollment reports, the enrollment report grouped all students into one category labeled "Outside Placement/Private Placement (SPED)". Beginning in September 2016, the Out Placement/Private Placement (SPED) line was separated into two categories:

1. *Out of District Placement-Special Education students*
2. *Private Placement Special Education students*

**Out of District - Special Education:** Those students who are placed at a Connecticut State Department of Education (CSDE) approved private special education program as recommended by a planning and placement team (PPT) as part of a student's individualized education program (IEP). Additionally, this category may include a family who moves into Windsor with a child who has a disability who has already been placed in a private special education program and/or children who are placed in Windsor foster home(s) by the Department of Children and Families (DCF) and are already enrolled in a private special education program.

**Private Placement - Special Education:** Those students who have been identified special education through the planning and placement team (PPT) process that have been parentally placed at a non-public school located in Windsor (i.e., St. Gabriel, Trinity Christian, Madina Academy, Praise Power & Prayer, etc.).

**RECOMMENDATION:**

Informational

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**Reviewed by:** 

**Recommended by the Superintendent:** 

**Agenda Item #** 4.6.

**Windsor Public Schools  
Student Enrollment Report  
December 1, 2023**

**Enrollment in Windsor Public Schools**

Grades PreK - 5	1,473
Grades 6-8	708
Grades 9-12	1,143
<b>Total District Enrollment</b>	<b>3,324</b>

**Windsor Students not in District Schools**

Out of District Placements (SPED)	43
Private Schools (St.Gabriels, Trinity Christian, Medina Academy; Praise, Power&Prayer)	58
CREC Montessori Hartford	3
CREC Metropolitan Learning Center (MLC)	58
CREC Miscellaneous Magnet Schools	230
Hartford Host Magnet Schools	196
Miscellaneous Magnet Schools (LEARN, Goodwin College & Global Experience)	28
A.I. Prince Technical High School	18
Howard Cheney Technical High School	15
	<b>649</b>
<b>Total Students</b>	<b>3,973</b>

**Windsor Public Schools  
Student Enrollment Report  
December 1, 2023**

<b>GRADE</b>	<b>Poquonock School</b>	<b>Clover Street School</b>	<b>Oliver Ellsworth School</b>	<b>John F. Kennedy School</b>	<b>Total</b>
PreK	103		38		141
K	82		126		208
1	100		116		216
2	110		136		246
3		78		135	213
4		88		133	221
5		107		121	228
<b>Subtotal K-5</b>					<b>1,332</b>
<b>Total</b>	<b>395</b>	<b>273</b>	<b>416</b>	<b>389</b>	<b>1,473</b>

<b>GRADE</b>	<b>Sage Park Middle School</b>
6	226
7	239
8	243
<b>Total</b>	<b>708</b>

<b>GRADE</b>	<b>Windsor High School</b>
9	300
10	289
11	269
12	285
<b>Total</b>	<b>1,143</b>

<b>District Wide Enrollment</b>	<b>3,324</b>
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**ENROLLMENT REPORT 2023-2024  
JF KENNEDY SCHOOL**

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
<b>Grade 3</b>													
	1 Stout				19	19	19						
	2 Nguyen				19	19	19						
	3 Lamoureux				19	19	20						
	4 Filomeno				20	20	20						
	5 May				19	19	19						
	6 Schultz				18	19	19						
	8 Estelle				20	19	19						
	<b>Total</b>		<b>130</b>		<b>134</b>	<b>134</b>	<b>135</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grade 4</b>													
	7 Gilligan				21	23	23						
	9 Jones				23	23	23						
	10 Bell				22	22	22						
	12 Kasavage				22	20	20						
	14 Feliciano				22	23	23						
	16 DaCosta				22	22	22						
	<b>Total</b>		<b>120</b>		<b>132</b>	<b>133</b>	<b>133</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grade 5</b>													
	19 Johnson				19	20	20						
	20 Carpenter				21	21	21						
	24 Lam				20	20	20						
	25 Mitchell				21	21	21						
	27 Kingsley				19	19	19						
	28 Everett				20	20	20						
	<b>Total</b>		<b>121</b>		<b>120</b>	<b>121</b>	<b>121</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Totals</b>			<b>371</b>	<b>0</b>	<b>386</b>	<b>388</b>	<b>389</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>John F. Kennedy</b>													



**ENROLLMENT REPORT 2023-2024**  
**Windsor High School**

	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
<b>Grade 9</b>	302		299	300	300						
<b>Grade 10</b>	283		291	291	289						
<b>Grade 11</b>	292		270	269	269						
<b>Grade 12</b>	270		286	283	285						
<b>Windsor High Total</b>	<b>1,147</b>	<b>1,138</b>	<b>1,146</b>	<b>1,143</b>	<b>1,143</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**WINDSOR BOARD OF EDUCATION  
AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** Tuesday, December 19, 2023

**Prepared By:** Patricia Patton

**Presented By:** Danielle Batchelder

**Attachments:** Cafeteria Operations – November 2023

**Subject:** Food Service Financial Report

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**Background:** The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School and Windsor High School. We operated our Summer Food Service Program at John Fitch Park and Sharshon Park during summer break serving lunch. We are complying with the Healthy Food Certification again this year to send a consistent message to our students in keeping with our wellness policies.

Our annual goal is to operate with a small reserve account to offset unanticipated needs and to increase participation from students and staff in all our programs.

A monthly financial report is presented to the Board of Education. This report includes sales and financial information for the current period.

**Status:** Financial Report for November

**Recommendation:** Informational Only

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**Reviewed by:** \_\_\_\_\_

*NPB*

**Recommended by the Superintendent:** \_\_\_\_\_

*TH/SB*

**Agenda Item #** \_\_\_\_\_

*4.c.*

Windsor School Food Service  
Financial Statement  
November 2023

REVENUE	November 2023	7/1/23 - YTD	November 2022	7/1/22 - YTD
SALES	\$52,892.48	\$187,344.72	\$20,137.10	\$72,141.47
REIMBURSEMENTS - STATE		139,439.20		
ACCOUNTS RECEIVABLE	118,861.22	416,713.83	361,837.03	649,943.53
CLOC		105,865.00	0.00	121,679.00
INTEREST/FEES			0.00	0.00
MISC. (Rebates)		1,860.92	0.00	20.00
8 Cents Certification	2,973.04	10,233.12	3,320.80	11,255.92
<b>REVENUE TOTALS</b>	<b>\$174,726.74</b>	<b>\$861,456.79</b>	<b>\$385,294.93</b>	<b>\$855,039.92</b>
<b>EXPENSES</b>				
WAGES	\$72,627.55	\$252,759.95	\$68,419.50	\$255,661.70
PAYROLL TAXES	5,556.01	19,575.01	5,234.09	19,558.11
BENEFITS	10,641.20	31,123.11	10,032.91	53,051.36
FOOD/MILK/ICE CREAM	113,789.83	463,198.39	124,063.13	391,402.68
PAPER	4,132.48	17,480.52	5,177.90	24,123.88
TRUCK	164.84	1,060.14	138.84	454.76
SUPPLIES	379.36	4,518.75	326.52	1,397.01
EQUIPMENT	2,725.04	133,219.46	11,059.62	42,110.58
SERVICES	20.00	1,056.60	71.50	1,029.30
<b>EXPENSE TOTALS</b>	<b>\$210,036.31</b>	<b>\$923,991.93</b>	<b>\$224,524.01</b>	<b>\$788,789.38</b>
<b>other/income, expense</b>		<b>\$224.00</b>		<b>1727.75</b>
<b>NET INCOME</b>	<b>-\$35,309.57</b>	<b>-\$62,759.14</b>		<b>\$67,978.29</b>
<b>INVENTORY</b>	<b>17,542.36</b>			<b>\$32,548.71</b>
<b>OPENING BALANCE 7/1</b>	<b>\$1,995,808.62</b>		<b>\$1,836,198.52</b>	
<b>COMPUTED OPERATING POSITION</b>		<b>\$1,950,591.84</b>		<b>\$1,936,725.52</b>

**WINDSOR BOARD OF EDUCATION  
AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**Prepared By:** Katherine Zager,  
HR Manager

**Presented By:** Danielle Batchelder, Director of  
Business Services & Human  
Resources

**Attachments:** Human Resources Report

**Subject:** Human Resources Report for November 1, 2023 – November 30, 2023

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**NEW HIRES/REAPPOINTMENTS**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
Sheryl	Bailey	Building Substitute	OE
Aislyn	Brown	Building Substitute	POQ
Chanelle	Chong	Paraprofessional	JFK
Natalie	Ciarcia	Special Education Teacher	Sage Park
Nichole	Edwards	Paraprofessional	POQ
Zorian	Encarnacion Catala	Food Services	WHS
Arunika	Gamlath	Lunch Monitor	JFK
Tamesha	Harris	Paraprofessional	WHS
Alison	Lloyd	Special Education Tutor	JFK
Lakisha	Martin	Lunch Monitor	JFK
Charmaine	Martin Hardy	Part-Time Building Substitute	POQ
Sufia	Nazma	Paraprofessional	JFK
Amanda	Ndaw	World Language Teacher	Sage Park
Holly	Raymond	Lunch Monitor	JFK
Neeta	Singh Ray	Building Substitute	WHS
Michael	Thomas	Assistant Girls Basketball Coach	Sage Park

**REASSIGNMENTS/TRANSFERS**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
Mikael	Bivans	Cook	JFK
Stephen	Calhoun-Ward	Paraprofessional	POQ
John	Lambert	Building Substitute	JFK

**RESIGNATIONS/SEPARATIONS**

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>	<b>Location</b>
Stephen	Calhoun-Ward	Paraprofessional	POQ
Annika	Christopherson	Paraprofessional	OE
Germaine	Everett	Paraprofessional	JFK

Lakisha	Martin	Lunch Monitor	JFK
Christina	Morales	Coord. of Family & Comm. Partnerships	LPW
Adrienne	Scott	Tutor	LPW
Christen	Turcotte	Cook	JFK

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Reviewed by: WB

Recommended by the Superintendent: TH/SB

Agenda Item # 4.d.

**Windsor Board of Education**  
**Regular Meeting – In-person and Hybrid**  
**Unapproved Minutes**

Tuesday, November 21, 2023 7:00 PM  
601 Matianuck Avenue  
Windsor, CT 06095

The following are the unapproved minutes of the Tuesday, November 21, 2023 Regular Meeting. Any additions or corrections will be made at a future meeting.

Ms. Jill Canter:	Present
Mr. David Furie:	Present
Mr. Jeremy Halek:	Absent
Mr. Anthony King:	Present
Mr. Leonard Lockhart:	Present
Mr. James Madison:	Present
Mr. Paul Panos:	Present
Ms. Ayana Taylor:	Present
Mr. Nathan Wolliston:	Present

Mr. Jeremy Halek: Present

All board members were present in the boardroom except for Mr. Halek who participated virtually at 7:07 PM.

1. Call to Order, Pledge to the Flag, Moment of Silence

Mr. Furie called the meeting to order at 7:02 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance was Superintendent of Schools Dr. Terrell Hill, Assistant Superintendent for Instructional Services Dr. Noha Abdel-Hady, Director of Pupil and Special Education Services Mary Cristofaro, and Student Representative Timothy Hoagland.

2. Audience to Visitors

This item took place after agenda item 3. Recognitions and Acknowledgments.

Darlene Klase, 318 Hitching Post Lane - She congratulated the student award recipients and the board of education members. She looks forward to working on the Joint BOE and Town Council committee and their plans to improve infrastructure within the district.

3. Recognitions/Acknowledgements

- a. CAPSS Student Leadership Awards for Sage Park Middle School—Ricki Bravo, Academic Excellence; Chase Sinclair, Community Service; Ella Kemp, Leadership. CAPSS Student Leadership Awards for Windsor High School—Sophia Wilson, Academic Excellence; Ariana Prendergast, Community Service; Kevin Quarshie, Leadership

Dr. Hill invited Principal Liana Jorgensen to introduce the Sage Park Middle School CAPSS Student Award Recipients. She introduced Chase Sinclair, the award recipient for Community Service, Ella Kemp, the award recipient for Leadership, and Ricki Bravo, the recipient for Academic Excellence. Ms. Jorgensen spoke highly of each student and their accomplishments.

Dr. Hill then invited Principal Breon Parker to introduce the Windsor High School CAPSS Student Award Recipients. He introduced Sophia Wilson, the award recipient for Academic Excellence, Ariana Prendergast, the award recipient for Community Service, and Kevin Quarshie, the award recipient for Leadership. Mr. Parker took the opportunity to speak about each student's achievements.

The board congratulated the students.

4. Consent Agenda

a. Financial Report

Expenditures for October 31, 2023 \$8,618,588

Expenditures and Encumbrances through October 31, 2023 \$23,929,836

b. Enrollment Report

c. Food Service Report

d. Human Resources Report

Move the Board of Education approve consent agenda items 4.a. Financial Report, 4.b. Enrollment Report, 4.c. Food Service Report, 4.d. Human Resources Report. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes, Mr. James Madison: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes

Yes: 9, No: 0

5. Approval of Minutes

a. October 17, 2023 Regular Meeting

b. November 13, 2023 Special Meeting (Organizational)

c. November 13, 2023 Special Meeting (Orientation)

Move the Board of Education approve the minutes of the October 17, 2023 7:00 PM Regular Meeting, the November 13, 2023 6:15 PM Organizational/Special Meeting and the November 13, 2023 7:00 PM Special Meeting. This motion, made by Mr. Leonard Lockhart and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes, Mr. James Madison: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes

Yes: 9, No: 0

6. Student Representative Report

Mr. Hoagland spoke highly of the Veterans Day events held last week. He congratulated the drama department on a successful production. He congratulated the high school football team on their most recent win and wished them good luck at the championship game. There was a "Future Student" event held at the high school that was well attended. He has heard concerns from students regarding the possibility of AP test costs being required to be paid by the students next year and requested more information regarding that potential change. He wished everyone a nice Thanksgiving.

7. Board of Education

a. President's Report

Mr. Furie welcomed new and returning board members. He and the majority of the board attended the CABE convention last weekend. He said that Dr. Mallery's SEL program was well attended and engaging. He congratulated Mr. Lockhart on his being elected as CABE President, the board received the Level II Board Leadership Award, and two communication awards for "Chat and Chill" and "Coffee Talk." Also attending the CABE convention were Representative Khan, Mayor Black-Burke, Dr. Hill, Ms. Batchelder, Dr. Abdel-Hady, and several Central Office staff. Choral Director Dr. Tracee White conducted the Teens of Praise Gospel Choir at the convention as well. He also spoke about attending Veterans Day events.

Mr. Lockhart thanked Windsor, BOE, and staff for their continuing support.

Ms. Taylor congratulated Mr. Lockhart and said the choir was phenomenal.

b. Discussion about a 10-year Plan to address our Aged Buildings where we House our Students and Staff (Action anticipated)

Mr. Lockhart began by giving a timeline of the current buildings in use by the district.

Each board member spoke about their dedication to having safe, secure, and up-to-date buildings.

There was unanimous consent to send this item to the Long Range Planning Committee.

## 8. Superintendent's Report

Dr. Hill congratulated Mr. Lockhart on his election as CABA President. He said that the SEL program led by Dr. Mallery and Mr. Morgan was well received. He praised Dr. White and her student gospel choir. The district will be closed for Thanksgiving on Wednesday, Thursday, and Friday this week. The next Coffee Talk will be held on December 19.

### a. Budget Assumptions, 1st Reading

Dr. Abdel-Hady reviewed the budget process for the district. She also gave details about a state statute change for the 24/25 school year. A kindergarten student needs to be age 5 by September 1st, or the family may fill out an Acceptance Waiver as of December 1st which will allow their student to be evaluated for early acceptance if they turn age 5 between September 1 and December 31. She also explained that all ESSER funding would end, so funded positions and programs will be evaluated.

Board members asked questions about ESSER funds, Acceptance Waivers, and physical plant costs.

Move the Board of Education accept for a 1st Reading the Budget Assumptions for FY 2024- 2025. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes, Mr. James Madison: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes

Yes: 9, No: 0

### b. Update on OE Mold/Buses

Dr. Abdel-Hady read the report that was prepared by Ms. Batchelder. She said that the baseline moisture of the cement was tested and found to be a non-issue. Also, the HVAC study has been completed and recommendations are made by the Town Council. Further review will be needed.

Unanimous consent was given to Mr. Furie to speak with Attorney Thomas Mooney regarding the DATTCO transportation contract.

### c. WHS Program of Studies 2024-2025, 2nd Reading

Dr. Abdel-Hady and Ms. Fineman answered the board's questions regarding the ECE programming at the high school.

Move the Board of Education approve the proposed changes to the WHS 2024-2025 Program of Studies as a 2nd Reading. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes, Mr. James Madison: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes

Yes: 9, No: 0

## 9. Committee Reports

Mr. Lockhart said the Finance Committee will be at work soon.

Mr. Wolliston said the Policy Committee had nothing in the works currently.

Ms. Taylor said that the Curriculum Committee always has interesting content.

### a. Long Range Planning Committee

Mr. King briefly reviewed that the intention of the first Long Range Planning Committee meeting would be what was discussed during agenda item 7.b.

10. Announcements

- a. BOE Long Range Planning Committee, Tuesday, December 12, 2023, 6:30 PM, Virtual
- b. Next BOE Regular Meeting is Tuesday, December 19, 2023. At 6:30 PM there will be a Public Forum on the Budget Process and the Regular Meeting will begin at 7:00 PM, LPW, Board Room

Mr. King wished everyone a great Thanksgiving.

Mr. Madison had no comment.

Mr. Wolliston wished a Happy Thanksgiving to the community.

Ms. Canter wished to give a school liaison report for JFK. The school held a Veterans Day event. Some students participated in the Hartford Marathon. There is an upcoming picture retake day, book fair, and conferences.

Mr. Lockhart wished everyone a happy and safe Thanksgiving.

Mr. Halek thanked everyone for their support in the election and is looking forward to the December meeting.

Ms. Taylor thanked the community for their support of the BOE. She said that the Veterans Day events are wonderful, but being held at the same day and time make it complicated to participate in more than one. She hopes that it will be re-evaluated for next year.

Mr. Panos wished everyone Happy Thanksgiving.

Mr. Furie spoke in support of robotics Team Sharp at a Southington competition. He also wished everyone a Happy Thanksgiving.

11. Audience to Visitors

Susan Miller, 130 Palisado Avenue - She gave her full support to the idea of new buildings and preferably net-zero schools.

Eric Weiner, 130 Palisado Avenue - He said that the new Town Council seems to be action oriented. He impressed upon the board the need to "think big" regarding funding of large projects and that national outreach to organizations should not be excluded. He also told them to consider universal pre-k in Windsor.

12. Adjournment

The meeting adjourned at 9:22 PM.

Move to adjourn at 9:22 PM. This motion, made by Ms. Ayana Taylor and seconded by Mr. Paul Panos, Passed.

Ms. Jill Canter: Yes, Mr. David Furie: Yes, Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes, Mr. James Madison: Yes, Mr. Paul Panos: Yes, Ms. Ayana Taylor: Yes, Mr. Nathan Wolliston: Yes

Yes: 9, No: 0

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Leonard O. Lockhart, Secretary  
Windsor Board of Education

**Windsor Board of Education**  
**Policy Committee Meeting – Virtual**  
**Unapproved Minutes**  
Thursday, December 7, 2023 5:30 PM  
601 Matianuck Avenue  
Windsor, CT 06095

The following are the unapproved minutes of the Thursday, December 7, 2023 Policy Committee Meeting. Any additions or corrections will be made at a future meeting.

Mr. David Furie: Present  
Mr. Leonard Lockhart: Absent  
Mr. James Madison: Present  
Mr. Nathan Wolliston: Present

1. Call to Order, Pledge to the Flag, Moment of Silence

Mr. Wolliston called the meeting to order at 5:35 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance was Superintendent of Schools Dr. Terrell Hill and Assistant Superintendent for Instructional Services Dr. Noha Abdel-Hady.

2. Audience to Visitors

There were no speakers.

3. Revised P 5112 Age of Attendance

Dr. Abdel-Hady reviewed the changes to P 5112 Age of Attendance and explained the waiver process.

Mr. Furie confirmed that the revision dates would be adjusted as needed.

4. Revised AR 5123.1 Promotion/Retention (WHS)

Dr. Abdel-Hady explained that the changes to AR 5123.1 Promotion/Retention (WHS) give the district discretion regarding a one-credit mastery-based diploma assessment as a graduation requirement.

5. Revised P/AR 6148 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)

Dr. Abdel-Hady addressed the revisions to P/AR 6148 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA). This revision addresses the new FAFSA graduation requirements

6. Revised P 6200 Adult/Continuing Education

Dr. Abdel-Hady explained the revision to P 6200 Adult/Continuing Education makes a change in wording from "mother" to "parent".

7. Discussion of Shipman and Goodwin Policies

Dr. Hill proposed a complete overhaul to only Shipman & Goodwin policies and administrative regulations using their models.

Mr. Madison asked about the impact and cost ramifications.

Mr. Furie asked what percentage of current policies and administrative regulations are based on Shipman & Goodwin materials.

Mr. Madison asked why there was a preference for Shipman & Goodwin over CAGE.

Dr. Hill explained that Shipman & Goodwin are the district attorneys.

There was discussion about how this implementation could be done.

Mr. Wolliston said that this meeting was very informational.

Move to send these policies to the full board for a 1st reading at the December Regular Meeting. This motion, made by Mr. Nathan Wolliston and seconded by Mr. James Madison, Passed.

Mr. James Madison: Yes, Mr. Nathan Wolliston: Yes

Yes: 2, No: 0

These revisions are being moved to the whole board at the December Regular Meeting.

#### 8. Adjournment

Move to adjourn at 6:04 PM. This motion, made by Mr. Nathan Wolliston and seconded by Mr. James Madison, Passed.

Mr. James Madison: Yes, Mr. Nathan Wolliston: Yes

Yes: 2, No: 0

The meeting was adjourned at 6:04 PM.

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Leonard O. Lockhart, Secretary  
Windsor Board of Education

**Windsor Board of Education**  
**Long Range Planning Committee – Virtual**  
**Unapproved Minutes**

Tuesday, December 12, 2023 6:30 PM  
601 Matianuck Avenue  
Windsor, CT 06095

The following are the unapproved minutes of the Tuesday, December 12, 2023 Long Range Planning Committee. Any additions or corrections will be made at a future meeting.

Mr. Jeremy Halek: Present  
Mr. Anthony King: Present  
Mr. Leonard Lockhart: Present

1. Call to Order, Pledge to the Flag, Moment of Silence

Mr. King called the meeting to order at 6:35 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance was Superintendent of Schools Dr. Terrell Hill, Assistant Superintendent for Instructional Services Dr. Noha Abdel-Hady, Director of Business Services and Human Resources Danielle Batchelder, Physical Plant Manager Chuck Waterfield, and Operations & Maintenance Supervisor Carlos Rosario.

2. Audience to Visitors

Eric Weiner - He stated that the board was off to a great start. He suggested that the board consider how committees are structured for the town. He said that town committees may be a hinderance.

3. Discussion on 5-to-10 Year Plan to Improve Vocational and Technical Programs at Sage Park Middle School and Windsor High School (per Mr. Halek)

Mr. Halek emphasized the need for more CTE classes that invest in life skills. He said that all CTE programs could use upgrades.

The committee members agreed that additional offerings should be considered by the Curriculum Committee.

It was agreed to send this agenda item to the Curriculum Committee for review.

4. Discussion on 10 Year Plan to Address our Aged Buildings Where We House our Students and Staff (per President Furie)

Mr. Lockhart said that considerations need to be made in light of the age and condition of the current school buildings, whether to build new or to continue to "bandage" the existing buildings. The cost of addressing the issues at Oliver Ellsworth School needs to be weighed against the needs of the community in the future.

Ms. Batchelder explained the recommendations based on the feasibility study done last spring by DRA. Suggestions included creating Pre-k through Grade 4 schools and moving Grade 5 to Sage Park Middle School.

Options were discussed by the committee.

5. Adjournment

Move to adjourn at 7:21 pm. This motion, made by Mr. Anthony King and seconded by Mr. Jeremy Halek, Passed.

Mr. Jeremy Halek: Yes, Mr. Anthony King: Yes, Mr. Leonard Lockhart: Yes

Yes: 3, No: 0

The meeting adjourned at 7:21 PM.

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Leonard O. Lockhart, Secretary  
Windsor Board of Education

**WINDSOR BOARD OF EDUCATION  
AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**Prepared By:** Terrell M. Hill, PhD

**Presented By:** Nathan Wolliston/Dr. Noha Abdel-Hady

**Attachments:** See electronic documents attached to the December 19, 2023 agenda

**Subject:** Policy Adoption, 1<sup>st</sup> Reading

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**BACKGROUND:**

The Board of Education Policy Committee reviewed the following policies and regulations at their meeting on December 7, 2023. The committee is moving these policies forward for a 1<sup>st</sup> reading. The listed regulations are for notification.

1. Revised P 5112 Age of Attendance
2. Revised AR 5123.1 Promotion/Retention (WHS)
3. Revised P/AR 6148 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)
4. Revised P 6200 Adult/Continuing Education

**RECOMMENDATION:**

Regulations are for information only.

Move the Board of Education approve P 5112 Age of Attendance, P 6148 Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA), and P 6200 Adult/Continuing Education as a 1<sup>st</sup> Reading.

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**Recommended by the Superintendent:** TH/Sb

**Agenda Item #** 7.b.



## **Rational for Revised Policy**

### **P 5112 Age of Attendance**

Under current law, boards of education are required to cause each child five years of age and over and under eighteen years of age who is not a high school graduate and is residing within the district to attend school in accordance with state law. In addition, current law requires children to be at least five years old on or before January 1 of the school year in order to enroll in the public schools. Beginning July 1, 2024, children must turn five years old on or before September 1 of the school year in order for that child's parent or guardian to enroll the child in kindergarten. The new law further provides, effective July 1, 2024, that a child who is not five years old on or before September 1 of the school year may be admitted to public school (1) upon written request by the child's parent or guardian to the school principal and (2) after the principal and an appropriate certified staff member conduct an assessment of the child to ensure that admitting the child is developmentally appropriate. In light of the new statutory requirements, we drafted a new policy to address admission to the public schools. We will continue to monitor whether additional guidance will be provided by the State Department of Education as related to the new statutory provisions.

## AGE OF ATTENDANCE

The Windsor Public Schools shall provide education for all persons between the age of five and twenty years inclusive who have not graduated from a high school or vocational school, except as provided in Section 10-233c and d.

Parents or other persons having control of a child five years of age and/or under eighteen years of age shall cause such child to attend school regularly. Children entering Kindergarten must be five years of age on or before September 1. For children who will not reach the age of five on or before the first day of September of the school year, AND turning five before December 31st of that year, the child's parent or guardian may submit a written request to the principal of the school seeking early admission using the district approved waiver form (attached). Upon receipt of such written request, the principal and an appropriate certified staff member shall assess such child to determine whether admitting the child is developmentally appropriate. For decisions relating to early admissions to the District, the decision of the principal and appropriate certified staff shall be final.

Parents or persons having control of a child may withhold their child from formal education program at age five for one year and then again at age six for one year under the following "opt-out" process:

1. The parent or person having control of the child must personally appear at the registration office;
2. The registration office shall provide the parent or person with information on the educational opportunities in the school system; and
3. The parent or person having control of the child must sign an option form exempting their child from attendance at the public school.

***Note: Acknowledgement of Option to Exempt Attendance of Child Five or Six Years of Age from School form attached hereto. Waiver form for early admission request attached.***

Legal Reference: Connecticut General Statutes  
10-15 Towns to maintain schools  
10-15c Discrimination in public schools prohibited. School attendance by five-year-olds  
10-76a – 10-76g re special education  
10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive  
10-186 Duties of local and regional boards of education re school attendance. Hearings. Appeals to State Board. Establishment of hearing board  
10-233a – 10-233f Inclusive; re: suspend, expel, removal of pupils  
10-233c Suspension of pupils  
10-233d Expulsion of pupils  
State Board of Education Regulations  
10-76a-1 General definitions (c) (d) (q) (t)  
Public Act 23-208, "An Act Making Certain Revisions to the Education Statutes."

Policy approved: September 18, 2007  
Policy revised: December 20, 2022  
Policy revised:

Windsor Public Schools  
Windsor, CT

12/1/23 NAH



Board of Education  
601 Matianuck Avenue - Windsor, CT 06095  
TEL | 860-687-2000 EXT 1236 FAX | 860-687-2009  
WWW.WINDSORCT.ORG

SCHOOL ATTENDANCE/KINDERGARTEN OPTION FORM  
(CHILDREN AGE 5 OR 6)

Name of Child: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address of Child: \_\_\_\_\_

Name of Parent(s): \_\_\_\_\_

Address of Parent(s) (if different from child): \_\_\_\_\_

In accordance with Connecticut General Statutes Section 10-184, the parent or person having control of a child five (5) years of age or older and under age eighteen (18) is required to ensure that such child attends school. Section 10-184 further provides that a parent or person having control of a child age five (5) shall have the option of not sending the child to school until age six (6), and a parent or person having control of a child age six (6) shall have the option of not sending the child to school until age seven (7). A parent or person having control of such child who is seeking to elect this option must appear in person at the school district offices and sign this option form.

I, \_\_\_\_\_, am the parent or person having control of, \_\_\_\_\_,  
Name of parent or person Name of child  
a child who is age five/six (circle appropriate age), and I elect not to send my child to school until the age of six/seven (circle appropriate age). I understand that this option is effective for only one (1) school year. By signing, I understand that, if my child is currently age five (5), and I wish to elect next school year not to send my child to school, I must reappear at the school next year to elect this option. I further understand that, if my child is currently age six (6), I am required by Section 10-184 to send my child to the public school, or demonstrate that the child is "elsewhere receiving equivalent instruction in the studies taught in the public schools," when the child turns seven (7).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Personnel Use Only

€ Parent/person in control of child appeared in person and has been provided with information on the educational opportunities in the school system.

F 5112



Board of Education  
601 Matianuck Avenue - Windsor, CT 06095

TEL | 860-687-2000 EXT 1236 FAX | 860-687-2009  
WWW.WINDSORCT.ORG

## WAIVER FORM FOR CHILDREN TURNING FIVE BETWEEN SEPTEMBER 2ND AND DECEMBER 31ST

The Connecticut Legislature recently changed the birthdate cutoff to start Kindergarten from turning 5 on or before January 1 to turning 5 on or before September 1 in the year a child starts Kindergarten. This change goes into effect starting with the 2024-2025 school year.

A child who does not meet the age cutoff may still be admitted to Kindergarten pursuant to Public Act No. 23-208 upon (1) a written request from the parent or guardian and (2) an assessment completed by the school that determines admitting the child to kindergarten would be developmentally appropriate.

Completing this form will serve as your official written request to the Windsor Public Schools Administration to consider your child for entry to Kindergarten in Fall 2024.

Please complete this form to the best of your knowledge.

Parent completing the form: First Name: \_\_\_\_\_

Parent completing the form: Last Name: \_\_\_\_\_

Parent completing the form: Email address: \_\_\_\_\_

Parent completing the form: Mailing Address: \_\_\_\_\_

Parent completing the form: Best phone number to reach you: \_\_\_\_\_

Parent completing the form: Relationship to Student

Parent

Grandparent

Legal Guardian

Translator, on behalf of a parent

Other: \_\_\_\_\_

Which PreK-2 school will your child be assigned to?

Oliver Ellsworth

Poquonock School

I am not sure (We will look up your address)

Address Lookup to determine Kindergarten School

What is the Home (street) Address for your child? \_\_\_\_\_

Student Information

Student First Name: \_\_\_\_\_

Student Last Name: \_\_\_\_\_

Student Date of Birth: \_\_\_\_\_

Is the student currently attending a PreK program?

Yes, attending half day at Windsor Public Schools

Yes, attending full day at Windsor Public Schools

Yes, attends a non-WPS half day program

Yes, attends a non-WPS full day program

No, not attending any daycare or PreK program

In this section you will be providing the school system with information about your child to determine his/her readiness for Kindergarten. Please be as detailed as possible.

Does your child have any previous school or daycare experience?

\_\_\_\_\_

What are your educational goals for your child?

\_\_\_\_\_

Does your child play well with other children or does your child prefer to play independently?

\_\_\_\_\_

What kind of hobbies, sports, special interests, or unique capabilities or talents does your child have?

\_\_\_\_\_

Does your child/family receive services from community providers? If so, please list the providers.

\_\_\_\_\_

What are your child's strengths / weaknesses?

\_\_\_\_\_

How does your child communicate his/her needs?

\_\_\_\_\_

Please tell us anything else you think we should know.

\_\_\_\_\_



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Parent completing the form: Best phone number to reach you: \_\_\_\_\_

Parent completing the form: Relationship to Student

Parent

Grandparent

Legal Guardian

Translator, on behalf of a parent

Other: \_\_\_\_\_

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Poquonock School

I am not sure (We will look up your address)

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Student Information

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Student Date of Birth: \_\_\_\_\_

Is the student currently attending a PreK program?

Yes, attending half day at Windsor Public Schools

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Yes, attends a non-WPS half day program

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Does your child have any previous school or daycare experience?

\_\_\_\_\_

What are your educational goals for your child?

\_\_\_\_\_

Does your child play well with other children or does your child prefer to play independently?

\_\_\_\_\_

What kind of hobbies, sports, special interests, or unique capabilities or talents does your child have?

\_\_\_\_\_

Does your child/family receive services from community providers? If so, please list the providers.

\_\_\_\_\_

What are your child's strengths / weaknesses?

\_\_\_\_\_

How does your child communicate his/her needs?

\_\_\_\_\_

Please tell us anything else you think we should know.

\_\_\_\_\_



**SHIPMAN & GOODWIN LLP**  
COUNSELORS AT LAW

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**Rational for Revised Regulation**

**AR 5123.1 Promotion/Retention (WHS)**

Under prior law, students graduating in 2024 and beyond were required to complete a one-credit mastery-based diploma assessment to graduate high school. Public Act No. 23-204 amends this requirement to afford boards of education discretion whether to require this one-credit mastery-based diploma assessment as a graduation requirement, and this policy has been updated to reflect this change. This revised policy also includes the new requirement that students graduating in 2027 and beyond complete one-half credit in Personal Financial Management which may be counted toward the humanities or as an elective credit, in order to graduate. In addition, we revised this model policy to address the new FAFSA graduation requirements detailed in the summary concerning the revisions made to the Policy to Improve Completion Rates of the FAFSA. Lastly, we made other technical revisions to this policy, including the elimination of outdated policy language.

**PROMOTION / RETENTION**

**Windsor High School Graduation Requirements**

**I. Introduction**

For classes graduating in 2023 and thereafter, a student must earn a minimum of 25 credits, meet the credit distribution requirements listed below and complete 20 hours of verified community service to graduate from Windsor High School. Students must also meet performance standards in literacy, mathematics and science.

**II. Credit Distribution Requirement**

<b>10 Credits in Humanities Including:</b>	
English	4 credits
Social Studies <i>-1 credit of U.S. History required</i> <i>-1/2 credit of Civics required</i> <i>-1 credit of Modern Global Studies required in Grade 9 or 10</i>	3.5 credits
Fine Arts <i>Music, visual arts, dance or drama</i>	1 credit
World Language	1 credit
Humanities Elective <i>Electives include English and social studies</i>	.5 credits
<b>9 Credits in Science, Technology, Engineering and Mathematics Including:</b>	
Math	3 credits
Science <i>-1 credit of Integrated Science required in Grade 9</i> <i>-1 credit of Biology required</i>	3 credits
Science, Technology, Engineering and Mathematics Electives <i>Electives include Career and Technical Education (CTE), and JROTC</i>	3 credits

<b>6 Credits in College, Career and Life Skills Including:</b>	
Physical Education and Wellness	1 credit
Health and Safety	1 credit
Personal Finance	.5 credits
Any Elective Course	3.5 credits
<b>Grand Total of Credits</b>	25 credits
<b>Citizenship</b>	
Community Service <i>Students will evidence the ability to be a contributing member of the school and local community, and demonstrate knowledge and skills in career activities by satisfactory completion of 20 learning through service hours over 4 years. Prorated at 5 hours per year for students entering Windsor High School in a grade level other than 9th grade.</i>	20 hours

High school graduation credit will be granted to students for Algebra I, Geometry and World Language courses successfully completed in Grades six, seven or eight given that the curriculum and assessment aligns with said classes at the high school. Class grades in six, seven and eight do not count towards high school GPA. High school graduation credit will be granted to students for coursework completed during the school year or summer months at an institution accredited by the Board of Regents for Higher Education or Office of Higher Education or regionally accredited at a maximum of six credits. One three-credit semester course, or its equivalent, at such an institution shall equal one credit for purposes of this policy (Exceptions may apply- see the Program of Studies for more information.)

### III. Promotion and Retention

The promotion and retention of students is based on earned academic credits. Promotion from grade 9 to grade 12 is determined by the following credit standards:

Grade 9 to 10	6.0 credits
Grade 10 to 11	12.0 credits
Grade 11 to 12	18.5 credits

### IV. Performance Standards: Reading, Writing, Mathematics and Science

Windsor High School students must have basic skills in reading/writing, mathematics and science before graduation. To demonstrate their competency in these areas students must meet the district's performance standards.

All students, as part of the mandated State testing program, must take the Next Generation Science Standards (NGSS) Assessment and the Connecticut SAT School Day in Grade 11.

### **Step 1: Standardized Assessments**

Students meet the district performance standard if they have met any of the following requirements in the area specified:

#### **Reading/Writing**

- A. Achieve a score on the Connecticut SAT School Day in Evidence Based Reading and Writing which meets the College and Career Readiness Benchmark or similar designation as determined by the State of Connecticut.
- B. Achieve a minimum composite score of 20 on the ACT.
- C. Achieve a grade of C- or better in courses totaling two credits of WPS English courses

#### **Mathematics**

- A. Achieve a score on the Connecticut SAT School Day in Mathematics which meets the College and Career Readiness Benchmark or similar designation as determined by the State of Connecticut.
- B. Achieve a minimum composite score of 20 on the ACT.
- C. Achieve a grade of C- or better in courses totaling two credits of WPS math courses

#### **Science**

- A. Achieve a score on the Connecticut Next Generation Science Standards (NGSS) Assessment which meets the achievement standard, e.g., level 3, or similar designation as determined by the State of Connecticut.
- B. Achieve a grade of C- or better in courses totaling two credits of WPS science courses

### **Step 2: District Performance Assessments**

#### **Reading/Writing**

The District Performance Assessment in Reading/Writing will be administered quarterly during a student's senior year to those students who did not meet the achievement standard on the Connecticut SAT School Day in Evidence Based Reading and Writing. Students who score at least a 70% have met the reading and writing graduation requirement.

#### **Mathematics**

The District Performance Assessment in Mathematics will be administered quarterly during a student's senior year to those students who did not meet the achievement standard on the Connecticut SAT School Day in mathematics. Students who score at least 70% have met the mathematics graduation requirement.

#### **Science**

The District Performance Assessment in Science will be administered quarterly beginning in a student's junior year to those students who did not meet the achievement standard on the Grade 11 Connecticut Next Generation Science Standards (NGSS) Assessment. Students who score at least 70% have met the science graduation requirement.

### **Step 3: Options If Performance Standards Are Not Met**

A. Seniors who have earned the necessary 25 credits to graduate but have not met the district performance standard on one or more of the reading/writing, mathematics, and science performance assessments must:

1. Enroll in summer school courses that, if successfully completed, would meet the standard.

OR

2. Sit for a retake of the district performance assessment during the summer, the date of administration to be determined by the school system.

B. Seniors who are short .5 to 2.0 credits for graduation must:

1. Enroll in summer school courses that, if successfully completed, would meet the standard.

OR

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2. If the student does not meet all necessary credit requirements for graduation through summer school, s/he can return to WHS in September but only to make-up those courses needed to graduate. [The student may not carry a

full load of courses, and will be permitted on campus only during the time s/he is in class.]

OR

3. Attend Adult Education or community college to earn the necessary credits for graduation.

C. Seniors who are short 2.5 or more credits toward graduation may return to Windsor High and carry a full load of courses.

Note: Any seniors returning for another year of school must meet the graduation standard of the students' original graduating class, which is based on the year they entered high school.

**Notification:** The counseling department will notify students and parents/guardians in writing at the beginning of senior year if they have not yet met the reading/writing, mathematics or science graduation requirement.

**Transfers:** If a student transfers into Windsor High School after completing at least three years in a high school in another district, s/he must have met the goal on the test from the sending district or state in order to be exempt from Windsor's performance standard requirement for graduation.

**Special Needs:** The performance standard requirement for graduation for a student with special needs may be modified if so indicated on the student's Individualized Education Program (IEP).

#### **V. Residency Requirement:**

To receive a Windsor High School diploma, students must have earned a minimum of 5.50 credits while attending Windsor High School. Of the 5.50 credits earned at Windsor High School, 2.50 credits must be earned during the senior year. Students transferring to Windsor High School and planning to graduate in June of the school year in which they transferred, must be enrolled at the school no later than February 1st of that same school year to receive a Windsor High School diploma.

#### **VI. FAFSA Requirement for Classes Graduating in 2025 and Thereafter**

Students graduating in 2025 and beyond are required to have satisfied one of the following prior to graduation:

1. Completed a Free Application for Federal Student Aid "FAFSA"
2. For students without legal immigration status, completed and submitted to a public institution of higher education an application for institutional financial aid; or
3. completed a waiver of completion of the FAFSA and/or financial aid application, as applicable, on a form prescribed by the commissioner of Education, signed by the student's parent or guardian or signed by the student if the student is eighteen or older.

On and after March 15 of each school year, a principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student who has not satisfied the above requirements if such principal, school counselor, teacher, or other certified educator affirms that they have made a good faith effort to contact the parent/guardian or student about completion of such applications.

Reference:

P-0200 - Goals for the School District

P-6146.1 - Reporting to Parents

AR-6146.1 - Reporting to Parents, Marking System

P-6146 - Graduation Requirements, Standards of Proficiency

Legal Reference - Connecticut General Statutes:

PA 17-42: An Act Concerning Revisions to the High School Graduation Requirements

10-5c

10-14n

10-16b

10-221a

10-223a

Public Act No. 23-21, "An Act Concerning Financial Literacy Instruction"

Public Act No. 23-204, "An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget"

Public Act No. 23-167, "An Act Concerning Transparency in Education"

Regulation Approved: April 20, 2021

Regulation Revised:

Terrell M. Hill, PhD  
Superintendent of Schools

Windsor Public Schools  
Windsor, CT

11/30/23 NAH



**SHIPMAN & GOODWIN<sup>LLP</sup>**

COUNSELORS AT LAW

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**Rational for Revised Policy/Administrative Regulation**

**P/AR 6148 Policy to Improve Completion Rates of the Free Application for  
Federal Student Aid (FAFSA)**

We revised this policy to include the new Free Application for Federal Student Aid (“FAFSA”) graduation requirements for students graduating in 2025 and beyond. Students in these graduating classes are now required to satisfy one of the following before graduation: (1) complete a FAFSA; (2) for students without legal immigration status, complete and submit to a public institution of higher education an application for institutional financial aid; or (3) complete a waiver of completion of the FAFSA and/or financial aid application. We further revised this policy to identify that certain certified educators may complete a waiver on behalf of any graduating student, under specific circumstances. In addition, we have made technical revisions for clarity.

**POLICY TO IMPROVE COMPLETION RATES OF THE FREE APPLICATION FOR  
FEDERAL STUDENT AID (FAFSA)**

The Windsor Board of Education (the “Board”) understands that completion of the Free Application for Federal Student Aid (“FAFSA”) is an important step in the path to postsecondary education and is associated with higher rates of college enrollment. The Board is committed to improving the completion rates of the FAFSA for students enrolled in the Windsor Public Schools (the “District”).

In order to improve the completion rates of the FAFSA by students enrolled in grade twelve in the District, and students enrolled in the District’s adult education program, the District shall develop a systematic program through which such students are educated about the purpose and content of the FAFSA, encouraged to complete the FAFSA, and assisted in the completion of the FAFSA, as may be necessary and appropriate. The Board directs the Superintendent or designee to develop administrative regulations in furtherance of this policy. The Board further directs the Superintendent or designee to conduct periodic assessments of such regulations, at least annually, to determine effectiveness in improving completion rates of the FAFSA.

Any information contained in a FAFSA, held by the Board, shall not be a public record for purposes of the Freedom of Information Act and thus shall not be subject to disclosure under the provisions of section 1-210 of the Connecticut General Statutes.

Each year, the Superintendent or designee will report to the Board the FAFSA completion rate for each high school in the District and for the District’s adult education program.

The Board may accept gifts, grants and donations, including in-kind donations, to implement the provisions of this policy.

**Legal Reference:**

Conn. Gen. Stat. § 10a-11i

Conn. Gen. Stat. § 10-223m

Policy Adopted: December 20, 2022

Windsor Public Schools  
Windsor, CT

**ADMINISTRATIVE REGULATIONS ADDRESSING IMPROVING THE  
COMPLETION RATES OF FAFSA**

In order to improve the completion rates of the Free Application for Federal Student Aid (“FAFSA”) by students enrolled in the Windsor Public Schools (the “District”) and students enrolled in the District’s adult education program, the District will:

- Develop a FAFSA Task Force to identify challenges, successes, and next steps in improving the completion rates of the FAFSA among students in grade twelve and students enrolled in the District’s adult education program.
- Track data from such students regarding FAFSA completion, including date of completion.
- Identify FAFSA coaches who will be assigned a caseload of students to assist students in completing the FAFSA and monitor their completion rates.
- Provide incentives to students who have completed the FAFSA, which may include but are not limited to, spirit days and giveaways, if funding permits.
- Conduct annual presentations to students about the purpose and importance of the FAFSA and the District’s resources available to help students in completing the FAFSA.
- Provide professional development to identified District staff regarding the FAFSA and best practices for supporting students in completing the FAFSA.

Legal Reference:

Conn. Gen. Stat. § 10-223m

Regulation Approved: December 20, 2022

Terrell M. Hill, PhD  
Superintendent of Schools

Windsor Public Schools  
Windsor, CT

## **POLICY TO IMPROVE COMPLETION RATES OF THE FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)**

The Windsor Board of Education (the "Board") understands that completion of the Free Application for Federal Student Aid ("FAFSA") is an important step in the path to postsecondary education and is associated with higher rates of college enrollment. The Board is committed to improving the completion rates of the FAFSA for students enrolled in the Windsor Public Schools (the "District").

### Program to Improve FAFSA Completion Rates

In order to improve the completion rates of the FAFSA by students enrolled in grade twelve in the District and students enrolled in the District's adult education program, the District shall develop a systematic program through which students are educated about the purpose and content of the FAFSA, encouraged to complete the FAFSA, and assisted in the completion of the FAFSA, as may be necessary and appropriate. The Board directs the Superintendent or designee to develop administrative regulations in furtherance of this policy. The Board further directs the Superintendent or designee to conduct periodic assessments of such regulations, at least annually, to determine the effectiveness of such regulations in improving completion rates of the FAFSA.

### FAFSA Graduation Requirements

Students graduating in 2025 and beyond are required to have satisfied one of the following prior to graduation:

- (1) completed a FAFSA;
- (2) for students without legal immigration status, completed and submitted to a public institution of higher education an application for institutional financial aid; or
- (3) completed a waiver of completion of the FAFSA and/or financial aid application, as applicable, on a form prescribed by the Commissioner of Education, signed by the student's parent or guardian or signed by the student if the student is eighteen or older.

On and after March 15 of each school year, a principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student who has not satisfied the above requirements if such principal, school counselor, teacher, or other certified educator affirms that they have made a good faith effort to contact the parent/guardian or student about completion of such applications.

### Confidentiality of FAFSA

Any information contained in a FAFSA held by the Board shall not be a public record for purposes of the Freedom of Information Act and thus shall not be subject to disclosure under the provisions of section 1-210 of the Connecticut General Statutes.

Reporting of FAFSA Completion Rates

Each year, the Superintendent or designee will report to the Board the FASFA completion rate for each high school in the District and for the District's adult education program.

Gifts, Grants and Donations to Implement Policy

The Board may accept gifts, grants and donations, including in-kind donations, to implement the provisions of this policy.

Legal References:

Conn. Gen. Stat. § 10a-11i

Conn. Gen. Stat. § 10-223m

Public Act No. 23-204, "An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget"

ADOPTED: \_\_\_\_\_

REVISED: \_\_\_\_\_

**ADMINISTRATIVE REGULATIONS ADDRESSING IMPROVING THE  
COMPLETION RATES OF FAFSA**

In order to improve the completion rates of the Free Application for Federal Student Aid (“FAFSA”) by students enrolled in the Windsor Public Schools (the “District”) and students enrolled in the District’s adult education program, the District will:

- Develop a FAFSA Task Force to identify challenges, successes, and next steps in improving the completion rates of the FAFSA among students in grade twelve and students enrolled in the District’s adult education program.
- Track data from such students regarding FAFSA completion, including date of completion.
- Identify FAFSA coaches who will be assigned a caseload of students to assist students in completing the FAFSA and monitor their completion rates.
- Provide incentives to students who have completed the FAFSA, which may include but are not limited to, spirit days and giveaways, if funding permits.
- Conduct annual presentations to students about the purpose and importance of the FAFSA and the District’s resources available to help students in completing the FAFSA.
- Provide professional development to identified District staff regarding the FAFSA and best practices for supporting students in completing the FAFSA.

Legal References:

Conn. Gen. Stat. § 10-223m

Public Act No. 23-204, “An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget”

Administrative Regulation approved:

Superintendent of Schools



## **Rational for Revised Policy**

### **P 6200 Adult/Continuing Education**

We are revising this policy so that the policy is more in align with our current practices in the Adult Education office. We are using the CABE model policy as there is no current Shipman and Goodwin policy. In addition, previously, a public school student who was “under seventeen years of age and a mother” could request permission from the board of education to attend adult education classes. Section 4 of Public Act 23-160 replaces the term “mother” with “parent,” thereby extending eligibility to request such permission to any parent under age seventeen.

**Instruction**

**Adult/Continuing Education**

1. The Windsor Adult Education Program shall each year offer a diversified group of courses planned to meet the interests and needs of adults in the community. Some of the subject categories may be elementary level instruction, business education areas, home economics, communication skills, foreign languages, mathematics, art, finance, vocational-technical skills and other community interests.

2. For those students who are in need of a high school diploma, a high school equivalency program, with a review of English, social studies, science and mathematics shall be included yearly.

**Policy adopted: April 14, 1981**

## Instruction

### Adult/Continuing Education

The Board recognizes that education is a lifelong process. Therefore, the Board of Education shall establish and maintain a program of adult education classes. (or shall provide for participation in a program of adult classes for its adult residents through a cooperative arrangement with another school district or with a cooperating eligible entity or with a regional service center.) The adult education program shall be open to all residents over age 17, not attending any public or private elementary, middle or senior high school. A student who is under age 17 and a parent may attend adult education classes if their request is approved by the Board. The program shall offer a variety of subjects to serve civic, cultural, vocational, and avocational needs of the community. Course offerings shall be determined by response to courses previously given and by newly arising needs and interests, subject to limitations of the plant, personnel and equipment.

The District, as permitted by statute, shall determine the minimum number of weeks per semester the adult education program will operate. Certified counseling staff shall be provided to assist adult education program students with educational and career counseling.

A student enrolled in a District public school in a full-time program of study may enroll in an adult education activity provided the student receives the approval of the Principal of the school in which he/she is enrolled in a full-time program or such student is enrolled in an adult education activity as part of an alternative educational opportunity during a period of expulsion.

Classes shall be made available at fees to be established by the Board of Education. No tuition shall be charged for residents who enroll in adult classes for elementary (basic skills) and high school completion, Americanization and United States citizenship and English for adults with limited English proficiency. Other courses may be provided in any subject included in District schools, including adult literacy, parenting skills, and vocational education and any other subject or activity only when the number of interested adults is sufficient to form a class of proper size, and when a qualified teacher, adequate facilities and appropriate supervision can be made available.

In addition, college preparatory classes may be offered for adults who have earned a high school diploma or its equivalent and require postsecondary developmental education that will enable such adults to enroll directly in a program of higher education, as defined in C.G.S. 10a-34, at an institution of higher education upon completion of such classes. A fee may/shall be charged for these classes.

The District shall grant an adult education diploma to those adult education program participants who have satisfactorily completed a minimum of twenty (20) adult education credits, of which not fewer than four shall be in English; not fewer than three in mathematics; not fewer than three in social studies, including one in American History and at least one-half credit course in civics and American government; not fewer than two in science; and not fewer than one in the arts or vocational education.

The District, in determining the satisfactory completion of needed credits for an adult education diploma, shall award, subject to any State Board of Education regulations:

1. Credit for experiential learning, including:
  - a. Not more than two non-required credits for military experience, including training;

- b. Not more than one vocational education non-required and one required or not more than two non-required credits for occupational experience, including training; and
  - c. Not more than one non-required credit for community service or avocational skills.
2. Credit for successful completion of courses taken for credit at state-accredited institutions, including public and private community colleges, technical colleges, community-technical colleges, four-year colleges and universities and approved public and private high schools and technical high schools;
  3. Up to six credits for satisfactory performance on subject matter tests demonstrating prior learning competencies; and
  4. Up to three credits for independent study projects, provided no more than one such credit shall be applied to each required subject area.

(cf. 5134 - Married/Pregnant Students)

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

Legal Reference: Connecticut General Statutes

10-67 Adult education-definitions

10-69 Adult education (as amended by PA 03-100 and PA 11-126)

10-71 State grants for adult education programs.

10-73a Adult education

10-73b Grants for adult education services of programs conforming to state plan.

10-73c Basic adult education programs.

10-233d Expulsion of students

P.A. 96-244 An Act Concerning Technical Revision to the Education Statutes

P.A. 97-290 An Act Enhancing Choices and Opportunities

P.A. 03-102 An Act Concerning Adult Education and Workforce Development

P.A. 13-121 An Act Concerning Adult Education and Transition to College

Title II - Workforce Investment Act (WIA), Public Law 105-220

**Policy adopted:**

**WINDSOR BOARD OF EDUCATION  
AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**Prepared By:** Terrell M. Hill, PhD

**Presented By:** Paul Panos

**Attachments:** N/A

**Subject:** Discussion and possible action on parent concern (discussion proposed for executive session)

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**BACKGROUND:**

This item was placed on the agenda at the request of Mr. Paul Panos, with the support of board members Jeremy Halek and Jill Canter.

**RECOMMENDATION:**

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**Recommended by the Superintendent:** TH/Sb

**Agenda Item #** 7.d.

**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**PREPARED BY:** Danielle Batchelder

**PRESENTED BY:** Danielle Batchelder,  
Director of Business Services & Human  
Resources

**ATTACHMENTS:** Budget Assumptions 2024 – 2025

**SUBJECT:** Budget Assumptions in Preparation for Developing the FY 2024 – 2025 Budget  
2<sup>nd</sup> Reading

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**BACKGROUND:**

Each year a set of Budget Assumptions is adopted by the Board of Education. These assumptions include cost estimated for the next fiscal year's budget and priorities in the development of the budget. The Superintendent is presenting proposed budget assumptions for consideration by the Board.

**RECOMMENDATION:**

That the Board of Education accept for a 2<sup>nd</sup> Reading the Budget Assumptions for FY 2024 – 2025.

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**Reviewed by:** \_\_\_\_\_

*DCB*

**Recommended by the Superintendent:** \_\_\_\_\_

*TH / sb*

**Agenda Item #** \_\_\_\_\_

*8.a.*

# DRAFT Budget Assumptions for 2024-2025

## 2<sup>nd</sup> Reading

1. **Enrollment:** Each year the Windsor School District commissions the New England School Development Council (NESDEC) to conduct an enrollment projection study. NESDEC uses the cohort survival technique as well as current town-specific information into the generation of the enrollment forecasts for preparing Windsor's enrollment forecasts.

District Wide enrollment had a steady increase between 2014 – 2019. The highest enrollment was in 2019/2020 at 3,308. The district enrollment began to decrease during the 2020/2021 and 2021/2022 school years to a low of 3,242. The belief is that this slight decrease is due to the pandemic. As of October 1, 2023, we are back up to the 19/20 levels of 3,305 which was the trend prior to the pandemic.

2. **Staffing & Programs:** Based on the likelihood that the approved budget will be lean, any requests for staffing increase will be highly scrutinized and should be made with the realization that they may not survive the budget process. Decisions around staffing and program redesign or development will be driven by their potential impact on raising student achievement while honoring the commitment to be fiscally responsible.
3. **Health Insurance:** Claims have increased over the two years by more than 2 million in 21/22 and 1.4 million in 22/23. We have some very high claimants. Prior to 2021, the district had a good running streak with extremely low claims which allowed us to remain flat. We are anticipating needing to add funds to the insurance fund for 2024/2025.
4. **State & Federal Funding/Grants:** ECS Funding & Excess Cost Funding for Windsor is expected to remain stable for 24/25. Historical data is encouraging for WPS entitlement grants. Over the past 3 years, Title I grant has increased an average of 2.21% each year and IDEA grants have increased an average of 3.60% each year. Funding reliability of the Alliance Grant (most recently referred to as ECS Alliance Grant) has varied over the past 11 years. 23/24 is year 11 of the grant. Funding for 24/25 is highly likely to remain consistent with the 23/24 funding level.
5. **Energy:** All schools are now utilizing gas instead of oil for energy and all buildings have been upgraded to LED. Up until recently, this was a yearly savings for the district. However, inflation rates are at an all-time high. Locking in a rate sooner rather than later is important. Cost-saving measures within the facility and operations area are a must.
6. **Facilities:** All capital needs are presented to the Physical Plant Manager. The need to maintain our buildings is a priority.
7. **Transportation:** Windsor and Dattco entered into a new 5-year contract beginning July 1, 2021. Windsor's yard became unionized by the Teamsters in the Fall of 2020 which played a major factor in negotiations for term 2 of the contract. The percent increase for 2024/2025 is 4.07% which equates to approximately \$222,094 increase.
8. **Diesel Fuel/Gas:** Fuel has been increasing greatly with no signs of stopping anytime soon. We anticipate a significant increase to both Diesel and Regular Gas. The lock in price for Diesel in 23/24 is \$2.95/gallon. The lock in price for Gas in 2023 is \$2.83/gallon. The projected rate for Diesel in 24/25 is \$4.29 and for Gas in 2024 is \$3.69. This is an overall increase of \$174,800.

**WINDSOR BOARD OF EDUCATION  
AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** December 19, 2023

**Prepared By:** Danielle Batchelder                      **Presented By:** Danielle Batchelder  
Director of Business Services & Human Resources

**Attachments:** Draft 2024-2025 and 2025-2026 School Calendar

**Subject:** Proposed Draft 2024-2025 and 2025-2026 School Calendar, 1<sup>st</sup> Reading

**Background:**

Each year the calendar for the next school year is brought to the Board of Education for approval. Input is sought from the Windsor Education Association (WEA) and administrators. Principals, Cabinet members and the Superintendent review the input and make appropriate changes.

**Status:**

The calendars for 2024-2025 and 2025-2026 are being recommended. For the 2024-2025 the teacher work year would begin on August 20<sup>th</sup> with opening day. The student school year would begin on August 26<sup>th</sup>. The last day of school would be tentatively scheduled for June 5<sup>th</sup> and would include 8 potential snow days. There would be no February vacation. There would be an April vacation, April 10 – April 18.

For the 2025-2026, the teacher work year would begin on August 19<sup>th</sup> with opening day. The student school year would begin on August 25<sup>th</sup>. The last day of school would be tentatively scheduled for June 8<sup>th</sup> and would include 8 potential snow days. There would be no February vacation. There would be an April vacation, April 6 – April 10.

The calendar includes 187 teacher work days and 181 instructional days. The calendar also includes 7 student early release days for the purpose of conducting teacher professional activities. The calendar also includes the traditional vacations and holidays.

**Recommendation:**

That the Board of Education accept the proposed 2024-2025 and the 2025-2026 school calendar for a 1<sup>st</sup> Reading.

**Reviewed by:**           NB          

**Recommended by the Superintendent:**           TH/RD          

**Agenda Item #**           8.C.



# Windsor Public Schools 2024-2025 School Calendar



AUGUST (5)				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER (21)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER (22)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER (17)				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

DECEMBER (15)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JANUARY (21)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**August 2024**  
 Aug. 14-16 New Teacher Orientation, NO SCHOOL  
 Aug. 20 Opening Day for Staff, NO SCHOOL  
 Aug. 21-23 Teacher PD, NO SCHOOL  
**Aug. 26 FIRST DAY OF SCHOOL - FULL DAY**

**September 2024**  
 Sep. 2 Labor Day, NO SCHOOL  
 Sep. 17 Teacher PD (Early Dismissal)

**October 2024**  
 Oct. 14 Indigenous Peoples Day, NO SCHOOL  
 Oct. 15 Teacher PD (Early Dismissal)  
 Oct. 17 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
 Oct. 23-25 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

**November 2024**  
 Nov. 5 Election Day, Teacher PD, NO SCHOOL  
 Nov. 27-29 Thanksgiving Break, NO SCHOOL

**December 2024**  
 Dec. 4-6 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
 Dec. 23-31 Winter Break, NO SCHOOL

**January 2025**  
 Jan. 1 New Year's Day, NO SCHOOL  
 Jan. 14 Teacher PD (Early Dismissal)  
 Jan. 13-17 (Early Dismissal) WHS Only (Semester 1 Exams)  
 Jan. 20 Martin Luther King, Jr. Day, NO SCHOOL

**February 2025**  
 Feb. 11 Teacher PD, NO SCHOOL  
 Feb. 17-18 Presidents' Day Break, NO SCHOOL  
**March 2025**  
 Mar. 4 Teacher PD (Early Dismissal)  
 Mar. 6 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
 Mar. 12-14 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
 Mar. 19-21 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

**April 2025**  
 Apr. 14-17 Spring Break, NO SCHOOL  
 Apr. 18 Good Friday, NO SCHOOL  
**May 2025**  
 May 6 Teacher PD (Early Dismissal)  
 May 26 Memorial Day, NO SCHOOL  
 May 30 (Early Dismissal) WHS Only (Semester 2 Exams)

**June 2025**  
 June 2-5 (Early Dismissal) WHS Only (Semester 2 Exams)  
**June 5 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days**  
 June 17 Potential Last Day of School

FEBRUARY (17)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28


MARCH (21)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

APRIL (17)				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

MAY (21)				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

JUNE (4)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

SCHOOL HOURS		
Hours	Early Dismissal	2 Hour Delay
High School	7:35am-2:20pm	7:35am-12:25pm 9:35am-2:20pm
Middle School	8:05am-2:50pm	8:05am-12:55pm 10:05am-2:50pm
Elementary	8:40am-3:25pm	8:40am-1:30pm 10:40am-3:25pm
Full Day PreK	9:00am-3:00pm	9:00am-1:30pm 11:00am-3:00pm
PreK AM	8:40am-11:35am	8:40am-10:50am No AM PreK
PreK PM	12:30pm-3:25pm	11:25am-1:30pm 12:30pm-3:25pm

For School Delay and Closing Information  
 Download Our Free Mobile App!  
  
  
**SCAN ME**  
[www.windsorct.org](http://www.windsorct.org)  
 860-687-2000 x 1180 Local radio and television stations

■ No School
 ■ Teacher PD, No School
 ■ First/Last Day of School
 ■ Teacher PD, Early Dismissal
 ■ Early Dismissal

Student Days 181  
 Teacher Days 187  
 Board Approved:

# Windsor Public Schools 2024-2025 School Calendar Windsor, CT

## August 2024

14-15 New Teacher Orientation, NO SCHOOL  
20 Opening Day for Staff, NO SCHOOL  
21- 23 Teacher PD, NO SCHOOL  
26 FIRST DAY OF SCHOOL - FULL DAY

## September 2024

2 Labor Day, NO SCHOOL  
17 Teacher PD (Early Dismissal)

## October 2024

14 Indigenous Peoples Day, NO SCHOOL  
15 Teacher PD (Early Dismissal)  
17 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
23-25 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

## November 2024

5 Election Day, Teacher PD, NO SCHOOL  
27-29 Thanksgiving Break, NO SCHOOL

## December 2024

4-6 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
23-31 Winter Break, NO SCHOOL

## January 2025

1 New Year's Day, NO SCHOOL  
14 Teacher PD (Early Dismissal)  
20 Martin Luther King, Jr. Day, NO SCHOOL  
13- 17 (Early Dismissal) WHS Only (Semester 1 Exams)

## February 2025

11 Teacher PD, NO SCHOOL  
17-18 Presidents' Day Break, NO SCHOOL

## March 2025

4 Teacher PD (Early Dismissal)  
6 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
12-14 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
19-21 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

## April 2025

14-17 Spring Break, NO SCHOOL  
18 Good Friday, NO SCHOOL

## May 2025

6 Teacher PD (Early Dismissal)  
26 Memorial Day, NO SCHOOL  
30 (Early Dismissal) WHS Only (Semester 2 Exams)

## June 2025

2-5 (Early Dismissal) WHS Only (Semester 2 Exams)  
5 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days  
17 Potential Last Day of School

**School Delay and Closing Information** [www.windsorct.org](http://www.windsorct.org),  
860-687-2000 x 1180 Local radio and television stations

**Student Days 181, Teacher Days 187**

**Board Approved:**



# Windsor Public Schools 2025-2026 School Calendar



## August 2025

Aug. 13-15 New Teacher Orientation, NO SCHOOL  
Aug. 19 Opening Day for Staff, NO SCHOOL  
Aug. 20-22 Teacher PD, NO SCHOOL  
**Aug 25. FIRST DAY OF SCHOOL - FULL DAY**

## September 2025

Sep. 1 Labor Day, NO SCHOOL  
Sep. 16 Teacher PD (Early Dismissal)

## October 2025

Oct. 13 Indigenous Peoples Day, NO SCHOOL  
Oct. 14 Teacher PD (Early Dismissal)  
Oct. 16 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
Oct. 22-24 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

## November 2025

Nov. 4 Election Day, Teacher PD, NO SCHOOL  
Nov. 18 Teacher PD (Early Dismissal)  
Nov. 26-28 Thanksgiving Break, NO SCHOOL

## December 2025

Dec. 3-5 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
Dec. 24- Dec 31 Winter Break NO SCHOOL

## January 2026

Jan. 1 - 2 New Year's Day/ Winter Break NO SCHOOL  
Jan. 13 Teacher PD (Early Dismissal)  
Jan. 19 Martin Luther King, Jr. Day, NO SCHOOL  
Jan. 20-23 (Early Dismissal) WHS Only (Semester 1 Exams)

## February 2026

Feb. 10 Teacher PD NO SCHOOL  
Feb. 16-17 Presidents' Day Break, NO SCHOOL

## March 2026

Mar. 3 Teacher PD (Early Dismissal)  
Mar. 12 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
Mar. 18-20 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
Mar. 25-27 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

## April 2026

Apr. 3 Good Friday, NO SCHOOL  
Apr. 6-10 Spring Break, NO SCHOOL

## May 2026

May 5 Teacher PD (Early Dismissal)  
May 25 Memorial Day, NO SCHOOL

## June 2026

June 1-5 (Early Dismissal) WHS Only (Semester 2 Exams)  
**June 8 LAST DAY OF SCHOOL (Early Dismissal) Pending Snow Days**  
18 June Potential Last Day of School

AUGUST (5)				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER (21)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

OCTOBER (22)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

NOVEMBER (16)				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

DECEMBER (17)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JANUARY (19)				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

FEBRUARY (17)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

MARCH (22)				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

APRIL (16)				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY (20)				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

JUNE (6)				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

SCHOOL HOURS		
Hours	Early Dismissal	2 Hour Delay
High School	7:35am-12:25pm	9:35am-2:20pm
Middle School	8:05am-12:55pm	10:05am-2:50pm
Elementary	8:40am-3:25pm	10:40am-3:25pm
Full Day PreK	9:00am-3:00pm	11:00am-3:00pm
PreK AM	8:40am-11:35am	No AM PreK
PreK PM	12:30pm-3:25pm	12:30pm-3:25pm

For School Delay and Closing Information  
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**SCAN ME**

www.windsorct.org,  
860-687-2000 x 1180 Local radio and television stations

No School
  Teacher PD, No School
  First/Last Day of School
  Teacher PD, Early Dismissal
  Early Dismissal

Student Days 181  
Teacher Days 187  
Board Approved:

## Windsor Public Schools 2025-2026 School Calendar Windsor, CT

### August 2025

13-15 New Teacher Orientation, NO SCHOOL  
19 Opening Day for Staff, NO SCHOOL  
20-22 Teacher PD, NO SCHOOL  
25 FIRST DAY OF SCHOOL - FULL DAY

### September 2025

1 Labor Day, NO SCHOOL  
16 Teacher PD (Early Dismissal)

### October 2025

13 Indigenous Peoples Day, NO SCHOOL  
14 Teacher PD (Early Dismissal)  
16 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
22-24 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

### November 2025

4 Election Day, Teacher PD, NO SCHOOL  
18 Teacher PD (Early Dismissal)  
26-28 Thanksgiving Break, NO SCHOOL

### December 2025

3-5 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
24-31 Winter Break NO SCHOOL

### January 2026

1-2 *New Year's Day/Winter Break NO SCHOOL*  
13 Teacher PD (Early Dismissal)  
19 Martin Luther King, Jr. Day, NO SCHOOL  
20-23 (Early Dismissal) WHS Only (Semester 1 Exams)

### February 2026

10 Teacher PD NO SCHOOL  
16-17 Presidents' Day Break, NO SCHOOL

### March 2026

3 Teacher PD (Early Dismissal)  
12 (Early Dismissal) WHS Only (Parent Teacher Conferences)  
18-20 (Early Dismissal) PK-5 Only (Parent Teacher Conferences)  
25-27 (Early Dismissal) Sage Park MS Only (Parent Teacher Conferences)

### April 2026

3 *Good Friday*, NO SCHOOL  
6-10 Spring Break, NO SCHOOL

### May 2026

5 Teacher PD (Early Dismissal)  
25 Memorial Day, NO SCHOOL

### June 2026

1-5 (Early Dismissal) WHS Only (Semester 2 Exams)  
8 (Early Dismissal) Last Day of School  
Potential Last Day of School

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