Regular Meeting

Tuesday, December 16, 2014 7:00 PM
Town Hall, Council Chambers Please click the link below to join the webinar: https://us02web.zoom.us/j/85191945173 Or Telephone: +1 646 558 8656 or +1 301 715 8592 Webinar ID: 851 9194 5173 , 275 Broad Street, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Recognitions/Acknowledgements--WHS Warrior's Football Team, CIAC Class L (Small) State Champions**
3. **Audience to Visitors**
4. **Student Representative Report**
5. **Board of Education**

a. President's Report
b. Proposed 2015-2016 School Calendar, 1st Reading
c. School Liaison Reports

1. Windsor High School
2. Sage Park Middle School
3. Clover Street School
4. John F. Kennedy School
5. Oliver Ellsworth School
6. Poquonock School

6. **Superintendent's Report**

a. Smart Start Grant Proposal
b. WHS Program of Studies 2015-2016--Proposed Changes
c. Policy Adoptions, 1st Reading

1. Review Proposed New Policy 6114.7 School Security and Safety
2. Review Revised Policy 1212 School Volunteers

d. Curriculum Development, 1st Reading

1. Grade 6 Health

e. Curriculum Development, 2nd Reading

1. Introduction to Drafting

f. Capital Improvement Plan
g. Budget Assumptions FY 2016, 1st Reading

7. **Committee Reports**

a. Curriculum Committee
b. Policy Committee
c. Technology Committee
d. Long Range Planning Committee
e. Finance Committee

8. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Human Resources Report
e. Childrearing Leave Request

9. **Approval of Minutes**

a. November 18, 2014 Regular Meeting
b. November 20, 2014 Curriculum Committee
c. November 20, 2014 Technology Committee
d. November 24, 2014 Policy Committee
e. December 1, 2014 Executive Committee

10. **Other Matters/Announcements/Regular BOE Meetings**

a. BOE Curriculum Committee, Thursday, December 18, 2014 at 4:30 PM, L.P. Wilson Community Center, Room 17

b. BOE Long Range Planning Committee, Tuesday, January 13, 2014 at 5:00 PM, L.P. Wilson Community Center, Room 17

c. BOE Special Meeting, Tuesday, January 13, 2014 at 6:30 PM, L.P. Wilson Community Center, Board Room

d. Next BOE Regular Meeting is Thursday, January 22, 2014 with Superintendent's Presentation of 2015-2016 Budget beginning at 6:30 PM followed by Public Forum and Regular Meeting, Town Hall, Council Chambers

11. **Executive Session--Discussion concerning confidential attorney-client communication**

12. **Audience to Visitors**

13. **Adjournment**

WINDSOR BOARD OF EDUCATION

Agenda Item SUMMARY

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared by: Terrell M. Hill **Presented by:** Terrell M. Hill

Attachments: Draft 2015-2016 School Calendar

Subject: Proposed 2015-2016 School Calendar, 1st Reading

Background:

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

Status:

The calendar for 2015-2016 is being recommended. The teacher work year would begin on August 27th with opening day. The student school year would begin on September 1st. The last day of school would be tentatively scheduled for June 13th and would include 9 potential snow days. There would be no February vacation. There would be an April vacation, which would be the same week as the majority of CREC region schools.

The calendar includes 187 teacher work days and 182 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.

You will note that the student school day increases by 5 minutes. The 5 minutes were added to the end of the day.

Recommendation:

That the Board of Education accept the proposed 2015-2016 school calendar for a 1st Reading.

Recommended by the Superintendent

Agenda Item# 56

WINDSOR PUBLIC SCHOOLS
2015-2016
SCHOOL CALENDAR

AUGUST 2015

M	T	W	TH	F
24	25	26	OD	PD
WD				

SEPTEMBER 2015

M	T	W	TH	F
	1	2	3	4
▨	8	9	10	11
14	⬠15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER 2015

M	T	W	TH	F
			1	2
5	⬠6	7	8	9
▨	13	14	15w	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2015

M	T	W	TH	F
2	PD	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	▨	▨
30				

DECEMBER 2015

M	T	W	TH	F
	1s	2*	3*	4*
7	⬠8	9	10	11
14	15	16	17	18
21	22	23	▨	▨
28	29	30	31	

JANUARY 2016

M	T	W	TH	F
				▨
4	5	6	7	9
11	12	13	14	15
▨	19x	20x	21x	22x
25	26	27	28	29

Special Dates

September 1- School Opens for Students
September 7 - Labor Day
September 15 - Early Dismissal
October 6 - Early Dismissal
October 12 - Columbus Day
November - Professional Day
November 25-27 - Thanksgiving Recess
December 8 - Early Dismissal
December 24 - January 1 - Holiday Recess
January 18 - Martin Luther King Day
February 2 - Early Dismissal
February 15 - President's Day
February 16 - Professional Day
March 1 - Early Dismissal
March 25 - Good Friday
April 26 - Early Dismissal
April 18-22 - Spring Recess
May 24 - Early Dismissal
May 30 - Memorial Day
June 13- Tentative Last Day of School

Codes

OD Opening Day for Staff
PD Professional Day
WD Staff Workday
☐ No School for Students
▨ All Offices Closed
⬠ Early Dismissal - All Students
○ End of Semester
* PK-5 Parent Conferences (Early Dismissal)
s Sage Park Parent Conferences (Early Dismissal)
w Windsor High School Parent Conferences (Early Dismissal)
x High School Examinations (Early Dismissal)

School Delay and Closing

- On the web: www.windsorct.org
- Phone: 860-687-2000 x 180
- Local radio and television stations

Important Information

1. School may be delayed due to inclement weather by either 90 minutes or two hours. Morning schedules would be adjusted accordingly and release time remains the same. AM Pre-K is cancelled on delayed openings.

2. Calendar allots for nine (9) snow days beginning June 13th. If more are needed they will be deducted from the Spring Recess commencing Monday, April 11, 2016

3. High School Graduation date to be determined in April by the Board of Education

	Hours	Early Dismissal
High School	**7:35a - 2:20p**	**7:35a - 12:25p**
Middle School	**8:05a - 2:50p**	**8:05a - 12:55p**
Elementary	**8:40a - 3:25p**	**8:40a - 1:30p**
Pre-K AM Session	**8:40a - 11:35a**	**8:40a - 10:50a**
PM Session	**12:30p - 3:25p**	**11:25a - 1:30p**

FEBRUARY 2016

M	T	W	TH	F
1	⬠2	3	4	5
8	9	10	11	12
▨	PD	17	18	19
22	23	24	25	26
29				

MARCH 2016

M	T	W	TH	F
	⬠1	2	3	4
7	8	9s	10w	11
14	15	16	17	18
21	22	23	24	▨
28	29	30*	31*	

APRIL 2016

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

MAY 2016

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	⬠24	25	26	27
▨	31			

JUNE 2016

M	T	W	TH	F
		1	2	3
6	7x	8x	9x	10x
○13x	14	15	16	17
20	21	22	23	24

June 13- Tentative Last Day of School: Early Dismissal
High School Graduation date to be determined in April by the Board of Education

182 Student Days
187 Staff Days

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Craig Cooke **Presented By:** Craig Cooke

Attachments:

Subject: Smart Start RFP

Background:

Smart Start is intended to serve the following purpose as specified in Public Act 14-41:
"To reimburse local and regional boards of education for capital and operating expenses related to establishing or expanding a preschool program under the jurisdiction of the board of education for the town."

Windsor has been designated as a town with an unmet need for pre-kindergarten opportunities for 3 and 4 year olds. The grant is intended to be a 10 year grant funding up to 4 classrooms a year. There is an initial period where capital improvement funding of $75,000 per classroom for up to 4 classrooms is available and a 10 year operating period where $75,000 per classroom for up to 4 classrooms is available. Funding must be used to support new enrollment in preschool programs that are at minimum school-day and school-year in duration (i.e., a minimum of 6 hours/day and 180 days/year).

Status:

At its Special Meeting on December 9th, the Board heard a presentation regarding the Start Smart Grant application and the status of the administration's work.

Recommendation:

Move to approve the signing of the Smart Start Grant application by the Board of Education President.

Reviewed by:_____ **Recommended by the Superintendent:**

Agenda Item # 6a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Lori Foote-Mitchell **Presented By:** Russell Sills/Lori Foote-Mitchell

Attachments: Draft Program of Studies Updates 2015-2016

Subject: Program of Studies 2015-2016

Background:
The Windsor High School Program of Studies for 2015-2016 is presented for approval.

The draft Program of Studies includes the new/revised course(s) presented this evening to the Board of Education. If the course(s) has/have not been approved, it/they will be eliminated from the Program of Studies, including:

- Addition of S.T.E.A.M to Technology: A sampling of Technology Education and the Arts
- Removal of Ethnic Studies
- Addition of Fashion Merchandising
- Changes to Fashion & Clothing 1 and Fashion & Clothing 2
- Change to Introduction to Health Care Services
- Change to Marketing 1
- Change to Accounting 2
- Change to Marketing 2
- Change to Marine Biology
- Changes to Physical Education and Personal Development language and title
- Changes in credits for PE 9 and PE 10
- Changes in course descriptions for PE 9 and PE 10
- Changes in course descriptions for PE electives

Recommendation:

That the Board of Education approve the proposed changes to the WHS Program of Studies for a 1st Reading, waiving the 2nd Reading.

Reviewed by:_____ **Recommended by the Superintendent:** _____

Agenda Item # 6b.

Windsor High School
Program of Studies Changes
2015-2016

Additions

- Add

  S.T.E.A.M to Technology: A sampling of Technology Education and the Arts
  1.0 Credit. Open to Grades 9-12.

  This entry-level course links S.T.E.A.M. (Science, Technology, Engineering, Art, Math) concepts and manufacturing principles together, culminating in a product – a custom-made electric guitar. Each student enrolled in this class will build their own customized electric guitar as they are introduced to all that the Technology Education department has to offer. Students will spend time in the CAD (computer aided design) lab, Wood Shop, Manufacturing lab, Automotive shop, Graphics lab and Video Production studio as they build and customize their guitars. The Art studio then will be used to produce custom finishes. Finally, there will be time allotted to learn how to play the instrument. Students who enroll should have a strong interest in math, science and technology.

Deletions

- Remove Ethnic Studies

Changes

- Fashion Merchandising will be offered 2015-2016 (only offered every other year)
- Fashion & Clothing 1 & 2 – no longer need to do an independent research project
- Introduction to Health Care Services – now open to grades 9-12. Also, this course is no longer eligible for College Career Pathways credit.
- Marketing 1 is now open to grades 9-12.
- Accounting 2 and Marketing 2 are no longer eligible for College Career Pathways credit.
- Change for Marine Biology to include the recommendation that students have or are taking Chemistry concurrently.
- PE changes include:
  - Change from "Personal Development" to "Health"
  - Change in language for overall PE/Health department to include: "Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs."
  - Change in credits for PE 9 and PE 10 to .25 PE credit and .25 Health credit
  - Change in course descriptions for PE/Health 9 and PE/Health 10 to include the sentence "Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS/HIV, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs."
  - Change in language for PE electives to include "In addition, a variety of health-related topics will be explored per the state requirements."

PHYSICAL EDUCATION AND HEALTH COURSES

Courses in physical education are linked to the following career clusters: Government, Education and Human Services; Health and Biosciences; and Retail, Tourism, Recreation and Entrepreneurial.

Windsor has designed a comprehensive kindergarten through grade 12 Healthy and Balanced curriculum to address the concepts and subjects required by state and federal statute in the area of health and safety education. The curriculum covers topics in human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

Parents may wish to exclude their students from classes dealing with AIDS and may do so by contacting the instructor in the first two weeks. An equivalent assignment will be substituted in these cases. Subjects are handled in a developmentally appropriate manner for each grade level with topics reintroduced at a more sophisticated level each year. The personal development curriculum is delivered through the physical education classes.

The physical education program is designed to promote skills, knowledge and attitudes that will help students lead active, healthy and productive lives. Through courses in this department, students learn the relationship between physical activity, physical fitness and health. In addition, they develop psychomotor skills, learn problem-solving techniques, and develop feelings of well-being, self-confidence and cooperation.

All students are required to participate in and pass 1 credit of physical education and .5 credit of health. All 9th-grade students are required to take PE/Health 9. All 10th grade students are required to take PE/Health 10B or 10I or 10R. PE/Health 10B and PE/Health 10I contain an instructional unit in swim. Swimming proficiency will be addressed in grade 9. Students demonstrating adequate beginning swimming skills will be allowed to take a PE/Health10R without the swim unit. The 10th grade swimming component can also be waived for students who have previously attained Level V – American Red Cross.

Students may take only one PE/Health course each year in grades 9 and 10. Students must fulfill the remaining PE/Health requirements in grade 11 or 12. Students have the option of taking either PE/Health 11/12 or other PE electives to fulfill the requirement.

Grade 9 **Required:** PE/Health 9
Grade 10 **Required:** PE/Health 10B, 10I or 10R
Grade 11 or 12 **Required:** PE/Health 11/12 or any PE elective **Electives: Water Sports, Weight Training 1, Weight Training 2, American Red Cross Lifeguard Training, Yoga & Stress Management, Personal Physical Fitness, Healthy Living, Physical Education Student Leadership**

Career Directions

Students who are interested in physical education may wish to investigate a number of occupations, including not only coaching, teaching and training, but also positions such as occupational therapist, physical therapist, sports manager, camp or recreation leader or public health worker. Please see your school counselor for more information about careers related to physical education.

Physical Education/Health Offerings

PE/HEALTH 9 **1936 College**

0.25 PE credit/ 0.25 Health credit. Students will spend the first part of this course in team-building activities. They will also be introduced to various principles of physical fitness. A variety of sports and activities will be used to emphasize these major areas, including: tennis, soccer, flag football, conditioning, paddle tennis, badminton, floor hockey, indoor soccer, volleyball, basketball, dance, gymnastics, wrestling, softball, track and field, golf, team handball, lacrosse, yoga and ultimate frisbee. Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

PE/HEALTH 10-B **1914 College**

0.25 PE credit/ 0.25 Health credit. Students will spend one quarter in beginning swimming and one quarter in health activities. The swimming portion of the course will cover water adjustment skills and introduce locomotion skills on the front and back. Stroke readiness, deep water entries, floating, breathing self-help and elementary forms of rescue will also be introduced and practiced. Students progress at their own rate. This course includes the Connecticut Physical Fitness Test and preparation towards meeting state standards in the fitness components. The instruction will follow the American Red Cross progressions. Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

PE/HEALTH 10-I **1916 College**

0.25 PE credit/ 0.25 Health credit. Prerequisite: Pass swimming test or permission of instructor. Students enrolled in this course will spend one quarter in intermediate swimming and one quarter in health activities. The swimming portion of the course will further develop skills of coordinated strokes on the front, back and side. Deep-water treading, diving, survival floating, elementary rescues and canoe self-rescue will be introduced. Swimming as a means toward fitness will be emphasized. Some water sports will be played. This course includes the Connecticut Physical Fitness Test and preparation towards meeting state standards in the fitness components. Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

PE/HEALTH 10-R **1937 College**

0.25 PE credit/ 0.25 Health credit. Prerequisite: Met requirements of the 9th grade swimming test. This course satisfies the 10th-grade requirement for students who test out of swimming. The course features a variety of physical education activities similar to those included in the 9th-grade course. This course includes the Connecticut Physical Fitness Test and preparation towards meeting state standards in the fitness components. Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

PE/HEALTH 11/12 **1938 College**

0.5 PE/Health credit. This course features a variety of physical education activities and may be taken as an elective. See PE/ HEALTH 9 for a list of activities that will be included. In addition, a variety of health-related topics will be explored per the state requirements. Health topics could include human growth and development, nutrition, first aid, disease prevention including AIDS, community and consumer health, youth suicide prevention, substance abuse, human sexuality, safety and accident prevention. Additionally, instruction will occur regarding the use of alcohol, nicotine, tobacco and drugs.

PE ELECTIVES

Water Sports **1915 College**

0.5 credit. Prerequisite: PE 10 I, R or permission of instructor. This course refines intermediate skills and introduce students to all competitive swimming strokes, starts and turns. Elementary rescues, canoe self-rescue and survival floating are covered. Emphasis is placed on water polo, springboard diving, synchronized swimming, water volleyball and snorkeling. In addition, a variety of health-related topics will be explored per the state requirements.

Weight Training 1 **1919 College**

0.5 credit. Prerequisite: Open to Grades 11 and 12. Must have earned .5 credit in physical education. Students who have previously failed Weight Training 1 may not repeat the course.

Weight Training is designed to give students the opportunity to develop strength, flexibility and physical fitness. Individualized programs are developed for each student involving exercises and weight training apparatus. In the case of over-enrollment, preference will be given to students enrolling for the first time. In addition, a variety of health-related topics will be explored per the state requirements.

Weight Training 2 **1920 Honors**

0.5 credit. Prerequisite: Students must have passed Weight Training 1. Weight Training 2 is designed for the advanced weight lifter, the competitive athlete and those who wish to maximize their physical and cognitive potential. The components of the class include body-building training principles that include nutrition, high-intensity workouts, symmetrical and muscular development and competition. Individuals develop their own training routine based on specific goals. In addition, a variety of health-related topics will be explored per the state requirements.

American Red Cross Lifeguard Training 1929 Honors

0.5 credit. Prerequisite: Students must be at least 15 years of age, have been exempted from swimming requirement or passed PE 10 1, R with instructor's recommendation. Preference will be granted to grade 11 & 12 students. The course consists of water training as well as bookwork and CPR training. The course may certify students in ARC Standard First Aid, ARC APR for the Professional Rescuer and ARC Lifeguard Training. In addition, a variety of health-related topics will be explored per the state requirements.

Yoga and Stress Management **1905 College**

0.5 credit. Open to grades 11 and 12.

Students will study Yoga, an ancient scientific system that teaches how to integrate physical, mental and spiritual aspects of life. The emphasis is on the improvement of physical and mental well-being by practicing postures (asanas), breath control (pranayama) and relaxation. Students learn about various aspects of Yoga and lead a Yoga session in a group format. This course is for students who enjoy physical activity in a non -traditional setting. In addition, a variety of health-related topics will be explored per the state requirements.

Personal Physical Fitness **1907 College**

0.5 credit. Open to grades 11 and 12. Each student investigates the physiology of his/her body in terms of physical fitness and applied the principles of training to personal interests to become more physically fit. Proper diet and nutrition are emphasized. Goal-setting techniques are used to help students achieve their desired outcomes. Activities include walking, jogging, hiking, aerobics, circuit training and technology use such as heart rate monitors and pedometers. The course is designed for students who have an interest in physical fitness but may not excel in the traditional sport setting. In addition, a variety of health-related topics will be explored per the state requirements.

Healthy Living **1927 College**

0.5 credit. Prerequisite: Department permission.

Healthy Living is a course for students who do not achieve scores above the "at risk" level in both the cardiovascular (1 mile walk/run) test and the muscular endurance (sit-up) test in the Connecticut Fitness Assessment. Students learn the components and implications of health-related fitness and exercise training principles, are able to assess their fitness status, design and implement a personal fitness program and enjoy the satisfaction and benefits derived from achieving their goals through a variety of physical activities. In addition, a variety of health-related topics will be explored per the state requirements.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Craig A. Cooke, Ph.D. **Presented By:** Paul Panos/Craig A. Cooke, Ph.D.

Attachments: 1. Proposed New Policy 6114.7 School Security and Safety
2. Proposed Revised Policy 1212 School Volunteers

Subject: Policy Adoptions, 1st Reading

BACKGROUND:

The Board of Education Policy Committee has reviewed the following policies and is bringing to the full Board as a 1st reading.

STATUS:

1. Policy 6114.7 School Security and Safety is a new policy fulfilling legislative requirements for Boards of Education relating to school security and safety.
2. Policy 1212 School Volunteers will be revised to reflect the need for enhanced security and safety protocols.

RECOMMENDATION:

Move to approve the policies Policy 6114.7 School Security and Safety and Policy 1212 School Volunteers as a 1st reading.

Recommended by the Superintendent: _____

Agenda Item # 6C.

SCHOOL SECURITY AND SAFETY

Each school operating under the jurisdiction of the Windsor Board of Education will create and implement an all-hazards school security and safety plan to bolster its existing emergency preparedness, response capability and school safety and security measures and to best meet all-hazards threats. This plan will adhere to the requirements of state law and will include procedures for managing various types of emergencies and crisis management procedures. Each individual school's plan should be kept securely and will only be provided to the Board of Education, school staff and administration, members of state and local law enforcement, first responders and local municipal officials. Pursuant to Connecticut General Statutes § 1-210 (b)(19), the plan will not be available to the public.

Legal References:

State Law:

Public Act 13-3, *An Act Concerning Gun Violence Prevention and Children's Safety*, Sections 86, 87, 88

Conn. Gen. Stat. § 1-210 (b)(19)

Conn. Gen. Stat. § 28-7

Conn. Gen. Stat. § 10-231

Connecticut Department of Emergency Services and Public Protection, *School Security and Safety Plan Standards*, December 30, 2013.

Federal Emergency Management Agency, *Guide for Developing High-Quality School Emergency Operations Plans*, June 2013

ADOPTED _____
REVISED _____

SCHOOL VOLUNTEERS, STUDENT INTERNS AND OTHER NON-EMPLOYEES

The Board of Education recognizes the importance of school volunteers at all levels of schooling. Volunteers can enhance collaboration between the school and community, broaden the school's educational environment and ultimately enrich students' school experience. The Board further acknowledges that it may, from time to time, be asked to provide learning experiences for student interns within the school environments. In recognition of the benefit of having volunteers, interns and other such non-employees providing services within the schools, the Board supports the involvement of these individuals in accordance with suitable regulations and safeguards to be developed by the Administration.

Volunteers, interns and other such non-employees working within the schools ("volunteers") must work under the supervision of Windsor Public Schools staff. Volunteers are held to the same standards of conduct as school staff and must observe all Board of Education policies, including applicable policies on the confidentiality of student information.

Volunteers may be required to submit to state and federal criminal record checks and a record check of the Department of Children and Families ("DCF") Child Abuse and Neglect Registry. No person who is required to register as a sex offender under state or federal law, or whose name is currently listed on the DCF registry, may volunteer in the Windsor Public Schools.

Persons interested in volunteering their services should contact the school principal.

Legal References:

Connecticut General Statutes § 10-4g
Connecticut General Statutes § 10-220
Connecticut General Statutes § 10-235
Connecticut General Statutes § 54-250 et seq.

ADOPTED: _____
REVISED: _____

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Mary Anne Butler **Presented By:** Darleen Klase/Mary Anne Butler

Attachments:

Subject: Grade 6 Health, 1st Reading

Background:

Grade 6 Health curriculum enhances students' knowledge and awareness of the importance of developing and maintaining physical, emotional, and mental health.

Status:

Grade 6 Health curriculum was presented to the BOE Curriculum Committee at the November 20, 2014 meeting.

Recommendation:

The Board approves Grade 6 Health as a 1st reading as presented.

Reviewed by:_____ **Recommended by the Superintendent:** _____

Agenda Item # 6d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Mary Anne Butler **Presented By:** Darlene Klase/Mary Anne Butler

Attachments:

Subject: Introduction to Drafting, 2nd Reading

Background:

Introduction to Drafting introduces students to architectural drafting and design. Students are introduced to industry standards and practices as they complete increasingly challenging problems. This process allows students to prepare themselves for post-secondary programs related to engineering, architectural and mechanical design.

Status:

Introduction to Drafting was presented to the Board as a 1st reading on November 18, 2014.

Recommendation:

The Board approves Introduction to Drafting curriculum as presented as a 2nd reading.

Reviewed by:_____ **Recommended by the Superintendent:**

Agenda Item # 6e.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: George Greco & Danielle Batchelder **Presented By:** Danielle Batchelder

Attachments: BOE Capital Improvement Plan Preliminary Project Sheets

Subject: Capital Improvement Plan (CIP) Budget for the Board of Education

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Background:

The adopted Capital Improvement Plan (CIP) for 2015 – 2020 shows the Sage Park HVAC Project as a cost of $3.7 million over 2 years. The conceptual study that was completed in the spring of 2014 showed an estimate of over $6 million for that project. Such a dollar increase has changed the annual debt service projections and the CIP will be significantly reconfigured to fit a project of that size.

Staff at the Town are currently working on completing the overall draft Capital Improvement Plan (CIP) for 2016 -2021. The attached documents are the project sheets that were submitted to the Town for inclusion in the overall CIP for 2016 - 2021.

Status:

The Board of Education made one submission for the Capital Improvement Plan (CIP) 2016 – 2021. It is the Interior Stairwell Door Replacement Project at Windsor High School.

Recommendation: Informational

Recommended by the Superintendent: _____

Agenda Item # 6f.

PROJECT DETAIL

Project Title: **Interior Stairwell Door Replacement Project**

Department:

Description and Purpose:

This project would replace approximately 40 doors in the stairwells at the high school. These doors were installed during the renovation of 2000. Since that time, the doors have not held up to the wear and tear of daily activites. there have been over 30 doors replaced under warrnty and This project calls for the replacement of the exisiting wood with steel and to replace the surface mounted door hardware with new panic bars with center mullions.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		140,000	-	-	-	-	-	-	-
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		140,000	-	-	-	-	-	-	-
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **Partial Roof Replacement of Clover St. School**

Department: **Board of Education**

Description and Purpose:

This project would replace approximately 11,000 square feet of roofing that is beyond it's useful life expectancy and is becoming more problematic with ongoing leaks. This area of roofing was originally installed in 1988, had a 10 year warranty associated with it and was not addressed in 1995 & 1997 when the remaining buildings were re-roofed. Presently it is a ballasted EPDM (Ethylene Propylene Diene Monomer) rubber membrane roof. As the rubber membrane ages, it begins to shrink as its physical properties deteriorate. As the membrane shrinks, it pulls away from its termination points resulting in tears leading ultimately to leaks.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		310,000	-	310,000	-	-	-	-	310,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		310,000	-	310,000	-	-	-	-	310,000
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **Partial Roof Replacement of Sage Park Middle School**

Department: **Board of Education**

Description and Purpose:

This project would replace approximately 29,000 square feet of roofing that is beyond it's useful life expectancy and is becoming more problematic with ongoing leaks. This area of roofing was originally installed in 1993, had a 15 year warranty associated with it and was not addressed in 1999 when the remainder of the building was re-roofed. Presently it is a ballasted EPDM (Ethylene Propylene Diene Monomer) rubber membrane roof. As the rubber membrane ages, it begins to shrink as its physical properties deteriorate. As the membrane shrinks, it pulls away from its termination points resulting in tears leading ultimately to leaks.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		900,000	-	-	-	-	-	900,000	900,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		900,000	-	-	-	-	-	900,000	900,000
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **Elementary School Security Camera Installation**

Department: **Board of Education**

Description and Purpose:

The Windsor Police Department recently completed a safety audit at all of the schools in the District. Their recommendation was to install security cameras on the exterior doors at the elementary schools. This project will provide for the installation of 37 exterior mounted security cameras at the Clover St. School, Oliver Ellsworth School, Poquonock School, and the John F. Kennedy School.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		100,000	-	100,000	-	-	-	-	100,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		100,000	-	100,000	-	-	-	-	100,000
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **BOE - Windsor High School Courtyard Improvements**

Department: **Board of Education**

Description and Purpose:

Since the major renovations to the high school in 2002, the courtyard at the high school has been virtually unusable due to the fact of insufficient egress. Since then there have been several attempts to maintain the courtyard by various groups. Due to the October snow storm of 2011, many of the trees in the courtyard were severly damaged or uprooted and had to be removed. The following summer, all the trees were removed from the courtyard leaving behind a barren area of open space." Operation Courtyard" became the focus point of the Seminar III student class to transform this presently unusable space into usable space for staff and students. The Seminar III class came up with 2 drawings of the proposed outdoor classroom area, however, the first major obstacle would be to install additional egress doors exiting from this space. The recommendation would be to obtain a professional cost in year one based on these drawings.This project would be broken out into 2 or 3 phases based on the professional cost estimate.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		10,000	-	10,000	-	-	-	-	10,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		150,000	-	-	50,000	50,000	50,000	-	150,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		160,000	-	10,000	50,000	50,000	50,000	-	160,000
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **Oliver Ellsworth School - Code Compliance Upgrade**

Department: **Board of Education**

Description and Purpose:

Oliver Ellsworth School was constructed in 1971 and is not in compliance with all buiilding, life safety, handicapped accessibility and OSHA codes and regulations. Performance of this project will bring the facility into full compliance with these regulations.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		30,000	34,800	-	-	-	-	-	34,800
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		201,760	-	234,042	-	-	-	-	234,042
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		3,147	-	4,839	-	-	-	-	4,839
H. Contingency		40,352	-	53,768	-	-	-	-	53,768
TOTAL		275,259	34,800	292,649	-	-	-	-	327,449
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **BOE - Mechanical Systems Energy Efficiencies**

Department: **Board of Education**

Description and Purpose:

A comprehensive evaluation of the mechanical systems for the 2 remaining elementary schools in the district, which have not had recent upgrades, will provide the town with a very accurate indication of the total energy efficiency of the present equipment and recommendations to lower our energy costs. This evaluation will also provide us with a schedule for recommended equipment replacement so as to maximize energy dollars spent. Along with this evaluation, alternative energy sources for HVAC equipment replacement will be entertained.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	Six Year Total
A. Planning and Engineering		-	35,000	-	-	-	-	-	35,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		1,000,000	-	520,000	-	551,200	-	-	1,071,200
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		18,000	-	9,420	-	9,985	-	-	19,405
H. Contingency		200,000	-	108,000	-	114,480	-	-	222,480
TOTAL		1,218,000	35,000	637,420	-	675,665	-	-	1,348,085
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **BOE - School Window Replacement**

Department: **Board of Education**

Description and Purpose:

The windows at many of the schools throughout the district are constructed of the old single pane glass, are not energy efficient and are at the end of their life expectancy. Replacing these windows would not only reduce overall energy costs, but in some cases prevent water seepage which could ultimately contribute to indoor air quality issues. Due to the size of the project and the possible abatement of PCB's in the exisitng window glazing, it will be broken out over multiple years. We would prioritize with Poquonock first then on to Kennedy followed by Ellsworth.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		350,000	112,486	116,986	-	189,798	197,390	-	419,270
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		5,460	1,462	1,521	-	2,467	2,961	-	5,451
H. Contingency		70,000	22,497	23,397	-	37,960	39,478	-	83,854
TOTAL		425,460	136,445	141,904	-	230,225	239,829	-	508,575
I. Annual Maintenance & Repair									

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

PROJECT DETAIL

Project Title: **BOE - Mechanical Systems Energy Efficiency Upgrades**

Department: **Board of Education**

Description and Purpose:

A comprehensive evaluation of the mechanical systems for the 2 remaining elementary schools in the district, which have not had recent upgrades, will provide the town with a very accurate indication of the total energy efficiency of the present equipment and recommendations to lower our energy costs. This evaluation will also provide us with a schedule for recommended equipment replacement so as to maximize energy dollars spent. Along with this evaluation, alternative energy sources for HVAC equipment replacement will be entertained.

TOWN OF WINDSOR
First in Connecticut. First for its citizens.

RECOMMENDED FINANCING

	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	2	1,030,000	535,600	-	579,305	-	-	-	1,114,905
D. Equipment		-	-	-	0	-	-	-	-
E. Administration		-	-	-	0	-	-	-	-
F. Other Costs		-	-	-	0	-	-	-	-
G. Bonding	2	18,540	9,640	-	10,427	-	-	-	20,067
H. Contingency	2	206,000	107,120	-	115,861	-	-	-	222,981
TOTAL		**1,254,540**	**652,360**	**-**	**705,593**	**-**	**-**	**-**	**1,357,953**
I. Annual Maintenance & Repair			-	-	-	-	-	-	-

(1) General Fund
(2) Municipal Bonds
(3) Private Funding
(4) Enterprise Funds
(5) State/Federal Aid
(6) Other Funding

PRELIMINARY DRAFT

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared by: Craig A. Cooke, Ph.D. **Presented by:** Dr. Cooke, Danielle Batchelder

Attachments: Budget Assumptions 2015 – 2016

Subject: Budget Assumptions in Preparation for Developing the FY 2015 – 2016 Budget 1st Reading

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Background:

Each year a set of Budget Assumptions is adopted by the Board of Education. These assumptions include cost estimates 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 1st Reading the Budget Assumptions for FY 2015 – 2016.

Recommended by the Superintendent: _____

Agenda Item # 6g.

Budget Assumptions 2015 – 2016

The charge of the Board of Education is to develop a fiscally responsible budget that meets the needs of the Windsor Public School students.

1. Enrollment in 2015-2016 is projected to decline slightly.
2. 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. The Board of Education will make every attempt to honor class size guidelines.
4. Health insurance costs are estimated to rise by approximately 7-8%.
5. Contractual Obligations for base salaries will be an increase of approximately 3.3%.
6. Special Education out-of-district tuition costs are projected to increase by 9%. The district is currently exploring the expansion of in-house programs. The goal is to reduce the increase in costs.
7. Utility costs (heat & electricity) will decrease slightly due to better efficiencies in our buildings (approximate savings of $250,000).
8. Transportation costs are estimated to rise by 3%.
9. Magnet school tuition line item will increase by approximately 4.48%. The cost is dependent on the number of students enrolled and tuition cost per student. The percent increase is taking into account current projected cost for 14-15 while incorporating a 5 year trend of magnet school tuitions and enrollment.
10. We will continue our commitment to finding efficiencies within the budget.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

PREPARED BY: Danielle Batchelder **PRESENTED BY:** Danielle Batchelder

ATTACHMENTS: November 30, 2014 Financial Report

SUBJECT: Financial Report

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, which includes encumbrances, is for the month of November 2014.

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 2014	$ 4,698,213
Expenditures through November 30, 2014	$21,236,523

Recommended by the Superintendent:

Agenda Item # 8a.

Windsor Public Schools
Financial Report
November 2014

	2014/2015 Budget	Expenditures YTD 11/30/14	Encumbrance Projected Expense	Balance 11/30/14 Projected Balance 6/30/15	% Balance
Instructional Services					
Clover Street School	60,960	22,362	5,907	32,691	**54%**
John F. Kennedy School	91,215	22,666	8,123	60,426	**66%**
Oliver Ellsworth School	93,356	51,657	14,125	27,574	**30%**
Poquonock School	53,111	21,532	5,410	26,169	**49%**
Sage Park Middle School	224,644	111,099	27,986	85,559	**38%**
Windsor High School	468,512	191,079	65,291	212,142	**45%**
Windsor High School Interscholastic Sports	158,425	43,829	4,407	110,189	**70%**
Athletic Coaches	266,731	86,845	179,886	0	**0%**
WHS Career & Technical Education	124,607	82,467	13,703	28,437	**23%**
Continuing Education	63,550	10,490	11,299	41,761	**66%**
Instructional Services Management	143,405	30,225	7,741	105,439	**74%**
Curriculum Management & Development	69,640	29,339	2,045	38,256	**55%**
Curriculum Mgt. & Dev. -Magnet School Tuition	1,450,600	0	1,645,352	(194,752)	**-13%**
Textbook Adoption	87,500	5,878	1,485	80,137	**92%**
Technology	254,569	164,295	34,502	55,772	**22%**
Technology - New Equipment	241,886	268,744	3,227	(30,085)	**-12%**
Total Instructional Services	**3,852,711**	**1,142,507**	**2,030,489**	**679,715**	**18%**
Education Support Services					
Pupil Personnel Services	242,064	64,156	68,231	109,677	**45%**
Special Education	92,850	19,952	6,923	65,975	**71%**
Special Education Tuition	4,430,373	705,075	59,098	3,666,200	**83%**
Policy & Planning	147,350	71,591	5,201	70,558	**48%**
Employee Personnel Services	99,100	32,472	1,735	64,893	**65%**
Financial Management	161,200	107,636	20,387	33,177	**21%**
Financial Services	37,000	35,349	10,161	(8,510)	**-23%**
Pupil Transportation & Safety	3,999,900	489,310	610,290	2,900,300	**73%**
Physical Plant Services	2,141,634	625,411	912,829	603,394	**28%**
Major Maintenance	286,000	219,710	259	66,031	**23%**
L.P. Wilson Center	254,800	58,980	137,239	58,581	**23%**
Benefits	11,099,700	2,945,991	215,697	7,938,012	**72%**
Certified Salaries	29,876,996	11,362,992	0	18,514,004	**62%**
Non-Certified Salaries	7,384,786	2,876,445	0	4,508,341	**61%**
Tutor Salaries	616,299	248,393	417,906	(50,000)	**-8%**
Substitute Salaries	497,910	230,553	637,000	(369,643)	**-74%**
Total Education Support Services	**61,367,962**	**20,094,016**	**3,102,956**	**38,170,990**	
Total All Sites	**65,220,673**	**21,236,523**	**5,133,445**	**38,850,705**	**60%**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Jeanne Woodstock **Presented By:** Danielle Batchelder

Attachments: Student Enrollment Summary Reports

Subject: Student Enrollment as of 12/1/2014

Attached are the official enrollment figures as of December 1, 2014. Mrs. Batchelder will answer any questions.

Recommendation: Informational

Reviewed by: Danielle Batchelder **Recommended by the Superintendent:**

Agenda Item # 8 b.

Windsor Public Schools
Student Enrollment Report Recap
December 1, 2014

Enrollment in Windsor Public Schools	
Grades PreK-5	1,362
Grades 6-8	676
Grades 9-12	1,120
Total District Enrollment	**3,158**

Windsor Students not in district schools	
Outside Placement/Private Placement(SPED)	54
Montessori Hartford CREC	21
Metropolitan Learning Center CREC	163
CREC Misc MAGNET SCHOOLS	205
Hartford Host Magnets	190
Misc Magnet Schools	23
Prince Tech	13
Cheney Tech	16
	685
Total Windsor	**3,843**

Windsor Public Schools
Student Enrollment Report
December 1, 2014

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K				55		55
K		87		120		207
1		76		128		204
2		92		135		227
3			81		131	212
4			86		137	223
5			82		152	234
Subtotal K-5						1307
Total	**0**	**255**	**249**	**438**	**420**	**1,362**

Grade	Sage Park MS
6	206
7	239
8	231
Total	**676**

Grade	Windsor High
9	311
10	256
11	266
12	287
Total	**1,120**

Total District Enrollment	**3,158**

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2014-2015

	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**277**		313	309	311	311						
Grade 10	**267**		258	260	258	256						
Grade 11	**251**		267	265	265	266						
Grade 12	**289**		288	287	290	287						
Windsor High Total	**1084**		**1126**	**1121**	**1124**	**1120**	**0**	**0**	**0**	**0**	**0**	**0**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

		Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun	# of Teachers	Average C. Size
Grade 6															
Team 1				**69**	72	72	72							5	14.4
Team 2				**70**	68	68	68							5	13.6
Team 3				**64**	62	64	65							4	16.25
	Total	**201**		**203**	**202**	**204**	**205**								
Grade 7															
Team 4				**77**	77	77	77							5	15.4
Team 5				**79**	78	80	79							4	19.75
Team 6				**79**	80	80	80							5	16
	Total	**237**		**235**	**235**	**237**	**236**								
Grade 8															
Team 7				**75**	76	76	75							4	18.75
Team 8				**74**	75	75	75							5	15
Team 9				**77**	74	75	76							5	15.2
	Total	**241**		**226**	**225**	**226**	**226**	**0**	**0**	**0**	**0**	**0**	**0**		
SPARK				**9**	**9**	**9**	**9**								
Sage Park	**Total**	**679**		**673**	**671**	**676**	**676**	**0**	**0**	**0**	**0**	**0**	**0**		

POQUONOCK SCHOOL

ENROLLMENT REPORT
2014-2015

Room #	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann				17	17	17	18						
2	W Dever				17	17	17	16						
3	M Scott				17	17	17	18						
22	L Roche				17	17	16	16						
24	L Corrao				19	19	19	19						
		Total	**69**		**87**	**87**	**86**	**87**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 1												
15	E Velez				18	18	18	19						
16	L Bishop				19	19	19	20						
17	K Stoll				18	18	18	18						
18	M Macaluso				17	18	18	19						
		Total	**79**		**72**	**73**	**73**	**76**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
8	R Brown				18	18	18	18						
9	S Trummel				19	19	19	20						
11	J Delsky				18	18	18	18						
12	K Richards				19	18	18	18						
13	L Huntington				18	18	18	18						
		Total	**94**		**92**	**91**	**91**	**92**	**0**	**0**	**0**	**0**	**0**	**0**
	Poquonock	**Totals**	**242**		**251**	**251**	**250**	**255**	**0**	**0**	**0**	**0**	**0**	**0**

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2014-2015

Room#	Teacher		Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	A Sanchez				17	15	15	15						
9	S Michalic				18	18	18	18						
11	J Darrell				16	18	17	17						
12	J Murray				15	15	15	15						
14	S Podgurski				17	16	16	16						
		Total	88		83	82	81	81	0	0	0	0	0	0
		Grade 4												
13	L Arseneault				16	17	18	17						
15	K Sutton				18	18	17	18						
16	L Schoenwolff				18	18	17	17						
17	C Nowsch				17	18	17	17						
18	D Williams				16	17	17	17						
		Total	78		85	88	86	86	0	0	0	0	0	0
		Grade 5												
20	P Reale				16	16	15	15						
22	K LePage				17	16	16	17						
24	S Lewis				14	17	16	16						
26	C Lindsley				16	16	16	16						
27	E Chartier				17	17	18	18						
		Total	80		80	82	81	82	0	0	0	0	0	0
	Clover	TOTAL	246		248	252	248	249	0	0	0	0	0	0

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT

2014-2015

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	Kindergarten			16	16	17	17						
20	L Butterick				18	17	17	17						
21	J Addie				16	16	16	17						
22	A Zawistowski				16	16	16	17						
24	A Bartholomew				19	19	19	19						
25	J Poole				17	16	16	17						
26	S Marcello				17	16	16	16						
		Total	**128**		**119**	**116**	**117**	**120**	**0**	**0**	**0**	**0**	0	**0**
11	S Rucker	Grade 1			19	18	18	17						
12	K Freeman				20	19	19	19						
13	B Mayo				19	19	19	19						
14	K Furie				19	18	17	17						
15	T Strickland				21	19	17	17						
16	L Rumrill				20	21	20	20						
17	K Strempfer				19	19	19	19						
		Total	143		**137**	**133**	**129**	**128**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
1	J Olander				20	19	19	19						
2	J Goicochea				19	19	19	19						
3	K Sandsmark				19	19	21	20						
5	L Volz				20	20	20	20						
6	S Martinson				18	19	19	19						
7	L Neil				19	19	19	20						
8	D Jaworski				20	19	18	18						
		Total	**145**		**135**	**134**	**135**	**135**	**0**	**0**	**0**	**0**	**0**	**0**
5 & 10	Pre K Sped													
	& Peer				45	49	53	55						
		Total	**46**		**45**	**49**	**53**	**55**						
	Ellsworth	**Total**	**462**		**436**	**432**	**434**	**438**	**0**	**0**	**0**	**0**	**0**	**0**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
1	K Mazur				18	18	18	18						
2	J Herner				18	17	17	17						
3	A Moyal				17	19	20	20						
4	D Ghanesh-May				19	19	19	19						
5	L Macaluso				19	19	19	19						
6	M Johnston				19	19	19	19						
8	V Vaicunas				20	19	19	19						
		Total	**139**		**130**	**130**	**131**	**131**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
7	S Silliman				19	19	19	20						
9	R Tomkowit				21	21	20	17						
10	S Smith				19	20	21	20						
12	B Emerson				18	18	19	19						
14	S Brown				20	20	20	21						
15	N Donzella				21	20	19	20						
18	A Caselli				20	20	20	20						
		Total	**135**		**138**	**138**	**138**	**137**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
19	S Fye				22	22	22	22						
20	S Paley				21	22	21	22						
24	J Nolte				21	21	21	21						
25	D Mosher				20	20	21	21						
26	K Bowman				23	22	22	22						
27	R Grimes				22	22	22	22						
28	O Walker				21	21	22	22						
		Total	**149**		**150**	**150**	**151**	**152**	**0**	**0**	**0**	**0**	**0**	**0**
	Kennedy	**Total**	**423**		**418**	**418**	**420**	**420**	**0**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION

Agenda Item

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared by: Dana Plant **Presented By:** Danielle Batchelder

Attachments: Food Service Financial Report

SUBJECT: Statement on Cafeteria Operations – November 2014

BACKGROUND: The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities and at St. Gabriel's, CREC's Metropolitan Learning Center and Museum Academy. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School, Windsor High School, and the two CREC schools, Metropolitan Learning Center and Museum Academy. We operated our third year of the Seamless Summer Feeding program serving breakfast at John F. Kennedy School in July 2014. We operated a Summer Food Service Program of lunch and snack which yields a higher reimbursement from the federal government at Deerfield Apartment Complex and Goslee Pool for the end of June, all of July and August 2014 as well as breakfast and snack for CREC Metropolitan Learning Center summer school. We operate the After-School Snack Program for our Treehouse Program in Windsor as well as Museum Academy after care program. Windsor School Food Service is 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 both the breakfast, lunch and snack programs.

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

STATUS: Attached is a Financial Report for November 2014.

RECOMMENDATION: Informational only.

Recommended by the Superintendent: _____

Agenda Item # 8c.

Windsor School Food Service
Financial Statement
November 2014

REVENUE	November 2013	7/1/13 - YTD	November 2014	7/1/14- YTD
SALES	$106,559.48	$437,530.25	$99,273.05	$407,955.19
REIMBURSEMENTS - STATE	62,000.00	80,535.00	24,000.00	42,117.00
ACCOUNTS RECEIVEABLE	84,028.30	320,745.17	86,036.56	352,475.43
CLOC		53,631.00	54,837.00	105,548.00
INTEREST/FEES		29.61	50.00	110.60
MISC. (Rebates)	160.41	1,861.91		4,720.00
6 Cents Certification	2,701.02	10,192.02	2,484.84	13,008.84
REVENUE TOTALS	**$255,449.21**	**$904,524.96**	**$266,681.45**	**$925,935.06**
EXPENSES				
WAGES	$118,514.80	$275,888.76	$81,339.98	$279,361.10
PAYROLL TAXES	8,749.31	20,529.23	5,938.07	20,774.60
BENEFITS	7,529.28	41,596.46	6,079.36	33,285.60
FOOD/MILK	117,021.02	514,035.36	96,821.03	448,239.23
PAPER	3,442.44	19,941.89	3,863.27	19,531.12
TRUCK	973.21	3,109.99	149.99	4,419.57
SUPPLIES	334.67	3,340.08		551.15
EQUIPMENT	7,181.14	13,893.07		15,547.38
SERVICES	264.05	3,339.05	221.72	1,559.99
EXPENSE TOTALS	**$264,009.92**	**$895,673.89**	**$194,413.42**	**$823,269.74**
NET INCOME	**-$8,560.71**	**$8,851.07**	**$72,268.03**	**$102,665.32**
INVENTORY		**$20,000.00**		**$15,000.00**
OPENING BALANCE 7/1		**$12,742.89**		**$12,730.37**
COMPUTED OPERATING POSITION		**$41,593.96**		**$130,395.69**

Windsor School Food Service
Program Participation
November 2014

SALES

		Nov 2013	Nov 2014
WHS			
	# OF DAYS	17	16
	SALES	$28,467.09	$28,037.30
	AVERAGE	$1,779.19	$1,752.33

Reimbursable Meals	**Average LUNCH per day**	
ELEMENTARY	995	891
MLC	390	455
MPTP 2013//Museum Academy 2014	160	248
SPMS	521	429
WHS	581	594

Reimbursable Meals	**Average BREAKFAST per day**	
ELEMENTARY	339	384
MLC	131	143
MPTP 2013//Museum Academy 2014	71	153
SPMS	93	78
WHS	148	151

Reimbursable Meals	**Average SNACK per day**
Treehouse Program	105
Museum Academy	60

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

PREPARED BY: Terrell M. Hill
Assistant Superintendent for Human Resources

PRESENTED BY: Terrell M. Hill

SUBJECT: Human Resources Report – November 1, 2014 – November 30, 2014

ATTACHMENTS: None

RESIGNATIONS/SEPARATIONS

Sheldon Begley	Science Teacher	Windsor High

RETIREMENTS

TRANSFERS/REASSIGNMENTS

Sarah Asplund	From Long Term Substitute Art Teacher	Windsor High
	To Art Teacher	Sage Park
Sherry DeAngelis	From Food Service Cashier	Oliver Ellsworth
	To Part Time Special Education Paraprofessional	Oliver Ellsworth

HIRES

Suzanne Feola	Coach, Girls Basketball	Sage Park
Edward Gunning	AFJROTC Instructor	WHS
Teresa Hartling	Library/Media Specialist	Sage Park
Jennifer Hennessey	Long Term Substitute Occupational Therapist	Kennedy & Ellsworth
Keith Hunter	Special Education Paraprofessional	Clover
Michael Kastner	Assistant Coach, Boys Swimming	Windsor High
Natalie Luiso	Lunch Room Monitor	Poquonock
Kimberly McDowell	Long Term Substitute English Teacher	Windsor High
Amy Stanwick	Food Service Cashier	Museum Academy
Elisabeth Walker	Food Service General Worker	Sage Park

Reviewed by: _____ Recommended by the Superintendent: _____

Agenda Item # 8d.

WINDSOR BOARD OF EDUCATION

Agenda Item Summary

For Consideration by the Board of Education at the Meeting of December 16, 2014.

Prepared by: Terrell M. Hill
Assistant Superintendent for Human Resources

Presenter: Terrell M. Hill

Attachments: None

SUBJECT: Childrearing Leave

BACKGROUND: The Agreement with the Windsor Education Association provides that unit members may request childrearing leave for one or two years to commence at the conclusion of their childbearing leave.

STATUS: We have one request for childrearing leave for the 2015-2016 school year.

RECOMMENDATION: A proposed motion to grant the childrearing leave follows: Move that childrearing leave be approved for the individual mentioned in the Superintendent's Confidential Memorandum #14-01.

Reviewed by: Terrell M. Hill Recommended by Superintendent

Agenda Item # 8e.

Windsor Board of Education
Regular Meeting
Unapproved Minutes

Tuesday, November 18, 2014 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the November 18, 2014 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:59 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos
Mr. Kenneth Williams

Absent Board Members:
Ms. Darleen Klase
Mr. Paul Panos

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

Discussion:
The meeting was called to order by Ms. Santos at 7:00 pm. with the Pledge of Allegiance and a Moment of Silence. Also in attendance were: Superintendent of Schools Dr. Craig A. Cooke, Director of Pupil & Special Educational Services Steven Carvalho, Assistant Superintendent for Human Resources Terrell Hill, Assistant Superintendent for Instructional Services Mary Anne Butler, Business Director, Danielle Batchelder and Student Representative Brandon Monroe.

2. Recognitions/Acknowledgements
2.a. CAPSS Student Awards for Sage Park--Cameron Abbot, Academic Excellence; Essence Bell, Community Service; Kelcey Clarke, Leadership
2.b. CAPSS Student Awards for WHS--Calliana Faulk, Academic Excellence; Stella Rivera, Community Service; Astryd Lewis and Raquel Solla, Leadership

3. Audience to Visitors

Discussion:
None

4. Student Representative Report

Discussion:
Brandon Monroe reported on the most recent athletic football victory, Windsor-vs-Glastonbury High School. Windsor High will host the incoming freshmen's Open House, Saturday, November 22, 2014. Brandon shared the ongoing concerns of student lunches and student inability to have healthier choices. Dr. Cooke will follow up on the matter of food options.

5. Board of Education
5.a. President's Report

Discussion:
Ms. Santos reported that she and other Board members attended the annual Service Awards reception at the Windsor High School, October 28th, of which a total of 1570 service years (10-40), to the Town of Windsor were celebrated. She thanked the district schools for their contributions to the Veteran's Day celebrations. Ms. Santos also attended the induction ceremony of the Windsor High School Athletic Hall of Fame, held at the Sheraton Hotel on November 16, 3014. Ms. Santos thanked those who attended the CABE Conference this month, as the district was well represented. Ms. Santos announced that former Superintendent, Betty Feser, was named the 2015 CAPSS Superintendent of the Year. Ms. Santos thanked Dr. Feser for the service she provided to Windsor for the many years she served as Windsor's Superintendent.

5.b. Charge of Long Range Planning Committee

Discussion:
The Long Range Planning Committee met on Tuesday, November 4th. The committee developed a list of 14 topics for consideration for further review. The committee would like to engage the entire Board of Education in the discussion, setting a direction for the committee. Mr. Lockhart reported the list of 14 goals are directly aligned with the Board of Education's goals with a few having no clear alignment. Feedback, suggestions and/or comments should be directed to the Superintendent's office.

5.c. School Liaison Reports
5.c.1. Windsor High School

Discussion:
Mr. O'Reilly thanked everyone for the Veteran's Day tribute and display of the stars on the town green.

5.c.2. Sage Park Middle School

Discussion:
Ms. Rizzo Holmes stated that teacher Catherine Freeman is the recipient of $1,000 award from Ronald McDonald House

5.c.3. Clover Street School

Discussion:
Mr. Lockhart thanked the 5th grade class for organizing the Veteran's Day school assembly. On November 17th, a writing workshop was held for parents and students. Students are currently holding a Thanksgiving food drive with a culmination on Saturday, November 22nd dinner for approximately 30 families. This week is Celebration of Music week. The music teacher has invited parents to come in to participate in their child's music class this week. Strings students from JFK and Clover will participate in a workshop Wednesday evening. A guest conductor will work with the students on a repertoire that they are currently learning.

5.c.4. John F. Kennedy School

Discussion:
Ms. Fissel referenced the school website/calendar for the dates and times of the Parent/Student Academic Team Meeting. The school will host a variety of activities; i.e. game night, dance and 5th grade picnic fundraiser. The school has been successful with the water drop initiative. Target has partnered with the PTO for additional points when families/community uses their Target cards. The December 8th meeting maybe a collaborative meeting with the PTO at Oliver Ellsworth.

5.c.5. Oliver Ellsworth School

Discussion:
Mr. Eleveld reported an excellent attendance at the Veteran's Day celebration and stars celebration

5.c.6. Poquonock School

Discussion:
None

5.d. Joint Town Council/BOE Committee Meeting

Discussion:
Dr. Cooke stated discussion and brainstorming sessions are continuing in reference to the Pre-K and early childhood education. The committee reviewed the Capital Improvement Project, transportation and reuse of Wolcott School. Dr. Cooke was proud to announce the connection of the district's website to the town's website and the potential for taping meetings. No specific date has been determined, however, the committee is planning to meet mid-January, 2015.

6. Superintendent's Report

Discussion:
Windsor High School's 2014 graduation rate showed a 9 point increase in one year. The implementation of the Learning Lab was one factor to the students' success rate. Over 100 Veterans were recognized at the Veteran's Day Stars event. The Chamber of Commerce and Windsor Public Schools are supporting the Windsor Food Bank's peanut butter and jelly initiative for Windsor families. On December 9th at 6:30 PM, a special meeting will be held for Board members on family engagement presented by Ron Mirr.

6.a. School Safety Grant

Discussion:
Dr. Cooke reported the State of Connecticut announced Windsor a recipient district for $100,000 grant. Elementary schools will receive upgrades to their exterior security cameras and window glazing to allow shades to remain open.

6.b. Share Draft 2015-2016 School Calendar

Discussion:
Dr. Cooke reviewed the draft calendar with recommended changes. The student start date would be September 1st. In efforts to align with other districts in our state, February's vacation break will be reduced to two days off. April vacation break will remain as a full week off. This is the final year that the state mandated 5 additional minutes which will be added to school hours.

6.c. Curriculum Development (1st Reading)
6.c.1. Introduction to Drafting

Motion Passed: Move to accept the curriculum for Introduction to Drafting at Windsor High School as presented for a 1st Reading passed with a motion by Mr. Leonard Lockhart and a second by Ms. Michaela Fissel.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Absent
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

6.d. Curriculum Development (2nd Reading)

Motion Passed: Move to accept the AP Statistics and Marine Biology curricula as presented for a 2nd Reading passed with a motion by Mr. Leonard Lockhart and a second by Ms. Michaela Fissel.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Absent

Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

6.d.1. AP Stats

Discussion:
AP Statistics introduce students to the major concepts and tools for collecting, analyzing and drawing conclusions from data.

6.d.2. Marine Biology

Discussion:
Marine Biology provides students with an understanding of the interrelationships between common marine organisms and mechanisms of adaption and survival.

6.e. Teacher and Administrator Evaluation Update (SEED)

Discussion:
A PowerPoint presentation was given by Mr. Hill.

6.f. Smart Start RFP

Discussion:
At the December 9th Family Engagement Workshop, information will be shared on the Smart Start Grant. The deadline for submitting the application is December 16th. This grant was designed for towns with unmet needs for Pre-Kindergarten opportunities.

7. Committee Reports

7.a. Curriculum Committee

Discussion:
Dr. Cooke stated revisions have been made to the grade 6 curriculum. The next committee meeting, November 20, 2014.

7.b. Policy Committee

Discussion:
None

7.c. Long Range Planning Committee

Discussion:
None

7.d. Technology Committee

Discussion:
None

8. Consent Agenda

Motion Passed: Move to accept Consent Agenda items a,b,c, and d passed with a motion by Mr. Leonard Lockhart and second by Mr. Ken Williams passed with a motion by Mr. Leonard Lockhart and a second by Mr. Kenneth Williams.

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Absent
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

8.a. Financial Report

Discussion:
Expenditures for October 2014 $4,085,784. Expenditures through October 31, 2014 $16,538,310

8.b. Enrollment Report

Discussion:
None

8.c. Food Service Report

Discussion:
None

8.d. Human Resources Report

Discussion:
None

9. Approval of Minutes

Motion Passed: Move to accept the minutes of the September 25, 2014 Curriculum Committee, September 29, 2014 Policy Committee, October 14, 2014 Public Forum/Special Meeting, October 15, 2014 Special Meeting, October 21, 2014 Regular Meeting, October 23, 2014 Curriculum Committee, November 3, 2014 Executive Committee, November 4, 2014 Long Range Planning Committee, November 4, 2014 Special Meeting passed with a motion by Melissa Rizzo-Holmes, second by Mr. Leonard Lockhart passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Leonard Lockhart.

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

9.a. September 25, 2014 Curriculum Committee
9.b. September 29, 2014 Policy Committee
9.c. October 14, 2014 Public Forum/Special Meeting
9.d. October 15, 2014 Special Meeting
9.e. October 21, 2014 Regular Meeting
9.f. October 23, 2014 Curriculum Committee
9.g. November 3, 2014 Executive Committee
9.h. November 4, 2014 Long Range Planning Committee
9.i. November 4, 2014 Special Meeting

10. Other Matters/Announcements/Regular BOE Meetings
10.a. BOE Curriculum Committee, Thursday, November 20, 2014 at 4:30 PM, L.P. Wilson Community Center, Room 17
10.b. BOE Technology Committee, Thursday, November 20, 2014 at 6:30 PM, L.P. Wilson Community Center, Board Room
10.c. BOE Policy Committee, Monday, November 24, 2014 at 6:00 PM, L.P. Wilson Community Center, Room 17
10.d. BOE Finance Committee, Monday, December 8, 2014 at 6:30 PM, L.P. Wilson Community Center, Room 17
10.e. BOE Special Meeting, Tuesday, December 9, 2014 at 6:30 to 8:30 PM, L.P. Wilson Community Center, Board Room
10.f. Next BOE Regular Meeting is Tuesday, December 16, 2014, 7:00 PM, Town Hall, Council Chambers

11. Audience to Visitors

Discussion:
None

12. Adjournment

Motion Passed: Move to adjourn at 9:30 p.m. passed with a motion by Leonard Lockhart and a second by Mr. Ronald Eleveld passed with a motion by Mr. Leonard Lockhart and a second by Mr. Ronald Eleveld.

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Absent
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Thursday, November 20, 2014 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the November 20, 2014 Curriculum Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Michaela Fissel
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

Absent Board Members:
Ms. Darleen Klase

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

Discussion:
The meeting was called to order by Ms. Santos at 4:35 p.m. with the Pledge of Allegiance and a Moment of Silence.

2. Audience to Visitors

Discussion:
None

3. Grade 6 Health

Discussion:
Christine Tedisky reported the revisions of the Grade 6, Unit 4 to include alcohol as one of the drugs included in the instruction. All three middle school health curriculums will cover the state mandated topics with a particular area of concentration within each grade level. Tobacco will be the focus for Grade 6, alcohol use and abuse in Grade 7 and other drugs/substances in Grade 8.

4. Program of Studies

Discussion:
Lori Foote-Mitchell presented the revisions required by the State of Connecticut for the high school's 2015-2016 Program of Studies. The Program of Studies will be presented at the December 16th Regular Board of Education Meeting for approval.

5. Adjournment

Discussion:

The meeting was adjourned at 4:50 p.m.

Motion Passed: Move to adjourn meeting at 4:50 p.m. by Melissa Rizzo Holmes, second by Michaela Fissel. passed with a motion by Ms. Melissa Rizzo Holmes and a second by Ms. Michaela Fissel.
Ms. Michaela Fissel Yes
Ms. Darleen Klase Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Technology Committee
Unapproved Minutes

Thursday, November 20, 2014 6:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the November 20, 2014 Technology Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Ms. Michaela Fissel
Mr. Richard O'Reilly
Ms. Cristina Santos
Mr. Kenneth Williams

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

Discussion:
The meeting was called to order at 6:30 PM by Mr. O'Reilly. Chief Information and Technology Officer Doug Couture was also in attendance.

2. Audience to Visitors

Discussion:
None

3. Techtonic Professional Development

Discussion:
Nancy Field, Library Media Specialist at Poquonock, and Rachel Bray, Library Media Specialist at Sage Park Middle School, presented to the committee on the Windsor Public Schools Techtonic professional development series of workshops.

4. Plan for Windsor High School 1:1 2015/2016 School Year

Discussion:
Doug Couture presented the plan for 1:1 devices for Windsor High School for the 2015/16 school year. Cost of the devices, logistics, and support for the plan were discussed.

5. Current State of Technology in Windsor Public Schools

Discussion:
The committee discussed the best ways to distribute information to parents regarding digital citizenship and Internet safety. Also discussed was the creation of an electronic system that will allow students to raise concerns with school administration. In addition, using videos and social media to promote each school as well as utilizing advanced survey software were discussed.

6. Budget

Discussion:
The committee discussed additional funding opportunities to finance technology professional development and technology devices.

7. Preparation for BOE Monthly Meeting

Discussion:
The committee discussed that a special board meeting should be scheduled to bring attention to Windsor Public Schools technology initiatives such as the success of the Techtonic professional development and 1:1 device plans for Windsor High School.

8. Adjournment

Discussion:
The meeting was adjourned at 8:30 PM.

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Policy Committee
Unapproved Minutes
Monday, November 24, 2014 6:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the November 24, 2014 Policy Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Richard O'Reilly
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

Absent Board Members:
Mr. Paul Panos

1. Call to Order, Pledge of Allegiance, Moment of Silence

Discussion:
The meeting was called to order by Cristina Santos at 6:00 PM. Also in attendance was Superintendent of Schools Dr. Craig A. Cooke and Assistant Superintendent for Human Resources Terrell Hill.

2. Audience to Visitors

Discussion:
None

3. Review Proposed New P/AR 6114.7 School Security and Safety Plan

Discussion:
The committee reviewed proposed P/AR 6114.7 School Security and Safety. It will be brought forward to the full Board at the December 16, 2014 regular meeting.

4. Review Revised AR 1149 Sexual Offenders

Discussion:
The committee reviewed AR 1149 Sexual Offenders. It will be shared with the full Board at their regular meeting on December 16, 2014.

5. Review Revised AR 4116.2 Smoking on School Premises By Employees

Discussion:
The committee reviewed AR 4116.2 Smoking on School Premises by Employees. It will be shared with the full board at the December 16, 2014 regular meeting.

6. Review Revised P/AR 1212 School Volunteers

Discussion:
The committee reviewed P/AR 1212 School Volunteers. It will be brought forward to the full Board at their December 16, 2014 regular meeting.

7. Review New AR 4120.5 Concussion Training for Athletic Coaches

Discussion:
The committee reviewed AR 4120.5 Concussion Training for Athletic Coaches and it will be shared with the full Board at their December 16, 2014 regular meeting.

8. Review Revised P/AR 5113 Student Attendance and Truancy

Discussion:
The committee reviewed P/AR 5113 Student Attendance and Truancy and will continue discussions on this policy at their next Policy Committee meeting.

9. Miscellaneous

Discussion:
None

Motion Passed: Move to bring P/AR 6114.7 School Security and Safety Plan, AR 1149 Sexual Offenders, AR 4116.2 Smoking on School Premises By Employees, P/AR 1212 School Volunteers and AR 4120.5 Concussion Training for Athletic Coaches forward to the regular Board meeting passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Richard O'Reilly.
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

10. Adjournment

Discussion:
The meeting was adjourned at 6:30 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Richard O'Reilly.
Mr. Richard O'Reilly Yes
Mr. Paul Panos Absent
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Executive Committee
Monday, December 1, 2014 4:30 PM
L.P. Wilson Community Center, Superintendent's Conference Room

The following are the unapproved minutes of the December 1, 2014 Executive Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Darleen Klase
Mr. Paul Panos
Ms. Cristina Santos

1. Call to Order

Discussion:
Cristina Santos called the meeting to order at 4:30 PM. Superintendent of Schools Dr. Craig A. Cooke was also in attendance.

2. Set the agenda for the Regular Board Meeting on Tuesday, December 16, 2014

Discussion:
The committee discussed and set the agenda for their regular board meeting on Tuesday, December 16, 2014.

3. Miscellaneous

4. Adjournment

Discussion:
The meeting was adjourned at 5:19 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. Paul Panos and a second by Ms. Darleen Klase.
Ms. Darleen Klase Yes
Mr. Paul Panos Yes
Ms. Cristina Santos Yes

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: December 16, 2014

Prepared By: Craig A. Cooke, Ph.D. **Presented By:** Craig A. Cooke, Ph.D.

Attachments:

Subject: Executive Session

BACKGROUND:

Dr. Cooke will share an attorney/client privilege document.

RECOMMENDATION:

For information only.

Recommended by the Superintendent: _____

Agenda Item # 11.