Regular Meeting

Thursday, January 22, 2015 6:30 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. **Superintendent Presents 2015-2016 Budget Proposal**
3. **Public Forum on 2015-2016 Budget**
4. **THE REGULAR MEETING WILL CONTINUE IMMEDIATELY FOLLOWING THE PUBLIC FORUM AND A 5 MINUTE RECESS**
5. **Recognitions/Acknowledgements**

a. Recognition--Sage Park Middle School's 2014-2015 National Geographic Geography Bee Champions 1st Place: Amelia Chowaniec (6th grade) 2nd Place: Ezekiel Rivera (7th grade) and 3rd Place: Nathan Steinberg (8th grade)

b. Recognition--Brandon Monroe, BOE Student Representative

6. **Audience to Visitors**
7. **Student Representative Report**
8. **Board of Education**

a. Proposed 2015-2016 School Calendar (2nd Reading)
b. 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

9. **Superintendent's Report**

a. School Security
b. Budget Assumptions FY 2016 (2nd Reading)
c. Technology Grant
d. Curriculum Development (2nd Reading)

1. Grade 6 Health

e. Curriculum Development (1st Reading)

1. Culinary Arts I
2. Grade 9 Health
3. Grade 10 Health

f. Policy Adoption (2nd Reading)

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

10. **Committee Reports**

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

11. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Human Resources Report

12. **Approval of Minutes**

a. December 8, 2014 Finance Committee
b. December 9, 2014 Special Meeting
c. December 16, 2014 Regular Meeting
d. December 18, 2014 Curriculum Committee
e. January 5, 2015 Executive Committee

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

a. Public Forum on 2015-2016 Proposed Budget followed by Finance Committee Meeting, Saturday, January 24, 2015 at 10:00 AM, L.P. Wilson Community Center, Board Room
b. BOE Policy Committee Meeting, Monday, January 26, 2015 at 6:00 PM, L.P. Wilson Community Center, Room 17
c. Public Forum on 2015-2016 Proposed Budget followed by Finance Committee Meeting on Tuesday, January 27, 2015 at 6:00 PM, L.P. Wilson Community Center, Board Room
d. Public Forum on 2015-2016 Proposed Budget followed by Finance Committee Meeting on Tuesday, February 3, 2015 at 6:00 PM, L.P. Wilson Community Center, Board Room
e. BOE Long Range Planning Committee Meeting, Tuesday, February 10, 2015 at 5:00 PM, L.P. Wilson Community Center, Room 17
f. BOE Finance Committee Meeting (if needed), Tuesday, February 10, 2015 at 6:30 PM, L.P. Wilson Community Center, Room 17
g. Next BOE Regular Meeting is Tuesday, February 24, 2015 at 7:00 PM, Town Hall, Council Chambers

14. **Audience to Visitors**
15. **Adjournment**

Windsor Public Schools			
Worksheet Early Childhood			
Enrollment		55 (Current)	115 (Proposed)
Staffing	FTE	Existing	Incremental
Pre-K Teachers	3.0	$ 225,000	
Pre-K Teachers - NEW	4.0		300,000
ABA Teacher	1.0	75,000	
Speech and Language	1.0	75,000	
OT PT	0.6	43,500	
Social Worker - NEW	1.0		75,000
Paraprofessionals - NEW	4.0		100,000
Paraprofessionals	15	375,000	
Administrator - NEW	1.0		125,000
Secretary -NEW	1.0		50,000
Custodian costs - NEW	2.0	50,000	50,000
Nurse - NEW	1.0		60,000
Safety assistant - NEW	1.0		24,000
FRC - NEW	1.0		20,000
OTHER			
Transportation		245,000	
Utilities and Maintainance - NEW			175,000
Instructional supplies - NEW			15,000
Instructional supplies		12,000	
TOTALS		$ 1,100,500	$ 994,000
Proposed Funding Sources			
Smart Start Grant			(300,000)
Alliance Grant - Administrator			(125,000)
Additional ECS Funds - Request from Town			(150,000)
Potential Grant Funding			(175,000)
Town Support for Utilities - Request from Town			(75,000)
REMAINING TOTAL			$ 169,000
One Time Costs			
Moving			$ 30,000
Construction including playgrounds			300,000
Technology and other equipment			70,000
			$ 400,000
Proposed Funding Sources			
Smart Start Grant			(300,000)
REMAINING TOTAL			$ 100,000
			1/22/2015

DRAFT

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments:

Subject: Public Forum on Budget

Background:

The Board of Education will provide an opportunity for the general public to provide comments on the Superintendent of Schools' 2015-2016 Recommended Education Budget.

Status:

This Public Forum will be held immediately following the presentation of the Superintendent of Schools' recommendation.

Recommendation:

1. The purpose of the Public Forum is to provide the community the opportunity to provide comments to the Board prior to the adoption of the 2015-2016 budget.
2. Each speaker is allowed 3 minutes until all speakers have had time to address the Board.
3. Future opportunities for speakers to address this topic will be provided at Public Forums on January 24, 2015 at 10:00 AM, and January 27, 2015 at 6:00 PM, February 3, 2015 at 6:00 PM as well as during the "Audience to Visitors" portion of each Finance Committee Meeting on January 24, 2015 following the Public Forum, January 27, 2015 following the Public Forum, February 3, 2015 following the Public Forum and on February 10, 2015 at 6:30 PM (if meeting is needed) at the L.P. Wilson Board Room.

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

Agenda Item # 3.

WINDSOR BOARD OF EDUCATION

Agenda Item SUMMARY

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments: Draft 2015-2016 School Calendar

Subject: Proposed 2015-2016 School Calendar, 2nd 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.

Recommended by the Superintendent

Agenda Item# 8a

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	8
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 3 - 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 11-15 - Spring Recess
April 26 - Early Dismissal
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	24p

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

p *Potential last day of school due to school cancellations*

DRAFT

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

Prepared By: Craig Cooke **Presented By:** Danielle Batchelder/Terrell Hill

Attachments:

Subject: School Security

Background:

Raptor Technologies' visitor management software offers a full range of visitor management products that can improve school safety and protect the schools from registered sex offenders. The basic Raptor system has a broad range of feature functionality that addresses the full list of needs for visitor, student tardies and volunteer management. Raptor has a comprehensive database of registered sex offenders and updates its database weekly. The system assists front desk personnel by monitoring every potential offender match for visitors and volunteers and their customer service department provides phone and email technical support.

Recommendation:

Ms. Batchelder and Mr. Hill will give a presentation on how Windsor schools will utilize Raptor Technologies' School Visitor Management System. For information purposes only.

Recommended by the Superintendent: _____

Agenda Item # 9a.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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 2nd 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 2nd Reading the Budget Assumptions for FY 2015 – 2016.

Recommended by the Superintendent: _____

Agenda Item # 9b.

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.

DRAFT

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments:

Subject: Technology Grant RFP

Background:

On December 30, 2014, the Connecticut State Department of Education (CSDE) released a request for proposals for a $10 million competitive technology grant to help bring more computers into classrooms and to increase Internet bandwidth capacity. Similar to the $24 million technology grants released in November 2013, this grant will provide assistance to local school districts as they continue to apply the Connecticut Core Standards in classrooms and administer the computer-adaptive assessments (Smarter Balanced assessments) statewide.

Interested school districts are required to apply through the competitive request for proposals (RFP) process. Funding must be used for the purposes of:

- purchase of new devices; *and/or*
- purchase of inter-school bandwidth/infrastructure, inter-district school or facility bandwidth/infrastructure.

The CSDE will issue grants based on the 20 - 80 sliding scale used for school construction pursuant to the Connecticut General Statutes. Applicants must cover all remaining costs as documented in their proposal. The reimbursement rate for Windsor is 52.14%.

Status:

At its Special Meeting on January 13th, the Board heard a presentation regarding the Technology Grant application and the status of the administration's work.

Recommendation:

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

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

Agenda Item # 9c.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments:

Subject: Grade 6 Health, 2nd 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 approved as a 1st reading at the BOE Regular meeting on December 16, 2014.

Recommendation:

The Board approves Grade 6 Health as a 2nd reading as presented.

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

Agenda Item # 9d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments:

Subject: Culinary Arts I, Grade 9 Health, Grade 10 Health, 1st Reading

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Background:

Culinary Arts I is a one semester course focusing on the basics of working in a professional kitchen and is a prerequisite for all other culinary arts courses. Topics covered are safety, sanitation, food cost and menu planning and culinary arts equipment operation.

Grade 9 Health is designed to deepen students' knowledge and awareness of the importance of developing and maintaining physical, emotional, and mental health.

Grade 10 Health engages students in lessons and skills-based activities to promote responsible decision-making and avoidance of risky behavior to prevent injury or disease. Topics covered could include human growth and development, nutrition, first aid, disease prevention, and substance abuse.

Status:

Culinary Arts I, Grade 9 Health and Grade 10 Health curricula were presented to the BOE Curriculum Committee on December 18, 2014.

Recommendation:

The Board approves Culinary Arts I, Grade 9 Health and Grade 10 Health curricula as a 1st reading as presented.

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

Agenda Item # 9e.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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, 2nd Reading

BACKGROUND:

The Board of Education Policy Committee has reviewed the following policies and is recommending immediate adoption.

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.

Recommended by the Superintendent: _____

Agenda Item # 9f.

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: January 22, 2015

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

ATTACHMENTS: December 31, 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 December 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 December 2014	$ 7,148,491
Expenditures through December 31, 2014	$28,385,014

Recommended by the Superintendent: _____

Agenda Item # 11a.

Windsor Public Schools
Financial Report
December 2014

	2014/2015 Budget	Expenditures YTD 12/31/14	Encumbrance Projected Expense	Balance 12/31/14 Projected Balance 6/30/15	% Balance
Instructional Services					
Clover Street School	60,960	26,133	2,983	31,844	**52%**
John F. Kennedy School	93,356	59,072	7,079	27,205	**29%**
Oliver Ellsworth School	93,356	51,657	14,125	27,574	**30%**
Poquonock School	53,111	23,138	9,418	20,555	**39%**
Sage Park Middle School	224,644	131,258	18,918	74,468	**33%**
Windsor High School	468,512	216,405	61,444	190,663	**41%**
Windsor High School Interscholastic Sports	158,425	49,171	109,254	0	**0%**
Athletic Coaches	266,731	86,845	179,886	0	**0%**
WHS Career & Technical Education	124,607	84,229	8,201	32,177	**26%**
Continuing Education	63,550	21,158	1,253	41,139	**65%**
Instructional Services Management	143,405	32,975	7,753	102,677	**72%**
Curriculum Management & Development	69,640	30,422	2,402	36,816	**53%**
Curriculum Mgt. & Dev. -Magnet School Tuition	1,450,600	1,343,285	217,315	(110,000)	**-8%**
Textbook Adoption	87,500	5,878	8,910	72,712	**83%**
Technology	254,569	175,895	35,725	42,949	**17%**
Technology - New Equipment	241,886	268,743	10,189	(37,046)	**-15%**
Total Instructional Services	**3,854,852**	**2,606,264**	**694,855**	**553,733**	**14%**
Education Support Services					
Pupil Personnel Services	242,064	90,412	61,120	90,532	**37%**
Special Education	92,850	25,792	4,628	62,430	**67%**
Special Education Tuition	4,430,373	869,942	3,660,993	(100,562)	**-2%**
Policy & Planning	147,350	83,601	5,049	58,700	**40%**
Employee Personnel Services	99,100	37,827	3,970	57,303	**58%**
Financial Management	161,200	109,758	18,347	33,095	**21%**
Financial Services	37,000	39,769	6,624	(9,393)	**-25%**
Pupil Transportation & Safety	3,999,900	706,757	526,350	2,766,793	**69%**
Physical Plant Services	2,162,601	764,896	808,144	589,561	**27%**
Major Maintenance	286,000	223,047	6,401	56,552	**20%**
L.P. Wilson Center	254,800	79,859	116,961	57,980	**23%**
Benefits	11,099,700	4,593,817	185,901	6,319,982	**57%**
Certified Salaries	29,893,331	14,014,113	0	15,879,218	**53%**
Non-Certified Salaries	7,335,343	3,473,921	0	3,861,422	**53%**
Regular Ed Tutor Salaries	430,699	173,030	307,669	(50,000)	**-12%**
Special Ed Tutor Salaries	195,600	150,271	200,000	(154,671)	**-79%**
Substitute Salaries	497,910	341,938	449,366	(293,394)	**-59%**
Total Education Support Services	**61,365,821**	**25,778,750**	**6,361,523**	**29,225,548**	
Total All Sites	**65,220,673**	**28,385,014**	**7,056,378**	**29,779,281**	**46%**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments: Student Enrollment Summary Reports

Subject: Student Enrollment as of 1/5/2015

Attached are the official enrollment figures as of January 5, 2015. Mrs. Batchelder will answer any questions.

Recommendation: Informational

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

Agenda Item # 11b.

Windsor Public Schools
Student Enrollment Report Recap
January 5, 2015

Enrollment in Windsor Public Schools	
Grades PreK-5	1,357
Grades 6-8	679
Grades 9-12	1,120
Total District Enrollment	**3,156**

Windsor Students not in district schools	
Outside Placement/Private Placement(SPED)	53
Montessori Hartford CREC	17
Metropolitan Learning Center CREC	156
CREC Misc MAGNET SCHOOLS	203
Hartford Host Magnets	190
Misc Magnet Schools	23
Prince Tech	13
Cheney Tech	17
	672
Total Windsor	**3,828**

Windsor Public Schools
Student Enrollment Report
January 5, 2015

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K				55		55
K		85		121		206
1		75		127		202
2		91		135		226
3			81		130	211
4			86		138	224
5			82		151	233
Subtotal K-5						1302
Total	**0**	**251**	**249**	**438**	**419**	**1,357**

Grade	Sage Park MS
6	207
7	240
8	232
Total	**679**

Grade	Windsor High
9	312
10	256
11	265
12	287
Total	**1,120**

Total District Enrollment	**3,156**

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2014-2015

	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**277**		313	309	311	311	312					
Grade 10	**267**		258	260	258	256	256					
Grade 11	**251**		267	265	265	266	265					
Grade 12	**289**		288	287	290	287	287					
Windsor High Total	**1084**		**1126**	**1121**	**1124**	**1120**	**1120**	**0**	**0**	**0**	**0**	**0**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

		Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun	# of Teachers	Average C. Size
Grade 6															
Team 1				**69**	72	72	72	72						5	14.4
Team 2				**70**	68	68	68	68						5	13.6
Team 3				**64**	62	64	65	66						4	16.5
	Total	**201**		**203**	**202**	**204**	**205**	**206**							
Grade 7															
Team 4				**77**	77	77	77	77						5	15.4
Team 5				**79**	78	80	79	79						4	19.75
Team 6				**79**	80	80	80	81						5	16.2
	Total	**237**		**235**	**235**	**237**	**236**	**237**							
Grade 8															
Team 7				**75**	76	76	75	75						4	18.75
Team 8				**74**	75	75	75	75						5	15
Team 9				**77**	74	75	76	77						5	15.4
	Total	**241**		**226**	**225**	**226**	**226**	**227**	**0**	**0**	**0**	**0**	**0**		
SPARK				**9**	**9**	**9**	**9**	**9**							
Sage Park	**Total**	**679**		**673**	**671**	**676**	**676**	**679**	**0**	**0**	**0**	**0**	**0**		

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2014-2015

Room#	Teacher		Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	A Sanchez				17	15	15	15	15					
9	S Michalic				18	18	18	18	18					
11	J Darrell				16	18	17	17	17					
12	J Murray				15	15	15	15	15					
14	S Podgurski				17	16	16	16	16					
		Total	**88**		**83**	**82**	**81**	**81**	**81**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
13	L Arseneault				16	17	18	17	17					
15	K Sutton				18	18	17	18	18					
16	L Schoenwolff				18	18	17	17	17					
17	C Nowsch				17	18	17	17	17					
18	D Williams				16	17	17	17	17					
		Total	**78**		**85**	**88**	**86**	**86**	**86**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
20	P Reale				16	16	15	15	15					
22	K LePage				17	16	16	17	17					
24	S Lewis				14	17	16	16	16					
26	C Lindsley				16	16	16	16	16					
27	E Chartier				17	17	18	18	18					
		Total	**80**		**80**	**82**	**81**	**82**	**82**	**0**	**0**	**0**	**0**	**0**
	Clover	**TOTAL**	**246**		**248**	**252**	**248**	**249**	**249**	**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	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
1	K Mazur				18	18	18	18	18					
2	J Herner				18	17	17	17	17					
3	A Moyal				17	19	20	20	20					
4	D Ghanesh-May				19	19	19	19	20					
5	L Macaluso				19	19	19	19	18					
6	M Johnston				19	19	19	19	19					
8	V Vaicunas				20	19	19	19	18					
		Total	**139**		**130**	**130**	**131**	**131**	**130**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
7	S Silliman				19	19	19	20	20					
9	R Tomkowit				21	21	20	17	18					
10	S Smith				19	20	21	20	20					
12	B Emerson				18	18	19	19	19					
14	S Brown				20	20	20	21	21					
15	N Donzella				21	20	19	20	20					
18	A Caselli				20	20	20	20	20					
		Total	**135**		**138**	**138**	**138**	**137**	**138**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
19	S Fye				22	22	22	22	22					
20	S Paley				21	22	21	22	23					
24	J Nolte				21	21	21	21	21					
25	D Mosher				20	20	21	21	20					
26	K Bowman				23	22	22	22	22					
27	R Grimes				22	22	22	22	21					
28	O Walker				21	21	22	22	22					
		Total	**149**		**150**	**150**	**151**	**152**	**151**	**0**	**0**	**0**	**0**	**0**
	Kennedy	**Total**	**423**		**418**	**418**	**420**	**420**	**419**	**0**	**0**	**0**	**0**	**0**

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT

2014-2015

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	**Kindergarten**			16	16	17	17	17					
20	L Butterick				18	17	17	17	17					
21	J Addie				16	16	16	17	17					
22	A Zawistowski				16	16	16	17	17					
24	A Bartholomew				19	19	19	19	19					
25	J Poole				17	16	16	17	17					
26	S Marcello				17	16	16	16	17					
		Total	**128**		**119**	**116**	**117**	**120**	**121**	**0**	**0**	**0**	0	**0**
11	S Rucker	**Grade 1**			19	18	18	17	16					
12	K Freeman				20	19	19	19	19					
13	B Mayo				19	19	19	19	19					
14	K Furie				19	18	17	17	17					
15	T Strickland				21	19	17	17	17					
16	L Rumrill				20	21	20	20	20					
17	K Strempfer				19	19	19	19	19					
		Total	**143**		**137**	**133**	**129**	**128**	**127**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
1	J Olander				20	19	19	19	19					
2	J Goicochea				19	19	19	19	19					
3	K Sandsmark				19	19	21	20	20					
5	L Volz				20	20	20	20	20					
6	S Martinson				18	19	19	19	19					
7	L Neil				19	19	19	20	20					
8	D Jaworski				20	19	18	18	18					
		Total	**145**		**135**	**134**	**135**	**135**	**135**	**0**	**0**	**0**	**0**	**0**
5 & 10	Pre K Sped													
	& Peer				45	49	53	55	55					
		Total	**46**		**45**	**49**	**53**	**55**	**55**					
	Ellsworth	**Total**	**462**		**436**	**432**	**434**	**438**	**438**	**0**	**0**	**0**	**0**	**0**

POQUONOCK SCHOOL

ENROLLMENT REPORT
2014-2015

Room #	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann				17	17	17	18	18					
2	W Dever				17	17	17	16	15					
3	M Scott				17	17	17	18	18					
22	L Roche				17	17	16	16	15					
24	L Corrao				19	19	19	19	19					
		Total	**69**		**87**	**87**	**86**	**87**	**85**	**0**	**0**	**0**	**0**	**0**
		Grade 1												
15	E Velez				18	18	18	19	19					
16	L Bishop				19	19	19	20	19					
17	K Stoll				18	18	18	18	19					
18	M Macaluso				17	18	18	19	18					
		Total	**79**		**72**	**73**	**73**	**76**	**75**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
8	R Brown				18	18	18	18	18					
9	S Trummel				19	19	19	20	20					
11	J Delsky				18	18	18	18	18					
12	K Richards				19	18	18	18	18					
13	L Huntington				18	18	18	18	17					
		Total	**94**		**92**	**91**	**91**	**92**	**91**	**0**	**0**	**0**	**0**	**0**
	Poquonock	**Totals**	**242**		**251**	**251**	**250**	**255**	**251**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION

Agenda Item

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

Attachments: Food Service Financial Report

SUBJECT: Statement on Cafeteria Operations – December 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 December 2014.

RECOMMENDATION: Informational only.

Recommended by the Superintendent: _____

Agenda Item # 11 c.

Windsor School Food Service
Financial Statement
December 2014

REVENUE	December 2013	7/1/13 - YTD	December 2014	7/1/14 - YTD
SALES	$85,270.14	$522,800.39	$92,517.01	$500,472.20
REIMBURSEMENTS - STATE		80,535.00		42,117.00
ACCOUNTS RECEIVEABLE	71,022.17	391,767.34	86,249.18	438,724.61
CLOC	53,631.00	107,262.00		105,548.00
INTEREST/Returned Check Fee	47.59	77.20	2.76	113.36
MISC. (Rebates)	361.62	2,223.53	387.58	5,107.58
6 CENTS Certification	2,318.64	12,510.66	2,505.90	12,232.86
REVENUE TOTALS	**$212,651.16**	**$1,117,176.12**	**$181,662.43**	**$1,104,315.61**
EXPENSES				
WAGES	$75,346.02	$351,234.78	$75,219.33	$354,580.43
PAYROLL TAXES	5,519.77	26,049.00	5,520.93	26,295.53
BENEFITS	6,851.83	48,448.29	9,588.52	42,874.12
FOOD/MILK	103,284.83	617,320.19	107,174.22	555,413.45
PAPER	4,275.29	24,217.18	6,048.20	25,579.32
TRUCK	2,233.54	5,343.53	1,964.96	6,384.53
SUPPLIES		3,340.08	102.20	653.35
EQUIPMENT		13,893.07	1,257.90	16,805.28
SERVICES	293.60	3,632.65	210.99	1,770.98
EXPENSE TOTALS	**$197,804.88**	**$1,093,478.77**	**$207,087.25**	**$1,030,356.99**
NET INCOME	**$14,846.28**	**$23,697.35**	**-$25,424.82**	**$73,958.62**
INVENTORY		**$20,000.00**		**$15,000.00**
OPENING BALANCE 7/1		**$12,742.89**		**$12,730.37**
COMPUTED OPERATING POSITION		**$56,440.24**		**$101,688.99**

Windsor School Food Service
Program Participation
December 2014

SALES

		Dec 2013	Dec 2014
WHS			
	# OF DAYS	15	17
	SALES	$20,007.50	$26,079.27
	AVERAGE	$1,333.83	$1,534.07

Reimbursable Meals	Average LUNCH per day	
ELEMENTARY	969	885
MLC	471	457
MPTP 2013//Museum Academy 2014	184	247
SPMS	507	426
WHS	523	549

Reimbursable Meals	Average BREAKFAST per day	
ELEMENTARY	325	352
MLC	125	149
MPTP 2013//Museum Academy 2014	64	141
SPMS	88	71
WHS	139	149

Reimbursable Meals	Average SNACK per day
Treehouse Program	90
Museum Academy	60

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 22, 2015

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

PRESENTED BY: Terrell M. Hill

SUBJECT: Human Resources Report – December 1, 2014 – December 31, 2014

ATTACHMENTS: None

RESIGNATIONS/SEPARATIONS

Erin Gentile	School Counselor	Windsor High
Syida Hubbard	Special Education Paraprofessional	Kennedy
Andrea Korza	Special Education Tutor	Kennedy
Richard Tomkowit	Grade 4 Teacher	Kennedy

RETIREMENTS

Elaine Mierez	Middle School Reception Support Assistant	Sage Park
Priscilla Walker	Special Education Paraprofessional	Sage Park

TRANSFERS/REASSIGNMENTS

Larry Coyle	From Lunchroom Monitor	Poquonock
	To Safety Monitor	Sage Park

HIRES

Beverly Callender	Special Education Tutor	Windsor High
Michele Davis	Special Education Paraprofessional	Sage Park
Melvin Haynes	Long Term Substitute Special Ed. Teacher	Sage Park
Zachary Mildrum	Long Term Substitute Math Teacher	Windsor High
Melinda Miskin	Special Education Paraprofessional	Windsor High

Reviewed by: Terrell M. Hill Recommended by the Superintendent:

Agenda Item # 11d.

Windsor Board of Education
Finance Committee
Unapproved Minutes

Monday, December 8, 2014 6:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the December 8, 2014 Finance Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Ronald Eleveld
Mr. Leonard Lockhart
Ms. Cristina Santos

Absent Board Members:
Mr. Paul Panos

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

Discussion:
Also in attendance: Superintendent Dr. Craig Cooke, Director of Business Services Danielle Batchelder and Board Members Ms. Darleen Klase and Mr. Richard O'Reilly.

The meeting was called to order at 6:00 p.m. by Mr. Eleveld with the Pledge of Allegiance and a Moment of Silence.

2. Audience to Visitors

Discussion:
None.

3. Discussion of Budget Assumptions FY 16

Discussion:
Superintendent Dr. Cooke and Business Director Danielle Batchelder presented the budget assumptions for 2015-2016, which were discussed by the committee.

4. Budget Meeting Dates

Discussion:
The proposed budget calendar was reviewed and will be presented at the December 16th Board Meeting.

5. Adjournment

Discussion:
The meeting was adjourned at 7:25 p.m.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. Leonard Lockhart and a second by Ms. Cristina Santos.

Mr. Ronald Eleveld Yes
Mr. Leonard Lockhart Yes
Mr. Paul Panos Absent
Ms. Cristina Santos Yes

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes
Tuesday, December 9, 2014 6:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the December 9, 2014 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

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

Absent Board Members:
Mr. Paul Panos

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

Discussion:
The meeting was called to order at 6:30 p.m. by Ms. Santos with the Pledge of Allegiance and a Moment of Silence.

Also in attendance: Superintendent Dr. Craig Cooke, Assistant Superintendent for Human Resources Terrell Hill, Assistant Superintendent for Instructional Services Mary Anne Butler, Director of Business Services Danielle Batchelder, and Director of Pupil & Special Education Services Steven Carvalho.

2. Audience to Visitors

Discussion:
Ms. Rosie Miskavitch of 20 Coach Circle, thanked the Board of Education for considering the need of early childhood education and creating partnerships with parents, citizens, and community.

Ms. Darlene Klase of 318 Hitching Post Lane, shared Windsor High's Governance Counsel's action plan and achievements regarding parent engagement and future discussion opportunities surrounding recent tragic events with the deaths of African American males.

Ms. Lourdes Garcia of 189 Capen Street, shared concerns of students not having fundamental writing skills.

3. Workshop on Family Engagement Efforts for Windsor Public Schools

Discussion:
Ronald Mirr, President of RM Consulting, presented a PowerPoint on creating a welcoming school environment and embracing the concept of family and community partnership.

4. Smart Start Windsor Public Schools Grant Application

Discussion:
Dr. Cooke presented a PowerPoint on the Smart Start Grant application process. This grant is being offered through the Department of Education for a 10 year continuum of which the Windsor Public School district has met the criteria for being awarded. Final decision to move forward with submittal of the grant will be determined at the December 16th Board meeting, as the entry deadline is December 19, 2014.

5. Announcements

Discussion:
Ms. Santos announced the community forum night at the Roger Wolcott Early Childhood Center.

6. Adjournment

Discussion:
The meeting was adjourned at 9:05 p.m.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. Kenneth Williams and a second by Mr. Ronald Eleveld.

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
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
Regular Meeting
Unapproved Minutes
Tuesday, December 16, 2014 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the December 16, 2014 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
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 7:00 p.m. by Ms. Santos with the Pledge of Allegiance and a Moment of Silence.

Also in attendance: 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, Director of Business Services Danielle Batchelder and Student Representative Brandon Monroe.

2. Recognitions/Acknowledgements--WHS Warrior's Football Team, CIAC Class L (Small) State Champions
Discussion:
Dr. Cooke, Mr. Sills and Mr. Risser introduced Coach Rob Fleeting and the WHS Football team, CIAC Class L (Small) State Champions; Coach Fleeting addressed the Board and thanked the Board, Administration and community for their support. The team was introduced and presented with their medals.

The meeting recessed at 7:25 p.m. The meeting reconvened at 7:36 p.m.

3. Audience to Visitors
Discussion:
Leonard Swade, 46 Lincoln Way, urged the Board to vote to request the Superintendent to apply for a Smart Start Grant and spoke in support of expanding the preschool program at Wolcott School.

Ann McAdams, 15 Belmont Ave., spoke in support of applying for the Smart Start grant and urged the Board to be proactive in developing a comprehensive prepaid preschool program for Windsor.

Kevin Searles, 27 Apple Tree Lane, spoke in support of applying for the Smart Start grant and encouraged the Board to develop a great preschool program for Windsor families.

Rita Holby, 37 Ludlow Road encouraged applying for the Smart Start grant and to explore opening Wolcott as a quality preschool.

Kimberly Monroe, 45 Mary Catherine Circle, spoke in support of the Smart Start grant and quality preschool for Windsor children.

William Herzfeld, 1013 Windsor Ave., spoke in support of preschool education and encouraged the Board to go forward with the Smart Start grant application.

State Representative Brandon McGee spoke on behalf of himself, State Representative Peggy Sayers, State Representative David Baram, and State Senator Eric Coleman who collectively support Windsor Public School's application for Smart Start funding and asked that the Board support the opportunity.

Jill Jenkins, 487 Delilah Drive, urged the Board to move forward with the Smart State grant application.

David Furie, 37 Lighthouse Hill Road urged the Board to vote unanimously to apply for the Smart State grant, and encouraged Wolcott be returned to the Board by the Town, and that the First Robotics program be allowed to stay in the building.

Tammy Jackson Boldin, 854 Delilah Drive, encouraged the Board to approve applying for the Smart Start grant, reopening Wolcott as a preschool, and creating an NECPA accredited program.

Al Simon, 66 Wilton Road, encouraged the Board to support applying for the Smart Start grant.

La'Tosha Woodard, 169 Windbrook Drive, spoke in support of the Smart Start grant application.

Tim Curtis, 20 Kendrick Lane, spoke in support of applying for the Smart Start grant.

Brooke Jackson, 87 Brookview Road, encouraged the Board to approve applying for the Smart Start grant.

Christine Quinn, 110 Plymouth Street, spoke in support of applying for the Smart Start grant.

Bradshaw Smith, 23 Ludlow Road spoke against applying for the Smart Start grant.

4. Student Representative Report
Discussion:
Brandon Monroe reported on recent events at Windsor High School including the Winter Choral Concert, the Gospel Choir and band performing at First Cathedral, Financial Aid night presented by the Counseling Dept., and the school lunch issue.

5. Board of Education
5.a. President's Report
Discussion:
Ms. Santos encouraged residents to look at the calendar on the Windsor Public Schools website often to stay connected and informed of the many events going on in the school community. She congratulated Chief Searles on his retirement.

Ms. Santos congratulated the WHS Football team; she announced that not one member of the team lost eligibility this fall and with Windsor having one of the most rigorous eligibility standards in the state that shows we can perform in the classroom as well as on the playing field.

5.b. Proposed 2015-2016 School Calendar, 1st Reading
Discussion:
Ms. Klase raised the issue that elementary parents are having difficulty having half days for conferences and then an early release day for professional development the following week in December.

Ms. Rizzo-Holmes asked if there is a way to move the December professional development day.

Mr. Eleveld suggested highlighting the potential last day more clearly for parents.

Ms. Fissel asked what schedule preschool follows; Dr. Cooke clarified that preschool classes follow the same schedule as the elementary schools.

Ms. Santos pointed out that this calendar adheres to the proposed regional calendar. The state has not yet mandated it, but Windsor will begin with the 2015-16 calendar.

Motion Passed: Motion that the Board of Education accept the proposed 2015-2016 school calendar for a 1st Reading passed with a motion by Mr. Paul Panos and a second by Mr. Kenneth Williams.
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

5.c. School Liaison Reports
5.c.1. Windsor High School
Discussion:
Ms. Klase reported on the School Governance Council meeting, which focused on developing action plans and Study Circles.

5.c.2. Sage Park Middle School
Discussion:
Ms. Rizzo Holmes reported that the following night is the instrumental concert; Mr. Williams reported they are currently collecting funds for the Washington, D.C. and Cape Cod field trips.

5.c.3. Clover Street School
Discussion:
Mr. Lockhart reported that last month Clover Street was recognized by Walmart in East Windsor as their School of the Year.

5.c.4. John F. Kennedy School
Discussion:
Ms. Fissel reported on the success of the parent-teacher academic team meetings, and the current goal to achieve half a million cumulative reading minutes in December.

5.c.5. Oliver Ellsworth School
Discussion:
No report.

5.c.6. Poquonock School
Discussion:
No report.

6. Superintendent's Report
6.a. Smart Start Grant Proposal
Discussion:
Dr. Cooke reported that the following departments will be closed from December 24-January 2 due to hallway flooring being redone during this time period: Food Services, Treehouse Accounting, Registration and Transportation.

Dr. Cooke reported on the student input on school lunches at Windsor High School; he reported that as a result of conversations with the Town Council, the Council has approved taking over the security work and schools will not have to pay out of pocket for the work.

Dr. Cooke congratulated Chief Searles on his retirement. He reported that the Building Leadership Team participated in a Study Circle, and that a student/staff group was also held.

Dr. Cooke reported on the Smart Start Grant proposal, and asked approval from the Board to submit the grant application.

Discussion on the motion ensued.

Motion Passed: Motion to approve the signing of the Smart Start Grant application by the Board of Education passed with a motion by Ms. Darleen Klase and a second by Mr. Kenneth Williams.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel No
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos No
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

6.b. WHS Program of Studies 2015-2016--Proposed Changes
Discussion:
Ms. Klase reported that the Curriculum Committee reviewed all the proposed changes, and reminded that because course selection starts in January, the 2nd reading will be waived.

Mr. Sills reported that the Board had received additional information on the JRROTC program that did not go to Curriculum Committee.

It was clarified that the curriculum is a national curriculum that cannot be changed.

Motion Passed: Motion that the Board of Education approve the proposed changes to the WHS Program of Studies for a 1st Reading, waiving the 2nd Reading and including the ROTC program description as presented passed with a motion by Ms. Darleen Klase and a second by Ms. Melissa Rizzo Holmes.
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

6.c. Policy Adoptions, 1st Reading
Discussion:
Ms. Rizzo Holmes questioned the background checks on the volunteer groups and school visitors. Ms. Fissel requested a presentation on the issued raised at the next Board meeting.

Motion Passed: Motion to approve the policies Policy 6114.7 School Security and Safety and Policy 1212 School Volunteers as a 1st reading passed with a motion by Mr. Paul Panos and a second by Mr. Richard O'Reilly.
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

6.c.1. Review Proposed New Policy 6114.7 School Security and Safety
6.c.2. Review Revised Policy 1212 School Volunteers
6.d. Curriculum Development, 1st Reading
6.d.1. Grade 6 Health
Motion Passed: Motion that the Board approves the Grade 6 Health as a 1st reading as presented passed with a motion by Ms. Darleen Klase 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

6.e. Curriculum Development, 2nd Reading
6.e.1. Introduction to Drafting
Motion Passed: Motion that the Board approves Introduction to Drafting curriculum as presented as a 2nd reading passed with a motion by Ms. Darleen Klase 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

6.f. Capital Improvement Plan
Discussion:
Ms. Batchelder reported she is aware December is usually when the CIP is presented for 1st reading, however the Tow is still working on the plan due to changes in funding to the Sage Park HVAC plan.

Discussion ensued regarding the WHS stairwell door replacement project, the WHS courtyard improvement plan, roof replacements, renovations to Roger Wolcott, if the preschool grant is received. Discussion on adding investing in preschool as a budget assumption is referred to the Executive Committee.

6.g. Budget Assumptions FY 2016, 1st Reading
Motion Passed: That the Board of Education accept for a 1st Reading the Budget Assumptions for FY 2015-2016 passed with a motion by Mr. Ronald Eleveld 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

7. Committee Reports
Motion Passed: Motion made at 10:25 p.m. that the Board of Education extends the meeting from 10:30 p.m. to 11:00 p.m. passed with a motion 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

7.a. Curriculum Committee
Discussion:
No report.

7.b. Policy Committee
Discussion:
No report.

7.c. Technology Committee
Discussion:
Mr. O'Reilly reported the Committee met on November 20 with teachers reported on the Techtonic Workshops, and information received from the CABE conference, and the one-to-one initiative.

7.d. Long Range Planning Committee
Discussion:
No report.

7.e. Finance Committee
Discussion:
Mr. Eleveld reported the Finance Committee met on December 8 and voted on the budget assumptions. The next meeting is Saturday, January 24 at L.P. Wilson in the Board Room; prior to the meeting a public hearing on the budget will be held.

8. Consent Agenda
8.a. Financial Report
Discussion:

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

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

Motion Passed: Motion to accept the Consent Agenda as presented passed with a motion by Mr. Paul Panos 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. Approval of Minutes
9.b. November 20, 2014 Curriculum Committee
9.c. November 20, 2014 Technology Committee
9.d. November 24, 2014 Policy Committee
9.e. December 1, 2014 Executive Committee
Motion Passed: Motion to accept the minutes of the November 20, 2014 Curriculum Meeting, the November 20, 2014 Technology Committee Meeting, the November 24, 2014 Policy Committee Meeting and the December 1, 2014 Executive Committee Meeting 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. November 18, 2014 Regular Meeting
Motion Passed: Motion to accept the minutes of the November 18, 2014 Regular Meeting with the following corrections: Item 5.c.1, Mr. O'Reilly corrected to Mr. Eleveld; Item 7.a., corrected to reflect "the grade 6 Health curriculum"; Item 9 corrected to reflect Ms. Klase and Mr. Panos were absent 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

10. Other Matters/Announcements/Regular BOE Meetings
10.a. BOE Curriculum Committee, Thursday, December 18, 2014 at 4:30 PM, L.P. Wilson Community Center, Room 17
10.b. BOE Long Range Planning Committee, Tuesday, January 13, 2014 at 5:00 PM, L.P. Wilson Community Center, Room 17
10.c. BOE Special Meeting, Tuesday, January 13, 2014 at 6:30 PM, L.P. Wilson Community Center, Board Room
10.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
Discussion:
Ms. Rizzo Holmes reported she attended the Bridge Builders awards and one staff member and two students from Windsor High were honored.

Ms. Fissel reported she and Ms. Rizzo Holmes attended the State Relations Committee for CABE, it was a great professional development opportunity and they got to see what happens at the state level. She suggested the Board develop some resolutions to present to CABE especially in the areas of special education and funding, and encouraged the Board to participate in the Day on the Hill coming up in March.

Ms. Klase recommended Board members read the survey in the Tomahawk on the weighting of homework in the grading policy.

11. Executive Session--Discussion concerning confidential attorney-client communication
Motion Passed: Motion to go into Executive Session to discuss attorney/client documents and requesting Superintendent Cooke and Director of Business Services Danielle Batchelder to attend the Executive Session passed with a motion by Mr. Paul Panos and a second by Mr. Richard O'Reilly.
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

Discussion:
The meeting went into Executive Session at 10:35 p.m.

The meeting reconvened at 10:54 p.m.

12. Audience to Visitors
None.

13. Adjournment
Motion Passed: Motion to adjourn at 10:55 p.m. passed with a motion by Mr. Leonard Lockhart and a second by Mr. Paul Panos.
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

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, December 18, 2014 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the December 18, 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. Darleen Klase
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

Updated Attendance:
Ms. Darleen Klase was updated to present at: 4:48 PM

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

Discussion:
Cristina Santos called the meeting to order at 4:30 p.m. with the Pledge of Allegiance and a Moment of Silence. Also in attendance was Assistant Superintendent for Instructional Services Mary Anne Butler.

2. Audience to Visitors

Discussion:
Mr. Richard O'Reilly of 80 Carriage Way, shared his support of Windsor High School's SAT Prep Course.

3. Culinary 1

Discussion:
Deborah Maccarone gave a brief overview of the Grades 9-12 introductory course to Culinary Arts I. The content of the course includes both life skills and professional skills; nutrition, kitchen safety and cooking techniques. This curriculum will be presented for first reading at the January 22, 2015 Board of Education meeting.

4. Grade 9 Health

Discussion:
Christine Tedisky introduced the new Grade 9 and 10 health curriculums and shared the organization of both courses under three themes: Disease Prevention, Drugs, Substance Abuse and Addiction, and Physical, Mental and Emotional Health. A quarter credit will be awarded in both Grade 9 and in Grade 10 upon successful completion of the courses. This is in compliance with state regulations.

5. Grade 10 Health

Discussion:
Mr. Greg Hannan highlighted a significant task asking students to rewrite a song currently glorifying the use of drugs, tobacco or alcohol to discourage the use of the substance.

The Grade 9 and 10 health curriculums will be presented for first reading at the January 22, 2015 Board of Education meeting.

6. Adjournment

Discussion:
The meeting was adjourned at 5:24 p.m.

Motion Passed: Move to adjourn the meeting passed with a motion by Ms. Darleen Klase and a second by Ms. Cristina Santos.
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Executive Committee
Unapproved Minutes

Monday, January 5, 2015 4:30 PM
L.P. Wilson Community Center, Supt. Conference Room

The following are the unapproved minutes of the January 5, 2015 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:
The meeting was called to order by President Santos at 4:30 PM. Superintendent of Schools Dr. Craig Cooke was also in attendance.

2. Set the agenda for the Regular Board Meeting on Thursday, January 22, 2015

Discussion:
The committee set the agenda for the Regular Board Meeting on Thursday, January 22, 2015.

3. Miscellaneous

4. Adjournment

Discussion:
The meeting was adjourned at 5:25 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

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education