Regular Meeting

Tuesday, June 20, 2017 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**

a. Recognition--WHS Juried Art Show, Board of Education Purchase Prize to Emily Bernstein for "First Church" ; Superintendent's Choice Purchase Prize to Jennifer Wolf for "School Spirit"'; WHS Purchase Prize to Vanessa Munley for "Adolescence"

b. Announcement--Windsor Teacher of the Year--Kristina Wallace
c. Announcement--Paraeducator of the Year--O'phir Bullock

3. **Audience to Visitors**
4. **Board of Education**

a. President's Report
b. WHS Overnight Field Trip Request to Spain, June 22-July 7, 2018, 2nd Reading
c. Discussion on BOE Goals and Monitoring Indicators
d. 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

5. **Superintendent's Report**

a. Windsor Youth Survey Report
b. End of Year Financials
c. Potential Budget Reductions

6. **Committee Reports**

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

7. **Consent Agenda**

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

8. **Approval of Minutes**

a. May 16, 2017 Regular Meeting
b. June 1, 2017 Curriculum Committee
c. June 8, 2017 Special Meeting

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

a. Next BOE Regular Meeting is Tuesday, September 19, 2017, 7:00 PM, Town Hall, Council Chambers

10. **Audience to Visitors**
11. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

Attachments:

Subject: WHS Juried Art Show Awards

Background:

On Wednesday, May 31, the Windsor High School held their annual juried art show. The board president and superintendent viewed the students' art work that afternoon and selected the BOE Purchase Prize "First Church" by Emily Bernstein and the Superintendent's Choice Purchase Prize "School Spirit" by Jennifer Wolf. The Windsor High School Purchase Prize "Adolescence" by Vanessa Munley was selected by Principal Uyi Osunde. The students will receive $150.00 for their pieces.

Emily Bernstein (Board of Education Purchase Prize)

This year, the Board of Education Purchase Prize goes to Emily Bernstein for her pen & ink drawing of First Church on Palisado Ave. This was Emily's first formal project in the Pre-AP Art Class that she took her junior year. Emily was challenged to create a landscape that spoke to her experiences within our community and she selected this historic landmark. This piece served as a foundation for Emily to begin her formal AP Art investigation in her senior year where she posed the question: *How are we influenced by place?* Emily spent much of this year interviewing friends and family as she composed pen and ink works that depicted their experiences and the places they felt shaped them the most. Emily's artist statement concludes with these thoughts: "*Sometimes it takes time and reflection to see the impact that an environment has had on a person...As I leave this town, I have a better awareness of how Windsor has shaped my personal values, interests, and beliefs. My hope is that viewers walk away from my artwork thinking about what defines them, and what places and experiences are linked to that aspect of their identity.*" This fall, Emily will head to Marist College to pursue a degree in Communications with a focus on Public Relations.

Jennifer Wolf (Superintendent's Choice Purchase Prize)

This year, the Superintendent's Purchase Prize goes to Jennifer Wolf for her watercolor painting titled "School Spirit". This piece was part of Jennifer's formal investigation during her AP Art class where she posed the question: *How does the fashion industry impact those around me?* In preparations for her own career in Fashion, Jennifer spent this year examining the role of fashion as an outlet for individual expression versus a unifier for groups. In her artist statement, Jennifer shares: "*When I wear a jersey in one of my field hockey games, it represents me as a team player that has a job on the field...The uniforms represent unity between our team, connecting us all.*" Her painting "School Spirit" evokes a sense of pride and community simply from the image of the back of a varsity jacket. Jennifer has taken something many of us overlook each day, the simple act of picking out what we are going to wear, and revealed its powerful and subliminal impacts. In the fall, Jennifer will attend Massachusetts College of Art & Design where she plans to major in Fashion Design.

Vanessa Munley (Windsor High School Purchase Prize)

This year's Windsor High School Purchase Prize goes to Vanessa Munley for her acrylic painting titled "Adolescence". This piece was her final project in her honors Painting class this spring, where she was challenged to explore mark-making using non-traditional tools and techniques. In this self-portrait, Vanessa chose a young image of herself in a butterfly garden while on a family vacation. Knowing that graduation was just around the corner, it gave her time to reflect back on her childhood. The expressive marks and values of pink are symbolic of the innocence of a child. In the fall, Vanessa will study Mathematics at Drexel University.

Recommendation:

Recognize Emily Bernstein, Jennifer Wolf and Vanessa Munley and their selected art pieces.

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

Agenda Item # 2a.

2017-2018 Teacher of the Year
Kristina Wallace



Kristina Wallace is the 2017-2018 Windsor Educator of the Year. Kristina has been a School Counselor at Windsor High School since 2014 and previously worked at Watertown High School. Kristina also served as a Community Based Life Skills Educator at Adelbrook Behavioral and Developmental Services in Cromwell from 2009 until this year. A committee of her peers selected her from 29 nominated educators.

Kristina is a graduate of the University of Connecticut where she received a Bachelor of Arts Degree with a double major in Human Development and Family Studies and Psychology. She also received a Masters Degree in School Counseling and recently earned a Sixth Year Certificate in Educational Leadership from the University of Connecticut.

The Windsor Public Schools' Educator of the Year Program recognizes and honors excellence in teaching. Every recipient serves as a visible and vocal representative of what is best in the profession. The program celebrates excellence by recognizing educators who have inspired a love for learning in their students and who have distinguished themselves in the profession.

The Windsor Board of Education announces the Educator of the Year at their June meeting.

WPS Teacher of the Year Selection Committee, 2017

- Michelle Carras – 2015 Educator of the Year, WHS
- Lori Foote-Mitchell, WHS
- Shane Fye, JFK
- Vanessa Golec - Sage Park
- Mike Greenwood - Induction & TEAM Support, District
- Miriam Klein - WEA Representative, Elementary
- Chris Lepak - Sage Park
- Dustin Ricci - WHS
- Joan Simone - Poquonock
- Chris Todd - 2013 Educator of the Year, Induction & TEAM Support, WHS
- Katrina P. Wicks - 2004 Educator of the Year, District

2017-2018 Paraeducator of the Year
O'phir Bullock



O'phir Bullock of Sage Park Middle School is the 2017-2018 Paraeducator of the Year recipient. Bullock was selected out of 19 nominees following an application process and an interview with a district selection committee. He was nominated by his colleagues at Sage Park Middle School based on his professionalism, care and dedication to supporting student achievement.

O'phir is currently attending Albertus Magnus College pursuing a Bachelor of Arts Degree in Human Resource Management. He also previously attended Suffolk Community College and Dowling College. Bullock has served as a paraeducator (Special Education) in Windsor Public Schools since 2010.

The Windsor Public Schools' Paraeducator of the Year Program recognizes and honors paraprofessional excellence. This recipient serves as a visible and vocal representative of what is best in the profession. The program celebrates excellence by recognizing paraeducators who have inspired a love for learning in their students and who have distinguished themselves in the profession.

O'phir will now serve as Windsor Public Schools' nominee for the State of Connecticut Paraeducator of the Year. The Connecticut State Department of Education (CSDE) and the School Paraprofessional Advisory Council established the Anne Marie Murphy Paraeducator of the Year Program in 2013 to recognize one paraeducator across the state who has demonstrated exceptional skills and dedication in the performance of their job. The award is named in honor of Anne Marie Murphy, a paraeducator who was killed in the Sandy Hook shooting.

The Windsor Board of Education will announce the Paraeducator of the Year at their June meeting.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

Attachments: Information related to trip

Subject: WHS Overnight Field Trip Request to Spain, June 22-July 7, 2018, 2nd Reading

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Background:

Students at Windsor High School have been provided opportunities in the past to travel to a country wherein the native language is that which the students are studying. In this trip, students will be immersed in a summer program of 40 hours in additional to different excursions and cultural experiences. There is the desire to offer students to participate in such an opportunity in the summer of 2018.

Status:

A field trip in June 2018 to Salamanca, Spain is proposed for students enrolled in Spanish 2 or above. The educational objectives of the trip as well as the itinerary are included in the backup materials. Students will be required to take cancellation insurance in case the Board determines that it is unsafe to travel at the time of the trip.

A follow-up question was asked at the May 16, 2017 Board meeting about background checks of the families students stay with for the Spain trip. Below is the response from Ms. Jaramillo:

Families that work with Colegio Delibes must have at least two recommendations from families that already work with Colegio Delibes. For families to host students with Colegio Delibes they must be referred by other families already working with Colegio Delibes.

All of the families live in the center of the city, within a maximum walk of 15 minutes from Colegio Delibes.

Families have scheduled and unscheduled visits by the committee in charge of quality and lodging.

Once the families have passed the first few tests: recommendations, unannounced visits and quality controls they start placing students with the families.

Every student is required at the end of their course to answer questions regarding their lodging. This questionnaire is very detailed and asks every student questions about: cleanliness of the house, the food, how the family treated them and the families friendliness.

Colegio Delibes receives 3000 students a year. They work with 150 families. Each family has at least 20 checks and survey responses every year.

When they receive a complaint, (any type) they interview the family to clear up the situation or the student's complaint. When they receive 2 different complaints, from two different students they stop working with the family.

If for any reason, a student is not happy with the family he/she has been placed with, within 30 minutes the student is placed with a new family.

In addition, groups that come from the US, are always placed with families that have been working with Colegio Delibes for a minimum of 5 years, so these families have experience working with Colegio Delibes and what is expected of them.

Recommendation:

That the Board of Education approve the proposed trip to Spain as a 2nd reading, reserving the right to cancel if it feels that the safety of the students is at risk.

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

Agenda Item # 4b.

APR 04 2017

OVERNIGHT TRAVEL REQUEST

Supervising Teacher(s) Chelsea Krieger and Melissa Costa

Pertinent Information

1. Educational Objective: See Attachment Spain

2. Date(s) of Travel: June 22nd - July 7th 2018

3. Itinerary: See attachment

4. Housing: Accommodations with host family in double room arranged by Colegio Delibes

5. Meals: All meals are provided by host family

6. Transportation – List carriers: Flight arranged through AAA group travel

7. Insurance: Flight insurance provided through AAA (cancel for any reason), Colegio Delibes also includes program cancellation insurance.

8. Student Participation Criteria: Trip is open to students who have completed Spanish level 2.

9. Fund Raising Activities: To be determined

10. Cost to Students: Program cost is $1900 + airfare (estimated to be $1100) = Total $3000

11. Number of Students: 12 - 15

12. Parental Permission Secured: not at this time

12. Chaperones (names, qualifications):
Chelsea Krieger, I have chaperoned this same trip in summer 2016 with students from Enfield High School. Windsor High School Spanish teacher.

Melissa Costa, Windsor High School Spanish teacher

ACTION:

Curriculum Leader [signature] Date 3/29/17

Principal [signature] Date 3/30/17

Superintendent [signature] Date 4/4/17

This request must be submitted for approval at least six (6) months in advance of the trip.

Educational Objectives

- To provide exploratory learning opportunities by immersing students in a culture which differs from their own.
- To provide an opportunity for students to develop a sense of a global citizenship.
- To provide students with an opportunity to learn about cultural similarities and differences between Spanish and American families.
- To provide students with an opportunity to extend a functional command of the language.
- To provide students with an opportunity to use the communication skill which they have learned in class.
- To provide students with a multicultural experience.
- To provide students with an opportunity to appreciate those of another cultural background and nationality.

SPANISH SUMMER Immersion PROGRAM 2018
WINDSOR HIGH SCHOOL
22nd June 2018 to 7th July 2018

THIS PROGRAM INCLUDES:

1.- 40 hours of classes (maximum 10 students in each class)
2.- All the material for the classes: books, photocopies, etc.
3.- Private tutoring included when necessary for individual students
4.- Course Certificate for each student at their completed level.
5.- Accommodation with host family in double room, full board, 2 weeks.
6.- Guided tour around Salamanca and the cathedrals with Delibes teacher.
7.- Movies and conferences (seminars) in the conference room (3 per week).
8.- Saturday 23rd June excursion to La Alberca and Ciudad Rodrigo.
9.- Saturday 1st July excursion to Toledo.
10.- Sunday 2nd July excursion to Madrid – museums.
11.- Sports: soccer, basketball, tennis, bowling, swimming (summer)
12.- Tour of Salamanca doing "The Salamanca QUEST" with Delibes teacher.
13.- Visit to the commerce Museum (or Museo Casa Lis) with Delibes teacher.
14.- "The literature tour" around the city guided by Delibes teacher.
15. - Entrances to all museums, palaces, etc.
16. - Tapas route tour and tasting with Delibes teacher
17.- After school Dance class with professional dancer
18 - After school Cooking class with professional chef
19.- Wifi internet access , computer facilities at Delibes
20.- Medical Insurance.
21.- Round trip Transfer in private bus Madrid (airport) -- Salamanca - Madrid.
22.- One free teacher each 10 students (course and accommodation).
23.- Tuition payments insured
24 . – 24 hour emergency phone included for teacher

THIS PROGRAM DOES NOT INCLUDE:

1.- The flight USA – Spain – USA
2.- Flight cancellation insurance

PRICE PER STUDENT:

2 WEEKS = 1900 U.S.D.

www.colegiodelibes.com e-mail: delibes@colegiodelibes.com
Tel. + 34 923 120 460 Fax. + 34 923 120 489

REMINDER!!

Kids 17 & under receive benefits at no additional charge when accompanying adults purchase the Plan! A maximum of three children per adult will be covered.

Do you have everything you may need for your trip? You may want to bring the Travel Protection Plan designed especially for AAA Allied Group, Inc. To secure this important coverage, call your AAA Travel Counselor.

The Travel Protection Plan offers protection against:

- ✓ **Trip Cancellation Penalties** should you be forced to cancel for unforeseen, non-pre-existing medical conditions. Includes coverage for Job Loss and if you miss at least 50% of your trip due to a covered trip delay reason
- ✓ **Trip Interruption Losses**
- ✓ **Trip Delay (coverage increased to $1,000 pp)**
- ✓ **Medical Expense (combined benefit of $20,000 pp)**
- ✓ **Emergency Evacuation / Repatriation**
- ✓ **Baggage Loss (coverage increased to $1,000)**
- ✓ **Baggage Delay**
- ✓ **24/7 Worldwide Assistance Services**

And, the plan is available at affordable rates.

Per Person Trip Cost	Adult Plan Cost
$0 - $400	$25
$401 - $750	$45
$751 - $1,250	$69
$1,251 - $1,750	$101
$1,751 - $2,250	$135
$2,251 - $3,000	$176
$3,001 - $4,000	$235
$4,001 - $5,000	$299
$5,001 - $10,000	7% of Trip Cost
$10,001 - $15,000	8% of Trip Cost
Walt Disney World/Disneyland	$75

Please see the Description of Coverage for program terms, conditions, limits, and exclusions. The Travel Protection Plan is underwritten by Stonebridge Casualty Insurance Company with assistance services provided by On Call International, Inc. The any reason upgrade must be purchased within 7 days of initial trip deposit.

For more information or questions, please call:
1-(800) 797-4519
8:00 am to 10:00 pm EST, (Monday-Friday),
9:00 am to 5:00 pm EST, (Saturday)

12/2012

Any Reason Upgrade

An optional upgrade of your Travel Protection plan is available for purchase within 7 days of initial trip deposit. If you should need to cancel for any reason not covered under the standard plan, the any reason upgrade will cover you for 100% of the prepaid nonrefundable unused expenses.

Kids 17 & under receive any reason coverage at no additional cost when accompanying adults purchase the upgrade! A maximum of three children per adult will be covered.

Per Person Trip Cost	Adult Any Reason Plan Cost
$0 - $400	$45
$401 - $750	$85
$751 - $1,250	$129
$1,251 - $1,750	$189
$1,751 - $2,250	$249
$2,251 - $3,000	$319
$3,001 - $4,000	$429
$4,001 - $5,000	$549
$5,001 - $10,000	13% of Trip Cost
$10,001 - $15,000	14.5% of Trip Cost
Walt Disney World/Disneyland	$132

Please see the Description of Coverage for program terms, conditions, limits, and exclusions. The Travel Protection Plan is underwritten by Stonebridge Casualty Insurance Company with assistance services provided by On Call International, Inc. The any reason upgrade must be purchased within 7 days of initial trip deposit.

For more information or questions, please call:
1-(800) 797-4519
8:00 am to 10:00 pm EST, (Monday-Friday),
9:00 am to 5:00 pm EST, (Saturday)

12/2012

Itinerary to Salamanca Summer 2018 for Windsor High School

First Week

	Friday 6/22/18	Saturday 6/23/18	Sunday 6/24/18	Monday 6/25/18	Tuesday 6/26/18	Wednesday 6/27/18	Thursday 6/28/18	Friday 6/29/18
Morning		Early morning arrival in Madrid Reception at airport Private bus transportation to Salamanca 10:00 (tentative based on flights) Arrival in Salamanca, meet host families 13:30 Lunch with families	7:30 Breakfast with families 9:00 Excursion and tour to Avila and Segovia Departure from plaza Gabriel y Galan Families pack a picnic lunch for each student	8:00 Breakfast with families 8:15 Meeting at school and presentation of the program 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families
Afternoon	Late afternoon/ evening departure from United States (Flight TBD)	Afternoon walk through the city - orientation in Salamanca center 20:30 Dinner with families	20:00 Return from tour 20:30 Dinner with families	16:00 Guided tour of Salamanca with Colegio Delibes history professor - Leaving from school 19:00 End of visit Free Time 20:30 Dinner with families	15:00 Movie in video room at school 17:00 Conference about Spain 20:00 Typical Tapas in Salamanca - Leaving from the Plaza Mayor	16:00 Visit to Casa Lis (Art Nouveau and Art Deco Museum) with Colegio Delibes history professor - Leaving from school 18:00 End of visit 18:45 - Salsa class - Leaving from Plaza Mayor 20:30 Dinner with families	16:00 and 17:05 Cooking class - Spanish omelet and non-alcoholic sangria - Leaving from school 18:00 Literature tour (legends of Salamanca) 20:30 Dinner with families 22:00 Night tour of Salamanca with ice cream - Leaving from Plaza Mayor	Free Afternoon Visit to "Corte Ingles" 20:30 Dinner with families

Itinerary to Salamanca Summer 2018 for Windsor High School

Second Week

	Saturday 6/30/18	Sunday 7/1/18	Monday 7/2/18	Tuesday 7/3/18	Wednesday 7/4/18	Thursday 7/5/18	Friday 7/6/18	Saturday 7/7/18
Morning	7:00 Breakfast with families 8:00 Guided excursion to Madrid - museums Leaving from Plaza Gabriel y Galan Families to pack a picnic lunch for each student	6:30 Breakfast with families 7:00 Guided excursion to Toledo - Leaving from Plaza Gabriel and Galan Families to pack a picnic lunch for each student	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	8:00 Breakfast with families 9:00-13:00 Language classes 13:30 Lunch with families	Early morning departure for Madrid airport in private bus (time TBD based on flight) Have a good flight and until next time friends!! Thank you for choosing Colegio Delibes
Afternoon	18:00 Return from excursion 20:30 Dinner with families	20:00 Return from excursion 20:30 Dinner with families	16:00 Visit to the Romantic and Gothic cathedrals and the University of Salamanca with a Colegio Delibes history professor - Leaving from school 19:00 End of visit 20:30 Dinner in families	16:00 Sports afternoon Paddle class - Leaving from school 21:00 Summer welcome party-dinner included	15:00 Movie in video room at school 17:00 Conference on Spanish history 20:00 Typical tapas in Salamanca - Leaving from Plaza Gabriel and Galan	16:00 Afternoon at the local municipal pool - Leaving from Plaza Gabriel and Galan 20:30 Dinner with families 22:00 Night tour of Salamanca with ice cream - Leaving from Plaza Mayor	Free Afternoon Visit to "Corte Ingles" 20:30 Dinner with families	

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Y TÚ... HABLAS ESPAÑOL?

www.colegiodelibes.com e-mail: delibes@colegiodelibes.com
Tel. + 34 923 120 460 Fax. + 34 923 120 489

Programa del viaje a Salamanca Grupo U.S.A.

VERANO de 2018 // PRIMERA SEMANA

	Viernes Día 22.06.'18	Sábado Día 23.06.'18	Domingo Día 24.06.'18	Lunes Día 25.06.'18	Martes Día 26.06.'18	Miércoles Día 27.06.'18	Jueves Día 28.06.'18	Viernes Día 29.06.'18
MAÑANA		06:25 h. Llegada a Madrid Recepción del grupo en el aeropuerto. Bus privado 07:30 h. Traslado a Salamanca 10:00 h. Llegada prevista a Salamanca Alojamiento en las familias. 13:30 h. Comida en la familia	07:30 h. Desayuno en la familia 09:00 h. Excursión de una jornada. Avila y Segovia. **Salida: plaza Gabriel y Galán.** Las familias pondrán el pic-nic a cada estudiante. 20:00 h. Regreso de la excursión.	08:00 h. Desayuno en la familia 08:15 h. Reunión en el colegio y presentación del programa 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia.	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h Clases.. 13:30 h. Comida en la familia.	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases. 13:30 h. Comida en la familia.
TARDE	17:05 Salida del vuelo de Estados Unidos. Vuelo .??	TARDE LIBRE. Paseo por la ciudad Familiarización y orientación en Salamanca – Centro 20:30 Cena en la familia	20:30 Cena en la familia	16:00 h Visita guiada a Salamanca con un profesor de historia del Arte de Delibes. ***(Salida del colegio)*** 19:00 h Fin de la visita TIEMPO LIBRE 20:30 Cena en la familia	15:00 h Película en el aula de video del colegio. 17:00 h. Conferencia sobre España 20:00 h Tapas típicas por Salamanca ***(Salida de la plaza Mayor)***	16.00 h Visita a la Casa Lis (Museo de Art Nouveau & Art Decó). con un profesor de historia del Arte de Delibes. ***(Salida del colegio)*** 18:00 h Fin de la visita. 18.45 h Clase de salsa ***(Salida de la plaza Mayor)*** 20:30 Cena en la familia	16.00 y 17:05 h. Clase de cocina española. Tortilla de patata y sangría ***(Salida del colegio)*** 19:00 h Ruta Literaria. Ruta teatralizada de Leyendas de Salamanca. 20:30 Cena en la familia 22:00 Paseo nocturno y helado ***(Salida de la Plaza Mayor)***	**TARDE LIBRE** VISITA AL " CORTE INGLÉS " 20:30 Cena en la familia

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Tel. +34 923 120 460 Fax. +34 923 120 489

Programa del viaje a Salamanca Grupo U.S.A.

VERANO de 2018 // SEGUNDA SEMANA

	Sábado Día 30.06.'18	Domingo Día 01.07.'18	Lunes Día 02.07.'18	Martes Día 03.07.'18	Miércoles Día 04.07.'18	Jueves Día 05.07.'18	Viernes Día 06.07.'18	Sábado Día 07.07.'18
MAÑANA	07:00 h. Desayuno en la familia 08:00 h. Excursión de una jornada Madrid - museos **Salida: plaza Gabriel y Galán.** Comida: pic-nic	08:30 h. Desayuno en la familia 07:00 h. Excursión de una jornada. Toledo **Salida: plaza Gabriel y Galán.** Las familias pondrán el pic-nic a cada estudiante.	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia.	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia.	08:00 h Desayuno en la familia 09:00 h. a 13:00 h. Clases. 13:30 h. Comida en la familia	08:00 h. Desayuno en la familia 09:00 h. a 13.00 h. Clases.. 13:30 h. Comida en la familia.	08:00 h. Desayuno en la familia 09:00 h. a 13:00 h. Clases 13:30 h. Comida en la familia.	06:00 h. Salida del bus privado hacia Madrid 09:00 h. Llegada a Madrid - aeropuerto 09:30 h. Check in. 12:45 h. Salida del vuelo hacia Estados Unidos en ¿??? ***Buen vuelo y hasta pronto amigos....!!!*** ***GRACIAS POR ELEGIR EL***
TARDE	16:00 h. Regreso de la excursión 20:30 Cena en la familia	20:00 h. Regreso de la excursión 20:30 Cena en la familia	16:00 h. Visita a las Catedrales, Románica y Gótica, y a la Universidad con un profesor de historia del Arte de Delibes ***Salida del colegio*** 19:00 h. Fin de la visita. 20:30 Cena en la familia	16:00 h. Tarde de deportes Paseo – caminata y Clases de Paddle. ***(Salida del colegio)*** 21:00 h. Cena de bienvenida y fiesta de verano Encuentro Camelot Calle Bordadores	15:00 h. Película en el aula de vídeo del colegio 17.00 h. Conferencia de Historia de España. 20:00 h. Tapas típicas por Salamanca ***(Salida Plaza Gabriel y Galán)***	16:00 h. Tarde en la piscina municipal de Salamanca. ***(Salida Plaza Gabriel y Galán)*** 20:30 Cena en la familia 22:00 Paseo nocturno y helado ***(Salida Plaza Mayor)***	**TARDE LIBRE** VISITA AL " CORTE INGLÉS " 20:30 Cena en la familia	

Sample from 2016

AAA Allied Group / (860)741-4914

Mary D'Esopo, CTA /Travel Advisor, Enfield – Leisure Travel

109 Elm Street, Enfield, CT 06082

mdesopo@aaa-alliedgroup.com

Enfield Public Schools 2016 Spain Trip

Friday, June 24, 2016 – Depart New York/JFK on Iberia Airlines flight #6250
at 5:00PM arrive nonstop into Madrid, Spain at 6:10AM – Saturday, June 25, 2016

Saturday, July 9, 2016 – Depart Madrid, Spain on Iberia Airlines flight #6251
at 12:05PM arrive nonstop into New York/JFK at 2:25PM – same day

Trip Cost per passenger based on 14 Students and 2 Adult Chaperones
$1333.34

- This total includes Airfare with tax and Cancel for Any Reason Trip Insurance

Total Trip Cost - $21,417.44
Less Deposit Paid - $3128.00
Balance Due - $18,289.44

- Final Payment will be due to AAA Travel no later than **Wednesday, May 11, 2016**
  Any Changes after this date could result in modification fees

Please make checks payable to AAA Travel

TRAVEL PROTECTION PLAN. 24-HOUR ASSISTANCE.



Allied
Group, Inc.

OPTIONAL:

- **CANCEL FOR ANY REASON UPGRADE**
- **PRE-EXISTING CONDITION EXCLUSION WAIVER**

Designed especially for AAA Allied Group, Inc.

See inside for complete details.

Important

This program is valid only if the appropriate plan cost has been received by your AAA Allied Group, Inc. Travel Counselor. Please keep this document as your description of coverage.

Stonebridge Casualty Insurance Company
Policy Number MZ0911001H0001A

Description of Coverage

Schedule: AAA Allied Group, Inc.	Maximum Benefit Amount
Part A. Travel Arrangement Protection	
Trip Cancellation	Total Trip Cost
Trip Interruption	Total Trip Cost
Trip Delay	$1,000, up to $350/day
Missed Connection for Cruises Only	$500
Part B. Medical Protection	
Emergency Evacuation/Repatriation	$20,000
Accident Medical Expense/ Sickness Medical Expense	$20,000
Part C. Baggage Protection	
Baggage and Personal Effects	$1,000
Baggage Delay	$500
Part D. Worldwide Emergency Assistance (On Call International)	
CareFree™ Travel Assistance	24/7
Medical Assistance	24/7
Emergency Services	24/7
Additional Benefits For Passengers Who Upgrade	
Optional Cancel For Any Reason Benefit	Total Trip Cost

Coverages under Parts A, B, C and the Optional Cancel For Any Reason Benefit are underwritten by Stonebridge Casualty Insurance Company. Services under Part D are provided by On Call International. The benefits provided in this program are subject to certain restrictions and exclusions including the Pre-Existing Condition Exclusion on Page 7. ***Important:*** *The Pre-Existing Condition Exclusion may be waived only if all the parameters set forth on Page 7 have been met. Please read this brochure in its entirety for a complete description of all coverage terms and conditions. Note: Words beginning with capital letters are defined in this text.*

Optional
Cancel For Any Reason Benefit

In consideration of the required plan payment for this upgrade, this Optional Cancel for Any Reason Benefit is provided in addition to the benefits listed in the Schedule. If you, a Traveling Companion or an Immediate Family member booked to travel with you cancels the Trip for any reason not otherwise covered by this plan, we will reimburse You for 100% of the prepaid, non-refundable, and unused Payments or Deposits you paid for your Trip provided:

1. your plan payment for the coverage is received by AAA Allied Group, Inc. within 7 days of the date your initial deposit/ payment for your Trip is received;
2. you are not disabled from travel at the time you pay your plan payment;
3. you insure all prepaid Trip costs that are subject to cancellation penalties or restrictions; and you also insure within 7 days of the payment for those arrangements the cost of any subsequent arrangements (or any other arrangements not made through your travel agent) added to your Trip;
4. the Trip cost per person is no more than $15,000. This benefit is not available if the Trip cost per person is greater than $15,000;
5. you cancel your Trip before your Scheduled Trip departure date and time; and
6. the booking for the Trip must be the first and only booking for this travel period and destination.

The Optional Cancel For Any Reason Benefit is subject to all terms and conditions of the plan. The Optional Cancel For Any Reason Benefit does not waive, alter, or extend any provisions, limitations, or exclusions of the plan except to the extent shown above. This Optional Cancel For Any Reason Benefit takes effect and ends concurrently with the plan.

Summary of Coverages

Part A. Travel Arrangement Protection

Trip Cancellation and Trip Interruption Benefits
Pre-Departure Trip Cancellation
We will pay a Pre-Departure Trip Cancellation Benefit, up to the amount in the Schedule if you are prevented from taking your Covered Trip due to your, an Immediate Family Member's, Traveling Companion's, or Business Partner's Sickness, Injury or death or Other Covered Events as defined, that occur(s) before departure on your Covered Trip. The Sickness or Injury must: a) commence while your coverage is in effect under the plan; b) require the examination and treatment by a Physician at the time the Covered Trip is canceled; and c) in the written opinion of the treating Physician, be so disabling as to prevent you from taking your Covered Trip.

Pre-Departure Trip Cancellation Benefits
We will reimburse you, up to the amount in the Schedule for the amount of prepaid, non-refundable and unused Payments or Deposits that you paid for your Covered Trip. We will pay your additional cost as a result of a change in the per person occupancy rate for prepaid travel arrangements if a Traveling Companion's Covered Trip is canceled and your Covered Trip is not canceled.

Post-Departure Trip Interruption
We will pay a Post-Departure Trip Interruption Benefit, up to the amount in the Schedule, if due to your, an Immediate Family Member's, Traveling Companion's, or Business Partner's Sickness, Injury or death or Other Covered Events as defined: 1) your arrival on your Covered Trip is delayed; or 2) you are unable to continue on your Covered Trip after you have departed on your Covered Trip. For item 1) above, the Sickness or Injury must: a) commence while your coverage is in effect under the plan; b) for item 2) above, commence while you are on your Covered Trip and your coverage is in effect under the plan; and c) for both items 1) and 2) above, require the examination and treatment by a Physician at the time the Covered Trip is interrupted or delayed; and d) in the written opinion of the treating Physician, be so disabling as to delay your arrival on your Covered Trip or to prevent you from continuing your Covered Trip.

Post-Departure Trip Interruption Benefits
We will reimburse you, less any refund paid or payable, for unused land or water travel arrangements and/or the following:

1. the additional transportation expenses by the most direct route from the point you interrupted your Covered Trip: a) to the next scheduled destination where you can catch up to your Covered Trip; or (b) to the final destination of your Covered Trip;
2. transportation expenses incurred by you by the most direct route to reach your original Covered Trip destination if you are delayed and leave after the Scheduled Departure Date. However, the benefit payable under (1) and (2) above will not exceed the cost of a one-way economy air fare by the most direct route less any refunds paid or payable for your unused original tickets.

3. reasonable additional accommodation and transportation expenses (up to $100 per day) incurred to remain near a covered traveling Immediate Family Member or Traveling Companion who is hospitalized during your Trip.

In no event shall the amount reimbursed under Trip Cancellation or Trip Interruption exceed the amount you prepaid for your Trip.

Important: You, your Traveling Companion and/or your Immediate Family Member booked to travel with you must be medically capable of travel on the day you purchase this coverage. The covered reason for cancellation or interruption of your Trip must occur after your effective date of Trip Cancellation coverage. In all circumstances, coverage does not apply for Financial Insolvency if Financial Insolvency occurred, or a petition for bankruptcy was filed by the travel supplier, before your effective date of coverage or a Financial Insolvency occurs within 7 days following your effective date of coverage.

Other Covered Events means only the following unforeseeable events or their consequences which occur while coverage is in effect under this Policy:

1. arrangements canceled by a tour operator, cruise line or airline resulting from Financial Insolvency;
2. a change in plans by you, an Immediate Family Member traveling with you, or Traveling Companion resulting from one of the following events which occurs while coverage is in effect under this Policy:
   (a) being directly involved in a documented traffic accident while en route to departure;
   (b) being hijacked, Quarantined, required to serve on a jury, or required by a court order to appear as a witness in a legal action, provided you, an Immediate Family Member traveling with you or a Traveling Companion is not: 1) a party to the legal action, or 2) appearing as a law enforcement officer;
   (c) having your Home made uninhabitable by fire, flood, volcano, earthquake, hurricane or other natural disaster;
   (d) your involuntary termination of employment or layoff which occurs after your effective date of coverage. You must have been continuously employed with the same employer for 3 years prior to the termination or layoff. This provision is not applicable to temporary employment, independent contractors or self-employed persons; or
   (e) a cancellation of your Covered Trip if your arrival on the Trip is delayed and causes you to lose 50% or more of the scheduled Covered Trip duration due to the reasons covered under the Trip Delay benefit.

Trip Delay
If your Covered Trip is delayed for 12 hours or more, we will reimburse you, up to the amount shown in the Schedule for unused land or water travel arrangements, less any refund paid or payable, and reasonable additional expenses incurred by you for hotel accommodations, meals, telephone calls and economy transportation to catch up to your Trip, or to return Home. We will not pay benefits for expenses incurred after travel becomes possible.

Trip Delay must be caused by or result from:

1. Common Carrier delay;
2. loss or theft of your passport(s), travel documents or money;
3. being Quarantined;
4. hijacking;
5. natural disaster;
6. a documented traffic accident while you are en route to departure;
7. unannounced strike;
8. a civil disorder.

Missed Connection for Cruises Only
The Insurer will pay up to $500 should you miss your cruise departure as the result of the cancellation or delay of three (3)or more hours of all regularly scheduled airline flights due to inclement weather. For this benefit, Covered Expenses means additional transportation expenses incurred to join the departed cruise, reasonable additional accommodation and meal expenses incurred en route to catch up to the cruise, and non-refundable cruise payments for the unused portion of your land and or water travel arrangements. This coverage is excess of any coverage provided by a Common Carrier or another party at no cost to you.

Part B. Medical Protection

Medical Expense/Emergency Assistance Benefits
We will pay this benefit, up to the amount on the Schedule for the following Covered Expenses incurred by you, subject to the following: 1) Covered Expenses will only be payable at the Usual and Customary level of payment; 2) benefits will be payable only for Covered Expenses resulting from a Sickness that first manifests itself or an Injury that occurs while on a Covered Trip; 3) benefits payable as a result of incurred Covered Expenses will only be paid after benefits have been paid under any Other Valid and Collectible Group Insurance in effect for you. We will pay that portion of Covered Expenses which exceed the amount of benefits payable for such expenses under your Other Valid and Collectible Group Insurance.

Covered Expenses:
Accident Medical Expense/Sickness Medical Expense:

1. expenses for the following Physician-ordered medical services: services of legally qualified Physicians and graduate nurses, charges for Hospital confinement and services, local ambulance services, prescription drugs and medicines, and therapeutic services, incurred by you within one year from the date of your Sickness or Injury;
2. expenses for emergency dental treatment incurred by you during a Covered Trip.

Emergency Evacuation:

3. expenses incurred by you for Physician-ordered emergency medical evacuation, including medically appropriate transportation and necessary medical care en route, to the nearest suitable Hospital, when you are critically ill or injured and no suitable local care is available, subject to the Program Medical Advisors prior approval;
4. expenses incurred for non-emergency medical evacuation, including medically appropriate transportation

and medical care en route, to a Hospital or to your place of residence, when deemed medically necessary by the attending Physician, subject to the Program Medical Advisors prior approval;

5. expenses for transportation not to exceed the cost of one round-trip economy class air fare to the place of hospitalization for one person chosen by you, provided that you are traveling alone and are hospitalized for more than 7 days;
6. expenses for transportation not to exceed the cost of one-way economy class air fare to your place of residence, including escort expenses if you are 18 years of age or younger and left unattended due to the death or hospitalization of an accompanying adult(s), subject to the Program Medical Advisors prior approval;
7. expenses for one-way economy class air fare to your place of residence, from a medical facility to which you were previously evacuated, less any refunds paid or payable from your unused transportation tickets, if these expenses are not covered elsewhere in the plan.

Repatriation:

8. repatriation expenses for preparation and air transportation of your remains to your place of residence, or up to an equivalent amount for a local burial in the country where death occurred, if you die while on your Covered Trip.

Losses Not Covered:
We will not pay Medical Expense/Emergency Assistance Benefits if your Covered Trip destination is traveling to your Home and the Covered Trip is longer than 120 days.

Please Note: In no event will all benefits paid for Emergency Evacuation and Repatriation expenses exceed the coverage limit of $20,000.

Please note: Benefits under Parts A & B (except Emergency Evacuation and Repatriation) are subject to the Pre-Existing Condition Exclusion detailed below and other exclusions listed on Pages 12-13.

Pre-Existing Condition means an illness, disease, or other condition during the 60-day period immediately prior to your effective date for which you, your Traveling Companion, or Immediate Family Member who is scheduled or booked to travel with you:

1. received or received a recommendation for a diagnostic test, examination, or medical treatment; or
2. took or received a prescription for drugs or medicine.

Item (2) of this definition does not apply to a condition which is treated or controlled solely through the taking of prescription drugs or medicine and remains treated or controlled without any adjustment or change in the required prescription throughout the 60-day period before coverage is effective under this Policy.

Waiver of the Pre-Existing Condition Exclusion

The Pre-Existing Condition Exclusion is waived provided you meet all of the following requirements:

1. the payment for this plan is received within 7 days of the initial Trip deposit/payment for your Covered Trip; and
2. you are not disabled from travel at the time you make your plan payment.

If you have any questions concerning this exclusion, please call 1-800-797-4519 for further clarification.

Part C. Baggage Protection

Baggage and Personal Effects Benefits
We will reimburse you, less any amount paid or payable from any other valid and collectible insurance or indemnity, up to the amount shown in the Schedule, for direct loss, theft, damage or destruction of your Baggage during your Covered Trip.

Valuation and Payment of Loss
Payment of loss under the Baggage and Personal Effects Benefit will be calculated based upon an Actual Cash Value basis. For items without receipts, payment of loss will be calculated based upon 80% of the Actual Cash Value at the time of loss. At our option, we may elect to repair or replace your Baggage. We will notify you within 30 days after we receive your proof of loss.

We may take all or part of a damaged Baggage as a condition for payment of loss. In the event of a loss to a pair or set of items, we will: 1) repair or replace any part to restore the pair or set to its value before the loss; or 2) pay the difference between the value of the property before and after the loss.

Items Subject to Special Limitations
We will not pay more than $250 (or the Baggage and Personal Effects limit, if less) on all losses to jewelry; watches; precious or semi-precious gems; decorative or personal articles consisting in whole or in part of silver, gold, or platinum; cameras, camera equipment; digital or electronic equipment and media; and articles consisting in whole or in part of fur. There is a $250 per article limit.

Baggage Delay Benefits
We will reimburse you, less any amount paid or payable from any other valid and collectible insurance or indemnity, up to the amount shown in the Schedule for the cost of reasonable additional clothing and personal articles purchased by you, if your Baggage is delayed by an Air Common Carrier for 24 hours or more during your Covered Trip. You must be a ticketed passenger on an Air Common Carrier.

Part D. Worldwide Emergency Assistance (On Call International)

Not a care in the world... when you have our 24/7 global network to assist you

- CareFree™ Travel Assistance
- Medical Assistance
- Emergency Services

CareFree™ Travel Assistance

Travel Arrangements

- Arrangements for last-minute flight and hotel changes
- Luggage Locator (reporting/tracking of lost, stolen or delayed baggage)
- Hotel finder and reservations
- Airport transportation
- Rental car reservations and automobile return
- Coordination of travel for visitors to bedside
- Return travel for dependent/minor children
- Assistance locating the nearest embassy or consulate
- Cash transfers
- Assistance with bail bonds

Pre-trip Information

- Destination guides (hotels, restaurants, etc.)
- Weather updates and advisories
- Passport requirements
- Currency exchange
- Health and safety advisories

Documents and Communication

- Assistance with lost travel documents or passports
- Live email and phone messaging to family and friends
- Emergency message relay service
- Multilingual translation and interpretation services

Medical Assistance and Managed Care

- Medical case management, consultation and monitoring
- Medical Transportation
- Dispatch of a doctor or specialist
- Referrals to local medical and dental service providers
- Worldwide medical information, up-to-the-minute travel medical advisories, and immunization requirements
- Prescription drug replacement
- Replacement of eyeglasses, contact lenses and dental appliances

Emergency Services

- Emergency medical and dental assistance
- Emergency legal assistance
- Emergency medical payment assistance
- Emergency family travel arrangements

CareFree™ Travel Assistance, Medical Assistance and Emergency Services can be accessed by calling On Call International at **1-800-618-0692** or, from outside the U.S. or Canada, call collect: **1-603-328-1711.**

** If you have any difficulty making this collect call, contact the local phone operator to connect you to a US-based long-distance service. In this case, please let the Assistance Provider answering the phone know the number you are calling from, so that he/she may call you back. Any charge for the call will be considered reimbursable benefits.*

Note that the problems of distance, information, and communications make it impossible for Stonebridge Casualty Insurance Company, Berkely, AAA Allied Group, Inc., or On Call International to assume any responsibility for the availability, quality, use, or results of any emergency service. In all cases, you are still responsible for obtaining, using, and paying for your own required services of all types.

Definitions

In the certificate, "you", "your" and "yours" refer to the Insured. "We", "us" and "our" refer to the company providing the coverage. In addition certain words and phrases are defined as follows:

Accident means a sudden, unexpected, unintended and external event, which causes injury.

Actual Cash Value means purchase price less depreciation.

Air Common Carrier means any air conveyance operated under a license for the transportation of passengers for hire.

Baggage means luggage, personal possessions and travel documents taken by you on the Covered Trip.

Business Partner means an individual who is involved, as a partner, with you in a legal general partnership and shares in the management of the business.

Common Carrier means any land, water or air conveyance operated under a license for the transportation of passengers for hire.

Covered Trip means a period of travel away from Home to a destination outside your city of residence; the purpose of the Trip is business or pleasure and is not to obtain health care or treatment of any kind; the Trip does not exceed 120 days.

Domestic Partner means a person who is at least eighteen years of age and you can show: 1) evidence of financial interdependence, such as joint bank accounts or credit cards, jointly owned property, and mutual life insurance or pension beneficiary designations; 2) evidence of cohabitation for at least the previous 6 months; and 3) an affidavit of domestic partnership if recognized by the jurisdiction within which they reside.

Elective Treatment and Procedures means any medical treatment or surgical procedure that is not medically necessary including any service, treatment, or supplies that are deemed by the federal, or a state or local government

authority, or by us to be research or experimental or that is not recognized as a generally accepted medical practice.

Financial Insolvency means the complete suspension of operations due to insolvency, with or without the filing of a bankruptcy petition, whether voluntary or involuntary, by a tour operator, cruise line, airline, other than AAA Allied Group, Inc. or the person, organization, agency or firm from whom you directly purchased or paid for your Covered Trip provided the Financial Insolvency occurs more than 7 days following your effective date for the Trip Cancellation Benefits. There is no coverage for the complete suspension of operations for losses caused by fraud or negligent misrepresentation by the supplier of travel services.

Home means your primary or secondary residence.

Hospital means an institution, which meets all of the following requirements:

1. it must be operated according to law;
2. it must give 24 hour medical care, diagnosis and treatment to the sick or injured on an inpatient basis;
3. it must provide diagnostic and surgical facilities supervised by Physicians;
4. registered nurses must be on 24 hour call or duty; and
5. the care must be given either on the hospital's premises or in facilities available to the hospital on a pre-arranged basis.

A Hospital is not: a rest, convalescent, extended care, rehabilitation or other nursing facility; a facility which primarily treats mental illness, alcoholism, or drug addiction (or any ward, wing or other section of the hospital used for such purposes); or a facility which provides hospice care (or wing, ward or other section of a hospital used for such purposes).

Immediate Family Member includes your or the Traveling Companion's, spouse, child, spouse's child, son-daughter-in-law, parent(s), sibling(s), brother-sister, grandparent(s), grandchild, step brother-sister, step-parent(s), parent(s)-in-law, brother-sister-in-law, aunt, uncle, niece, nephew, guardian, Domestic Partner, foster-child, or ward.

Injury means bodily harm caused by an accident which: 1) occurs while your coverage is in effect under the plan; and 2) requires examination and treatment by a Physician. The injury must be the direct cause of loss and must be independent of all other causes and must not be caused by, or result from, Sickness.

Insured means an eligible person who arranges and pays any required plan payment.

Insurer means Stonebridge Casualty Insurance Company.

Other Valid and Collectible Group Insurance means any group policy or contract which provides for payment of medical expenses incurred because of Physician, nurse, dental or Hospital care or treatment; or the performance of surgery or administration of anesthesia. The policy or contract providing such benefits includes group or blanket insurance policies; service plan contracts; employee benefit plans; or any plan arranged through an employer, labor union, employee benefit association or trustee; or any group plan created or administered by the federal or a state or local government or

its agencies. In the event any other group plan provides for benefits in the form of services in lieu of monetary payment, the usual and customary value of each service rendered will be considered a Covered Expense.

Payments or Deposits means the cash, check, or credit card amounts actually paid to the Policyholder for your Covered Trip.

Physician means a person licensed as a medical doctor by the jurisdiction in which he/she is resident to practice the healing arts. He/she must be practicing within the scope of his/her license for the service or treatment given and may not be you, a Traveling Companion, or an Immediate Family Member of yours.

Policy means the contract issued to the Policyholder providing the benefits specified herein.

Policyholder means the legal entity in whose name this Policy is issued, as shown on the benefit Schedule.

Program Medical Advisors means On Call International.

Quarantined means the enforced isolation of a person afflicted with or exposed to a communicable disease, the purpose being to prevent the spread of disease.

Schedule means the benefit schedule shown on the Certificate for each Insured.

Scheduled Departure Date means the date on which you are originally scheduled to leave on your Covered Trip.

Scheduled Return Date means the date on which you are originally scheduled to return to the point where the Covered Trip started or to a different final destination.

Sickness means an illness or disease of the body which: 1) requires examination and treatment by a Physician, and 2) commences while the plan is in effect. An illness or disease of the body which first manifests itself and then worsens or becomes acute prior to the effective date of this plan is not a Sickness as defined herein and is not covered by the plan.

Traveling Companion means up to 4 persons whose name(s) appear(s) with you on the same Trip arrangement and who, during the Trip, will accompany you.

Trip means a trip for which coverage has been elected and the plan payment paid, and all travel arrangements are arranged by AAA Allied Group, Inc. prior to the Scheduled Departure Date of the trip provided that the cost of any arrangements not arranged by and prepaid to AAA Allied Group, Inc. has been included in the total trip cost for purposes of determining the applicable plan cost.

Usual and Customary Charge means those charges for necessary treatment and services that are reasonable for the treatment of cases of comparable severity and nature. This will be derived from the mean charge based on the experience in a related area of the service delivered and the MDR (Medical Data Research) schedule of fees valued at the 90th percentile.

General Plan Exclusions

In Parts A & B:
We will not pay for any loss or expense caused by or incurred resulting from: a Pre-Existing Condition, as defined in the plan, unless this exclusion has been waived in accordance with the parameters set forth in the Pre-Existing Condition Exclusion section on Page 6. This exclusion does not apply to benefits under covered expenses emergency medical evacuation or repatriation of remains of the Medical Expense/Emergency Assistance Benefits coverage, or for Trip Cancellation/Trip Interruption claims resulting from death.

In Parts A & B:
We will not pay for any loss caused by or incurred resulting from:

1. mental, nervous, or psychological disorders, except if hospitalized;
2. being under the influence of drugs or intoxicants, unless prescribed by a Physician;
3. normal pregnancy, except if hospitalized or elective abortion;
4. declared or undeclared war, or any act of war;
5. service in the armed forces of any country;
6. operating or learning to operate any aircraft, as pilot or crew;
7. any unlawful acts, committed by you or a Traveling Companion (whether insured or not);
8. any amount paid or payable under any Worker's Compensation, Disability Benefit or similar law;
9. Elective Treatment and Procedures;
10. medical treatment during or arising from a Covered Trip undertaken for the purpose or intent of securing medical treatment;
11. Financial Insolvency of the person, organization or firm from whom you directly purchased or paid for your Covered Trip, Financial Insolvency which occurred before your effective date for the Trip Cancellation Benefits, or Financial Insolvency which occurs within 7 days following your effective date for the Trip Cancellation Benefits;
12. business, contractual or educational obligations of you, an Immediate Family Member or Traveling Companion;
13. failure of any tour operator, Common Carrier, or other travel supplier, person or agency to provide the bargained-for travel arrangements other than Financial Insolvency;
14. a loss that results from an illness, disease, or other condition, event or circumstance which occurs at a time when the plan is not in effect for you.

In Part C:
Items Not Covered
We will not pay for damage to or loss of:

1. a loss or damage caused by detention, confiscation or destruction by customs;
2. animals;

3. property used in trade, business or for the production of income, household furniture, musical instruments, brittle or fragile articles, or sporting equipment if the loss results from the use thereof;
4. artificial limbs or other prosthetic devices, artificial teeth, dental bridges, dentures, dental braces, retainers or other orthodontic devices, hearing aids, any type of eyeglasses, sunglasses or contact lenses;
5. documents or tickets, except for administrative fees required to reissue tickets;
6. money, stamps, stocks and bonds, postal or money orders;
7. property shipped as freight or shipped prior to the Scheduled Departure Date.

Losses Not Covered
We will not pay for loss arising from:

1. theft or pilferage from an unattended vehicle;
2. mysterious disappearance.

Term of Coverage

When Coverage Begins
All coverages (except Pre-Departure Trip Cancellation and Post-Departure Trip Interruption) will take effect on the later of: 1) the date the plan payment has been received by the Policyholder; 2) the date and time you start your Covered Trip; or 3) 12:01 A.M. Standard Time on the Scheduled Departure Date of your Covered Trip.

Pre-Departure Trip Cancellation coverage will take effect at 12:01 A.M. Standard Time on the day your plan payment is received by the Policyholder. Post-Departure Trip Interruption coverage will take effect on the Scheduled Departure Date if the required plan payment is received.

When Coverage Ends
Your coverage automatically ends on the earlier of:

1. the date the Covered Trip is completed;
2. the Scheduled Return Date;
3. your arrival at the return destination on a round-trip, or the destination on a one-way trip;
4. cancellation of the Covered Trip covered by the plan.

If your air arrangements are not booked by AAA Allied Group, Inc. and the cost of any air arrangements not arranged by and prepaid to AAA Allied Group, Inc. has not been included in the total Trip cost for purposes of determining the applicable plan cost, you will also be covered for Trip Interruption, Trip Delay, and benefits under Parts B and C on the day(s) you are flying to/from your destination.

Claims Procedure

1. **Emergencies Arising During Your Trip:** Please refer to Part D. Worldwide Emergency Assistance.
2. **Trip Cancellation Claims:** Contact AAA Allied Group, Inc. and Berkely IMMEDIATELY to notify them of your cancellation and to avoid any non-covered expenses due

to late reporting. Cancellations due to Financial Insolvency require copies of correspondence with your credit card company regarding reimbursement received or denied by your credit card provider. Berkely will then forward the appropriate claim form which must be completed by you AND THE ATTENDING PHYSICIAN, if applicable.

3. **All Other Claims:** Report your claim as soon as possible to Berkely. Provide the policy number, your travel dates, and details describing the nature of your loss. Upon receipt of this information, Berkely will promptly forward you the appropriate claim form to complete.

Online:	**www.travelclaim.com**
Phone:	1-(800) 797-4519 or 1-(516) 342-2720
Mail:	Berkely 300 Jericho Quadrangle, P.O. Box 9022, Jericho, NY 11753
Office Hours:	8:00 am - 10:00 pm ET, Monday - Friday; 9:00 am - 5:00 pm ET, Saturday

Important: In order to facilitate prompt claims settlement upon your return, be sure to obtain as applicable: detailed medical statements from Physicians in attendance where the Accident or Sickness occurred; receipts for medical services and supplies; receipts from the Hospital; police reports or claims reports from the parties responsible (e.g., airline, cruise line, hotel, etc.) for any loss, theft, damage or delay. In the event of a baggage claim, receipts for any lost or damaged items will be required. In the event of a Baggage Delay or Trip Delay claim, receipts for any additional covered expenses will be required, as well as verification of the delay. You must receive initial treatment within 90 days of the accident which caused the Injury or the onset of the Sickness.

Enrollment Procedure

1. In order to quickly effect coverage and protect your Trip deposit(s), make payment for the applicable plan cost to AAA Allied Group, Inc. upon booking your Trip (in addition to your deposit payment). In order to waive the Pre-Existing Condition Exclusion on Page 7, payment for the plan must be received within 7 days of with your deposit or initial Trip payment. Satisfaction of this prerequisite will be verified during claims processing.
2. If you have already paid your deposit, remit payment for the applicable plan cost to AAA Allied Group, Inc. prior to, or upon final payment of your Trip cost. The Trip Cancellation coverage will become effective on the date this payment is received by AAA Allied Group, Inc.
3. Please note: Payment for the plan may not be accepted after the Trip cost has been paid in full.

The plan cost is non-refundable once you enter the cancellation penalty period. ***Please note: Recovery of losses under Parts A, B & C from other parties does not result in a refund of your plan cost.***

This program was designed and is administered by Aon Affinity Berkely Travel.

Aon Affinity is the brand name for the brokerage and program administration operations of Affinity Insurance Services, Inc.; (AR 244489); In CA, MN & OK, AIS Affinity Insurance Agency, Inc. (CA 0795465); In CA, Aon Affinity Insurance Services, Inc., (CA 0G94493), Aon Direct Insurance Administrators and Berkely Insurance Agency and in NY and NH, AIS Affinity Insurance Agency. Affinity Insurance Services is acting as a Managing General Agent as that term is defined in the section 626.015(14) of the Florida Insurance Code. As an MGA we are acting on behalf of our carrier partner.

For additional information regarding the plan, call:
1-800-797-4519 or 1-516-342-2720.
Office Hours: 8 AM – 10 PM ET, Monday – Friday
9 AM – 5 PM ET, Saturday

General Provisions

Our Right To Recover From Others
We have the right to recover any payments we have made from anyone who may be responsible for the loss. You and anyone else we insure must sign any papers and do whatever is necessary to transfer this right to us. You and anyone else we insure will do nothing after the loss to affect our right.

Claims Provisions

Payment of Claims Claims for benefits provided by the plan will be paid as soon as written proof is received.

Benefits are paid directly to you, unless otherwise directed. Any accrued benefits unpaid at your death will be paid to your estate, or if no estate, to your beneficiary. If you have assigned your benefits, we will honor the assignment if a signed copy has been filed with us. We are not responsible for the validity of any assignment.

Travel Insurance is underwritten by Stonebridge Casualty Insurance Company, a Transamerica company, Columbus, Ohio; NAIC # 10952 (all states except as otherwise noted) under Policy/Certificate Form series TAHC5000. In CA, HI, NE, NH, PA, TN and TX Policy/Certificate Form series TAHC5100 and TAHC5200. In IL, IN, KS, LA, OR, OH, VT, WA and WY Policy Form #'s TAHC5100IPS and TAHC5200IPS. Certain coverages are under series TAHC6000 and TAHC7000.

This is a brief Description of Coverage, which outlines benefits and amounts of coverage that may be available to you. If you are a resident of one of the following states (IL, IN, KS, LA, OH, OR, VT, WA, or WY), your Policy is provided on an individual form. You can request a copy of your Individual Policy or Group Policy for all other states by calling 1-800-453-4090. Your Individual Policy or Group Policy will govern the final interpretation of any provision or claim.

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Notice To Ohio Residents

The brochure to which this document is attached is amended with respect to residents of Ohio as follows:

SUMMARY OF COVERAGES

The **Coinsurance Provisions that apply to Trip Cancellation and Trip Interruption Benefits** section, if included on your brochure, is deleted in its entirety. The **Baggage and Personal Effects Benefit, Notice to Florida Residents** section, if included on your brochure, is deleted in its entirety.

The following sections are added:

TEN DAY RIGHT TO EXAMINE POLICY

If you are not satisfied for any reason, you may return this Policy within 10 days after receipt. Your premium will be refunded. When so returned, the Policy is void from the beginning. Return the Policy to us at our Administrative Office or to our authorized agent.

GENERAL PROVISIONS

ARBITRATION If we and you disagree on the amount of loss, you may make written demand for arbitration. In this event, each party will select a competent and impartial arbitrator. The two arbitrators will select a third. If thy cannot agree within 30 days, either may request that selection be made by a judge of a court having jurisdiction. Each party will (1) pay the expense if incurred and (2) bear the expenses of the third arbitrator equally.

CONCEALMENT OR FRAUD We do not provide coverage if you have intentionally concealed or misrepresented any material fact or circumstance relating to this policy. We will promptly return the unearned portion of any premium paid.

CONFORMITY TO LAW Any provision of this policy that is in conflict with the laws of the state in which it is issued is amended to conform with the laws of that state.

DUPLICATION OF COVERAGE You may only purchase one policy from us for each Trip. If you do purchase more than one policy for a specific Trip, the maximum limit of coverage payable will be as specified in the policy with the highest level of benefits. We will refund premiums received from you under any other policy.

ENTIRE CONTRACT; CHANGES Any statement you make is a representation and not a warranty. No statement will be used by us to void or reduce benefits unless that statement is a part of any written application form. This policy may be changed at any time by written agreement between us. Only our President, Vice President or Secretary may change or waive the provisions of this plan. No agent or other person may change this plan or waive any of its terms. The change will be endorsed on this plan.

EXAMINATION UNDER OATH As often as we may reasonably require, you or any person making a claim under this policy must submit to examination under oath.

MAXIMUM BENEFIT AMOUNT The maximum benefit amount for each claim is listed in the Schedule or application form, subject to the individual benefit amount and the company's maximum limit of liability. The total limit of our liability for any

one covered event, in which two or more persons submit a claim, is subject to the individual benefit amount and the company's maximum limit of liability. In the event of multiple claims by you for one event, the available funds will be distributed in order of notice of claim by each insured subject to the above limitations.

OUR RIGHT TO RECOVER FROM OTHERS We have the right to recover any payments we have made from anyone who may be responsible for the loss. You and anyone else we insure must sign any papers and do whatever is necessary to transfer this right to us. You and anyone else we insure will do nothing after the loss to affect our right.

CLAIMS PROVISIONS

LEGAL ACTIONS No legal action may be brought to recover on this plan within 60 days after written proof of loss has been given. No such action will be brought after three years from the time written proof of loss is required to be given. If a time limit of this plan is less than allowed by the laws of the State where you live, the limit is extended to meet the minimum time allowed by such law.

NOTICE OF CLAIM We must be given written notice of claim within 90 days after a covered loss occurs. If notice cannot be given within that time, it must be given as soon as reasonably possible. Notice may be given to us or to our authorized agent. Notice should include the claimant's name and enough information to identify him or her.

PHYSICAL EXAMINATION AND AUTOPSY At our expense, we have the right to have you examined as often as necessary while a claim is pending. At our expense, we may require an autopsy unless the law or your religion forbids it.

PAYMENT OF CLAIMS Benefits for loss of life will be paid to your estate, or if no estate, your beneficiary. All other benefits are paid directly to you, unless otherwise directed. Any accrued benefits unpaid at your death will be paid to your estate, or if no estate, to your beneficiary. If you have assigned your benefits, we will honor the assignment if a signed copy has been filed with us. We are not responsible for the validity of any assignment.

PROOF OF LOSS Written Proof of Loss must be sent to us within 90 days after the date the loss occurs. We will not reduce or deny a claim if it was not reasonably possible to give us written Proof of Loss within the time allowed. In any event, you must give us written Proof of Loss within twelve (12) months after the date the loss occurs unless the Insured is legally incapacitated.

Notice: Your coverage is underwritten by Stonebridge Casualty Insurance Company under Policy Forms TAHC5100IPS and TAHC5200IPS.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

Prepared By: Craig Cooke **Presented By:** Cristina Santos

Attachments: BOE Goals and Monitoring Indicators - DRAFT

Subject: BOE Goals and Monitoring Indicators

Background:

A list of BOE Goals and Monitoring Indicators was drafted at the May 8, 2017 LRP Committee meeting. The list was distributed at the May 16, 2017 Regular meeting and the committee had asked the board members to review the indicators to be discussed. The document was referred to the Executive Committee for review and discussion.

Status:

Recommendation:

For discussion only with possible future adoption of these indicators.

Recommended by the Superintendent: _____

Agenda Item # 4c

Relationship Between Windsor Board of Education Goals and State Mandated Performance Indicators	
Windsor BOE Goal	*SDE Mandated Performance Indicators (All students and High Needs Subgroup)*
1. All students will demonstrate a strong work ethic, exemplary academic skills, effective oral and written communications, technological aptitude, and necessary skills to work collaboratively with others.	SBAC ELA Grades 3-8 ; SAT ELA Grade 11
	SBAC Math Grades 3-8 ; SAT Math Grade 11
	CMT Science Grades 5 and 8 ; CAPT Science Grade 10
	SBAC Growth Targets Grades 4-8 ELA/Math
	Percentage of 9th grade students on track to graduate
	4 year graduation rate for all students; 6 year for high needs subgroup
	Preparation for CCR - % taking courses
	Preparation for CCR - % passing exams
	Board will be provided a sample list of oral presentations for each grade level.
2. All students will demonstrate the ability to think critically and to solve complex problems utilizing analytical ability, creativity, research skills, logical reasoning, innovation, integrative understanding and resilience.	SBAC ELA Grades 3-8; SAT ELA Grade 11
	SBAC Math Grades 3-8; SAT Math Grade 11
	CMT Science Grades 5 and 8; CAPT Science Grade 10
3. All students will demonstrate a knowledge and understanding of the increasingly global nature of society and behaviors associated with good citizenship.	Percentage of students chronically absent. (All students and High needs subgroup)
	20 hours of community service
	4-year graduation rate
4. All students will graduate from the Windsor Public Schools with a clear, achievable post-secondary plan.	Percentage of graduating class enrolled in 2 or 4 year postsecondary institution within one year of graduation
	Percentage of students in grades 11 and 12 achieving college and career readiness benchmark
	Percentage of students in grades 11 and 12 participating in at least one of the following – AP, IB, Dual enrollment
	Percentage of students in grades 11 and 12 participating in at least one of the following – two courses in CTE category or two workplace experience courses
	Percentage of students with a post-secondary plan Source: End of Year School Counseling Report (college, military, workforce)

5. All students will demonstrate an understanding of the importance of health and wellness.	Percentage of students meeting the State Mandated Physical Education Standard at grades 4, 6, 8 and 10
	Percentage of students chronically absent. (All students and High needs subgroup)
6. All students will gain an appreciation for the visual and performing arts.	Percentage of students in grades 9-12 participating in at least one dance, music, or visual arts course in the school year.
	Percentage of students taking 2 or more art classes during their high school career.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

Prepared By: Craig Cooke

Presented By: Lori Foote-Mitchell
Christine Miskell, Southeastern Regional Action Council

Attachments:

Subject: Windsor Youth Survey Report

Background:

Windsor Public Schools partnered with the Windsor Recreation Department and the Capital Area Substance Abuse Council (CASAC) to offer the Windsor Youth Survey given to students in grades 7-12 in February 2017. Ms. Lori Foote-Mitchell and Ms. Christine Miskell from the Southeastern Regional Action Council will present this evening.

Status:

N/A

Recommendation:

For information only.

Recommended by the Superintendent: _____

Agenda Item # 5a.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

ATTACHMENTS: June 12, 2017 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 is for the month of May through June 12, 2017.

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 May 1 – June 12, 2017	$ 8,028,497
Expenditures through June 12, 2017	$61,016,404

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

Agenda Item # 5b. and 7a

Windsor Public Schools
Financial Report
June 12, 2017

	2016/2017 Budget	Expenditures *YTD 6/12/2017	Encumbrance	Balance 6/12/2017	Projected Balance 6/30/2017	% Balance
Instructional Services						
Clover Street School	60,773	51,895	5,021	3,857	3,857	6%
John F. Kennedy School	79,823	74,114	4,658	1,051	1,051	1%
Oliver Ellsworth School	83,180	77,986	4,338	856	856	1%
Poquonock School	54,316	46,897	3,023	4,396	4,396	8%
Sage Park Middle School	214,220	215,564	0	(1,344)	(1,344)	-1%
Windsor High School	389,056	269,190	69,743	50,123	34,650	9%
Windsor High School Interscholastic Sports	202,000	180,055	13,967	7,978	7,978	4%
Athletic Coaches	235,000	157,502	0	77,498	560	0%
WHS Career & Technical Education	59,745	59,551	0	194	194	0%
Continuing Education	70,400	65,398	2,336	2,666	2,666	4%
Instructional Services Management	218,312	204,156	8,590	5,566	5,566	3%
Curriculum Management & Development	120,385	102,560	8,551	9,274	9,274	8%
Magnet School Tuition	1,500,600	1,519,710	0	(19,110)	(19,110)	-1%
Textbook Adoption	30,000	29,633	0	367	367	1%
Technology	687,432	743,052	0	(55,620)	(55,620)	-8%
Total Instructional Services	**4,005,242**	**3,797,263**	**120,227**	**87,752**	**(4,659)**	**0%**
Education Support Services						
Pupil Personnel Services	370,191	271,823	9,866	88,502	35,200	10%
Special Education	92,350	40,919	2,079	49,352	19,522	21%
Special Education Tuition	4,729,106	4,373,882	248,904	106,320	(280,560)	-6%
Policy & Planning	142,350	114,485	22,320	5,545	5,545	4%
Employee Personnel Services	84,000	73,376	1,874	8,750	8,750	10%
Financial Management	280,442	196,571	0	83,871	40,965	15%
Financial Services	38,500	49,850	0	(11,350)	(11,350)	-29%
Pupil Transportation & Safety	2,552,099	2,205,514	0	346,585	12,605	0%
Special Education Transportation	1,660,000	1,380,699	208,156	71,145	(158,250)	-10%
Physical Plant Services	2,035,850	1,575,101	420,304	40,445	40,445	2%
Major Maintenance	386,000	376,520	2,350	7,130	7,130	2%
L.P. Wilson Center	254,800	235,650	15,486	3,664	3,664	1%
Benefits	11,188,075	9,908,799	897,276	382,000	382,000	3%
Certified Salaries	30,216,815	27,598,702	0	2,618,113	182,560	1%
Non-Certified Salaries	8,252,895	7,498,523	0	754,372	84,230	1%
Regular Ed Tutor Salaries	222,699	199,379	0	23,320	(12,560)	-6%
Special Ed Tutor Salaries	320,000	310,003	0	9,997	(33,250)	-10%
Substitute Salaries	639,916	809,345	37,138	(206,567)	(310,200)	-48%
Total Education Support Services	**63,466,088**	**57,219,141**	**1,865,753**	**4,381,194**	**16,446**	**0%**
Total All Sites	**$67,471,330**	**$61,016,404**	**$1,985,980**	**$4,468,946**	**$11,787**	**0%**

*** Please note that the financial report is through June 12, 2017 in order to give the most up to date expenses prior to June 30th**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

Prepared By: Craig A. Cooke **Presented By:** Craig A. Cooke

Attachments: List of Potential Budget Reductions

Subject: Potential Budget Reductions

BACKGROUND:

A failed referendum vote occurred on Tuesday, June 6, 2017. We believe at this time that the Town Council will wait until the State of Connecticut sets its budget before considering another referendum date in Windsor. This means the Board of Education will operate under its 2016/17 budget amount for the start of the 2017/18 school year.

STATUS:

The administration has developed a list of potential budget reductions. This developed list relies heavily on open positions. These reductions would certainly be difficult for our district but would maintain employment for current staff as much as possible. It is anticipated that most reductions, if not all, will be open positions or reductions to non-personnel accounts.

It is important to point out that the identified reductions are not happening at this time. However, we must identify potential reductions so we can move forward with other initiatives this summer. Attached is a list of proposed reductions at this time.

RECOMMENDATION:

For information only.

Recommended by the Superintendent: _____

Agenda Item # 5c.

17/18 Proposed Budget Reductions for 0%

16/17 Adopted Budget	**$**	**67,471,330**
17/18 BOE Recommended Budget	**$**	**68,298,113**
% Increase		**1.23%**
Dollar Increase	**$**	**826,783**

Proposed Reductions for 0% 17/18 Budget

Major Maintenance	$	(25,000)
Additional Retirement Savings	$	(100,000)
Summer School	$	(150,000)
0.6 FTE Language Arts - Sage Park	$	(45,000)
1.0 FTE Technology Ed Teacher (new)	$	(75,000)
1.0 FTE Science Teacher Elementary	$	(75,000)
2.0 FTE Paraprofessionals	$	(80,000)
1.0 FTE Assistive Technology Teacher (retirement)	$	(75,000)
1.0 FTE Clerical Position (TBD)	$	(60,000)
Print Service Contract - Centralize all Printing to Konica Copier M	$	(41,783)
1.0 FTE Maintenance Position (TBD)	$	(70,000)
Tutors (increase to expulsion program)	$	(30,000)
Balance	**$**	**(826,783)**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

ATTACHMENTS: June 12, 2017 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 is for the month of May through June 12, 2017.

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 May 1 – June 12, 2017	$ 8,028,497
Expenditures through June 12, 2017	$61,016,404

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

Agenda Item # 5b. and 7a

Windsor Public Schools
Financial Report
June 12, 2017

	2016/2017 Budget	Expenditures *YTD 6/12/2017	Encumbrance	Balance 6/12/2017	Projected Balance 6/30/2017	% Balance
Instructional Services						
Clover Street School	60,773	51,895	5,021	3,857	3,857	6%
John F. Kennedy School	79,823	74,114	4,658	1,051	1,051	1%
Oliver Ellsworth School	83,180	77,986	4,338	856	856	1%
Poquonock School	54,316	46,897	3,023	4,396	4,396	8%
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*** Please note that the financial report is through June 12, 2017 in order to give the most up to date expenses prior to June 30th**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of June 1, 2017

BACKGROUND:

Attached are the official enrollment figures as of June 1, 2017. Mrs. Batchelder will answer any questions.

STATUS:

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

- One category will be labeled - *Out of District Placement-Special Education students*
- The second category will be labeled - *Private Placement Special Education students*

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

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

RECOMMENDATION:

Informational

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

Agenda Item # 7b.

Windsor Public Schools
Student Enrollment Report Recap
June 1, 2017

Enrollment in Windsor Public Schools

Grades PreK-5	1,360
Grades 6-8	721
Grades 9-12	1,174
Total District Enrollment	**3,255**

Windsor Students not in district schools

Out of District Placement(SPED)	45
Private School's Placements (examples: St Gabriels,Trinity Christian and Madina Academy)	22
Montessori Hartford CREC	12
Metropolitan Learning Center CREC	119
CREC Misc MAGNET SCHOOLS	221
Hartford Host Magnets	222
Misc Magnet Schools	20
Prince Tech	6
Cheney Tech	8
	675
Total Windsor	**3,930**

Windsor Public Schools
Student Enrollment Report
June 1, 2017

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K		49		58		107
K		77		105		182
1		90		104		194
2		98		116		214
3			85		120	205
4			102		141	243
5			101		115	216
Subtotal K-5						1254
Total		**314**	**288**	**383**	**376**	**1,361**

Grade	Sage Park MS
6	253
7	233
8	235
Total	**721**

Grade	Windsor High
9	303
10	283
11	302
12	286
Total	**1,174**

Total District Enrollment	**3,256**

POQUONOCK SCHOOL

ENROLLMENT REPORT
2016-2017

Room #	Teacher	Grade	Projected		8-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
3	M Scott					13	13	13	13	13	13	13	13	13
19	R Elke					12	12	12	12	12	12	12	12	13
21	C McCann					13	13	13	13	13	12	12	12	13
22	L Roche					12	12	12	12	12	13	13	13	13
23	J Mitchell					12	12	12	12	12	12	12	13	13
24	L Corrao					12	12	13	13	13	12	12	12	12
		Total	**83**		**76**	**74**	**74**	**75**	**75**	**75**	**74**	**74**	**75**	**77**
		Grade 1												
14	S Couchon					18	18	18	18	18	18	18	18	18
15	E Velez					17	18	18	19	19	19	19	19	19
16	N Nabil					17	17	17	18	17	17	17	17	18
18	M Neals					18	18	18	18	18	19	19	18	18
17	K Stoll					18	18	18	18	18	18	17	17	17
		Total	**83**		**86**	**88**	**89**	**89**	**91**	**90**	**91**	**90**	**89**	**90**
		Grade 2												
8	R Brown					21	20	20	20	22	22	22	21	22
9	S Trummel					20	20	19	19	19	19	19	19	18
11	J Delsky					21	21	20	20	20	20	20	20	20
12	K Filmer					17	18	18	18	18	19	18	19	19
13	E Hoogewerff					19	20	19	19	19	19	19	19	19
		Total	**98**		**101**	**98**	**99**	**96**	**96**	**98**	**99**	**98**	**98**	**98**
	PK Smart Start		30		31	30	30	30	30	30	30	30	30	30
	Sped & Peer		14		12	16	17	16	16	16	18	19	19	19
		Total	**44**		**43**	**46**	**47**	**46**	**46**	**46**	**48**	**49**	**49**	**49**
	Poquonock	**Totals**	**308**		**306**	**306**	**309**	**306**	**308**	**309**	**312**	**311**	**311**	**314**

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2016-2017

Room#	Teacher		Projected		8-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	A Sanchez					19	20	20	21	20	19	19	21	21
9	S Michalic					20	20	20	21	22	21	21	21	21
10	J Murray					18	19	20	20	22	22	22	22	22
11	J Darrell					20	20	21	21	21	21	21	21	21
		Total	**79**		**79**	**77**	**79**	**81**	**83**	**85**	**83**	**83**	**85**	**85**
		Grade 4												
14	J Su					20	19	19	19	20	19	19	19	20
15	L Schoenwolff					21	21	21	21	21	21	21	21	20
17	C Nowsch					20	20	20	20	20	21	21	21	22
18	D Williams					20	19	18	18	20	20	21	21	21
19	C Messenger					21	21	20	20	20	20	20	19	19
		Total	**105**		**103**	**102**	**100**	**98**	**98**	**101**	**101**	**102**	**101**	**102**
		Grade 5												
20	N Arroyo					19	19	19	19	20	20	20	20	20
22	E Chartier					20	19	19	19	18	18	19	20	20
24	S Lewis					18	18	18	19	19	19	19	20	21
26	C Lindsley					19	19	19	19	19	19	19	19	19
27	R Grimes					19	18	19	19	20	20	20	21	21
		Total	**92**		**92**	**95**	**93**	**94**	**95**	**96**	**96**	**97**	**100**	**101**
	Clover	**TOTAL**	**276**		**274**	**274**	**272**	**273**	**276**	**282**	**280**	**282**	**286**	**288**

OLIVER ELLSWORTH SCHOOL **ENROLLMENT REPORT**

2016-2017

Room#	Teacher	Grade	Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	**Kindergarten**				14	14	14	13	13	13	13	14	14
20	L Butterick					13	13	13	13	13	13	13	13	13
21	J Addie					13	13	13	13	13	13	13	13	13
22	A Bishop					14	14	14	13	13	13	14	14	13
23	L Adamski					14	13	13	13	13	12	13	13	13
24	A Bartholomew					13	13	13	13	13	13	13	13	13
25	C Chapple					13	13	14	14	14	14	14	13	13
26	S Marcella					13	14	14	13	13	13	13	13	13
		Total	**106**		**106**	**107**	**107**	**108**	**105**	**105**	**104**	**106**	106	**105**
11	S Capizzi	**Grade 1**				14	14	15	15	15	15	14	14	14
12	T Tedeschi					14	15	15	15	16	16	16	16	16
13	E Larson					14	15	16	16	16	16	15	15	15
14	K Furie					15	15	15	15	14	14	14	14	14
15	T Strickland					15	15	15	15	13	13	14	14	14
16	L Miller					15	15	14	14	14	14	14	14	15
17	K Strempfer					15	14	14	15	15	15	16	16	16
		Total	**106**		**103**	**102**	**103**	**104**	**105**	**103**	**103**	**103**	**103**	**104**
		Grade 2												
1	B Mayo					17	17	17	17	17	17	17	18	18
2	J Goicochea					16	16	17	17	17	17	17	17	17
3	K Carlin					16	16	16	16	15	15	16	15	15
5	J Greene					16	16	16	16	16	16	16	16	16
6	E Hilt					16	16	16	16	16	16	16	17	17
7	L Majors					15	16	16	17	17	17	17	17	16
8	D Jaworski					15	16	16	16	15	16	16	17	17
		Total	**116**		**113**	**111**	**113**	**114**	**115**	**113**	**114**	**115**	**117**	**116**
	PK Smart Start		15			16	16	15	14	14	15	15	15	15
	PK Sped & Peers		27			27	28	32	34	36	36	38	42	43
		Total			**43**	**43**	**44**	**47**	**48**	**50**	**51**	**53**	**57**	**58**
	Ellsworth	**Total**	**370**		**365**	**363**	**367**	**373**	**373**	**371**	**372**	**377**	**383**	**383**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2016-17

Room#	Teacher	Grade	Projected		8-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
1	L Macaluso					16	17	18	18	18	18	18	18	18
2	K Richards					18	18	18	17	17	17	17	17	17
3	A Moyal					18	18	18	17	17	17	17	17	17
4	D Ghanesh-May					18	17	17	17	17	17	17	17	17
5	K Mazur					16	16	16	15	14	14	14	14	16
6	M Johnston					18	18	18	18	18	18	18	18	18
8	V Vaicunas					16	16	17	17	17	17	17	17	17
		Total	**128**		**124**	**120**	**120**	**122**	**119**	**118**	**118**	**118**	**118**	**120**
		Grade 4												
9	M Macaluso					21	21	20	19	19	19	19	19	20
10	S Silliman					17	17	18	20	20	20	20	20	20
12	L Bishop					19	19	20	20	21	21	21	21	21
14	S Brown					22	21	20	20	21	21	21	21	20
15	N Donzella					19	18	19	19	19	19	19	19	19
16	D Taylor					18	20	20	20	20	20	20	20	20
18	A Caselli					20	20	21	20	21	21	21	21	21
		Total	**138**		**138**	**136**	**136**	**138**	**138**	**141**	**141**	**141**	**141**	**141**
		Grade 5												
19	S Fye					16	17	17	17	17	17	17	17	17
20	S Smith					16	16	16	17	16	16	17	17	17
24	J Nolte					18	17	17	16	15	15	15	16	16
25	S Paley					18	18	18	18	17	17	17	17	17
26	K Bowman					16	16	16	16	16	16	16	16	16
27	J Somero					18	18	18	18	18	17	16	16	16
28	G Davies					17	17	16	16	16	16	16	16	16
		Total	**122**		**121**	**119**	**119**	**118**	**118**	**115**	**114**	**114**	**115**	**115**
	Kennedy	**Total**	**388**		**383**	**375**	**375**	**378**	**375**	**374**	**373**	**373**	**374**	**376**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2016-2017

		Projected		8-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					86	87	87	83	82	82	83	83	84	4	21
Team 2					82	81	81	82	83	83	84	84	85	5	17
Team 3					77	79	79	78	78	80	79	79	80	5	16
	Total	**210**		**244**	**245**	**247**	**247**	**243**	**243**	**245**	**246**	**246**	**249**		
Grade 7															
Team 4					72	72	72	72	73	72	73	73	74	4	18.5
Team 5					71	72	72	72	71	72	72	73	73	4	18.25
Team 6					76	77	79	82	83	83	84	84	84	5	16.8
	Total	**217**		**222**	**219**	**221**	**223**	**226**	**227**	**227**	**229**	**230**	**231**		
Grade 8															
Team 7					71	73	73	70	71	72	73	74	71	4	17.75
Team 8					78	77	77	79	81	82	83	83	83	5	16.6
Team 9					74	75	75	76	77	77	79	80	80	5	16
	Total	**223**		**222**	**223**	**225**	**225**	**225**	**229**	**231**	**235**	**237**	**234**		
SPARK					**1**	**1**	**1**	**8**	**8**	**7**	**7**	**7**	**7**		
Sage Park	**Total**	**650**		**688**	**688**	**694**	**696**	**702**	**707**	**710**	**717**	**720**	**721**		

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2016-2017

	Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**300**		339	340	340	339	338	335	302	301	303	303
Grade 10	**281**		274	268	269	264	264	267	282	284	283	283
Grade 11	**307**		315	315	314	317	316	314	302	302	303	302
Grade 12	**272**		257	257	256	266	267	267	286	287	287	286
Windsor High Total	**1160**		**1185**	**1180**	**1179**	**1186**	**1185**	**1183**	**1172**	**1174**	**1176**	**1174**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

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

Attachments: Food Service Financial Report

Subject: Cafeteria Operations – May 2017

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, CREC's Academy of Aerospace and Engineering and CREC's 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 three CREC schools. We operate the After School Snack Program for our Treehouse Program in Windsor as well as Museum Academy after care program. We operated our fifth year of the summer feeding program serving breakfast and lunch at CREC Metropolitan Learning Center. We operated a Summer Food Service Program of lunch and snack at Deerfield Apartment Complex, Goslee Pool, adding Wilson Library and the Performing Arts Academy in Windsor during summer break. We are complying with the Healthy Food Certification again this year to send a consistent message to our students in keeping with our wellness policies.

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

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

Status: Financial Report for May 2017

Recommendation: Informational only.

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

Agenda Item # 7c.

Windsor School Food Service
Financial Statement
May 2017

REVENUE	May 2016	7/1/15 - YTD	May 2017	7/1/16-YTD
SALES	$117,397.79	$1,061,731.95	$128,033.46	$1,077,096.92
REIMBURSEMENTS - STATE		87,260.00	29,239.00	98,819.00
ACCOUNTS RECEIVEABLE	133,011.68	1,101,813.89	147,064.92	1,153,828.08
CLOC	9,415.00	134,498.00		154,736.05
INTEREST/Ret Check Fees		50.00		
MISC. (Rebates)		2,969.31	87.50	688.87
6 Cents Certification	3,429.96	28,247.34	3,612.54	27,781.68
REVENUE TOTALS	**$263,254.43**	**$2,416,570.49**	**$308,037.42**	**$2,512,950.60**
EXPENSES				
WAGES	$84,944.53	$767,871.60	$82,297.14	$759,281.46
PAYROLL TAXES	6,498.26	57,952.83	6,295.74	55,502.48
BENEFITS	8,252.43	76,499.14	7,047.46	89,789.32
FOOD/MILK	152,965.61	1,292,355.06	160,934.28	1,309,896.29
PAPER	5,773.24	61,556.03	8,701.00	67,324.67
TRUCK	163.27	610.72	306.74	5,281.74
SUPPLIES		2,497.08	185.88	7,715.42
EQUIPMENT	535.40	12,006.00	796.22	27,228.83
SERVICES	294.66	4,987.18	179.58	5,048.92
EXPENSE TOTALS	**$259,427.40**	**$2,276,335.64**	**$266,744.04**	**$2,327,069.13**
NET INCOME	**$3,827.03**	**$140,234.85**	**$41,293.38**	**$185,881.47**
INVENTORY		**$27,761.79**		**$30,966.15**
OPENING BALANCE 7/1		**$3,531.34**		**$166,304.74**
COMPUTED OPERATING POSITION		**$171,527.98**		**$383,152.36**

Windsor School Food Service
Program Participation May 2017

WHS	May 2016	May 2017
DAYS	21	22
SALES	$29,180.98	$31,111.95
AVERAGE	$1,389.57	$1,414.18

Reimbursable Meals	Average LUNCH per day	
ELEMENTARY	857	841
MLC	395	387
Museum Academy	264	269
Academy of Aerospace & Engineeri	365	363
SPMS	396	380
WHS	518	538

Reimbursable Meals	Average BREAKFAST per day	
ELEMENTARY	322	349
MLC	134	154
Museum Academy	181	181
Academy of Aerospace & Engineeri	144	126
SPMS	72	75
WHS	157	172

Reimbursable Meals	Average SNACK per day	
Treehouse Program	87	88
Museum Academy	53	41

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

Prepared By: Terrell M. Hill, Assistant Superintendent for Human Resources
Presented By: Terrell M. Hill
Attachments: None
Subject: Human Resources Report for May 1, 2017 – May 31, 2017

RESIGNATIONS/SEPARATIONS

Rosemarie Matta	Part-time Food Service General Worker	Windsor High
Jahmal Shell	High School Reception/Student Attendance Support Assist.	Windsor High
Melissa Smith	Long Term Substitute Math Teacher	Sage Park
Joel Texidor	Special Education Paraprofessional	Sage Park

RETIREMENTS

N/A

TRANSFERS/REASSIGNMENTS

Maritza Gonzalez	From: Elementary Cook/Secondary Salad Worker	MLC
	To: Elementary Cook/Secondary Salad Worker	Sage Park
Marla Knight	From: Elementary Cook/Secondary Salad Worker	Sage Park
	To: Elementary Cook/Secondary Salad Worker	MLC
Patricia Logan	From: Interim Food Service Manager	AAE
	To: Food Service Manager	AAE
Cindy Todd	From: Interim Food Service Manager	Windsor High
	To: Food Service Manager	Windsor High

HIRES

Silvie Fluckiger	Long Term Substitute Grade 3 Teacher	Kennedy
Ellen Gaynor	Long Term Substitute Grade 2 Teacher	Ellsworth
Erik Kolodziej	Long Term Substitute Science Teacher	Windsor High

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

Agenda Item # 7d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 20, 2017

Prepared By: Danielle Batchelder **Presented By:** Danielle Batchelder

Attachments: None

Subject: Budget Transfers

Background:

Board Policy 3160 requires budget transfers to be approved by the Board of Education. Financial reports are provided monthly to the BOE. As we move to close out FY 2017 there is a need for budget transfers. While the June 30th final report of school expenditures will not be submitted until the September Board meeting (Policy 3150), the key area of budget transfers for this fiscal year are indicated below.

Status:

The projections of expenditures for the close of Fiscal Year 2017 indicate that budget transfers are necessary; the largest amounts are for Special Education Transportation, Special Education Tuition, Magnet School Tuition, Substitutes and Tutor Salaries. Other budget transfers will be needed to cover supplies and purchased services.

The line items that will cover the above needs are Benefits, Salaries, and miscellaneous supply and material accounts from all department budgets.

It should be noted that these transfers are **within** the total approved appropriation from the Town of Windsor for the Fiscal Year. Total expenditures for the fiscal year will **not** exceed the budget appropriation of $67,471,330.

Recommendation:

The BOE approve the projected line item transfers. In accordance with BOE Policy 3150, a final financial report including line item transfers will be presented at the regular Board of Education meeting in September 2017.

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

Agenda Item # 7f.

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Tuesday, May 16, 2017 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the May 16, 2017 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 PM:

Present Board Members:
Ms. Yvette Ali
Ms. Nuchette Black-Burke
Mr. Brian Bosch
Ms. Michaela Fissel
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes

Absent Board Members:
Ms. Cristina Santos

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

Discussion:
Due to President Santos' absence this evening, Vice President Leonard Lockhart called the meeting to order at 7:00 PM with the Pledge to the Flag and Moment of Silence. Also in attendance were Superintendent of Schools Dr. Craig A. Cooke, Assistant Superintendent for Instructional Services Santosha Oliver, Assistant Superintendent for Human Resources Terrell Hill, Director of Pupil and Special Education Services Steven Carvalho, Director of Business Services Danielle Batchelder and BOE Student Representative Jordan Harris.

2. Recognitions/Acknowledgements
2.a. CABE Student Leadership Awards: WHS--Gianna Wood, Kris Varholak; SPMS--Anahilee Cauley, Evan Petkis

Discussion:
Dr. Cooke and the Board recognized this year's CABE Student Leadership Award recipients.
Mr. Osunde introduced Windsor High School CABE Student Leadership Award recipients Gianna Wood and Kris Varholak. Mr. Cavaliere introduced Sage Park Middle School CABE Student Leadership Award recipients Anahilee Cauley and Evan Petkis.

3. Audience to Visitors

Discussion:
Mr. Jim Dobler, 437 Lantern Way, discussed his participation and experiences in a recent Study Circles program.

4. Student Representative Report

Discussion:
Jordan Harris reported that SAT testing ended and students were seeing an increase in their scores, especially in students of color which shows the gap is closing. He reported on school climate at the high school, on Study Circles, Honor Cord Ceremony on 5/18, Senior outing on 5/25, Senior Scholarship Night on 6/1, Senior Prom on 6/3 and Graduation on 6/14. Shad Derby Queen this year is former BOE Student Rep Cassie Okeke.

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

Discussion:
Mr. Lockhart gave the report this evening thanking Dr. Cooke for hosting budget forums on 4/24 for the WHS School Governance Council and on 4/26 for families from the elementary and middle schools. Enrollment is up 64 students since October 2016 with the bulk of these students entering Sage Park Middle School. The Long Range Planning Committee will be presenting a draft of BOE indicators this evening to be discussed at a later date.

The referendum date has been set for June 6 and all community members are encouraged to vote. The BOE budget increase of 1.23% was left intact and will be going to referendum. Graduation is June 14 and he congratulated the students and families and wished them all the best.

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

Discussion:
Ms. Black-Burke put out a plea for volunteers for Project Graduation on June 14th. They are looking for people to help set up, clean up, pick up food, etc. Please contact the school or any of the chairs of Project Graduation if you are willing to help out.

Mr. Brian Bosch reported on The Day in May outdoor event held on May 4th. It was well attended and was a good way to introduce the high school to incoming students or students considering attending Windsor High. Honor Cord Ceremony is on 5/18, JROTC Award Ceremony is on 5/19, 5/22 is Spring Strings, 5/25 is the Senior Outing, 5/31 is the Fashion Show and Art Show, Band Concert on 6/2 and the Senior Scholarship Night is on 6/1. Graduation will take place on 6/14 and the last day of school will be 6/15.

5.b.2. Sage Park Middle School

Discussion:
Ms. Fissel reported that the Jazz and Band Concert is on 5/17 at 7:00 PM. Select Choir is on 5/24. The Cape Cod Field trip will be 5/30 to 6/2. The High Meadow Outing for 8th graders will be on 6/9. The Family Resource Center has recently opened in Room 127. There will be a Community Open Mic on 5/19 from 5:30-7:30 PM.

5.b.3. Clover Street School

Discussion:
Mr. Lockhart reported there will be a Family Dance this Friday, 5/19, a Band and Choir Concert on 5/22, School Governance is scheduled for 5/25 and the 5th Grade Promotional Ceremony is on 6/14. Last day of school is 6/15.

5.b.4. John F. Kennedy School

Discussion:
Ms. Ali reported that on 5/17 and 5/18, 3rd grade students will be going on field trips to Northwest Park. On 5/22 from 6:30-8:30 PM, there is a Spring Band and Choir Concert at WHS. An early release day is scheduled for 5/23. The JFK Volunteer Breakfast will be held on 5/24 at 8:00 AM.

5.b.5. Oliver Ellsworth School

Discussion:
Mr. O'Reilly reported that on 5/24, Grade 2 String students will be going to the Hartford Symphony. Tree House is closed on Memorial Day, 5/29. The last PTO meeting of this school year is on Monday, 6/5 from 6:00-7:00 PM. Field Day will be held on 6/7.

5.b.6. Poquonock School

Discussion:
Ms. Rizzo Holmes reported that Poquonock School held a garden party with Windsor Garden Club yesterday. Sage Park students also participated with the students and planted a garden at Poquonock School calling it a community garden.

On 5/22, an Incoming Kindergarten Parent Night will be held at Sage Park Middle School Library at 6:00 PM. All incoming Kindergarten families are invited to attend.

6. Superintendent's Report

Discussion:
Dr. Cooke reported that a few hours earlier he received notification that the Alliance Infrastructure Grant was approved as submitted for $508,000 and payment will be received pending bonding commission. On 5/5, the Senior Citizen Breakfast was held at Windsor High School and was well attended. The senior citizens heard from Peter Souza and Dr. Cooke, they took tours of the school and the culinary students prepared breakfast items.

JFK students attended the Junior Achievement Breakfast and one of the students M.C.'d the event and she did an amazing job. There were over 600 guests at the breakfast.

Dr. Cooke attended the 2017 Empowered to Lead state-wide teacher leadership conference on April 27th along with Sage Park leaders and students who presented to a full house. Our Leadership Corps group of teachers also presented that day.

6.a. WHS Overnight Field Trip Request to Spain, June 22-July 7, 2018, 1st Reading

Discussion:
WHS teachers Blanca Jaramillo and Chelsea Krieger gave an overview of a proposed trip offered to WHS students to Spain in June/July 2018. Questions and discussion ensued.

Motion Passed: Move the Windsor Board of Education approve the proposed trip to Spain reserving the right to cancel if it feels that the safety of the students is at risk as a first reading passed with a motion by Mr. Paul Panos and a second by Mr. Richard O'Reilly.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

6.b. Office of Family and Community Partnership Update

Discussion:
The Board received an update on the Office of Family and Community Partnership given by Mr. Russell Sills, Director of the Office of Family and Community Partnership and Mrs. Betsey Lepak, Assistant to the Director of the OFCP. Board members were given the opportunity to ask questions at the conclusion of the slide presentation which were addressed by Mr. Sills, Mrs. Lepak and Dr. Cooke.

6.c. Curriculum Development, 2nd Reading
6.c.1. Personal Finance II

Discussion:
Ms. Black-Burke reviewed the proposed curriculum, Personal Finance II.

Motion Passed: Move that the Board approves Personal Finance II curriculum as a 2nd reading as presented passed with a motion by Ms. Nuchette Black-Burke and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

6.d. Curriculum Development, 1st Reading
6.d.1. Pre-K Curriculum
6.d.2. ELA All Units K-2
6.d.3. K-5 Health

Discussion:
Ms. Black Burke presented an overview of the Pre-K, ELA K-2, and K-5 Health curriculum as presented to the BOE Curriculum Committee on April 6, 2017. Assistant Superintendent for Instructional Services, Santosha Oliver, STEM Director Noha Abdel-Hady and Arts and Humanities Director Bonnie Fineman answered questions from the board and discussion ensued.

Motion Passed: Move that the Board approves Pre-K, ELA K-2 and K-5 Health as a 1st reading as presented and waive the 2nd reading passed with a motion by Ms. Nuchette Black-Burke and a second by Ms. Melissa Rizzo Holmes.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

7. Committee Reports
7.a. Curriculum Committee

Discussion:
No report

7.b. Finance Committee

Discussion:
No report

7.c. Long Range Planning

Discussion:
Mr. O'Reilly discussed the list of BOE Goals and State Mandated Performance Indicators drafted at the May 8, 2017 LRP Committee meeting. The committee is asking the board members to review the indicators which will be discussed at an upcoming meeting to be held by the end of this school year. The document will be referred to the Executive Committee for review and discussion.

7.d. Policy Committee

Discussion:
No report

7.e. Technology Committee

Discussion:
No report

8. Consent Agenda
8.a. Financial Report

Discussion:
Expenditures for April, 2017: $7,508,315
Expenditures through April 30, 2017: $52,987,907

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

Motion Passed: Move to accept Consent Agenda Items 8.a Financial Report, 8.b Enrollment Report, 8.d Human Resources Report, and 8.e Childrearing Leave Request passed with a motion by Mr. Paul Panos and a second by Ms. Yvette Ali.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

8.c. Food Service Report

Motion Passed: Move to accept Consent Agenda item 8.c Food Service Report passed with a motion by Mr. Paul Panos and a second by Ms. Melissa Rizzo Holmes.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

9. Approval of Minutes
9.a. April 18, 2017 Regular Meeting
9.b. May 8, 2017 Long Range Planning Committee

Motion Passed: Move to accept the minutes of the April 18, 2017 Regular Meeting and the May 8, 2017 Long Range Planning Committee Meeting as presented passed with a motion by Mr. Richard O'Reilly and a second by Ms. Melissa Rizzo Holmes.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

10. Other Matters/Announcements/Regular BOE Meetings

Discussion:
Brian Bosch reminded everyone that Shad Derby is this coming Saturday.
Leonard Lockhart congratulated the Class of 2017, Dr. Cooke and all of the district staff and hopes everyone takes time to celebrate all the accomplishments.

10.a. BOE Special Meeting, Tuesday, May 23, 2017, 6:30 PM, LPW, Room 17
10.b. BOE Curriculum Committee, Tuesday, June 1, 2017, 4:30 PM, LPW, Room 17
10.c. BOE Special Meeting, Thursday, June 8, 2017, 6:30 PM, LPW, Room 17
10.d. Next BOE Regular Meeting is Tuesday, June 20, 2017, 7:00 PM, Town Hall, Council Chambers

11. Audience to Visitors

Discussion:
None

12. Adjournment

Motion Passed: Move to adjourn the meeting at 9:27 PM passed with a motion by Mr. Paul Panos and a second by Ms. Yvette Ali.

8 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Absent

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Richard T. O'Reilly, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, June 1, 2017 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the June 1, 2017 Curriculum Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Nuchette Black-Burke
Ms. Michaela Fissel
Ms. Cristina Santos

Absent Board Members:
Mr. Leonard Lockhart

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

Discussion:
The meeting was called to order by Ms. Nuchette Black-Burke with the Pledge to the Flag and Moment of Silence. Superintendent of Schools Dr. Craig Cooke and Assistant Superintendent for Instructional Services Dr. Santosha Oliver were also in attendance.

2. Audience to Visitors

Discussion:
None

3. Robotics - Scope and Sequence, Maps

Discussion:
The committee received a presentation on Robotics I and II.

4. PSAT - Grade 8 Testing Implementation (Discussion Only)

Discussion:
The committee was informed that the district might give the PSAT in Grade 8.

5. Words Their Way (Discussion Only)

Discussion:
The committee was informed on Words Their Way.

6. PK-2 Handwriting (Discussion Only)

Discussion:
The committee was informed on PK-2 Handwriting.

7. Grades 9-10 ELA (Discussion Only)

Discussion:
The committee was informed on Grades 9-10 ELA.

8. K-5 Math Update (Discussion Only)

Discussion:
The committee received a K-5 Math update.

9. Grades 6-7 Accelerated Math, Curriculum Maps/Units

Discussion:
The committee received information on Grades 6-7 Accelerated Math, Curriculum Map and Units update.

10. Grades 3-5 Science Maps

Discussion:
The committee reviewed Grades 3-5 Science Maps.

11. Grades K-2 PE

Discussion:
The committee reviewed Grades K-2 PE Maps.

12. Grades 3-5 PE

Discussion:
The committee reviewed Grades 3-5 PE Maps.

13. Adjournment

Discussion:
The meeting was adjourned at 6:29 PM.

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Richard T. O'Reilly, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes
Thursday, June 8, 2017 6:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the June 8, 2017 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:32 PM:

Present Board Members:
Ms. Yvette Ali
Ms. Nuchette Black-Burke
Mr. Brian Bosch
Ms. Michaela Fissel
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

Updated Attendance:
Mr. Brian Bosch was updated to present at: 6:34 PM
Ms. Michaela Fissel was updated to present at: 6:45 PM

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

Discussion:
The meeting was called to order at 6:32 PM by President Santos with the Pledge to the Flag and a Moment of Silence. Dr. Craig A. Cooke was also in attendance.

2. Audience to Visitors

Discussion:
None

3. BOE Evaluation of the Superintendent (Executive Session and Possible Action Anticipated)

Motion Passed: Move to enter into executive session for the purpose of evaluating the Superintendent and discussing his contract and compensation inviting the Superintendent to participate passed with a motion by Mr. Leonard Lockhart and a second by Mr. Paul Panos.

7 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Absent
Ms. Michaela Fissel Absent
Mr. Leonard Lockhart Yes

Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

4. Discussion of Superintendent's Contract and Compensation (Executive Session and Possible Action Anticipated)

Discussion:
Returned to open session at 8:37 PM.

Motion Passed: Move that the President of the BOE be authorized to work with the BOE attorney to extend the contract of the Superintendent by one calendar year staying within the 3 year limitation passed with a motion by Mr. Leonard Lockhart and a second by Ms. Nuchette Black-Burke.

7 Yeas - 2 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos No
Ms. Melissa Rizzo Holmes No
Ms. Cristina Santos Yes

Motion to Amend Failed: To amend the motion from: "Move to revisit the salary compensation for the Superintendent once there has been an approved BOE Budget" to: "Move to amend the salary increase to 0%" failed with a motion by Mr. Paul Panos and a second by Ms. Melissa Rizzo Holmes.

2 Yeas - 6 Nays - 1 Abstained.

Ms. Yvette Ali No
Ms. Nuchette Black-Burke No
Mr. Brian Bosch No
Ms. Michaela Fissel Abstain
Mr. Leonard Lockhart No
Mr. Richard O'Reilly No
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos No

Motion Passed: Move to revisit the salary compensation for the Superintendent once there has been an approved BOE Budget passed with a motion by Mr. Leonard Lockhart and a second by Mr. Brian Bosch.

6 Yeas - 2 Nays - 1 Abstained.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Abstain
Mr. Leonard Lockhart Yes

Mr. Richard O'Reilly Yes
Mr. Paul Panos No
Ms. Melissa Rizzo Holmes No
Ms. Cristina Santos Yes

5. Announcements

Discussion:
None

6. Adjournment

Discussion:
The meeting adjourned at 8:42 PM.

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

9 Yeas - 0 Nays.

Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Yes
Mr. Brian Bosch Yes
Ms. Michaela Fissel Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

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Richard T. O'Reilly, Secretary
Windsor Board of Education