# Regular Meeting

Tuesday, October 17, 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**
3. **Audience to Visitors**
4. **Student Representative Report**
5. **Board of Education**

a. President's Report
b. School Liaison Reports

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

6. **Superintendent's Report**

a. Program of Studies 2018-2019--Proposed Changes
b. Office of Family and Community Partnership Update Report
c. Curriculum Development, 1st Reading

1. Robotics I
2. Robotics II

d. Curriculum Development, 2nd Reading

1. Grades K-5 PE Units
2. Grades 3-5 Science Units
3. Grade 6 Accelerated Math
4. Grade 7 Pre-Algebra

7. **Committee Reports**

a. Curriculum Committee
b. Technology Committee

8. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Human Resources Report
e. Acceptance of the Clover Street School Partial Roof Replacement Project #164-0099

9. **Approval of Minutes**

a. September 19, 2017 Regular Meeting
b. October 5, 2017 Curriculum Committee
c. October 5, 2017 Technology Committee

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

a. BOE Swearing In of New BOE Members, Organizational Meeting, Monday, November 13, 2017, 6:00 PM, Town Hall, Council Chambers
b. BOE Special Meeting, Monday, November 13, 2017, 6:30 PM, Town Hall, Ludlow Room
c. Next BOE Regular Meeting is Tuesday, November 21, 2017, 7:00 PM, Town Hall, Council Chambers

11. **Discussion and possible action regarding ratification of collective**

**bargaining agreement between CSEA-SEIU Local 2001 (Administrative Professionals) and the Windsor Board of Education (Executive Session Anticipated)**

12. **Audience to Visitors**
13. **Adjournment**

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

**Prepared By:** Lori Foote-Mitchell **Presented By:** Uyi Osunde/Lori Foote-Mitchell

**Attachments:** Draft Program of Studies Updates 2018-2019

**Subject:** Program of Studies 2018-2019

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**Background:**

The Windsor High School Program of Studies for 2018-2019 is being presented at the BOE meeting on October 17, 2017. The draft Program of Studies includes the new/revised course(s) presented this evening to the Board of Education. The changes are:

➤ART
- COURSE DESCRIPTION CHANGE:
  - Jewelry Design 2

➤CAREER & TECH ED
- DEPARTMENT DESCRIPTION CHANGE
- COURSE DESCRIPTION CHANGES:
  - Computer Aided Drafting and Design
  - Advanced Drafting and Design
  - The S.T.E.A.M. guitar project a sampling of Technology Education and the Arts
  - Introduction to Manufacturing
  - Applied Manufacturing
  - Advanced Manufacturing
  - Intro to Photography
  - Advanced Photography
  - Child Development 1
  - Child Development 2
  - Baking & Pastry Arts
  - Fashion & Clothing 1
  - Fashion & Clothing 2
  - Fashion & Clothing 3
  - Applied Graphics
  - Introduction to Graphic Communications
  - Advanced Graphic Communications
- COURSE NAME CHANGES:
  - Computer Apps I to "Microsoft Applications"
  - Computer Apps II to "Advanced Microsoft Applications"
- PREREQUISITE CHANGE:
  - Applied Wood Technology

➤ENGLISH
- COURSE DESCRIPTION CHANGE:
  - English 9

- English 10

- ADDITION: SAT Prep

➤MATH
- ADDITION: SAT Prep

➤SCIENCE
- ADDITION: AP Physics C
- REMOVAL: Meteorology

➤SOCIAL STUDIES AND HISTORY
- COURSE DESCRIPTION CHANGE:
  - AP Comparative Government
  - U.S. Military History

➤DEPARTMENT TBD
  - ADDITION: Creative Movement

**Status:**

N/A

**Recommendation:**

That the Board of Education approve the proposed changes to the WHS 2018-2019 Program of Studies for a 1st Reading, waiving the 2nd Reading.

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Reviewed by:_____ **Recommended by the Superintendent:** [signature]

**Agenda Item #** 6a.

# Windsor High School
# Program of Studies Changes
# 2018-2019

## ➤ART

- **COURSE DESCRIPTION CHANGE:**
  - **Jewelry Design 2** - Not offered 2018/2019

## ➤CAREER & TECH ED

- **DEPARTMENT DESCRIPTION CHANGE:**
  - Combining Family & Consumer Science, Business, and Technology Education into the Career and Technical Education Department (CTE). Each program will be listed alphabetically.

- **COURSE DESCRIPTION CHANGES:**
  - **Computer Aided Drafting and Design** - *During the first semester, students utilize a professional Computer-Aided Drafting and Design software package to develop an understanding of three-dimensional design. As the semester progresses, students design more and more complex solid models. Once students have a good handle on the CADD software this course becomes project based. Students will work individually and on teams to design and create solutions to a variety of different engineering design problems for real clients. Students will use 3D printing technology, a laser engraver, and CNC machines to create prototypes and then solutions to these problems.*

  - **Advanced Drafting and Design** - *Students electing this course will be asked to select an area of interest either architectural or mechanical. Using an independent study approach, students will solve problems of increasing degrees of difficulty requiring use of theories and knowledge of design concepts covered in previous courses. Students electing the mechanical drawing emphases will prepare higher-level mechanical drawings to include assembly drawings. Also students may import their drawings into a CAM software package and prepare a toolpath. Those students electing architectural design will produce a complete set of floor plans and may build a ¼" scale model of the home of their design. All students in this course will work with real clients to desgin and modify their designs to meet the needs of the client. Students will use a Laser engraver, 3D printers, and CNC machines to produce a product for their clients.*

  - **The S.T.E.A.M. guitar project a sampling of Technology Education and the Arts** - *This entry-level course links S.T.E.A.M. (Science, Technology, Engineering, Art, Math) concepts and manufacturing principles together, culminating in a product – a custom-made electric guitar. Each student enrolled in this class will build their own customized electric guitar as they are introduced to all that the Technology Education department has to offer. Students will learn to use CADD so ware, a Laser Engraver, 3D printers, and CNC Machines to design customizations. Students will add a custom swirl-dip or other finished to their instrument. Finally, there will be time allotted to learn how to play the*

*instrument. Students who enroll should have a strong interest in math, science and technology.*

- **Introduction to Manufacturing -** Course name change to "Introduction to Precision Manufacturing" - New Course Description: *This course will give students a well-rounded experience in manufacturing processes and activities. Students will develop their knowledge and hands-on skills in the lathe and milling manufacturing processes. A systems based approach will be used to solve problems, build a strong engineering knowledge base, and learn to interpret technical drawings. The lab portion introduces common metal cutting tools, lathe and milling machine set-ups and machine operation while emphasizing safety. In addition, the lab includes the associated use of measuring tools and instruments used in the inspection of student machined projects.*

- **Applied Manufacturing** - Course name change to "Precision Manufacturing" - Now listed as Honors. New Course Description: Prerequisite: Introduction to Precision Manufacturing or permission of instructor. *This course focuses on the modern computer numeric control (CNC) machining operator. Through the use of interactive virtual simulators and hands on experience students learn the essentials of CNC machining. Students will be introduced to CNC topics including setup and tooling, programming simple parts, and modification of programs to compensate for process variation, utilization of canned drilling cycles, circular interpolation, special milling cycles, looping and special features. Upon completion students will be able to set up CNC Vertical Machining Center and CNC Lathe; locate, load and proof the CNC program; execute the program; inspect parts; and modify program instructions via G&M code.*

- **Advanced Manufacturing** - Course name change to "Precision Manufacturing II" - New Course Description: Prerequisite: Precision Manufacturing I, CADD/CAM or permission of instructor. *A further study of CNC programming and productions for the Lathe and Vertical Machining Center. This course provides additional concepts of CNC and the importance of fixtures and tooling and how they interface with Mastercam software. CNC programs will be developed to perform contouring operations for milling machine centers. Application of more complex features will be used to develop CNC programs to produce Climb, Pocket and Contour milling. Tooling interface, speed and feed rates will be developed along with X, Y, Z data using the Cartesian coordinate system. Students will experience lecture, demonstration, and online simulation to prepare for NIMS certification as a CNC operator.*

- **Intro to Photography** - Course name change to "Intro to Digital Photography". New Course Description: *This is a beginning course in the field of visual communications utilizing our state of the art Mac computer systems and software to create and understand digital photography. Students will learn how to use a smartphone digital camera or compact camera to produce images*

*which show conceptual and technical skill. Topics include basic operation of a digital smartphone or compact camera, composition, camera control apps, exposure and image editing and manipulation using Adobe Photoshop CC and Lightroom apps. The school has compact cameras available for student use.*

- **Advanced Photography** - Course name change to "Advanced Digital Photography". New Course Description: Prerequisite: Intro to Digital Photography. *This course will offer students opportunities to demonstrate an understanding of the elements of photographic composition and development of a "photographic eye." The course will allow students to use technology such as Adobe Photoshop and Lightroom applications as tools to create individual works of photographic art to create special effects. Students will demonstrate competency using digital cameras and equipment. Students should be prepared to present their work and create a photography portfolio. The school has digital SLR cameras available for student use.*

- **Child Development 1** - *This course provides an introduction to the responsibility of parenting and the importance of early childhood. Students will explore the key aspects growth and development including physical, cognitive, emotional, and social development. Throughout the semester topics will include theories of development, bonding, parenting, pregnancy, labor and delivery, and families. Each student will be required to participate in a parenting simulation.*

- **Child Development 2** - *This semester course continues the work that began in Child Development I. Students will focus on the care of infants, toddlers, and preschoolers. Topics of study include promoting positive development through nutrition, discipline, play, and literacy. Students will have the opportunity to plan and implement developmentally appropriate activities for young children.*

- **Baking & Pastry Arts** - *This introductory course focuses on ingredients and their role in the science of baking. Students will begin the semester with a focus on baking basics such as sanitation, measurement, role of ingredients, and tools of the trade. Additional areas of study include cookies, quick breads, yeast doughs, and specialty desserts. Throughout the semester students will create a personalized recipe portfolio to analyze the baking process.*

- **Fashion & Clothing 1** - *This one semester course will provide students with an introduction to the world of garment construction. Students will acquire and expand basic sewing skills the use of commercial patterns. As part of this process students will: learn how to safely setup and use a sewing machine; use a variety of sewing tools; create a sewing sample portfolio; learn about the anatomy of fabric; learn how to use a commercial pattern; & how it all comes together to construct garments. Students will construct at least 2 garments, each of increasing difficulty. In addition, 21st century learning skills as well as*

*reading, writing, and math are applied in this course. Students will also have the opportunity to participate in the annual fashion show held near the end of May.*

- **Fashion & Clothing 2** - *In this course students will begin to refine their sewing skills. Students will be introduced to more advanced sewing techniques and will add to their sewing sample portfolio. Students will construct at least two garments reflective of their new skills. In addition, 21st century learning skills as well as reading, writing, and math are applied in this course. Students will also have the opportunity to participate in the annual fashion show held near the end of May.*

- **Fashion & Clothing 3** - Prerequisite: Fashion & Clothing 1 & 2. *This course is designed for students who are interested in further refining their sewing skills. Advanced sewing skills will be introduced and compiled into their sample portfolio. These new skills will be reflected in construction of four garments. Emphasis will be placed on individual creativity through the creation of a mood board and mini collection. Students will use state of the art sewing machines. In addition, 21st century learning skills as well as reading, writing, and math are applied in this course. Students will also have the opportunity to participate in the annual fashion show held near the end of May.*

- **Applied Graphics** - Change course level to Honors. Add "Prerequisite: Introduction to Graphics or permission of instructor." *This course emphasizes the graphic design process. The use of graphic arts in advertising, packaging, and business are explored along with techniques in computer based design. In this course, students will utilize our state of the art Mac computer systems and software such as the latest Adobe Creative suite including including Illustrator, InDesign and Photoshop used for graphic design along with a set of mobile applications and also some optional cloud services to work on projects which include the design of logos, flyers, posters, brochures, advertisements, product packaging, email and banner ad designs, and websites. Students will engage in projects that start with the design stage and follow through to the finished product.*

- **Introduction to Graphic Communications** - Change course name to Introduction to Graphics. *This is a semester course that introduces students to the exciting field of graphic design and visual communication. As a participant in the program, students will utilize our state of the art Mac computer systems and software such as the latest Adobe Creative suite including Illustrator, InDesign and Photoshop that will allow them to develop design and artistic skills. In addition student projects will emphasize visual communications through hands-on activities. Traditional means of illustration, color study, and elements of art and principles of design are taught on the drawing board to further implement the necessary skills needed to be successful in the graphic arts industry.*

- **Advanced Graphic Communications** - Prerequisite: Applied Graphics or approval of instructor. *This course is designed to build upon each student's existing knowledge and graphic and technical skills used in the introduction and applied graphics courses. Students will utilize our state of the art Mac computer systems and software such as the latest Adobe Creative suite including including Illustrator, InDesign, Photoshop, Animate, Muse, and Dreamweaver used for graphic and web design along with a set of mobile applications and also some optional cloud services to create 2D and 3D cartoon animations, video game applications and website development. In addition, students will design and produce printed materials for actual customers and work on individualized and group assignments for our WHS Graphics non-profit business.*

- **COURSE NAME CHANGES:**
  - Computer Apps I to "Microsoft Applications"
  - Computer Apps II to "Advanced Microsoft Applications"

- **PREREQUISITE CHANGE:**
  - **Applied Wood Technology** - Change prerequisite to "Introduction to Wood Technology or permission of instructor."

## ➤ENGLISH

- **COURSE DESCRIPTION CHANGE:**
  - **English 9** - Change final sentence to: "Conceptual units include: From Paint to Print, Windows to Within, Search for Utopia, Hero's Journey, From the Classic to the Contemporary."

  - **English 10** - Change final sentence to: "Conceptual units include: Many Stories/Many Voices, Clash of Cultures and Values, And Justice for All?, A Question of Truth, Crossing Borders."

- **ADDITION:**

**SAT Prep** **1089 College**

**0.5 Credit. Open to 11th graders only.**

*This course will provide students with strategies and skills for taking the College Board SAT. Students will study math and English concepts necessary in understanding the questions that they will face on SAT. Students will be applying the test taking strategies that they learn in this course on practice tests embedded in the course curriculum. English and math teachers trained in the Princeton Review SAT preparation model will be teaching the course.*
*Upon successful completion of the course, students will receive .5 elective credit that will not count towards the math and English graduation requirements.*

# Windsor High School
# Program of Studies Changes
# 2018-2019

## ➤MATH

- **ADDITION:**

**SAT Prep** **1089 College**

**0.5 Credit. Open to 11th graders only.**

*This course will provide students with strategies and skills for taking the College Board SAT. Students will study math and English concepts necessary in understanding the questions that they will face on SAT. Students will be applying the test taking strategies that they learn in this course on practice tests embedded in the course curriculum. English and math teachers trained in the Princeton Review SAT preparation model will be teaching the course.*
*Upon successful completion of the course, students will receive .5 elective credit that will not count towards the math and English graduation requirements.*

## ➤SCIENCE

- **ADDITION:**

**AP Physics C** **1.0 credit, AP**

**Prerequisite: Calculus (previously taken or concurrent).**

*AP Physics C is a nationally-standardized calculus-based course in physics with a curriculum designed by educators who work with the College Board. This course is equivalent to an introductory mechanics course for university students majoring in Physics or Engineering. The emphasis is on understanding concepts and skills through the language of mathematics. Laboratory work is an integral part of this course.*

- **REMOVAL:**
  - **Meteorology**

## ➤SOCIAL STUDIES AND HISTORY

- **COURSE DESCRIPTION CHANGE:**
  - **AP Comparative Government** - Not offered 2018/2019
  - **U.S. Military History** - change prerequisite to grades 11 and 12 only.

## ➤DEPARTMENT TBD

- **ADDITION:**
  - **Creative Movement** - *This course is designed to provide all levels of participants with proper training, knowledge, and application in various dance styles. Students will explore dance and movement to enhance their individual physical fitness levels. This is a high-energy class that infuses the latest varieties of Zumba, Hip Hop, Line Dancing, Step Dance, and Improvisational Dancing. Classes are designed for students to make connections between dance and healthy living as they choreograph, perform, analyze, and evaluate movement elements and dance skills. Classes will encourage students to bring their own individual styles and personalities to the movements. Each class will*

*include instruction in proper warm-up techniques, conditioning and stretching exercises, correct execution of basic dance steps and skills, rhythmic combinations, and performance rou*tines.

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of**: October 17, 2017

**Prepared By:** Russell Sills **Presented By:** Russell Sills

**Attachments:**

**Subject**: Office of Family and Community Partnership Update Report

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**Background:**

The Office of Family and Community Partnership (OFCP) is funded by a grant from the Hartford Foundation for Public Giving. The focus of our grant is to create "links to learning" that lend to improved student performance through effective family and community engagement/partnership.

**Status:**

We are approaching the end of our second year of the grant. This presentation will update the Board members on progress on our primary initiatives as well as additional family-community partnership efforts.

**Recommendation:**

No Board action required – for information only.

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

**Agenda Item #** 6b.

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

**Prepared By:** Santosha Oliver

**Presented By:** N. Black-Burke
S. Oliver

**Attachments:**

**Subject:** Curriculum Development 1st Reading – Robotics 1, Robotics II

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**Background:**

Robotics I – This is a beginning course in robotics. The objective of this course is to introduce the student to basic programming as well as problem solving strategies. This course will involve students in the development, building and programming of a variety of robots. Students will work hands-on in teams to design, build, program and document their progress. Topics may include motor control, gear ratios, torque, friction, sensors, timing, program loops, logic gates, decision-making, timing sequences, propulsion systems and binary number systems. Student designed robots will be programmed to compete in various challenges.

Robotics II – This is second level course in robotics. Students will go beyond the fundamentals of robotic systems, and apply that knowledge to create solutions to real world challenges and problems. This course will challenge students to create custom robotic designs, using modeling software, engineer their design and refine to successfully solve a problem. Students will also explore how to program a robot to run autonomously.

Early Global Studies – Updates to curriculum include change in scope and sequence, more student-directed learning, incorporation of C3 Frameworks, more literacy strategies and a required research paper.

Modern Global Studies – Updates to curriculum include change in scope and sequence, more student-directed learning, incorporation of C3 Frameworks, more literacy strategies and a required research paper.

**Status:**

Robotics I and Robotics II were presented at the BOE Committee Meeting on October 5, 2017.

**Recommendation:**
The Board approves Robotics I and Robotics II curricula as a 1st reading as presented.

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

**Agenda Item #** 6c.

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

**Prepared By:** Santosha Oliver

**Presented By:** N. Black-Burke
S. Oliver

**Attachments:**

**Subject:** Curriculum Development 2nd Reading – Grades K-5 PE Units, Grades 3-5 Science Units, Grade 6 Accelerated Math, Grade 7 Pre-Algebra

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**Background:**

Grades K-5 PE Units – Goal of these courses is to develop the physically literate individual to have knowledge, skills, and confidence to enjoy a lifetime of physical activity.

Grades 3-5 Science Units – In 3rd, 4th and 5th grade Science instructional time is focused on a number of disciplinary core ideas in life science, physical science, and earth science. Students continue to learn about the science and engineering practices and how to use these practices to make sense of different phenomena in the world around them.

Grade 6 Accelerated Math -
Instructional time in the accelerated pathway at the middle school is spent on building a strong foundation for algebra. Students explore a number of topics such as linear relationships and functions, geometry, probability and developing students' proportional reasoning. The middle school accelerated math pathway is a rigorous pathway intended to accelerate students through middle school math to be ready for Algebra in 8th grade.

Grade 7 Pre-Algebra –
In Grade 7, focus is on four critical areas: (1) developing understanding of and applying proportional relationships; (2) developing understanding of operations with rational numbers and working with expressions and linear equations; (3) solving problems involving scale drawings and informal geometric constructions, and working with two- and three-dimensional shapes to solve problems involving area, surface area, and volume; and (4) drawing inferences about populations based on samples.

**Status:**

Grades K-5 PE Units, Grades 3-5 Science Units, Grade 6 Accelerated Math, and Grade 7 Pre-Algebra were presented at the BOE Regular Meeting on September 19, 2017.

**Recommendation:**
The Board approves Grades K-5 PE Units, Grades 3-5 Science Units, Grade 6 Accelerated Math, and Grade 7 Pre-Algebra curricula as a 2nd Reading as presented.

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**Reviewed by:** S. Oliver **Recommended by the Superintendent:**

**Agenda Item #** 6d.

**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of**: October 17, 2017

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

**ATTACHMENTS:** September 30, 2017 Financial Report

**SUBJECT: Financial Report**

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**BACKGROUND:**

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

**STATUS:**

The attached report is for the month of September 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 September 2017 | $ 6,198,969 |
| Expenditures through September 30, 2017 | $ 9,593,181 |

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

**Agenda Item #** 8a.

Windsor Public Schools
Financial Report
September 30, 2017

| | 2017/2018 *Budget | Expenditures YTD 9/30/2017 | Encumbrance | Balance 9/30/2017 | % Balance |
|---|---|---|---|---|---|
| **Instructional Services** | | | | | |
| Clover Street School | 60,773 | 2,116 | 14,948 | 43,709 | **72%** |
| John F. Kennedy School | 79,823 | 11,435 | 13,154 | 55,234 | **69%** |
| Oliver Ellsworth School | 82,673 | 16,490 | 7,475 | 58,708 | **71%** |
| Poquonock School | 54,316 | 10,978 | 4,637 | 38,701 | **71%** |
| Sage Park Middle School | 214,220 | 29,070 | 31,528 | 153,622 | **72%** |
| Windsor High School | 389,056 | 54,924 | 39,083 | 295,049 | **76%** |
| Windsor High School Interscholastic Sports | 202,000 | 32,129 | 30,096 | 139,775 | **69%** |
| Athletic Coaches | 235,000 | 0 | 0 | 235,000 | **100%** |
| WHS Career & Technical Education | 59,745 | 6,609 | 12,220 | 40,916 | **68%** |
| Continuing Education | 71,890 | 112 | 6,537 | 65,241 | **91%** |
| Instructional Services Management | 195,312 | 15,706 | 30,136 | 149,470 | **77%** |
| Curriculum Management & Development | 120,385 | 1,694 | 1,824 | 116,867 | **97%** |
| Magnet School Tuition | 1,500,600 | 0 | 0 | 1,500,600 | **100%** |
| Textbook Adoption | 53,000 | 0 | 0 | 53,000 | **100%** |
| Technology | 687,432 | 378,812 | 117,087 | 191,533 | **28%** |
| **Total Instructional Services** | **4,006,225** | **560,075** | **308,725** | **3,137,425** | **78%** |
| | | | | | |
| **Education Support Services** | | | | | |
| Pupil Personnel Services | 367,200 | 37,340 | 72,759 | 257,101 | **70%** |
| Special Education | 94,350 | 16,319 | 6,138 | 71,893 | **76%** |
| Special Education Tuition | 4,729,106 | 443,246 | 420,053 | 3,865,807 | **82%** |
| Policy & Planning | 142,350 | 21,791 | 7,094 | 113,465 | **80%** |
| Employee Personnel Services | 84,000 | 10,684 | 10,887 | 62,429 | **74%** |
| Financial Management | 280,442 | 42,795 | 544 | 237,103 | **85%** |
| Financial Services | 38,500 | 2,708 | 6,606 | 29,186 | **76%** |
| Pupil Transportation & Safety | 2,552,099 | 11,744 | 0 | 2,540,355 | **100%** |
| Special Education Transportation | 1,660,000 | 0 | 705,988 | 954,012 | **57%** |
| Physical Plant Services | 2,035,850 | 336,089 | 1,513,085 | 186,676 | **9%** |
| Major Maintenance | 386,000 | 176,373 | 43,483 | 166,144 | **43%** |
| L.P. Wilson Center | 254,800 | 24,865 | 140,802 | 89,133 | **35%** |
| Benefits | 11,188,075 | 1,528,432 | 329,172 | 9,330,471 | **83%** |
| Certified Salaries | 30,216,815 | 4,673,869 | 0 | 25,542,946 | **85%** |
| Non-Certified Salaries | 8,252,895 | 1,636,687 | 0 | 6,616,208 | **80%** |
| Regular Ed Tutor Salaries | 222,699 | 5,497 | 0 | 217,202 | **98%** |
| Special Ed Tutor Salaries | 320,000 | 25,558 | 0 | 294,442 | **92%** |
| Substitute Salaries | 639,916 | 39,109 | 18,571 | 582,236 | **91%** |
| | | | | | |
| **Total Education Support Services** | **63,465,097** | **9,033,106** | **3,275,182** | **51,156,809** | **81%** |
| | | | | | |
| **Total All Sites** | **$67,471,322** | **$9,593,181** | **$3,583,907** | **$54,294,234** | **80%** |

* The 2017/2018 budget numbers reflect the 2016/2017 budget numbers until the 2017/2018 Budget is approved

**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

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

**ATTACHMENTS: Student Enrollment Report**

**SUBJECT: Student Enrollment as of October 1, 2017**

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**BACKGROUND:**

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

**STATUS:**

**Category Definitions:**

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

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

**RECOMMENDATION:**

Informational

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**Reviewed by:** NB **Recommended by the Superintendent:**

**Agenda Item #** 8b.

# Windsor Public Schools
## Student Enrollment Report Recap
### October 1, 2017

| **Enrollment in Windsor Public Schools** | |
|---|---|
| Grades PreK-5 | 1,372 |
| Grades 6-8 | 701 |
| Grades 9-12 | 1,177 |
| **Total District Enrollment** | **3,250** |

| **Windsor Students not in district schools** | |
|---|---|
| Out of District Placement (Special Education) | 44 |
| Private Schools' Placements (Special Education) (Examples: St. Gabriel, Trinity Christian, Madina Academy) | 20 |
| CREC Montessori Hartford | 12 |
| CREC Metropolitan Learning Center | 102 |
| CREC Miscellaneous Magnet Schools | 222 |
| Hartford Host Magnet Schools | 218 |
| Miscellaneous Magnet Schools | 15 |
| A.I. Prince Technical High School | 9 |
| Howard Cheney Technical High School | 6 |
| | **648** |

| | |
|---|---|
| **Total Windsor** | **3,898** |

**Windsor Public Schools**
**Student Enrollment Report**
**October 1, 2017**

| Grade | | Poquonock | Clover St | O Ellsworth | JF Kennedy | Totals |
|---|---|---|---|---|---|---|
| Pre K | | 48 | | 59 | | 107 |
| K | | 86 | | 102 | | 188 |
| 1 | | 80 | | 118 | | 198 |
| 2 | | 86 | | 108 | | 194 |
| 3 | | | 105 | | 125 | 230 |
| 4 | | | 89 | | 123 | 212 |
| 5 | | | 96 | | 147 | 243 |
| Subtotal K-5 | | | | | | 1265 |
| **Total** | | **300** | **290** | **387** | **395** | **1,372** |

| Grade | Sage Park MS |
|---|---|
| 6 | 213 |
| 7 | 252 |
| 8 | 236 |
| | |
| **Total** | **701** |

| Grade | Windsor High |
|---|---|
| 9 | 300 |
| 10 | 299 |
| 11 | 273 |
| 12 | 305 |
| **Total** | **1,177** |

| **Total District Enrollment** | **3,250** |
|---|---|

**POQUONOCK SCHOOL**

**ENROLLMENT REPORT**
**2017-2018**

| Room # | Teacher | Grade | Projected | | 7-Sep | 1-Oct | 1-Nov | 1-Dec | 1-Jan | 1-Feb | 1-Mar | 1-Apr | 1-May | 1-Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | |
| | | **Kindergarten** | | | | | | | | | | | | |
| 1 | C McCann | | | | | 14 | | | | | | | | |
| 2 | R Brown | | | | | 13 | | | | | | | | |
| 3 | M Scott | | | | | 14 | | | | | | | | |
| 22 | L Roche | | | | | 15 | | | | | | | | |
| 23 | R Elkey | | | | | 15 | | | | | | | | |
| 24 | L Eskanazi | | | | | 15 | | | | | | | | |
| | | **Total** | **74** | | **87** | **86** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| | | **Grade 1** | | | | | | | | | | | | |
| 8 | E Lamb | | | | | 15 | | | | | | | | |
| 16 | N Nabil | | | | | 17 | | | | | | | | |
| 17 | K Stoll | | | | | 17 | | | | | | | | |
| 18 | B Neals | | | | | 14 | | | | | | | | |
| 15 | E Velez | | | | | 17 | | | | | | | | |
| | | **Total** | **74** | | **81** | **80** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| | | **Grade 2** | | | | | | | | | | | | |
| 9 | S Trummel-Cadieux | | | | | 18 | | | | | | | | |
| 11 | J Delsky | | | | | 19 | | | | | | | | |
| 12 | K Filmer | | | | | 18 | | | | | | | | |
| 13 | E Hoogewerff | | | | | 15 | | | | | | | | |
| 14 | S Couchon | | | | | 16 | | | | | | | | |
| | | **Total** | **88** | | **89** | **86** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| | **PK Smart Start** | | 30 | | 30 | 29 | | | | | | | | |
| | **Sped & Peer** | | 19 | | 19 | 19 | | | | | | | | |
| | | **Total** | **49** | | **49** | **48** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | **Poquonock** | **Totals** | **285** | | **306** | **300** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |

**CLOVER STREET SCHOOL**
**ENROLLMENT REPORT**
**2017 - 2018**

| Room# | Teacher | | Projected | | 7-Sep | 1-Oct | 1-Nov | 1-Dec | 1-Jan | 1-Feb | 1-Mar | 1-Apr | 1-May | 1-Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | **Grade 3** | | | | | | | | | | | | |
| 11 | A Sanchez | | | | | 22 | | | | | | | | |
| 24 | S Michalic | | | | | 23 | | | | | | | | |
| 10 | J Murray | | | | | 20 | | | | | | | | |
| 25 | J Darrell | | | | | 20 | | | | | | | | |
| 13 | C Messenger | | | | | 20 | | | | | | | | |
| | | **Total** | **98** | | **108** | **105** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | **Grade 4** | | | | | | | | | | | | |
| 14 | J Su | | | | | 22 | | | | | | | | |
| 15 | L Savage | | | | | 22 | | | | | | | | |
| 26 | C Nowsch | | | | | 23 | | | | | | | | |
| 27 | D Williams | | | | | 22 | | | | | | | | |
| | | **Total** | **77** | | **90** | **89** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | **Grade 5** | | | | | | | | | | | | |
| 9 | N Arroyo | | | | | 19 | | | | | | | | |
| 18 | E Chartier | | | | | 20 | | | | | | | | |
| 19 | S Lewis | | | | | 19 | | | | | | | | |
| 8 | C Lindsley | | | | | 17 | | | | | | | | |
| 12 | R Grimes | | | | | 21 | | | | | | | | |
| | | **Total** | **102** | | **97** | **96** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| | **Clover** | **TOTAL** | **277** | | **295** | **290** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |

**OLIVER ELLSWORTH SCHOOL**

**ENROLLMENT REPORT**
**2017-2018**

| Room# | Teacher | Grade | Projected | | 7-Sep | 1-Oct | 1-Nov | 1-Dec | 1-Jan | 1-Feb | 1-Mar | 1-Apr | 1-May | 1-Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 19 | G Drake | Kindergarten | | | | 13 | | | | | | | | |
| 20 | L Butterick | | | | | 12 | | | | | | | | |
| 21 | T Tedeschi | | | | | 13 | | | | | | | | |
| 22 | A Bishop | | | | | 12 | | | | | | | | |
| 23 | L Adamski | | | | | 14 | | | | | | | | |
| 24 | A Bartholomew | | | | | 11 | | | | | | | | |
| 25 | C Chapple | | | | | 13 | | | | | | | | |
| 26 | S Marcella | | | | | 14 | | | | | | | | |
| | | **Total** | **107** | | **103** | **102** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| 11 | S Capizzi | Grade 1 | | | | 21 | | | | | | | | |
| 12 | K fURIE | | | | | 20 | | | | | | | | |
| 13 | E Larson | | | | | 18 | | | | | | | | |
| 15 | T Strickland | | | | | 20 | | | | | | | | |
| 16 | L Miller | | | | | 20 | | | | | | | | |
| 17 | K Strempfer | | | | | 19 | | | | | | | | |
| | | Total | **107** | | **117** | **118** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | Grade 2 | | | | | | | | | | | | |
| 1 | B Mayo | | | | | 17 | | | | | | | | |
| 2 | J Goicochea | | | | | 19 | | | | | | | | |
| 3 | K Carlin | | | | | 18 | | | | | | | | |
| 6 | E Heilman | | | | | 18 | | | | | | | | |
| 7 | L Majors | | | | | 20 | | | | | | | | |
| 8 | D Jaworski | | | | | 16 | | | | | | | | |
| | | **Total** | **102** | | **108** | **108** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | | | | | | | | | | | | | |
| | PK Smart Start | | 30 | | 30 | 30 | | | | | | | | |
| | PK Sped & | | 29 | | 29 | 29 | | | | | | | | |
| | | **Total** | **59** | | **59** | **59** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | **Ellsworth** | **Total** | **434** | | **387** | **387** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2017-2018

| Room# | Teacher | Grade | Projected | | 7-Sep | 1-Oct | 1-Nov | 1-Dec | 1-Jan | 1-Feb | 1-Mar | 1-Apr | 1-May | 1-Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Grade 3 | | | | | | | | | | | | |
| 1 | L Macaluso | | | | | 21 | | | | | | | | |
| 2 | K Richards | | | | | 21 | | | | | | | | |
| 3 | A Moyal | | | | | 21 | | | | | | | | |
| 4 | D Ghanesh-May | | | | | 22 | | | | | | | | |
| 6 | M Johnston | | | | | 20 | | | | | | | | |
| 8 | V Vaicunas | | | | | 20 | | | | | | | | |
| | | **Total** | **111** | | **124** | **125** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | Grade 4 | | | | | | | | | | | | |
| 9 | M Macaluso | | | | | 19 | | | | | | | | |
| 10 | S Silliman | | | | | 16 | | | | | | | | |
| 12 | L Bishop | | | | | 18 | | | | | | | | |
| 14 | S Brown | | | | | 17 | | | | | | | | |
| 15 | K Bowman | | | | | 18 | | | | | | | | |
| 16 | D Taylor | | | | | 17 | | | | | | | | |
| 18 | A Caselli | | | | | 18 | | | | | | | | |
| | | **Total** | **120** | | **123** | **123** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | | Grade 5 | | | | | | | | | | | | |
| 19 | J Somero | | | | | 21 | | | | | | | | |
| 20 | S Paley | | | | | 20 | | | | | | | | |
| 24 | J Freitas | | | | | 21 | | | | | | | | |
| 25 | S Fye | | | | | 21 | | | | | | | | |
| 26 | K Mazur | | | | | 21 | | | | | | | | |
| 27 | N Donzella | | | | | 21 | | | | | | | | |
| 28 | G Davies | | | | | 22 | | | | | | | | |
| | | **Total** | **136** | | **148** | **147** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |
| | **Kennedy** | **Total** | **367** | | **395** | **395** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2017 - 2018

| | | 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 | | | | | 74 | | | | | | | | | 4 | 18.5 |
| Team 2 | | | | | 68 | | | | | | | | | 5 | 13.6 |
| Team 3 | | | | | 70 | | | | | | | | | 5 | 14 |
| | **Total** | **214** | | **218** | **212** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | | |
| **Grade 7** | | | | | | | | | | | | | | | |
| Team 4 | | | | | 85 | | | | | | | | | 4 | 21.25 |
| Team 5 | | | | | 81 | | | | | | | | | 4 | 20.25 |
| Team 6 | | | | | 83 | | | | | | | | | 5 | 16.6 |
| | **Total** | **245** | | **253** | **249** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | | |
| **Grade 8** | | | | | | | | | | | | | | | |
| Team 7 | | | | | 80 | | | | | | | | | 4 | 20 |
| Team 8 | | | | | 78 | | | | | | | | | 5 | 15.6 |
| Team 9 | | | | | 76 | | | | | | | | | 5 | 15.2 |
| | **Total** | **219** | | **236** | **234** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | | |
| **SPARK** | | | | | **6** | | | | | | | | | | |
| **Sage Park** | **Total** | **678** | | **707** | **701** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | | |

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2017 - 2018

| | Projected | | 7-Sep | 1-Oct | 1-Nov | 1-Dec | 1-Jan | 1-Feb | 1-Mar | 1-Apr | 1-May | 1-Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | |
| **Grade 9** | **224** | | 309 | 300 | | | | | | | | |
| | | | | | | | | | | | | |
| **Grade 10** | **300** | | 303 | 299 | | | | | | | | |
| | | | | | | | | | | | | |
| **Grade 11** | **281** | | 285 | 273 | | | | | | | | |
| | | | | | | | | | | | | |
| **Grade 12** | **307** | | 312 | 305 | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| **Windsor High Total** | **1112** | | **1209** | **1177** | **0** | **0** | **0** | **0** | **0** | **0** | **0** | **0** |

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

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

**Attachments:** Food Service Financial Report

**Subject:** Cafeteria Operations – July-September 2017

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**Background:** The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities, at St. Gabriel's and CREC's Academy of Aerospace and Engineering. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School, Windsor High School and CREC AAE. We operate the After School Snack Program for our Treehouse Program in Windsor. We operated our Summer Food Service Program of lunch and snack at Deerfield Apartment Complex, Goslee Pool, Wilson Library, the Performing Arts Academy in Windsor and added Poquonock Elementary School location 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 July-September 2017

**Recommendation:** Informational only.

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**Reviewed by:** NDB **Recommended by the Superintendent:**

**Agenda Item #** 8c.

Windsor School Food Service
Financial Statement
July - September 2017

| REVENUE | July-Sept 2016 | 7/1/16 - YTD | July-Sept 2017 | 7/1/17 - YTD |
|---|---|---|---|---|
| SALES | $179,329.16 | $179,329.16 | $128,817.41 | $128,817.41 |
| REIMBURSEMENTS - STATE | 4,992.00 | 4,992.00 | | |
| ACCOUNTS RECEIVEABLE FED | 191,324.70 | 191,324.70 | 150,847.00 | 150,847.00 |
| CLOC | 51,798.00 | 51,798.00 | 96,368.90 | 96,368.90 |
| INTEREST/RETURNED CK FEE | | | | |
| MISC. (Rebates) | 162.37 | 162.37 | 1,023.12 | 1,023.12 |
| 6 Cents Certification | 3,837.18 | 3,837.18 | 2,959.62 | 2,959.62 |
| **REVENUE TOTALS** | **$431,443.41** | **$431,443.41** | **$380,016.05** | **$380,016.05** |
| | | | | |
| **EXPENSES** | | | | |
| WAGES | $118,064.27 | $118,064.27 | $106,492.09 | $106,492.09 |
| PAYROLL TAXES | 6,449.36 | 6,449.36 | 8,146.65 | 8,146.65 |
| EMPLOYEE BENEFITS | 30,470.31 | 30,470.31 | 31,328.76 | 31,328.76 |
| FOOD/MILK/ICE CREAM | 237,371.90 | 237,371.90 | 198,383.11 | 198,383.11 |
| PAPER | 14,334.07 | 14,334.07 | 10,593.12 | 10,593.12 |
| TRUCK/GAS/Mileage | 223.02 | 223.02 | 1,361.23 | 1,361.23 |
| SUPPLIES | 5,879.60 | 5,879.60 | 15,050.34 | 15,050.34 |
| EQUIPMENT | 10,801.76 | 10,801.76 | 17,950.74 | 17,950.74 |
| SERVICES | 1,841.23 | 1,841.23 | 3,537.34 | 3,537.34 |
| **EXPENSE TOTALS** | **$425,435.52** | **$425,435.52** | **$392,843.38** | **$392,843.38** |
| | | | | |
| **NET INCOME** | **$6,007.89** | **$6,007.89** | **($12,827.33)** | **($12,827.33)** |
| **INVENTORY** | | **$40,854.65** | | **$27,979.17** |
| **OPENING BALANCE 7/1** | | **$166,304.74** | | **$347,470.46** |
| **COMPUTED OPERATING POSITION** | | **$213,167.28** | | **$362,622.30** |

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

**Prepared By:** Terrell M. Hill, Assistant Superintendent for Human Resources
**Presented By:** Terrell M. Hill
**Attachments:** None
**Subject:** Human Resources Report for September 1, 2017 – September 30, 2017

## RESIGNATIONS/SEPARATIONS

| | | |
|---|---|---|
| Anthony Edwards | Special Education Paraprofessional | Sage Park |
| Merrill Simone | Special Education Paraprofessional | Poquonock |
| Melanie Tomas | Part-time Food Service Cashier | Poquonock |

## RETIREMENTS

N/A

## TRANSFERS/REASSIGNMENTS

| | | |
|---|---|---|
| Tracey McFall | From: Special Education Paraprofessional | Ellsworth |
| | To: Special Education Paraprofessional | Poquonock |

## HIRES

| | | |
|---|---|---|
| Sheri Allan | School Nurse | Sage Park/Kennedy/District |
| Justina Celejewski | Long Term Substitute Grade 2 Teacher | Poquonock |
| Laurie Galler | Reception/Student Attendance Support Assistant | Windsor High |
| Chelsey Morgan | Assistant Principal Administrative Assistant | Windsor High |
| Keshauna Smith | Part-time Special Education PreK Paraprofessional | Ellsworth |

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

**Agenda Item #** 8d.

**WINDSOR BOARD OF EDUCATION**

**AGENDA ITEM**

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

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

**ATTACHMENTS:**

**SUBJECT:** Acceptance of the Clover Street School Partial Roof Replacement Project #164-0099

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**BACKGROUND:**

This area of roofing was originally installed in 1988, had a 10 year warranty, and was not addressed in 1995 or 1997 when the remaining buildings were re-roofed. The roof was a ballasted EPDM (Ethylene Propylene Diene Monomer) rubber membrane roof. As the rubber membrane shrinks, it pulls away from its termination points resulting in tears, leading ultimately to leaks. This project would replace approximately 11,000 square feet of roofing that is beyond its useful life. The BOE approved plans and design for this partial roof replacement on January 20, 2016.

**STATUS:**

The project has been accepted for state reimbursement by the Department of Administrative Services, State Connecticut Office of School Construction Grants. All work has been completed satisfactorily and accepted by the Windsor Public Building Commission.

**RECOMMENDATION:** Acceptance of the Clover Street School Partial Roof Replacement Project. The following motion is offered:

**"Move that the Windsor Board of Education accept the Clover Street School Partial Roof Replacement Project #164-0099 as complete."**

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**Reviewed by:** NOB **Recommended by the Superintendent:**

**Agenda Item #** 8e.

# Windsor Board of Education
# Regular Meeting
# Unapproved Minutes

Tuesday, September 19, 2017 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the September 19, 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
Ms. Cristina Santos

Updated Attendance:
Ms. Yvette Ali was updated to present at: 7:15 PM

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

Discussion:
The meeting was called to order at 7:00 PM by President Santos with the Pledge of Allegiance and a Moment of Silence. Also in attendance: Superintendent of Schools Dr. Craig A. Cooke, Director of Pupil and Special Education Services Steven Carvalho, Assistant Superintendent for Human Resources Terrell Hill, Director of Business Services Danielle Batchelder, Assistant Superintendent for Instructional Services Santosha Oliver and BOE Student Representative Zaviana Desarmes.

**2. Recognitions/Acknowledgements**
**2.a. Introduction of New BOE Student Representative--Zaviana Desarmes**

Discussion:
Mr. Osunde introduced Zaviana Desarmes, Grade 12, WHS Student, as the Board of Education Student Representative for fall 2017.

**2.b. Introduction of Windsor Educator of the Year, Kristina Wallace**

Discussion:
Mr. Hill introduced Ms. Kristina Wallace, who was selected as Windsor Public Schools' Educator of the Year for 2017-2018. Ms. Wallace addressed the Board.

**2.c. Introduction of New Administrators**

Discussion:
Mr. Hill introduced and welcomed the district's new administrators: Phaedra Durost, and Breon Parker, Assistant Principals at Windsor High School, Matthew Gaffney, Assistant Principal, John F. Kennedy School. Mr. Hill also announced both Virginia Hoerle, Principal, Oliver Ellsworth School and Sindu Thomas, Science Department Chair, Windsor High School.

**3. Audience to Visitors**

Discussion:
Mrs. Debbie Sampson, 604 Stone Road, wanted to publicly thank 19 students from Windsor High School who volunteered to help out at the mum sale at Bart's on September 16 to support the Friends of Windsor Animal Care and Control. She was proud and impressed by their excitement and hard work.

**4. Student Representative Report**

Discussion:
Ms. Desarmes reported on the great start of school and the school climate as being very positive. There has been a good turnout for the school's clubs and the students are very attentive and the athletic teams are doing well. The freshman class took the STAR test and PSATs are on 10/11. During the PSATs, the seniors will participate in a college workshop. Progress reports are coming out next week. The staff at Windsor High is advocating for students to check their individual portal to check on their grades.

She reported that the Class of 2018 is a good group of students and they are very diverse in and out of school, very artistic and passionate.

**5. Board of Education**

**5.a. President's Report**

Discussion:
President Santos welcomed back all students, families and friends and feels the new school year is off to a positive start. She thanked Oliver Ellsworth Principal, Virginia Hoerle, and the staff for their patience with the delays in getting into the school to set up their classrooms.

**5.b. School Liaison Reports**

**5.b.1. Windsor High School**

Discussion:
Mr. Brian Bosch discussed the Warrior Weekly, the WHS newsletter, available on the district website and that it lists the difference community service opportunities available to the students. He reported there were many WHS students volunteering at Northwest Park. He encouraged people to get involved.

Ms. Nuchette Black-Burke also reported on the Warrior Weekly and the "My Student Team". She encouraged people to look into this program and to contact the school for more information. WHS held their Open House on 9/14. There was much excitement, many parents in attendance and the students were engaged throughout the evening. The JROTC students were greeters and assisted with traffic. She commended Mr. Osunde and his administrative team for an excellent Open House.

**5.b.2. Sage Park Middle School**

Discussion:
Ms. Michaela Fissel reported on PowerSchool registration and encouraged parents to update their student's information. The 9/15 event, Calling All Windsor Men, was very successful. Picture Day is on 9/22 and a PTO Meeting to be held on 10/11 at 6:30 PM will be worth attending.

**5.b.3. Clover Street School**

Discussion:
Mr. Lockhart welcomed back parents and staff. Open House will be on 9/28 at 5:30 PM, Clover/Poquonock PTO will be on 10/2 at 6:00 PM at Poquonock School, Principal's Breakfast will be held on 10/6 at 8:30 AM, and Picture Day will be on 10/10.

**5.b.4. John F. Kennedy School**

Discussion:
Ms. Yvette Ali reported on the Back To School BBQ held on 8/25 and the Friday Town Meetings.

**5.b.5. Oliver Ellsworth School**

Discussion:
Mr. Richard O'Reilly reported on the many changes at Oliver Ellsworth. They have a new principal, Virginia Hoerle, and people are happy to have her here. New asphalt was put down and exterior lighting was installed over the summer. The HVAC system installation was delayed. He appreciates the staff's extra effort for getting the school ready for the students.

**5.b.6. Poquonock School**

Discussion:
Ms. Melissa Rizzo Holmes reported that 9/28 is Picture Day and the Poquonock/Clover Joint PTO Meeting will be held on 10/2 at 6:00 PM at the Poquonock Library.

**6. Superintendent's Report**

**6.a. School Opening Comments**

Discussion:
Dr. Cooke reviewed various start of school activities in the district and thanked the schools and families for participating in back-to-school activities. The CT Education Association prepared a video based on JFK's back-to-school BBQ.

He thanked Danielle Batchelder and Transportation Coordinator Jennifer Hosein for all their hard work over the summer and the significant preparation with DATTCO to ensure a smooth start with transportation. Dr. Cooke also reported that enrollment is up to 3,300 students, which is 100 more students registered in Windsor Public Schools than this time last year. There has been a decrease in the number of Windsor students attending magnet schools.

He recognized Jane Garibay and the Windsor Chamber of Commerce for hosting the new teacher luncheon and for the generous donation of backpacks and school supplies donated by the Chamber's membership. He also recognized Jim's Pizza for sending pizzas on the first day of school to the office staff at the individual schools.

He announced Jeff Fournier, former vice principal at Sage Park, who will be interning with him this school year through the CCSU Superintendent Preparation Program.

He congratulated both BOE President, Cristina Santos, and BOE member, Michaela Fissel, as they have earned the CABE's Certificated Board of Education Member designation, a prestigious honor having both earned 20 credits through their participation at numerous CABE-sponsored events.

He reported that the 2017 Summer Meals Program operated out of five locations this summer serving a significant number of breakfasts, snacks and lunches.

Finally, Dr. Cooke thanked all the families and community members who attended the Calling All Windsor Men event on 9/15. The purpose of the event is to connect male figures in students' lives with our schools. Approximately 200 men came out across the district to welcome students to school on that day.

**6.b. AP Report**

Discussion:
Principal Uyi Osunde and Assistant Principal Phaedra Durost, joined by Assistant Principal Latesha Jones, Assistant Principal Breon Parker, Nancy Crilly-Kirk, Social Studies Department Chair and Todd Cunha, English Department Chair, gave a presentation on the 2017 AP Scores and the 2018 projections. Discussion and questions by the Board ensued.

**6.c. Staffing Update for Opening of 2017-2018 School Year**

Discussion:
Mr. Hill presented on the hiring process and staffing update for the opening of the 2017-2018 school year. Discussion and questions by the Board ensued.

**6.d. Fiscal Year 2017 Year End Financial Report**

Discussion:
Danielle Batchelder presented the Fiscal Year 2017 Year End Financial Report. Discussion and questions from the Board ensued.

**Motion Passed:** Move the Board approve the return of $125,065 to the Town and the final amount is subject to completion of the audit passed with a motion by Mr. Leonard Lockhart and a second by Mr. Paul Panos.

**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

**6.e. Curriculum Development, 1st Reading**

**6.e.1. Grades K-5 PE Units**
**6.e.2. Grades 3-5 Science Units**
**6.e.3. Grade 6 Accelerated Math**
**6.e.4. Grade 7 Pre-Algebra**

**Motion Passed:** Move the Board approve Grades K-5 PE Units, Grades 3-5 Science Units, Grade 6 Accelerated Math and Grade 7 Pre-Algebra curricula as presented as a 1st reading passed with a motion by Ms. Nuchette Black-Burke and a second by Mr. Leonard Lockhart.

**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

**7. Committee Reports**

**7.a. Curriculum Committee**

Discussion:
Ms. Black-Burke reported that the Curriculum Committee met on 9/7 and reviewed the curriculum just shared with the Board.

**8. Consent Agenda**

**8.a. Enrollment Report**
**8.b. Human Resources Report**
**8.c. Approval of BOE Regular Meetings for 2018**
**8.d. Town of Windsor Retirement Plan**

**Motion Passed:** Move the Board accept Consent Agenda items 8b. Human Resources Report and 8c. Approval of BOE Regular Meetings for 2018 passed with a motion by Mr. Leonard Lockhart and a second by Ms. Melissa Rizzo Holmes.

**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

**Motion Passed:** Move the Board accept 8a. Enrollment Report passed with a motion by Mr. Leonard Lockhart and a second by Ms. Melissa Rizzo Holmes.

**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

**Motion Passed:** Move the Board accept 8d. Town of Windsor Retirement Plan passed with a motion by Mr. Leonard Lockhart and a second by Ms. Melissa Rizzo Holmes.

**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

**9. Approval of Minutes**

**9.a. June 20, 2017 Regular Meeting**
**9.b. September 5, 2017 Special Meeting**
**9.c. September 7, 2017 Curriculum Committee**

**Motion Passed:** Move the Board approve the minutes in 9a. June 20, 2017 Regular Meeting, 9b. September 5, 2017 Special Meeting and 9c. September 7, 2017 Curriculum Committee Meeting passed with a motion by Mr. Richard O'Reilly and a second by Mr. Leonard Lockhart.

**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

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

**10.a. BOE Special Meeting, Monday, October 2, 2017, 6:00 PM, LPW, Room 17**
**10.b. BOE Curriculum Committee, Thursday, October 5, 2017, 4:30 PM, LPW, Room 17**
**10.c. BOE Technology Committee, Thursday, October 5, 2017, 6:30 PM, LPW, Room 17**
**10.d. Next BOE Regular Meeting is Tuesday, October 17, 2017, 7:00 PM, Town Hall, Council Chambers**

Discussion:
President Santos reviewed the upcoming BOE meetings and that the Monday, 10/2 Special Meeting has been changed to Tuesday, 10/3 at the same time and location.

Ms. Melissa Rizzo Holmes announced that Board member Michaela Fissel was a panelist the previous evening at a community forum on Suicide Prevention Awareness in Windsor Locks. She also announced that CASAC is planning another event on 10/11 at their offices on Day Hill Road.

Mr. Lockhart acknowledged Dr. Cooke and Danielle Batchelder for their work in the area of transportation and is appreciative of Dr. Cooke, his team and the employees of the district for the smooth opening of school.

**11. Audience to Visitors**

Discussion:
None

**12. Adjournment**

Discussion:
The meeting adjourned at 8:50 PM.

**Motion Passed:** Move to adjourn the meeting passed with a motion by Mr. Leonard Lockhart and a second by Ms. Melissa Rizzo Holmes.

**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

# Windsor Board of Education
# Curriculum Committee
# Unapproved Minutes

Thursday, October 5, 2017 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the October 5, 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
Mr. Leonard Lockhart
Ms. Cristina Santos

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

Discussion:
The meeting was called to order at 4:35 PM. Superintendent Dr. Craig Cooke and Assistant Superintendent for Instructional Services Santosha Oliver were also in attendance.

**2. Audience to Visitors**

Discussion:
None

**3. Robotics I**

Discussion:
The committee discussed Robotics I and will move this curriculum forward to the full board.

**4. Robotics II**

Discussion:
The committee discussed Robotics II and will move this curriculum forward to the full board.

**5. Early Global Studies**

**6. Modern Global Studies**

Discussion:
The committee received a presentation on updates to Early Global Studies and Modern Global Studies.

**7. WHS Program of Studies 2018-2019**

Discussion:
The Program of Studies 2018-2019 will move forward to the full board at their October meeting.

**8. Adjournment**

Discussion:
The meeting was adjourned at 6:15 PM.

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

# Windsor Board of Education
# Technology Committee
# Unapproved Minutes

Thursday, October 5, 2017 6:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the October 5, 2017 Technology Committee. Any additions or corrections will be made at a future meeting.

**Attendance Taken at 6:30 PM:**

Present Board Members:
Ms. Cristina Santos
Ms. Yvette Ali
Mr. Brian Bosch

Absent Board Members:
Ms. Nuchette Black-Burke

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

Discussion:
The meeting was called to order by Cristina Santos at 6:30 PM. Superintendent Dr. Craig Cooke and Director of Information, Technology and CATE Matt Dadona were also in attendance.

**2. Audience to Visitors**

Discussion:
None

**3. Technology Department Goals**

Discussion:
The committee received a presentation on the status of technology in Windsor. For the next meeting, the committee would like to see technology for administrators.

**4. Chromebook Update**

**5. Chromebook Insurance**

**6. BYOD Device Policy**

**7. Printing in the District**

**8. MIS Updates**

**9. Infrastructure Grant from Town**

**10. Software Updates**

**11. Adjournment**

Discussion:
The meeting was adjourned at 7:48 PM.

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

**3 Yeas - 0 Nays.**

Ms. Cristina Santos Yes
Ms. Yvette Ali Yes
Ms. Nuchette Black-Burke Absent
Mr. Brian Bosch Yes

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

# WINDSOR BOARD OF EDUCATION
# AGENDA ITEM

**For Consideration by the Board of Education at the Meeting of:** October 17, 2017

**Prepared By:** Terrell M. Hill
Assistant Superintendent for Human Resources

**Presented By:** Terrell M. Hill

**Attachments:** Details of Agreement – Provided in Executive Session

**Subject:** Ratification of the Collective Bargaining Agreement between the CSEA-SEIU Local 2001 (Administrative Professionals) and the Windsor Board of Education.

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**Background:**

The Windsor Board of Education and the CSEA-SEIU Local 2001 (Administrative Professionals) reached a tentative agreement for a successor two year contract covering July 1, 2017 through June 30, 2019.

**Status:**

The Union voted to ratify the agreement on September 27, 2017

**Recommendation:**

The Board of Education should ratify this Agreement. A suggested motion: Move that the Board of Education vote to ratify the Agreement between the Windsor Board of Education and the CSEA-SEIU Local 2001 (Administrative Professionals) covering July 1, 2017 through June 30, 2019.

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

**Agenda Item #** 11.