

Weston Public Schools
Board of Education Meeting
Weston Middle School Library Resource Center
April 21, 2014

Attendance:

Philip Schaefer, Chairperson	Sara Spaulding
Ellen Uzenoff, Vice Chairperson	Dr. Colleen Palmer, Superintendent
Dana Levin, Secretary/Treasurer*	Dr. Kenneth Craw, Assistant Superintendent
Nina Daniel	Dr. Jo-Ann Keating, Director of Finance & Ops.
Denise Harvey	Lewis Brey, Director of Human Resources
Elise Major	

* Mrs. Levin left meeting at 9:12 p.m.

I. CALL TO ORDER, VERIFICATION OF QUORUM
Philip Schaefer, Chairperson

II. EXECUTIVE SESSION

1. Matters Pertaining to Personnel

- Non-Renewal of Long-Term Substitute Teachers
- Non-Renewal Long-Term Building Substitute Teachers
- Non-Renewal Reduction in Force – Teachers
- Other Non-Renewals

III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE

IV. RECOGNITION

1. President's Volunteer Service Award

Ms. Watkins, Principal of Weston Middle School, presented sixth-grade student Noelle Mendelson with the President's Volunteer Service Award.

Motion: Moved that the Weston Board of Education recognizes Noelle Mendelson for her outstanding volunteer service and receipt of the President's Volunteer Service Award. Motion by Ms. Daniel, second by Ms. Major, all in favor. (7-0)

V. APPROVAL OF MINUTES

The Board will vote to approve the minutes from March 17.

Motion: Moved that the Weston Board of Education approves the minutes of the March 17, 2014 Regular Session. Motion by Ms. Major, second by Ms. Spaulding, all in favor. (7-0)

VI. PUBLIC COMMENT

Katie Gregory, Farrell Road

Ms. Gregory disagreed that the Superintendent has the authority to transfer school parking spaces to Town use for the Senior Center. She spoke against co-mingled space at Hurlbutt Elementary School.

Kimberly Brown, Old Weston Road

Ms. Brown recommended using underutilized space at Hurlbutt Elementary School for expanding the preschool program.

Michele Tivey, Godfrey Road West

Ms. Tivey spoke about communication between parents, the BOE, and administration, and how it can be improved.

Tim Lawler, Hidden Meadow Road

Mr. Lawler questioned the validity of statements that no decisions have been made on the potential changes to Hurlbutt facilities for seniors. He also suggested that the extra space in the school be used for educational purposes and spoke against shared space.

Jordanna Ardizzone, Old Orchard Drive

Ms. Ardizzone spoke against the Senior Center remaining at Hurlbutt Elementary School due to security risks and suggested the existing space be used for educational purposes or before- and after-school programs for working parents.

Juad Masters, Tiffany Lane

Ms. Masters would like school space to be used for school purposes, and the Senior Center to be relocated.

VII. NEW BUSINESS

1. Security Standards Presentation

Mr. Jeff Venter, DVS Security Senior Principal, explained School Safety Infrastructure Council (SSIC) security standards development and reviewed the standards that applied specifically to shared space. He said that while these standards go into effect on July 1, they are best practices and are not mandated. Discussion by the Board followed.

2. Update on Hurlbutt Elementary School

Dr. Palmer, Superintendent of Schools, provided an update on Hurlbutt Elementary School and the use of space for the Senior Center. She discussed new security measures that have been implemented to date, including a state-of-the-art communication system, police patrol of the Mile of Safety, an increase in the number of security personnel, active shooter training, and camera surveillance. Dr. Palmer discussed the shared space review process and subsequent rejection by the Facilities Committee to house Town offices at Hurlbutt and publicly stated consideration of two remaining scenarios to continue to house the Senior Center or expand it into

underutilized space. She discussed the reasons why the Multi-Purpose Room or classroom spaces are not ideal for indoor recess activities, and that the money saved by taking any rooms off-line would decrease heating and electric costs which could then be put back into educational expenses. She addressed parent questions from public comment about meals for seniors, expanded preschool, and the doors locked between Hurlbutt and the senior center, and said that an evening question-and-answer session is forthcoming. Discussion by the Board followed.

3. Non-Renewal of Long-Term Substitute Teachers

In order to comply with Connecticut General Statutes, Section 10-151, it was recommended that the following long-term substitute teachers not be renewed for the 2014-2015 school year. This action is necessary based on the duration of their long-term substitute employment, which approximates or exceeds ninety (90) consecutive days in the same assignment and does not reflect on their service to the Weston Public Schools.

Motion: Moved that the contract of employment of the following long-term substitute teachers not be renewed for the 2014-2015 school year, and that the Superintendent of Schools is directed to advise such persons in writing of this action: Martha Glynn, English, Weston High School; Stacie Reisner, Physical Education and Health, Weston Intermediate School; and Matthew Imbrogno, English, Weston High School. Motion by Mrs. Levin, second by Ms. Harvey, all in favor. (7-0)

4. Non-Renewal Long-Term Building Substitute Teachers

In order to comply with Connecticut General Statutes, Section 10-151, it was recommended that the following building substitute teachers not be renewed for the 2014-2015 school year. This action is necessary based on the duration of their long-term substitute employment, which approximates or exceeds ninety (90) consecutive days in the same assignment and does not reflect on their service to the Weston Public Schools.

Motion: Moved that the contract of employment of the following permanent building substitute teachers not be renewed for the 2014-2015 school year, and that the Superintendent of Schools is directed to advise such persons in writing of this action: Steven Walker, Weston Middle School; Jillian Churchill, Weston Intermediate School; and Sarah Heist, Hurlbutt Elementary School. Motion by Ms. Harvey, second by Mrs. Levin, all in favor. (7-0)

5. Non-Renewal Reduction in Force – Teachers

In order to comply with Connecticut General Statutes, Section 10-151, it was recommended that the following teachers not be renewed for the 2014-2015 school year. This action is attributed to the lack of an available position related to a staff reduction under consideration in the school district's budget for the 2014-2015 school year. This action does not does not reflect on their service to the Weston Public Schools.

Motion: Moved that the following teachers not be renewed for the 2014-2015 school year, and that the Superintendent of Schools is directed to advise such persons in writing of this action: Tricia Simon, Hurlbutt Elementary School, Grade 2; Kimberly Meachen, Weston Intermediate School, Grade 5; and Courtney Morrall, Weston Intermediate School, Grade 4. Motion by Ms. Harvey, second by Mrs. Levin, all in favor. (7-0)

6. Other Non-Renewals

While Connecticut law allows for the hiring of retired teachers for part-time positions, teachers who are hired out of retirement could accumulate tenure rights, and thus must be notified of non-renewal. This action does not reflect on their service to the Weston Public Schools.

Motion: Moved that the contract of employment of the following retired teacher not be renewed for the 2014-2015 school year, and that the Superintendent of Schools is directed to advise such person in writing of this action: Marc Feeley, History, Weston High School. Motion by Ms. Harvey, second by Ms. Major, all in favor. (7-0)

7. Approval of Summer Technology Academy and Institute

Mr. Haakonsen, Director of Technology, discussed the proposal for the Summer Technology Academy, which will be two one-week sessions for students, and Summer Technology Institute (which will be three one-week graduate courses for teachers). This was discussed previously at both the Curriculum and Finance Committee meetings.

Motion: Moved that the Weston Board of Education approves the Summer Technology Academy and Institute for the 2014-2015 school year, as presented by Erik Haakonsen. Motion by Ms. Daniel, second by Ms. Spaulding, all in favor (6-0)

8. Presentation on Writing Programs at Hurlbutt Elementary School and Weston Intermediate School

Dr. Craw discussed the multi-year initiative to improve writing throughout the district. Mrs. Kaddis, Principal of Hurlbutt Elementary School, and Ms. Falber, Principal of Weston Intermediate School, presented highlights of the continuum of instruction to support students in writing in grades prek-5. Areas of focus are building volume and stamina for students, and explicit teaching of skills/strategies.

9. Fifth FY 2014 Financial Update and Approval of Transfers

Dr. Keating, Director of Finance and Operations, provided a monthly financial update, including accounts that are being monitored closely for the remainder of the year, transfers, special education, and the internal services fund. Transfers discussed at previous meetings that were not voted on were included.

Motion: Moved that the Weston Board of Education approves the transfers set forth in the first and second quarterly reports for FY 2014 and the third and fifth financial reports for FY 2014. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (6-0)

10. Technology Lease Signatory

Dr. Keating explained the purpose and terms of the proposed lease agreement with TD Banknorth, which will allow the schools to acquire varied and numerous technology items as described specifically in the agreement.

Motion: Moved that the Weston Board of Education authorizes the Superintendent or designee to execute and deliver the lease purchase agreement with TD Equipment Finance in the amount of \$402,200, and any related documents on behalf of the Weston Board of Education as the co-lessee with the Town of Weston, and take all actions necessary and proper to complete the transaction. Motion by Mrs. Uzenoff, second by Ms. Major, all in favor. (6-0)

11. Weston Board of Education Policies, Regulations, and Bylaws

Mr. Brey, Director of Human Resources and Internal Counsel, reviewed the following Weston Board of Education policies, regulations, and bylaws:

- A. Policy 5114.6, Sex Discrimination and Sexual Harassment (Students);
- B. Administrative Regulation 5114.6, Sex Discrimination and Sexual Harassment (Students); and
- C. Policy 4118.12/4218.12, Sexual Harassment (Personnel).

VIII. OLD BUSINESS

1. Weston Board of Education Policies, Regulations, and Bylaws

Mr. Brey reviewed the following Weston Board of Education policies, regulations, and bylaws:

- A. Policy 5145, Non-Discrimination (Students);
- B. Regulation 5145, Administrative Regulation Regarding Discrimination Complaints (Students);
- C. Bylaw 9120, Officers; and
- D. Bylaw 9121, Chairperson.

Motion: Moved that the Weston Board of Education approves Policy 5145, Non-Discrimination (Students); Regulation 5145, Administrative Regulation Regarding Discrimination Complaints (Students); Bylaw 9120, Officers; and Bylaw 9121, Chairperson. Motion by Ms. Major, second by Ms. Daniel, all in favor. (6-0)

IX. SUPERINTENDENT'S REPORT

1. Next Regular Board Meeting Monday, May 19, 2014 at 7:30 p.m.

2. District Update

Dr. Palmer announced that Commencement will be held on June 17 and that there are 40 days of school remaining. She also stated that pending legislation may defer the regional calendar for one year (2015-16 school year).

3. Principals' Reports

Mrs. Kaddis, Hurlbutt Elementary School Principal, highlighted the PTO-sponsored science enrichment program High-Touch High-Tech. Ms. Falber, Weston Intermediate School Principal, discussed Odyssey of the Mind and student opportunities to be collaborative and creative, including concerts and the school theatre production. Ms. Watkins, Weston Middle School Principal, showcased the One School One Book extension events, eighth-grade persuasive writing, and TEDx talks.

IX. COMMITTEE REPORTS

1. Communications Committee

The Committee has held a number of work sessions to create the recent *Weston Forum* insert and to plan the Realtors' Open House that will be hosted at Weston High School on May 21.

2. Curriculum Committee

The following items from the April 9 meeting were discussed by Mrs. Uzenoff: increasing the fine arts CIL position by .2 FTE, making it a .6 FTE position; ongoing approach to arts staffing, curriculum, and facilities requirements; grade 6 curriculum renewal for social studies; technology summer camp and teachers' institute; and surveys for educator evaluation. The next Committee meeting, anticipated to be the Annual Instructional Update, is scheduled for May 14 at 8:00 a.m.

3. Finance Committee

The following items from the April 10 meeting were discussed by Ms. Harvey: theatre arts program funding; Weston High School windows and doors progress report; tuition rate calculation; a regional planning Farm to School grant; and new USDA school lunch program regulations as of July 1, 2014 and their impacts. Other items discussed at the meeting were discussed previously in tonight's agenda. The next Committee meeting is scheduled for May 9 at 8:00 a.m.

4. Facilities Committee

The following items from the April 9 meeting were discussed by Mrs. Uzenoff: Zenon plant maintenance; SSIC guidelines with guest Jeff Venter; security systems/apps/design and how they would look at school; Tools for Schools; turf replacement; STEEP grant application; bid base for WHS windows and doors; CL&P energy study; Hurlbutt Elementary School play spaces, fencing, and bollards. The Committee adjourned to executive session for a discussion of security issues. The next Committee meeting is scheduled for May 6 at 4:00 p.m.

5. Policy Committee

There is nothing to report beyond what was discussed previously on the agenda. The next Committee meeting is scheduled for May 6 at 8:15 a.m.

6. Negotiations Committee

Per Ms. Harvey, a notice dated April 4 was received from the CT State Department of Education with the statutorily mandated schedule for upcoming Weston Teachers' Association (WTA) negotiations.

7. CES

Per Ms. Daniel, at the April 3 meeting, CES finances and the unified calendar were discussed. Ms. Daniel also discussed the annual Family University Night, which she attended as a member of the Wellness Committee.

8. CABE

Nothing to report.

9. Weston Education Foundation

Per Ms. Harvey, an update will be provided at the May 19 Board of Education Meeting.

X. ADJOURNMENT

*Motion: Motion to adjourn by Mrs. Uzenoff, second by Ms. Harvey, all in favor.
(6-0) Meeting adjourned at 10:43 p.m.*

Minutes prepared by Jennifer Markov, Board of Education Clerk.

Minutes reviewed/approved by Dr. Colleen Palmer, Superintendent.