

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	

III. RESUME PUBLIC SESSION, PLEDGE OF ALLEGIANCE

IV. RECOGNITION – No Report

V. APPROVAL OF MINUTES

The Board voted to approve the minutes from December 16 (Sara Spaulding was absent).

Motion: Moved that the Weston Board of Education approves the minutes of the December 16, 2013 Regular and Executive Sessions. Motion by Mrs. Levin, second by Mrs. Uzenoff, 6 in favor – Mr. Schaefer, Mrs. Uzenoff, Ms. Daniel, Ms. Harvey, Mrs. Levin, Ms. Major; 1 abstain – Ms. Spaulding. (6-0-1)

The Board voted to approve the minutes from January 14.

Motion: Moved that the Weston Board of Education approves the minutes of the January 14, 2014 Budget Workshop #1. Motion by Mrs. Levin, second by Ms. Major, all in favor. (7-0)

VI. PUBLIC COMMENT

VII. NEW BUSINESS

1. 2014-2015 Operating Budget Discussion and/or Adoption

Dr. Keating highlighted the reasons why the budget has changed since the October forecast (an increase of \$869,069). Dr. Palmer discussed four recommendations for reductions in the proposed budget: the removal of security funds in this budget due to feedback from Town leadership and their support in this area, a lowering of funds for cleaning contracts due to current rebidding, information from the Town and State that MERS will not increase, and a duplicate charge for Atlas software. This would bring the budget down to 4.21% increase from a 4.66% increase.

Motion: Moved that the Weston Board of Education approves the 2014-2015 Operating Budget in the amount of \$47,494,856, which reflects the following reductions to the Superintendent's Proposed Budget:

- 1. Atlas software in the curriculum and instruction budget in the amount of \$7,500;*
- 2. phase two of security upgrades in the facilities budget in the amount of \$117,400;*
- 3. contracted services in the facilities budget, with respect to the cleaning service contract, in the amount of \$40,000; and*
- 4. retirement pensions, in the district-wide budget with respect the Municipal Employment Retirement System (MERS) in the amount of \$39,057.*

Motion by Ms. Harvey, second by Mrs. Levin, all in favor. (7-0)

Motion: Moved that the Weston Board of Education adds as an agenda item to section VII, New Business, "1A: 2014-2015 Capital Budget Discussion and/or Adoption." Motion by Ms. Harvey, second by Ms. Major, all in favor. (7-0)

1A. 2014-2015 Capital Budget Discussion and/or Adoption.

Moved that the Weston Board of Education approves the 2014-2015 Capital Budget in the amount of \$477,000 for the purposes set forth in the capital budget report in Group 1, first tier, of the capital budget plan 2014-2015 in the Superintendent's Proposed Budget. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (7-0)

2. Gifts

Dr. Palmer, as per Board Policy #3280, has accepted, with appreciation, the following gifts from the Weston High School PTO:

- *up to \$1,500 for Blue Ribbon banners;*
- *\$1,500 for a Livingston Ripley Waterfowl Conservancy in-school field trip; and*
- *\$10,000 for 24 tablets with keyboards and styli, and a charging cart.*

3. Vote on Meghan Daly's Leave of Absence Request

Motion: Moved that the Weston Board of Education approves Meghan Daly's leave of absence request for the 2014-15 school year. Motion by Ms. Daniel, second by Mrs. Uzenoff, all in favor. (7-0)

4. Vote on Meredith Hallgren's Leave of Absence Request

Motion: Moved that the Weston Board of Education approves Meredith Hallgren's leave of absence request for the 2014-15 school year. Motion by Mrs. Levin, second by Ms. Spaulding, all in favor. (7-0)

5. Discussion and Vote on Reintroduction of Trigonometry Course at Weston High School

Dr. Craw discussed a course that has been reviewed by the Curriculum Committee. As Discrete Math will be phased out, the trigonometry course will be cost neutral.

Motion: Moved that the Weston Board of Education approves the Trigonometry course as presented for Weston High School. Motion by Ms. Daniel, second by Ms. Harvey, all in favor (7-0)

6. Discussion and Vote on New Publication Design Course

Dr. Craw discussed a course that has been reviewed by the Curriculum Committee. This course provides students with a graphic design opportunity centered around the yearbook. Many students are not able to get involved to the extent that they would like as an afterschool activity.

Motion: Moved that the Weston Board of Education approves the Publication Design course as presented for Weston High School. Motion by Ms. Daniel, second by Mrs. Uzenoff, all in favor. (7-0)

7. Weston High School Honors Requirements

Dr. Palmer spoke to the transition from grade 8 to grade 9, the educational placement of students, and processes parents can expect. Dr. Craw reviewed the details of the honors requirement document and how students may be considered for placement in honors courses for each discipline.

8. Weston Board of Education Policies and Regulations

Mr. Brey reviewed the following Weston Board of Education Policies and Regulations:

- A. Policy 6146, Graduation Requirements;
- B. Regulation 6146, Graduation Requirements; and
- C. Policy 4118.11-4218.11 Non-Discrimination.

9. Presentation on Second Quarter Financials

Dr. Keating provided a quarterly financial update, which included a detailed accounting of transfers in the following cost centers: one additional teacher at Hurlbutt Elementary School, needs for pupil personnel services, salary adjustments for security staff and other non-certified salaries, employee benefits, curriculum and instruction, transportation, legal fees, copying and printing, uniforms for security staff, liability/auto insurance policies.

10. Vote on Transfers

Motion: Moved that the Weston Board of Education approves the transfers set forth in the first and second quarter financial reports for FY 2014 presented by Dr. Keating. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (7-0)

11. Vote to Give Authority to Superintendent to Approve Emergency Transfers

Dr. Palmer and Mr. Brey discussed the importance of the Superintendent having the authority for the approval of emergency transfers and statutory requirements.

Moved that the Weston Board of Education authorize the Superintendent of Schools to make such transfers between one line item and another (and/or between cost centers/schools) as necessary, if the urgent need for transfer prevents the Board of Education from meeting in a timely fashion to consider the transfer, provided as follows: (1) such transfers by the Superintendent shall not exceed five percent (5%) of the annual budget; (2) transfers made in such instances shall be announced at the next regularly scheduled meeting of the Board of Education; (3) a written explanation of such transfer shall be provided to the Board of Finance and Board of Selectmen; and (4) transfers subsequently ratified by the Board at any such meeting shall not be counted in the limitation on the authority of the Superintendent to make transfers. Motion by Ms. Daniel, second by Mrs. Levin, all in favor. (7-0)

VIII. OLD BUSINESS

1. Weston Board of Education Policies and Regulations

Mr. Brey will review the following Weston Board of Education Policies and Regulations:

- A. Policy 4111, Recruitment and Selection of Certified Personnel;
- B. Regulation 4111, Recruitment and Selection of Certified Personnel; and
- C. Policy 4211, Recruitment and Selection of Non-Certified Personnel.

Motion: Moved that the Weston Board of Education approves Policy 4111, Recruitment and Selection of Certified Personnel; Regulation 4111, Recruitment and Selection of Certified Personnel; and Policy 4211, Recruitment and Selection of Non-Certified Personnel. Motion by Mrs. Levin, second by Ms. Spaulding, all in favor. (7-0)

IX. SUPERINTENDENT'S REPORT

1. Next Board Meeting Tuesday, February 25, 2014 at 7:30 p.m.

2. District Update – No Report

3. Principals' Reports

Mrs. Deorio, Principal of Weston High School, spoke about the beginning of second semester and the surprise staff appreciation day provided by the student government, the arrival of a delegation from Bhutan, the boys basketball game tonight against Colby Cathedral, and a girls basketball tomorrow. Ms. Watkins, Weston Middle School Principal, discussed the unveiling of the hallway art gallery in the foyer, the hour of code, World War II liberator Alan Moskin as a guest speaker for the eighth grade, the National Geographic Bee, and the upcoming Youth Drug and Alcohol

Survey Results meeting. Mrs. Wilhelm, Weston Intermediate School Assistant Principal, reported on the third-grade unit on tales, fourth grade development with fractions, professional development for Math in Focus, fifth grade how-to projects, the student vs. staff volleyball game, and December assembly sing-along. Mrs. Kaddis, Hurlbutt Elementary School Principal, announced receipt of a grant from the Weston Service Center through Exxon Mobil, reading and writing progress for students, and the PBIS chain links decorating the Board meeting tables that were made with buddy classes and which express ideas for how to be kind.

X. COMMITTEE REPORTS

1. Communications Committee

At the January 9 meeting, the Committee discussed ways to improve communications with Weston Residents. Ms. Daniel discussed the Superintendent's Blog, placing an insert in *The Weston Forum*, and the creation of a Superintendent's column to cover topics concerning the schools. The next Committee meeting is scheduled for February 27 at 8:30 a.m.

2. Curriculum Committee

Per Mrs. Uzenoff, there is nothing to report beyond what was discussed previously on the agenda. The next Committee meeting is scheduled for February 12 at 8:00 a.m.

3. Finance Committee

The following items from the January 14 meeting were discussed by Ms. Harvey: budget development and mitigation strategies, a progress report on the high school windows and doors project, the second quarter financial report, transfers, GASB funding, cost-sharing for the middle school pool, and cost of strings program. The next Committee meeting is scheduled for February 13 at 8:00 a.m.

4. Facilities Committee

The following items from the January 15 and January 22 meetings were discussed by Mrs. Uzenoff: lighting for the football field, the football field sound system replacement, and the possible sharing of school facilities. Mrs. Uzenoff explained the reasons behind a tabling of the shared school facilities discussion, and expressed that only two of the six options for space sharing will remain as possibilities for investigation, neither of which involve the placing of Town offices within the schools. The next Committee meeting is scheduled for February 11 at 4:00 p.m.

5. Policy Committee

Per Mrs. Levin, there is nothing to report beyond what was discussed previously on the agenda. The next Committee meeting is scheduled for February 4 at 8:15 a.m.

6. Negotiations Committee

Nothing to report.

7. CES

The following items from the January 9 meeting were discussed by Ms. Daniel: a presentation from the Connecticut Office of Early Childhood Education on “Ages and Stages,” a 2-1-1 infoline on child development, a January 9 symposium on freedom of information, and the January 31 Legislative Breakfast.

8. CAGE

Nothing to report.

9. Weston Education Foundation

Nothing to report.

XI. ADJOURNMENT

Motion: Motion to adjourn by Mrs. Levin, second by Ms. Daniel, all in favor. (7-0) Meeting adjourned at 8:31 p.m.

Minutes prepared by Jennifer Markov, Board of Education Clerk.

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