

Weston Public Schools
 Board of Education Meeting
 Weston Middle School Library Resource Center
 June 16, 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	

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

II. PLEDGE OF ALLEGIANCE

III. RECOGNITION

1. The Board of Education will Honor Retirees

Dr. Palmer, Superintendent of Schools and Mrs. Deorio, Weston High School Principal, recognized retiring high school teachers Sal LaRusso and Jean Bennett. Ms. Watkins, Weston Middle School Principal, recognized retiring middle school teacher Jane Rackliffe, who was unable to attend.

Motion: Moved that the Weston Board of Education recognizes Jean Bennett, Sal LaRusso, and Jane Rackliffe for their years of outstanding service to the students of Weston Public Schools. Motion by Mrs. Levin, second by Ms. Harvey, all in favor. (7-0)

2. The Connecticut Association of Schools Scholar Leader Award

Ms. Watkins, Weston Middle School Principal, congratulated Jane Paknia and Max Chayet, recipients of the CAS Scholar Leader Award.

Motion: Moved that the Weston Board of Education recognizes Jane Paknia and Max Chayet for their distinguished scholarship and leadership in school and the community. Motion by Ms. Daniel, second by Ms. Major, all in favor. (7-0)

IV. APPROVAL OF MINUTES

The Board voted to approve the minutes from May 19 and 22, with one correction to section X, item 4.

Motion: Moved that the Weston Board of Education approves the minutes of the May 19, 2014 Regular and Executive Sessions and the May 22, 2014 Special Meeting. Motion by Ms. Major, second by Ms. Spaulding, all in favor. (7-0)

V. PUBLIC COMMENT

Jackson Marvin, Goodhill Road, and Jack Seigenthaler, Lyons Plain Road

Mr. Marvin and Mr. Seigenthaler, students at Weston High School who recently served on the Food Service Committee, spoke against the National School Lunch program due to inadequate portion sizes and variety of options that would be available to students.

Brian Porter, Parade Ground Court

Mr. Porter had several questions and comments about the proposed memorandum of understanding (MOU) for the use of lights in the football stadium. He requested specific amendments be added to the MOU. He also voiced concern over the use of air horns.

Larry Schwartz, Parade Ground Court

Mr. Schwartz brought to the Board an issue with youth playing loud music today on the football field, which was a disturbance to his family. He also requested that a few items of protection, which were previously requested by Mr. Porter, be added to the MOU regarding lights on the football field.

VI. NEW BUSINESS

1. Resignations

Members of the Board of Education and Dr. Palmer, Superintendent of Schools, spoke on behalf of the tenure of Mr. Clarke, Director of School Facilities, at Weston Public Schools, including his many successful projects, and wished him well in his new position.

Motion: Moved that the Weston Board of Education notes the resignation of Daniel Clarke, Director of School Facilities, and Kristy Peterson, 1.0 FTE Weston Middle School English Language Arts Teacher, effective June 30, 2014. Motion by Mrs. Uzenoff, second by Ms. Levin, all in favor. (7-0)

2. Discussion and Vote on Proposed MOU Regarding the Installation of Lights on the Stadium Field and Associated Operating Conditions

Mrs. Uzenoff, Board of Education Vice Chairperson and Chair of the Facilities Committee, discussed the proposed MOU, stressed the importance of the Oversight Committee, and thanked all those that have worked on the document. She asked that sound issues be set-aside at this meeting, as sound is only beginning to be discussed. Discussion by the Board followed.

Motion: Moved that the Weston Board of Education authorizes the Chairperson to negotiate and sign the memorandum of understanding between the Board of Education, the Town of Weston, the Weston Lacrosse Club, and Weston Youth Football and Cheer, Inc. regarding lights on the Weston High School stadium field. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (7-0)

3. Discussion and Vote on Proposed MOU Regarding the Senior Center at Hurlbutt Elementary School – Tabled

4. Discussion of Reallocating Capital Funds for the WHS Windows/HVAC Project

Dr. Palmer, Superintendent of Schools, discussed the reallocation of capital funds in the amount of \$60,000 from instructional space renovations in the middle school to the high school 12-classroom renovation project, in order to install the infrastructure required to install air conditioning in FY 2016. Dr. Keating, Director of Finance and Operations, discussed funding sources. Discussion by the Board followed.

5. Discussion and Vote on 2014-2015 Tuition Rates

Dr. Keating, Director of Finance and Operations, reviewed the 2014-2015 tuition rates, and discussed how the rates were calculated.

Motion: Moved that the Weston Board of Education approves the 2014-2015 tuition rates. Motion by Mrs. Levin, second by Ms. Spaulding, all in favor. (7-0)

6. Discussion and Vote on Healthy Food Certification

Section 10-215f of the Connecticut General Statutes requires that each local board of education or governing authority for each Connecticut public school district participating in the National School Lunch Program (NSLP) must take action annually to certify whether all food items sold to students will or will not meet the Connecticut Nutrition Standards. This includes all public schools, regional educational service centers, the Connecticut Technical High School System, charter schools, inter-district magnet schools and endowed academies.

Motion: Moved that the Weston Board of Education declines to participate in the State of Connecticut Incentive Program. It is important to note that Weston Public Schools exceeds the Connecticut Nutrition Standards. Motion by Mrs. Uzenoff, second by Mrs. Levin, all in favor. (7-0)

Motion: Moved that the Weston Board of Education approves the following authorized signers of the ED-099 Agreement for Child Nutrition Program: Colleen A. Palmer, Ph.D., Superintendent of Schools, or her designee, are authorized to sign the Agreement and to sign claims for reimbursement. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (7-0)

7. Discussion and Vote on Weston High School's Participation in the National School Lunch Program

Dr. Keating, Director of Finance and Operations, discussed the evolution of the high school lunch program since 2008, which is tailored to the desires and needs of Weston residents. She stressed that the restrictions at the federal level are very limiting, and explained the financials in support of declining the National School Lunch program. Mr. Santelli, Director of Culinary Services; Ms. Patterson, Registered Dietician; and a Chartwells representative, gave a presentation that

illustrated which items would be removed from the WHS lunch menu next year based on the new USDA regulations, results of a survey completed by Weston students and families, and items that Chartwells would like to add to the menu next year. Discussion by the Board followed.

Motion: Moved that the Weston Board of Education declines Weston High School's participation in the National School Lunch Program for the 2014-2015 school year. Motion by Ms. Daniel, second by Mrs. Levin, all in favor. (7-0)

8. Cleaning Service Bid Award

Dr. Keating, Director of Finance and Operations, discussed the cleaning bids and her recommendation to award the contract to Shamrock for approval.

Motion: Moved that the Weston Board of Education approves Shamrock as the cleaning service provider for a five-year contract to be renewed annually, commencing on July 1, 2014. Motion by Ms. Harvey, second by Mrs. Levin, all in favor. (7-0)

9. Seventh FY 2014 Financial Update and Approval of Transfers

Dr. Keating, Director of Finance and Operations, provided a monthly financial update, including special education expenditures.

Motion: Moved that the Weston Board of Education approves the transfers as presented by Dr. Keating in the seventh FY 2014 financial update. Motion by Mrs. Levin, second by Ms. Harvey, all in favor. (7-0)

10. Appointment of District Medical Advisor for 2014-15

Motion: Moved that the Weston Board of Education re-appoints Dr. Laura Marks as the District Medical Advisor for the period July 1, 2014 – June 30, 2015. Motion by Ms. Daniel, second by Ms. Major, all in favor. (7-0)

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 and regulations:

- A. Policy 1331, Use of Video Monitoring Devices and Video Recordings;
- B. Administrative Regulation R 1331, Use of Use of Video Monitoring Devices and Video Recordings; and
- C. Administrative Regulation R 5133, School Swimming Pool Safety Plan.

Discussion by the Board followed.

12. Discussion and Vote on Salary and Contract Term for 2014-15 for Unaffiliated Central Office Administrators

Motion: Moved that the Weston Board of Education enters into executive session for the purpose of discussing the employment contracts for the Assistant

Superintendent of Curriculum and Instruction, Director of Finance and Operations, Director of Human Resources, and Director of Technology. Motion by Ms. Harvey, second by Ms. Major, all in favor (7-0)

Dr. Palmer, Superintendent of Schools, was invited into executive session.

VII. RESUME PUBLIC SESSION

1. Assistant Superintendent of Curriculum and Instruction Contract

Motion: Moved that the Weston Board of Education: (1) approves the contract term of Dr. Kenneth Crow (the Assistant Superintendent of Curriculum and Instruction) for a new period of three years, July 1, 2014 through June 30, 2017; (2) establishes a base salary of \$181,473 representing a 2.25% increase; and (3) authorizes the Chairperson to negotiate and execute a revised contract with the Assistant Superintendent of Curriculum and Instruction incorporating these changes. Motion by Ms. Levin, second by Ms. Harvey, all in favor. (7-0)

2. Director of Finance and Operations Contract

Motion: Moved that the Weston Board of Education: (1) approves the contract term of Dr. Jo-Ann Keating (the Director of Finance and Operations) for a new period of three years, July 1, 2014 through June 30, 2017; (2) establishes a base salary of \$183,524 representing a 2.25% increase; and (3) authorizes the Chairperson to negotiate and execute a revised contract with the Director of Finance and Operations incorporating these changes. Motion by Ms. Harvey, second by Ms. Spaulding, all in favor. (7-0)

3. Director of Human Resources Contract

Motion: Moved that the Weston Board of Education: (1) approves the contract term of Mr. Lewis Brey (the Director of Human Resources) for a period of three years, July 1, 2014 through June 30, 2017; (2) establishes a base salary of \$159,715 representing a 2.25% increase; and (3) authorizes the Chairperson to negotiate and execute a revised contract with the Director of Human Resources incorporating these changes. Motion by Mrs. Levin, second by Mrs. Uzenoff, all in favor. (7-0)

4. Director of Technology Contract

Ms. Harvey explained that the Board has been following technology director salaries in DRG A closely and it is clear that a market-driven adjustment is necessary. Dr. Palmer discussed the budget assumptions for FY 2015 and the issue of several key technology department district salaries falling much lower than market rates, which resulted in two staff accepting higher paying positions

elsewhere during FY 2014. In the process of recruiting, salaries were increased to attract appropriate replacements. A review of all DRG A technology directors' compensation rates documented a thirty thousand differential in salary for Mr. Haakonsen versus comparable colleagues. Should the district need to hire a replacement for Mr. Haakonsen, the market trends would prompt the district to hire within the range of other DRG A districts. In order to retain essential expertise to oversee technology in the district, this recommendation for a market-driven adjustment, over the next two years has been made.

Motion: Moved that the Weston Board of Education (1) approves the contract term of Mr. Erik Haakonsen (the Director of Technology) for a period of three years, July 1, 2014 through June 30, 2017; (2) incorporates a market-driven adjustment of \$20,000 to the base salary in 2014-15 and a subsequent adjustment of \$10,000 in 2015-16, resulting in a base salary of \$141,922 for 2014-15, and (3) authorizes the Chairperson to negotiate and execute a revised contract with the Director of Technology incorporating these changes. Motion by Ms. Daniel, second by Mrs. Levin, all in favor. (7-0)

VIII. OLD BUSINESS

1. 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 and regulations:

- A. Policy 5113.2, Attendance and Truancy;
- B. Regulation 5113.2, Attendance and Truancy;
- C. Regulation 5113, Attendance and Excuses;
- D. Policy 5113, Attendance and Excuses; and
- E. Policy 1252, Possession of Deadly Weapons.

One change from the first reading in Regulation 5113.2 was noted.

Motion: Moved that the Weston Board of Education approves Policy 5113.2, Attendance and Truancy; Regulation 5113.2, Attendance and Truancy; Regulation 5113, Attendance and Excuses; Policy 5113, Attendance and Excuses; and Policy 1252, Possession of Deadly Weapons. Motion by Ms. Levin, second by Ms. Major, all in favor. (7-0)

IX. SUPERINTENDENT'S REPORT

1. Next Regular Board Meeting Monday, July 21, 2014 at 7:30 p.m.

2. Presentation of Initial Draft of 2015-16 Calendar

Dr. Palmer reviewed the draft calendar for the 2015-16 school year, which includes a full February break and a full April break. The draft calendar will be sent to staff and families, and will appear on the July agenda for possible adoption.

3. District Update – No Report

X. COMMITTEE REPORTS

1. Communications Committee

Ms. Daniel discussed the May 21 Realtors Open House, which was a success.

2. Curriculum Committee – No report

3. Finance Committee

The following items from the June 5 meeting were discussed by Ms. Harvey: an update on pricing for WIS stage curtains and an update on the FY 2015 technology lease.

4. Facilities Committee

The following items from the June 3 meeting were discussed by Mrs. Uzenoff: Zenon plant repairs, a proposed scoreboard for softball, and dogs on campus.

5. Policy Committee

Per Ms. Levin, there is nothing to add beyond the policies already discussed earlier in the agenda.

6. Negotiations Committee – No report

7. CES – No report

8. CABA – No report

9. Weston Education Foundation

Ms. Harvey mentioned the following items from the last WEF meeting: a grant that was approved for a laser engraver for Project Lead the Way at the high school, bylaws, fundraising, a kitchen tour, and a new website.

XI. EXECUTIVE SESSION

1. Discussion of a Confidential Communication from the Board’s Attorney

2. Discussion of the Memorandum of Understanding with Weston Teachers’ Association

Minutes prepared by Jennifer Markov, Board of Education Clerk.

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