

Weston Public Schools
Board of Education Meeting
Weston Middle School Library Resource Center
November 25, 2013

Attendance:

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

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

II. PLEDGE OF ALLEGIANCE

Motion to amend the agenda to add executive session at the end of public session to discuss a communication subject to attorney-client privilege. Motion by Mr. Schaefer, second by Ms. Harvey, all in favor. (6-0)

III. ELECTION OF OFFICERS

Motion: Moved that the Weston Board of Education elects Phil Schaefer as the Board Chairperson. Motion by Ms. Uzenoff, second by Ms. Major, all in favor. (6-0)

Motion: Moved that the Weston Board of Education elects Ellen Uzenoff as the Board Vice-Chairperson. Motion by Mr. Schaefer, second by Ms. Harvey, all in favor. (6-0)

Motion: Moved that the Weston Board of Education elects Dana Levin as the Board Secretary/Treasurer. Motion by Ms. Spaulding, second by Ms. Harvey, all in favor. (6-0)

IV. RECOGNITION

1. Board of Education

Mr. Schaefer recognized Sonya Stack for her four years of service to the Weston Board of Education.

Motion: Moved that the Weston Board of Education recognizes Sonya Stack for four years of outstanding service to the students, families, and staff of Weston Public Schools. Motion by Mrs. Levin, second by Ms. Major, all in favor. (6-0)

2. Teacher of the Year

Dr. Palmer introduced Helen Knudsen, Weston 2013-2014 Teacher of the Year.

Motion: Moved that the Weston Board of Education recognize Helen Knudsen, Weston 2013-2014 Teacher of the Year, for her outstanding service to the students of Weston. Motion by Mrs. Uzenoff, second by Ms. Harvey, all in favor. (6-0)

V. APPROVAL OF MINUTES

The Board voted to approve the minutes from October 21.

Motion: Moved that the Weston Board of Education approves the minutes of the October 21, 2013 Regular and Executive Sessions. Motion by Ms. Harvey, second by Mrs. Levin, 4 (Mrs. Uzenoff, Mrs. Levin, Ms. Harvey, and Ms. Spaulding) in favor, 2 (Mr. Schaefer and Ms. Major) abstain. (4-0-2)

VI. PUBLIC COMMENT

Katie Gregory, Farrell Rd

Ms. Gregory spoke on behalf of Weston Students First against co-mingling public Town offices within the schools and requested its removal from consideration. She read a letter from Ronald Stephens, Executive Director of the National School Safety Center, advising community involvement in the discussion of co-mingling.

Michelle Tivey, Godfrey Road West

Ms. Tivey read a letter from Carrie Usher, a teacher who survived the Sandy Hook tragedy, to the Board of Education against the co-mingling of Town offices with the schools due to safety concerns.

Namuk Cho, Walnut Lane

Mr. Cho spoke against the co-mingling of public offices with the schools.

Michael Schlechter, Woods End Lane

Mr. Schlechter spoke against the co-mingling of space due to safety concerns, citing details of the report released today on Sandy Hook.

VII. NEW BUSINESS

1. Gifts

Dr. Palmer, as per Board Policy #3280, accepted, with appreciation, the following gifts from the Weston Education Foundation:

\$3,086 for the purchase and installation of two projectors for Weston High School for use in the art rooms.

Dr. Palmer, as per Board Policy #3280, also accepted, with appreciation, the following gifts from a Weston resident:

- 2 NEX-7 Sony cameras;
- 1 NEX-5 Sony camera;
- 4 Sony camera lenses;
- 1 Sony HD studio camera;
- 1 Canon Vixia HD camera;
- 1 JVC Pro HD camcorder;
- 2 Samsung HD monitors;
- 5 camera lights;
- 7 Mac monitors;
- 3 Mac towers;
- 4 external hard drives;
- 2 ion microphones;
- 4 camera mounted microphones;
- 1 Lowel light kit;
- 2 fill lights;
- 1 Manfrotto tripod;
- 1 Sanford and Davis tripod;
- 2 mono pods;
- 2 shoulder harness tripods; and
- 2 dollies

for the WHS videography program, with a total estimated value of \$32,800.

2. 2015 Budget Assumptions Approval

Dr. Keating reviewed the draft FY 2015 Board of Education Operating Budget Assumptions item-by-item. Discussion ensued regarding the CPI used in one of the assumptions. Dr. Keating indicated that the assumption of the CPI increasing by 2.75% was based on, and is a little higher than, the average of the two prior years' CPI. Ms. Harvey referenced CPI projections for 2014 and 2015 from the Governor's office of 2.4% and 2.5% and from the Congressional Budget Office that were lower than those percentages. Dr. Keating indicated that about \$500,000 of the budget is affected by this percentage, mainly covering paper goods and that the differential of projected CPI numbers does not yield a significant difference in costs. With the WB Mason contract expiring at the end of this year, the expectation is that prices for the goods covered by that contract will increase, and the concern is not to fall short on the assumption.

Motion: Moved that the Weston Board of Education approves the FY 2015 Operating Budget Assumptions. Motion by Mrs. Levin, second by Ms. Spaulding, all in favor. (6-0)

3. 2015 Budget Calendar Approval

Dr. Keating reviewed the Draft 2014-2015 Budget Calendar. Ms. Harvey requested that the February 24 Board of Education meeting date be changed in order for Board members to attend the Board of Selectmen meeting scheduled for the same evening. February 25 was proposed as the meeting date.

Motion: Moved that the Weston Board of Education approves the 2014-2015 Budget Calendar. Motion by Ms. Harvey, second by Mrs. Uzenoff, all in favor. (6-0)

4. 2015 Capital Budget Request

Dr. Keating and Mr. Clarke discussed first- and second-tier projects of the draft FY 2015 Capital Budget Request.

5. Annual NESDEC Enrollment and Projections Report

Mr. Brey reviewed the NESDEC Annual Enrollment and Projections Report. This report is the updated enrollment history and forecast from the New England School Development Council (NESDEC). These enrollment projections, developed annually, provide important data for program, budget planning and staffing for the 2014-2015 school year. This set of projections was based on Tri-State area data rather than New England data, from which past projections were based.

6. Weston Board of Education Policies and Regulations

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

- A. Regulation 5118, Non-Resident Attendance and Tuition Fees;
- B. Regulation 5111, Admission/Placement;
- C. Policy 5111, Admission/Placement; and
- D. Policy 1330, Community Relations: Use of School Facilities.

A second reading of these policies will be on the agenda of the December Board of Education meeting.

7. Fourth-Grade Orchestra New Course Adoption

Dr. Palmer discussed a .2 FTE course that has been reviewed by the Curriculum Committee. Seventy students are currently participating in the pilot as a before-school program. Approval by the full Board allows the course to be considered for inclusion in the program of studies over the next several years pending budget priorities.

Motion: Moved that the Weston Board of Education approves the fourth-grade orchestra course for consideration pending budget priorities. Motion by Mrs. Uzenoff, second by Ms. Spaulding.

Motion to amend motion to read as follows by Ms. Uzenoff, second by Ms. Harvey.

Amended Motion: Moved that the Weston Board of Education approves the fourth-grade orchestra course for consideration in the Superintendent's budget for 2014-2015, pending Board of Education approval. Motion by Ms. Uzenoff, second by Ms. Harvey, all in favor. (6-0)

VIII. OLD BUSINESS

1. Approval of 2014-2015 Calendar

Dr. Palmer discussed the new legislation regarding mandated Unified Regional Calendars effective 2014-2015 and presented the current draft calendar for 2014-2015.

Motion: Moved that the Weston Board of Education approves the proposed 2014-2015 Calendar. Motion by Mrs. Levin, second by Ms. Major, all in favor. (6-0)

IX. SUPERINTENDENT'S REPORT

1. Next Regular Board Meeting Monday, December 16, 2013 at 7:30 p.m.

2. District Update

- **2012-2013 Outstanding Accomplishments**

This document highlights district achievements in the arts, athletics, academics, service, communications and technology, and educational programming. The Communications Committee is exploring the possibility of having the page inserted in the *Forum* for delivery to Weston residents without children in the school system.

- **Update on WIS solar panel project**

Dr. Keating discussed the next steps in this project. A presentation to the Board will be on the agenda for December.

- **Highlights of the National Blue Ribbon Ceremony for WHS**

Dr. Palmer deferred this discussion to Mrs. Deorio's report highlights.

3. Principals' Reports

Mrs. Deorio, Weston High School Principal, spoke about the Blue Ribbon ceremony and trip to D.C. and displayed the plaque to Board members. Mrs. Watkins, Weston Middle School Principal, highlighted the Veterans Day community event at the middle school. Ms. Falber, Weston Intermediate School Principal, highlighted the new PBIS program to recognize positive behavior, wherein paws are awarded to "packs" of students by staff. Mrs. Kaddis, Hurlbutt Elementary School Principal, discussed Halloween, parent involvement, and math workshops held by Carolyn Vinton.

X. COMMITTEE REPORTS

1. Communications Committee

Nothing to report.

2. Curriculum Committee

The following items from the November 13 meeting were discussed by Mrs. Uzenoff: the new strings program, the reintroduction and restructuring of Spanish at Hurlbutt Elementary School for grades K and 1, the November 7 evening meeting for Common Core, and the Smarter Balanced Assessment. The next Committee meeting is scheduled for December 11 at 8:00 a.m.

3. Finance Committee

The following items from the November 14 meeting were discussed by Ms. Harvey: a district credit card, the summer enrichment program for the arts, enterprise fund opportunities, security, the application for a State security grant, progress report on windows and doors, cost avoidance report, budget, and the policy regarding contingency teachers. The next Committee meeting is scheduled for December 5 at 8:00 a.m.

4. Facilities Committee

The following items from the November 13 meeting were discussed by Mrs. Uzenoff: stadium field lights and sound, testing for high school windows and doors, solar panel project, CL&P energy conservation, global facilities study, cost avoidance report, update on middle school HVAC, and security. The next Committee meeting is scheduled for December 3 at 4:00 p.m.

5. Policy Committee

Per Mrs. Levin, the first readings from today's agenda were finalized at the November 12 meeting. The next Committee meeting is scheduled for December 3 at 8:15 a.m.

6. Negotiations Committee

Ms. Harvey announced that the WAA contract has been signed and filed with the Town clerk.

7. CES

Nothing to report.

8. CABE

The CABE/CAPSS Convention on November 15 was an opportunity for the Board to interface with other boards of education as well as the State Board.

9. Weston Education Foundation

Ms. Harvey reported on gift that was accepted earlier on the agenda tonight.

XI. ADJOURNMENT

Motion: Motion to adjourn to executive session by Mrs. Uzenoff, second by Ms. Spaulding, all in favor. (6-0) Meeting adjourned to executive session at 10:28 p.m.

Minutes prepared by Jennifer Markov, Board of Education Clerk.

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

Chairman

Secretary

Approved by the Board of Education December 16, 2013.