

Board of Education Regular Meeting

Tuesday, August 25, 2020 6:06 PM

Via Zoom *Members of the public can view the meeting by watching the live stream on the WPS YouTube channel. Please view the Google Calendar on the District website for link and agenda., 24 School Road, Weston, CT 06883-1623

I. CALL TO ORDER, VERIFICATION OF QUORUM

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

IV. PUBLIC COMMENT - *Members of the public can view the meeting by watching the live stream on the WPS YouTube channel. Please view the Google Calendar on the District website for the link to the agenda, YouTube live stream link and link to the Public Comment Form.

V. NEW BUSINESS

V.A. Resignations

V.A.1. Acceptance of the Resignation of Rachel Scandura, WHS Speech and Language Pathologist

V.B. FY 20 Year End Financial Update and Approval of Transfers

V.C. FY 2021 Covid 19 Financial Impact

V.D. ADDED AGENDA ITEM: Weston High School Student Parking Fees

V.E. Discussion and Possible Vote on Establishing Non-Lapsing Account

V.F. Weekly Enrollment Update

V.G. Discussion and Possible Addition of a First Grade Section Based on Current Enrollment Trend

V.H. Fall 2020 Reopening Update

VI. SUPERINTENDENT'S REPORT

VI.A. District Update

VII. COMMITTEE REPORTS

VII.A. Communications Committee

VII.B. Curriculum Committee

VII.C. Facilities Committee

VII.D. Finance Committee

VII.E. Policy Committee

VII.F. Negotiations Committee

VII.G. CES

VII.H. CAFE

VII.I. Weston Education Foundation

**VIII. NEXT SCHEDULED MEETINGS OF THE BOARD OF
EDUCATION**

VIII.A. Regular Session on September 21, 2020 at
7:00 p.m., Weston Middle School Library Media
Center

VIII.B. Review of Pending Agenda Items for Next
Meeting

IX. ADJOURNMENT

Board of Education Regular Meeting

June 15, 2020 6:00 PM

Conference Call

860-909-0916 PIN: 180 555 291#

Attendance Taken at 6:01 PM:

Present Board Members:

Anthony Pesco

Melissa Walker

Ruby Hedge

Gina Albert

Hillary Koyner

Victor Escandon

Absent Board Members:

Taffy Miller

I. CALL TO ORDER, VERIFICATION OF QUORUM

II. EXECUTIVE SESSION

III. RESUME PUBLIC SESSION

IV. PLEDGE OF ALLEGIANCE

Discussion:

After the Pledge of Allegiance, Dr. Tony Pesco, read a statement on behalf of the Board of Education stating:

Board of Education
Statement on Specific Actions in our Continuous Fight for Justice

June 15, 2020

The killing of George Floyd and the subsequent events across the nation over the last few weeks have been devastating. Communities of color around the country are in pain, and there are people in our own community who are also in pain and struggling as they face racism and the long battle against racial inequality. We as a community need to be active participants in fighting for racial justice.

As the Board of Education, are committed to assisting in building a community-wide strategy with families, students, town officials, administration, staff and other citizens, to fight racism and social injustice of all forms and protect every member of our community. Over the last few weeks we have heard from community. At the schools, we will work with the administration on three initial paths:

- 1. Curriculum: We will** re-examine the Weston Public School curriculum to increase racial literacy; learning related to black culture, history and race, in addition to ensuring that our curriculum is delivered through the lens of diversity, equity and inclusion. In addition, alongside the fight for racial justice, we will lift up communities of color for their enormous accomplishments and contributions to art, science, music, and more.

2. **Staff Diversity:** We will continue to pro-actively recruit and hire a more diverse teaching staff, so that we can bring authentic voices to our community and our students.
3. **Policies:** We will review and strengthen our policies and response protocol regarding incidents of racism on our campus.

We are working with the administration to create a task force, inviting students and members of the community to participate in making their passionate voices heard and building appropriate solutions to combat racism and all forms of social injustice and build bridges so that every member of our student body feels included and valued. These important school-wide initiatives are one piece of the puzzle. And we urge families and community members, who play an even more important role in the moral and ethical development of our town's and nation's youth, to join in the effort. Together we can ensure that we are producing responsible, respectful and inclusive global citizens.

V. RECOGNITION

V.A. Recognition of the Presidents of 2019-2020 Weston High School, Weston Middle School, Weston Intermediate School and Hurlbutt Elementary School Parent Teacher Organizations

Discussion:

Dr. McKersie thanked the PTO presidents for their guidance with the school administration and support throughout the year.

Motion Passed: Move that the Weston Board of Education recognize the 2019-2020 Parent Teacher Organization Presidents; passed with a motion by Ruby Hedge and a second by Gina Albert.

6 Yeas - 0 Nays.

V.B. Recognition of Weston Public Schools 2019-2020 Parent Teacher Organizations Funded Initiatives

Discussion:

Dr. McKersie thanked each of the PTO organizations for their continued support of supplies, equipment, programs and initiatives on behalf of each of the Weston schools. Ms. Albert suggested recognizing other groups and organizations on an annual basis that provide support across the District. The Board agrees as well and will look to add in other contributions made to the District.

Motion Passed: Move that the Weston Board of Education recognize the Weston Public Schools 2019-2020 Parent Teacher Organizations funded initiatives; passed with a motion by Ruby Hedge and a second by Ms. Hillary Koyner.

6 Yeas - 0 Nays.

VI. APPROVAL OF MINUTES

Discussion:

Ms. Albert noted that the motion language in the June 8, 2020 Board meeting regarding the budget should indicate that the total number was approved, however the specific details of where monies would be spent would be voted on during the June 15, 2020 meeting. The motion language will be changed to reflect this.

Motion Passed: Move that the Weston Board of Education approve the minutes from the May 18 Executive and Regular Sessions, May 19 Executive Session, May 27 Executive Session, June 1 Executive Session, June 8 Special Meeting, June 10 Executive and Regular Sessions, June 11 Executive Session and June 11 Executive and Regular Sessions; passed with a motion by Gina Albert and a second by Ruby Hedge.

6 Yeas - 0 Nays.

VII. PUBLIC COMMENT - **To participate in Public Comment, please visit the District website at www.westonps.org, and under the Board of Education tab- Public Participation Guidelines, view the procedures and guidelines for Public Participation in Remote Board Meetings.

Discussion:

The following public comments were received:

Kristana Esslinger, 59 Ledgewood Drive East: Regarding Fall 2020 reopening.

Gregg/Jenn Haythorn, 6 Winthrop Hill: Congratulations to Mr. Cross for his work as Director of Finance and Operations during his first year in Weston.

VIII. NEW BUSINESS

VIII.A. Fall 2020 Update-Verbal

Discussion:

Dr. McKersie updated the Board regarding the work being done on the Fall 2020 opening of school. He has been meeting with area superintendents as they share best practices and concerns throughout districts.

VIII.A.1. WHS Presentation on Potential Fall 2020 Plans from Lisa Wolak

Discussion:

Ms. Wolak, Principal of Weston High School, spoke regarding the preliminary thinking that is going into the plans for the Fall 2020 opening of school. She mentioned the need to have variety within all four school approaches.

VIII.B. Distance Learning Update-Verbal

Discussion:

Each of the four principals spoke about the work that is being done in preparation for the Fall 2020 opening of school. Dr. Craw spoke about the coordination that is being done with the principals to review what needs improvement going into the Fall and is looking forward to the feedback from the parent survey that will be sent on July 16. He is hoping for a strong response from families to inform us.

VIII.C. Eliminating Racism and Promoting Social Justice-Role of the Weston Public Schools-Verbal

Discussion:

Three themes regarding eliminating racism and promoting social justice within the Weston Public Schools surround around the curriculum, staff diversity and policies. Dr. Pesco mentioned that we will have a more methodical approach at the gaps and where we can focus our efforts to do better.

VIII.D. Discussion and Possible Addition of a Third Grade Section Based on Current Enrollment Trend

Discussion:

The Board discussed the possible addition of one more third grade section based on the current enrollment trend.

Motion Passed: passed with a motion by Gina Albert and a second by Ruby Hedge.

6 Yeas - 0 Nays.

VIII.E. Presentation of Weston High School New Course Proposal, AP Human Geography

Discussion:

Mr. Nick Torres spoke regarding the new course proposal, AP Human Geography.

Motion Passed: Move that the Weston Board of Education approve the new course proposal for Weston High School, AP Human Geography; passed with a motion by Ruby Hedge and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.F. Matters Pertaining to Personnel-Discussion and Vote of Promotion of Human Resources Specialist to Human Resources Manager

Motion Passed: Move that the Weston Board of Education approve the promotion of Human Resources Specialist to Human Resources Manager, and the FY 21 salary for the position be set at \$87,500; passed with a motion by Ruby Hedge and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.G. Matters Pertaining to Personnel-Discussion and Vote of salary increases for:

District Medical Advisor;
Nursing Supervisor;
Food Service Director;
Confidential Administrative Assistant for the Superintendent;
Administrative Assistant for the Assistant Superintendent of Curriculum & Instruction;
Finance Coordinator;
Confidential Finance and Operations Office Manager;
Payroll and Benefits Coordinator;
Accounts Payable/Accounts Receivable;
Student Activities Bookkeeper;
Information Technology Coordinator;
District Data Coordinator;
Data Analyst;
Board Certified Behavioral Analyst (3);
Board Certified Analyst;
Vocational Therapist;
Athletic Trainer (2); and
Unaffiliated Bus Aides (5)

Motion Passed: Move that the Weston Board of Education approve a general wage increase of 1.9% general wage increase for the positions listed above: passed with a motion by Melissa Walker and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.H. Discussion and Vote on Salary and Contract Term for 2020-2021 Unaffiliated Central Office Administrators

VIII.H.1. Assistant Superintendent of Curriculum and Instruction Contract

Motion Passed: Move that the Weston Board of Education: 1) approve the contract term of Dr. Kenneth Craw (the Assistant Superintendent of Curriculum and Instruction) for a new period of three years, July 1, 2020 through June 30, 2023; 2) establish base salary of \$213,466.95, representing a 1.9% increase to Dr. Craw's current base salary; and 3) authorize the Chairperson to negotiate and execute a revised contract with the Assistant Superintendent of Curriculum and Instruction incorporating these changes; passed with a motion by Ruby Hedge and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.H.2. Director of Finance and Operations Contract

Motion Passed: Move that the Weston Board of Education: 1) approve the contract term of Mr. Phillip Cross (the Director of Finance and Operations) for a new period of three years, July 1, 2020 through June 30, 2023; 2) establish base salary of \$178,325, representing a 1.9% increase to Mr. Cross's current base salary; and 3) authorize the Chairperson to negotiate and execute a revised contract with the Director of Finance and Operations incorporating these changes; passed with a motion by Melissa Walker and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.H.3. Director of Facilities Contract

Motion Passed: Move that the Weston Board of Education: 1) approve the contract term of Mr. Michael DelMastro (the Director of Facilities) for a new period of two years, July 1 2020 through June 30, 2022; 2) establish base salary of \$132,470, representing a 1.9% increase to Mr. DelMastro's current base salary; and 3) authorize the Chairperson to negotiate and execute a revised contract with the Director of Facilities incorporating these changes; passed with a motion by Melissa Walker and a second by Gina Albert.

6 Yeas - 0 Nays.

VIII.I. Discussion and Vote on Additional Reductions to FY 21 Operating Budget

Based on last month's meeting, the Board agreed on a net reduction of \$76,839, with an understanding that an additional reduction of \$43,161 will be submitted as well. The details for the reduction of \$43,161 is as follows: \$20,910 in a salary reduction, \$11,751 in a reduction within the electrical account, and \$10,500 in home bound tutors. This brings the total reduction to \$122,000. For FY 2021, the budget is \$54,161,443 or a 2.05% increase over FY 2020.

Motion Passed: Move that the Weston Board of Education approve the additional reductions to FY 21; passed with a motion by Ruby Hedge and a second by Melissa Walker.

6 Yeas - 0 Nays.

VIII.J. Discussion and Vote on 2020-2021 Tuition Rates

Discussion:

There will be a 2.05% increase to last year's tuition cost.

Motion Passed: Move that the Weston Board of Education approve the tuition rates for the 2020-2021 school year; passed with a motion by Gina Albert and a second by Ruby Hedge.

6 Yeas - 0 Nays.

VIII.K. Discussion and Vote on 2020-2021 Utility and Facilities Rental Rates

Motion Passed: Move that the Weston Board of Education approve the 2020-2021 utility and facility rental rates; passed with a motion by Ruby Hedge and a second by Melissa Walker.

6 Yeas - 0 Nays.

VIII.L. Closeout of the WHS Windows and Doors Project, State Project Number 157-0052

Motion Passed: Move that the Weston Board of Education approve to close out the WHS Windows and Doors Project, State Project Number 157-0052; passed with a motion by Ruby Hedge and a second by Ms. Hillary Koyner.

6 Yeas - 0 Nays.

VIII.M. Eleventh FY 2020 Financial Update and Approval of Transfers

Discussion:

There were no transfers for the month of May and will wait until the end of June to finalize all details.

Motion Passed: Move that the Weston Board of Education approve the eleventh FY 20 Financial Update and approval of transfers presented by Mr. Phil Cross; passed with a motion by Gina Albert and a second by Ruby Hedge.

6 Yeas - 0 Nays.

VIII.N. Weston Board of Education Policies, Regulations, and Bylaws

VIII.N.1. First Reading of Policy and Regulations 1312, Public Complaint

Discussion:

Dr. McKersie provided the first reading of Policy and Regulations 1312, Public Compliant.

VIII.N.2. First Reading of Policy and Regulation 1331, Use of Video Monitoring Devices and Video Recordings

Discussion:

Dr. McKersie provided the first reading of Policy and Regulation 1331, Use of Video Monitoring Devices and Video Recordings.

VIII.N.3. First Reading of Policy and Regulation 5131.2, Video and Audio Recording On School Buses

Discussion:

Dr. McKersie provided the first reading of Policy and Regulation 5131.2, Video and Audio Recording on School Buses.

IX. SUPERINTENDENT'S REPORT

IX.A. District Update

Discussion:

Dr. McKersie mentioned that he had one parent ask to change the overall BOE meeting format to the Zoom platform. This will be taking place in July, 2020. Due to the planning that needs to happen over the summer, Committees may be required to meet during the summer months. Dr. McKersie thanked Dr. Craig Tunks and Mr. Michael Rizzo and expressed his appreciation of behalf of the work done for the District. During the summer, there will be a lot of work done on behalf of the curriculum, policies and facilities as to how we will provide education in the fall.

X. COMMITTEE REPORTS

X.A. Communications Committee

X.B. Curriculum Committee

X.C. Facilities Committee

X.D. Finance Committee

X.E. Policy Committee

X.F. Negotiations Committee

X.G. CES

X.H. CAFE

X.I. Weston Education Foundation

XI. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

XI.A. Regular Session on July 27, at 6:00 p.m.

XI.B. Review of Pending Agenda Items for Next Meeting

XII. ADJOURNMENT

Discussion:

The meeting was adjourned at 8:44 p.m.

Motion Passed: passed with a motion by Ruby Hedge and a second by Melissa Walker.

6 Yeas - 0 Nays.

Chairperson

Superintendent

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 8/25/20

Information Only

Action Requested

Agenda Item Subject: Approval of the June 2020 Financial Report

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is the FY20 Year End (June 2020) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



August 20, 2020

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: June Financial Report for FY 2020

Below is a summary report of the FY 20 Budget through June 2020.

Object Series	Adjusted Budget	YTD Actuals	FY 20 Encumbrances	FY 20 Anticipated	FY 20 Balance Available	Previous Month Balance
Salaries (1000's)	\$32,305,462	\$32,247,621			\$57,841	\$173,161
Benefits (2000's)	\$9,188,657	\$9,247,915	\$9,512		(\$68,771)	(\$7,846)
Professional Services (3000's)	\$1,570,677	\$1,526,084	\$300		\$44,293	\$32,942
Property Services (4000s)	\$2,353,884	\$2,196,919	\$83,103		\$73,861	\$28,934
Other Services (5000s)	\$5,680,067	\$5,021,997	\$84,490		\$573,580	\$259,344
Supplies (6000s)	\$2,662,157	\$2,406,425	(\$2,255)		\$257,986	\$231,230
Equipment (7000s)	\$394,227	\$453,170	\$19,238		(\$78,181)	(\$78,345)
Other Objects (8000s)	\$134,424	\$113,546			\$20,877	\$24,128
Revenue (9000s)	(\$1,215,843)	(\$1,111,924)			(\$103,919)	(\$83,378)
Total	\$53,073,710	\$52,101,754	\$ 194,388	\$ 0	\$777,568	\$580,169

We will end fiscal 2019-20 having spent \$52,101,754, with open encumbrances of \$194,388, for a combined total of \$52,296,142 or 98.53% of our \$53,073,710 budget, and a fund balance of \$777,568. As previously discussed, the fund balance/savings was achieved by a combination of a budget freeze and savings related to early school closure resulting from the current health pandemic. As a reminder, the budget freeze was instituted on April 24,2020 and was required to mitigate additional costs within Special Education, legal fees, health insurance and security improvements. The fund balance can be broken down as follows, covid-19 savings \$382,081 and budget freeze \$395,487.

It is important to note, that the fund balance includes an anticipated refund of \$85,278 from our transportation provider, First Student. We anticipate that we will be receiving the refund check shortly.

On June 4, 2020 the Board of Finance approved the Town's budget with a flat mill rate. In addition to budget reductions, the BOE committed to returning to the Town our projected fund balance of \$600,000. We mentioned at the time that the

exact amount of the fund balance would not be known until the fiscal year was closed. It is anticipated that there will be significant, unanticipated expenditures for FY21. With that said, I am recommending that we request that the Board of Finance establish a carryover account in the amount of \$177,568, that the Town will control, to partially fund these expenditures.

**INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

Fiscal Year Ended Actual 2020

STATEMENT OF REVENUES AND EXPENDITURES

Fund Balance -July 1, 2019 \$ 1,537,357

Revenues:

General Fund Appropriation (July-October)	\$ -
Reimbursements	\$ -
Total Contributions	\$ -

Total Revenues (A) \$ -

Expenditures

Delta Dental:

Claims	\$ 355,791
Administrative Fees	\$ 24,060
Total Health Plan Costs (B)	\$ 379,851

Net Change (A-B) \$ (379,851)

Fund balance June 30, 2020 \$ 1,157,506

Medical Cost \$ -

Fund balance June 30, 2020 \$ 1,157,506

Balance Sheet:

Assets:

Fund Balance (Opening Fund Balance + Prior Year IBNR)	\$ 1,537,357	
Year End Accounts Payable	\$ -	
Net Change	\$ (379,851)	
Total Assets		\$ 1,157,506

Beg Year Fund Balance	\$ 1,537,357	
Year to Date Net Change	\$ (379,851)	
Total Fund Balance		\$ 1,157,506

Total Liabilities + Fund Balance		\$ 1,157,506
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**WESTON PUBLIC SCHOOLS
FINANCIAL REPORT**

Jun-20

Period: 12 of 12

Object	Account	FY 20 Adopted Budget	Cumulative Budget Adjustments	Current Report Budget Adjustments	Adjusted Budget	FY 2020 Expended	FY 2020 Encumbered	FY 2020 Anticipated	FY 2020 Projected to EOY	FY 2020 Balance Available	8/20/2020
WESTON PUBLIC SCHOOLS											
Salaries & Wages (1000s)											
	Certified Staff	25,278,541	(275,911)		25,002,630	24,941,705			24,941,705	60,924	
	Non Certified Staff	6,057,273	(44,135)		6,013,138	6,077,828			6,077,828	(64,690)	
	Overtime	187,700	2,430		190,130	162,738			162,738	27,392	
	Certified Stipends	842,981	(686)		842,295	824,102			824,102	18,193	
	Non Certified Stipends	262,378	(5,108)		257,270	241,248			241,248	16,022	
	Turnover Savings	(318,013)	318,013		0	0			0	0	
	Salary Differential	82,020	(82,020)		0	0			0	0	
	<i>Group \$ transfer in/(transfer out):</i>	\$32,392,880	(\$87,417)	\$0	\$32,305,462	\$32,247,621	\$0	\$0	\$32,247,621	\$57,841	
	<i>Group change %:</i>				(\$87,417)	99.8%	0.0%	0.0%	99.8%		
					-0.3%						
Benefits (2000's)											
	2000 Health Insurance	7,701,232	(2,637)		7,698,595	7,790,363			7,790,363	(91,768)	
	2022 Premium Cost Share	(1,368,814)	0		(1,368,814)	(1,361,419)			(1,361,419)	(7,395)	
	2001 Social Security	558,237	0		558,237	552,072			552,072	6,165	
	2002 Medicare	466,950	0		466,950	460,986			460,986	5,964	
	2003 Workers Compensation	238,335	(37,935)		200,400	205,411			205,411	(5,011)	
	2004 Unemployment Compensation	37,065	(4,065)		33,000	48,488	9,512		58,000	(25,000)	
	2005 Early Retirement Incentive	276,499	39,167		315,666	315,665			315,665	1	
	2007 Pension Contributions	1,010,900	81,523		1,092,423	1,088,303			1,088,303	4,120	
	2010 Tuition Reimbursement	80,000	0		80,000	58,565			58,565	21,435	
	2011 Life Insurance	54,054	5,946		60,000	58,635			58,635	1,365	
	2012 Disability Insurance	15,306	(8,106)		7,200	6,290			6,290	910	
	2014 Sick Bank	45,000	0		45,000	24,556			24,556	20,444	
	<i>Group \$ transfer in/(transfer out):</i>	\$9,114,764	\$73,893	\$0	\$9,188,657	\$9,247,915	\$9,512	\$0	\$9,257,427	(\$68,777)	
	<i>Group change %:</i>				\$73,893	100.6%	0.1%	0.0%	100.7%		
					0.8%						
Professional & Technical Services (3000s)											
	3210 Contracted Services Educational	365,670	(113,804)		251,866	195,184			195,184	56,682	
	3220/3221 Consulting Services	257,200	16,504		273,704	265,218			265,218	8,486	
	3235 Testing	99,600	(5,160)		94,440	80,956			80,956	13,484	
	3239 Other Pupil Services	182,075	1,020		183,095	217,617			217,617	(34,522)	
	3303 Management Services	64,105	10,715		74,820	72,230			72,230	2,590	

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT

Jun-20

Period: 12 of 12

Object	Account	FY 20 Adopted Budget	Cumulative Budget Adjustments	Current Report Budget Adjustments	Adjusted Budget	FY 2020 Expended	FY 2020 Encumbered	FY 2020 Anticipated	FY 2020 Projected to EOY	FY 2020 Balance Available	8/20/2020
3304	License Fees-Facilities	3,500	0		3,500	2,335			2,335	1,165	
3306	Legal Fees	250,000	126,214		376,214	423,415			423,415	(47,200)	
3308	Police/Fire	89,013	0		89,013	68,638	300		68,938	20,075	
3309	Professional Technical Services	166,579	5,397		171,976	148,442	0		148,442	23,533	
3310	Sports Officials	52,049	0		52,049	52,049			52,049	0	
	<i>Group \$ transfer in/(transfer out):</i>	\$1,529,791	\$40,886	\$0	\$1,570,677	\$1,526,084	\$300	\$0	\$1,526,384	\$44,293	
	<i>Group change %:</i>				\$40,886	97.2%	0.0%	0.0%	97.2%		
					2.7%						
Property Services (4000s)											
4200	Cleaning Services	756,109	0		756,109	746,875			746,875	9,234	
4202	Rubbish Removal	55,020	(2,500)		52,520	40,741			40,741	11,779	
4302	Equipment Repairs	125,960	(3,730)		122,230	92,315	2,725		92,315	27,190	
4400	Equipment Rental	252,237	14,300		266,537	260,100			260,100	6,436	
4401	Rental of Facilities	4,675	(200)		4,475	4,397			4,397	78	
4500	Repair Allowance	204,400	80		204,480	158,035	45,183		203,218	1,262	
4509	Septic Cleaning	40,000	26,002		66,002	87,365	35,195		122,560	(56,558)	
4510	Asbestos Abatement	5,000	(2,756)		2,244	0			2,244	0	
4514	Fire Alarm System	25,000	7,226		32,226	30,540			30,540	1,686	
4518	Sewer System Plant Maintenance	93,162	0		93,162	93,262			93,262	(100)	
4520	Service Contracts	142,688	(1,492)		141,196	120,757			120,757	20,439	
4530	Parks & Recreation	64,372	0		64,372	60,393			60,393	3,979	
4533	Glass Replacement	5,000	(2,595)		2,405	2,010			2,010	395	
4534	Roof Repair	17,000	0		17,000	0			0	17,000	
4535	Window Treatments	3,000	0		3,000	0			0	3,000	
4539	Energy Management System	21,650	106		21,756	21,756			21,756	0	
4540	Athletic Facilities Repairs	20,000	125,707		145,707	145,134			145,134	573	
4541-4542/4550	Contracted Services	202,350	(7,864)		194,486	181,299			181,299	13,187	
4543	Paving	11,300	0		11,300	4,800			4,800	6,500	
4600	Special Projects	37,500	(20,130)		17,370	17,370			17,370	0	
4602	Tree Service	7,500	5,230		12,730	12,730			12,730	0	
4604	Snow Plowing	12,500	(3,275)		9,225	9,032			9,032	193	
4605	Signage	2,500	(750)		1,750	1,081			1,081	669	
4606	Sprinkler Repairs	3,000	6,574		9,574	8,011			8,011	1,563	
4610	Playground Repairs	5,000	5,284		10,284	7,398			7,398	2,886	
4701	Security System Monitoring	78,311	3,241		81,552	81,552			81,552	0	
4702	Locks/Keys	8,500	1,693		10,193	9,966			9,966	227	
	<i>Group \$ transfer in/(transfer out):</i>	\$2,203,734	\$150,150	\$0	\$2,353,884	\$2,196,919	\$83,103	\$0	\$2,280,022	\$ 73,861	
	<i>Group change %:</i>				\$150,150	93.3%	3.5%	0.0%	96.9%		
					6.8%						
Other Services (5000s)											
5100	Regular Transportation	1,359,639	255		1,359,894	1,333,290	(78,078)		1,255,212	104,682	
5101	SPED Transportation	478,530	223,254		701,784	683,867	1,700		685,567	16,218	
5104	Athletic Transportation	90,520	0		90,520	51,618	9,982		61,600	28,920	
5105	Extra Curricular Transportation	11,350	0		11,350	6,816			6,816	4,534	

**WESTON PUBLIC SCHOOLS
FINANCIAL REPORT**

Jun-20

Period: 12 of 12

Object Series	Account	FY 20 Adopted Budget	Cumulative Budget Adjustments	Current Report Budget Adjustments	Adjusted Budget	FY 2020 Expended	FY 2020 Encumbered	FY 2020 Anticipated	FY 2020 Projected to EOY	FY 2020 Balance Available	8/20/2020
5200	General Liability Insurance	112,340	(41,735)		70,605	70,605			70,605	0	
5202	Athletic Insurance	29,939	(13,289)		16,650	16,650			16,650	0	
5205	Property Insurance	104,375	(6,540)		97,835	96,485			96,485	1,350	
5300	Communications	86,000	816		86,816	91,922			91,922	(5,106)	
5400	Postage	23,467	11,188		34,655	32,786			32,786	1,868	
5500	Advertising	8,000	(1,025)		6,975	5,964			5,964	1,011	
5501	Printing	21,633	4,108		25,741	16,281			16,281	9,460	
5600	Tuition	2,936,536	(133,522)		2,803,014	2,273,989	150,886		2,424,875	378,139	
5605	Tuition-ESS	287,228	0		287,228	286,110			286,110	1,118	
5800,5802-5880	Travel & Conference	63,182	3,862		67,044	44,827			44,827	22,217	
5801	Mileage Reimbursement	12,355	0		12,355	8,258			8,258	4,097	
5900	Other Purchased Services	6,700	900		7,600	2,528			2,528	5,073	
	Group \$ transfer in/(transfer out):	\$5,631,794	\$48,273	\$0	\$5,680,067	\$5,021,997	\$84,490	\$0	\$5,106,487	\$573,580	
	Group change %:		0.9%		\$48,273	88.4%	1.5%	0.0%	89.9%		
	Supplies & Materials (6000's)										
6110	Materials	537,246	(13,186)		524,058	438,256	11,305		449,561	74,497	
6120	Office Materials	39,510	(2,467)		37,044	21,452	0		21,452	15,591	
6130	Maintenance Materials	178,500	(18,138)		160,362	140,572	4,273		144,845	15,517	
6131	Custodial Materials	77,000	8,658		85,658	84,625	5,339		89,965	(4,307)	
6132	Security Materials	20,100	(445)		19,655	16,200	0		16,200	3,455	
6140	Software	512,469	0		512,469	467,463	0		467,463	45,007	
6270	Diesel Fuel	91,031	0		91,031	91,051	0		91,051	(20)	
6410	Books	171,269	(1,227)		170,041	163,094	303		163,396	6,645	
6510	Heating Oil	392,894	(23,694)		369,200	352,237	(13,595)		338,642	30,558	
6520	Electricity	710,317	(21,678)		688,639	629,730	(9,881)		619,849	68,790	
6530	Propane gas	4,000	0		4,000	1,745	0		1,745	2,255	
	Group \$ transfer in/(transfer out):	\$2,734,336	(\$72,179)	\$0	\$2,662,157	\$2,406,425	(\$2,255)	\$0	\$2,404,170	\$ 257,986	
	Group change %:		-2.6%		(\$72,179)	90.4%	-0.1%	0.0%	90.3%		
	Equipment (7000's)										
7300	Equipment	390,027	4,200		394,227	453,170	19,238		472,408	(78,181)	
	Group \$ transfer in/(transfer out):	\$390,027	\$4,200	\$0	\$394,227	\$453,170	\$19,238	\$0	\$472,408	\$ (78,181)	
	Group change %:		1%		\$4,200	115.0%	4.9%	0.0%	119.8%		
	Other Objects (8000's)										
8100	Dues, Fees and Memberships	97,087	9,942		107,029	91,658			91,658	15,371	
8900	Other Objects	27,395	0		27,395	21,888			21,888	5,507	
	Group \$ transfer in/(transfer out):	\$124,482	\$9,942	\$0	\$134,424	\$113,546	\$0	\$0	\$113,546	\$ 20,877	
	Group change %:		8.0%		\$9,942	84.5%	0.0%	0.0%	84.5%		

WESTON PUBLIC SCHOOLS
FINANCIAL REPORT

Jun-20

Period: 12 of 12

Object Series	Account	FY 20 Adopted Budget	Cumulative Budget Adjustments	Current Report Budget Adjustments	Adjusted Budget	FY 2020 Expended	FY 2020 Encumbered	FY 2020 Anticipated	FY 2020 Projected to EOY	FY 2020 Balance Available	8/20/2020
9200	Technology Revenue	(103,101)	0	0	(103,101)	(102,106)			(102,106)	(995)	
9201	Participation Fees, Athletics	(83,097)	0	0	(83,097)	(60,515)			(60,515)	(22,582)	
9202	Gate Receipts, Athletics	(16,000)	0	0	(16,000)	(15,914)			(15,914)	(86)	
9205	Excess Cost SPED	(536,300)	(129,363)		(665,663)	(655,410)			(655,410)	(10,253)	
9206	Pre School Tuition SPED	(100,000)	0	0	(100,000)	(89,626)			(89,626)	(10,374)	
9207	Regular Ed. Tuition	(29,769)	(38,383)		(68,152)	(68,171)			(68,171)	18	
9208	Revenue from Town for Fields	(55,580)	0	0	(55,580)	(46,817)			(46,817)	(8,763)	
9209	Parking Fees	(45,000)	0	0	(45,000)	(39,600)			(39,600)	(5,400)	
9210	Theater Receipts	(46,750)	0	0	(46,750)	(24,112)			(24,112)	(22,638)	
9212	Facility Use Rental	(17,500)	0	0	(17,500)	(2,706)			(2,706)	(14,794)	
9215	Medicaid Revenue	(15,000)	0	0	(15,000)	(6,947)			(6,947)	(8,053)	
	Group \$ transfer in/(transfer out):	(\$1,048,097)	(\$167,746)	\$0	(\$1,215,843)	(\$1,111,924)	\$0	\$0	(\$1,111,924)	(\$103,919)	
	Group change %:				\$ (167,746)						
					16%						
	Total:	\$53,073,710	\$0	\$0	\$53,073,710	\$52,101,754	\$ 194,388	\$ -	\$ 52,296,142	\$777,568	
						98.17%	0.37%	0.00%	98.53%	1.47%	

**WESTON PUBLIC SCHOOLS
INTERNAL SERVICES FUND
FOR HEALTH BENEFITS PROGRAM**

Fiscal Year Ended

Actual 2020

STATEMENT OF REVENUES AND EXPENDITURES

Fund Balance -July 1, 2019

\$ 1,537,357

Revenues:

General Fund Appropriation (July-October)

\$ -

Reimbursements

\$ -

Total Contributions

\$ -

Total Revenues (A)

\$ -

Expenditures

Delta Dental:

Claims

\$ 355,791

Administrative Fees

\$ 24,060

Total Health Plan Costs (B)

\$ 379,851

Net Change (A-B)

\$ (379,851)

Fund balance June 30, 2020

\$ 1,157,506

Medical Cost

\$ -

Fund balance June 30, 2020

\$ 1,157,506

Balance Sheet:

Assets:

Fund Balance (Opening Fund Balance + Prior Year IBNR)

\$ 1,537,357

Year End Accounts Payable

\$ -

Net Change

\$ (379,851)

Total Assets

\$ 1,157,506

Beg Year Fund Balance

\$ 1,537,357

Year to Date Net Change

\$ (379,851)

Total Fund Balance

\$ 1,157,506

Total Liabilities + Fund Balance

\$ 1,157,506

Weston Public Schools
FY21 Covid- 19 Financial Impact

8/20/2020

FY21 Budget	\$ 54,161,443
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DESCRIPTION	AMOUNT	% of Budget
<u>Unanticipated Expenditures</u> ¹		
1) Health & Safety	72,850	
2) Technology Cost	152,358	
3) Classroom staff (Grades 1 & 3)	190,081	
4) Curriculum Summer Planning & Professional Development	14,532	
5) Staff for additional cleaning requirements	256,700	
6) Food Service Program supplemental	68,000	
7) Daily cleaning of buses	19,001	
Total Unanticipated Expenditures	\$ 773,522	
<u>Potential Revenue Loss</u>		
8) Gate Receipts, Athletics	14,500	
9) Facility/Athletic Rental Fee	17,500	
10) Theater Receipts	30,125	
Total Potential Revenue Loss	62,125	
Total Unanticipated	\$ 835,647	1.54%
<u>Potential Mitigating Funds</u>		
11) Cares Act/Education Stabilization Grant	(51,548)	
12) FY21 carryover funds (if BoF approves)	(177,568)	
13) FEMA Reimbursement (Pending FEMA's Review & Approval)	(70,562)	
14) Open Choice grant	(80,000)	
	(379,678)	
Projected Budget Deficit	\$ 455,969	0.84%

Other cost to be determined

Legal
 Bus monitors if the need arise (not adhering to policy...face mask)
 Replenish PPE

¹ - See attached for additional information

Covid Impact Supplemental Information

- 1 PPE purchased in conjunction with Westport Public Schools to achieve volume discount. All orders have been received. Additional purchase orders in place if we need to replenish.
- 2 The district has purchased Zoom Licenses for all teachers and will be providing each with a teacher toolkit. The toolkit will include among other items, an iPad & a document camera.
- 3 Enrollment in these grades have exceeded projections. Additional sections needed to comply with BoE guidelines.
- 4 Per contract, our CILs are committed to four days of summer work for curriculum development. This summer we had an additional two days of work to adapt curriculum as needed for covid impacts.
- 5 Projected costs for Covid related cleaning. AFSCME has been working collaboratively with the District on potential outsourcing of this work. Outsourcing would potentially reduce this amount.
- 6 With WMS & WHS not serving lunch and anticipated reduced lunch purchases at HES & WIS, we anticipate a deficit in our food service enterprise fund.
- 7 Projected expenses for bus cleaning.
- 8 Per the WPS re-opening plan, spectators will not be allowed at sporting events.
- 9 WPS is not allowing any outside groups to rent our facilities until at least January 2020.
- 10 Projected net Covid impact on WPS theater productions.
- 11 This is based on the formula for Title 1 allocation. The grant was not based on a per pupil allocation.
- 12 Excess FY20 cost savings. BoE requests for this to be placed in carryover fund for use as Covid costs mitigation for FY21.
- 13 WPS has submitted appropriate filings for FEMA reimbursement.
- 14 We receive \$3,000 per Open Choice student we accept. The estimate is based on previous year's average receipt.

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: August 25, 2020

Information Only

Action Requested

Agenda Item Subject: Weekly Enrollment Update

Submitted by: William McKersie

Document Summary/Purpose and/or Recommended Action:

Attached is enrollment update memo dated 8/21/20; Enrollment Update Spreadsheet 8/21/20; Virtual Distance Learning Respondents Spreadsheet

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>

**Detailed Information on Enrollment for Weston Public Schools 20-21
as of 8-20-20**

Incoming Grade	Confirmed Enrollment as of 10-1-19	Enrollment as of 8-20-20	Pending in Infosnap 8-20-20	Total 20-21 as of 8-20-20	Milone & Macbroom Projected Enrollment 20-21	Number of Sections 20-21	Average Class Size Based on Enrollment as of 8-11-20 (Total/Section)	Enrollment as of 8-11-20	Pending in Infosnap 8-11-20
K	129	126	4	130	120	7	18.6	124	12
1	118	142	2	144	144	7	20.6	135	9
2	135	133	1	134	124	6	22.3	125	5
3	160	136	12	148	144	7	21.1	134	13
4	168	164	13	177	169	8	22.1	163	11
5	169	167	12	179	174	8	22.4	167	11
6	191	182	2	184	178	NA		181	0
7	186	190	1	191	194	NA		190	1
8	203	193	2	195	189	NA		192	1
9	195	205	5	210	206	NA		205	5
10	207	193	6	199	194	NA		193	3
11	205	205	5	210	206	NA		205	3
12	185	208	0	208	205	NA		208	0
TOTAL	2251	2244	60	2309	2247			2222	69

PK 3	7	4	0	4	NA	NA	NA
PK 4	20	14	0	14	NA	NA	NA

Notes:

* Enrollment remains fluid and is not final. **Additional updates will be provided every Friday through the start of school.**

**New students to the District are categorized as "pending" in Infosnap until all required documentation is received.

Most students in Infosnap will transition to confirmed enrollment.

Open Choice students are added in August. Number of new students will be added based upon request and class sizes.

Class Size Guidelines (Per BOE):

K-1: Up to 20 Students Per Class

2-5: 20-24 Students Per Class

**Voluntary Distance Learning Opt-In
as of August 20, 2020**

Grade	# of Students for Voluntary Distance Learning	Total by School for Voluntary Distance Learning	PS + IS Enrollment as of 8-20-20	P+ IS Total Student Enrollment by School as of 8-20-20	% VDL by Class Size as of 8-20-20
PK	2 (not included below)	PK @ HES: 2 (not included below)			
K	21		130		16.2
1	28		144		19.4
2	18	HES: 67 (16.4% total population)	134	408	13.4
3	22		148		14.9
4	42		177		23.7
5	36	WIS: 100 (19.8% total population)	179	504	20.1
6	25		184		13.6
7	28		191		14.7
8	27	WMS: 80 (14% total population)	195	570	13.8
9	16		210		7.6
10	15		199		7.5
11	17		210		8.1
12	16	WHS: 64 (7.7% total population)	208	827	7.7

Total Respondents:

311

311 (13.6% total population VDL Opt-In)

2309

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: August 25, 2020

Information Only

Action Requested

Agenda Item Subject: Proposed BOE Meeting Structure & Approach Fall 2020

Submitted by: William McKersie

Document Summary/Purpose and/or Recommended Action:

Attached is a memorandum to the Board of Education that addresses our recommendations for how we structure BOE Meetings and Committee Meetings for at least Fall 2020.

For more Board of Education Meeting and Committee Meeting Information, visit:
<https://meeting.cabe.org/public/Agency.aspx?PublicAgencyID=47&AgencyTypeID=1>



Weston Public Schools
Office of the Superintendent
William S. McKersie, Ph.D.

MEMORANDUM

To: Weston Board of Education
Date: August 25, 2020
Subject: Recommended BOE Meeting Structure for 2020-21

With the district planning to reopen on September 8, 2020 with a Hybrid Early-Dismissal Scenario, which has staff in-district every day for full work days, and students on campus every other day, it is important that the Board of Education return to a form of in-person meetings. We know that Boards in the region are returning to forms of in-person meetings.

We are recommending a “Hybrid BOE Meeting Structure,” which would mirror the nature of in-person contact for students and staff, and follow the same requirements for health and safety. We outline below possible approaches for the Monthly BOE Meetings and the Committee Meetings. We look forward to discussing this plan with you at the August 25, 2020 BOE Meeting.

Monthly BOE Meetings

If the district is a Hybrid Scenario, monthly BOE Meetings would occur as follows.

1. BOE Meeting would be held at the WMS Media Center at 7:00 p.m., with Executive Sessions as necessary at 6:00 p.m. in the adjoining “Think Tank.”
2. In-person attendees would be limited to: BOE Members, Cabinet-Plus, Principals or other Leadership Team members as needed and Meredith Herman. Attendees would be required to maintain six-foot social distancing and remain masked at all times. Direct contact would not be allowed.
3. Other members of the staff and the public would observe the BOE meetings remotely. The platform would be via Zoom and live streaming to the district YouTube channel. Public comments would be submitted in writing and then read aloud via the Google Docs system we instituted earlier this year. This approach mirrors how we will operate the schools for the foreseeable future: 1) We are not allowing parents or other visitors to the schools until at least January 2021; 2) Classes, cohorts and groupings within the school day are being limited to small numbers, in which social distancing and mask-wearing can be maintained.

If the district shifts to a Full On Distance Learning Scenario, BOE Meetings would return to a full remote approach, with Zoom as the platform.

BOE Committee Meetings

BOE Committee Meetings would continue in a remote format for the foreseeable future. The platform will be Zoom. We will work with Dan DiVito on how to make the meetings accessible to the public via livestreaming or direct meeting access moderated by a Cabinet member or assistant. We have not been recording the Committee Meetings.