



Board of Education Regular Meeting
Monday, March 17, 2025
7:00 PM
Weston Middle School Library Learning Commons
135 School Road
Weston, CT 06883

- I. CALL TO ORDER, VERIFICATION OF QUORUM
- II. PLEDGE OF ALLEGIANCE
 - A. I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible with liberty and justice for all.
- III. STUDENT BOARD OF EDUCATION REPRESENTATIVE COMMENTS
 - A. Discussion with WHS Student Board of Education Representatives
- IV. APPROVAL OF MINUTES
 - A. Approval of meeting minutes from the February 24, 2025 Weston Board of Education Meeting
 - B. Approval of meeting minutes from the March 4, 2025 Weston Board of Education Special Meeting
- V. PUBLIC COMMENT
 - A. The Board welcomes the opportunity to hear from members of the public about matters concerning Weston Public Schools. Public comment is an important chance for the Board to receive input and feedback from our school community. We listen attentively to all comments shared.

While we value and pay close attention to public comment, it is our practice not to respond substantively, or sometimes at all, during public comment. There are several reasons for this:

First, engaging in a discussion on non-agenda items could violate the Board's obligations to comply with the Freedom of Information Act.

Second, the Board or the administration may not be prepared to discuss certain matters raised in the first instance by a public comment.

Third, the Board develops its meeting agenda carefully to ensure that the Board

addresses matters that are pressing or relevant at the time of the meeting.

We encourage members of the public with specific questions, concerns, or complaints about our schools to reach out directly to Superintendent Barbiero. You may also email the Board at our email address, boardofeducation@westonps.org.

Additional details on Public Comment at board meetings can be found on our website: https://www.westonps.org/608477_3

Meeting Conduct: Bylaws of the Board #9325 -
<https://meetings.boardbook.org/Public/Book/2468?docTypeId=224318&file=ab5f2950-f792-4ecc-bc14-37a3939de003>

VI. NEW BUSINESS

- A. Gifts, Grants and Bequests (Recognition, Acceptance or Approval)
 - 1. Acceptance of a donation from the WMS PTO in the amount of \$1,500 for an in-person author visit
 - 2. Acceptance of a donation from the WIS PTO in the amount of \$2,100 for two custom logo rugs
 - 3. Approval of a donation from the WIS PTO in the amount of \$27,000 to create a WIS Innovation Lab
 - 4. Recognition of donation from the WIS PTO in the amount of \$900 for three WIS School of Distinction banners
- B. Weston Board of Education Policies, Regulations, and Bylaws (first read)
 - 1. Discussion of policy 5131.99: Safe School Climate
- C. Discussion and approval of consent agenda

VII. DISTRICT UPDATES

- A. Superintendent Report
- B. Human Resources
- C. Pupil Personnel Services and Special Education
- D. Finance and Operations
 - 1. Discussion and approval of the February 2025 Financial Report
 - 2. FY26 Budget Update
 - 3. Review and approval of the WIS Back-Up Generator Bid

VIII. COMMITTEE UPDATES

- A. Communications Committee
- B. Connecticut Association of Boards of Education (CABE)
- C. Cooperative Educational Services (CES)
- D. Curriculum Committee
- E. Education Optimization Committee (EOC)
- F. Finance & Operations Committee
- G. ~~Negotiations Committee~~ (committee not active at this time)
- H. Policy Committee
- I. Safety & Security Committee
- J. Weston Education Foundation (WEF)

IX. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

- A. April 21, 2025, 7:00 PM, Via Zoom Webinar
- B. Review of Pending Agenda Items for Next Meeting
- X. ADJOURNMENT



Board of Education Regular Meeting

Monday, February 24, 2025

7:00 PM

Zoom Webinar

Absent: Chad Hoepfner, Lisa Luft, **Present:** Steven Ezzes, David Felton, Sharon Ferraro, Peter Gordon, Michael Guido. Present: 5, Absent: 2. Chad Hoepfner joined the meeting at 7:52 PM

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Lisa Barbiero, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Director of Finance and Facilities; Tracy Edwards, Director of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; James Wiltsie, Director of Safety & Security; Building Principals: Meghan Conetta, Daniel Doak, and Patricia Falber; Emily Kreger, WHS Student BOE Representative, School Leadership, LLC: Rina Beder, Martin Brooks

A quorum was met, and the meeting began at 7:02 PM

II. PLEDGE OF ALLEGIANCE

A. I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible with liberty and justice for all.

III. STUDENT BOARD OF EDUCATION REPRESENTATIVE COMMENTS

A. Discussion with WHS Student Board of Education Representatives

Emily Kreger provided an update to the Board on various activities at Weston High School; athletic achievements, community engagement (food drive), and school events.

IV. APPROVAL OF MINUTES

- A. Approval of meeting minutes from the January 16, 2025, Weston Board of Education Special Meeting (Workshop)
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the January 16, 2025 meeting minutes. Carried with a motion by Guido, Michael and a second by Felton, David.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- B. Approval of meeting minutes from the January 21, 2025, Weston Board of Education Executive Session
The committee approved the meeting minutes without any objections. David Felton abstained, he was not present for this meeting.

Move that the Weston Board of Education approve the January 21 executive session minutes. Carried with a motion by Guido, Michael and a second by Ferraro, Sharon.

David Felton: Abstain (With Conflict), Steven Ezzes: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 4, Nay: 0, Abstain (With Conflict): 1

- C. Approval of meeting minutes from the January 21, 2025, Weston Board of Education Meeting
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the January 21 meeting minutes. Carried with a motion by Guido, Michael and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- D. Approval of meeting minutes from the January 23, 2025, Weston Board of Education Special Meeting: Public Forum #2
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the January 23, 2025 meeting minutes. Carried with a motion by Guido, Michael and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- E. Approval of meeting minutes from the January 27, 2025, Weston Board of Education Special Meeting (Workshop)
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the January 27, 2025 meeting minutes. Carried with a motion by Guido, Michael and a second by Ferraro, Sharon.
Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- F. Approval of meeting minutes from the January 28, 2025, Weston Board of Education Special Meeting: Approval and Adoption of FY 2026 Recommended Operating and Capital Budgets
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the January 28, 2025 meeting minutes. Carried with a motion by Guido, Michael and a second by Ferraro, Sharon.
Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

V. PUBLIC COMMENT

- A. The Board welcomes the opportunity to hear from members of the public about matters concerning Weston Public Schools. Public comment is an important chance for the Board to receive input and feedback from our school community. We listen attentively to all comments shared.

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No members of the public were present for public comment.

VI. OLD BUSINESS

A. Superintendent Search Update - Specification Development Report

Consultants from School Leadership, LLC (Martin Brooks & Rina Beder) presented findings from the survey. They had 437 survey responses from community members, students, and staff in addition to focus groups and forums. Key findings include Strengths: small, engaged, high-performing district, supportive community, personalized approach to education; Challenges: aging facilities, budget constraints, need for strategic leadership. The ideal Superintendent Profile is a visionary leader with expertise in curriculum, finance, and governance; a strong communicator who can engage the community and staff; fiscally responsible and experienced in budget development and facility management. The application deadline is March 24, 2025. Candidate interviews will be conducted from late March through early April, and final candidate selection is expected in late April.

Move that the Weston Board of Education adopt the six specifications contained in the Specification Development Report as presented by School Leadership, LLC Carried with a motion by Felton, David and a second by Ferraro, Sharon. Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

Move that the Weston Board of Education authorize School Leadership, LLC to arrange for publication of position advertisements, as presented. Carried with a motion by Felton, David and a second by Ferraro, Sharon. Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,

Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

B. Weston's 2025 Midyear Snapshot: Progress on District Improvement Goals

Superintendent Barbiero, along with central office administrators and building principals, provided a Mid-Year District Performance Snapshot. This mid-year checkpoint provides a clear roadmap for the district's continued academic and operational improvements. Areas highlighted were a recognition of academic recovery, academic performance overview along with an action plan for academic growth, school culture and student well-being, technology and digital literacy, human resources and staff well-being, and safety and infrastructure planning.

VII. NEW BUSINESS

A. Gifts, Grants and Bequests (Recognition, Acceptance or Approval)

- a. Approval of a donation from the HES PTO for hallway signage at Hurlbutt Elementary School
The committee approved the request without any objections.

Move that the Weston Board of Education approve the donation from the HES PTO in an amount up to \$4,000 Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- B. Approval of an overnight field trip to Washington, D.C.
The committee approved the meeting minutes without any objections.

Move that the Weston Board of Education approve the overnight field trip to Washington, D.C., as presented. Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

- C. Discussion and approval of consent agenda

The committee approved the request without any objections. Move that the Weston Board of Education accept the consent

agenda as presented. Carried with a motion by Felton, David and a second by Ferraro, Sharon.
Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

VIII. DISTRICT UPDATES

A. Superintendent
No further discussion

B. Human Resources
No further discussion

C. Pupil Personnel Services and Special Education
The next PPS Parents Meeting will be held on March 10, 2025 at 8:30 AM via Zoom. The topic will be Growth Mindset.

D. Finance and Operations

a. Discussion and approval of January 2025 Financial Report
The committee approved the January 2025 financial report as presented.

Move that the Weston Board of Education approve the January 2025 Financial Update as presented. Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Chad Hoepner: Yea
Yea: 6, Nay: 0

b. Review and approval of the Technology Lease bid
The committee approved the technology lease bid recommendation as presented.

Move that the Weston Board of Education approve the Technology Lease as presented. Carried with a motion by Felton, David and a second by Guido, Michael.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Chad Hoepner: Yea
Yea: 6, Nay: 0

c. Review and approval of the Weston Middle School Renovation Status Evaluation bid
The committee approved the preliminary assessment and agreed to support the comprehensive renovation

assessment, if deemed necessary.
Move that the Weston Board of Education approve the Phase I preliminary assessment of the Weston Middle School in the amount of \$7,500 Carried with a motion by Ezzes, Steven and a second by Gordon, Peter.
Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Chad Hoepner: Yea
Yea: 6, Nay: 0

If the Phase I preliminary assessment supports a renovate as new status of the Weston Middle School, the Weston Board of Education approves a comprehensive renovation assessment in the amount of \$40,000 Carried with a motion by Felton, David and a second by Ferraro, Sharon.
Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Chad Hoepner: Yea
Yea: 6, Nay: 0

IX. COMMITTEE UPDATES

- A. Communications Committee
- B. Connecticut Association of Boards of Education (CABE)
- C. Cooperative Educational Services (CES)
- D. Curriculum Committee
- E. Education Optimization Committee (EOC)
- F. Finance & Operations Committee
- G. ~~Negotiations Committee~~ (committee not active at this time)
- H. Policy Committee
- I. Safety & Security Committee

J. Weston Education Foundation (WEF)

X. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

A. March 17, 2025, 7:00 PM, Board of Education Meeting, Weston Middle School Learning Common, 135 School Road

B. Review of Pending Agenda Items for Next Meeting

XI. ADJOURNMENT

The meeting adjourned at 10:13 AM

Move that the Weston Board of Education adjourn the February 24, 2025 meeting. Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Steven Ezzes: Yea, David Felton: Yea, Sharon Ferraro: Yea,
Peter Gordon: Yea, Michael Guido: Yea
Yea: 5, Nay: 0

Respectfully submitted by:
Jodi Sacchetta



Weston Board of Education Special Meeting (Capital Budget)

Tuesday, March 4, 2025

5:45 PM

Weston Middle School Library Learning Commons

135 School Road

Weston, CT 06883

Absent: David Felton, **Present:** Steven Ezzes, Sharon Ferraro, Peter Gordon, Michael Guido, Chad Hoepfner, Lisa Luft. Present: 6, Absent: 1.

- I. Call to order, verification of quorum
Additional Attendees:
Lisa Barbiero, Superintendent of Schools; Phillip Cross, Director of Finance and Operations; Michael DelMastro; Director of Facilities

The meeting was called to order at 5:46 PM

II. Pledge of Allegiance

- A. I pledge allegiance to the flag of the United States of America, and to the republic for which it stands, one nation, under God, indivisible with liberty and justice for all.

III. Discussion and vote on FY26 capital budget

Concerns were raised about the process and implications of deferring capital projects. It is crucial to clarify the specific impacts and necessary actions for deferred projects, to prevent infrastructure failure or increased costs. Delays in funding approval could push project completion to 2028 or 2029, affecting students. The motion to approve a reduced capital budget of \$1,710,000 was not approved, and the board agreed to reaffirm the initial capital budget of \$3,336,000.

Move that the Weston Board of Education approve the FY26 capital budget in the amount of \$1,710,000 Failed with a motion

by Ezzes, Steven and a second by Ferraro, Sharon.
Steven Ezzes: Nay, Sharon Ferraro: Nay, Peter Gordon: Nay,
Michael Guido: Nay, Chad Hoepner: Nay, Lisa Luft: Nay
Yea: 0, Nay: 6

IV. Adjournment

The meeting adjourned at

Move that the Weston Board of Education adjourn the March 4,
2025 meeting. Unseconded with a motion by Ezzes, Steven.

Respectfully submitted by:
Jodi Sacchetta, Board Clerk

DRAFT



Gifts, Grants and Bequests Approval Form

Gifts Valued \$1,000 to \$3,000:

All gifts valued from \$1,000 to \$3,000 require approval by the Superintendent and formal acceptance by the Board of Education.

School/Building: HES WIS WMS WHS CO

Name of Donor: Weston Middle School PTO

Value of gift(s) being donated): \$ 1500

Description (enter description or see attached, and include back up):

In-person author visit. Alyson Gerber will provide three interactive presentations (one per grade level) See attached.

Signature/Approval:

X Daniel Deat

Principal Signature

X Alyson Gerber

Superintendent Signature

Date: 3/12/25

Date: / /

Board of Education Approval

Not required

Yes (If yes, date of Board of Education Approval: / /)

No

Weston Middle School PTO, Inc.

135 School Road
Weston, CT 06883
www.westonpspto.org

Philanthropy Funding Request Application

Project Name: WMS 2025 Author Visit

Grade/Department: ELA Grades 6, 7 and 8

Date: 1/27/2025

Contact Name: Rich Blozie

Phone: ex 3053 WMS Library

Email: richblozie@westonps.org

Please complete all parts of the application and obtain the principal's signature prior to submitting. Include or attach all pertinent information such as brochures, catalogs, etc. that will assist the PTO in their decision. Please research TWO or more vendors to determine the best cost for your project and record this information below. If this request is made by a group, please describe the group's corporate status, as well as its budget, goals, and other sources of funding.

Please Note: Technology requests must complete the technology department approval process PRIOR to submitting an application to the PTO per district policy.

Description of project, items or services:

A typical in-person visit from Alyson Gerber includes three interactive presentations or two presentations and a book club. She loves speaking with groups of all sizes. During the visit, she shares her journey from struggling reader with undiagnosed ADHD to best-selling Scholastic author. She shows students her most valuable tricks for getting inspired to write and revise. Throughout the presentation, she has the students play a game with prizes to engage reluctant readers. During the book club, she teaches students how to conduct a short character study that helps young writers learn to create authentic characters and strong, engaging plot-driven stories.

Since we are connecting in anticipation of a book launch, she is offering to waive her honorarium (\$3,000 + travel from NYC). Instead, she is requesting a purchase order of approximately 120 hardcover copies of *A RISKY GAME* (\$15 per book - \$12 with a bookstore discount) from two local bookstores by March 15, plus travel from NYC. The books will arrive by April 1, and the visit can be scheduled before or after, depending on what works best for us. She will coordinate with the local bookstores to make it very easy for us. And, of course, students do not have to read Book 1 in order to read Book 2!

They can watch *THE LIARS SOCIETY* trailer here (<https://www.stimolaliterarystudio.com/news/watch-the-trailer-for-alyson-gerbersnbspthe-liars-society>) to learn more about the series, which is a middle-grade mystery set at a New England prep school told from two perspectives: Jack—an insider—and Weatherby—an outsider. She will also be able to share a curriculum guide for *A RISKY GAME* with questions and extension activities very soon.

Approximate Cost (please provide TWO quotes if applicable):

\$1500.00

Vendor(s):

Local book stores, see above.

Technology Department Approval/Signature (if applicable): N/A
Date: _____/_____/_____

Principal Signature: Daniel E. Dade Lisa Fausch
Date: 1 / 27 / 2025

*** To be completed by PTO Philanthropy Chair ***

Executive Board Action:
 Approved or Not Approved
Date: _____/_____/_____

General PTO Action:
 Approved or Not Approved
Date: _____/_____/_____
Request for payment/date: _____/_____/_____
Completed Date: _____/_____/_____



Gifts, Grants and Bequests Approval Form

COMPLETE ONLINE FORM. PRINT, SIGN AND FORWARD TO THE SUPERINTENDENT'S OFFICE.

Gift Value:

Gifts Valued Under \$1,000: Minor gifts valued under \$1,000 require approval by the Superintendent or building principal before being accepted however, do not require formal action by the Board of Education. Minor gifts that require approval of the Superintendent.

- have an impact on the curriculum,
• introduce new programs or procedures,
• produce inequity among the schools or add equipment that would incur further costs to the school system

Gifts Valued \$1,000 to \$3,000: All gifts valued from \$1,000 to \$3,000 require approval by the Superintendent and formal acceptance by the Board of Education.

Gifts Valued Over \$3,000: All gifts valued at over \$3,000 must be approved by the Board of Education before being accepted.

School/Building: HES WIS WMS WHS CO

Name of Donor: WIS PTO

Value of gift(s) being donated): \$ 2,100

Description:

2 custom logo entry rugs

Handwritten signature of Patricia Fisher

Principal Signature

Handwritten signature of Lisa Bahren

Superintendent Signature

Date:

Date:

Board of Education Approval

Not required

Yes (If yes, date of Board of Education Approval:

No



WESTON PTO

INTERMEDIATE SCHOOL

PARENT TEACHER ORGANIZATION

3/5/2025

Lisa Barbiero
Superintendent of Schools
Weston School District
24 School Road
Weston, CT 06883

Dear Ms. Barbiero,

On behalf of the Weston Intermediate School PTO, we are pleased to inform you and the Board of Education that our organization would like to provide the following:

- \$2,100 for two replacement custom logo entry rugs (see images on page 2)

We are grateful to our members for recognizing the importance of enhancing the educational environment at Weston Intermediate School.

We look forward to continued success.

Warmest regards,

Kellie

Kellie James
WIS PTO Philanthropy Chair

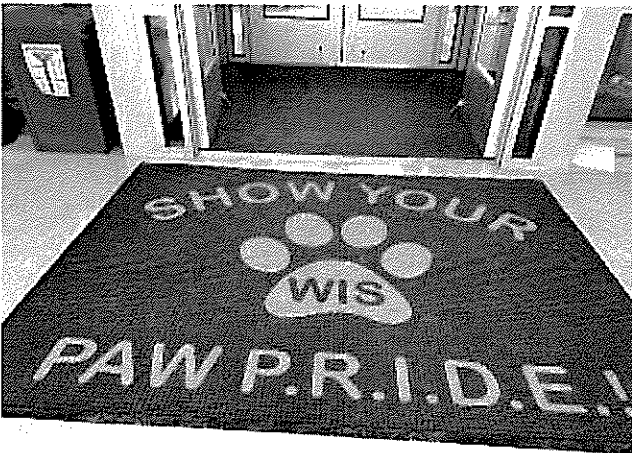
CC: Stephanie Feingold, WIS PTO President
Patricia Falber, WIS Principal

Weston Intermediate School PTO Inc.
95 School Road Weston, CT 06883

12' x 6'	Waterhog Logo Mat	\$1,191.24
	Standard Size: 6' x 12'	
	Background Color: Navy	
	Backing: Smooth (for hard surfaces)	
	Borders: Black Rubber Borders	
	Layout: Horizontal (Landscape)	



8' x 6'	Waterhog Logo Mat	\$850.24
	Standard Size: 6' x 8'	
	Background Color: Navy	
	Backing: Smooth (for hard surfaces)	
	Borders: Black Rubber Borders	
	Layout: Horizontal (Landscape)	





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- produce inequity among the schools or add equipment that would incur further costs to the school system

Gifts Valued \$1,000 to \$3,000: All gifts valued from \$1,000 to \$3,000 require approval by the Superintendent and formal acceptance by the Board of Education.

Gifts Valued Over \$3,000: All gifts valued at over \$3,000 must be approved by the Board of Education before being accepted.

School/Building: HES WIS WMS WHS CO

Name of Donor: WIS PTO

Value of gift(s) being donated): \$ 27,000

Description:

Our goal is to turn a currently unused space (formerly the WIS computer lab) into the WIS Innovation Lab! Innovation labs in elementary schools are crucial for fostering creativity, critical thinking, and essential 21st-century skills by providing a dynamic space for hands-on exploration and experimentation. They empower children to develop innovative solutions, enhance STEM understanding, promote collaboration and communication, build confidence and resilience, and ultimately prepare them for a future that demands adaptability and problem-solving abilities. The lab will include a wall-sized mural, collaboration whiteboard tables, robotics tables, mobile workstations, and flexible seating options.

X *Sabine Jaeger*

Principal Signature

X *John Barbre*

Superintendent Signature

Date:

Date:

Board of Education Approval

Not required

Yes (If yes, date of Board of Education Approval:

No



WESTON PTO
INTERMEDIATE SCHOOL
P A R E N T T E A C H E R O R G A N I Z A T I O N

3/5/2025

Lisa Barbiero
Superintendent of Schools
Weston School District
24 School Road
Weston, CT 06883

Dear Ms. Barbiero,

On behalf of the Weston Intermediate School PTO, we are pleased to inform you and the Board of Education that our organization would like to provide the following:

- \$27,100 for a new Innovation Lab in the unused computer lab (see image on page 2)

We are grateful to our members for recognizing the importance of enhancing the educational environment at Weston Intermediate School.

We look forward to continued success.

Warmest regards,

Kellie

Kellie James
WIS PTO Philanthropy Chair

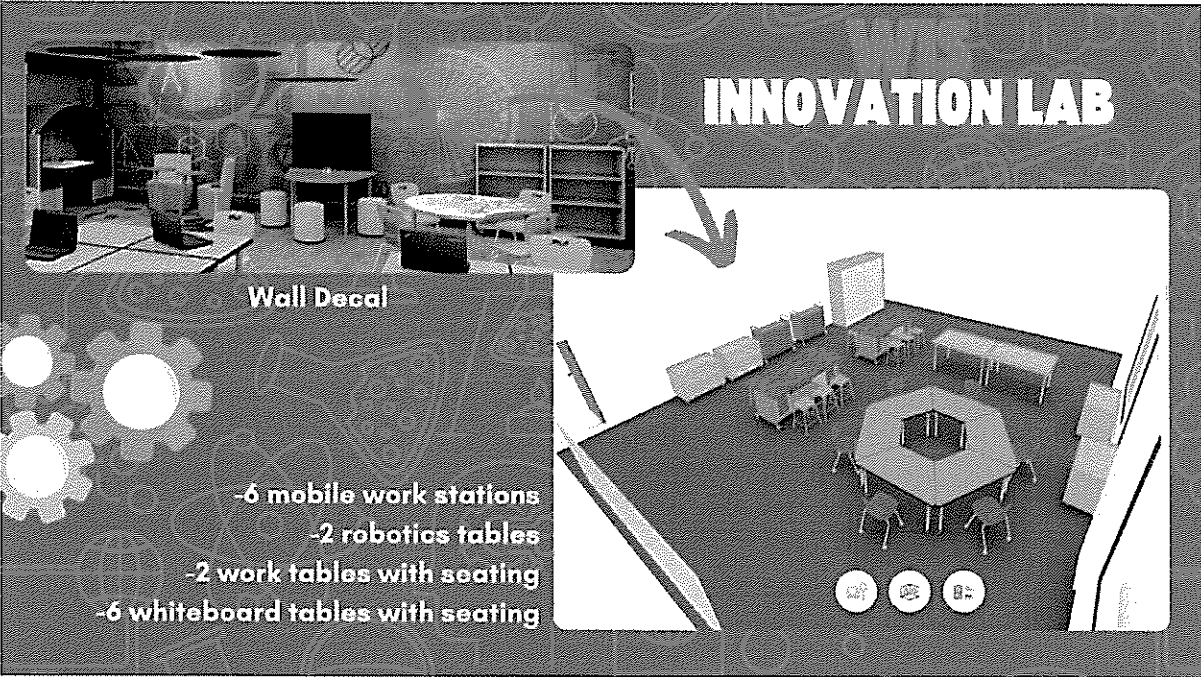
CC: Stephanie Feingold, WIS PTO President
Patricia Falber, WIS Principal

Weston Intermediate School PTO Inc.
95 School Road Weston, CT 06883

The goal is to turn a currently unused space (formerly the WIS computer lab) into the WIS Innovation Lab!

Innovation labs in elementary schools are crucial for fostering creativity, critical thinking, and essential 21st-century skills by providing a dynamic space for hands-on exploration and experimentation. They empower children to develop innovative solutions, enhance STEM understanding, promote collaboration and communication, build confidence and resilience, and ultimately prepare them for a future that demands adaptability and problem-solving abilities.

The lab will include a wall-sized mural, collaboration whiteboard tables, robotics tables, mobile workstations, and flexible seating options.





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- have an impact on the curriculum,
- introduce new programs or procedures,
- produce inequity among the schools or add equipment that would incur further costs to the school system

Gifts Valued \$1,000 to \$3,000: All gifts valued from \$1,000 to \$3,000 require approval by the Superintendent and formal acceptance by the Board of Education.

Gifts Valued Over \$3,000: All gifts valued at over \$3,000 must be approved by the Board of Education before being accepted.

School/Building: HES WIS WMS WHS CO

Name of Donor: WIS PTO

Value of gift(s) being donated): \$ 900

Description:

3 custom banners to recognize WIS as a School of Distinction for the past 3 years.

Patricia Jacob
Principal Signature

Not required
Superintendent Signature

Date:

Date:

Board of Education Approval

- Not required
- Yes (If yes, date of Board of Education Approval:
- No

Connecticut School Climate Policy

This Connecticut School Climate Policy was developed by the Connecticut Association of Boards of Education (CABE) with technical and substantive guidance from the Commission on Women, Children, Seniors, Equity & Opportunity (CWCSEO) and other members of the statewide Social Emotional Learning and School Climate Collaborative.¹

The policy was developed to provide districts guidance on recent revisions to Connecticut’s school climate law, Public Act 23-167. In accordance with [Public Act 23-167, An Act Concerning Transparency in Education](#), for the school years commencing July 1, 2023, and July 1, 2024, each local and regional board of education **may adopt** and implement the Connecticut School Climate Policy, in lieu of implementing the provisions of sections 10-222d, 10-222g to 10-222i, inclusive, 10-222k and 10-222p of the general statutes.

For the school year commencing July 1, 2025, and each school year thereafter, **each local and regional board of education shall adopt** and implement the Connecticut School Climate Policy.

This policy **does not modify or eliminate** any rights or obligations under state and federal laws, including any constitutional and civil rights protections or any other applicable policies and procedures or collective bargaining agreements.

December 2023

A mandated policy.

Students

Connecticut School Climate Policy

Policy Statement

All schools must support and promote teaching and learning environments where all students thrive academically and socially, have a strong and meaningful voice, and are prepared for lifelong success.

Implementation of the following set of guiding principles and systemic strategies will promote a positive school climate, which is essential to achieving these goals.

This policy sets forth the framework for an effective and informed school climate improvement process, which includes a continuous cycle of (i) planning and preparation, (ii) evaluation, (iii) action planning, and (iv) implementation, and serves to actualize the Connecticut School Climate Standards, as detailed herein.

The Board recognizes that improving school climate is contextual. Each school needs to consider its history, strengths, needs, and goals. Furthermore, this policy will support and promote the development of restorative action plans that will create and sustain safe and equitable learning environments.

The _____ District Board of Education adopts this policy.

Definitions

1. **“School climate”** means the quality and character of the school life, with a particular focus on the quality of the relationships within the school community, and which is based on patterns of people's experiences of school life and that reflects the norms, goals, values, interpersonal relationships, teaching, learning, leadership practices and organizational structures within the school community.
2. **“Positive Sustained School Climate”** is the foundation for learning and positive youth development and includes:
 - a. Norms, values, and expectations that support people feeling socially, emotionally, culturally, racially, intellectually, and physically safe.
 - b. People who treat one another with dignity and are engaged, respected and solve problems restoratively.
 - c. A school community that works collaboratively together to develop, live, and contribute to a shared school vision.
 - d. Adults who model and nurture attitudes that emphasize the benefits and satisfaction gained from learning; and
 - e. A school community that contributes to the operations of the school and the care of the physical environment.

Students

Connecticut School Climate Policy

Definitions (continued)

3. **“Social and emotional learning”** means the process through which children and adults achieve emotional intelligence through the competencies of self-awareness, self-management, social awareness, relationship skills and responsible decision-making.
4. **“Emotional intelligence”** means the ability to (A) perceive, recognize, and understand emotions in oneself or others, (B) use emotions to facilitate cognitive activities, including, but not limited to, reasoning, problem solving and interpersonal communication, (C) understand and identify emotions, and (D) manage emotions in oneself and others.
5. **“Bullying”** means unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance.
6. **“School environment”** means a school-sponsored or school-related activity, function or program, whether on or off school grounds, including at a school bus stop or on a school bus or other vehicle owned, leased or used by a local or regional board of education, and may include other activities, functions or programs that occur outside of a school-sponsored or school-related activity, function or program if bullying at or during such other activities, functions or programs negatively impacts the school environment.
7. **“Cyberbullying”** means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any other electronic communication.
8. **“Teen dating violence”** means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.
9. **“Mobile electronic device”** means any hand-held or other portable electronic equipment capable of providing data communication between two or more individuals, including, but not limited to, a text messaging device, a paging device, a personal digital assistant, a laptop computer, equipment that is capable of playing a video game or a digital video disk or equipment on which digital images are taken or transmitted.
10. **“Electronic communication”** means any transfer of signs, signals, writing, images, sounds, data or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photo-optical system.

Students

Connecticut School Climate Policy

Definitions (continued)

11. **“School climate improvement plan”** means a building-specific plan developed by the school climate committee, in collaboration with the school climate specialist, using school climate survey data and any other relevant information, through a process that engages all members of the school community and involves such members in a series of overlapping systemic improvements, school-wide instructional practices and relational practices that prevent, identify and respond to challenging behavior, including, but not limited to alleged bullying and harassment in the school environment.
12. **“Restorative practices”** means evidence and research-based system-level practices that focus on (A) building high-quality, constructive relationships among the school community, (B) holding each student accountable for any challenging behavior, and (C) ensuring each such student has a role in repairing relationships and reintegrating into the school community.
13. **“School climate survey”** means a research-based, validated and developmentally appropriate survey administered to students, school employees and families of students, in the predominant languages of the members of the school community, that measures and identifies school climate needs and tracks progress through a school climate improvement plan.
14. **“Connecticut school climate policy”** means the school climate policy developed, updated and approved by an association in the state that represents boards of education and adopted by the Social and Emotional Learning and School Climate Advisory Collaborative, established pursuant to section 10-222q of the general statutes, as amended by this act, that provides a framework for an effective and democratically informed school climate improvement process that serves to implement Connecticut school climate standards, and includes a continuous cycle of (A) planning and preparation, (B) evaluation, (C) action planning, and (D) implementation.
15. **“School employee”** means (A) a teacher, substitute teacher, administrator, school superintendent, school counselor, school psychologist, social worker, school nurse, physician, paraeducator or coach employed by a local or regional board of education, or (B) any other individual who, in the performance of his or her duties, has regular contact with students and who provides services to or on behalf of students enrolled in a public school, pursuant to a contract with a local or regional board of education.
16. **“School community”** means any individuals, groups, businesses, public institutions and nonprofit organizations that are invested in the welfare and vitality of a public school system and the community in which it is located, including, but not limited to, students and their families, members of the local or regional board of education, volunteers at a school and school employees.

Students

Connecticut School Climate Policy

Definitions (continued)

17. **“Challenging behavior”** means behavior that negatively impacts school climate or interferes, or is at risk of interfering, with the learning or safety of a student or the safety of a school employee.
18. **“Evidence Based Practices”** in education refers to instructional and school-wide improvement practices that systematic empirical research has provided evidence of statistically significant effectiveness.
19. **“Effective School Climate Improvement”** is a restorative process that engages all stakeholders in the following six essential practices:
 - A. Promoting decision-making that is collaborative and actively involves all stakeholders (e.g., school personnel, students, families, community members) with varied and meaningful roles and perspectives where all voices are heard;
 - B. Utilizing psychometrically sound quantitative (e.g., school climate survey, discipline data) and qualitative (e.g., interviews, focus groups) data to drive action planning, preventive and intervention practices and implementation strategies that continuously improve all dimensions of school climate, including regularly collecting data to evaluate progress and inform the improvement process;
 - C. Tailoring improvement goals to the unique needs of the students, educators, and broader school community. These goals shall be integrated into overall school improvement efforts thereby leveraging school strengths to address evidence-based areas of need, while sustaining the improvement process over time;
 - D. Fostering adult learning in teams and/or professional learning communities to build capacity building among school personnel and develop common staff skills to educate the whole child;
 - E. Basing curriculum, instruction, student supports, and interventions on scientific research and grounding in cognitive, social-emotional, and psychological theories of youth development. Interventions include strength-based programs and practices that together represent a comprehensive continuum of approaches to promote healthy student development and positive learning environments as well as address individual student barriers to learning and adult barriers to teaching; and
 - F. Strengthening policies and procedures related to:
 - a. climate and restorative informed teaching and learning environments;
 - b. infrastructure to facilitate data collection, analysis, and effective planning;
 - c. implementation of school climate improvement plans with the goal of becoming restorative;
 - d. evaluation of the school climate improvement process; and
 - e. sustainability of school climate and restorative improvement efforts.

Students

Connecticut School Climate Policy (continued)

School Climate Coordinator Roles and Responsibilities

For the school year commencing July 1, 2025, and each school year thereafter, the superintendent of schools for each school district, or an administrator appointed by the superintendent, shall serve as the school climate coordinator for the school district.

The school climate coordinator shall be responsible for:

1. providing district-level leadership and support for the implementation of the school climate improvement plan for each school;
2. collaborating with the school climate specialist, for each school to (A) develop a continuum of strategies to prevent, identify and respond to challenging behavior, including, but not limited to, alleged bullying and harassment in the school environment, and (B) communicate such strategies to the school community, including, but not limited to, through publication in the district student handbook;
3. collecting and maintaining data regarding school climate improvement, including, but not limited to, school discipline records, school climate assessments, attendance rates, social and emotional learning assessments, academic growth data, types and numbers of alleged and verified bullying complaints submitted by members of the school community, types and numbers of challenging behaviors addressed using the restorative practices response policy, and data concerning the implementation and outcome of restorative practices; and
4. meeting with the school climate specialist for each school at least twice during the school year to (A) identify strategies to improve school climate, including, but not limited to, by responding to challenging behavior and implementing evidence and research-based interventions, such as restorative practices, (B) propose recommendations for revisions to the school climate improvement plan, and (C) assist with the completion of the school climate survey.

School Climate Specialist

For the school year commencing July 1, 2025, and each school year thereafter, the principal of each school, or a school employee who holds professional certification pursuant to section 10-145 of the general statutes, is trained in school climate improvement or restorative practices and is designated as the school climate specialist by the school principal, shall serve as the school climate specialist for the school.

The school climate specialist shall be responsible for:

1. leading in the prevention, identification, and response to challenging behavior, including, but not limited to, reports of alleged bullying and harassment;

Students

Connecticut School Climate Policy

School Climate Specialist (continued)

2. implementing evidence and research-based interventions, including, but not limited to, restorative practices;
3. scheduling meetings for and leading the school climate committee; and
4. leading the implementation of the school climate improvement plan.

School Climate Committee

For the school year commencing July 1, 2025, and each school year thereafter, each school climate specialist shall appoint members to the school climate committee who are diverse, including members who are racially, culturally, and linguistically representative of various roles in the school community.

The school climate committee shall consist of:

1. the school climate specialist;
2. a teacher selected by the exclusive bargaining representative for certified employees chosen pursuant to section 10-153b of the general statutes;
3. a demographically representative group of students enrolled at the school, as developmentally appropriate;
4. families of students enrolled at the school; and
5. at least two members of the school community, as determined by the school climate specialist.

Membership of the school climate committee shall be annually reviewed and approved by the school climate specialist, in coordination with the school climate coordinator.

The school climate committee shall be responsible for:

1. assisting in the development, annual scheduling, and administration of the school climate survey, and reviewing of the school climate survey data.
2. using the school climate survey data to identify strengths and challenges to improve school climate, and to create or propose revisions to the school climate improvement plan.

Students

Connecticut School Climate Policy

School Climate Committee (continued)

3. assisting in the implementation of the school climate improvement plan and recommending any improvements or revisions to the plan.
4. advising on strategies to improve school climate and implementing evidence and research-based interventions, including, but not limited to, restorative practices, in the school community.
5. annually providing notice of the uniform challenging behavior and/or bullying complaint form, or similar complaint form used by the school, to the school community.

School Climate Survey

For the school year commencing July 1, 2025, and biennially thereafter, the school climate committee, for each school, shall administer a school climate survey to students, school employees and families of students, provided the parent or guardian of each student shall receive prior written notice of the content and administration of such school climate survey and shall have a reasonable opportunity to opt such student out of such school climate survey.

School Climate Improvement Plan

For the school year commencing July 1, 2025, and each school year thereafter, the school climate specialist, for each school, in collaboration with the school climate coordinator, shall develop, and update as necessary, a school climate improvement plan. Such plan shall be based on the results of the school climate survey, any recommendations from the school climate committee, including the protocols, supports, and any other data the school climate specialist and school climate coordinator deem relevant. Such plan shall be submitted to the school climate coordinator for review and approval on or before December thirty-first of each school year. Upon approval of such plan, a written or electronic copy of such plan shall be made available to members of the school community and such plan shall be used in the prevention of, identification of and response to all challenging behavior.

Additionally, districts may place the school climate improvement plans into their district and school improvement plans.

Training

For the school year commencing July 1, 2024, and each school year thereafter, each local and regional Board of Education shall provide resources and training to school employees regarding:

1. social and emotional learning;
2. school climate and culture and evidence and research-based interventions; and
3. restorative practices.

Students

Connecticut School Climate Policy

Training (continued)

Such resources and training may be made available at each school under the jurisdiction of such board and include technical assistance in the implementation of a school climate improvement plan. Any school employee may participate in any such training offered by the board under this section. The school climate coordinator, shall select, and approve, the individuals or organizations that will provide such training.

Funding

The school district shall in its discretion allocate sufficient funding to satisfy the requirements of this policy for all schools in the district. Such funding shall be distributed accordingly, with Superintendent approval, for assessments and professional development, as well as for school community outreach, training, and technical assistance.

Accountability

The Board shall adopt and allocate adequate resources to support the Connecticut School Climate Policy and adhere to state regulations set forth in Public Act 23-167.

Connecticut School Climate Standards

1. The school district community² has a shared vision and plan for promoting and sustaining a positive school climate³ that focuses on prevention, identification, and response to all challenging behavior⁴.
2. The school district community adopts policies that promote:
 - a. a sound school environment that develops and sustains academic, social, emotional, ethical, civic, and intellectual skills; and
 - b. a restorative school environment focused on overcoming barriers to teaching and learning by building and supporting meaningful school-wide relationships, and intentionally re-engaging any disengaged students, educators, and families of students in the school community.

² School Community means any individuals, groups or businesses, public institutions and nonprofit organizations invested in the welfare and vitality of a public school system and the community in which it is located, including, but not limited to, students and their families, members of the local or regional board of education, volunteers at a school and school employees.

³ School climate means the quality and character of the school life, with a particular focus on the quality of relationships within the school community, and which is based on patterns of people's experiences of school life, and that reflects the norms, goals, values and interpersonal relationships, teaching, learning, leadership practices and organizational structures within the school community.

⁴ Challenging behavior means behavior that negatively impacts school climate or interferes, or is at risk of interfering, with the learning or safety of a student or the safety of a school employee.

Students

Connecticut School Climate Policy

Connecticut School Climate Standards (continued)

3. The school community's practices are identified, prioritized, and supported to:
 - a. promote learning and the positive academic, social, emotional, ethical, and civic development of students;
 - b. enhance engagement in teaching, learning, and school-wide activities;
 - c. address barriers to teaching and learning; and
 - d. develop and sustain a restorative infrastructure that builds capacity, accountability, and sustainability.
4. The school community creates a school environment⁵ where *everyone* is safe, welcomed, supported, and included in all school-based activities.
5. The school community creates a restorative system that cultivates a sense of belonging through norms and activities that promote social and civic responsibility, and a dedication to cultural responsiveness, diversity, equity, and inclusion.

Policy adopted:

cps 11/23

⁵ School environment means a school-sponsored or school-related activity, function or program, whether on or off school grounds, including at a school bus stop or on a school bus or other vehicle owned, leased or used by a local or regional board of education, and may include other activities, functions or programs if bullying at or during such other activities, functions, or programs negatively impacts the school environment.

Challenging Behavior Reporting Form

This form is not required by law or policy but serves as a model challenging behavior reporting form that local and regional boards of education may adapt and adopt.

Instructions

This form is for **students, parents or guardians of students enrolled in the school, and school employees** to report any alleged challenging behavioral incidents. Challenging behavior is behavior that negatively impacts school climate or interferes, or is at risk with interfering, with the learning or safety of a student or the safety of a school employee. This form should also be used to report alleged bullying incidents, meaning: unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance.

Complete this form electronically, or in writing, or go to your school climate specialist (principal, vice principal, or other certified administrator) who will assist you with completing this form. All completed reports require a response from the school climate specialist, and every student, parent or guardian, and school employee **who completed this form** will receive a copy of the "Response Process(es) Notification Form" describing the action steps taken, within three (3) school business days after an assessment has been completed.

The school climate specialist will assess the facts of a challenging behavior incident and complete the "Response Process(es) Notification Form" (located on page 5 of this document). A confirmation of receipt of the "challenging behavior reporting form" will be provided to the individual who completed this form within **three (3) school business days**, and the behavioral assessment will be finalized within a reasonable amount of time.

If this is an emergency, and you feel that you or someone else is in imminent danger, please call 911, or your municipal police department.

Name: First _____ Last _____ or check here for any **student** who would like to submit anonymously.

I am a: Student, Parent and/or Guardian or School Employee

Email: _____

Phone Number: _____

Contact me by: Phone Email

Was this previously reported to any school employee prior to this report? If yes, identify to whom, when, and what was reported? _____

Where did the incident occur? _____

Check any boxes that apply.

- | | |
|--|--|
| <input type="checkbox"/> On school property | <input type="checkbox"/> On a school bus |
| <input type="checkbox"/> At a school-sponsored activity or off school property | <input type="checkbox"/> On the way to/from school |
| <input type="checkbox"/> Electronic communication, internet, and social media | <input type="checkbox"/> Outside of school |
| | <input type="checkbox"/> Other _____ |

Approximate date of incident (if known): _____

This form does not modify or eliminate any rights or obligations under state and federal laws, including, any constitutional and civil rights protections, or any applicable policies and procedures or collective bargaining agreements. All students' private and personal information will remain confidential throughout this process, subject to any wavier rights or disclosure responsibilities as permitted or required by law.

Please note: when a student exhibits challenging behavior, our priority is to ensure the safety of the students and the school, and to work with the student(s) to prevent the recurrence of such behavior, including making amends for any challenging behaviors that occurred. Federal law protects the privacy of each student. Therefore, you cannot be provided with any specific information concerning the student alleged to have engaged in the challenging behavior.

Please describe what happened?

Of the following statement(s) check any that may describe or include what happened:

- | | |
|--|---|
| <input type="checkbox"/> Teasing, name-calling, intimidating, or threatening, in person or through electronic communication | <input type="checkbox"/> Making intimidating, and/or threatening gestures or remarks |
| <input type="checkbox"/> Spreading rumors or gossip | <input type="checkbox"/> Getting another person to do any of the behaviors listed above |
| <input type="checkbox"/> Hitting, kicking, shoving, spitting, hair pulling, or throwing something or other acts of physical aggression | <input type="checkbox"/> Unwanted contact of a sexual nature (verbal, non-verbal, physical) |

Do you believe that the reported instance(s) of challenging behavior was in reference to a student's perceived or actual age, ancestry, color, learning disability, marital status, intellectual disability, national origin, physical disability, mental disability, race, religious creed, sex, gender identity or expression, sexual orientation, and status as a veteran? If so, why?

If known, provide the name(s) of any witness(es) of the alleged incident: _____

Date form submitted: _____

***For school climate specialist use only:**

Date received by school climate specialist: _____

Signature of receipt by school climate specialist: _____

This form does not modify or eliminate any rights or obligations under state and federal laws, including, any constitutional and civil rights protections, or any applicable policies and procedures or collective bargaining agreements. All students' private and personal information will remain confidential throughout this process, subject to any wavier rights or disclosure responsibilities as permitted or required by law.

Please note: when a student exhibits challenging behavior, our priority is to ensure the safety of the students and the school, and to work with the student(s) to prevent the recurrence of such behavior, including making amends for any challenging behaviors that occurred. Federal law protects the privacy of each student. Therefore, you cannot be provided with any specific information concerning the student alleged to have engaged in the challenging behavior.

Investigation Form

The purpose of this form is to provide a streamlined process to assess reported instances of challenging behavior.

This form is to be completed by the school climate specialist within a reasonable amount of time. Pursuant to the Federal Education Confidentiality Law (FERPA), students, parents or guardians, and school employees that completed the challenging behavior reporting form **cannot** receive a copy of this "Investigation Form" but will be provided with a copy of the "Response Process(es) Notification Form" after an assessment is completed.

Date "Challenging Behavior Reporting Form" received: _____

Today's Date: _____

Name of school climate specialist who received the report: _____

Were these events already reported to any school employee? If yes, please identify to whom, when, and what was reported _____

Name of school community member who is reporting the incident: (student, parent or guardian, school or district employee, bystander, anonymous): _____

Name of student or students who were allegedly subjected to the challenging behavior: _____

Name of person or persons who allegedly engaged in the challenging behavior: _____

Where did the alleged incident occur? _____

Date and time alleged incident occurred: (if known): _____

Description of the alleged incident: _____

What investigative processes occurred? Answer all of the following questions below. A single incident may require an assessment into multiple areas. Please check all that apply.

Was this investigated as bullying? YES NO
Was this a verified act of bullying? YES NO
Was this investigated as cyberbullying? YES NO
Was this a verified act of cyberbullying? YES NO
Was this investigated as teen dating violence? YES NO
Was this verified teen dating violence? YES or NO
Was this investigated as an assault? YES NO
Was this a verified assault? YES or NO
Was this investigated as an act of physical violence?
YES NO

Was this a verified act of physical violence?
YES or NO
Was this investigated as a protected class violation/
harassment? YES NO
Was this a verified protected class violation/harassment?
YES NO
Was this investigated as a Title IX violation? YES NO

Was this a verified Title IX violation? YES or NO
Was this a verified act of challenging behavior not listed
above? YES NO

This form does not modify or eliminate any rights or obligations under state and federal laws, including, any constitutional and civil rights protections, or any applicable policies and procedures or collective bargaining agreements. All students' private and personal information will remain confidential throughout this process, subject to any wavier rights or disclosure responsibilities as permitted or required by law.

Please note: when a student exhibits challenging behavior, our priority is to ensure the safety of the students and the school, and to work with the student(s) to prevent the recurrence of such behavior, including making amends for any challenging behaviors that occurred. Federal law protects the privacy of each student. Therefore, you cannot be provided with any specific information concerning the student alleged to have engaged in the challenging behavior.

What was the response by the school climate specialist? (E.g., utilization of restorative practices, school-based threat assessment, safety plan, student support services) Additionally, provide the date of each response.

If applicable, please provide any additional notes, observations, or actions taken as a result of this incident:

Signature or E-signature of responding school climate specialist: _____

Printed name: _____

Date of response: _____

This form does not modify or eliminate any rights or obligations under state and federal laws, including, any constitutional and civil rights protections, or any applicable policies and procedures or collective bargaining agreements. All students' private and personal information will remain confidential throughout this process, subject to any wavier rights or disclosure responsibilities as permitted or required by law.

Please note: when a student exhibits challenging behavior, our priority is to ensure the safety of the students and the school, and to work with the student(s) to prevent the recurrence of such behavior, including making amends for any challenging behaviors that occurred. Federal law protects the privacy of each student. Therefore, you cannot be provided with any specific information concerning the student alleged to have engaged in the challenging behavior.

Response Process(es) Notification Form

The purpose of this form is to provide a template for transparency and accountability to a person(s) that submit(s) a report of challenging behavior.

The school climate specialist will complete and submit this form within three (3) school business days **after an assessment has been finalized** and submit it to the student(s), parent(s), or guardian(s), and/or school employee(s) who completed the "Challenging Behavior Reporting Form".

Describe the steps taken to address and prevent future instance(s) of challenging behavior(s). Responses may include:

- utilization of restorative practices;
- the completion of a school-based threat assessment;
- safety plan for student(s) involved in the instance of alleged challenging behavior;
- student support services;

Signature or E-signature of school climate specialist: _____

Printed name: _____

Date completed: _____

Definitions and Clarifying Terms

Restorative Practices: Evidence and research-based system-level practices that focus on (A) building high-quality, constructive relationships among the school community, (B) holding each student accountable for any challenging behavior, and (C) ensuring each such student has a role in repairing relationships and reintegrating into the school community.

School Based Threat Assessment: An evidence-based systematic evaluation process used to prevent violence, help troubled students, and avoid over-reactions to challenging behavior.

This form does not modify or eliminate any rights or obligations under state and federal laws, including, any constitutional and civil rights protections, or any applicable policies and procedures or collective bargaining agreements. All students' private and personal information will remain confidential throughout this process, subject to any wavier rights or disclosure responsibilities as permitted or required by law.

Please note: when a student exhibits challenging behavior, our priority is to ensure the safety of the students and the school, and to work with the student(s) to prevent the recurrence of such behavior, including making amends for any challenging behaviors that occurred. Federal law protects the privacy of each student. Therefore, you cannot be provided with any specific information concerning the student alleged to have engaged in the challenging behavior.

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 3/17/25

Information Only

Action Requested

Agenda Item Subject: Approval of the February 2025 Financial Report

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following is the eighth FY25 (February 2025) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.



March 14, 2025

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: February Financial Report for FY 24-25

Financial Summary

Below is the financial summary for the Period ending February 28, 2025 as well as trends and highlights.

FY 2024-25 CATEGORY SUMMARY								
Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Expenditures	Projected Balance	Previous Month Balance	Month Over Month Change
Salaries (1000's)	36,444,080	17,843,542	17,309,540	1,067,228	36,220,310	223,770	223,770	-
		48.96%	47.50%	2.93%	99.39%	0.61%	0.61%	0.00%
Benefits (2000's)	10,643,788	8,010,824	2,348,868	104,749	10,464,440	179,347	179,348	(1)
		75.26%	22.07%	0.98%	98.32%	1.68%	1.68%	0.00%
Professional Services (3000's)	1,584,714	907,424	657,050	110,241	1,674,714	(90,000)	(90,000)	-
		57.26%	41.46%	6.96%	105.68%	-5.68%	-5.68%	0.00%
Property Services (4000s)	2,266,696	1,083,636	841,542	306,515	2,231,693	35,003	35,003	-
		47.81%	37.13%	13.52%	98.46%	1.54%	1.54%	0.00%
Other Services (5000s)	6,635,775	4,282,787	2,088,555	114,994	6,486,336	149,439	149,439	0
		64.54%	31.47%	1.73%	97.75%	2.25%	2.25%	0.00%
Supplies (6000s)	2,881,453	1,975,395	923,798	239,491	3,138,683	(257,231)	(257,231)	(0)
		68.56%	32.06%	8.31%	108.93%	-8.93%	-8.93%	0.00%
Equipment (7000s)	274,579	166,122	140,967	(32,510)	274,579	-	-	-
		60.50%	51.34%	-11.84%	100.00%	0.00%	0.00%	0.00%
Other Objects (8000s)	133,013	82,173	37,780	13,060	133,013	-	-	-
		61.78%	28.40%	9.82%	100.00%	0.00%	0.00%	0.00%
Revenue (9000s)	(1,524,396)	(318,407)	8,740	(930,400)	(1,240,067)	(284,329)	(284,329)	-
		20.89%	-0.57%	61.03%	81.35%	18.65%	18.65%	0.00%
Total	\$ 59,339,701	\$34,033,496	\$ 24,356,839	\$ 993,367	\$ 59,383,702	(44,001)	(44,001)	-
Total %		57.35%	41.05%	1.67%	100.07%	-0.07%	-0.07%	0.00%

TRENDS AND HIGHLIGHTS

There are no new trending issues or highlights for the period ending February 28, 2025.

Internal Service Fund

Dental claims and fees are in-line with historical averages.

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

Fiscal Year Ended						2025
STATEMENT OF REVENUES AND EXPENDITURES						
Fund Balance -July 1, 2024						\$ 418,466
Revenues:						
General Fund						\$ 385,918
Reimbursements						\$ -
Total Contributions						\$ 385,918
Total Revenues (A)						\$ 385,918
Projected Claims:						
Delta Dental:						
Claims						\$ 362,534
Administrative Fees						\$ 23,384
Total Dental Claims (B)						\$ 385,918
Net Change (A-B)						-
Projected Fund balance June 30, 2025						\$ 418,466
Dental- Actual Claims & Fees						
Month						Claims & Fees
July						37,461
August						33,544
September						22,959
October						26,780
November						22,392
December						31,927
January						24,689
February						27,376
Total						\$ 227,127
Actual YTD Spend Rate						58.9%
Theoretical YTD Spend Rate					42	66.7%
YTD Theoretical variance %						-7.8%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Salaries & Wages (1000s)</i>								
2,881,354	2,854,614	3,375,352	1110	Administrators	3,471,863	-	3,471,863	1,998,143	1,474,024	-	3,472,167	(304)
14,465,388	14,827,266	15,169,704	1111	General Ed. Teachers	15,789,653	-	15,789,653	7,471,306	8,262,661	20,745	15,754,711	34,942
2,303,563	2,522,780	2,359,825	1112	Special Ed. Teachers	2,731,016	-	2,731,016	1,225,011	1,405,365	-	2,630,375	100,641
983,206	1,021,018	948,323	1113	Guidance	993,064	-	993,064	454,546	530,304	-	984,850	8,214
468,881	397,172	418,788	1114	Psychologist	437,475	-	437,475	196,758	235,429	-	432,187	5,288
202,927	353,558	410,444	1115	Social Worker	490,714	-	490,714	231,439	257,564	-	489,003	1,711
543,134	539,131	510,769	1116	Speech & Hearing	636,232	-	636,232	278,242	252,332	-	530,574	105,658
1,184,208	887,328	1,261,271	1117	Academic Assistants	1,281,047	-	1,281,047	616,534	681,994	-	1,298,529	(17,482)
169,686	110,854	59,724	1118	Talented & Gifted	61,217	-	61,217	28,254	32,963	-	61,217	-
403,577	400,239	455,475	1119	Library/Media	477,800	-	477,800	201,827	254,268	-	456,095	21,705
46,587	57,886	51,774	1135	Transition Coordinator	68,088	-	68,088	16,603	26,911	-	43,514	24,574
832,301	847,138	877,957	1139	Certified Stipends	953,162	-	953,162	454,679	108,999	389,484	953,162	-
574,562	651,668	969,094	1140	Academic Leader (CIL's)	1,016,399	-	1,016,399	486,707	497,724	63,069	1,047,500	(31,101)
2,650	1,852	2,571	1141	Mentor Teacher	2,000	-	2,000	511	-	1,489	2,000	-
187,872	113,090	-	1142	Behavioral Analyst	169,321	-	169,321	30,615	48,774	-	79,390	89,931
45,835	58,267	68,897	1145	Multilingual Learner	85,703	-	85,703	30,949	36,107	18,648	85,703	-
\$ 25,295,731	\$ 25,643,861	\$ 26,939,968		Sub-Total Certified Salaries	\$ 28,664,754	\$ -	\$ 28,664,754	\$ 13,722,124	\$ 14,105,417	\$ 493,435	\$ 28,320,976	\$ 343,778
					6.40%			47.9%	49.2%	1.7%	98.8%	1.2%
				<i>Other Certified Salaries</i>								
45,700	40,788	25,138	1131	Homebound Tutor	44,500	-	44,500	15,214	-	29,286	44,500	-
-	-	-	1136	Degree Level Change	44,390	-	44,390	-	-	-	-	44,390
278,078	246,814	216,491	1137	Substitute Teacher	178,801	-	178,801	99,440	24,440	54,921	178,801	-
212,521	189,064	194,739	1138	Summer Work -Certified Staff	190,408	-	190,408	95,299	-	95,109	190,408	-
99,315	127,403	152,490	1143	Building Substitutes	203,175	-	203,175	67,103	105,668	30,405	203,175	-
295,291	385,336	215,245	1144	Long term Substitute	118,000	-	118,000	74,975	46,430	(3,406)	118,000	-
-	-	-	1160	Turnover Savings	(170,000)	-	(170,000)	-	-	-	-	(170,000)
\$ 930,904	\$ 989,404	\$ 804,103		Sub-Total Other Certified Salaries	\$ 609,274	\$ -	\$ 609,274	\$ 352,030	\$ 176,538	\$ 206,316	\$ 734,884	\$ (125,610)
								57.8%	29.0%	33.9%	120.6%	-20.6%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022	2022-2023	2023-2024	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Non-Certified Salaries</i>								
381,506	413,013	496,658	1210	Non-Cert. Supervisors	503,427	-	503,427	258,809	184,572	60,046	503,427	-
223,520	213,706	238,317	1211	Nurses	244,816	-	244,816	122,970	121,902	-	244,872	(56)
306,924	247,373	279,358	1215	Occupational & Physical Therapists	337,013	-	337,013	168,108	167,542	-	335,651	1,362
1,140,104	1,156,839	1,328,819	1221	Administrative Support	1,350,863	-	1,350,863	722,416	630,204	(510)	1,352,110	(1,247)
1,767,360	1,697,360	1,828,311	1231	Para Educators	1,856,507	-	1,856,507	975,593	923,764	(42,850)	1,856,507	-
146,862	156,413	141,394	1234	Bus Aides	147,297	-	147,297	50,385	-	96,912	147,297	-
485,773	495,877	505,325	1235	Technicians	524,782	-	524,782	293,247	230,609	-	523,857	925
61,996	65,017	46,914	1237	Vocational Specialist	67,540	-	67,540	36,563	33,735	-	70,298	(2,758)
247,175	262,406	276,448	1241	Safety Monitors	308,860	-	308,860	160,748	140,911	-	301,659	7,201
506,491	513,999	514,241	1251	Custodians	553,611	-	553,611	291,815	250,024	11,772	553,611	-
460,027	477,370	543,741	1261	Maintenance Mechanics & Grounds	568,374	-	568,374	309,046	259,153	-	568,199	175
84,861	90,458	103,682	1269	Athletic Support Staff	122,205	-	122,205	47,900	34,930	39,376	122,205	-
197,442	192,939	188,200	1280	Non Certified Stipends	198,605	-	198,605	107,300	50,238	41,067	198,605	-
\$ 6,010,040	\$ 5,982,771	\$ 6,491,407		Sub-Total Non-Certified Salaries	\$ 6,783,900	\$ -	\$ 6,783,900	\$ 3,544,900	\$ 3,027,585	\$ 205,814	\$ 6,778,298	\$ 5,602
				<i>Other Non-Certified Salaries</i>				52.3%	44.6%	3.0%	99.9%	0.1%
47,199	39,524	39,305	1213/122 3/1233	Non-Certified Substitutes	47,500	-	47,500	8,887	-	38,613	47,500	-
176,085	199,553	230,025	1212/22/ 38/42/52/ 62	Overtime	203,700	-	203,700	113,000	-	90,700	203,700	-
127,252	114,912	101,739	1268	Summer Work-Non-Cert.	134,952	-	134,952	102,602	-	32,350	134,952	-
\$ 350,536	\$ 353,988	\$ 371,068		Sub-Total Other Salaries	\$ 386,152	\$ -	\$ 386,152	\$ 224,488	\$ -	\$ 161,664	\$ 386,152	-
								58.1%	0.0%	41.9%	100.0%	0.0%
\$ 32,587,211	\$ 32,970,025	\$ 34,606,546		TOTAL SALARIES	\$ 36,444,080	\$ -	\$ 36,444,080	\$ 17,843,542	\$ 17,309,540	\$ 1,067,228	\$ 36,220,310	\$ 223,770
					5.31%			49.0%	47.5%	2.9%	99.4%	0.6%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Benefits (2000's)</i>								
8,412,125	9,202,598	8,801,704	2000	Health Insurance	9,440,933	-	9,440,933	6,329,787	2,830,434	61,218	9,221,438	219,495
(1,508,844)	(1,705,489)	(1,410,661)	2022	Premium Cost Share	(1,580,090)	-	(1,580,090)	(995,842)	(542,464)	-	(1,538,306)	(41,784)
1,006,469	1,020,503	1,032,102	2001	Social Security & Medicare	1,079,635	-	1,079,635	1,079,635	-	-	1,079,635	-
175,275	175,214	180,451	2003	Workers Compensation	189,473	-	189,473	186,333	1,503	-	187,836	1,637
25,494	14,660	1,644	2004	Unemployment Compensation	30,000	-	30,000	15,904	-	14,096	30,000	-
149,718	130,080	-	2005	Early Retirement Incentive	-	-	-	-	-	-	-	-
1,177,822	1,328,122	1,192,864	2007	Pension Contributions	1,276,861	-	1,276,861	1,245,856	31,005	-	1,276,861	-
83,227	91,124	101,963	2010	Tuition Reimbursement	85,500	-	85,500	85,500	-	-	85,500	-
63,952	63,051	71,543	2011-12	Life & Disability Insurance	76,476	-	76,476	48,063	28,390	23	76,476	-
105,506	56,400	22,381	2014	Sick Bank	45,000	-	45,000	15,588	-	29,412	45,000	-
\$9,690,744	\$10,376,262	\$9,993,990		TOTAL BENEFITS	\$10,643,788	\$ -	\$10,643,788	\$8,010,824	\$ 2,348,868	\$104,749	\$10,464,440	\$179,347
					6.50%			75.3%	22.1%	1.0%	98.3%	1.68%
				<i>Professional & Technical Services (3000s)</i>								
545,611	504,232	525,441	3210	Contracted Services Educational	285,176	-	285,176	114,171	120,483	50,522	285,176	-
128,921	149,405	176,454	3220-21	Consulting Services	186,777	-	186,777	102,141	44,728	39,908	186,777	-
123,549	75,937	94,342	3235	Testing	96,565	-	96,565	62,238	62,923	(28,596)	96,565	-
6,158	106,990	260,876	3239	Other Pupil Services	294,100	-	294,100	163,759	115,741	14,600	294,100	-
64,991	66,056	34,711	3303	Management Services	37,169	-	37,169	27,803	8,286	1,080	37,169	-
1,775	2,064	3,145	3304	License Fees-Facilities	3,500	-	3,500	1,998	740	763	3,500	-
245,731	232,999	183,838	3306	Legal Fees-SPED	240,000	-	240,000	265,444	64,556	-	330,000	(90,000)
167,193	187,860	162,916	3306	Legal Fees- Districtwide	150,000	-	150,000	63,145	76,855	10,000	150,000	-
95,138	106,091	109,322	3308	Police/Fire	124,101	-	124,101	56,003	50,301	17,797	124,101	-
67,382	67,685	155,452	3309	Professional Technical Services	113,190	-	113,190	50,722	58,300	4,168	113,190	-
49,966	41,996	41,210	3310	Sports Officials	54,136	-	54,136	-	54,136	-	54,136	-
\$ 1,496,415	\$ 1,541,315	\$ 1,747,705		TOTAL PROF. & TECH SERVICES	\$ 1,584,714	\$ -	\$ 1,584,714	\$ 907,424	\$ 657,050	\$ 110,241	\$ 1,674,714	\$ (90,000)
								57.3%	41.5%	7.0%	105.7%	-5.7%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Property Services (4000s)</i>								
859,036	907,204	969,175	4200	Cleaning Services	1,034,776	-	1,034,776	577,825	415,829	-	993,653	41,123
48,405	50,825	66,687	4202	Rubbish Removal	72,934	-	72,934	40,723	21,154	11,057	72,934	-
122,591	82,370	171,370	4302	Equipment Repairs	188,805	-	188,805	62,631	40,439	85,735	188,805	-
164,029	184,530	189,525	4400	Equipment Rental	175,767	-	175,767	95,032	84,770	(4,035)	175,767	-
74,770	213,171	215,350	4500	Repair Allowance	150,000	-	150,000	27,671	33,018	89,311	150,000	-
29,913	30,182	40,740	4514	Fire Alarm System	37,430	-	37,430	42,848	702	-	43,550	(6,120)
172,720	201,994	191,606	4518	Sewer System Plant Maintenance	159,795	-	159,795	63,667	96,129	-	159,795	-
171,669	205,809	247,875	4520	Service Contracts	194,724	-	194,724	97,128	54,004	43,592	194,724	-
61,247	93,203	66,984	4530	Parks & Recreation	82,425	-	82,425	-	62,000	20,425	82,425	-
16,959	39,271	31,644	4540	Athletic Facilities Repairs	59,500	-	59,500	35,748	5,692	18,060	59,500	-
186,270	195,029	74,974	4541	Contracted Services	89,300	-	89,300	38,204	26,727	24,369	89,300	-
122,304	109,755	-	4600	Special Projects	-	-	-	-	-	-	-	-
2,366	11,275	6,377	4604	Snow Plowing	10,500	-	10,500	-	-	10,500	10,500	-
138,631	35,888	35,100	4701	Security System Monitoring	10,740	-	10,740	2,160	1,080	7,500	10,740	-
\$ 2,170,908	\$ 2,360,505	\$ 2,307,405		TOTAL PROPERTY SERVICES	\$ 2,266,696	\$ -	\$ 2,266,696	\$ 1,083,636	\$ 841,542	\$ 306,515	\$ 2,231,693	\$ 35,003
								47.8%	37.1%	13.5%	98.5%	1.5%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022 Year-End Expense	2022-2023 Year-End Expense	2023-2024 Year-End Expense	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Other Services (5000s)</i>								
1,589,157	1,592,600	1,737,496	5100	Regular Transportation	1,848,365	-	1,848,365	1,692,327	(1,258)	-	1,691,069	157,296
729,788	843,911	935,160	5101	SPED Transportation	1,045,512	-	1,045,512	616,559	296,563	-	913,122	132,390
96,953	218,024	100,391	5104	Athletic Transportation	174,168	-	174,168	54,270	32,580	27,318	114,168	60,000
1,537	12,802	4,237	5105	Extra-Curricular Transportation	14,060	-	14,060	1,003	514	12,544	14,060	-
104,190	160,181	107,032	5112	Diesel & Gasoline	116,710	-	116,710	50,290	57,909	8,511	116,710	-
103,321	128,142	136,003	5200	General Liability Insurance	142,803	-	142,803	134,609	-	8,194	142,803	-
15,525	14,400	15,008	5202	Athletic Insurance	15,758	-	15,758	15,008	-	751	15,758	-
100,707	104,154	106,579	5205	Property Insurance	109,776	-	109,776	109,196	-	580	109,776	-
89,975	87,714	89,414	5300	Communications	94,106	-	94,106	55,843	33,020	5,244	94,106	-
30,990	27,469	27,030	5400	Postage	29,383	-	29,383	20,877	6,205	2,301	29,383	-
4,440	853	1,626	5500	Advertising	4,000	-	4,000	926	520	2,554	4,000	-
17,176	16,962	18,356	5501	Printing	23,987	-	23,987	12,101	4,946	6,940	23,987	-
2,007,688	2,367,437	2,232,934	5600	Out of District Tuition	1,929,128	-	1,929,128	1,206,516	806,870	-	2,013,386	(84,258)
923,345	1,063,918	1,147,396	5601	Tuition Settlements	1,006,152	-	1,006,152	285,186	836,955	-	1,122,141	(115,989)
15,346	41,076	39,352	5800	Travel & Conference	58,317	-	58,317	23,111	7,940	27,266	58,317	-
3,163	3,803	3,282	5801	Mileage Reimbursement	10,703	-	10,703	1,762	(213)	9,153	10,703	-
2,349	5,684	3,905	5900	Other Purchased Services	12,847	-	12,847	3,204	6,004	3,639	12,847	-
\$ 5,835,649	\$ 6,689,130	\$ 6,705,201		TOTAL OTHER SERVICES	\$ 6,635,775	\$ -	\$ 6,635,775	\$ 4,282,787	\$ 2,088,555	\$ 114,994	\$ 6,486,336	\$ 149,439
								64.5%	31.5%	1.7%	97.7%	2.3%
				<i>Supplies & Materials (6000's)</i>								
395,832	884,656	889,057	6110	Materials	542,614	-	542,614	274,916	109,723	157,975	542,614	-
22,091	36,390	32,719	6120	Office Materials	34,009	-	34,009	15,765	14,042	4,202	34,009	-
184,684	174,050	173,801	6130	Maintenance Materials	181,624	-	181,624	64,805	72,322	44,498	181,624	-
71,587	95,137	98,514	6131	Custodial Materials	78,348	-	78,348	61,028	15,349	1,972	78,348	-
16,815	21,943	43,776	6132	Security Materials	26,284	-	26,284	8,067	6,840	11,378	26,284	-
522,319	517,581	570,217	6140	Software	629,926	-	629,926	607,337	4,771	17,818	629,926	-
196,324	98,833	104,825	6410	Books	61,450	-	61,450	26,258	21,051	14,141	61,450	-
388,111	325,229	467,063	6510	Heating Oil	492,452	-	492,452	289,842	215,102	(12,492)	492,452	-
722,884	482,463	644,985	6520	Electricity	831,746	-	831,746	626,315	462,662	-	1,088,977	(257,231)
2,079	2,890	2,377	6530	Propane	3,000	-	3,000	1,063	1,937	-	3,000	-
\$ 2,522,725	\$ 2,639,172	\$ 3,027,334		TOTAL SUPPLIES & MATERIALS	\$ 2,881,453	\$ -	\$ 2,881,453	\$ 1,975,395	\$ 923,798	\$ 239,491	\$ 3,138,683	\$ (257,231)
								68.6%	32.1%	8.3%	108.9%	-8.9%

WESTON PUBLIC SCHOOLS

FYE 25 FINANCIAL REPORT

As of February 28, 2025

Period: 8 of 12

2021-2022	2022-2023	2023-2024	Object Code	Description	2024-2025							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<i>Equipment (7000's)</i>								
541,176	192,826	262,615	7300	Equipment	274,579	-	274,579	166,122	140,967	(32,510)	274,579	-
\$ 541,176	\$ 192,826	\$ 262,615		TOTAL EQUIPMENT	\$ 274,579	\$ -	\$ 274,579	\$ 166,122	\$ 140,967	(\$32,510)	\$ 274,579	\$ -
								60.5%	51.3%	-11.8%	100.0%	0.0%
				<i>Other Objects (8000's)</i>								
87,211	87,938	89,670	8100	Dues, Fees and Memberships	105,668	-	105,668	64,222	27,822	13,623	105,668	-
24,317	32,434	38,529	8900	Other Objects	27,345	-	27,345	17,951	9,958	(563)	27,345	-
\$ 111,528	\$ 120,372	\$ 128,199		TOTAL OTHER OBJECTS	\$ 133,013	\$ -	\$ 133,013	\$ 82,173	\$ 37,780	\$13,060	\$ 133,013	\$ -
								61.8%	28.4%	9.8%	100.0%	0.0%
				<i>Revenue Offset (9000's)</i>								
(29,042)	(29,462)	(29,903)	9200	Technology Revenue	(29,903)	-	(29,903)	(31,457)	-	-	(31,457)	1,554
(73,800)	(74,800)	(78,660)	9201	Participation Fees, Athletics	(64,133)	-	(64,133)	(34,700)	8,740	(38,173)	(64,133)	-
(18,350)	(21,689)	(13,475)	9202	Gate Receipts, Athletics	(14,000)	-	(14,000)	-	-	(14,000)	(14,000)	-
(77,445)	(89,987)	(25,495)	9204	Transportation Credits	(14,805)	-	(14,805)	(22,425)	-	-	(22,425)	7,620
(812,440)	(928,213)	(839,156)	9205	Excess Cost Reimbursement	(711,339)	-	(711,339)	-	-	(624,597)	(624,597)	(86,742)
(79,561)	(121,242)	(156,288)	9206	Pre School Tuition	(188,361)	-	(188,361)	(152,710)	-	(56,304)	(209,014)	20,653
(75,981)	(119,873)	(141,162)	9207	Non-Resident Tuition	(116,623)	-	(116,623)	(74,259)	-	(12,834)	(87,093)	(29,530)
(19,878)	(61,203)	(42,681)	9208	Parks & Rec Portion of Field Maintenance	(42,681)	-	(42,681)	-	-	(66,688)	(66,688)	24,007
(40,000)	(30,800)	-	9209	Parking Fees	(24,075)	-	(24,075)	-	-	(24,075)	(24,075)	-
(46,050)	(42,223)	(53,727)	9210	Theater Receipts	(51,025)	-	(51,025)	-	-	(51,025)	(51,025)	-
-	-	-	9212	Facility Use Rental	(27,500)	-	(27,500)	-	-	(27,500)	(27,500)	-
(4,768)	(14,336)	(50,764)	9215	Medicaid Revenue	(18,060)	-	(18,060)	(2,856)	-	(15,204)	(18,060)	-
				Board of Finance Reduction - TBD	(221,891)	-	(221,891)	-	-	-	-	(221,891)
(\$1,277,316)	(\$1,533,828)	(\$1,431,311)		Total Revenue Offset	(\$1,524,396)	\$ -	(\$1,524,396)	(\$318,407)	\$8,740	(\$930,400)	(\$1,240,067)	(\$284,329)
								20.9%	-0.6%	61.0%	81.3%	18.7%
\$ 53,679,039	\$ 55,355,779	\$ 57,347,685		GRAND TOTAL	\$ 59,339,701	\$ -	\$ 59,339,701	\$ 34,033,496	\$ 24,356,839	\$ 993,367	\$ 59,383,702	(\$44,001)
								57.35%	41.05%	1.67%	100.07%	-0.07%

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 3/17/25

Information Only

Action Requested

Agenda Item Subject: FY26 Budget Update

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Following are changes to the FY26 operating budget after 1.28.25. We are recommending that we maintain the current budget request of 3.05%.



March 14, 2025

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: FY 26 Budget Update

1. Each year prior to the BoF budget deliberations, any new adjustment is presented for their consideration. Attached are the changes to the FY26 budget since BoE approval on January 28, 2025.

2. In addition, the BoF requested supplemental information on the topics below:
 - **Pension Reconciliation** (page 23) - please provide the calculation for the FY26 budget amount and provide the FY25 calculation for comparison
 - **Electric Distribution Rates** (page 24) - please provide the detail for estimating the increased electric distribution expense for budgets FY26 vs. FY25. If you have some actual expense statistics so far through FY25, that would help.
 - **OPEB Analysis** - Please provide your estimate for OPEB drawdown for retiree healthcare costs in FY26 vs. the budget for FY25 and FY24 for comparison. We understand that the switch to the state healthcare plan will likely result in a higher drawdown and we want to better understand that dynamic. I am copying Rick Darling on this as he should be part of this particular conversation on OPEB management.

FY 26 Changes After 1-28-25			
Description		Amount (\$)	%
FY 2024-25 Adopted Budget		\$ 59,339,701	
FY 2025-26 BOE Requested Budget (1/28/25)		\$ 61,151,439	3.05%
Salary & Tax Adjustment:			
Non- Certified Salary Adjustment	42,534		
FICA/Med	3,254		
CMERS	7,107		
Certified Salary Adjustment	91,795		
Medicare	1,331		
		146,021	0.25%
CMERS Rate Change		(34,782)	-0.06%
Net Health Insurance Adjustment		(48,161)	-0.08%
Workers Compensation		(3,692)	-0.01%
Insurance:			
General Liability Insurance	11,430		
Property Insurance	(406)		
Total Insurance		11,025	0.02%
Diesel & Gasoline		(10,065)	-0.02%
SPED			
Tuition	(703,608)		
Settlement	292,075		
Transportaton	(106,515)		
Excess Cost	256,758		
		(261,290)	-0.44%
Electricity Distribution		200,944	0.34%
Total Adjustment		-	0.00%
Revised FY26 Requested Operating Budget		61,151,439	3.05%

NH HVAC Project Estimate 1		
	Low	High
Design Cost \$5-\$8 per Sq. Ft	171,585	274,536
Equipment & Installation \$60-65 Per Sq. Ft	2,059,020	2,230,605
Total Project Cost	2,230,605	2,505,141
Cost Per Sq. Ft	65	73
Original Estimate	1,750,000	
Cost per Sq. Ft	51	
Original Vs New Estimate	(480,605)	(755,141)

NH HVAC Project Estimate #2		
	Low	High
Design Cost \$3-\$4 per Sq. Ft	102,951	137,268
Equipment & Installation \$50-60 Per Sq. Ft	1,715,850	2,059,020
Total Project Cost	1,818,801	2,196,288
Cost Per Sq. Ft	53	64
Original Estimate	1,750,000	
Cost per Sq. Ft	\$ 51	
Original Vs New Estimate 2	(68,801)	(446,288)

NH HVAC Average Estimate		
	Low	High
Design Cost	137,268	205,902
Equipment & Installation	1,887,435	2,144,813
Total Project Cost	2,024,703	2,350,715
Cost Per Sq. Ft	59	69
Original Estimate	1,750,000	
Cost per Sq. Ft	51	
Original Vs New Estimate 2	(274,703)	(600,715)

CMERS CONTRIBUTION AND FICA TAX ANALYSIS - FY26

Object Code	Description	2025-2026 Requested Budget	Revised Rate		FY 25-26			FY 24-25			FY 26 FICA Change	Notes
			CMERS @17.26%	CMERS @16.71%	Total FICA	Soc. Sec.	Medicare	Total FICA	Soc. Sec.	Medicare		
	Salaries & Wages (1000s)											
1110	Administrators	3,593,896	126,110	122,091	97,412	45,300	52,111.49	50,342	-	50,342		CMERS portion -\$730,647. No S/S calculated in FY25.
1111	General Ed. Teachers (Core)	11,216,113	-	-	162,634	-	162,634	161,092	-	161,092		
1111	Special Area Teachers	4,441,154	-	-	64,397	-	64,397	67,858	-	67,858		
1112	Special Ed. Teachers	2,814,543	-	-	40,811	-	40,811	39,600	-	39,600		
1113	Guidance	1,012,568	-	-	14,682	-	14,682	14,399	-	14,399		
1114	Psychologist	468,481	-	-	6,793	-	6,793	6,343	-	6,343		
1115	Social Worker	513,276	-	-	7,443	-	7,443	7,115	-	7,115		
1116	Speech & Hearing	548,276	-	-	7,950	-	7,950	9,225	-	9,225		
1117	Academic Support	1,264,381	-	-	18,334	-	18,334	18,575	-	18,575		
1118	Talented & Gifted	-	-	-	-	-	-	888	-	888		
1119	Library Media Specialist	505,044	-	-	7,323	-	7,323	6,928	-	6,928		
1135	Transition Coordinator	56,320	-	-	817	-	817	987	-	987		
1139	Certified Stipends	971,721	-	-	74,337	60,247	14,090	72,917	59,096	13,821		
1140	Curriculum Instruction Leaders	955,516	-	-	13,855	-	13,855	14,738	-	14,738		
1141	Mentor Teacher	2,300	-	-	33	-	33	29	-	29		
1142	Behavioral Analyst	180,400	-	-	13,801	11,185	2,616	2,455	-	2,455		No S/S calculated in FY25
1145	Multilingual Learner	81,521	-	-	1,182	-	1,182	1,243	-	1,243		
	Sub-Total Certified Salaries	\$ 28,625,511	\$ 126,110	\$ 122,091	\$ 531,802	\$ 116,732	\$ 415,070	\$ 474,735	\$ 59,096	\$ 415,639	\$ 57,067	
	Other Certified Salaries											
1131	Homebound Tutor	44,500	-	-	3,404	2,759	645	3,404	2,759	645		
1136	Degree Level Change	44,390	-	-	644	-	644	3,396	2,752	644		FY26 Medicare only - WTA
1137	Substitute Teacher	178,801	-	-	13,678	11,086	2,593	13,678	11,086	2,593		
1138	Summer Work -Certified Staff	212,408	-	-	16,249	13,169	3,080	14,566	11,805	2,761		
1143	Building Substitutes	203,175	-	-	15,543	12,597	2,946	15,543	12,597	2,946		
1144	Long term Substitute	118,000	-	-	9,027	7,316	1,711	9,027	7,316	1,711		
1160	Turnover & FML Savings	(370,000)	-	-	(5,365)	-	(5,365)	(13,005)	(10,540)	(2,465)		FY26 Medicare Only (assumed savings from certified staff)
	Sub-Total Other Certified Salaries	\$ 431,274	\$ -	\$ -	\$ 53,180	\$ 46,927	\$ 6,253	\$ 46,609	\$ 37,775	\$ 8,834	\$ 6,571	
	Non-Certified Salaries											
1210	Non-Cert. Supervisors	516,014	89,064	86,226	39,475	31,993	7,482	38,512	31,212	7,300		
1211	Nurses	250,912	43,307	41,927	19,195	15,557	3,638	18,728	15,179	3,550		
1215	Occupational Therapist	345,422	59,620	57,720	26,425	21,416	5,009	25,781	20,895	4,887		
1221	Administrative Support	1,388,117	239,589	231,954	106,191	86,063	20,128	103,341	83,754	19,588		
1231	Para Educators	1,914,820	330,498	319,966	146,484	118,719	27,765	142,023	115,103	26,919		
1234	Bus Aides	147,297	25,423	24,613	11,268	9,132	2,136	11,268	9,132	2,136		
1235	Technicians	537,922	92,845	89,887	41,151	33,351	7,800	40,146	32,536	7,609		
1237	Vocational Specialist	69,229	11,949	11,568	5,296	4,292	1,004	5,167	4,188	979		
1241	Security Specialists	316,063	54,552	52,814	24,179	19,596	4,583	23,628	19,149	4,478		
1251	Custodians	570,282	98,431	95,294	43,627	35,357	8,269	42,351	34,324	8,027		
1261	Maint. Mechanics & Grounds	585,183	101,003	97,784	44,766	36,281	8,485	43,481	35,239	8,241		
1269	Athletic Support Staff	124,751	11,475	20,846	9,543	7,735	1,809	9,349	7,577	1,772		CMERS portion - \$66,485
1280	Non Certified Stipends	204,550	-	-	15,648	12,682	2,966	15,193	12,314	2,880		

CMERS CONTRIBUTION AND FICA TAX ANALYSIS - FY26

Object Code	Description	2025-2026 Requested Budget	Revised Rate		FY 25-26			FY 24-25			FY 26 FICA Change	Notes
			CMERS @17.26%	CMERS @16.71%	Total FICA	Soc. Sec.	Medicare	Total FICA	Soc. Sec.	Medicare		
	Sub-Total Non-Certified Salaries	\$ 6,970,562	\$ 1,157,757	1,130,601	\$ 533,248	\$ 432,175	\$ 101,073	\$ 518,968	\$ 420,602	\$ 98,367	\$ 14,280	
	<i>Other Non-Certified Salaries</i>											
1213/1233	Non-Certified Substitutes	47,500	-		3,634	2,945	689	3,634	2,945	689		
1212/22/38/42/52/62	Overtime	203,700	35,159	34,038	15,583	12,629	2,954	15,583	12,629	2,954		
1268	Summer Work-Non-Cert.	134,952	-		10,324	8,367	1,957	10,324	8,367	1,957		
	Sub-Total Other Salaries	\$ 386,152	\$ 35,159	34,038	\$ 29,541	\$ 23,941	\$ 5,599	\$ 29,541	\$ 23,941	\$ 5,599	\$ -	
	<i>Grants</i>											
	Non Certified Grant Salaries	447,679	77,269	74,807	34,247	27,756	6,491	6,129	-	6,129		No S/S calculated in FY25
	Certified Grant Salaries	342,402	-		4,965	-	4,965	3,529	-	3,529		FY26 S/S should be 0
	Admin Fees		31,099	31,099				-				
	Sub-Total Grant Salaries	\$ 790,081	\$ 108,368	105,906	\$ 39,212	\$ 27,756	\$ 11,456	\$ 9,658	\$ -	\$ 9,658	\$ 29,554	
	GRAND TOTAL	\$ 37,203,580	\$ 1,427,394	1,392,636	\$ 1,186,983	\$ 647,531	\$ 539,452	\$ 1,079,512	\$ 541,414	\$ 538,097	\$ 107,471	
	Budget		\$ 1,427,419		\$ 1,165,715			\$ 1,079,635				

ELECTRICITY - YTD Jan 2025

Description	KWH	Generation/ Supply Cost	Delivery Cost	VNM Gen	VNM Credit	Total
YoY Comp						
Jan YTD FY25	2,801,731	307,350	390,299	111,306	(219,535)	589,420
Jan YTD FY24	2,623,483	221,300	236,856	-	(117,803)	340,354
FY25 V FY24	178,248	\$ 86,050	\$ 153,443	\$ 111,306	\$ (101,732)	\$ 249,066
%	6.8%	38.9%	64.8%	0.0%	86.4%	73.2%
Projected Full Year						
Budget - FY25	5,124,962	562,208	428,200	280,476	(439,139)	831,746
Actual -YTD FY25	2,801,731	307,350	390,299	111,306	(219,535)	589,420
Jan-June	2,323,230	254,858	318,573	103,071	(166,280)	510,222
Projected - FY25	5,124,962	562,208	708,872	214,377	(385,815)	1,099,642
Variance	-	\$ -	\$ 280,672	\$ (66,099)	\$ 53,324	\$ 267,896
%	0.0%	0.0%	65.5%	-23.6%	-12.1%	32.2%

OPEB TRUST CONTRIBUTION

Description	Revised-March	BoE Approved	Change
Gross Premium			
Retire	435,529	441,406	
Retiree 65+ Supplemental	47,578	63,665	
Total Retire Gross Premium	483,107	505,071	(21,964)
<u>Cost Share & TRB Subsidy</u>			
Retire Premium Cost Share	(69,673)	(48,280)	
TRB	(44,324)	(40,472)	
Total	(113,997)	(88,752)	(25,245)
Net Retiree Cost	369,110	416,319	(47,209)
Anticipated OPEB Trust Contribution	(369,110)	(416,319)	47,209

WESTON BOARD OF EDUCATION

Weston, CT

Meeting Date: 3/17/25

Information Only

Action Requested

Agenda Item Subject: Review and Approval of the WIS Back-Up Generator Bid

Submitted by: Phillip Cross

Document Summary/Purpose and/or Recommended Action:

Attached are the results of our recent bid for the WIS back-up generator. We are recommending that the Weston Board of Education awards the bid to Tower Generator, and that funding for the project comes from the non-lapsing account.



March 14, 2025

TO: BOE Finance Committee

FROM: Phillip Cross, Director of Finance and Operations

SUBJECT: WIS Standby Generator Bid Result

In January 2025, the standby generator at the WIS experienced a catastrophic failure, so on January 24, 2025 we issued a request for proposal (RFP) with a return date of February 14, 2025 for a replacement.

Our preference is for a Kohler generator, due to quality, ease of maintenance, lead time, and also uniformity, as the other generators on campus are all Kohlers. We did, however, allow contractors to include comparable generators in their bids.

Six contractors responded to the RFP, Tower Generator, Cannondale, A&J, Holzner, Kay Electric, and R&C. Based on the submitted proposals – taking into account both cost and warranty options - we are recommending awarding the bid to Tower Generator, and adding the additional 5-year warranty, for a total cost of \$73,916.

A summary of the proposals is on the following page.

2025 WIS Standby Generator Replacement Bid Results

Vendor	Generator	Cost	Lead Time	Notes
Tower Generator	Kohler 150kw	72,716	12-14 weeks	A new annunciator is included in all base bid prices A new remote emergency stop is included in all base bid prices The Kohler generator includes a 2 year warranty A 5 year warranty for the Kohler costs an additional \$1,200
	Cummins 125kw	58,431	22 weeks	A basic 5 year, parts only warranty for the Cummins 125kw is \$1,782 and a comprehensive warranty including parts/travel/labor is \$3,024
	Cummins 150kw	65,616	In Stock	A basic 5 year, parts only warranty for the Cummins 150kw is \$2,160 and a comprehensive warranty including parts/travel/labor is \$3,835
Cannondale	Kohler 150kw	75,918.91	15 weeks	Price based on using existing wiring and transfer switch Includes factory limited warranty - 1 year or 2,000 hours
A&J	Taylor 150kw	62,400	15-24 weeks	3 year service agreement is included in the cost 5 year agreement costs an additional \$900 Adding the following will cost an additional \$8,100: Transfer switch replacement if needed Replace automatic transfer switch Remove and demo old ATS off wall in main electrical room Install new ATS and terminate as needed
Holzner	Kohler	113,815		The Kohler generator includes a 1 year warranty. A 2 year warranty would cost an additional \$550 and a 5 year would cost an additional \$975
	Cummins	101,250		The Cummins generator includes a 2 year warranty. A 5 year warranty cost an additional \$2,000
Kay Electric	Kohler 150kw	94,590		
R&C	Kohler 150kw	79,950		