



Board of Education Regular Meeting  
Tuesday, January 20, 2026  
7:00 PM  
Zoom Webinar

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- 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
  - December 15, 2025 - Board of Education Workshop
  - December 15, 2025 - Board of Education December Meeting
  - January 5, 2026 - Weston Board of Education Special Meeting (FY27 Budget Presentation)
  - January 6, 2026 - Weston Board of Education Special Meeting (Budget Workshop)
  - January 14, 2026 - Weston Board of Education Special Meeting (Public Forum #1)
  - January 15, 2025 - Weston Board of Education Special Meeting (Budget Workshop)
- 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 Forti. You may also email the Board at our email address, [boardofeducation@westonps.org](mailto:boardofeducation@westonps.org).

Additional details on Public Comment at board meetings can be found on our website: [https://www.westonps.org/608477\\_3](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. OLD BUSINESS

### A. Weston Board of Education Policies, Regulations, and Bylaws (second review): Possible motion

#### 1. Second review and approval:

- 9010 - Limits of Authority
- 9121 - Official Duties
- 9122 - Secretary
- 9130 - Orientation of the Board/Committees
- 9230 - Orientation of Board Members
- 9270 - Conflict of Interest
- 9271 - Code of Ethics
- 9311 - Changes, Additions or Removal in Board Policies and Bylaws
- 9314 - Suspension of Policies, Bylaws and Regulations
- 9321 - Time, Place and Notification of Meetings
- 9322 - Public and Executive Session
- 9323 - Construction of the Agenda
- 9325.1 - Quorum
- 9325.2 - Order of Business - Adjourned Meetings
- 9326 - Minutes
- 9327 - Electronic Mail Communications
- 9330 - Board/School District Records
- P 2210 - Administrative Leeway in Absence of Board Education Policy
- P 2231 - Policy and Regulation Systems
- P 2270 - Uniform Treatment of Recruiters
- R 3516.4 Blood Borne Pathogens Exposure Control
- P 3517 - Security of Buildings and Grounds

VII. NEW BUSINESS

- A. Reschedule February monthly board meeting date: Discussion and possible motion
- B. Consent Agenda: Possible motion
  - 1. Staffing Update
  - 2. Overnight Field Trip: Model UN
  - 3. WEF Donation to WHS for student assembly (Harlan Cohen) in the amount of \$5,000
  - 4. WEF Donation to WMS for Windows & Voices author series in the amount of \$5,000
  - 5. HES PTO Donation in the amount of \$3,000 for a binding machine
  - 6. HES PTO Donation in the amount of \$3,000 for classroom storage and charging station
- C. Weston Board of Education Policies, Regulations, and Bylaws (first review): Discussion
  - 1. First review:
    - P 1120 Board of Education Meetings Policy
    - P 1220 Citizens' Advisory Committees
    - P 1256 Prohibition Against Alcohol, Smoking, E-Cigarettes, and Vapor Products
    - R 1321 Public Performances by Students
    - P 5114 Student Discipline Policy
  - 2. Review only/no action needed:
    - P 1112 News Media Relations
    - R 1220 Citizens' Advisory Committee
    - P 1257 Automatic External Defibrillators
    - R 1257 Automatic External Defibrillators
    - P 1311 Staff Participation in Community Activities
    - P 1321 Public Performances by Students
    - P 1416 Fiscal Authority
    - P 1500 Associations and the Schools (Relations between Area, State, Regional & National Associations and the Schools)

VIII. FY27 OPERATING AND CAPITAL BUDGETS: Discussion (if needed)

IX. DISTRICT UPDATES

- A. Superintendent
- B. Pupil Personnel Services and Special Education
- C. Finance and Operations

- 1. December 2025 Financial Report: Discussion and possible motion

X. COMMITTEE UPDATES (Refer to committee meeting minutes for details)

- A. Communications Committee
- B. Curriculum Committee
- C. Educational Optimization Committee (EOC)
- D. Finance & Operations Committee
- E. ~~Negotiations Committee~~ (committee not active at this time)

- F. Policy Committee
- G. Safety & Security Committee
- XI. ORGANIZATION UPDATES (BOE Representatives)
  - A. Connecticut Association of Boards of Education (CABE)
  - B. Cooperative Educational Services (CES)
  - C. Weston Education Foundation (WEF)
- XII. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION
  - A. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION
    - January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, Via Zoom
    - January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom
    - January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM, Via Zoom
    - January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom
  - B. Review of Pending Agenda Items for Next Meeting
- XIII. ADJOURNMENT



**Weston Board of Education Workshop**

Monday, December 15, 2025

4:30 PM

Weston Middle School Library Learning Commons  
135 School Road  
Weston, CT 06883

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**Absent:** David Felton, Michael Guido, **Present:** Sharon Ferraro, Peter Gordon, Deborah Low, Lisa Luft, Nicole Wallach. Present: 5, Absent: 2. **Present:** Michael Guido. Present: 6, Absent: 1. **Absent:** Peter Gordon. Present: 5, Absent: 2.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Erica Forti, Superintendent of Schools; Jessica Richman-Smith, Esq, Counsel

A quorum was met, and the meeting was called to order at 4:38 PM

Michael Guido joined the meeting at 4:45 PM

Peter Gordon left the meeting at 5:30 PM

Move that the Weston Board of Education begin the December 15, 2025 meeting Unseconded with a motion by Low, Deborah.

II. LEGAL UPDATE

Jessica Richman-Smith gave a presentation to the board, Board of Education Service: Laws, Insights, and Practical Tips

III. QUESTIONS & ANSWERS

The board engaged in a question and answer session during the presentation.

IV. ADJOURNMENT

The meeting adjourned at 6:01 PM

Move that the Weston Board of Education adjourn the December

15, 2025 meeting Carried with a motion by Ferraro, Sharon and a second by Wallach, Nicole.  
Sharon Ferraro: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea  
Yea: 5, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta

DRAFT



**Board of Education Regular Meeting**

Monday, December 15, 2025

7:00 PM

Weston Middle School Library Learning Commons  
135 School Road  
Weston, CT 06883

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**Present:** David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Deborah Low, Lisa Luft, Nicole Wallach. Present: 7.

- I. CALL TO ORDER, VERIFICATION OF QUORUM: *Possible action*  
Additional Attendees:  
Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Jason Bluestein, Jennifer D'Amico, Laura Kaddis: Building Principals; James Hoagland, SLAM; Scott Pellman, Colliers; WHS Student BOE Representatives

A quorum was met, and the meeting was called to order at 7:00 PM.

Move that the Weston Board of Education begin the December 15, 2025 meeting Unseconded with a motion by Low, Deborah.

- II. PLEDGE OF ALLEGIANCE  
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. RECOGNITION OF FORMER BOARD MEMBERS  
Two former board members were recognized at the meeting; Steven Ezzes and Chad Hoepfner. Sharon Ferraro and Lisa Luft thanked them for their time on the board

- IV. STUDENT BOARD OF EDUCATION REPRESENTATIVES UPDATE  
The student representatives discussed past and upcoming

activities at WHS. School spirit has increased. They are preparing for midterms and seniors are working on their Portrait of a Graduate. The no cell phone policy is going very well.

V. APPROVAL OF MINUTES: *Possible action*

- November 17, 2025 Board of Education Meeting
- December 1, 2025 Board of Education Special Meeting
- December 11, 2025 Board of Education Special Meeting (AFSCME Grievance)

Move that the Weston Board of Education approve minutes from the November 17, 2025 meeting Carried with a motion by Felton, David and a second by Ferraro, Sharon.

Deborah Low: Abstain (Without Conflict), David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 6, Nay: 0, Abstain (Without Conflict): 1

Move that the Weston Board of Education approve minutes from the December 1, 2025 meeting Carried with a motion by Felton, David and a second by Luft, Lisa.

Sharon Ferraro (Without Conflict), David Felton: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 6, Nay: 0, Abstain (Without Conflict): 1

Move that the Weston Board of Education approve minutes from the December 11, 2025 meeting Carried with a motion by Felton, David and a second by Low, Deborah.

Peter Gordon: Abstain (Without Conflict), Michael Guido: Abstain (Without Conflict), David Felton: Yea, Sharon Ferraro: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 5, Nay: 0, Abstain (Without Conflict): 2

VI. PUBLIC COMMENT

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 Forti. You may also email the Board at our email address, [boardofeducation@westonps.org](mailto:boardofeducation@westonps.org).

Additional details on Public Comment at board meetings can be found on our website: <https://www.westonps.org> and Meeting Conduct: Bylaws of the Board Bylaw #9325

No members of the public were present at the meeting for public comment.

## VII. OLD BUSINESS

### A. Weston Board of Education Policies, Regulations, and Bylaws (second review): *Discussion and possible action*

- 4113.2 - Duty Free Lunch For Teachers
- 4212.42 - Drug and Alcohol Testing For School Bus Drivers
- 5118.2 - Educational Opportunities for Military Children

### B.

Move that the Weston Board of Education approve 4113.2, as presented Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 7, Nay: 0

Move that the Weston Board of Education approve 4212.42, as presented Carried with a motion by Felton, David and a

second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,  
Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole  
Wallach: Yea

Yea: 7, Nay: 0

Move that the Weston Board of Education approve 5118.2, as  
presented Carried with a motion by Felton, David and a  
second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,  
Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole  
Wallach: Yea

Yea: 7, Nay: 0

#### VIII. NEW BUSINESS

##### A. SLAM/Colliers: Phase II Renovation Analysis: *Discussion and possible action*

The Colliers and SLAM representatives gave a brief overview of the project to date, indicating Phase 1 of the renovation analysis for the Weston Middle School is complete. The second phase of the SLAM proposal will evaluate the building and develop the required documents for a renovation status submission. Options were discussed and Phase 2 was approved. SLAM and the design team will move forward. The turnaround time for completion of Phase 2 is approximately six weeks.

Move that the Weston Board of Education move forward with Phase II of the SLAM Weston Middle School renovation analysis as presented Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea,  
Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole  
Wallach: Yea

Yea: 7, Nay: 0

##### B. Consent Agenda: *Possible action*

- Staffing Update - December 2025
- HES Donation - Indi Robots (\$2,000.00)
- HES Donation - Reading Zone Furniture (\$1,500.00)
- WMS Donation - Hydroponic Garden (\$1,299.99)
- WHS Donation - Anne Frank/Holocaust Exhibit (\$1,875.00)
- WHS Donation - Chinese New Year Celebration (\$1,095.00)

The consent agenda was approved without objection.  
Move that the Weston Board of Education accept the consent agenda as presented. Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 7, Nay: 0

C. Retirement Incentive Program (ERIP): *Discussion and possible action*

No action was taken, the 2026 Retirement Incentive Program (ERIP) will move forward.

D. Graduation Date: Class of 2026: *Discussion and possible action*

Move that the Weston Board of Education set June 16, 2026 as the Class of 2026 graduation date Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 7, Nay: 0

E. Survey from Charter Revision Commission: *Discussion*

The Board of Selectmen has asked the Charter Revision Commission to review the size of various boards and commissions, as well as their current terms of office. The Charter Revision Commission wanted board member thoughts on the following: Do you feel your board has the appropriate number of members? If not, what is the appropriate number of members? Is it challenging to obtain or maintain a quorum for meetings? Is the current term of office effective in attracting and retaining board members? If not, what do you feel is an appropriate term of office?

The board briefly discussed the questions and the Chair will provide the response to the Commission.

F. Next Generation Accountability System: *Discussion*

A presentation was made to the board regarding the Next Generation Accountability System and focused on several areas: understand the structure and composition of the Next Generation Accountability System, review Weston's overall accountability index rating from the 24-25 report, and highlight areas of strength and areas of focus.

G. Weston Board of Education Policies, Regulations, and Bylaws  
(first review): *Discussion*

The board briefly discussed the policies presented for first review. If anyone had additional questions or comments, they were asked to reach out to the policy committee for clarification. The policies will be brought back to the board at the January meeting for a second review and approval.

1. Discussion of policies for review only (no changes):

- 2000 - Concepts and Roles in Administration
- 2100 - Administrative Staff Organization
- 2121 - Line of Responsibility
- 2130 - Job Descriptions
- 2131 - Superintendent of Schools
- 2132 - Principals
- 2220 - Representative and Deliberative Groups
- 2250 - Monitoring of Product and Process Goals
- 2260 - Holds on the Destruction of Electronic Information and Paper Records
- 9100 - Organization
- 9110 - Number of Members
- 9120 - Officers
- 9126 - Clerk
- 9131 - Committee of the Whole
- 9133 - Special Committees/Advisory Committees
- 9221 - Filling Vacancies
- 9250 - Remuneration and Reimbursement
- 9300 - Board Operational Goals

- 9313 - Formulation, Adoption, Amendment of Administrative Regulations
- 5114 - Student Discipline (FYI only at this time)

2. Discussion of policies for review with updates/changes:

- 2210 - Administrative Leeway in Absence of Board Education Policy
- 2231 - Policy and Regulation Systems
- 2270 - Uniform Treatment of Recruiters
- 3517 - Security of Buildings and Grounds
- 9000 - Role of the Board and Member (Powers, Purposes, Duties)
- 9010 - Limits of Authority
- 9121 - Official Duties
- 9122 - Secretary
- 9130 - Orientation of the Board
- 9230 - Orientation of Board Members
- 9311 - Changes, Additions or Removal in Board Policies and Bylaws
- 9314 - Suspension of Policies, Bylaws and Regulations
- 9321 - Time, Place and Notification of Meetings
- 9322 - Public and Executive Session
- 9323 - Construction of the Agenda
- 9325 - Meeting Conduct
- 9325.1 - Quorum
- 9325.2 - Order of Business - Adjourned Meetings
- 9326 - Minutes

- 9327 - Electronic Mail Communications
- 9330 - Board/School District Records

IX. DISTRICT UPDATES

A. Superintendent

B. Pupil Personnel Services and Special Education

The ELC lottery took place. There will be 5 classes for the 2026-2027 school year; two 3's classes and three 4's classes. Each school is continuing to work on their school climate plan. The first SpEd parent workshop took place at HES. It went very well. The recording is online for those that were not able to attend in person.

C. Finance and Operations

1. FY26 Monthly Financial Update: *Discussion and possible action*

The board approved the November 2025 financial report without objection.

Move that the Weston Board of Education approve the November 2025 Financial Report as presented. Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea  
 Yea: 7, Nay: 0

2. FY27 Budget Calendar: *Discussion and possible action*

The board approved the FY27 budget calendar without objection.

Move that the Weston Board of Education approve the FY27 Budget calendar as presented. Carried with a motion by Felton, David and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea  
 Yea: 7, Nay: 0

X. 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)

XI. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION

- January 5, 2026, Board of Education Special Meeting (Budget Presentation), 7:00 PM, Via Zoom
- January 6, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom
- January 7, 2026, Board of Education Special Meeting (Facilities), 7:00 PM, Via Zoom
- January 14, 2026, Board of Education Meeting (Budget Forum 1), 7:00 PM, TBD
- January 15, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom
- January 20, 2026, Board of Education Meeting (Monthly), 7:00 PM, Via Zoom

- January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, TBD
- January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM
- January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM
- January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom

XII.

A. Review of Pending Agenda Items for Next Meeting

XIII. ADJOURNMENT: *Possible action*

The meeting adjourned at 9:21 PM

Move that the Weston Board of Education adjourn the December 15, 2025 meeting Carried with a motion by Felton, David and a second by Ferraro, Sharon.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 7, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta



**Weston Board of Education Special Meeting (FY27 Budget Presentation)**

Monday, January 5, 2026

7:00 PM

Zoom Webinar

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**Absent:** Michael Guido, **Present:** David Felton, Sharon Ferraro, Peter Gordon, Deborah Low, Lisa Luft, Nicole Wallach. Present: 6, Absent:

1. **Present:** Michael Guido. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Meghan Conetta, Jason Bluestein, Jennifer D'Amico, Laura Kaddis: Building Principals

A quorum was met, and the meeting was called to order at 7:02 PM. Michael Guido joined the meeting at 7:07 PM. The updated attendant records reflect this change.

Move that the Weston Board of Education call to order the January 5, 2026 meeting. Unseconded with a motion by Low, Deborah.

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. FY27 OPERATING AND CAPITAL BUDGETS

Erica Forti, Superintendent of Schools, along with central office administrators presented the FY27 budget to the Board.

- IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION January 6, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom  
January 7, 2026, Board of Education Special Meeting (Facilities), 7:00 PM, Via Zoom  
January 14, 2026, Board of Education Meeting (Budget Forum 1), 7:00 PM, TBD  
January 15, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom  
January 20, 2026, Board of Education Meeting (Monthly), 7:00 PM, Via Zoom  
January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, TBD  
January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM  
January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM  
January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom

V. ADJOURNMENT

The meeting adjourned at 7:38 PM.

Move that the Weston Board of Education adjourn the January 5, 2026 meeting. Carried with a motion by Ferraro, Sharon and a second by Luft, Lisa.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea  
Yea: 7, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta



**Weston Board of Education Special Meeting (Budget Workshop)**

Tuesday, January 6, 2026

9:00 AM

Zoom Webinar

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**Absent:** Sharon Ferraro, Michael Guido, Deborah Low, **Present:** David Felton, Peter Gordon, Lisa Luft, Nicole Wallach. Present: 4, Absent: 3. **Present:** Sharon Ferraro. Present: 5, Absent: 2. **Present:** Michael Guido. Present: 6, Absent: 1. **Absent:** Peter Gordon, Michael Guido. Present: 4, Absent: 3.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; James Wiltsie, Director of Safety and Security; Michael DelMastro, Director of facilities; Meghan Conetta, Jason Bluestein, Jennifer D'Amico, Laura Kaddis

The meeting was called to order at 9:03 AM.

Sharon Ferraro joined at 9:04 AM, the attendance record will reflect the update.

Michael Guido joined at 9:11 AM, the attendance record will reflect the update.

Michael Guido left the meeting at 10:00 AM.

Peter Gordon left the meeting at 10:00 AM

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. FY27 OPERATING AND CAPITAL BUDGETS

<https://www.westonps.org/budget-2>

The board, along with administration, began their discussion regarding the FY27 budget.

- IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION January 7, 2026, Board of Education Special Meeting (Facilities), 7:00 PM, Via Zoom  
January 14, 2026, Board of Education Meeting (Budget Forum 1), 7:00 PM, TBD  
January 15, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom  
January 20, 2026, Board of Education Meeting (Monthly), 7:00 PM, Via Zoom  
January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, TBD  
January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM  
January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM  
January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom

The January 14, 2026, 7:00 PM. Board of Education Meeting (Budget Forum 1) was originally posted as location TBD. It has been clarified that this will be an in-person meeting. After public comment is complete, the board may use the time to continue their budget discussion.

V. ADJOURNMENT

The meeting adjourned at 10:34 AM.

Move that the Weston Board of Education adjourn the January 6, 2026 meeting. Carried with a motion by Ferraro, Sharon and a second by Wallach, Nicole.

David Felton: Yea, Sharon Ferraro: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 4, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta, Board Clerk



**Weston Board of Education Special Meeting (Public Forum #1)**

Wednesday, January 14, 2026

7:00 PM

Weston Middle School Library Learning Commons  
135 School Road  
Weston, CT 06883

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**Present:** David Felton, Sharon Ferraro, Peter Gordon, Michael Guido, Deborah Low, Lisa Luft, Nicole Wallach. Present: 7.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Jason Bluestein, Jennifer D'Amico, Laura Kaddis: Building Principals

A quorum was met, and the meeting was called to order at 7:02 PM

Moved that the Weston Board of Education January 14, 2026 meeting is hereby called to order. Unseconded with a motion by Low, Deborah.

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. PUBLIC COMMENT (Public Forum #1)

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 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 Forti. You may also email the Board at our email address, [boardofeducation@westonps.org](mailto:boardofeducation@westonps.org).

Additional details on Public Comment at board meetings can be found on our website: <https://www.westonps.org> and Meeting Conduct: Bylaws of the Board Bylaw #9325

The following individuals spoke:  
Kellie James - Bernhard Drive  
Susan Baron - Old Hyde Road  
Aaron Burakoff - Norfield Woods Road

IV. FY27 OPERATING AND CAPITAL BUDGETS DISCUSSION  
<https://www.westonps.org/budget-2>

The Board continued its discussion in a question-and-answer session concerning the FY27 operating and capital budgets.

V. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION January 15, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom  
January 20, 2026, Board of Education Meeting (Monthly), 7:00 PM, Via Zoom  
January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, Via Zoom  
January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM, Via Zoom  
January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM, Via Zoom

January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom

VI. ADJOURNMENT

The meeting adjourned at 8:31 PM

Moved that the January 14, 2026 Weston Board of Education meeting be adjourned. Carried with a motion by Luft, Lisa and a second by Felton, David.

David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Michael Guido: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea

Yea: 7, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta

DRAFT



**Weston Board of Education Special Meeting (Budget Workshop)**

Thursday, January 15, 2026

9:00 AM

Zoom Webinar

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**Absent:** David Felton, Peter Gordon, **Present:** Sharon Ferraro, Michael Guido, Deborah Low, Lisa Luft, Nicole Wallach. Present: 5, Absent: 2. **Present:** Peter Gordon. Present: 6, Absent: 1. **Absent:** Lisa Luft. Present: 5, Absent: 2. **Present:** David Felton. Present: 6, Absent: 1. **Absent:** Michael Guido. Present: 5, Absent: 2. **Present:** Lisa Luft. Present: 6, Absent: 1.

I. CALL TO ORDER, VERIFICATION OF QUORUM

Additional Attendees:

Erica Forti, Superintendent of Schools; Tina Henckel, Assistant Superintendent; Phillip Cross, Chief Financial and Operations Officer; Tracy Edwards, Assistant Superintendent of Pupil Personnel Services; Juliane Givoni, Director of Human Resources; Daniel DiVito, Director of Digital Learning and Technology; Jason Bluestein, Jennifer D'Amico, Laura Kaddis: Building Principals; Chuck Petruccione Brown & Brown

The meeting was called to order at 9:03 AM

Peter Gordon joined the meeting at 9:11 AM.

Lisa Luft left the meeting at 9:42 AM

David Felton joined the meeting at 9:44 AM.

Michael Guido left the meeting at 10:16 AM

Lisa Luft rejoined the meeting at 10:40 AM

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. FY27 OPERATING AND CAPITAL BUDGETS

The Board continued its discussion in a question-and-answer session concerning the FY27 operating and capital budgets.

- IV. NEXT SCHEDULED MEETINGS OF THE BOARD OF EDUCATION January 20, 2026, Board of Education Meeting (Monthly), 7:00 PM, Via Zoom  
January 22, 2026, Board of Education Meeting (Budget Forum 2), 7:00 PM, TBD  
January 26, 2026, Board of Education Special Meeting (Budget Workshop), 9:00 AM  
January 27, 2026, Board of Education Special Meeting (Budget Adoption), 7:00 PM  
January 29, 2026, Board of Education Special Meeting (Budget Adoption, if necessary), 7:00 PM, Via Zoom

V. ADJOURNMENT

The meeting adjourned at 11:57 AM  
Moved that the January 15, 2026 Weston Board of Education meeting be adjourned. Carried with a motion by Felton, David and a second by Ferraro, Sharon.  
David Felton: Yea, Sharon Ferraro: Yea, Peter Gordon: Yea, Deborah Low: Yea, Lisa Luft: Yea, Nicole Wallach: Yea  
Yea: 6, Nay: 0

Respectfully submitted by:  
Jodi Sacchetta

## 9010 Limits of Authority

The Weston Board of Education is the unit of authority. Apart from their function as part of the unit, Board members have no individual authority. Individually the Board member may not commit the district to any policy, act or expenditure. The Board member is prohibited from doing business with the school district and from having an interest in any contract with the school district in general. The Board member does not represent a factional segment of the community, but is rather a part of the body, which represents and acts for the community as whole.

Board members shall exercise respect in those matters pertaining to the responsibilities of the Superintendent of Schools whose authority for administering the educational program and conducting school business is vested in his/her office and his professional and non-professional staff. No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools, nor as an individual command the services of any school employee. ~~No individual member of the Board, by virtue of holding office, shall exercise any administrative responsibility with respect to the schools, nor as an individual, command the services of any school employee.~~

Board members shall uphold the position that they are without legal authority outside of meetings of the Board and shall conduct their relationships with school staff, district citizens and all media of communication on the basis of this fact.

No member of the Board of Education shall be asked to perform any routine or clerical duties, which may be assigned to an employee.

Legal Reference:

Connecticut General Statutes

[10-232](#) Restrictions on employment of members of the board of education

[10-220](#) Duties of boards of education

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## **9121 Official Duties**

### **Chairperson**

1. The chairperson shall preside at all Board meetings.
2. The chairperson shall sign legal documents and contracts for the Board with **his/her** ~~their~~ approval.
3. The chairperson shall perform such other duties as are imposed on him/her by law.
4. **The Chairperson shall serve as the Board's spokesperson.**
5. **The Chairperson shall appoint the chair and members of all special committees.**
6. **The Chairperson shall serve as an ex officio member on all committees.**
7. **The Chairperson shall act as the Board's representative for the purposes of consultation with Board legal counsel when appropriate, and may authorize other Board members to consult with Board counsel when appropriate.**

### **Vice-Chairperson**

The vice-chairperson shall serve in the absence of the chairperson, and in the performance of this service he/she shall exercise all powers of the chairperson.

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw revised: April 21, 2014

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## **9122 Secretary/Treasurer**

The secretary/treasurer shall certify the minutes of meetings and other reports, sign necessary papers, and perform such other duties as are required by General Statutes.

- 1. The Secretary of the Weston Board of Education (the “Board”) shall cause minutes to be kept of all meetings of the Board, and shall cause copies of such minutes to be forwarded to each member of the Board.**
  
- 2. In accordance with the Connecticut General Statutes, the Board Secretary shall cause a copy of the minutes of all Board meetings to be placed on file in the Board Office and posted on the Board’s web site, if available, no later than seven (7) days after the date on which the Board shall have met. Such minutes will be available for public inspection, except that such minutes will not be termed "official minutes" until approved by the Board at a duly convened meeting of the Board.**

### **Legal Reference:**

#### **Connecticut General Statutes**

	<b>1-225</b>	<b>Meetings of government agencies to be public. Recording of votes. Schedule and agenda of certain meetings to be filed and posted on web sites. Notice of special meetings. Executive sessions</b>
<b>7-3</b>		<b>Warning of town and other meetings</b>
<b>7-4</b>		<b>Record of warning</b>
<b>10-224</b>		<b>Duties of the secretary</b>
<b>10-225</b>		<b>Salaries of secretary and attendance officers</b>

### **Legal Reference:**

~~Connecticut General Statutes~~

~~[10-224](#) Duties of the secretary~~

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## **9130 Committees**

The Weston Board of Education (the “Board”) shall act as a committee of the whole on all matters coming before it.

Standing committees may be appointed for an annual term by the chairman of the Weston Board of Education at its November meeting.

Special committees may also be appointed by the chairman and when their specific assignment has been completed they will be discharged. Committees may advise the Board but not determine policy.

Meetings of standing and special committees shall be posted in accordance with the Freedom of Information Act. A record shall be maintained of each committee meeting, which shall include the names of committee members in attendance, and listing of topics discussed and committee recommendations if appropriate.

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw reviewed:

**Weston Public Schools Weston, Connecticut**

## **9230 Orientation of Board Members**

The Weston Board of Education and the administrative staff shall assist each new member-elect to understand the Board of Education's functions, policies and procedures and operation of the school district before the member takes office. The following methods shall be employed:

1. The incoming member shall be given selected materials on the function of the Board of Education and the school district.
2. The incoming member shall be invited to attend Board meetings and to participate in its discussions.
3. The incoming member shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board and the school district.
4. The incoming member shall be provided **access to** ~~with a copy of~~ the Board's policies and bylaws, administrative regulations and copies of pertinent materials developed by the state school board association.
5. The incoming member may attend, at district expense, workshops for newly elected members as approved by the Board of Education.

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## **Bylaws of the Board**

### **9270 Conflict of Interest**

No member of the Weston Board of Education, officer, or employee shall have an interest in any contract with the Weston school district unless such interest is specifically permitted by statute.

"Interest" shall mean pecuniary or material benefit accruing to a Board of Education member, officer or employee or their relatives resulting from a contractual relationship with the school system. If a member of the immediate family of a Board member, specifically parent/guardian, spouse, domestic partner of a civil union, child or grandchild, is being considered for employment, that member shall recuse himself /herself from participation in discussion or vote.

No member of the **Weston** Board of Education may be employed for compensation by the school district. If a Board member is employed by the school district, the office to which he or she was elected or appointed shall become vacant.

Legal Reference:

Connecticut General Statutes

[7-479](#) Conflicts of interest (municipal employees)

[10-156c](#) Employees of boards of education permitted to service as elected officials; exception

[10-232](#) Restrictions on employment of members of the board of education

[Public Act 05-10](#) An act concerning civil unions

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw revised: October 6, 2005

Bylaw revised: November 21, 2005

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## 9271 Code of Ethics

The success of every school system depends on an effective working relationship between the Board of Education and Superintendent of Schools. This code incorporates those standards and responsibilities most critical to productive Board and Superintendent relations.

- Boards members and Superintendents ensure the opportunity for high quality education for every student and make the well being of students the fundamental goal of all decision-making and actions.
- Board members and Superintendents are staunch advocates of high quality free public education for all Connecticut children.
- Board members and Superintendents honor all national, state and local laws and regulations pertaining to education and public agencies.
- Board members and Superintendents recognize that clear and appropriate communications are key to the successful operation of the school district.
- Board members and Superintendents will always carry out their respective roles with the highest levels of professionalism, honesty and integrity.
- Board members recognize that they represent the entire community and that they must ensure that the community remains fully informed on school-related matters.
- Superintendents and Board members recognize that the Superintendent serves as the Board of education's agent and will, in that role, faithfully apply the policies and contracts adopted by the Board.
- Board members adhere to the principle that they shall confine the Board's role to policy-making, planning and appraisal while the Superintendent shall implement the Board's policies.
- Board members and Superintendents both recognize that they serve as a part of an educational team with mutual respect, trust, civility and regard for each other's respective roles and responsibilities.
- Board members are committed to the concept that the strength of the Superintendent is in being the educational leader of the school district.
- Board members and Superintendents practice and promote ethical behavior in the Boardroom as a model for all district employees.
- Board members and Superintendents consider and decide all issues fairly and without bias.

~~This code of ethics is based upon the "Standards of Leadership for Members of the Boards of Education" recommended by CAFE Board of Directors.~~

- ~~1. I will be an advocate of high quality free public education for all children regardless of their ability, race, creed, sex or social standing.~~

- ~~2. I will, as an agent of the state, uphold and enforce all laws, rules, regulations and court orders pertaining to public schools. I will strive to bring any needed change only through legal and ethical procedures.~~
- ~~3. I will work to help my community understand the importance of proper support for public education, whether it be in providing adequate finance, optimum facilities, staffing and resources, or better educational programs for children.~~
- ~~4. I will join with my Board, staff, community and students in becoming fully informed about the nature, value and direction of contemporary education in our society. I will support needed changes in our schools.~~
- ~~5. I will strive to ensure that the community is fully and accurately informed about our schools, and will try to interpret community aspirations to the school staff~~
- ~~6. I will attempt to confine my Board action to policy-making planning and appraisal, and will help to frame policies and plans only after my Board has consulted those who will be affected by its actions.~~
- ~~7. I will arrive at conclusions only after discussing all aspects of the issue at hand with my fellow Board members in meetings. I will respect the opinions of others, and abide by the principle of majority rule.~~
- ~~8. I will recognize that authority rests only with the whole Board assembled in meeting, and will make no personal promises nor take any private action which may compromise the Board.~~
- ~~9. I will acknowledge that the Board represents the entire community, and will refuse to surrender my independent judgment to special interest or partisan political groups. I will never use my position on the Board for personal gain.~~
- ~~10. I will hold confidential all matters discussed in executive session and all information which, if disclosed, might injure individuals or the schools.~~
- ~~11. I will insist that all school business transactions be open and ethical.~~
- ~~12. I will strive to appoint the best professional leader available when the vacancy exists in the chief administrative position.~~
- ~~13. I will strive to appoint the best trained technical and professional personnel available, upon recommendation by the appropriate administrative officer.~~
- ~~14. I will support and protect school personnel in the proper performance of their duties. I will strive to ensure that all personnel have not only the requisite responsibilities, but also the necessary authority to perform effectively.~~
- ~~15. I will refer all complaints through the proper "chain of command" within the system; the Board will act on such complaints only when administrative solutions fail.~~

Reference: "Connecticut Code of Ethics for Boards of Education," printed in Responsibilities of Board of Education Membership (Revised June 1989)

Bylaw adopted by the board: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9311 Changes, Additions or Removal in Board Policies and Bylaws

The Board may by majority vote, adopt, amend, or remove a policy or bylaw. The policy or bylaw proposal shall be reviewed at two ~~regularly~~ scheduled meetings of the Board with a vote to approve or disapprove occurring at the second meeting.

### Policies

1. In the absence of any written policy, administrative regulations may be used to guide and administer the effective operation of the Weston Public Schools.
2. Suggestions for either new policies or policy changes normally come to the Board of Education (the “Board”) from any of the following:
  - A. Board members
  - B. Superintendent
  - C. Statute
  - D. Matters of law
  - E. Citizens, and/or
  - F. Students.
3. The Superintendent in collaboration with the policy committee will prepare a draft policy statement for consideration and development by the Board.
4. Policy proposals and suggested amendments to, revisions of, or deletions of existing policies shall normally be submitted to all members of the Board by the Superintendent in writing prior to a regular Board meeting in which such proposed policies, amendments, revisions or deletions thereof shall be read and discussed.
5. Policies that deal with matters of an emergency nature may be introduced at any regular or special Board meeting.
6. Policies that affect students shall become effective upon Board approval unless the policy provides otherwise.
7. Except for emergency situations, policies will be adopted, amended, or deleted after consideration at meetings of the Board. The agenda shall be marked to indicate such policy matters.
8. When a policy is placed on the agenda, a motion either to adopt or not to adopt the policy or the proposed policy changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included in the policy prior to adoption.
9. The formal adoption or deletion of policies and the adoption of policy changes shall be by majority vote of all members of the Board, and the action shall be recorded in the minutes of the Board.

10. Only those written statements so adopted as policy and so recorded shall be regarded as official policy of the Board.

### Bylaws

Bylaw proposals and suggested amendments to, revisions of, or deletions of existing bylaws shall normally be submitted to all members of the Weston Board of Education (the “Board”) by the Superintendent in writing prior to a regular Board meeting in which such proposed bylaws, amendments, revisions or deletions thereof shall be read and discussed.

Except for emergency situations, bylaws will be adopted, amended, or deleted after consideration at regular meetings of the Board. The agenda shall be marked to indicate such matters.

When a bylaw is placed on the agenda for approval at a Board meeting, a motion either to adopt or not to adopt the bylaw or the proposed bylaw changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included prior to adoption.

Any bylaw of the Board may be adopted, amended or deleted at any regular meeting by a majority vote of all members of the Board.

Bylaw adopted by the board: February 10, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9314 Suspension of Policies, Bylaws and Regulations

~~Policies, bylaws and Board of Education adopted regulations shall be subject to suspension for a specified purpose and limited time by majority vote of all members of the Board of Education at a meeting in the call for which the proposed suspension has been described in writing, or upon a two-thirds vote of all members of the Board of Education when no such written notice has been given.~~

1. Policies and bylaws of the Weston Board of Education (the “Board”) shall be subject to suspension for a specified purpose and limited time by:
  - A. A majority vote of all members of the Board in attendance at a meeting, and
  - B. Provided that prior notification of such a proposed suspension has been described in writing in the call of the meeting.
2. Policies of the Board shall be subject to suspension for a specified purpose and limited time upon a majority vote of all members of the Board when no such written notice has been given.
3. Bylaws of the Board shall be subject to suspension for a specified purpose and limited time upon a two-thirds votes of all members of the Board when no such written notice has been given.
4. Administrative regulations of the Board may be suspended for a specified purpose and limited time:
  - A. By the Superintendent, who shall give notice to the Board of the reason for the suspension and the time period of the suspension.
  - B. The Board may direct the Superintendent to suspend administrative regulations for a specified purpose and limited time upon majority vote of all members in attendance at a meeting, provided that prior notification of such proposed suspension has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given.

Reference: Robert's Rules of Order  
Bylaw adopted: March 5, 1991  
Bylaw revised: February 10, 2003  
Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## **9321 Time, Place and Notification of Meetings**

### **1. Regular Meetings**

A. The Weston Board of Education (the “Board”) shall set a calendar of regular meetings for the ensuing year at the first regular meeting in November.

B. In compliance with the Connecticut General Statutes, the Board Clerk shall file this calendar with the Town Clerk and post this calendar on the Board’s web site by January 31

C. Normally the Board shall schedule one regular meeting each month of the year.

D. If at any point in the meeting the Board should not maintain a quorum, then the Chairperson of the Board will adjourn the meeting and declare the time and place of the resumption of the meeting, which shall be reflected in a written order of adjournment. A copy of the written order of adjournment will be posted on or near the door of the place where the meeting was held within twenty-four hours after the time of adjournment.

E. If, in accordance with applicable law, the Board conducts a regular meeting by means of electronic equipment, the Board shall provide, at least forty-eight (48) hours before the meeting, direct notification in writing or by electronic transmission to each member of the Board and post a notice that the Board intends to conduct the meeting solely or in part by means of electronic equipment in the Administrative Offices of the Board, in the office of the Town Clerk [Regional School District Option: in the office of the Town Clerk of each municipal member of the school district], and on the Board’s Internet web site. Such notice shall include instructions for the public to attend and provide comment or otherwise participate in the meeting, by means of electronic equipment or in person, as applicable and permitted by law.

### **2. Special Meetings**

A. Special meetings may be held when determined by the Board, when so called by the Chairperson, or within fourteen (14) days upon written request of three members of the Board.

B. No special meeting shall be held unless a notice stating the time, place and purpose of the meeting has been given to each member and to the Town Clerk and has been posted on the Board’s web site, if available, twenty-four (24) hours before the time stated for the meeting to convene.

1. If, in accordance with applicable law, the Board holds a special meeting conducted solely or in part by means of electronic equipment,

notice of such meeting shall include whether the meeting will be conducted solely or in part by means of electronic equipment. If such meeting is to be conducted by means of electronic equipment, such notice shall include instructions for the public, by means of electronic equipment or in person, to attend and provide comment or otherwise participate in the meeting, as applicable and permitted by law.

C. When a majority of the members agree that an emergency exists which has made a regular notice impossible, such a meeting may be called at a time or place which may be most convenient. In case of such emergency meeting, a copy of the minutes setting forth the nature of the emergency and the proceedings occurring at such meeting shall be filed with the Town Clerk no later than seventy-two (72) hours following the holding of such a meeting.

### 3. Meeting Time and Place

A. All regular meetings of the Board shall begin at 7pm or as soon thereafter as a quorum is present. All regular meetings of the Board shall be held in person or virtually.

B. Special Meetings (non-emergency) of the Board shall be held at a time and place to be determined and announced in advance of the meeting.

### Legal References:

#### Connecticut General Statutes

Public Act 22-3, "An Act Concerning Remote Meetings Under the Freedom of Information Act."

	1-225	Meetings of government agencies to be public.
		Recording of votes. Schedule and agenda of certain meetings to be filed and posted on web sites. Notice of special meetings. Executive sessions
1-228		Adjournment of meetings. Notice
1-229		Continued hearings. Notice
1-230		Regular meetings to be held pursuant to regulation, ordinance or resolution
7-3		Warning of town and other meetings
7-4		Record of warning
10-218		Officers. Meetings

#### Regular Meetings

~~The Board of Education shall file with the town clerk, not later than January 31st of each year, the schedule of the regular meetings of the Board of Education. No meeting shall be held sooner than 30 days after such filing.~~

### Special Meetings

~~Notice of each special meeting of the Board of Education shall be filed not less than twenty-four hours in advance of the meeting with the town clerk and be posted in the office of the clerk giving the time and place of the special meeting and the business to be transacted. No other business shall be considered by the Board at that special meeting.~~

~~Each member of the Board of Education shall be notified by the Superintendent or the clerk not less than 24 hours prior to the time of the special meeting and shall be advised of the time, place and business to be transacted, although any Board member may waive the 24-hour notification by a written waiver of notice or a telegram to the purpose.~~

### Notice of Meetings

~~Notice of meetings will be mailed to persons filing a written request renewable in January of each year. The Board of Education will charge a fee for these notices based upon cost of the service, as provided by law.~~

### Legal Reference:

#### Connecticut General Statutes

~~[1-21](#) Meetings of government agencies to be public~~

~~[1-21c](#) Mailing of notice of meetings to persons filing written request~~

~~[1-21d](#) Adjournment of meetings. Notice~~

~~[1-21e](#) Continued hearings. Notice~~

~~[1-21f](#) Regular meetings to be held pursuant to regulation, ordinance or resolution~~

~~[1-21i](#) Denial of access to public records or meetings~~

~~[10-218](#) Officers. Meetings~~

Bylaw adopted: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9322 Public and Executive Session

### 1. Public Meetings

- A. All meetings of the Weston Board of Education (the “Board”) for the official transaction of business shall be open to the public except that the Board may, by the affirmative vote of two-thirds of the members present and voting, meet in executive session for the purposes specified in Conn. Gen. Stat. §§ 1-225 and 1-200(6).
- B. As defined by statute, the term "meeting" shall not include: any meeting of a personnel search committee for executive level employment candidates; any chance meeting, or a social meeting neither planned nor intended for the purpose of discussing matters relating to official business; strategy or negotiations with respect to collective bargaining; a caucus of members of a single political party notwithstanding that such members also constitute a quorum of a public agency; an administrative or staff meeting of a single-member public agency; and communication limited to notice of meetings of any public agency or the agendas thereof. The term "caucus" means a convening or assembly of the enrolled members of a single political party who are members of a public agency within the state or a political subdivision.

### 2. Executive Sessions

- A. The public may be excluded from Board meetings that are declared to be executive sessions.
- B. Executive sessions may be held on a two-thirds vote of the members present and voting taken at a public meeting stating the reasons for such executive session. Executive sessions may be held for any reasons permissible under the provisions of the Freedom of Information Act, as it may be amended from time to time, including one or more of the following purposes:
  1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual may require that discussion be held at an open (public) meeting.
  2. Strategy and negotiations with respect to pending claims or pending litigation to which the Board or a member of the Board, because of his or her conduct as a member of the Board, is a party until such claims or litigation have been finally adjudicated or otherwise settled.
  3. Matters concerning security strategy or the deployment of security personnel, or devices affecting public security.
  4. Discussion of the selection of a site or the lease, sale or purchase of real estate when publicity regarding such site, lease, sale, purchase or construction would adversely impact the price until such time as all of the property has been acquired or all proceedings or transactions concerning the same have been terminated or abandoned.

5. Discussion of any matter which would result in the disclosure of public records or the information contained therein described in Conn. Gen. Stat. §1-210(b).

## Legal References:

### Connecticut General Statutes

- |       |   |
|-------|---|
| 1-200 | Definitions (Public Agency; Meeting; Caucus; Person; Public Records or Files; Executive Sessions)   |
| 1-210 | Access to public records. Exempt records  |
| 1-225 | Meetings of government agencies to be public. Recording of votes. Schedule and agenda of certain meetings to be filed and posted on web sites. Notice of special meetings. Executive sessions |
| 1-231 | Executive sessions  |

~~The purpose of meetings of the Board of Education is to enable to discuss effectively the questions, the policies and the bylaws by which the schools are governed, and to arrive at well-informed decisions on them. In fact, it is only when the Board is in session that its members are empowered to discharge the duties for which they are elected. The Superintendent will see that an annual schedule of specific meeting dates, as approved by the Board, is filed with the town clerk by December 1 of each year as required by law.~~

### Regular Meetings

~~Regular meetings will normally be held monthly.~~

### Procedure During Board Meetings

~~Procedure will normally be informal for the sake of simplicity and to minimize diversion of discussion to procedural questions. If there is any procedural question among the Board members, however, Robert's Rules of Order, Revised, (latest edition) will be followed.~~

### Public Meetings

~~All meetings of the Board of Education shall be open to the public with the exception of executive sessions. A chance or social meeting, a caucus or a discussion of strategy or negotiations with respect to collective bargaining are not defined as meetings.~~

### Executive Sessions

~~The public may be excluded from the meetings of the Board of Education which are declared to be executive sessions. Executive sessions may be held on a 2/3 vote of the members present at a public meeting. Executive sessions may be held for one or more of the following reasons, and may not be held for any other reason:~~

- ~~1. Discussion concerning the appointment, employment, performance, evaluation, health or dismissal of a public officer or employee, provided that such individual is invited to attend and provided that the individual does not require that the discussion be held at an open (public) meeting.~~
- ~~2. Strategy and negotiations with respect to pending claims and litigation.~~
- ~~3. Matters concerning security, the deployment of security personnel, or the devices affecting public security.~~
- ~~4. Discussion of the selection of real estate, or the lease, sale or purchase of real estate when publicity regarding such action would cause a likelihood of increased price. Discussions will be held in executive sessions until such time as all of the property has been acquired or all related proceedings or transactions have been completed.~~
- ~~5. Discussion of any matter which would result in the disclosure of public records or the information therein described in [C.G.S. Section 1-19](#)(b).~~

### Smoking

~~Smoking will not be permitted in any room of the school district while a meeting is in session, or where the room is open to the general public, nor during the time immediately prior to the meeting.~~

~~Legal Reference:~~

~~Connecticut General Statutes~~

~~[1-18a](#) Definitions~~

~~[1-19](#) Access to public records~~

~~[1-20](#) Meetings of government agencies to the public~~

~~[1-21a](#) Recording, broadcasting or photographing meetings~~

~~[1-21b](#) Smoking prohibited in certain places~~

~~[1-21i](#) Denial of access to public records or meetings~~

~~[1-21g](#) Executive sessions~~

Bylaw adopted March 5, 1991

Bylaw revised: February 10, 2003

**Bylaw revised:**

**Weston Public Schools Weston, Connecticut**

## 9323 Construction and Posting of the Agenda

The Superintendent in cooperation with the chairman of the Board of Education shall prepare an agenda for each regular meeting. An agenda shall be sent to all members of the Board of Education in advance of the meeting.

In addition to those items listed by the Chairperson of the Board, any member of the Board may contact the Chairperson or the Superintendent and request that an item be placed on the agenda.

~~Any member of the Board of Education may call the Superintendent and request any item to be placed on the agenda no later than 72 hours prior to the legally required public posting of the agenda.~~

~~To make possible effective planning for meetings, members of the public wishing to have an item placed on the agenda should make a written request to the Superintendent at least one week prior to the meeting at which they wish to have the item discussed.~~

### Posting of the Agenda

At least twenty-four (24) hours prior to the time of the regular or special meeting, an agenda will be constructed and posted by the Superintendent of Schools for the Board.

An agenda will be posted at Town Hall, the Board's Administrative Offices, and on the Board's Internet web site. Any associated documents that may be reviewed by members of the Board at such meeting shall be posted on the Board's Internet web site, provided such documents are not exempt from disclosure under the Freedom of Information Act.

The Board may add items to the agenda of any regular meeting by a two-thirds vote of those Board Members present and voting.

If, in accordance with applicable law, the Board holds a public meeting that is accessible to the public by means of electronic equipment or by means of electronic equipment in conjunction with an in-person meeting, the agenda shall include instructions for the public to attend and provide comment or otherwise participate in the meeting by means of electronic equipment or in person, as applicable and permitted by law. Any such agenda shall be posted in accordance with the provisions of Connecticut General Statutes Section 1-225.

~~At least 24 hours prior to the time of the regular meeting, the agenda shall be posted in the Board room of the district and in each school in a place readily available to parents, teachers and the general public, and shall be filed in the Superintendent's office and Town Hall.~~

Legal Reference:

Connecticut General Statutes

Public Act 22-3, “An Act Concerning Remote Meetings Under the Freedom of Information Act.”

1-225 Meetings of government agencies to be public. Recording of votes. Schedule and agenda of certain meetings to be filed and posted on web sites. Notice of special meetings. Executive sessions

10-218 Officers. Meetings

Public Act 23-160, “An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions and Additions to the Education and Early Childhood Education Statutes.”

10-220 Duties of boards of education.

**Legal Reference:**

Connecticut General Statutes

[1-21](#) Meetings of government agencies to be public

Bylaw adopted : March 5, 1991

Bylaw rRevised: February 10, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9325.1 Quorum

### 1. Quorum:

- A. A majority of the members of the Board shall constitute a quorum for the transaction of business.
- B. If, in accordance with applicable law, the Board provides Board members the opportunity to participate in meetings by means of electronic equipment, the Board is not required to adjourn or postpone a meeting if a Board member loses the ability to participate because of an interruption, failure, or degradation of that member's connection by electronic equipment, unless the member's participation is necessary to form a quorum. If a quorum of the Board members attend a meeting, other than an executive session, by means of electronic equipment from the same physical location, members of the public must be permitted to attend such meeting in such physical location.
- C. If, in accordance with applicable law, the Board holds a meeting solely by means of electronic equipment, and if a quorum of Board members attend a meeting by means of electronic equipment from the same physical location, the Board shall permit members of the public to attend such meeting in such physical location.

### 2. Voting Procedures:

- A. No member can vote on a question in which the Board member has a direct personal or pecuniary interest.
- B. Members may vote for themselves for any office or other position.
- C. While it is the duty of every member who has an opinion on a question to express it by vote, a Board member cannot be compelled to do so.
- D. A member may abstain from voting (with the knowledge that the effect is the same as if the Board member had voted on the prevailing side).
- E. The votes of each member of the Board upon any issue before the Board shall be recorded in the minutes of the session at which taken.
- F. Board members shall have the opportunity to explain their votes, with the explanation to be recorded in the minutes.
- G. Any vote taken at a meeting during which a Board member participates by means of electronic equipment shall be taken by roll call, unless the vote is unanimous.

### Legal References:

Public Act 22-3, "An Act Concerning Remote Meetings Under the Freedom of Information Act."

Bylaw adopted: March 5, 1991  
Bylaw revised: February 10, 2003  
Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9325.2 Order of Business - Adjourned Meetings

The order of business shall be at the discretion of the Chairperson may include the following items:

1. Call to Order
2. Pledge of Allegiance
3. Public Comment
4. Approval of the Minutes
5. Student Representative Report
6. Budget Updates
7. Committee Reports
8. Communication/Correspondence
9. Report of the Superintendent or Individual Departments
10. Information Items
11. Action Items
12. Discussion Items
13. Executive Session
14. Adjournment

~~1. Public Participation: Statements from individuals and groups will be considered on the agenda in accordance with a procedure established by the Board.~~

~~2. Agenda~~

~~Board agenda may include any or all of the following:~~

- ~~A. Call to Order~~
- ~~B. Personnel Actions~~
- ~~C. Staff Reports~~
- ~~D. Items requiring action by the Board~~
- ~~E. Items for Board information not requiring Board action~~
- ~~F. Approval of minutes~~
- ~~G. Adjournment~~
- ~~H. Executive session~~

3. Adjourned Meeting: Any meetings of the Board of Education may be adjourned to a future date by a majority vote of the members in attendance at the meeting.

Bylaw adopted: March 5, 1991  
Bylaw revised: February 10, 2003  
Bylaw revised:

Weston Public Schools Weston, Connecticut

## 9326 Minutes

1. In compliance with legal requirements, a complete and accurate set of minutes of each meeting shall be kept.
2. Minutes shall be maintained at the Administrative Offices of the school district in an official record book designed for said purpose.
3. The minutes shall constitute the official records of proceedings of the Board of Education and shall be open to public inspection at all reasonable times.
4. The minutes shall include the following:
  - a) The time, place and date of each meeting
  - b) The names of those members in attendance
  - c) The disposition of all matters on which action was recommended
  - d) All motions and resolutions and their disposition, listing all votes, abstentions and absentees
  - e) All decisions concerning future meetings and agendas
  - f) By request, a brief statement of a Board member may be included.
5. A record of votes at each meeting shall be reduced to writing and made available for public inspection within forty-eight hours of the conclusion of the meeting at which the votes were taken. Votes taken shall also be reflected in the minutes of each meeting, and the minutes shall be made available for public inspection within seven days of the date of the meeting to which they refer, **however, the Board shall not be required by law to post such minutes on an Internet web site. Should the Board decide to make minutes available on the Board's Internet web site, it shall do so at the sole discretion of the Board..** ~~The official minutes of the Board of Education meetings and the master copy of the policy manual shall be kept in a fireproof vault.~~
6. **If, in accordance with applicable law, the Board conducts a meeting in which one or more Board members attend by means of electronic equipment, the minutes of the meeting shall record a list of Board members that attended the meeting in person and a list of members that attended the meeting by means of electronic equipment.**

### Legal Reference:

~~Connecticut General Statutes, [1-225](#), Meetings of government agencies to be public, recording of votes~~

**Public Act 22-3, "An Act Concerning Remote Meetings Under the Freedom of Information Act."**

**1-225 Meetings of government agencies to be public. Recording of votes. Schedule and agenda of certain meetings to be filed and posted on web sites. Notice of special meetings. Executive sessions**

~~Policy adopted: March 5, 1991~~

~~Revised: April 21, 2003~~

Bylaw adopted: March 5, 1991

Bylaw revised: April 21, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9327 Electronic Mail Communications

The Board of Education believes that Board members electronically connected to other Board members is an efficient and convenient way to communicate. The main goal of electronic mail (e-mail) is to expedite the passage of information. E-mail gives Board members quick access to one another. Communication among Board members via e-mail should conform to the same standards as other forms of communication, (i.e., committee meetings, etc.) as directed by the Freedom of Information Act. When used properly, e mail is an effective communications tool and can provide a formal record of such communication. Board of Education members using the Weston email systems are subject to Policy 4118.4(a) to the extent applicable.

### Guidelines for Board E-Mail Usage

The Freedom of Information Act mandates that all meetings of public bodies such as school boards be open to the public. It is the policy of the Board of Education that e-mail shall not be used in such a manner as to deprive the public of the rights given to it under the Freedom of Information Act. For this purpose, this bylaw sets forth guidelines for the uses intended to be made of e-mail by Board members when communicating with other Board members.

1. E-mail, like other written forms of communication relating to the conduct of the public business is subject to the Freedom of Information Act and subject to disclosure.
2. Board members shall not use e-mail as a substitute for deliberations at public Board meetings, and/or shall not discuss policy matters or vote informally in any issues.
3. E-mail should be used to convey factual information.
4. Security of e-mail communication cannot be assured. Board members shall not reveal their passwords to others in the network or to anyone outside of it. If any Board member has reason to believe a password has been lost or stolen, or that e-mail is being accessed by someone without authorization, he/she shall notify the Superintendent, who will notify the district's technology specialist.
5. Personnel issues and other sensitive subjects should never be discussed on-line. The confidentiality of employee data, pupil data, and other sensitive subjects must always be maintained.

### Retention Guidelines (continued)

A message sent or received by e-mail in the conduct of public business as a Board member is a public record.

- Transitory messages, including copies posted to several persons and casual and routine communications similar to telephone conversations. No retention requirement. Public officials and employees receiving such communications may delete them immediately without obtaining the approval of the Office of the Public Record Administration and State Archives.
- Public records with less than Permanent retention period. Follow retention period for equivalent hard copy records as specified in an approved retention schedule. The record must be in hard copy or electronic format which can be retrieved and interpreted for the legal retention period. When there is a doubt about the retrievability of an electronic record over the life span of that record, the record should be printed out.

- Public records with a Permanent or Permanent/Archival retention period. Retention may be in the form of a hard-copy printout or microfilm that meets microfilm standards issued in GL96-2. The information must be eye readable without interpretation.

Legal reference:

Connecticut General Statutes  
Connecticut Office of Public Records  
The Freedom of Information Act

~~Policy adopted: January 22, 2002~~

Bylaw adopted: January 22, 2002

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## 9330 Board/School District Records

Any recorded data or information relating to the conduct of the public's business prepared, owned, used, received or retained by the Board of Education or the school district, whether handwritten, typed, tape-recorded, printed, photostated, photographed, or recorded by any other method is by definition a "public record" and access thereto during normal hours of business shall be granted to any citizen. All such records shall be maintained at the office of the Superintendent of Schools, who shall be the custodian of all public records of the district.

Not included in the category of public records to which the privilege of access is given are the following:

1. Preliminary drafts or notes provided the custodian or the Board of Education has determined that the public interest in withholding such documents clearly outweighs the public interest in disclosure.
2. Personnel or medical files and similar files, the disclosure of which would constitute an invasion of personal privacy.
3. Records pertaining to strategy and negotiations with respect to pending claims and litigation to which the district is a party until such litigation or claim has been adjudicated or otherwise settled.
4. Trade secrets.
5. Test questions, scoring keys and other examination data used to administer a licensing examination, examination for employment or academic examinations.
6. The contents of real estate appraisals, engineering or feasibility estimates and evaluation made for or by the district relative to the acquisition of property or to prospective public supply and construction contracts, until such time as all of the property has been acquired or all proceedings or transactions have been terminated (except that the law of public domain is not affected by this provision).
7. Records, reports and statements of strategy or negotiations with respect to collective bargaining.
8. Records, tax returns, reports and statements exempted by federal law or state statutes or communications privileged by the attorney-client relationship.
9. Names or addresses of students enrolled in the public schools without the consent of each student whose name or address is to be disclosed who is eighteen or older and a parent or guardian of such minor student.
10. Records including engineering and architectural drawings; security systems' operational specifications (except a general description, cost and quality of the system); training manuals that describe security procedures, emergency plans or security equipment; internal security audits; and logs and other documents containing information on security personnel movement or assignments if reasonable grounds exist to believe their release would pose a safety risk, including harm to anyone, a facility or equipment.
11. Security manuals, emergency plans, emergency recovery or response plans and staff meeting minutes or records or portions of them that contain or reveal security information or otherwise exempt records.
12. Educational records not subject to disclosure under the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. 123g; as amended

13. Records of standards, procedures, processes, software and codes not otherwise available to the public, the disclosure of which would compromise the security or integrity of an information technology system.

#### Availability of Records

Any person shall receive promptly, on request, a plain or certified copy of any public record except those which access is not permitted under law, at a cost not to exceed the rate established by the Town of Weston. If any copy requested required a printout or transcription, or if any person applies for a printout or transcription of a public record, the fee shall not exceed the cost to the school district. ~~The district will require pre-payment of the fee if the fee is estimated to be two dollars or more. There will be no sales tax for this service.~~ There will be no charge if the person requesting the record is an indigent, the record requested is exempt from disclosure, or if, in the judgment of the custodian of records, compliance with the request benefits the general welfare.

An additional charge, based upon the rate established by the town of Weston, for each additional page may be made for certification of any records or of any fact within the record.

#### Legal Reference: Connecticut General Statutes

1-15 Application for copies of public records.

1-200 Definitions.

1-210 to 1-213 Access to public records. (as amended by PA 02-113)

1-211 Access to computer stored records.

1-212(g) Copies and scanning of public records

1-214 Public contracts as part of public records.

1-225 to 1-240 Meetings of public agencies.

Paulsen v. Superintendent of Schools, Bethel Public Schools, #FIC 2015-663  
(June 8, 2016)

Federal Rules of Civil Procedure - 2006 Amendments

#### Legal Reference:

##### Connecticut General Statutes

~~1-15~~ Application for copies of public records

~~1-18a~~ Definitions

~~1-19 to 19~~(b) Access to public records

~~1-19a~~ Access to computer-stored records

~~1-21 to 1-21k~~ Meetings of public agencies

Bylaw adopted: March 5, 1991

Bylaw revised: February 10, 2003

Bylaw revised:

**Weston Public Schools Weston, Connecticut**

## **P 2210 Administrative Leeway in Absence of Board of Education Policy**

In cases where emergency action is required within the school system and where the Board of Education has provided no guidelines for administrative action, the Superintendent shall have the authority to act.

It shall be the duty of the Superintendent to inform the Board of Education promptly of such action and of the need for possible additional policies, or revision of existing policies, ~~and the Superintendent's decisions shall be subject to review by the Board of Education at its next regular meeting~~ **related to the issue causing such concern.**

Policy adopted: December 4, 1989

**Policy revised:**

**Weston Public Schools Weston, Connecticut**

## Policy and Regulation Systems

### Policy Manual

The Superintendent shall establish and maintain an orderly plan for preserving and making accessible policies and bylaws adopted by the board, and the regulations of the administration. Board policies, Board bylaws, and administrative regulations shall be published ~~in a manual~~, maintained ~~online~~ ~~in current condition~~, and made available to ~~the public~~ ~~all persons concerned~~.

### Policies

Policies are statements of intent adopted by the Board of Education. They serve as guides to the administration in the development and implementation of regulations for operating the district.

The Superintendent is an integral part of this policy-making process recommending to the Board areas requiring policy adoption or change. The Superintendent shall develop a regulation specifying how policies will be developed and presented to the Board.

### Regulations

Consistent with policy, the Superintendent shall specify required staff actions, and design the administrative arrangements under which the schools are to be operated. Those regulations and procedures which apply throughout the district shall be designated as "regulations," and placed ~~with the associated~~ ~~in the~~ district policy ~~manual~~. Regulations shall be presented to the Board but the Board will not adopt regulations unless requested to do so by the Superintendent or unless required by federal or state law. The Superintendent is responsible for development and implementation of district regulations. He/she shall develop a system involving **appropriate** staff members in development and implementation of regulations. Regulations should be complete, consistent with adopted Board policy, and capable of reasonable implementation.

### Bylaws

Bylaws are the rules governing internal operations of the Board of Education. When need for a new bylaw, or modification of an existing bylaw is recognized, the Board will consider an effective new or modified bylaw for adoption. The same procedure used for development of policies shall be used for development of bylaws.

Policy adopted: December 4, 1989

**Policy revised:**

**Uniform Treatment of Recruiters**

Subject to the provisions of law, all recruiters, including commercial, military and nonmilitary concerns, recruiters representing institutions of higher education, and prospective employers shall be provided equal opportunities of access to students enrolled in the district's secondary school[s]. Access may be granted through programs conducted by the **School Counseling Guidance** Department. Such programs may consist of career days, college fairs, individual school visitations, in-school recruiting.

Except as provided below, military recruiters and institutions of higher education shall, upon request, be given access to the names, addresses and telephone numbers of secondary school students.

On an annual basis, the school district will notify parents of secondary school students of their right to object to the disclosure of the student's name, address and telephone number to military recruiters or to an institution of higher education. If a secondary school student or the parent of a secondary school student objects in writing **or by electronic communication** to the disclosure of a student's name, address or telephone number to a military recruiter or an institution of higher education, then the district shall not disclose the student's name, address or telephone number to a military recruiter or an institution of higher education. The objection shall remain in force until the district re-issues the annual notification referenced above **or the parent makes a request in writing or by electronic communication to the school counseling office to change their selection.** ~~after which time the parents and/or secondary school student must inform the school district in writing again of their objection to the disclosure of the information described above.~~

**Legal References:**

- Conn. Gen. Stat. §10-221b Boards of education to establish written uniform
- Policy: re treatment of recruiters
- Every Student Succeeds Act § 8025, 20 U.S.C. § 7908
- Armed Forces recruiter access to students and student recruiting
- Information
- National Defense Authorization Act for Fiscal Year 2002 § 544, 10 U.S.C. § 503
- Enlistments: recruiting campaigns; compilation of directory information

Policy adopted: December 19, 2022

**Policy revised:**

WESTON PUBLIC SCHOOLS  
Weston, CT

Buildings constitute one of the greatest investments of the school district and the community. It is in the best interest of students and taxpayers to protect that investment adequately.

Security includes:

- ~~1. Minimizing fire hazards.~~
- ~~2. Reducing the probability of faulty equipment~~
- ~~3. Guarding against the chance of electrical shock~~
- ~~4. Keeping records and funds in a safe place.~~
- ~~5. Protecting against vandalism and burglary.~~

1. Developing at each school, in compliance with the requirements of C.G.S. 10-22m, a school security and safety plan, in partnership with other community groups, including, but not limited to, law enforcement, fire safety officials, emergency medical services, as well as health and mental health professionals. Such plan shall be based upon the school security and safety plan standards developed by the Department of Emergency Services and Public Protection (DESPP) pursuant to C.G.S. 10-222n.
2. Training and practice necessary and essential for implementation of the crisis response plan. Law enforcement and other local public safety officials shall evaluate, score and provide feedback on fire drills and crisis response drills pursuant to C.G.S. 10-231.
3. Controlling access to school grounds and facilities.
4. Conducting a security and vulnerability assessment for each District school every two years and developing a school security and safety plan for each District school based upon the security and safety plan standards developed by DESPP.
5. Submitting annual reports to DESPP regarding fire drills and crisis response drills.
6. Establishing a School Security and Safety Committee at each school, responsible for assisting in the development of the school's security and safety plan and its implementation. (membership as required by C.G.S. 10-22k)
7. Developing procedures for managing various types of emergencies.
8. Minimizing fire hazards.
9. Reducing the probability of faulty equipment.
10. Guarding against the chance of electrical shock.
11. Keeping records and funds in a safe place.

**Business and Non-Instructional Operations**

**Security of Buildings and Grounds**

**P 3517**

**12. Protecting against vandalism and burglary.**

The Superintendent of Schools is directed to establish such rules and regulations as may be needed to provide for security as outlined above.

(cf. 3516 – Safe and Secure School Facilities; Equipment and Grounds)

(cf. 4148.1/4248.1 – School Security and Safety Committee)

Legal Reference: Connecticut General Statutes

29-389 Stairways and fire escapes on certain buildings.

P.A. 13-3 An Act Concerning Gun Violence Protection and Children’s Safety

10-220f Safety Committees

10-222k District safe school climate coordinator. Safe school climate specialist. Safe school climate committee.

10-222m School security and safety plans. School security and safety committees.

10-222n School security and safety plan standards

10-231 Fire drills

**Policy adopted: February 5, 1990**

**Weston Public Schools**

**Policy revised:**

**Weston, CT**

**Bloodborne Pathogens Exposure Control Plan**

The OSHA Bloodborne Pathogens Standard (29CFR 1910.1030) covers all employees who could be "reasonably anticipated" to face contact with bloodborne pathogens and other potentially infectious materials as the result of performing their job duties. In accordance with this standard, the district has developed an Exposure Control Plan which contains the following information:

1. General Program Management
2. Exposure Determination
3. Compliance Methods
4. Work Area Restrictions
5. Personal Protective Equipment
6. Hepatitis B. Vaccine Program
7. Post Exposure Evaluation and Follow up
8. Training

**Availability of the Exposure Control Plan to Employees**

A copy of the Exposure Control Plan is found in and available to all employees in each program site.

**Review and Update of the Plan**

It is important to keep this Exposure Control Plan up to date. To ensure this, the plan will be reviewed and updated under the following circumstances:

1. Annually
2. Whenever new or modified tasks and procedures are implemented which affect opportunities for occupational exposure.
3. Whenever employees' jobs or responsibilities are modified or altered so that a new potential of occupational exposure may exist.
4. Whenever new or revised positions are established that may involve occupational exposure.

**Bloodborne Pathogens Exposure Control Plan****Exposure Determination**

CFR 1910.1030, paragraph (b) defines "occupational exposure" to mean "reasonably anticipated skin, eye, mucous membrane, or parenteral (i.e. intravenous subcutaneous) contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. Other potentially infectious materials include the following: human body fluids (semen, vaginal secretions, cerebrospinal fluid, synovial fluid, pleural fluid, pericardial fluid, peritoneal fluid, saliva in dental procedures, any body fluids visibly contaminated with blood, and all body fluids in situations where it is difficult or impossible to differentiate between body fluids).

OSHA requires employers to perform an exposure determination concerning which employees may incur occupational exposure to blood or other potentially infectious materials. The exposure determination is made without regard to the use of personal protective equipment (i.e. employees are considered to be exposed even if they wear personal protective equipment). This exposure determination is required to list all job classifications in which employees may be expected to incur such occupational exposure, regardless of frequency. The following job classifications are in this category:

1. School Nurses
2. First Responders First Aid Certified
3. Pre School Staff
4. Any staff member determined by medical advisor to be at risk due to unique circumstances

In addition, OSHA requires a listing of job classifications in which some employees may be anticipated to have occupational exposure. Since not all the employees in these categories would be expected to incur exposure to blood or other potentially infectious materials, tasks or procedures that would cause these employees to have occupational exposure are also required to be listed in order to clearly understand which employees in these categories may be considered to have occupational exposure. The following job classifications are in this category:

1. Teachers and aides not specifically listed above
2. Principals
3. Tutors
4. Cafeteria workers
5. Custodians
6. Coaches

**Bloodborne Pathogens Exposure Control Plan**

**Compliance Methods**

Universal precautions will be observed at all district building sites\* in order to prevent contact with blood or other potentially infectious materials. All blood or other potentially infectious materials will be considered infectious regardless of the perceived status of the source individual.

Engineering and work practice controls will be utilized to eliminate or minimize exposure to employees. Where occupational exposure remains after institution of these controls, personal protective equipment shall also be utilized. At these sites, the following engineering controls will be utilized:

1. Sharps container in school health offices
2. Bio hazard bags in school health offices
3. Gloves available to all staff
4. Double bagging (custodians)
5. Eye protection, plastic apron as needed in Special Needs and Developmentally Delayed classrooms
6. Gloves, plastic bags, proper clean up solution in all sport first aid kits

It is the responsibility of the teacher and nurse in each site to monitor the storage and need for replacement of personal protective equipment.

Hand washing facilities are also available to the employees who incur exposure to blood or other potentially infectious materials. OSHA requires that these facilities be readily accessible after incurring exposure. Hand washing facilities are located in:

- |                 |                    |
|-----------------|--------------------|
| Some Classrooms | Health Office      |
| All Bathrooms   | Some Staff Lounges |

**Work Area Restrictions**

In work areas where there is a reasonable likelihood of exposure to blood or other potentially infectious materials, employees are not to eat, drink, apply cosmetics, or lip balm, smoke, or handle contact lenses. Food or beverages are not to be kept in refrigerators, freezers, shelves, cabinets, counter tops or bench tops where blood or other potentially infectious materials are present.

**Bloodborne Pathogens Exposure Control Plan**

Mouth pipetting/suction of blood or other potentially infectious materials is prohibited.

After removal of personal protective gloves, employees shall wash hands and any other potentially contaminated skin area immediately or as soon as feasible with soap and water.

If employees incur exposure to their skin or mucous membranes, then those areas shall be washed or flushed with water as appropriate as soon as feasible following contact.

All procedures will be conducted in a manner which will minimize splashing, spraying, splattering, and generation of droplets of blood or other potentially infectious materials.

Equipment which has become contaminated with blood or other potentially infectious materials shall be examined prior to servicing or shipping and shall be decontaminated.

**Personal Protective Equipment**

All personal protective equipment used at the sites will be provided without cost to employees. Personal protective equipment will be chosen based on the anticipated exposure to blood or other potentially infectious materials. The protective equipment will be considered appropriate only if it does not permit blood or other potentially infectious materials to pass through or reach the employees' clothing, skin, eyes, mouth, or other mucous membranes under normal conditions of use and for the duration of time which the protective equipment will be used.

All personal protective equipment will be cleaned, laundered, and disposed of by the employer at no cost to employees. All repairs and replacement will be made by the employer at no cost to employees.

All garments which are penetrated by blood shall be removed immediately or as soon as feasible. All personal protective equipment will be removed prior to leaving the work area. All personal protective equipment shall be disposable. After use such shall be rinsed with water or bleach/water solutions if contaminated, then disposed of in a plastic bag lined container in the classroom or health office. This will be disposed of by the custodian wearing gloves.

Gloves shall be worn where it is reasonably anticipated that employees will have hand contact with blood, other potentially infectious materials, non intact skin, and mucous membranes. Gloves will be used when contact with blood or body secretion occurs or is suspected.

Disposable gloves used at sites are not to be washed or decontaminated for re use and are to be replaced as soon as practical when they become contaminated or as soon as feasible if they are torn, punctured, or when their ability to function as a barrier is compromised. Utility gloves may be decontaminated for re use provided that the integrity of the glove is not compromised. utility

**Bloodborne Pathogens Exposure Control Plan**

gloves will be discarded if they are cracked, peeling, torn, punctured, or exhibit other signs of deterioration or when their ability to function as a barrier is compromised.

Masks in combination with eye protection devices, such as goggles or glasses with solid side shield, or chin length face shields, are required to be worn whenever splashes, spray, splatter, or droplets of blood or other potentially infectious materials may be generated and eye, nose, or mouth contamination can reasonably be anticipated. No situations at sites should require such protection.

OSHA standard also requires appropriate protective clothing to be used under certain conditions. The clothing could be lab coats, gowns, aprons, clinic jackets, or similar outer garments. No situation should require that such protective clothing be utilized.

Any contaminated surfaces will be cleaned and decontaminated immediately.

Decontamination will be performed by utilizing a department issued/approved agent with a 1:100 solution of bleach in water. All disinfectants will be Tuberculocidal.

All contaminated work surfaces will be decontaminated after completion of procedures and immediately or as soon as feasible after any spill of blood or other potentially infectious materials, as well as the end of the work shift of the surface may have become contaminated since the last cleaning.

All bins, pails, cans and similar receptacles shall be inspected and decontaminated on a regularly scheduled basis by health office and custodial staff.

Any broken glassware which may be contaminated will not be picked up directly with the hands. The following procedures will be used:

Staff will stay in the area to prevent further injury/contamination. Custodians will be called to sweep up glass fragments using gloves. Equipment will be immediately decontaminated.

All contaminated sharps shall be discarded as soon as feasible in sharps containers which are located in each school health office.

**Hepatitis B Vaccine Program**

All employees who have been identified as having exposure to blood or other potentially infectious materials will be offered the Hepatitis B vaccine, at no cost to the employee. The vaccine will be offered within 10 working days of their initial assignment to work involving the potential for occupational exposure to blood or other potentially infectious materials unless the

**Bloodborne Pathogens Exposure Control Plan**

employee has previously had the vaccine or who wishes to submit to antibody testing which shows the employee to have sufficient immunity.

Employees who decline the Hepatitis B vaccine will sign a waiver. Employees who initially decline the vaccine but who later wish to have it may have the vaccine provided at no cost.

The school nurse will assist employees to get the vaccine. The school medical advisor will supervise the administration of the vaccine.

**Post Exposure Evaluation and Follow up**

Employees will immediately report a possible exposure incident to the school nurse where available or to their building Principal and will make out an incident report. The nurse or administrator will contact the school medical advisor or the Connecticut Department of Health Services to determine if an incident has occurred.

When an incident is confirmed, the school medical advisor will arrange for a confidential medical evaluation and follow up including:

1. Documentation of the route of exposure and the circumstances related to the incident.
2. Identification and documentation of the source individual if feasible unless the school medical advisor can establish that identification is infeasible or prohibited by state law.
  - a. The source individual's blood will be tested as soon as feasible after consent is obtained, for HIV/HBV infectivity, unless the source is a known carrier. If consent is not obtained, school medical advisor shall establish that legally obtained consent cannot be obtained.
  - b. Results of the source individual's testing shall be made available to the exposed employee, and the employee shall be informed of applicable laws and regulations concerning disclosure of the identity and infectious state of the source individual.

Minor students/clients' parents/guardians must be contacted and advised of the incident and their options. They should be encouraged to contact their own primary health care provider prior to giving consent for testing or disclosure.

**3. Blood Collection**

- a. The exposed employee's blood shall be collected as soon as feasible by an accredited laboratory and tested after consent is obtained.

**Bloodborne Pathogens Exposure Control Plan**

- b. If the employee consents to collection but does not give consent for HIV serological testing, the sample shall be preserved for at least 90 days by the laboratory. If within the 90 days, the employee elects to have the baseline sample tested, such testing will be done as soon as feasible.
- c. Post exposure prophylaxis, when medically indicated, as recommended by the U.S. Public Health Service.
- d. Appropriate counseling concerning precautions to take place during the period after the exposure incident.
- e. Information for the employee on what potential illnesses to be alert for and to report any related experiences to appropriate personnel.

**Information for Health Care Professionals**

District employees will insure that the health care professional evaluating an employee after an exposure incident is provided the following information:

- A copy of the regulations.
- A description of the exposed employee's duties as they relate to the exposure incident.
- Documentation of the route(s) of exposure and circumstances under which exposure occurred.
- Results of the source individual's blood testing, if available.
- All medical records relevant to the appropriate treatment of the employee including vaccination status which is the district's responsibility to maintain.

**Health Care Professional's Written Opinion**

Employees will obtain a copy of the health care professional's written opinion when an employee goes for Hepatitis B vaccination or following an exposure incident. If the latter occurs, the district will provide the employee with a copy of the evaluating health care professional's written opinion within 15 days of the completion of the evaluation. Written opinion will be limited to:

- Is Hepatitis B vaccine indicated and has it been given to the employee?
- Has the employee been informed of the results of the evaluation?

**Bloodborne Pathogens Exposure Control Plan**

- Has the employee been told about any medical condition resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment?

All other findings or diagnosis shall remain confidential between the health care professional and district employee and shall not be included in the written report.

**Record Keeping**

The Superintendent of Schools will establish and maintain an accurate separate record for each employee with occupational exposure in accordance with 29CFR1920.20. This record will include:

- The name and social security number of the employee.
- Hepatitis B Vaccine Declination.
- A copy of the employee's Hepatitis B vaccination status including the dates of all of the Hepatitis B vaccinations and any medical records relative to the employee's ability to receive vaccination.
- A copy of all results of examinations, medical testing and follow-up procedures required by these guidelines.
- The employer's copy of the health care professional's written opinion as required by these guidelines.
- A copy of the information provided to the health care professional as required in these guidelines.

**Confidentiality**

District administrators and health personnel will ensure that the above medical records are kept confidential, not disclosed or reported without the employee's expressed written consent to any person within or outside the workplace except as required by this standard or as may be required by law, kept separate from the personnel record, provided upon request for examination and copying to the subject employee, to anyone having written consent of the subject employee or to OSHA designees, Maintained for at least the duration of employment plus 30 years.

**Bloodborne Pathogens Exposure Control Plan**

**Training**

District employees shall ensure that all employees with occupational exposure participate in a training program at the time of initial assignment to tasks where occupational exposure may take place; when changes such as modification of tasks or procedures are implemented or institution of new tasks or procedures affect the employee's occupational exposure, and updated annually thereafter. A record of each training session will be filed in the Personnel Department.

District employees occupationally at risk will receive a training program which will include:

The modes of transmission of AIDS and Hepatitis B viruses.

- Instructions on types of protective clothing and equipment generally appropriate for employees, as well as instructions on the basis for selecting the clothing and equipment.
- Instructions on the actions to take and persons to contact if exposure has occurred.
- Instructions on the requirements for work practices and protective equipment for each task they may perform.
- Instructions on where protective clothing and equipment is kept; how to use it; and how to remove, handle, decontaminate, and dispose of contaminated clothing or equipment.
- Instructions on the limitation of protective clothing and equipment.

Legal Reference: "Education for Children with Disabilities", 20 U.S.C. 1400, et seq.

Section 505 of the Rehabilitation Act of 1973, 29 U.S.C. 706(7)(b)

"Americans with Disabilities Act"

The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99

Connecticut General Statutes

10 76(d)(15) Duties and powers of Boards of education to provide special education programs and services.

10 154a Professional communications between teacher or nurse and student.

10 207 Duties of medical advisors.

**Bloodborne Pathogens Exposure Control Plan**

10 209 Records not to be public.

10 210 Notice of disease to be given to the parent or guardian.

19a 221 Quarantine of certain persons.

19a 581 585 AIDS testing and medical information.

Regulation revised:



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**INTEROFFICE MEMORANDUM**

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**To:** Erica Forti

**From:** Juliane Givoni - Director of Human Resources

**Subject:** Staffing Update – January 2026

**Date:** January 16, 2026

**NEW HIRES:**

- Mark Ciabaton (0.8) WHS Latin Teacher - Effective December 17, 2025
- Emily Landin (1.0) WHS Speech and Language Pathologist - Effective January 20, 2026

**RESIGNATIONS:**

- Michelle Black WHS Building Substitute - Effective January 23, 2026
- William Bowns (1.0) CO District Data Analyst - Effective January 30, 2026
- Caitlin Morrissey (1.0) HES Paraeducator - Effective December 16, 2025

**CHANGE OF ASSIGNMENT:**

- Karen Gonillo HES Building Substitute – Effective January 13, 2026

*Correction - The October 20, 2025 Consent Agenda Staffing Update listed Aimee Celozzi as a New Hire. Ms. Celozzi rescinded acceptance of the offer of employment before her effective start date and was never hired.*

WESTON PUBLIC SCHOOLS  
WESTON, CT

OVERNIGHT FIELD TRIP APPROVAL REQUEST FORM

SUBJECT AREA: Model UN (extracurricular) COST PER STUDENT: Est \$1,270

DATE OF FIELD TRIP: Jan 29 - Feb 1, 2026 FIELD TRIP DESTINATION: Harvard Model UN Conference (Cambridge, MA)

STATE THE EDUCATIONAL PURPOSE OR RATIONALE FOR THE TRIP:

Students engage in a large-scale simulation of the UN, developing skills in public speaking, collaboration, persuasion, international relations, etc.

Departure from: Stamford Train Station (Amtrak) Date/Time: 8:33am Thurs, Jan 29, 2026  
Return to: Stamford Train Station (Amtrak) Date/Time: 6:23pm Sunday, Feb 1  
Number of students: 12 Grade(s): 9-12  
Administrator in charge & on site: Nick Torres Teacher in Charge: Renate Roehl  
Total Number of Chaperones: 2 Ratio of Chaperone to Student: 2:12  
Names of Teachers: Renate Roehl Other Adults: \_\_\_\_\_

Substitute coverage will be required:  Yes 1 # of Subs  No

Parent Informational Meeting: Date Monday, 1/12/2026 Location WHS Library

TRANSPORTATION (Please check one)

- First Student: Yes \_\_\_\_\_ No  If yes, how many buses? \_\_\_\_\_
- Alternate Bus Company Name n/a
  - Van: Driver Name n/a
  - Student Driver: Name(s) n/a

Have you completed and attached to this request form a copy of the cover letter sent to parents? Yes  No \_\_\_\_\_

Have you provided the school nurse with a list of students that will attend this field trip? Yes \_\_\_\_\_ No

Signed: [Signature]  
(Teacher)

Requested by: [Signature] TORRES  
(Principal)

Pre-Approval: [Signature]  
(Assistant Superintendent)

Pre-Approval: [Signature]  
(Director of Finance and Operations)

INSURANCE COVERAGE Y/N: \_\_\_\_\_

Approved: \_\_\_\_\_  
(BOE Chairperson)

Request denied

Copies (once approved):

\_\_Teacher  
\_\_Principal or Designee  
\_\_Bus Garage (First Student)

\_\_Finance & Operations Office  
\_\_Assistant Superintendent  
\_\_Human Resources

# Weston High School



115 School Road  
Weston, Connecticut 06883

Meghan Conetta, Principal  
Nicholas Torres, Assistant Principal  
Parthena Proskinitopoulos, Assistant Principal

Telephone: (203) 221-6500  
Fax: (203) 221-1252

December 22, 2025

Dear Parents and Guardians,

The Weston High School Model United Nations Club is thrilled to have the opportunity to participate in the prestigious Harvard Model United Nations Conference (HMUN). During the conference, students will be assigned as delegates from various countries and will work in committees to draft papers, propose and compromise on resolutions, and engage in debate on various topics. This is an excellent opportunity for students to learn how the UN operates, to learn more about global issues, and to practice collaboration with peers. Students will also participate in a walking tour of Harvard's campus, and there are structured social events in the evenings. For more information, feel free to visit the HMUN conference website at <https://www.harvardmun.org/>.

The conference will take place at the Boston Sheraton and Marriot Copley Place hotels from Thursday, January 29<sup>th</sup>, 2026, until Sunday, February 1<sup>st</sup>. Students will need to provide their own transportation to the Stamford Amtrak Train station by 7:30am on Thursday, January 29<sup>th</sup>. Students will return to that same train station at about 6:30pm on Sunday, February 1<sup>st</sup>. Students will miss classes at WHS on Thursday and Friday and will be responsible for missed assignments.

The cost of this trip is expected to be \$1,015 per student, not including food. Checks may be made payable to Weston High School. This cost covers registration/conference fees, a shared hotel room, required chaperones, and Amtrak transportation. In addition, students will need to pay for their meals during the conference. We recommend that each student brings \$255 in cash to purchase food at or near the hotel. (This allows for \$15 for each breakfast and \$30 for each lunch and dinner while traveling.) Students should also eat or bring breakfast on Thursday morning.

Permission slips and payment must be turned into me (Ms. Roehl) by Friday, January 5<sup>th</sup>. If there is a financial hardship, please contact the Principal, Ms. Meghan Conetta, at (203) 221-6500. If you have any other questions, feel free to contact me by email, [renateroehl@westonps.org](mailto:renateroehl@westonps.org).

Thank you for your continued support of the Model United Nations!

Sincerely,

Ms. Meghan Conetta  
School Principal

Ms. Renate Roehl  
Model UN Club Adviser

Weston Public Schools

*Empowering Each Student to Achieve Success and Contribute to Our Global Society*

WESTON PUBLIC SCHOOLS  
Weston, Connecticut

OVERNIGHT FIELD TRIP DETAILED DOCUMENTATION

Trip Destination(s): Harvard Model UN Conference

Departure Date: January 29, 2026

Return Date: February 1, 2026

Trip Leader(s): Renate Roehl

Travel Agency/Trip Sponsor ("Trip Advisor") (if any): n/a

Detailed Itinerary:

*[Itinerary must be as detailed as possible, preferably listed by day. This should include all scheduled locations, travel, activities, free time, etc.]*

Flight Information:

*[Flight information should include departure/arrival locations, times, flight numbers, and airlines.]*

Hotel Information:

*[Hotel information should include each hotel/motel/accommodation in which students will be staying during the trip. For each accommodation, this information should include the name, address, telephone number, website/email (if applicable), and a general description of the accommodation.]*

Means of Travel:

*[Include all means of travel during the Trip, including but not limited to air, bus, taxi, train, etc.]*

Travel Budget:

*[The travel budget must include the overall cost per student broken down by detail (accommodations, food, airfare, chaperone stipend [per WTA contract], ground transportation, supplemental activities, etc.)*

## CONFERENCE INFORMATION

### Tentative Schedule

Please note that this is a tentative schedule designed to give delegates and faculty advisors an idea of what to expect at HMUN. All times and dates listed here are subject to change. A more detailed final schedule will be published in the Delegate Handbook, which will be distributed at the start of the conference.

#### Thursday, January 29

10:00am - 3:00pm	Registration
2:15pm - 3:00pm	International Schools Faculty Advisor Reception
2:00pm - 3:30pm	HMUN Academy (Delegate Training)
3:45pm - 4:15pm	Mandatory Faculty Advisor and Head Delegate Welcome
5:00pm - 6:30pm	Opening Ceremonies
7:30pm - 11:15pm	Committee Session I
8:30pm - 9:00pm	Faculty Advisor Meet-and-Greet with the Secretariat
12:30am	Curfew

#### Friday, January 30

8:00am - 11:00am	Harvard Campus Walking Tour
12:00am - 2:00pm	College & Summer Opportunities Fair
2:30pm - 6:15pm	Committee Session II
7:30pm - 11:15pm	Committee Session III

#### Friday, January 30

9:30pm - 10:30pm	Faculty Advisor Feedback Session
12:30am	Curfew

#### Saturday, January 31

9:00am - 12:30pm	Committee Session IV
4:00pm - 5:00pm	Faculty Advisor Feedback Session
2:00pm - 6:15pm	Committee Session V
7:45pm - 9:15pm	Cultural Extravaganza
9:30pm - 11:30pm	Movie Night
9:30pm - 11:30pm	Delegate Dance
1:00am	Curfew

#### Sunday, February 1

9:00am - 11:30am	Committee Session VI
12:15pm - 1:30pm	Closing Ceremonies

Hotel Accommodations:

**Name:** Boston Marriott Copley Place

**Address:** 110 Huntington Avenue, Boston, MA

**Phone:** (617) 236-5800

**Description:** Redesigned hotel near Newbury Street. Our Boston Back Bay hotel is near top attractions including Fenway Park, Copley Square and Newbury Street, directly connected to over 200 restaurants and shops at the Prudential Center and Copley Place Malls.

**Note:** Students will sleep in triples; advisors in single rooms.

**Means of Travel:**

**Amtrak:**

Thursday, 1/29: Depart Stamford STM at 8:33am; arrive Boston BBY 12:06pm

Sunday, 2/1: Depart Boston BBY 3:10pm; arrive Stamford STM 6:23pm

*All other travel will be on foot.*

Student Costs	Per Person Cost	Combined Cost	Notes
Hotel (include advisor room)			Cost for Triple for 3 nights including tax is 992.15; cost for single (advisor) for 3 nights including tax is 687.35. Tentative: Rm 1 Ms. Roethi / Rm 2 Bruce, Winston, Bryce / Rm 3 Maddie St, Gabby, Camilla / Rm 4 Sienna, 5743.3 Nidhi, Madison Pr / Rm 5 Maddie Sm, Alex, Lia / Rm 6 Ms. Conetta)
Amtrak Tickets (Stamford STM to Boston BBY)	99.14	1387.96	<a href="https://www.amtrak.com/tickets/denarture.html">https://www.amtrak.com/tickets/denarture.html</a> (depart Stamford STM at 8:33am; arrive Boston BBY 12:06pm)
Amtrak Tickets (back to CT)			(depart Boston BBY 3:10pm; arrive Stamford STM 6:23pm)
Advisor parking at Amtrak station			\$13 per day at South State St Garage
Delegation Fee		104	<a href="https://cfraill.com/wp-content/uploads/2025/07/FAQ.pdf">https://cfraill.com/wp-content/uploads/2025/07/FAQ.pdf</a>
Delegation Fee (regular reg)	120	480	<a href="https://stamfordstation.cfraill.com/">https://stamfordstation.cfraill.com/</a>
Delegation Fee (late reg)	200	1800	120 link to reg fees <a href="https://www.harvardmun.org/application-process">https://www.harvardmun.org/application-process</a>
Advisor Fees (one regular reg \$100, one late \$150)		250	
Incidentals		50	
Advisor Stipend		714	\$238 per night
Administrator Stipend		1200	\$400 per night
Food	255	3570	\$15 for breakfast (Fri, Sat, Sun) / \$30 for lunch (Thurs, Fri, Sat, Sun) / \$30 for dinner (Thurs, Fri, Sat) = 255 per person for the trip
Sum		15218.26	
Per Student		1268.271667	
Per student without food (check paid to WHS)		1013.271667	(ask families to make checks out for \$1,015)

Students Attending 12  
Adults Attending 2

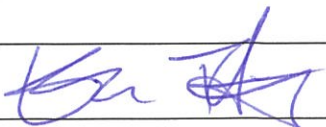


# GRANT APPLICATION

Please submit completed form with attachments to [grants@westoneducationfoundation.org](mailto:grants@westoneducationfoundation.org). Thank you!

SECTION I – APPLICANT INFORMATION	
NAME	Meghan Conetta
ORGANIZATION / SCHOOL	Weston High School
POSITION	Principal
EMAIL ADDRESS	meghanconetta1974@gmail.com
PREFERRED PHONE	203-22-6502
WEBSITE (IF ANY)	

SECTION II – PROJECT TYPE (PLEASE SELECT ONE)	
<input type="radio"/> COMMUNITY GRANT (up to \$1500)	<input type="radio"/> TEACHER CLASSROOM ENRICHMENT
<input type="radio"/> <del>SCHOOL-WIDE INITIATIVE</del>	<input type="radio"/> DISTRICT-WIDE INITIATIVE
<input type="radio"/> RACIAL JUSTICE GRANT	

SECTION III – AUTHORIZATION FOR SCHOOL-BASED PROJECTS ONLY	
CURRICULUM INSTRUCTIONAL LEADER	DATE
PRINCIPAL- Meghan Conetta	DATE 1/5/26
ASST. SUPERINTENDENT OR SUPERINTENDENT (if over \$3,000) 	DATE 1/14/2024

SECTION IV – COMMUNITY GRANTS ONLY	
THIS ORGANIZATION IS A 501(c)(3) ORGANIZATION	YES <input type="radio"/> NO <input type="radio"/>

SECTION V - PROJECT DETAIL AND BUDGET (attach additional sheets as needed)	
PROJECT TITLE	Harlan Cohen Assemblies and Workshops
AMOUNT REQUESTED	\$5,000.00
DESCRIPTION OF PROJECT, INCLUDING ANTICIPATED FINAL PRODUCT OR CULMINATING ACTIVITY	Weston High School would like to host Harlan Cohen for two separate assemblies, counseling office hours, and a staff workshop. Additionally Harlan will also host a parent workshop the night before either in person or virtually depending on the interests of the school and community.
PLEASE STATE THE SPECIFIC OBJECTIVES OF THE PROJECT	As the pressure continues to mount for students, they receive mixed messages about how to handle the transition to their post-secondary journey. Harlan will focus on risk taking and rejection with our 9th & 10th graders and then work with our 11th & 12th graders about what they want out of the post-secondary experiences
IF THIS PROJECT INVOLVES THE HIRING OF AN EXPERT, PLEASE LIST QUALIFICATIONS OR LINK TO BIO	Harlan Cohen is a New York Times bestselling author, journalist, and professional speaker whose work focuses on the emotional and social transitions students face when moving from high school to college. He is most widely recognized for his book <i>The Naked Roommate: And 107 Other Issues You Might Run Into in College</i> , which has over one million copies in print and is frequently used as a foundational text in college orientation programs and classrooms worldwide.
ESTIMATE OF NUMBER OF INDIVIDUALS WHO WILL BENEFIT	677 students at WHS, along with certified staff and teachers, as well as any parents and family members who choose to join the family workshop.
PLEASE LIST THE SPECIFIC INDIVIDUALS RESPONSIBLE FOR THIS PROJECT	Meghan Conetta, WHS Principal Meredith Jackson, WHS Director of Counseling
PROVIDE A DETAILED BUDGET FOR THE AMOUNT REQUESTED, INCLUDING OTHER SOURCES OF FUNDING, IF ANY	The total cost of all events is \$10,000 which includes overnight accommodations, travel, and all of the workshops Harlan will provide to WHS students and staff. We have also applied for a \$5,000.00 philanthropy request from the WHS PTO.
IF APPLICABLE, PLEASE EXPLAIN THE LIKELIHOOD OF REPLICATING OR CONTINUING THIS PROGRAM AND YOUR STRATEGY FOR DOING SO	Harlan does like to develop relationships with schools he has visited and adapt the content for a 2-year cycle, when this year's 9th & 10th graders are 11th & 12th graders. If this is successful I would request fund in the BOE budget for two years from now.
DESCRIBE THE METHOD OR PLAN TO EVALUATE THE SUCCESS OF THE PROJECT	We will take feedback from students and our counselors will assess the impact through their 1:1 meetings about course selection and the college process.

## Representations

I represent that I have the requisite authority to apply for this grant. I understand that WEF does not provide funding for a specific project more than once. I further understand that if I am applying for a grant on behalf of a community organization, my organization may not apply for a new and different grant during the next semi-annual grant cycle but will be eligible thereafter.

I agree that if I/my organization is the recipient of a WEF grant, I will fulfill the following obligations:

- ❖ Submission of receipts and/or proof of expenditures within 12 months of grant approval
- ❖ Submission of a Grant Report within 6 months of completion of program
- ❖ For grants over \$3,000, submission of an Interim Report at the halfway point of the project
- ❖ Acknowledgment of WEF support in any publicity involving the project or initiative
- ❖ Submission of event photos to WEF for use on its website and in newsletters

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

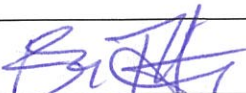


# GRANT APPLICATION

Please submit completed form with attachments to [grants@westoneducationfoundation.org](mailto:grants@westoneducationfoundation.org). Thank you!

SECTION I – APPLICANT INFORMATION	
NAME	Amy Holmes and Shawna Johnson
ORGANIZATION / SCHOOL	Weston Public Schools, Weston Middle School
POSITION	Amy Holmes, English Language Arts Curriculum Instructional Leader and HS Teacher; Shawna Johnson, Social Studies Curriculum Instructional Leader & HS Teacher
EMAIL ADDRESS	amyholmes@westonps.org shawnajohnson@westonps.org
PREFERRED PHONE	Cell: 203.241.5181
WEBSITE (IF ANY)	

SECTION II – PROJECT TYPE (PLEASE SELECT ONE)	
<input type="radio"/> COMMUNITY GRANT (up to \$1500)	<input type="radio"/> TEACHER CLASSROOM ENRICHMENT
<input checked="" type="radio"/> SCHOOL-WIDE INITIATIVE	<input type="radio"/> DISTRICT-WIDE INITIATIVE
<input type="radio"/> RACIAL JUSTICE GRANT	

SECTION III – AUTHORIZATION FOR SCHOOL-BASED PROJECTS ONLY		
CURRICULUM INSTRUCTIONAL LEADER	Amy Holmes	DATE 1/5/2026
PRINCIPAL	Jason Bluestein	DATE 1/5/26
ASST. SUPERINTENDENT OR SUPERINTENDENT (if over \$3,000)	Tina Henckel 	DATE 1/5/26

SECTION IV – COMMUNITY GRANTS ONLY	
THIS ORGANIZATION IS A 501(c)(3) ORGANIZATION	YES <input type="radio"/> NO <input type="radio"/>

SECTION V - PROJECT DETAIL AND BUDGET (attach additional sheets as needed)	
PROJECT TITLE	Windows & Voices is a year-long Middle School Visiting Author Series
AMOUNT REQUESTED	\$15,000-\$18,000
DESCRIPTION OF PROJECT, INCLUDING ANTICIPATED FINAL PRODUCT OR CULMINATING ACTIVITY	Windows & Voices is a year-long Middle School Visiting Author Series designed to elevate literacy engagement, deepen content-area connections, and foster empathy, identity exploration, and imagination through encounters with diverse, nationally recognized authors. This series will bring three authors to Weston Middle School (virtual or in-person), each intentionally aligned with core curricular experiences, social-emotional learning goals, and WMS School Improvement Plan priorities. *The MS and HS PTOs are funding an Anne Frank exhibit at the high school in May. This could be a fantastic complement, especially since the plan is to train high school students as docents so they can curate and guide the experience for both middle and high school students. It would be incredible to do a One School, One Book initiative, and then have the author visit! Pairing Hoffman's book with selections from The Diary of Anne Frank would be a natural fit.
PLEASE STATE THE SPECIFIC OBJECTIVES OF THE PROJECT	<ul style="list-style-type: none"> <li>Engage students through interactive author presentations on writing, research, and revision.</li> <li>Strengthen literacy and critical thinking through direct discussion of themes, craft, and context</li> <li>Build empathy and global awareness through exposure to diverse identities and experiences.</li> <li>Increase student confidence as writers by demystifying the writing process.</li> <li>Support interdisciplinary learning (ELA-SS-SEL) aligned with WMS Improvement Plan goals.</li> <li>Promote a positive school climate through belonging, representation, and engagement.</li> <li>Align with Antisemitism Subcommittee goals by fostering inclusive, historically accurate perspectives.</li> </ul>
IF THIS PROJECT INVOLVES THE HIRING OF AN EXPERT, PLEASE LIST QUALIFICATIONS OR LINK TO BIO	<p><a href="#">Alice Hoffman</a> — Award-winning novelist whose latest work, <i>When We Flew Away</i>, was written in cooperation with the Anne Frank House.</p> <p><a href="#">Sharon Draper</a> — Nationally acclaimed African-American author, five-time Coretta Scott King Award winner.</p> <p><a href="#">Alan Gratz</a> — Bestselling author known for accessible, historically grounded novels exploring global crises, war, and justice.</p> <p><a href="#">Gordon Korman</a> — Widely beloved middle-grade writer; virtual visits typically \$1,500, accessible and engaging for MS students.</p>
ESTIMATE OF NUMBER OF INDIVIDUALS WHO WILL BENEFIT	<p>Alternative option: Spoken-word poet specializing in student-centered performance and identity work.</p> <p>Approximately 500 middle school students (grades 6–8)</p> <p>Approx. 60 teachers &amp; staff</p>
PLEASE LIST THE SPECIFIC INDIVIDUALS RESPONSIBLE FOR THIS PROJECT	<p>Jason Bluestein, WMS Principal</p> <p>Amy Holmes</p> <p>Shawna Johnson</p>
PROVIDE A DETAILED BUDGET FOR THE AMOUNT REQUESTED, INCLUDING OTHER SOURCES OF FUNDING, IF ANY	<ul style="list-style-type: none"> <li>Author / Speaker Fees (3 visits: Hoffman (virtual \$10,000)+ Draper or poet + Gratz or Korman) - \$10,000–\$13,000</li> <li>Books for classrooms - \$5,000</li> <li>TOTAL REQUEST - \$15-18,000</li> </ul>
IF APPLICABLE, PLEASE EXPLAIN THE LIKELIHOOD OF REPLICATING OR CONTINUING THIS PROGRAM AND YOUR STRATEGY FOR DOING SO	<p>Once established, the Windows &amp; Voices series can become a recurring Middle School program. The structure, author selection, pre-reading experiences, and assemblies, can be replicated with new authors each year. The One School, One Book framework and Black History Month literary event can recur annually.</p>
DESCRIBE THE METHOD OR PLAN TO EVALUATE THE SUCCESS OF THE PROJECT	<ul style="list-style-type: none"> <li>Student reflections and writing samples before and after each visit</li> <li>Teacher surveys on engagement, comprehension, and alignment to curriculum</li> <li>Observation of increased discourse, inquiry, and visible thinking routines</li> <li>Library circulation data for featured authors</li> <li>Evidence of cross-curricular integration in Human Rights and Holocaust-aligned units</li> </ul>





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

Hurlbutt PTO

Name of Donor:

Value of gift(s) being donated): \$ \$3,000.00

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

Binding machine for our staff workroom. This binding machine will be used schoolwide to create lasting documents, booklets and materials. We use this to bind student materials, writing and other school based documents. This gift will impact our entire school community for many years.

Signature/Approval:

X   
Principal Signature

X   
Superintendent Signature

Date: 1/14/2026

Date: 1/15/2026

Board of Education Acceptance

Approval by the Superintendent and then formal acceptance by the Board of Education.

Yes (Date of Board of Education Acceptance: \_\_\_\_/\_\_\_\_/\_\_\_\_)

No



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

Hurlbutt PTO

Name of Donor:

Value of gift(s) being donated): \$ \$3,000.00

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

Classroom storage and charging stations for our K and 1 classrooms. These space efficient and age appropriate stations will increase student independence saving classroom space and instructional time.

Signature/Approval:

X   
Principal Signature

X   
Superintendent Signature

Date: 1/14/26

Date: 1/15/2026

Board of Education Acceptance

Approval by the Superintendent and then formal acceptance by the Board of Education.

Yes (Date of Board of Education Acceptance: \_\_\_/\_\_\_/\_\_\_)

No

## **P 1120 Board of Education Meetings Policy**

The regular and special meetings of the Board of Education are open to the public and representatives of the press, except that a part of any meeting may be designated an executive session as provided by law. (See 9322 for details.)

The Board of Education welcomes participation of interested organizations and individuals. Advance announcement of all regular and special meetings of the Board of Education is made through the posting of the agenda **on the District and Town of Weston websites** ~~and notices to newspapers~~ and directly to citizens and community and professional organizations who specifically request such notification. A reasonable charge may be made for those persons or organizations requesting advance announcements of meetings and agenda backup materials.

Legal References – Connecticut General Statutes

[1-21](#) Meetings of government agencies to be public

[1-21a](#) Broadcasting or photographing meetings

[1-21b](#) Smoking in public meetings in rooms of public buildings prohibited

[1-21c](#) Mailing of notice of meetings to persons filing written request. Fees

[1-21f](#) Regular meetings to be held pursuant to regulation, ordinance or resolution

[1-21h](#) Conduct of meetings

[1-21i](#) Denial of access to public records or meetings

[10-238](#) Petition for hearing by board of education

Policy Adopted: November 6, 1989

**Weston Public Schools Weston, Connecticut**

## **P 1220 Citizens' Advisory Committees**

The Board of Education endorses appropriate advisory committees for various district programs and activities. When it establishes a committee, the Board shall provide guidelines for membership and delineate its responsibilities and authority. At a September Board meeting each year, the Board shall review existing advisory committees, membership, and committee goals for the year.

(cf. 1312 - Public Complaints)

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 6144 - Controversial Issues)

(cf. 6161 - Equipment, Books, Materials: Provision/Selection)

**Legal Reference: Connecticut General Statutes**

**1-200 through 1-241 Freedom of Information Act.**

**Legal References:**

Academic Freedom Policy (adopted by Connecticut State Board of Education, 9/9/81)

Policy Approved: November 6, 1989

**Weston Public Schools Weston, Connecticut**

## Prohibition Against Alcohol, Smoking, E-Cigarettes, and Vapor Products

### Alcohol

The Weston Board of Education ("the Board") prohibits the consumption or possession of alcohol by any person anywhere on school property and/or at any school-sponsored activity. School property includes the land and all permanent and temporary structures comprising the school district, including, without limitation, the school buildings, storage facilities, maintenance facilities, administrative office buildings, fields, playgrounds, athletic facilities, access roads, and parking lots. ("School Property"). As defined by [Conn. Gen. Stat. § 10-233a\(h\)](#), a school-sponsored activity "means any activity sponsored, recognized or authorized by a board of education and includes activities conducted on or off school property." ("School-Sponsored Activity").

The sole exception to the foregoing prohibition regarding alcohol is that alcohol possession and consumption may be permitted during the scheduled hours of the annual Independence Day fireworks display sponsored by the Town of Weston ("the Fireworks"). During the Fireworks, alcohol may be consumed or possessed as may be specifically permitted during the event by the Town of Weston and applicable law.

However, in no case are employees of the Board, or District students, permitted to possess or consume alcohol at the Fireworks. Further, during the scheduled hours of the Fireworks, alcohol may only be consumed outdoors in areas specifically designated by the Town of Weston for alcohol consumption during the event and may not be possessed or consumed within any school building, storage facility, maintenance facility, office, or other structure constituting School Property.

### Smoking, E-Cigarettes, and Vapor Products

The Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product, within any of its schools, including in any area of a school building, including but not limited to any indoor facility owned or leased or contracted for, and utilized by the Board for the provision of routine or regular preschool, kindergarten, elementary, or secondary education or library services to children, or on the grounds of such school, or at any school-sponsored activity.

The following definitions shall apply to this policy:

**“Any area”** shall mean the interior of a school building and the outside area within twenty-five feet of any doorway, operable window or air intake vent of a school building.

**“Cannabis”** shall mean marijuana, as defined in Conn. Gen. Stat. § 21a-240.

**“Electronic cannabis delivery system”** shall mean an electronic device that may be used to simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any cartridge or other component of such device.

**“Electronic nicotine delivery system”** shall mean an electronic device used in the delivery of nicotine to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid or synthetic nicotine.

**“School-sponsored activity”** shall mean any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.

**“Smoke” or “smoking”** shall mean the burning of a lighted cigar, cigarette, pipe or any other similar device, whether containing, wholly or in part, tobacco, cannabis or hemp.

**“Vapor product”** shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine or cannabis and is inhaled by the user of such product.

**[Optional language: The Board further prohibits smoking including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), electronic cannabis delivery system, or vapor product on the real property of any administrative office building. Real property means the land and all temporary and permanent structures comprising the district’s administrative office building(s) and includes, but is not limited to storage facilities and parking lots.]**

There are no exceptions to the prohibitions regarding smoking described herein.

**Policy References:**

Policy and Administrative Regulation 1250, Visitors to the Schools  
Policy 4118.231/4218.231, Alcohol, Tobacco, and Drug-Free Workplace  
Policy 5131.6, Alcohol, Drugs, Tobacco, E-Cigarettes, and Vapor Products

**Legal References:**

Conn. Gen. Stat. § 10-233a(h)  
Conn. Gen. Stat. § 19a-342  
Conn. Gen. Stat. § 19a-342a  
Conn. Gen. Stat. § 21a-415  
Conn. Gen. Stat. § 53-344b  
June Special Session, Public Act No. 21-1  
Pro-Children Act of 2001, Pub. L. 107-110, 115 Stat. 1174, 20 U.S.C. § 7183

~~The Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g. e-cigarettes or similar devices) or vapor products (or similar products), on School Property or at any School Sponsored Activity. For purposes of this policy, the term "electronic nicotine delivery system" shall mean an electronic device that may be used to simulate smoking in the delivery of nicotine or other substance to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, and the term "vapor product" shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not contain nicotine, that is inhaled by the user of such product.~~

~~Legal References:~~

~~Pro-Children Act of 2001, [Pub. L. 107-110](#), 115 Stat. 1174, [20 U.S.C. § 7183](#)  
[Public Act 14-76](#), "An Act Concerning The Governor's Recommendations  
Regarding Electronic Nicotine Delivery Systems And Youth Smoking Prevention"  
[Public Act 15-206](#), "An Act Regulating Electronic Nicotine Delivery Systems and  
Vapor Products"  
[Conn. Gen. Stat. §10-233a\(h\)](#)~~

ADOPTED: April 18, 2016  
REVISED: March 25, 2019  
**REVISED:**

**Weston Public Schools Weston, Connecticut**

## **R 1321 Public Performances by Students**

The Board of Education recognizes that worthy educational values may be served by student participation in civic and community affairs when such performances contribute to the educational process and objectives of that particular class and when they do not interfere with other classes or activities within the school. Student participation in appropriate civic and community affairs is encouraged. School groups and individuals may, with the permission of Principals, participate in local public events which fall into the following classifications.

School groups may participate in event that fall into any of the following classifications::

1. Events sponsored by the schools. Educational events in which the school serves as host shall have priority in scheduling appearances.
2. Community functions in the interests of the school, such as those originated by a PTA/O or other parent groups.
3. Noncommercial civic occasions of local, state or national interest.
4. Events that are primarily patriotic in nature, such as Veteran's Day.
5. Charity benefit activities provided such activity has been specifically approved in advance by the Superintendent.
6. Programs sponsored by established public agencies, or programs sponsored jointly by the school system and mass communication media where the time or space given to the programs are of a public nature.

School groups may not participate in events that fall into any of the following classifications:

1. Events where a school name, the names of school-sponsored groups or school equipment are exploited for private gain or for advertising of commercial projects or products.
2. Events for furtherance of any politically partisan interest. In questionable cases the matter shall be referred to the Board of Education for its review.
3. Non-school events which unduly interfere with regular school programs, or that require excessive time for rehearsal or preparation.

Regulation approved: November 6, 1989

**Weston Public Schools Weston, Connecticut**



**Series 5000P 5114  
Students**

~~*[NOTE TO CLIENT: Pursuant to Connecticut General Statutes Section 10-222cc, boards of education must adopt and implement the Connecticut School Climate Policy, which was developed by the Connecticut Association of Boards of Education, by July 1, 2025. As such, this policy includes updated definitions of bullying and challenging behavior, as defined by state law and the School Climate Policy. Please ensure that your District's handbook notices and/or codes of conduct are updated to reflect the changes to the student discipline policy, including updated definitional terms.]*~~

## STUDENT DISCIPLINE

It is the policy of the [REDACTED] Weston Board of Education (the “Board”) to create a school environment that promotes respect of self, others, and property within the [REDACTED] Weston Public Schools (the “District”). Compliance with this policy will enhance the Board and the District’s ability to maintain discipline and reduce interference with the educational process that can result from student misconduct. Pursuant to this policy, the District shall promote the utilization of consistent discipline practices, both within and across schools in the District, while also promoting the consideration of individual circumstances arising in each student disciplinary matter.

Where appropriate, the District utilizes strategies that teach, encourage, and reinforce positive student behavior. Such strategies include, but are not limited to, using evidence and research-based interventions, including restorative practices, and may be implemented with or without imposing discipline, as appropriate. In addition to implementing this Student Discipline policy, the District shall address student behavior in accordance with the Board’s School Climate Policy, Restorative Practices Response Policy, and any school rules, student handbook, and/or code of conduct provisions regarding the same.

### I. Definitions

- A. **Bullying** means unwanted and aggressive behavior among children in grades kindergarten to twelve, inclusive, that involves a real or perceived power imbalance.
- B. **Cannabis** means marijuana, as defined by Conn. Gen. Stat. § 21a-240.  
beep

- C. **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.
- D. **Dangerous Instrument** means any instrument, article or substance which, under the circumstances in which it is used or attempted or threatened to be used, is capable of causing death or serious physical injury, and includes a "vehicle" or a dog that has been commanded to attack.
- E. **Deadly Weapon** means any weapon, whether loaded or unloaded, from which a shot may be discharged, or a switchblade knife, gravity knife, billy, blackjack, bludgeon or metal knuckles. A weapon such as a pellet gun and/or air soft pistol may constitute a deadly weapon if such weapon is designed for violence and is capable of inflicting death or serious bodily harm. In making such determination, the following factors should be considered: design of weapon; how weapon is typically used (e.g., hunting); type of projectile; force and velocity of discharge; method of discharge (e.g., spring v. CO2 cartridge) and potential for serious bodily harm or death.
- F. **Electronic Defense Weapon** means a weapon which by electronic impulse or current is capable of immobilizing a person temporarily, but is not capable of inflicting death or serious physical injury, including a stun gun or other conductive energy device.
- G. **Emergency** means a situation in which the continued presence of the student in school poses such a danger to persons or property or such a disruption of the educational process that a hearing may be delayed until a time as soon after the exclusion of such student as possible.
- H. **Exclusion** means any denial of public school privileges to a student for disciplinary purposes.
- I. **Expulsion** means the exclusion of a student from school privileges for more than ten (10) consecutive school days and shall be deemed to include, but not be limited to, exclusion from the school to which such student was assigned at the time such disciplinary action was taken. The expulsion period may not extend beyond one (1) calendar year.
- J. **Firearm**, as defined in 18 U.S.C § 921, means (a) any weapon (including a starter gun) that will, is designed to, or may be readily converted to expel a projectile by the action of an explosive, (b) the frame or receiver of any such weapon, (c) a firearm muffler or silencer, or (d) any destructive device. The term firearm does not include an antique firearm. As used in this definition, a "**destructive device**" includes any explosive, incendiary, or poisonous gas device, including a bomb, a grenade, a rocket having a

propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter ounce, a mine, or any other similar device; or any weapon (other than a shotgun or shotgun shell which the Attorney General finds is generally recognized as particularly suited for sporting purposes) that will, or may be readily converted to, expel a projectile by explosive or other propellant, and which has a barrel with a bore of more than ½" in diameter. The term "destructive device" also includes any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A "destructive device" does not include: an antique firearm; a rifle intended to be used by the owner solely for sporting, recreational, or cultural purposes; or any device which is neither designed nor redesigned for use as a weapon.

- K. **Generative Artificial Intelligence ("AI")** refers to a technology system, including but not limited to ChatGPT, ~~[NOTE TO CLIENT: add other AI systems the District wishes to include as examples]~~ capable of learning patterns and relationships from data, enabling it to create content, including but not limited to text, images, audio, or video, when prompted by a user.
- L. **Protected Class Harassment** is a form of discrimination on the basis of any protected characteristic (or protected class) including race, color, religion, age, sex, sexual orientation, marital status, national origin, alienage, ancestry, disability, pregnancy, gender identity or expression, veteran status, status as a victim of domestic violence, status as a victim of sexual assault or status as a victim of trafficking in persons, or any other basis prohibited by state or federal law ("Protected Class"). Harassment constitutes unlawful discrimination when it creates a hostile environment, which occurs when the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit a student's ability to participate in or benefit from the services, activities, or opportunities offered by a school. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment against any individual on the basis of that individual's association with someone in a Protected Class may be a form of Protected Class harassment.
- M. **In-School Suspension** means an exclusion from regular classroom activity for no more than five (5) consecutive school days, but not exclusion from school, provided such exclusion shall not extend beyond the end of the school year in which such in-school suspension was imposed. No student shall be placed on in-school suspension more than fifteen (15) times or a total of fifty (50) days in one (1) school year, whichever results in fewer days of exclusion.

- N. **Martial Arts Weapon** means a nunchaku, kama, kasari-fundo, octagon sai, tonfa or chinese star.
- O. **Removal** is the exclusion of a student from a classroom for all or part of a single class period, provided such exclusion shall not extend beyond ninety (90) minutes.
- P. **School Days** shall mean days when school is in session for students.
- Q. **School-Sponsored Activity** means any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.
- R. **Seriously Disruptive of the Educational Process**, as applied to off-campus conduct, means any conduct that markedly interrupts or severely impedes the day-to-day operation of a school.
- S. **Suspension** means the exclusion of a student from school and/or transportation services only, provided such suspension shall not extend beyond the end of the school year in which such suspension is imposed; and further provided no student shall be suspended more than ten (10) times or a total of fifty (50) days in one school year, whichever results in fewer days of exclusion, unless such student is granted a formal hearing as provided below.
- T. **Synthetically created image** means any photograph, film, videotape or other image of a person that (A) is (i) not wholly recorded by a camera, or (ii) either partially or wholly generated by a computer system, and (B) depicts, and is virtually indistinguishable from what a reasonable person would believe is the actual depiction of, an identifiable person.
- U. **Weapon** means any BB gun, any blackjack, any metal or brass knuckles, any police baton or nightstick, any dirk knife or switch knife, any knife having an automatic spring release device by which a blade is released from the handle, having a blade of over one and one-half inches in length, any stiletto, any knife the edged portion of the blade of which is four inches and over in length, any martial arts weapon or electronic defense weapon, or any other dangerous or deadly weapon or instrument, unless permitted by law under Section 29-38 of the Connecticut General Statutes.
- V. Notwithstanding the foregoing definitions, the reassignment of a student from one regular education classroom program in the District to another regular education classroom program in the District shall not constitute a suspension or expulsion.

- W. For purposes of this policy, references to “school”, “school grounds” and “classroom” shall include physical educational environments, including on school transportation, as well as environments in which students are engaged in remote learning, which means instruction by means of one or more Internet-based software platforms as part of a remote learning model.

II. Scope of the Student Discipline Policy

A. *Conduct on School Grounds, on School Transportation, or at a School-Sponsored Activity:*

1. Suspension. Students may be **suspended** for conduct on school grounds, on school transportation, or at any school-sponsored activity that **violates a publicized policy of the Board or is seriously disruptive of the educational process or endangers persons or property.**
2. Expulsion. Students may be **expelled** for conduct on school grounds, on school transportation, or at any school-sponsored activity that either **(1) violates a publicized policy of the Board and is seriously disruptive of the educational process, or (2) endangers persons or property.**

B. *Conduct off School Grounds:*

Discipline. Students may be disciplined, including suspension and/or expulsion, for conduct off school grounds if such conduct **violates a publicized policy of the Board and is seriously disruptive of the educational process.**

C. *Seriously Disruptive of the Educational Process:*

In making a determination as to whether off campus conduct is seriously disruptive of the educational process, the Administration and the Board may consider, but such consideration shall not be limited to, the following factors: (1) **whether the incident occurred within close proximity of a school;** (2) **whether other students from the school were involved or whether there was any gang involvement;** (3) **whether the conduct involved violence, threats of violence, or the unlawful use of a weapon,** as defined in Section 29-38 of the Connecticut General Statutes, and **whether any injuries occurred;** and (4) **whether the conduct involved the use of alcohol.** The Administration and/or the Board may also consider (5) **whether the off-campus conduct involved the illegal use of drugs.**

D. ***Misconduct Involving Cannabis:***

A student shall not have greater discipline, punishment, or sanction for the use, sale, or possession of cannabis on school property than a student would face for the use, sale, or possession of alcohol on school property, except as otherwise required by applicable law.

III. Actions Leading to Disciplinary Action, including Removal from Class, Suspension and/or Expulsion

Conduct that is considered to violate a publicized policy of the Board includes the offenses described below. Any such conduct may lead to disciplinary action (including, but not limited to, removal from class, suspension and/or expulsion in accordance with this policy):

1. Striking or assaulting a student, member of the school staff or other person(s).
2. Theft.
3. The use of obscene or profane language or gestures.
4. The possession, display and/or dissemination of obscenity or pornographic images or the unauthorized or inappropriate possession, display and/or dissemination of images, pictures or photographs depicting nudity, including intimate synthetically created images.
5. Violation of smoking, dress, transportation regulations, or other regulations and/or policies governing student conduct.
6. Refusal to obey a member of the school staff, law enforcement authorities, or school volunteers, or disruptive classroom behavior.
7. The use of one or more of the following: objectively offensive racial, ethnic, or religious epithets (or epithets commonly associated with any Protected Class membership, including but not limited to epithets relating to sex, sexual orientation, and/or gender identity or expression); other words or phrases commonly considered demeaning or degrading on the basis of Protected Class membership; display of images or symbols commonly associated with discrimination against individuals on the basis of their membership in a Protected Class; graphic, written or electronic communications that are harmful, or humiliating based on Protected Class membership; bigoted conduct or communications;

and/or physical, written, electronic or verbal threats based on Protected Class membership.

8. Any act of Protected Class Harassment or reprisal or retaliation against any individual for reporting in good faith incidents of Protected Class Harassment, or who participate in the investigation of such reports.
9. Refusal by a student to respond to a staff member's request for the student to provide the student's name to a staff member when asked, misidentification of oneself to such person(s), lying to school staff members or otherwise engaging in dishonest behavior.
10. Inappropriate displays of public affection of a sexual nature and/or sexual activity on school grounds, on school transportation, or at a school-sponsored activity.
11. A walk-out from or sit-in within a classroom or school building or school grounds.
12. Blackmailing, threatening or intimidating school staff or students (or acting in a manner that could be construed to constitute blackmail, a threat, or intimidation, regardless of whether intended as a joke), including the use of AI to engage in such conduct.
13. Possession and/or use of any weapon, weapon facsimile, deadly weapon, martial arts weapon, electronic defense weapon, pistol, knife, blackjack, bludgeon, box cutter, metal knuckles, pellet gun, air pistol, explosive device, firearm, whether loaded or unloaded, whether functional or not, or any other dangerous object or instrument. The possession and/or use of any object or device that has been converted or modified for use as a weapon.
14. Possession of any ammunition for any weapon described above in Paragraph 13.
15. Unauthorized entrance into any school facility or portion of a school facility or aiding or abetting an unauthorized entrance.
16. Possession or ignition of any fireworks, combustible or other explosive materials, or ignition of any material causing a fire. Possession of any materials designed to be used in the ignition of combustible materials, including matches and lighters.
17. Possession, sale, distribution, use, or consumption of tobacco, electronic nicotine delivery systems (e.g., e-cigarettes), electronic

cannabis delivery system, or vapor products, or the unlawful possession, sale, distribution, use or consumption of drugs, narcotics or alcoholic beverages (or any facsimile of tobacco, drugs, narcotics or alcoholic beverages, or any item represented to be tobacco, drugs or alcoholic beverages), including being under the influence of any such substances or aiding in the procurement of any such substances. For the purposes of this Paragraph 17, the term “electronic nicotine delivery system” shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device, and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. For purposes of Paragraph 17, the term “electronic cannabis delivery system” shall mean an electronic device that may be used to simulate smoking in the delivery of cannabis to a person inhaling the device and includes, but is not limited to, a vaporizer, electronic pipe, electronic hookah and any related device and any cartridge or other component of such device. For the purposes of Paragraph 17, the term “vapor product” shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. For the purposes of this Paragraph 17, the term "drugs" shall include, but shall not be limited to, any medicinal preparation (prescription and non-prescription) and any controlled substance whose possession, sale, distribution, use or consumption is illegal under state and/or federal law, including cannabis.

18. Sale, distribution, or consumption of substances contained in household items; including, but not limited to glue, paint, accelerants/propellants for aerosol canisters, and/or items such as the aerators for whipped cream; if sold, distributed or consumed for the purpose of inducing a stimulant, depressant, hallucinogenic or mind-altering effect.
19. Possession of paraphernalia used or designed to be used in the consumption, sale or distribution of drugs, alcohol or tobacco, as described in Paragraph 17 above. For purposes of this policy, drug paraphernalia includes any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or

otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to items such as "bongs," pipes, "roach clips," vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances, including cannabis.

20. The destruction of real, personal or school property, such as, cutting, defacing or otherwise damaging property in any way.
21. Accumulation of offenses such as school and class tardiness, class or study hall cutting, or failure to attend detention.
22. Trespassing on school grounds while on out-of-school suspension or expulsion.
23. Making false bomb threats or other threats to the safety of students, employees, and/or other persons.
24. Defiance of school rules and the valid authority of teachers, supervisors, administrators, other employees and/or law enforcement authorities.
25. Throwing snowballs, rocks, sticks and/or similar objects, except as specifically authorized by school employees responsible for student supervision.
26. Unauthorized and/or reckless and/or improper operation of a motor vehicle on school grounds or at any school-sponsored activity.
27. Leaving school grounds, school transportation or a school-sponsored activity without authorization.
28. Use of or copying of the academic work of another individual and presenting it as the student's own work, without proper attribution; the unauthorized use of AI for the completion of class assignments; or any other form of academic dishonesty, cheating or plagiarism.
29. Possession and/or use of a cellular telephone, radio, portable audio player, CD player, blackberry, tablet, personal data assistant, walkie talkie, Smartphone, mobile or handheld device, or similar electronic device, on school grounds, on school transportation, or at a school-sponsored activity in violation of Board policy and/or administrative regulations regulating the use of such devices.

~~30. Possession and/or use of a beeper or paging device on school grounds, on school transportation, or at a school-sponsored activity without the written permission of the principal or designee.~~

~~31.~~30. Unauthorized use of or tampering with any school computer, computer system, computer software, Internet connection or similar school property or system, or the use of such property or system for inappropriate purposes, including using AI in a manner that disrupts or undermines the effective operation of the school district or is otherwise seriously disruptive to the educational process.

~~32.~~31. Possession and/or use of a laser pointer, unless the student possesses the laser pointer temporarily for an educational purpose while under the direct supervision of a responsible adult.

~~33.~~32. Hazing.

~~34.~~33. Challenging behavior, including, but not limited to, bullying, as defined in the Board's School Climate Policy and above.

~~35.~~34. Cyberbullying, defined as any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

~~36.~~35. Acting in any manner that creates a health and/or safety hazard for employees, students, third parties on school property or the public, regardless of whether the conduct is intended as a joke, including but not limited to violating school or District health and safety protocols.

~~37.~~36. Engaging in a plan to stage or create a violent and/or sexual situation or activity for the purposes of recording it by electronic means and/or recording such situation or activity by electronic means. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances.

~~38.~~37. The unauthorized publication or dissemination of a recording (photographic or audio) of another individual without permission of the individual or a school employee. Reporting recordings to school officials may warrant exceptions from disciplinary action in certain circumstances.

~~39.~~38. Using computer systems, including email, remote learning platforms, instant messaging, text messaging, blogging or the use

of social networking websites, AI, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

~~40.39.~~ Use of a privately owned electronic or technological device in violation of school rules, including the unauthorized recording (photographic or audio) of another individual without permission of the individual or a school employee.

~~41.40.~~ Engaging in teen dating violence, defined as any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, which occurs between two students who are currently in or who have recently been in a dating relationship.

~~42.41.~~ Any action prohibited by any Federal or State law.

~~43.42.~~ Any other violation of school rules or regulations or a series of violations which makes the presence of the student in school seriously disruptive of the educational process and/or a danger to persons or property.

#### IV. Discretionary and Mandatory Expulsions

- A. An administrator responsible for a school program (“responsible administrator”) may consider recommendation of expulsion of a student in **grades three to twelve, inclusive**, in a case where the responsible administrator has reason to believe the student has engaged in conduct described at Sections II.A. or II.B., above.
- B. A responsible administrator must recommend expulsion proceedings in all cases against any student in **grades kindergarten to twelve, inclusive**, whom the District Administration has reason to believe:
1. was in possession on school grounds, on school transportation, or at a school-sponsored activity of a deadly weapon, dangerous instrument, martial arts weapon, or firearm as defined in 18 U.S.C. § 921 as amended from time to time; or
  2. **off school grounds, possessed a firearm** as defined in 18 U.S.C. § 921, in violation of Conn. Gen. Stat. § 29-35, or **possessed and used a firearm** as defined in 18 U.S.C. § 921, a **deadly weapon**, a **dangerous instrument** or a **martial arts weapon** in the **commission of a crime** under chapter 952 of the Connecticut General Statutes; or
  3. was engaged **on or off school grounds or school transportation in offering for sale or distribution a controlled substance** (as defined

in Conn. Gen. Stat. § 21a-240(9)), whose manufacturing, distribution, sale, prescription, dispensing, transporting, or possessing with intent to sell or dispense, offering or administering is subject to criminal penalties under Conn. Gen. Stat. §§21a-277 and 21a-278. Sale or distribution of less than one (1) kilogram of cannabis is not subject to mandatory expulsion.

The terms “**dangerous instrument,**” “**deadly weapon,**” “**electronic defense weapon,**” “**firearm,**” and “**martial arts weapon,**” are defined above in Section I.

- C. In any preschool program provided by the Board or provided by a regional educational service center or a state or local charter school pursuant to an agreement with the Board, no **student enrolled in such a preschool program** shall be expelled from such preschool program, except an expulsion hearing shall be conducted by the Board in accordance with Section IX of this policy whenever the Administration has reason to believe that that a student enrolled in such preschool program was in **possession of a firearm** as defined in 18 U.S.C. § 921, as amended from time to time, on or off school grounds, on school transportation, or at a preschool program-sponsored event. The term “**firearm**” is defined above in Section I.
- D. Upon receipt of an expulsion recommendation, the Superintendent may conduct an inquiry concerning the expulsion recommendation.

If the Superintendent or designee determines that a student should or must be expelled, the Superintendent or designee shall forward such recommendation to the Board so that the Board can consider and act upon this recommendation.

- E. In keeping with Conn. Gen. Stat. § 10-233d and the Gun-Free Schools Act, it shall be the policy of the Board to expel a student in grades kindergarten to twelve, inclusive, for one (1) full calendar year for the conduct described in Section IV.B(1), (2) and (3) of this policy and to expel a student enrolled in a preschool program for one (1) calendar year for the conduct described in Section IV.C. For any mandatory expulsion offense, the Board may modify the term of expulsion on a case-by-case basis.
- V. Procedures Governing Behavior that Causes a Serious Disruption
- A. A school principal or other school administrator shall notify a parent or guardian of a student whose behavior has caused a serious disruption to the instruction of other students; caused self-harm; or caused physical

harm to a teacher, another student, or other school employee not later than twenty-four (24) hours after such behavior occurs.

- B. Such notice shall include, but not be limited to, informing such parent or guardian that the teacher of record in the classroom in which such behavior occurred may request a behavior intervention meeting.
- C. If the teacher of record in the classroom ultimately requests a behavior intervention meeting with the crisis intervention team for the school, the parent or guardian must be notified that such meeting will occur.
- D. If a behavior intervention meeting occurs, the crisis intervention team shall, not later than seven (7) days after the behavior intervention meeting, provide to the parent or guardian of such student, in the dominant language of such parent or guardian, a written summary of such meeting, including, but not limited to, the resources and supports identified.

#### VI. Procedures Governing Removal from Class

- A. A student may be removed from class by a teacher or administrator if the student deliberately causes a serious disruption of the educational process. When a student is removed by a teacher, the teacher must send the student to a designated area and notify the building principal or designee at once.
- B. A student may not be removed from class more than six (6) times in one school year nor more than twice in one week unless the student is referred to the responsible administrator or the administrator's designee and granted an informal hearing at which the student should be informed of the reasons for the disciplinary action and given an opportunity to explain the situation.
- C. The parents or guardian of any minor student removed from class shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of such removal from class.

#### VII. Procedures Governing Suspension

- A. The responsible administrator or the administrator's designee shall have the right to suspend a student for breach of conduct as noted in Section II of this policy for not more than the following: five (5) consecutive school days for an in-school suspension; ten (10) consecutive school days for an out-of-school suspension for students in grades three through twelve, inclusive; or five (5) consecutive school days for an out-of-school suspension for students in grades preschool to two, inclusive. In cases where suspension is contemplated, the following procedures shall be followed.

1. Unless an emergency situation exists, no student shall be suspended prior to having an informal hearing before the responsible administrator or the administrator's designee at which the student is informed of the alleged misconduct and given an opportunity to respond. In the event of an emergency, the informal hearing shall be held as soon after the suspension as possible.
2. Prior to conducting the informal hearing referenced above, an administrator, school counselor or school social worker at the student's school must contact the District's Homeless Education Liaison to determine whether the student is a homeless child or youth, as defined by the McKinney-Vento Homeless Assistance Act. If a student is determined to be a homeless child or youth, the responsible administrator or the administrator's designee must consider the impact of homelessness on the student's behavior during the informal hearing.
3. If suspended, such suspension shall be an in-school suspension, except the responsible administrator or the administrator's designee may impose an out-of-school suspension on any student:
  - a. in grades three to twelve, inclusive, if, during the informal hearing, (i) the responsible administrator or the administrator's designee determines that the student poses such a danger to persons or property or such a disruption of the educational process that the student should be excluded from school during the period of suspension; or (ii) the responsible administrator or the administrator's designee determines that an out-of-school suspension is appropriate based on evidence of (A) the student's previous disciplinary problems that have led to suspensions or expulsion of such student, and (B) previous efforts by the District Administration to address the student's disciplinary problems through means other than out-of-school suspension or expulsion, including positive behavioral support strategies, or
  - b. in grades preschool to two, inclusive, if the responsible administrator or the administrator's designee
    - (i) determines that an out-of-school suspension is appropriate for such student based on evidence that such student's conduct on school grounds is behavior that caused physical harm;
    - (ii) requires that such student receives services that are trauma-informed and developmentally

- appropriate and align with any behavioral intervention plan, individualized education program (“IEP”) or plan pursuant to Section 504 of the Rehabilitation Act of 1973 (“Section 504”) for such student upon such student's return to school immediately following the out-of-school suspension; and
- (iii) considers whether to convene a Planning and Placement Team (“PPT”) meeting for the purposes of conducting an evaluation to determine whether such student may require special education or related services.
4. Evidence of past disciplinary problems that have led to removal from a classroom, suspension, or expulsion of a student who is the subject of an informal hearing may be received by responsible administrator or the administrator’s designee, but only considered in the determination of the length of suspensions.
  5. By telephone, responsible administrator or the administrator’s designee shall make reasonable attempts to immediately notify the parent or guardian of a minor student following the suspension and to state the cause(s) leading to the suspension.
  6. Whether or not telephone contact is made with the parent or guardian of such minor student, responsible administrator or the administrator’s designee shall forward a letter promptly to such parent or guardian to the last address reported on school records (or to a newer address if known by the responsible administrator or the administrator’s designee), offering the parent or guardian an opportunity for a conference to discuss same.
  7. In all cases, the parent or guardian of any minor student who has been suspended shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the suspension.
  8. Not later than twenty-four (24) hours after the commencement of the suspension, the responsible administrator or the administrator’s designee shall also notify the Superintendent or designee of the name of the student being suspended and the reason for the suspension.
  9. The student shall be allowed to complete any classwork, including examinations, without penalty, which the student missed while under suspension.

10. The Administration may, in its discretion, shorten or waive the suspension period for a student who has not previously been suspended or expelled, if the student completes an Administration-specified program and meets any other conditions required by the Administration. Such Administration-specified program shall not require the student and/or the student's parents to pay for participation in the program. The Superintendent may delegate this authority to building or program level administrators.
  11. Notice of the suspension shall be recorded in the student's cumulative educational record. Such notice shall be expunged from the cumulative educational record if the student graduates from high school. In cases where the student's period of suspension is shortened or waived in accordance with Section VII.A(10), above, the Administration may choose to expunge the suspension notice from the cumulative record at the time the student completes the Administration-specified program and meets any other conditions required by the Administration. The Superintendent may delegate this authority to building or program level administrators.
  12. If the student has not previously been suspended or expelled, and the Administration chooses to expunge the suspension notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged disciplinary notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspensions or expulsions by the student would constitute the student's first such offense.
  13. The decision of the responsible administrator or the administrator's designee with regard to disciplinary actions up to and including suspensions shall be final.
  14. During any period of suspension served out of school, the student shall not be permitted to be on school property and shall not be permitted to attend or participate in any school-sponsored activities, unless the responsible administrator or the administrator's designee specifically authorizes the student to enter school property for a specified purpose or to participate in a particular school-sponsored activity.
- B. In cases where a student's suspension will result in the student being suspended more than ten (10) times or for a total of fifty (50) days in a

school year, whichever results in fewer days of exclusion, the student shall, prior to the pending suspension, be granted a formal hearing before the Board. The responsible administrator or the administrator's designee shall report the student to the Superintendent or designee and request a formal Board hearing. If an emergency situation exists, such hearing shall be held as soon after the suspension as possible.

VIII. Procedures Governing In-School Suspension

- A. The responsible administrator or the administrator's designee may impose in-school suspension in cases where a student's conduct endangers persons or property, violates school policy or seriously disrupts the educational process as determined by the responsible administrator or the administrator's designee.
- B. In-school suspension may not be imposed on a student without an informal hearing by responsible administrator or the administrator's designee.
- C. In-school suspension may be served in the school or program that the student regularly attends or in any other school building within the jurisdiction of the Board.
- D. No student shall be placed on in-school suspension more than fifteen (15) times or for a total of fifty (50) days in one school year, whichever results in fewer days of exclusion.
- E. The parents or guardian of any minor student placed on in-school suspension shall be given notice of such suspension within twenty-four (24) hours of the time of the institution of the period of the in-school suspension.

IX. Procedures Governing Expulsion Hearing

A. ***Emergency Exception:***

Except in an emergency situation, the Board shall, prior to expelling any student, conduct a hearing to be governed by the procedures outlined herein and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233l, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a. Whenever an emergency exists, the hearing provided for herein shall be held as soon as possible after the expulsion.

**B. *Hearing Panel:***

1. Expulsion hearings conducted by the Board will be heard by any three or more Board members. A decision to expel a student must be supported by a majority of the Board members present, provided that no less than three (3) affirmative votes to expel are cast.
2. Alternatively, the Board may appoint an impartial hearing board composed of one (1) or more persons to hear and decide the expulsion matter, provided that no member of the Board may serve on such panel.

**C. *Hearing Notice and Rights of the Student and Parent(s)/Guardian(s):***

1. Written notice of the expulsion hearing must be given to the student, and, if the student is a minor, to the student's parent(s) or guardian(s) at least five (5) business days before such hearing, not including the day of such hearing.
2. A copy of this Board policy on student discipline shall also be given to the student, and if the student is a minor, to the student's parent(s) or guardian(s), at the time the notice is sent that an expulsion hearing will be convened.
3. The written notice of the expulsion hearing shall inform the student of the following:
  - a. The date, time, place and nature of the hearing, including if the hearing will be held virtually, via video conference.
  - b. The legal authority and jurisdiction under which the hearing is to be held, including a reference to the particular sections of the legal statutes involved.
  - c. A short, plain description of the conduct alleged by the Superintendent or designee.
  - d. The student may present as evidence relevant testimony and documents concerning the conduct alleged and the appropriate length and conditions of expulsion; and that the expulsion hearing may be the student's sole opportunity to present such evidence.
  - e. The student may cross-examine witnesses called by the Superintendent or designee.

- f. The student may be represented by an attorney or other advocate of the student's choice at the student's expense or at the expense of the student's parent(s) or guardian(s).
  - g. A student is entitled to the services of a translator or interpreter, to be provided by the Board, whenever the student or the student's parent(s) or guardian(s) requires the services of an interpreter because they do not speak the English language or are disabled.
  - h. The conditions under which the Board is not legally required to give the student an alternative educational opportunity (if applicable).
  - i. Information concerning the parent's(s') or guardian's(s') and the student's legal rights and about free or reduced-rate legal services and how to access such services.
  - j. The parent(s) or guardian(s) of the student have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation, except that if an emergency exists, such hearing shall be held as soon after the expulsion as possible.
4. Prior to conducting the expulsion hearing, an administrator, school counselor, or school social worker at the student's school must contact the District's Homeless Education Liaison to determine whether the student is a homeless child or youth, as defined by the McKinney-Vento Homeless Assistance Act.

**D. *Hearing Procedures:***

- 1. The hearing will be conducted by the Presiding Officer, who will call the meeting to order, introduce the parties, Board members and others participating in the hearing (if applicable), briefly explain the hearing procedures, and swear in any witnesses called by the Superintendent/designee or the student. If an impartial board or more than one person has been appointed, the impartial board shall appoint a Presiding Officer.
- 2. The hearing will be conducted in executive session. A verbatim record of the hearing will be made, either by tape or digital recording or by a stenographer. A record of the hearing will be maintained, including the verbatim record, all written notices and

documents relating to the case and all evidence received or considered at hearing.

3. The Superintendent or designee shall bear the burden of production to come forward with evidence to support its case and shall bear the burden of persuasion. The standard of proof shall be a preponderance of the evidence.
4. Formal rules of evidence will not be followed. The Board (or the impartial board) has the right to accept hearsay and other evidence if it deems that evidence relevant or material to its determination. The Presiding Officer will rule on testimony or evidence as to it being immaterial, irrelevant and/or any other objections to its submission.
5. The hearing will be conducted in two (2) parts. In the first part of the hearing, the Board (or the impartial board) will receive and consider evidence regarding the conduct alleged by the Administration.
6. In the first part of the hearing, the charges will be introduced into the record by the Superintendent or designee.
7. Each witness for the Superintendent or designee will be called and sworn. After a witness has finished testifying, the witness will be subject to cross-examination by the opposite party or the witness' legal counsel, by the Presiding Officer and by Board members (or the impartial board).
8. The student shall not be compelled to testify at the hearing.
9. After the Superintendent or designee has presented the Administration's case, the student will be asked if the student has any witnesses or evidence to present concerning the charges. If so, the witnesses will be sworn, will testify, and will be subject to cross examination and to questioning by the Superintendent or designee, the Presiding Officer and/or by the Board (or the impartial board). The student may also choose to make a statement at this time. If the student chooses to make a statement, the student will be sworn and subject to cross examination and questioning by the Superintendent or designee, the Presiding Officer and/or by the Board (or the impartial board). Concluding statements will be made by the Superintendent or designee and then by the student and/or the student's representative.

10. In cases where the student has denied the allegation, the Board (or the impartial board) must determine whether the student committed the offense(s) as charged by the Superintendent or designee.
11. If the Board (or the impartial board) determines that the student has committed the conduct as alleged, then the Board (or the impartial board) shall proceed with the second portion of the hearing, during which the Board (or the impartial board) will receive and consider relevant evidence regarding the length and conditions of expulsion.
12. When considering the length and conditions of expulsion, the Board (or the impartial board) may review the student's attendance, academic and past disciplinary records. The Board (or the impartial board) may not review notices of prior expulsions or suspensions which have been expunged from the student's cumulative record, except as so provided in Section VII.A (10), (11), (12), above, and Section XI, below. The Board (or the impartial board) may ask the Superintendent or designee for a recommendation as to the discipline to be imposed.
13. Evidence of past disciplinary problems that have led to removal from a classroom, suspension or expulsion of a student being considered for expulsion may be considered only during the second portion of the hearing, during which the Board (or the impartial board) is considering length of expulsion and nature of alternative educational opportunity to be offered.
14. If a student is determined to be a homeless child or youth as described in Subsection IX.C(4), the Board (or the impartial board) must consider the impact of homelessness on the student's behavior. Such student may not be expelled without a plan of interventions and supports to mitigate the impact of homelessness on the student's behavior. If the student is identified as a homeless child or youth and is expelled more than one time, the student shall be provided a meeting with the District's Homeless Education Liaison.
15. Where administrators presented the case in support of the charges against the student, neither such administrative staff nor the Superintendent or designee shall be present during the deliberations of the Board (or the impartial board) either on questions of evidence or on the final discipline to be imposed. The Superintendent or designee may, after reviewing the incident with administrators, and reviewing the student's records, make a

recommendation to the Board (or the impartial panel) as to the appropriate discipline to be applied.

16. The Board (or the impartial board) shall make findings as to the truth of the charges, if the student has denied them; and, in all cases, the disciplinary action, if any, to be imposed. While the hearing itself is conducted in executive session, the vote regarding expulsion must be made in open session and in a manner that preserves the confidentiality of the student's name and other personally identifiable information.
17. Except for a student who has been expelled based on possession of a firearm or deadly weapon as described in subsection IV.B(1) and (2) above, the Board (or the impartial board) may, in its discretion, shorten or waive the expulsion period for a student who has not previously been suspended or expelled, if the student completes a Board-specified program and meets any other conditions required by the Board (or the impartial board). The Board-specified program shall not require the student and/or the student's ~~parent~~parents/guardians to pay for participation in the program.
18. The Board (or the impartial board) shall report its final decision in writing to the student, or if such student is a minor, also to the parent(s) or guardian(s), stating the reasons on which the decision is based, and the disciplinary action to be imposed. Said decision shall be based solely on evidence presented at the hearing. The parents or guardian or any minor student who has been expelled shall be given notice of such disciplinary action within twenty-four (24) hours of the time of the institution of the period of the expulsion.
19. The hearing may be conducted virtually, via video conference, at the direction of the Board (or the impartial board), in the event school buildings are closed to students or individuals are provided limited access to school buildings due to a serious health or other emergency. Any virtual hearing must provide the student the due process rights identified in this Subsection D.

F. ***Presence on School Grounds, on School Transportation, and Participation in School-Sponsored Activities During Expulsion:***

During the period of expulsion, the student shall not be permitted to be on school property or on school transportation, and shall not be permitted to attend or participate in any school-sponsored activities, except for the student's participation in any alternative educational opportunity provided by the District in accordance with this policy, unless the Superintendent or

designee specifically provides written permission for the student to enter school property or school transportation for a specified purpose or to participate in a particular school-sponsored activity.

**G. *Stipulated Agreements:***

In lieu of the procedures used in this Section, the Superintendent or designee and the parent(s) or legal guardian(s) of a student facing expulsion may choose to enter into a Joint Stipulation of the Facts and a Joint Recommendation to the Board concerning the length and conditions of expulsion. Such Joint Stipulation and Recommendation shall include language indicating that the parent(s) or legal guardian(s) understand their right to have an expulsion hearing held pursuant to these procedures, and language indicating that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts and Recommendation. If the Board (or the impartial board) rejects either the Joint Stipulation of Facts or the Recommendation, an expulsion hearing shall be held pursuant to the procedures outlined herein. If the student is eighteen years of age or older, the student shall have the authority to enter into a Joint Stipulation and Recommendation on the student's own behalf.

If the parties agree on the facts, but not on the disciplinary recommendation, the Superintendent or designee and the parents (or legal guardians) of a student facing expulsion may also choose to enter into a Joint Stipulation of the Facts and submit only the Stipulation of the Facts to the Board (or the impartial board) in lieu of holding the first part of the hearing, as described above. Such Joint Stipulation shall include language indicating that the ~~parent~~parents/guardians and/or student over the age of 18 understand their right to have a hearing to determine whether the student engaged in the alleged misconduct and that the Board, in its discretion, has the right to accept or reject the Joint Stipulation of Facts. If the Board (or the impartial board) rejects the Joint Stipulation of Facts, a full expulsion hearing shall be held pursuant to the procedures outlined herein.

**X. Alternative Educational Opportunities for Expelled Students**

**A. *Students under sixteen (16) years of age:***

Whenever the Board expels a student under sixteen (16) years of age, it shall offer any such student an alternative educational opportunity.

**B. *Students sixteen (16) to eighteen (18) years of age:***

1. The Board shall provide an alternative educational opportunity to a sixteen (16) to eighteen (18) year-old student expelled for the first

time if the student requests it and if the student agrees to the conditions set by the Board (or the impartial board). Such alternative educational opportunity may include, but shall not be limited to, the placement of a student who is at least seventeen years of age in an adult education program. Any student participating in an adult education program during a period of expulsion shall not be required to withdraw from school as a condition to participation in the adult education program.

2. The Board is not required to offer an alternative educational opportunity to any student between the ages of sixteen (16) and eighteen (18) who is expelled for a second, or subsequent, time.
3. The Board shall count the expulsion of a student when the student was under sixteen (16) years of age for purposes of determining whether an alternative educational opportunity is required for such student when the student is between the ages of sixteen and eighteen.

C. ***Students eighteen (18) years of age or older:***

The Board is not required to offer an alternative educational opportunity to expelled students eighteen (18) years of age or older.

D. **Content of Alternative Educational Opportunity**

1. For the purposes of Section X, and subject to Subsection X.E, below, any alternative educational opportunity to which an expelled student is statutorily entitled shall be (1) alternative education, as defined by Conn. Gen. Stat. § 10-74j and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the Connecticut State Board of Education (“CSBE”), with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the CSBE.
2. The Superintendent or designee shall develop administrative regulations concerning alternative educational opportunities, which administrative regulations shall be in compliance with the standards adopted by the CSBE. Such administrative regulations shall include, but are not limited to, provisions to address student placement in alternative education; individualized learning plans; monitoring of students placements and performance; and a process for transition planning.

E. ***Students identified as eligible for services under the Individuals with Disabilities Education Act (“IDEA”):***

Notwithstanding Subsections X.A. through D. above, if the Board expels a student who has been identified as eligible for services under the Individuals with Disabilities Education Act (“IDEA”), it shall offer an alternative educational opportunity to such student in accordance with the requirements of IDEA, as it may be amended from time to time, and in accordance with the *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted by the CSBE.

F. ***Students for whom an alternative educational opportunity is not required:***

The Board may offer an alternative educational opportunity to a student for whom such alternative educational opportunity is not required by law or as described in this policy. In such cases, the Board, or if delegated by the Board, the Administration, shall determine the components, including nature, frequency and duration of such services, of any such alternative educational opportunity.

XI. **Notice of Student Expulsion on Cumulative Record**

Notice of expulsion and the conduct for which the student was expelled shall be included on the student’s cumulative educational record. Such notice, except for notice of an expulsion of a student in grades nine through twelve, inclusive, based upon possession of a firearm or deadly weapon, shall be expunged from the cumulative educational record by the District if the student graduates from high school.

In cases where the student’s period of expulsion is shortened or waived in accordance with Section IX.D(17), above, the Board may choose to expunge the expulsion notice from the cumulative record at the time the student completes the Board-specified program and meets any other conditions required by the Board. Except as may be specified by the Board in an expulsion hearing decision, the Board delegates the authority to make decisions pertaining to expungement to the Superintendent.

If a student’s period of expulsion was not shortened or waived, the Board may choose to expunge the expulsion notice from the student’s cumulative record prior to graduation if such student has demonstrated to the Board that the student’s conduct and behavior in the years following such expulsion warrants an expungement. In deciding whether to expunge the expulsion notice, the Board may receive and consider evidence of any subsequent disciplinary problems that have led to removal from a classroom, suspension or expulsion of the student.

Except as may be specified by the Board in an expulsion hearing decision, the Board delegates the authority to make decisions pertaining to expungement to the Superintendent.

If the student has not previously been suspended or expelled, and the Administration chooses to expunge the expulsion notice from the student's cumulative record prior to graduation, the Administration may refer to the existence of the expunged notice, notwithstanding the fact that such notice may have been expunged from the student's cumulative file, for the limited purpose of determining whether any subsequent suspension or expulsion by the student would constitute the student's first such offense.

## XII. Change of Residence During Expulsion Proceedings

### A. *Student moving into the District:*

1. If a student enrolls in the District while an expulsion hearing is pending in another public school district, such student shall not be excluded from school pending completion of the expulsion hearing unless an emergency exists, as defined above. The Board shall retain the authority to suspend the student or to conduct its own expulsion hearing. The procedures outlined above in Section IX and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233l, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a shall be utilized for any hearing conducted under this section.
2. Where a student enrolls in the District during the period of expulsion from another public school district, the Board may adopt the decision of the student expulsion hearing conducted by such other school district. The student shall be excluded from school pending such hearing. The excluded student shall be offered an alternative educational opportunity in accordance with statutory requirements. The Board (or the impartial board) shall make its determination pertaining to expulsion based upon a hearing held by the Board (or the impartial board), which hearing shall be limited to a determination of whether the conduct which was the basis of the previous public school district's expulsion would also warrant expulsion by the Board. The procedures outlined above in Section IX and consistent with the requirements of Conn. Gen. Stat. § 10-233d or Conn. Gen. Stat. § 10-233l, if applicable, as well as the applicable provisions of the Uniform Administrative Procedures Act, Conn. Gen. Stat. §§ 4-176e to 4-180a, and § 4-181a shall be utilized for any hearing conducted under this section.

B. *Student moving out of the District:*

Where a student withdraws from school after having been notified that an expulsion hearing is pending, but before a decision has been rendered by the Board, the notice of the pending expulsion hearing shall be included on the student's cumulative record and the Board shall complete the expulsion hearing and render a decision. If the Board subsequently renders a decision to expel the student, a notice of the expulsion shall be included on the student's cumulative record.

XIII. Procedures Governing Suspension and Expulsion of Students Identified as Eligible for Services under the Individuals with Disabilities Education Act ("IDEA")

A. *Suspension of IDEA students:*

Notwithstanding the foregoing, if a responsible administrator suspends a student identified as eligible for services under the IDEA (an "IDEA student") who has violated any rule or code of conduct of the District that applies to all students, the following procedures shall apply:

1. The responsible administrator shall make reasonable attempts to immediately notify the ~~parent~~parents/guardians of the student of the decision to suspend on the date on which the decision to suspend was made, and a copy of the special education procedural safeguards must either be hand-delivered or sent by mail to the ~~parent~~parents/guardians on the date that the decision to suspend was made.
2. During the period of suspension, the District is not required to provide any educational services to the IDEA student beyond that which is provided to all students suspended by the District, except as set forth in subsection (3) below.
3. If an IDEA student is being suspended and that student has already been removed from their current placement for ten (10) school days in the same school year, school personnel, in consultation with at least one of the student's teachers, must determine the extent to which services are needed so as to enable the student to continue to participate in the general education curriculum, although in another setting, and to progress toward meeting the goals set out in the student's IEP, so long as the suspension does not constitute a change in placement. If the suspension constitutes a change in placement, subsection (B) below will apply.

B. ***Expulsion and Suspensions that Constitute Changes in Placement for IDEA students:***

Notwithstanding any provision to the contrary, if the Administration recommends for expulsion an IDEA student who has violated any rule or code of conduct of the District that applies to all students, the procedures described in this section shall apply. The procedures described in this section shall also apply for students whom the Administration has suspended in a manner that is considered under the IDEA, as it may be amended from time to time, to be a change in educational placement:

1. Upon the decision by the Administration to recommend expulsion or impose a suspension that would constitute a change in educational placement, the Administration shall promptly notify the parent(s)/guardian(s) of the student of the recommendation of expulsion or the suspension that would constitute a change in educational placement, and provide the parents(s)/guardian(s) a copy of the special education procedural safeguards either by hand-delivery or by mail (unless other means of transmission have been arranged).
2. The District shall immediately convene the student's planning and placement team ("PPT"), but in no case later than ten (10) school days after the recommendation for expulsion or the suspension that constitutes a change in placement was made. The student's PPT shall consider the relationship between the student's disability and the behavior that led to the recommendation for expulsion or the suspension which constitutes a change in placement, in order to determine whether the student's behavior was a manifestation of the student's disability.
3. If the student's PPT finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommendation for expulsion or the suspension that constitutes a change in placement.
4. If the student's PPT finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion or suspension that constitutes a change in placement.
5. During any period of expulsion, or suspension of greater than ten (10) days per school year, the Administration shall provide the student with an alternative education program in accordance with the provisions of the IDEA.

6. When determining whether to recommend an expulsion or a suspension that constitutes a change in placement the responsible administrator (or designee) should consider the nature of the misconduct and any relevant educational records of the student.

C. *Removal of Special Education Students for Certain Offenses:*

1. A responsible administrator may remove a student eligible for special education under the IDEA to an appropriate interim alternative educational setting for not more than forty-five (45) school days if the student:
  - a. Was in possession of a dangerous weapon, as defined in 18 U.S.C. 930(g)(2), as amended from time to time, on school grounds, on school transportation, or at a school-sponsored activity, or
  - b. Knowingly possessed or used illegal drugs or sold or solicited the sale of a controlled substance while at school, on school transportation, or at a school-sponsored activity; or
  - c. Has inflicted serious bodily injury upon another person while at school, on school premises, on school transportation, or at a school function.
2. The following definitions shall be used for this subsection XIII.C.:
  - a. **Dangerous weapon** means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2.5 inches in length.
  - b. **Controlled substance** means a drug or other substance identified under schedules I, II, III, IV, or V in section 202(c) of the Controlled Substances Act, 21 U.S.C. 812(c).
  - c. **Illegal drug** means a controlled substance but does not include a substance that is legally possessed or used under the supervision of a licensed health-care professional or that is legally possessed or used under any other authority under the Controlled Substances Act or under any other provision of federal law.

- d. **Serious bodily injury** means a bodily injury which involves: (A) a substantial risk of death; (B) extreme physical pain; (C) protracted and obvious disfigurement; or (D) protracted loss or impairment of the function of a bodily member, organ, or mental faculty.

XIV. Procedures Governing Expulsions for Students Identified as Eligible under Section 504

- A. Except as provided in subsection B below, notwithstanding any provision to the contrary, if the Administration recommends for expulsion a student identified as eligible for educational accommodations under Section 504 who has violated any rule or code of conduct of the District that applies to all students, the following procedures shall apply:
  - 1. The ~~parent~~parents/guardians of the student must be notified of the decision to recommend the student for expulsion.
  - 2. The District shall immediately convene the student's Section 504 team ("504 team") for the purpose of reviewing the relationship between the student's disability and the behavior that led to the recommendation for expulsion. The 504 team will determine whether the student's behavior was a manifestation of the student's disability.
  - 3. If the 504 team finds that the behavior was a manifestation of the student's disability, the Administration shall not proceed with the recommended expulsion.
  - 4. If the 504 team finds that the behavior was not a manifestation of the student's disability, the Administration may proceed with the recommended expulsion.
- B. The Board may take disciplinary action for violations pertaining to the use or possession of illegal drugs or alcohol against any student with a disability who currently is engaging in the illegal use of drugs or alcohol to the same extent that such disciplinary action is taken against nondisabled students. Thus, when a student with a disability is recommended for expulsion based solely on the illegal use or possession of drugs or alcohol, the 504 team *shall not be required to meet* to review the relationship between the student's disability and the behavior that led to the recommendation for expulsion.

XV. Procedures Governing Expulsions for Students Placed in a Juvenile Detention Center

- A. Any student who commits an expellable offense and is subsequently placed in a juvenile detention center or any other residential placement for such offense may be expelled by the Board in accordance with the provisions of this section. The period of expulsion shall run concurrently with the period of placement in a juvenile detention center or other residential placement.
- B. If a student who committed an expellable offense seeks to return to the District after participating in a diversionary program or having been placed in a juvenile detention center or any other residential placement and such student has not been expelled by the Board for such offense under subdivision (A) of this subsection, the Board shall allow such student to return and may not expel the student for additional time for such offense.

XVI. Early Readmission to School

An expelled student may apply for early readmission to school. The Board delegates the authority to make decisions on readmission requests to the Superintendent. Students desiring readmission to school shall direct such readmission requests to the Superintendent. The Superintendent has the discretion to approve or deny such readmission requests, and may condition readmission on specified criteria.

XVII. Dissemination of Policy

The District shall, at the beginning of each school year and at such other times as it may deem appropriate, provide for an effective means of informing all students, parent(s) and/or guardian(s) of this policy.

XVIII. Compliance with Documentation and Reporting Requirements

- A. The District shall include on all disciplinary reports the individual student's state-assigned student identifier (SASID).
- B. The District shall report all suspensions and expulsions to the State Department of Education.
- C. If the Board expels a student for sale or distribution of a controlled substance, as defined in Conn. Gen. Stat. § 21a-240(9), whose manufacture, distribution, sale, prescription, dispensing, transporting or possessing with the intent to sell or dispense, offering, or administration is the subject to criminal penalties under Conn. Gen. Stat. §§ 21a-277 and

21a-278, the District shall refer such student to an appropriate state or local agency for rehabilitation, intervention or job training and inform the agency of its action.

- D. If the Board expels a student for possession of a firearm, as defined in 18 U.S.C. § 921, or deadly weapon, dangerous instrument or martial arts weapon, as defined in Conn. Gen. Stat. § 53a-3, the District shall report the violation to the local police.

Legal References:

Connecticut General Statutes:

- § 10-15c Discrimination in public schools prohibited. School attendance by five-year olds
- § 10-16 Length of school year
- § 10-74j Alternative education
- §§ 4-176e through 4-180a and § 4-181a Uniform Administrative Procedures Act
- §§ 10-222aa through 10-222kk School climate
- §§ 10-233a through 10-233f Suspension and expulsion of students
- § 10-233l Expulsion and suspension of children in preschool programs
- § 10-236c Disruptive or harmful behavior. Behavior intervention meetings for certain students. Notice to ~~parent~~parents/guardians
- § 10-253 School privileges for children in certain placements, nonresident children, children in temporary shelters, homeless children and children in juvenile detention facilities. Liaison to facilitate transitions between school districts and juvenile and criminal justice systems.
- § 19a-342a Use of electronic nicotine delivery system or vapor product prohibited. Exceptions. Signage required. Penalties
- § 21a-240 Definitions
- § 21a-277 Penalty for illegal manufacture, distribution, sale, prescription, dispensing
- § 21a-278 Penalty for illegal manufacture, distribution, sale, prescription, or administration by non-drug-dependent person
- §§ 21a-408a through 408p Palliative use of marijuana
- § 29-35 Carrying of pistol or revolver without permit prohibited. Exceptions
- § 29-38 Weapons in vehicles
- § 46a-58 Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. Restitution
- § 53a-3 Definitions

- § 53-206 Carrying of dangerous weapons prohibited
- § 53-344 Sale or delivery of cigarettes or tobacco products to persons under twenty-one.
- § 53-344b Sale and delivery of electronic nicotine delivery system or vapor products to persons under twenty-one years or age

Public Act 25-168, Sec. 261, “An Act Concerning the State Budget for the Biennium Ending June 30, 2027, and Making Appropriations Therefor, and Provisions Related to Revenue and Other Items Implementing the State Budget.” (definition of “synthetically created image”)

Public Act 25-93, “An Act Increasing Resources for Students, Schools and Special Education.”

Public Act 25-139, “An Act Concerning Human Trafficking and Sexual Assault Victims.”

*Packer v. Board of Educ. of the Town of Thomaston*, 717 A.2d 117 (Conn. 1998).

*State v. Hardy*, 896 A.2d 755 (Conn. 2006).

*State v. Guzman*, 955 A.2d 72 (Conn. App. Ct. 2008).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled*, adopted January 3, 2018.

#### Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, *et seq.*

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, *et seq.*

18 U.S.C. § 921 (definition of “firearm”)

18 U.S.C. § 930(g)(2) (definition of “dangerous weapon”)

18 U.S.C. § 1365(h)(3) (identifying “serious bodily injury”)

21 U.S.C. § 812(c) (identifying “controlled substances”)

34 C.F.R. § 300.530 (defining “illegal drugs”)

Gun-Free Schools Act, 20 U.S.C. § 7961

*Honig v. Doe*, 484 U.S. 305 (1988)

U.S. Department of Education Office for Civil Rights, U.S. Department of Justice Civil Rights Division, *Resource on Confronting Racial Discrimination in Student Discipline (May 2023)*

Take It Down Act, Public L. 119-12

McKinney Vento Homeless Assistance Act, 42 U.S.C. § 11343a

ADOPTED: \_\_\_\_\_  
REVISED: \_\_\_\_\_

10/28/2025



## **ADMINISTRATIVE REGULATIONS REGARDING ALTERNATIVE EDUCATIONAL OPPORTUNITIES FOR EXPELLED STUDENTS**

### **I. Applicability of these Administrative Regulations**

These administrative regulations shall apply in cases when, pursuant to state law, a student in the \_\_\_\_\_ Weston Public Schools (the “District”) is entitled to an alternative educational opportunity during a period of expulsion.

### **II. Responsible Personnel**

The administrator responsible for a school program (“responsible administrator”) from which the student has been expelled, or designee(s), shall maintain responsibility for compliance with these administrative regulations relative to the individual student who is being provided with the alternative educational opportunity.

### **III. Student Placement Procedures**

- A. After a student has been expelled, and unless extraordinary circumstances exist, the responsible administrator, or designee(s), will take the following steps:
  1. Meet with the expelled student’s parent(s)/guardian(s) prior to the student’s placement in an alternative educational setting to provide information concerning the potentially appropriate alternative educational opportunities for the student and to inform the parent(s)/guardian(s) and student of the right to apply for early readmission to school in accordance with Conn. Gen. Stat. Section 10-233d(j).
  2. Consult with relevant school personnel from the school from which the student was expelled, who are knowledgeable about the student, to obtain information regarding the student’s academic, social, and behavioral history that will help inform the decision concerning an appropriate alternative educational opportunity. Such information may be gathered by written reports.
  3. After placement options have been shared with the parent(s)/guardian(s), convene a placement meeting at which all alternative educational opportunities are explored and a placement decision is made.
- B. The educational programming and placement for expelled students who are eligible to receive special education and related services under the Individuals with Disabilities Education Act (“IDEA”) shall be determined by the student’s

Planning and Placement Team (“PPT”). In such case, Subsection A above shall not apply.

#### IV. Individualized Learning Plan

##### A. Development of the Individualized Learning Plan

After the student has been accepted into an alternative educational placement, the responsible administrator, or designee, will develop an Individualized Learning Plan (“ILP”) that will govern the programming for the student for the period of expulsion. To develop the ILP, the responsible administrator, or designee, will collaborate with school personnel from the school or program from which the student was expelled, the student and the parent/guardian, and will review all relevant student records.

##### B. Contents of the Individualized Learning Plan

1. The ILP will reference student records with information relevant to the provision of an alternative educational opportunity. These records may include:
  - a. Student success plan (for students who have a student success plan as mandated by state law, the student success plan may inform the ILP but does not replace the ILP);
  - b. Individualized education program (“IEP”);
  - c. Section 504 Plan;
  - d. Individualized health care plan or emergency care plan; and/or
  - e. Other relevant academic and behavioral data.
2. The ILP will address the following:
  - a. The student’s academic and behavioral needs and appropriate academic and behavioral goals and interventions, including the student’s core classes at the time of expulsion and the student’s current placement or progress in the curriculum for those classes so that the student has an opportunity to continue to progress in the Board’s academic program and earn graduation credits, if applicable;

- b. Benchmarks to measure progress towards the goals and ultimately, progress towards graduation;
- c. Provision for the timing and method for reviewing the student's progress in the alternative educational opportunity and for communicating that progress to the parent/guardian or student. For most students, monitoring and reviewing the student's progress will include monitoring the student's attendance, work completion and progress toward meeting the relevant academic standards for particular coursework, and thus progressing toward graduation, if applicable. The student's progress and grades will be communicated to the parents/guardians or student with the same frequency as similar progress for students in the regular school environment is reported and communicated to parents/guardians or students. The student's progress and grades will also be reported to the school or program from which the student was expelled;
- d. Provision for the timely transfer of the student's records both from the student's school or program to the alternative educational opportunity provider, and also from the alternative educational opportunity provider to the student's school or program; and
- e. The possibility of early readmission to the school or program from which the student was expelled and the early readmission criteria, if any, established by the Board or Superintendent, as applicable.

#### V. Review of Student's Placement in Alternative Educational Opportunity and Individualized Learning Plan

- A. A review of the appropriateness of the placement must occur at least once per marking period.
- B. The placement review must include:
  - 1. Review of the ILP to (1) assess progress and make adjustments as necessary and (2) determine its alignment with the goals of the student's IEP, where applicable; and
  - 2. Consideration of opportunities for early readmission as set forth in the ILP, as established by the Board or Superintendent, as applicable.

## VI. Transition Plan for Readmission

A. Before a student is readmitted to the school or program from which the student was expelled, relevant staff should provide an opportunity to meet with the parents/guardians and student to discuss the student's readmission. As part of the readmission process and the student's ILP, the responsible administrator, or designee, should consider:

1. Efforts to readmit the student at a semester starting point (at the high school level);
2. A plan to transfer the student's credits and records back to the school or program from which the student was expelled:
  - a. The District will award an expelled high school student appropriate high school credit for work satisfactorily completed during the period the student participates in the alternative educational opportunity and will transfer relevant records back to the school or program from which the student was expelled;
  - b. The District will provide an expelled student transferring to a new school district a progress summary of all work completed during the course of the student's expulsion, and will indicate the course credit earned by the student for that work.
3. The student's need for academic and other supports upon returning to school; and
4. Efforts to connect the returning student with opportunities to participate in extracurricular activities.

B. In the event the responsible administrator, or designee, determines that a student's alternative educational opportunity is no longer beneficial to the student, but it remains inappropriate to return the student to the school or program from which the student was expelled, a plan for a different alternative educational opportunity may be developed in accordance with the procedures outlines in these Administrative Regulations.

### Legal References:

Connecticut General Statutes:

Conn. Gen. Stat. § 10-233d

Federal law:

Individuals with Disabilities Education Act, 20 U.S.C. 1400 *et seq.*, as amended by the Individuals with Disabilities Education Improvement Act of 2004, Pub. L. 108-446.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794(a).

Connecticut State Department of Education, *Standards for Educational Opportunities for Students Who Have Been Expelled* (January 3, 2018).

ADOPTED: \_\_\_\_\_

REVISED: \_\_\_\_\_

5/2/2023

[BOE LETTERHEAD]

(Date)

**CERTIFIED MAIL - RETURN RECEIPT REQUESTED & U.S. MAIL**

~~(Parent~~Parent/Guardian) (If the Student is aged 18 or older, this notice should be sent directly to the student, with copies to the parent(s)).

~~(Parent~~Parent/Guardian's/Student's Address)

(Non-custodial Parent, if applicable)

~~(Parent~~Parent/Guardian's Address)

Re: Expulsion Hearing Concerning Student Name; D.O.B.; State-Assigned Student Identifier (SASID)

Dear (Parent/Guardian):

In accordance with the (*name of district*) Board of Education Policy (*policy # & title*), I am writing to advise you that the (*name of district*) Board of Education (the "Board") will hold a formal hearing concerning your child, (*name of student*) to consider the recommendation of (*name of administrator*) that your child be expelled from school. **[In cases where the district uses an impartial hearing board, add the following: Please be advised that the Board has appointed Attorney [Name(s)], to serve as an impartial hearing board in this matter.]** This hearing is being held pursuant to Section 10-233d **[In cases where a preschool student is recommended for expulsion, add the following: and Section 10-233l]** and Sections 4-176e to 4-180a, inclusive, and Section 4-181a of the Connecticut General Statutes and the (*name of district*) Board Policy (*policy # & title*), a copy of which is enclosed. The Board (**OR the impartial hearing board**) intends to conduct the hearing in executive session, due to the confidential nature of this hearing.

The hearing will address the allegations that your child (**for on or off-campus conduct**: violated Board Policy *cite Student Discipline Policy number and any other specific policy number* on *date* and seriously disrupted the educational process) (**and/or, for on-campus conduct**: endangered persons or property) by engaging in the following conduct:

***(The law governing these hearings requires a short, plain statement of the facts to be included within this notice letter, and should be inserted here.)***

***Example: carrying a knife on the school bus on a specified date and brandishing it at other students on the bus).***

***(If the student has admitted to this conduct, note the admission here).***

The hearing has been scheduled for (*date, time, place [note: unless an emergency exists, this notice must be given to the student/parent/guardian at least five (5) business days before the hearing, not including the day of such hearing]*). (*If a manifestation determination must be held prior to the expulsion hearing, add the following language: Prior to the expulsion hearing, your child's [planning and placement (PPT) team OR Section 504 team] will determine if your child's conduct constitutes a manifestation of the child's disability. The expulsion hearing will be canceled if the [PPT OR Section 504 team] determines that the conduct was a manifestation of your child's disability; otherwise, the hearing will proceed as scheduled.* You and your child are asked to attend this hearing. Your child has the right to be represented by an attorney or other advocate at your expense, has the right to cross-examine administration witnesses, and may present relevant evidence, both documentary and testimonial, concerning the allegations. The hearing will be the parties' sole opportunity to present such evidence. The Board (***OR the impartial hearing board***) may also question witnesses. An opportunity will also be given for the administration and your child or your child's representatives to present argument concerning the evidence presented at the hearing. If you need the services of a translator or an interpreter for this hearing, please let me know as soon as possible.

Unless the administration has determined that an emergency exists, you have the right to have the expulsion hearing postponed for up to one week to allow time to obtain representation. If you would like to request a postponement, please let me know as soon as possible.

The administration may recommend expulsion from school for up to one calendar year. The Board (***OR the impartial hearing board***) has discretion to adopt any period of expulsion up to one calendar year.

As mentioned above, your child has a right to be represented, at your own expense, by an attorney or other advocate at the expulsion hearing. Obtaining an attorney or other advocate is the responsibility of the family. Very low income families may be able to obtain free or reduced rate advice or legal representation through Statewide Legal Services, Inc. ("SLS"). To apply for such assistance, those families should contact SLS immediately at 1-800-453-3320.

In the event your child is expelled as a result of the scheduled hearing, and your child is under sixteen (16) years of age, the Board will offer your child an alternative educational opportunity during any period of exclusion from school as determined by the Administration in accordance with applicable law and Board policy. If your child is between sixteen (16) and eighteen (18) and has not been expelled before, the Board shall also offer to your child an alternative educational opportunity if your child wishes to

continue their education. Please know however, that the Board is not required to offer an alternative educational opportunity to any student between sixteen (16) and eighteen (18) years of age who have previously been expelled or to students who are eighteen (18) years of age or older.

If you have any questions, please call my office at (*number*).

Sincerely,

*(Name of Superintendent)*  
*(Name of District)* Public Schools

Cc: *(Name of District)*, Chairman, *(Name of District)* Board of Education  
*(Name of Special Education Director, where applicable)*  
*(Name of Responsible Administrator at school that student attends)*  
*(Name of Board of Education Attorney, where applicable)*  
*(Name of Administration's Attorney, where applicable)*

8/14/2024

## AGREEMENT

NAME OF SUPERINTENDENT, (Superintendent of Schools for NAME OF DISTRICT), NAME OF STUDENT and NAME(S) OF PARENT(S)/GUARDIAN(S) (the parent(s)/guardian(s) of NAME OF STUDENT) agree as follows with respect to the Superintendent's request that NAME OF STUDENT be expelled from \_\_\_\_\_ School:

1. NAME OF STUDENT (D.O.B. \_\_\_\_\_; SASID \_\_\_\_\_) is currently enrolled as a \_\_\_\_\_ grade student at \_\_\_\_\_ School.
2. NAME OF STUDENT admits having engaged in the following conduct (*insert a short, plain statement of the conduct*) on or about \_\_\_\_\_, 20\_\_.
3. NAME OF STUDENT's conduct, as described above, violates \_\_\_\_\_ Board of Education Policy \_\_\_\_\_ (Student Discipline) (*Cite other policies here as appropriate*), and is considered by the district administration to be seriously disruptive of the educational process. (*For conduct that occurs on school grounds, on school transportation, or at a school-sponsored activity, you may alternatively or additionally state whether such conduct is considered to endanger persons or property*). (*If the student has admitted to this conduct, note the admission here*).
4. Students are notified of applicable Board policies regarding prohibited conduct by publication in the student handbook.
5. (*Optional Section for students with disabilities*): A manifestation determination was made on (*date*) concerning this conduct and it was determined that the conduct was not a manifestation of the student's disability.
6. Students are notified of applicable Board policies regarding prohibited conduct by publication in the student handbook.
7. Subject to the approval of the \_\_\_\_\_ Board of Education (the "Board"), NAME OF STUDENT shall be expelled, effective \_\_\_\_\_, 20\_\_ and continuing through \_\_\_\_\_, 20\_\_\_\_, under the following conditions:
  - a) During the period of expulsion, the Board will provide NAME OF STUDENT with an alternative educational opportunity deemed appropriate by the Administration in accordance with applicable law and Board policy.

**(Optional alternative language if the parties agree to an alternative educational opportunity other than that required by the state standards:**

**The NAME OF ~~PARENT~~PARENT/GUARDIAN(S) and NAME OF STUDENT understand and acknowledge that, pursuant to Section 10-233d of the Connecticut General Statutes, NAME OF STUDENT is entitled to an alternative educational opportunity during the Expulsion Period which shall be (1) alternative education, as defined by Section 10-74j of the Connecticut General Statutes, with an individualized learning plan, if the Board provides such alternative education, or (2) in accordance with**



the standards adopted by the State Board of Education, pursuant to section 3 of public act 17-220 (a “Statutory Alternative Educational Opportunity”). The NAME OF PARENT/PARENT/GUARDIAN(S) and NAME OF STUDENT hereby waive NAME OF STUDENT’s right to a Statutory Alternative Educational Opportunity and accordingly waive the application of the *Standards of Educational Opportunities for Students Who ave Been Expelled*, adopted by the Connecticut State Board of Education, and the Board’s Administrative Regulations concerning the implementation of said standards. In lieu of a Statutory Alternative Educational Opportunity, the NAME OF PARENT/PARENT/GUARDIAN(S) and NAME OF STUDENT agree that during the Expulsion Period, the Board will provide NAME OF STUDENT with an alternative educational opportunity as follows:

*[Describe alternative educational opportunity agreed to by parties.]*

If NAME OF STUDENT becomes ineligible to attend the \_\_\_\_\_ Public Schools pursuant to Board Policy and/or if the Parent/Parent/Guardians withdraw NAME OF STUDENT from enrollment as a student at [name of school], the Board will have no obligation to provide NAME OF STUDENT with the alternative educational opportunity described herein.

- b) During the period of expulsion, NAME OF STUDENT will not be permitted to be on school grounds or school transportation, and will not be permitted to attend or participate in any school-sponsored activities, except as authorized in writing in advance by the Superintendent of Schools.

(Optional Sections regarding early readmission):

- c) Prior to \_\_\_\_\_, the Superintendent will review NAME OF STUDENT’s conduct, attendance and effort level in the alternative educational opportunity [list other conditions as applicable], for the purpose of determining, in the Superintendent’s sole discretion, whether NAME OF STUDENT should be readmitted to school on or about \_\_\_\_\_.
- d) If the Superintendent determines that NAME OF STUDENT should be readmitted to school early in accordance with the preceding section, and if NAME OF STUDENT subsequently commits any offense that would warrant suspension and/or expulsion under the policies of the Board, the Superintendent may reinstate NAME OF STUDENT’s expulsion for the remainder of the expulsion period, through (*date*), without the need for any further proceedings before the Board.

(Optional Section for expungement if the expulsion is the student’s first expulsion):

- e) Prior to (*date*), the Superintendent will review NAME OF STUDENT’s conduct, attendance and effort level since the expulsion, for the purpose of determining, in the Superintendent’s



sole discretion, whether the expulsion hearing record of NAME OF STUDENT should be expunged from NAME OF STUDENT’s educational record as of (*date*).

*(Optional Section for Homeless Child or Youth)*

- f) The Board has developed the following plan of interventions and supports to mitigate the impact of homelessness on NAME OF STUDENT’s behavior \_\_\_\_\_.
- 8. All parties to this Agreement request that this Agreement be presented to the Board for the Board’s consideration, in lieu of the submission of any other evidence by the Superintendent and/or NAME OF STUDENT or NAME OF STUDENT’s ~~parent~~parents/guardians, and they agree that this Agreement is sufficient for the Board to expel NAME OF STUDENT from school.
- 9. NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) understand and acknowledge that, pursuant to Section 10-233d of the Connecticut General Statutes and Board Policy, NAME OF STUDENT is entitled to an expulsion hearing before the \_\_\_\_\_ Board of Education to contest NAME OF STUDENT’s proposed expulsion from the \_\_\_\_\_ Public Schools. NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) further understands and acknowledges that at such hearing NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) would have the right to call witnesses and to introduce documentary evidence, to cross examine witnesses called by the Administration, and to be represented by an attorney or other advocate at their own expense. Accordingly, NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) waive NAME OF STUDENT’s right to an expulsion hearing pursuant to Section 10-233d of the Connecticut General Statutes.
- 10. The Superintendent, NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) understand that this Agreement is subject to the approval of the Board. In the event that the Board does not approve this Agreement, the Superintendent, NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) agree that the expulsion hearing concerning NAME OF STUDENT shall be rescheduled to a mutually agreeable date for the purposes of conducting an evidentiary hearing before the Board concerning the Superintendent’s expulsion request. NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) agree that NAME OF STUDENT will remain out of school until the evidentiary hearing has been completed. NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) also agree that the Board’s consideration of this proposed Agreement will not disqualify any member of the Board from serving as a Board member in the evidentiary hearing, and they hereby waive any right to make such a claim in any proceeding in any forum.
- 11. NAME OF STUDENT and NAME OF PARENT(S)/GUARDIAN(S) enter into this Agreement voluntarily and with a full understanding of the provisions of this Agreement.

\_\_\_\_\_  
NAME OF SUPERINTENDENT  
Superintendent of Schools

Date: \_\_\_\_\_



\_\_\_\_\_  
NAME OF STUDENT  
Student

Date: \_\_\_\_\_

\_\_\_\_\_  
NAME OF PARENT/GUARDIAN  
OF STUDENT

Date: \_\_\_\_\_

\_\_\_\_\_  
NAME OF PARENT/GUARDIAN  
OF STUDENT

Date: \_\_\_\_\_

10/9/2025

**Note: This is a sample Individualized Learning Plan drafted in accordance with the Standards for Educational Opportunities for Students Who Have Been Expelled, which was approved by the State Board of Education on January 3, 2018. The specific goals and benchmarks can be customized to meet the needs of individual students.**

[                    ] **Public Schools**  
**Individualized Learning Plan**

**Student Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_ **Gr.** \_\_\_\_\_

**School/Program Prior to Expulsion:** \_\_\_\_\_ **SASID:** \_\_\_\_\_  
 \_\_\_\_\_

Does the student have an Individualized Education Program?     Yes     No

Does the student have a Section 504 Plan?                             Yes     No

**Records Reviewed with Relevant Information  
 for the Provision of an Alternative Educational Opportunity**

<input type="checkbox"/> Student Success Plan <input type="checkbox"/> Individualized Education Program (IEP) <input type="checkbox"/> Behavioral Intervention Plan (BIP) <input type="checkbox"/> Section 504 Plan <input type="checkbox"/> Individualized Health Care Plan/Emergency Care Plan	<input type="checkbox"/> Report Cards and Current Grades <input type="checkbox"/> Attendance Records <input type="checkbox"/> Disciplinary/Behavioral Records <input type="checkbox"/> Other: _____ <input type="checkbox"/> Other: _____
--	---

**ILP Developed Through Collaboration With (check all that apply):**

<input type="checkbox"/> Parent/Guardian: _____ <input type="checkbox"/> Parent/Guardian: _____ <input type="checkbox"/> Student: _____ <input type="checkbox"/> Administrator: _____ <input type="checkbox"/> School Counselor: _____	<input type="checkbox"/> Teacher: _____ <input type="checkbox"/> Teacher: _____ <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Other (specify): _____ <input type="checkbox"/> Other (specify): _____
--	---

**Records Transferred**



Date of transfer of relevant student records from the student's school/program to provider of alternative educational opportunity: _____	Date of transfer of records from provider of alternative educational opportunity to the student's school/program: _____
--	---

**Records Distribution and Storage**

Copies of the Individualized Learning Plan will be distributed to the following locations and/or individuals and stored in accordance with the District's student records policy:

- Student's cumulative file
- The Student's receiving school or alternative educational placement
- Student's parent/guardian

*[Note: Districts should insert or delete locations where this record may be kept in accordance with their student records policies and practices]*

**Student's Classes Prior to Expulsion**

Core Class	Placement/Progress in Class at Time of Expulsion <i>(e.g. current grade, current unit, etc.)</i>

**Note: If the student receives special education and related services, the alternative educational opportunity provider must also refer to the student's IEP.**

**NEEDS**

**Academic Needs**

- See IEP *(if applicable)*
- Other:

**Behavioral Needs**

- See IEP *(if applicable)*



<input type="checkbox"/> Other:
---------------------------------

**GOALS**

Academic Goals		
<input type="checkbox"/> See IEP (if applicable)	<input type="checkbox"/> Satisfactory work completion	<input type="checkbox"/> Satisfactory progress in coursework and toward meeting relevant academic standards
<input type="checkbox"/> Other:		

Benchmarks to Measure Progress Toward Academic Goals		
<input type="checkbox"/> See IEP (if applicable)	<input type="checkbox"/> Passing grades on midterm progress reports	<input type="checkbox"/> Passing grades on report card
<input type="checkbox"/> Other:		
Progress monitoring mm/dd/yy:		

Behavioral Goals		
<input type="checkbox"/> See IEP (if applicable)	<input type="checkbox"/> Satisfactory attendance	<input type="checkbox"/> Satisfactory compliance with behavioral expectations and disciplinary policies
<input type="checkbox"/> Other:		

Benchmarks to Measure Progress Toward Behavioral Goals		
<input type="checkbox"/> See IEP (if applicable)	<input type="checkbox"/> Fewer than ____ teacher referrals to administration for disciplinary matters	<input type="checkbox"/> Fewer than ____ contacts to parents/guardians for disciplinary matters
<input type="checkbox"/> Attends alternative program ____% or more of scheduled days/sessions.	<input type="checkbox"/> Other:	
Progress monitoring mm/dd/yy:		



### INTERVENTIONS

#### Academic Interventions

<input type="checkbox"/> See IEP <i>(if applicable)</i>	<input type="checkbox"/> See Section 504 Plan <i>(if applicable)</i>
<input type="checkbox"/> Tier 1 _____	<input type="checkbox"/> Tier 2 _____
<input type="checkbox"/> Tier 3 _____	
<input type="checkbox"/> Other:	

#### Behavioral Interventions

<input type="checkbox"/> See IEP <i>(if applicable)</i>	<input type="checkbox"/> See Section 504 Plan <i>(if applicable)</i>
<input type="checkbox"/> Tier 1 _____	<input type="checkbox"/> Tier 2 _____
<input type="checkbox"/> Tier 3 _____	
<input type="checkbox"/> Other:	



## Review and Communication of Progress to Parents/Guardians or Student

**Method of monitoring and review:** *(for most students, monitoring and reviewing progress will include monitoring the student's attendance, work completion, and progress toward meeting the relevant academic standards for particular coursework, and thus progressing toward graduation, if applicable)*

- Monitoring attendance
- Monitoring work completion
- Monitor progress toward meeting relevant academic standards
- Review and monitor progress in accordance with IEP and/or BIP (if applicable)
- Other: \_\_\_\_\_

**Timing for communication of progress to parents/guardians or student:** *(Progress must be communicated to the parent/guardian or student with the same frequency as similar progress for students in the regular school environment is reported and communicated to parents/guardians or students)*

- Each marking period
- Other: \_\_\_\_\_

## Early Readmission

The expulsion decision contains the following early readmission criteria:

- The student may apply to the Board of Education for early readmission and such readmission shall be at the discretion of the Board of Education.
  - The student applied to the Board of Education for early readmission on \_\_\_\_\_ and the Board of Education granted the request and has conditioned such early readmission on the following criteria:
  - The student applied to the Board of Education for early readmission on \_\_\_\_\_ and early readmission was not granted.



- The student may apply to the Superintendent for early readmission and such readmission shall be at the discretion of the Superintendent.
- The student applied to the Superintendent for early readmission on \_\_\_\_\_ and the Superintendent granted the request and has conditioned such early readmission on the following criteria:
- The student applied to the Superintendent for early readmission on \_\_\_\_\_ and early readmission was not granted.

### **Review of Placement and ILP:**

A review of the appropriateness of the placement must occur at least once per marking period. Such review must include:

- Review of the ILP to (1) assess progress and make adjustments as necessary and (2) determine its alignment with the goals of the student’s IEP, where applicable.
- Consideration of opportunities for early readmission as set forth in the ILP (see Early Readmission section)

### **Transition Plan for Readmission:**

The following has been considered and, where appropriate, addressed:

- Efforts to readmit the student at a semester starting point (at the high school level)
- A plan to transfer the student’s credits and record back to the student’s school/program
- The student’s need for academic and other supports upon returning to school/program
- Efforts to connect the student with opportunities to participate in extracurricular activities

5/2/2023

## **P 1112 News Media Relations**

The Weston Board of Education ("the Board") believes that one of its important responsibilities is to keep the public informed about the operations and activities of the schools. Therefore, the Board welcomes active participation of the news media. The Superintendent of Schools is the only individual authorized to provide information about Weston Public Schools ("the District") to the news media on behalf of the District. All inquiries from the news media shall first be directed to the Superintendent for a response. The Superintendent may, in his/her discretion, assign another district or school administrator to provide information to news media.

The Superintendent will provide periodic updates to the community which will provide information concerning the District and its schools. The Superintendent will determine the manner in which such updates are provided.

The Superintendent, or other administrator whom the Superintendent has authorized to release information to the news media, shall not release information that is private pursuant to State and Federal law.

This Policy is not intended to limit the ability of the Board to vote to approve statements to the news media on behalf of the Board.

The Superintendent, or his/her designee, has the right to restrict interaction with students on school property, or to deny the news media access to school property, if the administrator determines, in his/her discretion, that such interaction or presence on school property will interfere with or disrupt the educational process or would pose a risk to the safety of the students, staff, or visitors to the District.

Policy Adopted: November 6, 1989

Policy Revised: April 29, 2019

\*Regulation incorporated into Policy: April 29, 2019

Policy References:

1250 and R1250, Visitors to the Schools

**Weston Public Schools Weston, Connecticut**

## **R 1220 Citizens' Advisory Committee**

### Types

The Board may adopt whatever committee structure and organization it deems appropriate to the assignment at hand.

### Organization and Dissolution

The Board shall seek the advice of the Superintendent before establishing or dissolving any advisory committee. Specific topics for study or well-defined areas of activity shall be assigned in writing to each committee immediately following its appointment. Upon completing its assignment, each committee either shall be given new problems or shall be dissolved promptly, but shall not be allowed to continue for prolonged periods without a definite assignment. The committee shall be instructed as to the relationship it has to the Board and to the professional staff. The Board shall have sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

### Liaison Personnel

The Board shall appoint one of its members to provide liaison with each of its committees. A Board member serving in such capacity shall meet or communicate with the committee as he/she deems appropriate.

### Publicity

The Board of Education shall see that the public is made aware of the services rendered by such committee of citizens as it may appoint and shall see that the public is informed of the major conclusions and recommendations made by such committees. Public announcements from such committees shall be cleared with the Board of Education or its delegated agent.

Regulation Approved: November 6, 1989

**Weston Public Schools Weston, Connecticut**

## **P 1257 Automatic External Defibrillators**

In order to assist individuals who may experience sudden cardiac arrest or a similar life-threatening emergency during the school's normal operational hours, during school-sponsored athletic practices and athletic events taking place on school grounds, and during school sponsored events not occurring during the normal operational hours of the school, the Weston Board of Education ("the Board") maintains at each school under the Board's jurisdiction, automatic external defibrillators and school personnel trained in the operation of such automatic external defibrillators ("AED") and the use of cardiopulmonary resuscitation. It is the policy of the Weston Board of Education to support the use of these AEDs and trained school personnel during medically appropriate circumstances.

Requirements concerning the use and maintenance of AEDs are set forth in the accompanying Administrative Regulations as may be supplemented by or amended by the Administration from time to time.

For purposes of this policy and the accompanying regulations, an AED is a device that:

- 1) is used to administer an electric shock through the chest wall to the heart;
- 2) contains internal decision-making electronics, microcomputers or special software that allows it to interpret physiologic signals, make medical diagnosis and, if necessary, apply therapy;
- 3) guides the user through the process of using the device by audible or visual prompts; and
- 4) does not require the user to employ any discretion or judgment in its use.

### Legal References:

Connecticut General Statutes

[§ 19a-175](#) Definitions

[§ 52-557b](#) Good Samaritan Law

[§ 10-212d](#) Availability of Automatic External Defibrillators in Schools

Regulations of Connecticut State Agencies

Department of Public Health [§ 19a-179-1](#) *et seq.*

ADOPTED: June 19, 2017

**Weston Public Schools Weston, Connecticut**

## R 1257 Automatic External Defibrillators

### I. Definitions:

**Automatic External Defibrillator (AED)** — a device that: (A) is used to administer an electric shock through the chest wall to the heart; (B) contains internal decision-making electronics, microcomputers or special software that allows it to interpret physiologic signals, make medical diagnosis, and, if necessary, apply therapy; (C) guides the user through the process of using the device by audible or visual prompts; and (D) does not require the user to employ any discretion or judgment in its use.

**AED certified person**— a person who is certified in the operation of automatic external defibrillators and the use of cardiopulmonary resuscitation, and has a copy of his/her certification on record with Weston Public Schools.

### II. Defibrillator Location

- I. Weston Public Schools will have AEDs and at least one AED certified person in each school building under the jurisdiction of the Weston Board of Education ("the Board").
- II. The AEDs will be strategically placed and readily accessible to maximize rapid utilization.
- III. After school hours, an AED may be moved from its designated location by an AED-certified athletic trainer/coach or other designated school staff member to support athletic department activities on school grounds or other school-sponsored activities. A visible sign must be left in the place of the AED with the phone number and the location of the individual having possession of the AED. The AED must be returned to its designated location upon completion of the supported activity.

### III. Responsibility for Operation, Maintenance and Record-Keeping

- I. The school nurse at each building in which an AED(s) is installed will check the AED(s) in the building on a regular basis, at least monthly. It will be that nurse's responsibility to verify that the unit is in the proper location, that it has all the appropriate equipment (battery, mask, case, emergency pack), that it is ready for use, and that it has performed its self-diagnostic evaluation. If the nurse notes any problems, or the AED's self-diagnostic test has identified any problems, the nurse must contact the School Nurse Supervisor or designee immediately to report the problem.
- II. After performing an AED check, the nurse shall indicate on the AED service log (Appendix III) that the unit(s) has been inspected and that it was found to be "In-Service" or "Out-of-Service."
- III. The Nursing Supervisor or his/her designee shall be responsible for the following:
  - a) AED service checks during the contracted school year;
  - b) the replacement of equipment and supplies for the AEDs;

- c) the repair and service of the AEDs;
- d) all recordkeeping for the equipment during the school year;
- e) training, or scheduling training, for all Board employees who require such training or would like to receive such training;
- f) maintaining a list of AED certified persons;
- g) maintaining all records concerning incidents involving the use of an AED;
- h) maintaining of copies of the certifications signed by the AED certified persons (Appendix IV);
- i) reporting the need for revising the AED policy and administrative regulations to the Superintendent or designee.

#### **IV. Training for AED certified persons**

The Weston Board of Education will provide initial training or refresher training to the following classes of individuals on an annual basis:

- 1) Staff who work in school health services, including all school nurses and the School Nurse Supervisor;
- 2) Staff who work in the Athletic Department, including all athletic trainers, head coaches, and the Athletic Director;
- 3) All building administrators; and
- 4) Other designated faculty and staff at each school.

The training will be provided in accordance with the standards set forth by the American Red Cross or American Heart Association. Individuals completing this training will be considered an AED certified person.

Additional staff members may be required to receive training if the District has received State or Federal or private funds designated for the purchase of AEDs and for training employees on the use of AEDs and in CPR. For additional information, see [Conn. Gen. Stat. § 10-212d](#).

#### **V. Procedures for Use of an AED**

- I. To the extent practicable, AEDs should be retrieved and used by AED certified persons or other trained emergency medical services personnel. In the event no AED certified person or other trained emergency medical services personnel is available or present, an AED may be used by any individual in order to provide emergency care to an individual who may be in cardiac arrest or who may be experiencing a similar life-threatening emergency.
- II. AEDs may only be used in medically appropriate circumstances.
- III. In the event of use, the Nursing Supervisor shall promptly thereafter complete an AED check and verify that the unit is in the proper location, that it has all the appropriate equipment (battery, mask, case, emergency pack), that it is ready for use, and that it has performed its self-diagnostic evaluation. Any problems with the AED shall immediately be reported to the School Nurse Supervisor.






**Once per month or more often the School Nurse will inspect the AED. If the AED is out-of- service or does not have the appropriate equipment, the School Nurse will contact the School Nurse Supervisor or designee immediately.**

**APPENDIX IV**

**CERTIFICATION OF UNDERSTANDING AND AGREEMENT**

To: Weston Board of Education

From: \_\_\_\_\_

I, \_\_\_\_\_, hereby certify that I have completed the training provided by the Weston Board of Education concerning the operation of an automatic external defibrillator and the use of cardiopulmonary resuscitation. I further certify that I have read, understand, and agree to comply with the Weston Board of Education Policy Regarding Automatic External Defibrillators and the accompanying Administrative Regulations.

Sincerely,

\_\_\_\_\_ AED certified person

\_\_\_\_\_ Date

**Weston Public Schools Weston, Connecticut**

## **P 1311 Staff Participation in Community Activities**

The Board of Education encourages staff members to become active participants in the activities of the community in which they live so long as these activities do not interfere with their responsibilities as school district employees. This involvement provides a community with better understanding of educational programs and gains support of better education for every student. Such activity, however, is not required for initial or continued employment or advancement.

**Date Adopted: November 6, 1989**

**Weston Public Schools Weston, Connecticut**

## **P 1321 Public Performances by Students**

The Board of Education recognizes the educational value from student participation in civic and community affairs. Teachers are encouraged to prepare students for public performances which contribute to student education when they don't interfere unduly with other educational activities or programs.

School groups may, as authorized by Superintendent's regulations, participate in local public events.

Policy adopted: November 6, 1989

**Weston Public Schools Weston, Connecticut**

## **P 1416 Fiscal Authority**

The Board of Education shall work with appropriate fiscal authorities throughout the budgeting process to develop a clearer understanding of school and student needs to improve education in the community.

The Board of Education will meet and confer with the fiscal authority prior to collective bargaining, and further, it will cooperate with the fiscal authority in developing a sound fiscal base for school operation.

### Legal Reference

Connecticut General Statutes

[10-153d](#) Meeting between board of education and fiscal authority required.

Duty to negotiate

Policy adopted: November 6, 1989

**Weston Public Schools Weston, Connecticut**

## **P 1500 Associations and the Schools (Relations between Area, State, Regional & National Associations and the Schools)**

Membership in recognized associations such as the National School Boards Association, American Association of School Administrators, Connecticut Association of Boards of Education, etc. will be maintained by the schools for several reasons, including:

1. Benefits to staff and Board of Education from professional meetings, conferences, clinics and conventions.
2. Access to the communication media of such associations, such as newsletters, periodicals and advisory services.
3. Representation in legislative and other actions affecting education generally and our school district in particular.

The Superintendent of Schools shall budget funds for memberships approved by the Board and for the costs of appropriate participation by Board members, administration and staff in the activities of such associations.

Policy adopted: November 6, 1989

**Weston Public Schools Weston, Connecticut**

**WESTON BOARD OF EDUCATION**

**Weston, CT**

**Meeting Date:** 1/20/26

**Information Only**

**Action Requested**

**Agenda Item Subject: Approval of the December 2025 Financial Report**

**Submitted by: Phillip Cross**

**Document Summary/Purpose and/or Recommended Action:**

Following is the sixth FY26 (December 2025) Financial Report Including Internal Services Fund (for Dental). We are recommending approval of the report.



January 16, 2026

**TO:** BOE Finance & Operations Committee

**FROM:** Phillip Cross, Chief Financial & Operations Officer

**SUBJECT:** December Financial Report for FY 25-26

**Financial Summary**

Below is the financial summary for the Period ending December 31, 2025 with trends and highlights.

FY 2025-26 CATEGORY SUMMARY								
Object Series	Adjusted Budget	YTD Actuals	Encumbrance	Anticipated	Total Expenditures	Projected Balance	Previous Month Balance	Month Over Month Change
Salaries (1000's)	36,547,836	15,298,657	20,360,731	923,266	36,582,654	(34,818)	(217,345)	182,527
		41.86%	55.71%	2.53%	100.10%	-0.10%	-0.59%	0.50%
Benefits (2000's)	11,595,878	5,689,011	5,943,406	50,690	11,683,106	(87,228)	-	(87,228)
		49.06%	51.25%	0.44%	100.75%	-0.75%	0.00%	-0.24%
Professional Services (3000's)	1,575,301	603,645	888,342	119,066	1,611,054	(35,752)	(67,088)	31,336
		38.32%	56.39%	7.56%	102.27%	-2.27%	-4.26%	0.09%
Property Services (4000s)	2,290,134	781,092	1,193,855	324,066	2,299,013	(8,879)	(8,879)	-
		34.11%	52.13%	14.15%	100.39%	-0.39%	-0.39%	0.00%
Other Services (5000s)	6,217,168	3,525,077	2,471,755	196,309	6,193,141	24,027	(119,797)	143,824
		56.70%	39.76%	3.16%	99.61%	0.39%	-1.93%	0.39%
Supplies (6000s)	3,437,762	1,542,909	1,472,041	422,812	3,437,762	-	-	-
		44.88%	42.82%	12.30%	100.00%	0.00%	0.00%	0.00%
Equipment (7000s)	413,932	370,463	5,604	37,865	413,932	-	-	-
		89.50%	1.35%	9.15%	100.00%	0.00%	0.00%	0.00%
Other Objects (8000s)	144,451	78,591	41,379	24,481	144,451	-	-	-
		54.41%	28.65%	16.95%	100.00%	0.00%	0.00%	0.00%
Revenue (9000s)	(1,123,771)	(232,427)	8,740	(962,062)	(1,185,749)	61,978	61,978	-
		20.68%	-0.78%	85.61%	105.52%	-5.52%	-5.52%	0.00%
<b>Total</b>	<b>\$ 61,098,691</b>	<b>\$ 27,657,017</b>	<b>\$ 32,385,854</b>	<b>\$ 1,136,492</b>	<b>\$ 61,179,364</b>	<b>\$ (80,672)</b>	<b>\$ (351,131)</b>	<b>\$ 270,459</b>
<b>Total %</b>		<b>45.27%</b>	<b>53.01%</b>	<b>1.86%</b>	<b>100.13%</b>	<b>-0.13%</b>	<b>-0.57%</b>	<b>0.44%</b>

**Trends and Highlights:**

We have started the work to mitigate this year’s projected deficit. Although we have identified several accounts that combined will significantly reduce the projected deficit, expenditures will need to be closely monitored due to volatility that remains in several accounts.

The accounts below are projected to reduce the deficit by \$270,459 bringing the projected deficit to **(\$80,672)**.

**Salaries – \$182,527**

The projected full year salary expenditures for the following accounts have been reduced due to a combination of trends, turnover & FML savings and shifting salaries to grants funding.

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>	
<u>Trending Reductions</u>			
1131	Homebound Tutor	20,000	
1138	Summer Work Certified	33,816	
1139	Certified Stipends	46,459	
1234	Bus Aides	25,000	
1268	Summer Work-Non-Cert.	14,312	
			139,587
<u>Turnover &amp; FML</u>			
1111	General Ed. Teachers	(3,247)	
1140	Academic Leader (CIL's)	1,309	
1215	Occupational & Physical Therapists	39,135	
			37,197
<u>Shift to Grant</u>			
1117	Academic Assistants		8,766
<u>Other Adjustment</u>			
	Other Salary Adjustment		(3,023)
<b>Total Salary Adjustment</b>		<b>\$ 182,527</b>	

**Benefits – (\$124,446)**

Health Insurance -

There are fewer active and retired employees participating in the health insurance plan. As a result, the anticipated premium reimbursement from the Town’s OPEB trust account is expected to be lower by approximately \$65,000 (\$304,000 projected vs. \$369,000 budgeted). Additionally, premium cost share contribution from the Teachers Retirement Board (TRB) and retirees are projected to be lower than budgeted.

**Special Education- \$156,317**

Based on changes in student needs, it is anticipated that there will be favorable balances in the following accounts:

<b>Object Code</b>	<b>Description</b>	<b>Amount</b>
<u>Special Education</u>		
	Consulting	31,336
	Transportation	24,981
	Settlement	100,000
	<b>Total Special Education</b>	<b>\$ 156,317</b>

**Other Services - \$18,843**

Combined General liability, property and athletic insurance premiums will be \$18,843 less than budgeted. The Member's Equity Distribution from CIRMA, \$18,092, accounts for the majority of the projected savings. It should be noted, the distribution is based on CIRMA's operational performance, financial strength, and of the success of members' risk management efforts. We typically do not budget for the distribution as it is contingent on the above factors and CIRMA's board approval.

**Internal Service Fund**

Based on current and historical trends, total dental claims are projected to be lower than budgeted.

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

Fiscal Year Ended						2026
<b>STATEMENT OF REVENUES AND EXPENDITURES</b>						
Fund Balance -July 1, 2025						\$ 418,466
<b>Revenues:</b>						
General Fund						\$ 385,919
Reimbursements						\$ -
Total Contributions						\$ 385,919
Total Revenues (A)						\$ 385,919
<b>Projected Claims:</b>						
<b>Delta Dental:</b>						
Claims						\$ 362,535
Administrative Fees						\$ 23,384
Total Dental Claims (B)						\$ 385,919
Net Change (A-B)						-
<b>Projected Fund balance June 30, 2026</b>						<b>\$ 418,466</b>
<b>Dental- Actual Claims &amp; Fees</b>						
<b>Month</b>						<b>Claims &amp; Fees</b>
July						27,402
August						44,585
September						26,669
October						29,837
November						23,970
December						25,640
<b>Total</b>						<b>\$ 178,102</b>
Actual YTD Spend Rate						46.2%
Theoretical YTD Spend Rate						50.0%
YTD Theoretical variance %						-3.8%

**WESTON PUBLIC SCHOOLS**

**FYE 25 FINANCIAL REPORT**

As of December 31, 2025

Period: 6 of 12

2022-2023	2023-2024	2024-2025	Object Code	Description	2025-2026							
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
				<b>Salaries &amp; Wages (1000s)</b>								
2,854,614	3,375,352	3,487,109	1110	Administrators	3,593,896	-	3,593,896	1,727,973	1,789,830	-	3,517,803	76,093
14,827,306	15,169,704	15,671,065	1111	General Ed. Teachers	15,722,608	-	15,722,608	6,224,791	9,515,524	-	15,740,315	(17,707)
2,522,780	2,359,825	2,584,821	1112	Special Ed. Teachers	2,823,721	-	2,823,721	1,094,523	1,717,950	-	2,812,473	11,249
1,021,018	948,323	984,850	1113	Guidance	1,012,568	-	1,012,568	391,790	626,863	-	1,018,653	(6,085)
397,172	418,788	432,187	1114	Psychologist	468,481	-	468,481	180,185	288,296	-	468,481	-
353,558	410,444	485,393	1115	Social Worker	510,512	-	510,512	188,630	297,697	-	486,327	24,185
539,131	510,769	530,574	1116	Speech & Hearing	548,276	-	548,276	226,661	256,011	65,604	548,276	-
887,328	1,261,271	1,275,481	1117	Academic Assistants	1,264,381	-	1,264,381	476,618	724,917	-	1,201,535	62,846
110,854	59,724	61,217	1118	Talented & Gifted	-	-	-	-	-	-	-	-
400,239	455,475	456,095	1119	Library/Media	505,044	-	505,044	194,248	310,796	-	505,044	-
57,886	51,774	43,514	1135	Transition Coordinator	56,320	-	56,320	36,102	57,764	-	93,866	(37,546)
847,138	877,957	899,825	1139	Certified Stipends	991,761	-	991,761	374,626	166,818	403,858	945,302	46,459
651,668	969,094	1,015,169	1140	Academic Leader (CIL's)	955,516	-	955,516	380,599	573,608	-	954,207	1,309
1,852	2,571	1,532	1141	Mentor Teacher	2,300	-	2,300	1,000	-	1,300	2,300	-
113,090	-	78,000.00	1142	Behavioral Analyst	180,400	-	180,400	66,439	118,232	-	184,672	(4,272)
58,267	68,897	66,541	1145	Multilingual Learner	81,521	-	81,521	35,526	51,529	-	87,055	(5,534)
<b>\$ 25,643,901</b>	<b>\$ 26,939,968</b>	<b>\$ 28,073,373</b>		<b>Sub-Total Certified Salaries</b>	<b>\$ 28,717,306</b>	<b>\$ -</b>	<b>\$ 28,717,306</b>	<b>\$ 11,599,710</b>	<b>\$ 16,495,837</b>	<b>\$ 470,762</b>	<b>\$ 28,566,309</b>	<b>150,996</b>
								40.4%	57.4%	1.6%	99.5%	0.5%
				<b>Other Certified Salaries</b>								
40,788	25,138	24,735	1131	Homebound Tutor	44,500	-	44,500	2,884	-	21,616	24,500	20,000
-	-	-	1136	Degree Level Change	44,390	-	44,390	-	-	-	-	44,390
246,814	216,491	239,946	1137	Substitute Teacher	178,801	-	178,801	57,844	-	120,957	178,801	-
189,064	194,739	167,395	1138	Summer Work -Certified Staff	212,408	-	212,408	120,613	-	57,979	178,592	33,816
127,403	152,490	140,966	1143	Building Substitutes	203,175	-	203,175	71,370	111,670	20,135	203,175	-
385,336	215,245	251,666	1144	Long term Substitute	118,000	-	118,000	174,078	122,115	(178,193)	118,000	-
-	-	-	1160	Turnover Savings	(370,000)	-	(370,000)	-	-	-	-	(370,000)
<b>\$ 989,404</b>	<b>\$ 804,103</b>	<b>\$ 824,707</b>		<b>Sub-Total Other Certified Salaries</b>	<b>\$ 431,274</b>	<b>\$ -</b>	<b>\$ 431,274</b>	<b>\$ 426,789</b>	<b>\$ 233,785</b>	<b>\$ 42,494</b>	<b>\$ 703,068</b>	<b>\$ (271,794)</b>
								99.0%	54.2%	9.9%	163.0%	-63.0%

WESTON PUBLIC SCHOOLS

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Period: 6 of 12

2022-2023	2023-2024	2024-2025	Object Code	Description	2025-2026								
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available	
				<i>Non-Certified Salaries</i>									
413,013	496,658	497,025	1210	Non-Cert. Supervisors	558,548	-	558,548	267,378	287,794	-	555,172	3,376	
213,706	238,317	223,285	1211	Nurses	250,912	-	250,912	97,193	107,965	45,754	250,912	-	
247,373	279,358	338,189	1215	Occupational & Physical Therapists	345,422	-	345,422	102,862	203,426	-	306,287	39,135	
1,156,839	1,328,818	1,361,800	1221	Administrative Support	1,388,117	-	1,388,117	629,503	739,809	18,805	1,388,117	-	
1,697,360	1,828,311	1,865,189	1231	Para Educators	1,914,820	-	1,914,820	788,048	1,089,297	37,475	1,914,820	-	
156,413	141,394	108,135	1234	Bus Aides	147,297	-	147,297	42,833	-	79,464	122,297	25,000	
495,877	505,325	523,857	1235	Technicians	537,922	-	537,922	258,293	278,679	-	536,972	950	
65,017	46,914	69,477	1237	Vocational Specialist	69,229	-	69,229	28,570	40,659	-	69,229	-	
262,406	276,448	301,659	1241	Safety Monitors	316,063	-	316,063	139,083	174,000	-	313,082	2,981	
513,999	514,241	538,892	1251	Custodians	570,282	-	570,282	269,202	303,816	(2,983)	570,036	246	
477,370	543,741	568,199	1261	Maintenance Mechanics & Grounds	585,183	-	585,183	271,301	313,902	-	585,204	(21)	
90,458	103,682	107,218	1269	Athletic Support Staff	124,751	-	124,751	44,615	29,375	50,760	124,751	-	
192,939	188,200	199,708	1280	Non Certified Stipends	204,550	-	204,550	91,383	62,387	50,780	204,550	-	
<b>\$ 5,982,771</b>	<b>\$ 6,491,408</b>	<b>\$ 6,702,634</b>		<b>Sub-Total Non-Certified Salaries</b>	<b>\$ 7,013,096</b>	<b>\$ -</b>	<b>\$ 7,013,096</b>	<b>\$ 3,030,264</b>	<b>\$ 3,631,109</b>	<b>\$ 280,056</b>	<b>\$ 6,941,429</b>	<b>\$ 71,668</b>	
							43.2%	51.8%	4.0%		99.0%	1.0%	
				<i>Other Non-Certified Salaries</i>									
39,524	39,305	34,159	1213/12 23/1233	Non-Certified Substitutes	47,500	-	47,500	18,877	-	28,623	47,500	-	
199,553	230,025	241,665	1212/22 38/42/52	Overtime	203,708	-	203,708	109,676	-	94,032	203,708	-	
114,912	101,739	102,616	1268	Summer Work-Non-Cert.	134,952	-	134,952	113,342	-	7,298	120,640	14,312	
<b>\$ 353,988</b>	<b>\$ 371,069</b>	<b>\$ 378,440</b>		<b>Sub-Total Other Salaries</b>	<b>\$ 386,160</b>	<b>\$ -</b>	<b>\$ 386,160</b>	<b>\$ 241,894</b>	<b>\$ -</b>	<b>\$ 129,954</b>	<b>\$ 371,848</b>	<b>14,312</b>	
							62.6%	0.0%	33.7%		96.3%	3.7%	
<b>\$ 32,970,064</b>	<b>\$ 34,606,548</b>	<b>\$ 35,979,154</b>		<b>TOTAL SALARIES</b>	<b>\$ 36,547,836</b>	<b>\$ -</b>	<b>\$ 36,547,836</b>	<b>\$ 15,298,657</b>	<b>\$ 20,360,731</b>	<b>\$ 923,266</b>	<b>\$ 36,582,654</b>	<b>\$ (34,818)</b>	
							41.9%	55.7%	2.5%		100.1%	-0.1%	

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Period: 6 of 12

2022-2023 Year-End Expense	2023-2024 Year-End Expense	2024-2025 Year-End Expense	Object Code	Description	2025-2026								
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available	
				<i>Benefits (2000's)</i>									
9,202,598	8,798,742	9,093,058	2000	Health Insurance	10,623,056	-	10,623,056	5,338,047	5,324,366	-	10,662,413	(39,357)	
(1,705,489)	(1,410,661)	(1,554,889)	2022	Premium Cost Share	(1,963,364)	-	(1,963,364)	(960,703)	(954,737)	-	(1,915,440)	(47,924)	
1,020,503	1,032,102	1,067,168	2001	Social Security & Medicare	1,160,817	-	1,160,817	473,656	687,161	-	1,160,817	-	
175,214	180,451	186,333	2003	Workers Compensation	191,436	-	191,436	191,383	-	-	191,383	53	
14,848	2,496	35,171	2004	Unemployment Compensation	20,000	-	20,000	8,989	-	11,011	20,000	-	
130,080	-	-	2005	Early Retirement Incentive	-	-	-	-	-	-	-	-	
1,328,122	1,192,864	1,325,069	2007	Pension Contributions	1,356,477	-	1,356,477	594,819	761,658	-	1,356,477	-	
91,124	101,963	54,001	2010	Tuition Reimbursement	85,500	-	85,500	-	85,500	-	85,500	-	
63,051	71,543	72,641	2011-12	Life & Disability Insurance	76,956	-	76,956	38,891	39,458	(1,393)	76,956	-	
56,400	22,381	27,148	2014	Sick Bank	45,000	-	45,000	3,929	-	41,072	45,000	-	
<b>\$10,376,450</b>	<b>\$9,991,881</b>	<b>\$10,305,700</b>		<b>TOTAL BENEFITS</b>	<b>\$ 11,595,878</b>	<b>\$ -</b>	<b>\$ 11,595,878</b>	<b>\$ 5,689,011</b>	<b>\$ 5,943,406</b>	<b>\$ 50,690</b>	<b>\$ 11,683,106</b>	<b>\$ (87,228)</b>	
								49.1%	51.3%	0.4%	100.8%	-0.75%	
				<i>Professional &amp; Technical Services (3000s)</i>									
504,232	525,441	174,021	3210	Contracted Services Educational	238,176	-	238,176	110,104	91,036	5,700	206,840	31,336	
149,405	176,454	154,137	3220-21	Consulting Services	168,935	-	168,935	82,512	94,180	24,697	201,389	(32,454)	
75,937	94,342	94,477	3235	Testing	144,421	-	144,421	46,009	95,630	2,782	144,421	-	
106,990	260,876	302,332	3239	Other Pupil Services	301,200	-	301,200	93,965	206,517	718	301,200	-	
66,056	34,711	37,221	3303	Management Services	37,714	-	37,714	39,685	32,663	-	72,348	(34,634)	
2,064	3,145	2,048	3304	License Fees-Facilities	3,500	-	3,500	4,057	1,750	(2,307)	3,500	-	
232,999	183,838	339,334	3306	Legal Fees-SPED	240,000	-	240,000	100,702	139,298	-	240,000	-	
187,860	162,916	148,456	3306	Legal Fees- Districtwide	150,000	-	150,000	74,910	66,866	8,225	150,000	-	
106,091	109,322	118,358	3308	Police/Fire	118,741	-	118,741	26,728	85,578	6,435	118,741	-	
67,685	155,452	123,318	3309	Professional & Technical Services	114,628	-	114,628	24,973	16,838	72,817	114,628	-	
41,996	41,210	54,136	3310	Sports Officials	57,987	-	57,987	-	57,987	-	57,987	-	
<b>\$ 1,541,316</b>	<b>\$ 1,747,705</b>	<b>\$ 1,547,836</b>		<b>TOTAL PROF. &amp; TECH SERVICES</b>	<b>\$ 1,575,301</b>	<b>\$ -</b>	<b>\$ 1,575,301</b>	<b>\$ 603,645</b>	<b>\$ 888,342</b>	<b>\$ 119,066</b>	<b>\$ 1,611,054</b>	<b>\$ (35,752)</b>	
								38.3%	56.4%	7.6%	102.3%	-2.3%	

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2025-2026												
2022-2023	2023-2024	2024-2025	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
Year-End Expense	Year-End Expense	Year-End Expense										
				<i>Property Services (4000s)</i>								
907,204	969,175	991,847	4200	Cleaning Services	994,738	-	994,738	331,218	663,520	-	994,738	-
50,825	66,687	65,839	4202	Rubbish Removal	75,877	-	75,877	30,413	32,268	13,197	75,877	-
82,370	171,370	181,873	4302	Equipment Repairs	188,898	-	188,898	45,522	46,906	96,470	188,898	-
184,530	189,525	199,670	4400	Equipment Rental	187,115	-	187,115	76,294	119,086	(8,265)	187,115	-
213,171	210,800	224,644	4500	Repair Allowance	150,000	-	150,000	24,687	26,854	98,459	150,000	-
30,182	40,740	49,171	4514	Fire Alarm System	44,400	-	44,400	39,574	2,526	2,300	44,400	-
201,994	191,606	169,137	4518	Sewer System Plant Maintenance	184,795	-	184,795	95,180	98,494	-	193,674	(8,879)
205,809	247,875	187,095	4520	Service Contracts	194,724	-	194,724	68,939	112,277	13,508	194,724	-
93,203	74,982	82,676	4530	Parks & Recreation	86,547	-	86,547	-	62,000	24,547	86,547	-
39,271	31,644	107,951	4540	Athletic Facilities Repairs	59,500	-	59,500	41,520	8,980	9,000	59,500	-
195,029	74,974	111,169	4541	Contracted Services	102,300	-	102,300	25,587	19,862	56,850	102,300	-
109,755	-	-	4600	Special Projects	-	-	-	-	-	-	-	-
11,275	6,377	-	4604	Snow Plowing	10,500	-	10,500	-	-	10,500	10,500	-
35,888	35,100	5,869	4701	Security System Monitoring	10,740	-	10,740	2,160	1,080	7,500	10,740	-
<b>\$ 2,360,505</b>	<b>\$ 2,310,853</b>	<b>\$ 2,376,940</b>		<b>TOTAL PROPERTY SERVICES</b>	<b>\$ 2,290,134</b>	<b>\$ -</b>	<b>\$ 2,290,134</b>	<b>\$ 781,092</b>	<b>\$ 1,193,855</b>	<b>\$ 324,066</b>	<b>\$ 2,299,013</b>	<b>\$ (8,879)</b>
								34.1%	52.1%	14.2%	100.4%	-0.4%

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2022-2023	2023-2024	2024-2025	Object Code	Description	2025-2026								
					Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available	
				<i>Other Services (5000s)</i>									
1,592,600	1,737,496	1,724,934	5100	Regular Transportation	1,777,015	-	1,777,015	1,768,460	8,555	-	1,777,015	-	
843,911	935,160	869,290	5101	SPED Transportation	815,957	-	815,957	512,203	398,569	-	910,772	(94,815)	
218,024	100,391	113,287	5104	Athletic Transportation	116,093	-	116,093	26,306	63,694	26,093	116,093	-	
12,802	4,237	4,524	5105	Extra-Curricular Transportation	16,360	-	16,360	5,902	1,325	9,132	16,360	-	
160,181	107,032	107,125	5112	Diesel & Gasoline	101,265	-	101,265	22,486	72,960	5,820	101,265	-	
128,142	136,003	134,609	5200	General Liability Insurance	154,233	-	154,233	113,183	-	22,958	136,141	18,092	
14,400	15,008	15,008	5202	Athletic Insurance	15,758	-	15,758	15,008	-	-	15,008	751	
104,154	106,579	109,196	5205	Property Insurance	114,250	-	114,250	112,350	-	1,901	114,250	-	
87,714	89,711	96,937	5300	Communications	94,106	-	94,106	44,996	41,705	7,405	94,106	-	
27,469	27,030	31,991	5400	Postage	29,383	-	29,383	13,554	13,379	2,450	29,383	-	
853	1,626	2,417	5500	Advertising	2,000	-	2,000	1,101	606	293	2,000	-	
16,962	19,046	18,519	5501	Printing	24,078	-	24,078	10,632	2,556	10,890	24,078	-	
2,367,437	2,232,934	2,045,796	5600	Out of District Tuition	1,652,829	-	1,652,829	701,800	970,047	(19,018)	1,652,829	-	
1,063,918	1,162,396	1,098,685	5601	Tuition Settlements	1,223,256	-	1,223,256	145,775	888,738	88,743	1,123,256	100,000	
41,076	39,352	44,431	5800	Travel & Conference	59,045	-	59,045	28,074	3,997	26,974	59,045	-	
3,803	3,282	2,901	5801	Mileage Reimbursement	14,231	-	14,231	2,223	1,100	10,908	14,231	-	
5,684	3,905	12,670	5900	Other Purchased Services	7,310	-	7,310	1,025	4,525	1,760	7,310	-	
<b>\$ 6,689,131</b>	<b>\$ 6,721,189</b>	<b>\$ 6,432,319</b>		<b>TOTAL OTHER SERVICES</b>	<b>\$ 6,217,168</b>	<b>\$ -</b>	<b>\$ 6,217,168</b>	<b>\$ 3,525,077</b>	<b>\$ 2,471,755</b>	<b>\$ 196,309</b>	<b>\$ 6,193,141</b>	<b>\$ 24,027</b>	
							56.7%	39.8%	3.2%		99.6%	0.4%	
				<i>Supplies &amp; Materials (6000's)</i>									
884,656	897,948	532,944	6110	Materials	697,780	-	697,780	245,139	215,137	237,503	697,780	-	
36,390	32,940	29,480	6120	Office Materials	35,328	-	35,328	13,144	25,479	(3,296)	35,328	-	
174,050	183,027	192,226	6130	Maintenance Materials	181,624	-	181,624	73,781	73,633	34,210	181,624	-	
95,137	98,925	132,842	6131	Custodial Materials	78,348	-	78,348	25,521	47,439	5,389	78,348	-	
21,943	43,776	14,895	6132	Security Materials	26,284	-	26,284	5,756	2,444	18,084	26,284	-	
517,581	570,459	642,148	6140	Software	657,407	-	657,407	622,898	35,205	(696)	657,407	-	
98,833	104,926	105,727	6410	Books	186,730	-	186,730	89,464	28,449	68,816	186,730	-	
325,229	467,063	496,828	6510	Heating Oil	515,195	-	515,195	94,033	377,240	43,922	515,195	-	
482,463	644,985	1,085,613	6520	Electricity	1,056,067	-	1,056,067	372,383	664,806	18,878	1,056,067	-	
2,890	2,377	2,870	6530	Propane	3,000	-	3,000	790	2,210	-	3,000	-	
<b>\$ 2,639,172</b>	<b>\$ 3,046,427</b>	<b>\$ 3,235,574</b>		<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>\$ 3,437,762</b>	<b>\$ -</b>	<b>\$ 3,437,762</b>	<b>\$ 1,542,909</b>	<b>\$ 1,472,041</b>	<b>\$ 422,812</b>	<b>\$ 3,437,762</b>	<b>\$ -</b>	
							44.9%	42.8%	12.3%		100.0%	0.0%	

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2025-2026												
2022-2023	2023-2024	2024-2025	Object Code	Description	Adopted Budget	Budget Transfers	Adjusted Budget	YTD Expended	Encumbered	Anticipated	Expended & Encumbered To EOY	Balance Available
Year-End Expense	Year-End Expense	Year-End Expense										
<i>Equipment (7000's)</i>												
192,826	265,378	413,486	7300	Equipment	413,932	-	413,932	370,463	5,604	37,865	413,932	-
<b>\$ 192,826</b>	<b>\$ 265,378</b>	<b>\$ 413,486</b>		<b>TOTAL EQUIPMENT</b>	<b>\$ 413,932</b>	<b>\$ -</b>	<b>\$ 413,932</b>	<b>\$ 370,463</b>	<b>\$ 5,604</b>	<b>\$37,865</b>	<b>\$ 413,932</b>	<b>\$ -</b>
							89.5%	1.4%	9.1%		100.0%	0.0%
<i>Other Objects (8000's)</i>												
87,938	89,475	76,267	8100	Dues, Fees and Memberships	110,106	-	110,106	64,551	30,995	14,561	110,106	-
32,434	39,246	32,768	8900	Other Objects	34,345	-	34,345	14,040	10,384	9,921	34,345	-
<b>\$ 120,372</b>	<b>\$ 128,721</b>	<b>\$ 109,035</b>		<b>TOTAL OTHER OBJECTS</b>	<b>\$ 144,451</b>	<b>\$ -</b>	<b>\$ 144,451</b>	<b>\$ 78,591</b>	<b>\$ 41,379</b>	<b>\$24,481</b>	<b>\$ 144,451</b>	<b>\$ -</b>
							54.4%	28.6%	16.9%		100.0%	0.0%
<i>Revenue Offset (9000's)</i>												
(29,462)	(29,903)	(31,457)	9200	Technology Revenue	(31,946)	-	(31,946)	-	-	(31,946)	(31,946)	-
(74,800)	(78,660)	(75,600)	9201	Participation Fees, Athletics	(70,475)	-	(70,475)	(33,100)	8,740	(46,115)	(70,475)	-
(21,689)	(13,475)	-	9202	Gate Receipts, Athletics	(14,000)	-	(14,000)	-	-	(14,000)	(14,000)	-
(89,987)	(25,495)	(22,425)	9204	Transportation Credits	-	-	-	-	-	-	-	-
(928,213)	(839,156)	(733,726)	9205	Excess Cost Reimbursement	(526,014)	-	(526,014)	-	-	(526,014)	(526,014)	-
(121,242)	(156,288)	(192,195)	9206	Pre School Tuition	(249,209)	-	(249,209)	(131,695)	-	(117,514)	(249,209)	-
(119,873)	(141,162)	(121,752)	9207	Non-Resident Tuition	(28,755)	-	(28,755)	(66,752)	-	(23,981)	(90,733)	61,978
(61,203)	(42,681)	(35,111)	9208	Parks & Rec Portion of Field Maintenance	(72,712)	-	(72,712)	-	-	(72,712)	(72,712)	-
(30,800)	-	(24,075)	9209	Parking Fees	(24,075)	-	(24,075)	-	-	(24,075)	(24,075)	-
(42,223)	(53,727)	(16,870)	9210	Theater Receipts	(51,025)	-	(51,025)	-	-	(51,025)	(51,025)	-
-	-	(27,500)	9212	Facility Use Rental	(37,500)	-	(37,500)	-	-	(37,500)	(37,500)	-
(14,336)	(50,764)	(13,513)	9215	Medicaid Revenue	(18,060)	-	(18,060)	(880)	-	(17,180)	(18,060)	-
<b>(\$1,533,828)</b>	<b>(\$1,431,311)</b>	<b>(\$1,294,225)</b>		<b>Total Revenue Offset</b>	<b>(\$1,123,771)</b>	<b>\$ -</b>	<b>(\$1,123,771)</b>	<b>(\$232,427)</b>	<b>\$8,740</b>	<b>(\$962,062)</b>	<b>(\$1,185,749)</b>	<b>\$61,978</b>
							20.7%	-0.8%	85.6%		105.5%	-5.5%
<b>\$ 55,356,008</b>	<b>\$ 57,387,390</b>	<b>\$ 59,105,820</b>		<b>GRAND TOTAL</b>	<b>\$ 61,098,689</b>	<b>\$ -</b>	<b>\$ 61,098,689</b>	<b>\$ 27,657,017</b>	<b>\$ 32,385,854</b>	<b>\$ 1,136,492</b>	<b>\$ 61,179,364</b>	<b>(\$80,672)</b>
							45.27%	53.01%	1.86%		100.13%	-0.13%