Windsor Board of Education Regular Meeting

Tuesday, January 15, 2013 6:30 PM
Regular Meeting, Town Hall, Council Chambers, 275 Broad Street, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Superintendent Presents 2013-2014 Budget Proposal**
3. **Public Forum on 2013-2014 Budget Proposal**
4. **THE REGULAR MEETING WILL CONTINUE IMMEDIATELY FOLLOWING THE PUBLIC FORUM**
5. **Recognitions/Acknowledgements**

a. Recognition--Tyler Jennings Peczka, BOE Student Representative
b. Recognition--Kalli Roebelen, CIAC Class M State Diving Champion

6. **Audience to Visitors**
7. **Student Representative Report**
8. **Board of Education**

a. President's Report
b. Action--Proposed 2013-2014 School Calendar, 2nd Reading

9. **Superintendent's Report**

a. Fiscal Year 13' Estimated Budget Surplus
b. Textbook Adoption, 2nd Reading: Algebra II, Part 2
c. Student Participation and Performance in AP Courses, 2011-2012
d. Status Report on Windsor Evaluation Plan Pilot
e. Review of Amended Alliance Grant

10. **Committee Reports**

a. Curriculum Committee
b. Finance Committee
c. Technology Committee
d. Superintendent Evaluation Development Committee
e. Long Range Planning Committee
f. Roger Wolcott Committee

11. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Services Report
d. Human Resources Report

12. **Approval of Minutes**

a. December 6, 2012 BOE Special Meeting Minutes
b. December 18, 2012 BOE Regular Meeting Minutes
c. December 20, 2012 Superintendent Evaluation Development Committee Minutes
d. December 27, 2012 Superintendent Evaluation Development Committee Minutes

13. **Other Matters/Announcements/Regular BOE Meetings**

a. BOE Special Meeting, Thursday, January 17, 2013 at 7:00 PM, L.P. Wilson Community Center, Room 17
b. BOE Finance Committee Meeting, Tuesday, January 22, 2013 at 6:30 PM, L.P. Wilson Community Center, Board Room (Audience to Visitors before/after meeting)
c. BOE Technology Committee Meeting, Thursday, January 24, 2013 at 5:30 PM, L.P. Wilson Community Center, Room 17
d. BOE Long Range Planning Committee, Tuesday, January 29, 2013 at 5:30

PM, L.P. Wilson Community Center, Room 17

e. BOE Roger Wolcott Committee Meeting, Wednesday, January 30, 2013 at 5:30 PM, L.P. Wilson Community Center, Room 17

f. BOE Public Forum on 2013-2014 Proposed Budget, Saturday, February 2, 2013 at 10:00 AM, L.P. Wilson Community Center, Board Room. BOE Finance Committee Meeting immediately following (Audience to Visitors before/after meeting)

g. BOE Finance Committee Meeting, Tuesday, February 5, 2013 at 6:30 PM, L.P. Wilson Community Center, Room 17 (Audience to Visitors before/after meeting)

h. BOE Curriculum Committee Meeting, Wednesday, February 6, 2013 at 4:30 PM, L.P. Wilson Community Center, Room 17

i. BOE Finance Committee, Thursday, February 7, 2013 at 6:30 PM, L.P. Wilson Community Center, Room 17 (Audience to Visitors before/after meeting)

j. February Regular BOE Meeting, Tuesday, February 12, 2013 at 7:00 PM, *** Note Location Change to L.P. Wilson Community Center, Board Room

k. BOE Finance Committee Budget Meeting Calendar

14. **Audience to Visitors**

15. **Adjournment**

Windsor Board of Education

Memo

To: Windsor BOE Members

From: Doreen Richardson, President

Date: January 15, 2013

Subject: Construction of Agendas for General Meeting of the Board

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Construction of Agenda & Posting of Agenda **BL - 9323**

The Superintendent in cooperation with the President of the Board of Education shall prepare an agenda for each meeting. Any member of the Board of Education may contact the President of the Board of Education or the Superintendent and request that an item to be placed on the agenda prior to the legally required public posting of the agenda. At least three Board of Education members must agree to the additional agenda item before it will be placed on the agenda.

Interpretation and Application:
This policy, in the first sentence, vests responsibility for construction of the agenda for each meeting with the Superintendent and Board President.

Criteria used in constructing agendas recognizing that:

- [1]Board meetings are where and when the work of the Board is done
- Board's time and focus is the District's most finite resource

Agendas are designed to reflect the mission, goals, the strategic priorities of the Board, and by extension of the key work underway in the District that impacts student achievement. Other considerations include timing, available administrative resources, statutory and/or policy requirements.

There are routine items/reports on the agenda that are required by virtue of State statute or BOE by-laws. Some of these items are typically managed through the consent agenda.

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[1] Ref: Meaningful Meetings: More than Just Going Through the Motions – Windsor BOE PD – Shipman & Goodwin – Dec. 15, 2011

Requests for Additional Agenda Items:

Windsor BOE By-Law 9323 requires that requests for additional items have interests from at least three members of the Board prior to placement on the agenda. Consideration of additional items that meet this minimum threshold will be filtered through the standard framework outlined above.

The Board has multiple pathways, including the regular monthly meeting, for addressing reporting needs, issues or ideas that arise from the various interests of members or current events likely to impact WPS – any one of these mechanisms may be used to address requests from members of the Board:

- Workshops
- Special meetings
- Reports
- Committees

Once a determination is made how best to handle a request, that information will be communicated to the full Board.

This process is designed to maximize the Board's time as it seeks to raise student achievement, making good on its mission to develop the genius in each child.

Contact: Doreen Richardson, President 860.752.4430; drichardson@windsorct.org

WINDSOR PUBLIC SCHOOLS
2013-2014
SCHOOL CALENDAR

AUGUST 2013

M	T	W	TH	F
			OD	PD
WD	27	28	29	30

SEPTEMBER 2013

M	T	W	TH	F
▨	3	4	5	6
9	10	11	12	13
16	⬠17	18	19	20
23	24	25	26	27

OCTOBER 2013

M	T	W	TH	F
	1	2	3	4
7	⬠8	9	10	11
▨	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER 2013

M	T	W	TH	F
				1
4	PD	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	▨	▨

DECEMBER 2013

M	T	W	TH	F
2	3	4	5	6
9	⬠10	11	12	13
16	17	18	19	20
23	▨	▨	26	27
30	31			

JANUARY 2014

M	T	W	TH	F
		▨	2	3
6	7	8	9	10
13	14	15	16	17
▨	21	22	23	◯24
27	28	29	30	31

Special Dates

August 27- School Opens for Students
September 2 - Labor Day
September 17 - Early Dismissal
October 8 - Early Dismissal
October 14 - Columbus Day
November 5 - Professional Day
November 27-29 - Thanksgiving Recess
December 10 - Early Dismissal
December 23 - January 1 - Holiday Recess
January 20 - Martin Luther King, Jr. Day
February 4 - Early Dismissal
February 17 - Presidents' Day
February 17-21 - Winter Recess
March 3-28 - CMT/CAPT Testing
April 14-18 - Spring Recess
April 18 - Good Friday
April 8 - Early Dismissal
May 6 - Early Dismissal
May 26 - Memorial Day
June 3 - Early Dismissal
June 13 - Tentative Last Day of School

Codes

OD Opening Day for Staff

PD Professional Day

WD Staff Workday

☐ No School for Students

▨ All Offices Closed

⬠ Early Dismissal - All Students

◯ End of semester

* K-5 Parent Conferences (Early Dismissal)

s Sage Park Parent Conferences (Early Dismissal)

w Windsor High School Parent Conferences (Early Dismissal)

x High School examinations (Early Dismissal)

School Delay and Closing

- On the web: www.windsorct.org
- Phone: 687-2000 x 180
- Local radio and television stations

Important Information

1. School may be delayed due to inclement weather by either 90 minutes or two hours. Morning schedules would be adjusted accordingly and release time remains the same.

2. Calendar allots for ten(10) snow days beginning June 16th. If more are needed they will be deducted from the Spring Recess commencing Monday, April 14, 2014.

3. High School Graduation date to be determined in April by the Board of Education.

FEBRUARY 2014

M	T	W	TH	F
3	⬠4	5	6	7
10	11	12	13	14
▨	18	19	20	21
24	25	26	27	28

MARCH 2014

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
30	31			

APRIL 2014

M	T	W	TH	F
	1	2	3	4
7	⬠8	9	10	11
14	15	16	17	▨
21	22	23	24	25
28	29	30		

MAY 2014

M	T	W	TH	F
			1	2
5	⬠6	7	8	9
12	13	14	15	16
19	20	21	22	23
▨	27	28	29	30

JUNE 2014

M	T	W	TH	F
2	⬠3	4	5	6
9	10	11	12	◯13
16	17	18	19	20
23	24	25	26	27

June 13 - Tentative Last Day of School: Early Dismissal

High School Graduation date to be determined in April by the Board of Education.

DRAFT

Approved 1/24/2013

WINDSOR BOARD OF EDUCATION

Agenda Item Summary

For Consideration by the Board of Education at the Meeting of January 15, 2013

Prepared by: Craig Cooke, Ph.D.
Assistant Superintendent for Human Resources

Presenter: Craig Cooke, Ph.D.

SUBJECT: Draft 2013-2014 School Calendar, 2nd Reading

ATTACHMENTS: Proposed 2013-2014 School Calendar

BACKGROUND: Each year the calendar for the next school year is brought to the Board of Education for approval. Input is sought from PTO Presidents, the Windsor Education Association (WEA) and administrators. Principals, Cabinet members and the Superintendent review the input and make appropriate changes.

STATUS: The calendar for 2013–2014 is being recommended. The teacher work year would begin on August 22nd with opening day. The student school year would begin on August 27th. The last day of school would be tentatively scheduled for June 13th and would include 10 potential snow days. There would be a February and an April vacation.

The calendar includes 187 teacher work days and 183 instructional days. The calendar also includes seven student early release days for purposes of conducting teacher professional activities. The calendar also includes the traditional vacations and holidays.

RECOMMENDATION: Move that the Board of Education accept the proposed 2013-2014 School Calendar.

Reviewed by: _____ Recommended by Superintendent JAV

Agenda Item # 8b.

Windsor Public Schools
FY 13 Estimated Budget savings

Insurance RFP renewal		
Long term Disability and group long term Life	$	30,000
Administrator changes		
JFK principal		15,362
WHS VP		13,800
Math CS		14,900
SS teacher		23,000
Utility saving JFK gas conversion		6,000
	$	103,062

Z:\Board Meetings\2012\12.18.12 Regular Meeting\[FY 13 Estimated Budget Savings.xls]Sheet1

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

PREPARED BY: Frank Williams **PRESENTED BY:** Frank Williams

SUBJECT: Fiscal Year 13' Estimated Budget Surplus

BACKGROUND:

The request has been made to review items where we may have savings in the FY 13' budget.

STATUS:

Attached is the estimated calculation of the savings.

RECOMMENDATION:

N/A

Recommended by the Superintendent: JAV

Agenda Item # 9a.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

PREPARED BY: Thomas Baird **PRESENTED BY:** Thomas Baird

SUBJECT: Textbooks Adoption Proposals for Algebra 2 Part 2/Statistics

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BACKGROUND:

The Board previously approved the creation of the extended sequencing for Algebra 2 three years ago during the revision of the program of studies. Algebra 2 Part 1 was run with the first cohort of students in 2011-2012 school years. Algebra 2 Part 2/Statistics is now running this school year with this cohort of students. The structure of content of the two courses is as follows:

Algebra 2 Part 1: 1st Semester – Foundations of Algebra 1 & 2nd Semester – Algebra 2 Topics
Algebra 2 Part 2: 1st Semester – Algebra 2 topics & 2nd Semester – Statistics Topics

The board approved funding for the statistics book for the 2nd half of Algebra 2 Part 2/Statistics during the 2012-2013 budget process. The selection committee was comprised of the two Algebra 2 Part 2/Statistics teachers with the consultation of the AP Statistics teachers. After the statistics topics were outlined, the teachers began a review of four statistics text books. The book selected represents the topics in the same sequencing as the curriculum outline, has application and analysis as the focus of the topics, has real world examples throughout the book and has calculator directions embedded as well. The book is also the non-AP version of the book the board adopted in 2010 for the AP Statistics course.

Desired text(s): *Stats in your World*, Bock & Mariano, Pearson (2012)

STATUS: 1st Reading accepted at BOE meeting on December 18, 2012

RECOMMENDATION: Board accepts as a 2nd Reading.

Recommended by the Superintendent: JAV

Agenda Item # 9b.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

PREPARED BY: Mary Anne Butler **PRESENTED BY:** Christopher Rau

SUBJECT: Student participation and performance in Advanced Placement Courses, 2011-12

BACKGROUND:

Windsor High School has been participating in Project Opening Doors for several years with the purpose of increasing student enrollment, especially minority student enrollment, in Advanced Placement courses. Increased participation in AP courses was not the only goal of the Project as students are expected to score a 3 or better on each AP exam they take at the conclusion of the course.

STATUS:

The Board has requested a presentation on the participation rate of Windsor High School students in Advanced Placement courses and their performance on the 2012 Advanced Placement exams.

RECOMMENDATION:

That the Board accept this report in the form of a presentation.

Recommended by the Superintendent: JAV

Agenda Item # 9c.

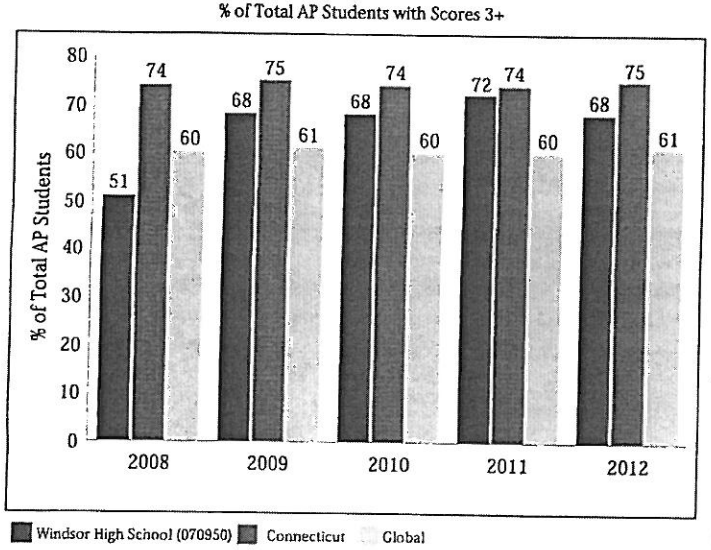
AP Five-Year School Score Summary (2012)

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This report shows five years of data at the school, state and global levels. On the first page, a graph illustrates the year-over-year change in the percentage of AP students with scores of 3 or higher, next to a table that provides the overall total exams, total unique students and both the number and percentage of AP students with one or more scores of 3 or higher. On subsequent pages, the report provides subject-specific summary data by year: total exams, total exams by score and mean score.

Data Updated Jul 13, 2012. Report Run Aug 31, 2012

Windsor High School (070950)



	2008	2009	2010	2011	2012
Windsor High School (070950)					
Total AP Students	176	145	158	177	206
Number of Exams	282	215	257	320	367
AP Students with Scores 3+	89	99	107	128	141
% of Total AP Students with Scores 3+	50.6	68.3	67.7	72.3	68.4
Connecticut					
Total AP Students	22,418	23,485	25,735	27,435	29,446
Number of Exams	39,221	41,616	46,429	50,148	54,277
AP Students with Scores 3+	16,512	17,633	18,999	20,371	21,988
% of Total AP Students with Scores 3+	73.7	75.1	73.8	74.3	74.7
Global					
Total AP Students	1,588,530	1,698,133	1,855,310	1,982,133	2,106,137
Number of Exams	2,754,327	2,944,031	3,236,335	3,475,395	3,712,878
AP Students with Scores 3+	955,312	1,038,383	1,116,959	1,193,662	1,294,485
% of Total AP Students with Scores 3+	60.1	61.1	60.2	60.2	61.5

"Success" on an AP Exam is defined as an exam score of 3 or higher, which represents the score point that research finds predictive of college success and college graduation. These findings have held consistent across the decades. One example of such a study comes from the National Center for Educational Accountability, which found that an AP Exam score, and a score of 3 or higher in particular, is a strong predictor of a student's ability to persist in college and earn a bachelor's degree.

The data in this report differs from other College Board reports, such as *The AP Report to the Nation*, which tracks exams taken by seniors throughout their high school career (cohort-based) and includes public school data only.

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AP Five-Year School Score Summary (2012)

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✔ Data Updated Jul 13, 2012, Report Run Aug 31, 2012

Windsor High School (070950)

	Windsor High School (070950)					Connecticut					Global				
Biology	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**
5		1	9	3	3	805	901	921	1,071	1,009	28,836	31,219	32,361	34,934	37,871
4	2	4	4	3	3	551	624	546	767	737	24,204	24,783	26,206	30,627	32,504
3	2		3	9	5	449	498	539	576	535	24,953	25,263	26,607	28,139	27,512
2	2	1	2	3	3	348	398	382	415	408	23,469	24,136	24,426	27,018	27,933
1	8	4	8	17	9	511	559	619	647	646	53,607	54,387	63,297	64,536	66,196
Total Exams	14	10	26	35	23	2,664	2,980	3,007	3,476	3,335	155,069	159,788	172,897	185,254	192,016
Mean Score	1.86	2.70	3.15	2.20	2.48	3.30	3.31	3.26	3.35	3.32	2.69	2.71	2.65	2.70	2.73

Calculus AB	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**
5		3	6	14	6	1,040	1,132	1,107	1,148	1,454	49,330	53,103	52,336	54,880	67,589
4	4	2	6	3	7	896	787	789	777	850	47,329	43,293	40,591	42,049	45,680
3	5	3	3		2	566	625	706	773	706	39,917	41,336	44,582	47,378	46,689
2	5	5	2			375	398	357	409	332	33,896	35,919	27,682	27,354	27,306
1	2	4	1			380	510	837	942	889	52,914	57,615	81,669	84,843	80,724
Total Exams	16	17	18	17	15	3,257	3,452	3,796	4,049	4,231	223,386	231,266	246,860	256,504	267,988
Mean Score	2.69	2.71	3.78	4.82	4.27	3.57	3.47	3.26	3.19	3.39	3.03	2.99	2.81	2.82	2.97

Calculus BC	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**	**2008**	**2009**	**2010**	**2011**	**2012**
5			4		9	507	546	648	721	796	30,197	31,690	39,252	40,656	47,697
4						172	159	162	181	181	12,041	12,850	12,248	13,601	15,285
3				1		134	147	154	154	150	13,429	14,075	14,290	14,301	15,008
2						34	41	48	39	46	4,654	5,406	4,579	5,038	5,089
1						65	60	79	94	101	8,955	9,160	9,058	11,781	11,602
Total Exams			4	1	9	912	953	1,091	1,189	1,274	69,276	73,181	79,427	85,377	94,681
Mean Score			5.00	3.00	5.00	4.12	4.14	4.15	4.17	4.20	3.72	3.72	3.86	3.78	3.87

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AP Five-Year School Score Summary (2012)

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Windsor High School (070950)

Calculus BC: AB Subscore	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5			4		9	586	677	667	816	897	34,727	41,428	40,578	47,108	56,153
4				1		193	153	198	193	176	16,437	13,869	15,387	15,304	15,965
3						76	70	121	89	87	8,850	8,980	11,231	11,290	9,195
2						26	26	38	31	47	5,167	4,496	4,531	4,162	5,514
1						31	26	67	60	67	4,091	4,396	7,697	7,505	7,851
Total Exams			4	1	9	912	952	1,091	1,189	1,274	69,272	73,169	79,424	85,369	94,678
Mean Score			5.00	4.00	5.00	4.40	4.50	4.25	4.41	4.40	4.05	4.14	3.96	4.06	4.13

Chemistry	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5			1	1		511	475	642	552	575	18,560	18,845	19,806	21,026	21,732
4			1	3	1	401	371	517	532	634	17,672	18,783	21,391	22,712	25,672
3	1		5	1	5	378	351	403	460	572	20,128	21,170	22,350	24,033	26,716
2		1	1		5	188	177	196	263	331	14,318	14,808	14,662	17,948	19,916
1	9	4	5		5	345	274	398	437	449	30,069	31,116	37,237	37,334	38,816
Total Exams	10	5	13	5	16	1,823	1,648	2,156	2,244	2,561	100,747	104,722	115,446	123,053	132,852
Mean Score	1.20	1.20	2.38	4.00	2.13	3.30	3.36	3.38	3.22	3.22	2.80	2.80	2.76	2.77	2.79

Comparative Government and Politics	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	2	1	1			61	98	93	90	111	2,720	2,927	3,075	2,999	3,570
4	7	1	1			59	100	97	121	155	2,916	3,149	3,447	3,757	4,411
3	1		3			38	86	104	74	86	2,824	3,073	3,567	3,490	3,424
2	1	4	1			50	69	85	68	82	2,891	3,029	3,794	3,661	3,831
1	2	2	3			24	35	28	32	58	2,518	2,563	3,032	3,240	3,227
Total Exams	13	8	9			232	388	407	385	492	13,869	14,741	16,915	17,147	18,463
Mean Score	3.46	2.38	2.56			3.36	3.40	3.35	3.44	3.36	3.03	3.06	2.98	2.98	3.07

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AP Five-Year School Score Summary (2012)

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Data Updated Jul 13, 2012, Report Run Aug 31, 2012

Windsor High School (070950)

Computer Science A	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5		1	2		3	51	51	94	96	106	3,383	3,873	5,331	5,552	6,217
4	1			1	2	52	45	73	88	106	3,383	4,292	4,991	5,533	6,391
3		1		1		38	35	52	29	54	2,164	2,218	2,823	3,162	4,104
2		1		1	2	22	17	35	11	42	1,400	1,364	1,588	1,740	2,015
1		5	6	2	5	69	75	122	73	128	5,234	4,985	5,467	6,240	7,531
Total Exams	1	8	8	5	12	232	223	376	297	436	15,564	16,732	20,200	22,227	26,258
Mean Score	4.00	1.88	2.00	2.20	2.67	2.97	2.91	2.95	3.41	3.05	2.89	3.04	3.16	3.11	3.07

English Language and Composition															
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	3	5	5	7	10	700	966	1,035	1,195	1,342	26,673	35,396	40,476	45,833	48,766
4	1	5	12	9	18	1,045	1,156	1,320	1,484	1,769	55,912	64,250	78,184	82,701	90,038
3	6	13	18	21	20	1,006	1,078	1,241	1,457	1,608	96,284	102,192	110,266	124,294	128,766
2	7	1	13	20	8	523	547	721	788	955	93,541	95,875	104,106	113,742	124,271
1					2	145	139	188	230	212	34,829	40,401	44,064	46,833	53,123
Total Exams	17	24	48	57	58	3,419	3,886	4,505	5,154	5,886	307,239	338,114	377,096	413,403	444,964
Mean Score	3.00	3.58	3.19	3.05	3.45	3.48	3.58	3.51	3.51	3.52	2.82	2.88	2.91	2.92	2.90

English Literature and Composition															
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5		2	4	3	4	598	693	771	824	832	20,958	24,651	28,740	31,094	31,622
4	4	5	6	8	9	1,379	1,354	1,413	1,307	1,387	63,979	68,258	67,921	65,822	68,467
3	5	3	4	15	16	1,494	1,363	1,629	1,688	1,765	109,026	102,560	107,316	114,464	115,709
2	7	3	5	5	14	765	856	1,058	1,179	1,378	98,295	104,400	116,436	118,592	122,985
1						169	140	214	227	288	29,169	33,681	35,758	39,858	42,259
Total Exams	16	13	19	31	43	4,405	4,406	5,085	5,225	5,650	321,427	333,550	356,171	369,830	381,042
Mean Score	2.81	3.46	3.47	3.29	3.07	3.33	3.36	3.29	3.25	3.19	2.84	2.84	2.82	2.81	2.80

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AP Five-Year School Score Summary (2012)

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Windsor High School (070950)

Environmental Science	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5						172	231	248	195	262	7,216	7,637	9,056	8,884	9,725
4					4	303	348	495	528	660	14,997	15,279	19,619	24,715	27,134
3					5	207	282	277	281	325	10,872	13,955	14,772	15,507	18,074
2					4	159	251	248	325	377	10,627	13,607	15,692	24,715	26,435
1					3	136	219	253	190	226	17,940	23,203	27,772	25,699	27,600
Total Exams					16	977	1,331	1,521	1,519	1,850	61,652	73,681	86,911	99,520	108,968
Mean Score					2.63	3.22	3.09	3.16	3.14	3.19	2.72	2.60	2.61	2.66	2.68

French Language and Culture *	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5						81	82	62	94	125	3,058	2,567	2,559	2,833	3,792
4	1					140	110	115	101	212	3,516	3,446	3,371	3,414	5,520
3	1	1	1			197	197	232	220	207	6,349	6,141	6,323	6,152	6,738
2	4					130	143	159	150	60	4,397	4,707	4,689	4,352	3,578
1		1				106	77	102	91	1	4,969	4,978	5,344	4,689	1,122
Total Exams	6	2	1			654	609	670	656	605	22,289	21,839	22,286	21,440	20,750
Mean Score	2.50	2.00	3.00			2.94	2.96	2.81	2.93	3.66	2.79	2.72	2.69	2.78	3.35

Music Theory	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	1	1		1		64	75	93	61	115	2,636	2,588	3,436	3,207	3,543
4	1			1		91	69	74	76	74	3,153	2,707	3,067	3,225	3,207
3	1	1				90	105	98	109	99	3,913	4,100	4,175	4,456	4,579
2	6	4		3		68	105	93	99	85	3,252	4,288	4,630	4,943	4,626
1	3	1				20	25	26	32	28	1,400	1,998	2,344	2,648	2,456
Total Exams	12	7		5		333	379	384	377	401	14,354	15,681	17,652	18,479	18,411
Mean Score	2.25	2.43		3.00		3.33	3.17	3.30	3.09	3.41	3.17	2.97	3.04	2.97	3.04

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Windsor High School (070950)

Music Aural Subscore	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	1	1		1		60	78	85	67	103	2,606	2,579	3,469	3,128	3,484
4	1			1		83	60	73	64	73	3,107	2,630	3,106	3,250	3,338
3	4	3		2		94	108	96	111	108	3,822	4,210	4,110	4,489	4,535
2	5	3		1		69	101	97	87	79	3,308	4,128	4,634	4,703	4,380
1	1					27	30	33	48	38	1,448	2,024	2,321	2,714	2,587
Total Exams	12	7		5		333	377	384	377	401	14,291	15,571	17,640	18,284	18,324
Mean Score	2.67	2.86		3.40		3.24	3.15	3.21	3.04	3.31	3.15	2.98	3.04	2.97	3.04

Music Non-Aural Subscore	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	1	1		1		69	72	103	69	111	2,617	2,598	3,557	3,101	3,431
4						85	74	81	67	89	3,298	2,716	3,089	3,328	3,270
3	2	1		2		99	104	95	110	92	3,862	3,971	4,146	4,368	4,548
2	4	4		1		59	108	80	98	83	3,182	4,483	4,496	4,932	4,611
1	5	1		1		21	21	25	33	26	1,398	1,910	2,360	2,754	2,548
Total Exams	12	7		5		333	379	384	377	401	14,357	15,678	17,648	18,483	18,408
Mean Score	2.00	2.43		2.80		3.37	3.18	3.41	3.11	3.44	3.18	2.98	3.06	2.95	3.02

Physics B	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5			5	5	1	199	197	214	253	295	8,989	9,367	10,068	12,424	13,123
4	2	2	3	10	4	230	257	281	336	374	10,154	11,714	12,528	14,563	15,601
3	5	3	8	7	2	379	341	362	414	411	15,916	17,079	17,681	19,654	21,294
2	5	1	5	7	8	193	213	213	244	208	10,566	11,496	12,604	13,087	13,519
1	13	4	5	2	4	150	135	194	182	219	12,350	13,139	14,838	16,124	17,159
Total Exams	25	10	26	31	19	1,151	1,143	1,264	1,429	1,507	57,975	62,795	67,719	75,852	80,696
Mean Score	1.84	2.30	2.92	3.29	2.47	3.12	3.15	3.09	3.16	3.21	2.88	2.88	2.86	2.92	2.93

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AP Five-Year School Score Summary (2012)

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Windsor High School (070950)

	Windsor High School (070950)					Connecticut					Global				
Psychology	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	5	6	7	14	9	649	822	856	964	1,069	25,494	34,427	35,037	39,992	45,804
4	8	5	6	6	10	728	775	1,006	1,248	1,145	36,587	40,647	47,453	52,226	57,338
3	3	8	5	4	6	446	489	648	749	851	26,721	28,820	35,736	39,330	42,938
2	2	6	1		3	228	272	358	471	575	17,804	17,993	22,687	25,645	29,839
1	4		3		2	328	336	423	617	717	26,463	29,427	37,674	41,502	44,929
Total Exams	22	25	22	24	30	2,379	2,694	3,291	4,049	4,357	133,069	151,314	178,587	198,695	220,848
Mean Score	3.36	3.44	3.59	4.42	3.70	3.48	3.55	3.46	3.36	3.29	3.13	3.22	3.11	3.12	3.13

Spanish Language	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	2	1	2	2	1	377	359	397	439	445	26,410	28,998	33,077	28,278	33,089
4	2	1	1	1	1	427	470	478	477	501	27,892	29,679	34,074	32,796	34,965
3	2	1	1	2	1	337	311	299	404	388	19,851	20,640	21,536	27,236	28,699
2		1	2	1	2	262	266	244	265	248	16,665	17,440	17,785	20,877	20,073
1	4	3		4	3	284	274	189	278	292	17,303	16,921	17,761	19,797	17,079
Total Exams	10	7	6	10	8	1,687	1,680	1,607	1,863	1,874	108,121	113,678	124,233	128,984	133,905
Mean Score	2.80	2.43	3.50	2.60	2.38	3.21	3.22	3.40	3.29	3.30	3.27	3.32	3.38	3.22	3.35

Statistics	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5		2	8	11	5	330	349	394	443	559	14,117	14,392	16,773	17,821	19,291
4	6	1	3	12	9	557	553	667	738	789	24,686	26,146	29,235	30,683	32,570
3	14	5	1	5	7	529	597	651	741	759	25,849	28,390	30,609	35,880	39,404
2	12	3		3	7	352	382	479	439	488	20,485	22,376	23,725	25,238	27,715
1	16	1		1	1	276	340	558	537	573	23,756	26,198	30,279	33,860	35,158
Total Exams	48	12	12	32	29	2,044	2,221	2,749	2,898	3,168	108,893	117,502	130,621	143,482	154,138
Mean Score	2.21	3.00	4.58	3.91	3.34	3.15	3.09	2.95	3.04	3.09	2.86	2.83	2.84	2.81	2.83

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Windsor High School (070950)

Studio Art: 2-D Design Portfolio	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5			1	1		48	56	79	83	85	1,981	2,200	2,359	2,657	3,393
4				2		77	101	128	105	142	3,440	4,144	5,500	5,633	6,773
3		1	1	3	6	101	100	103	104	134	5,242	5,754	6,844	7,618	7,674
2	1				6	61	94	86	68	55	4,140	4,797	5,363	5,246	5,123
1		1		1		20	17	9	15	10	880	832	943	995	1,042
Total Exams	1	2	2	7	12	307	368	405	375	426	15,683	17,727	21,009	22,149	24,005
Mean Score	2.00	2.00	4.00	3.29	2.50	3.23	3.23	3.45	3.46	3.56	3.10	3.12	3.14	3.17	3.26

Studio Art: 3-D Design Portfolio	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5						13	5	13	19	29	244	253	325	343	397
4		1	1	1	1	15	21	16	19	16	370	435	535	615	786
3	3	1	1		1	23	22	26	16	21	939	1,041	1,124	1,139	1,331
2	3	3	2			7	10	8	8	7	749	872	985	1,072	1,095
1						2			1		207	196	218	234	234
Total Exams	6	5	4	1	2	60	58	63	63	73	2,509	2,797	3,187	3,403	3,843
Mean Score	2.50	2.60	2.75	4.00	3.50	3.50	3.36	3.54	3.75	3.92	2.88	2.88	2.93	2.93	3.00

Studio Art: Drawing Portfolio	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5						62	49	51	49	58	1,930	2,027	2,189	2,071	2,276
4		1	1			65	60	66	62	86	2,497	2,677	2,926	2,871	3,409
3	1	1	1			117	101	122	140	136	5,205	5,570	5,909	6,812	6,307
2	1		1			50	52	55	42	40	3,835	3,917	3,532	3,837	3,649
1						6	9	3	6	1	807	691	690	904	783
Total Exams	2	2	3			300	271	297	299	321	14,274	14,882	15,246	16,495	16,424
Mean Score	2.50	3.50	3.00			3.42	3.32	3.36	3.35	3.50	3.06	3.10	3.16	3.08	3.17

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AP Five-Year School Score Summary (2012)

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Windsor High School (070950)

United States Government and Politics	Windsor High School (070950)					Connecticut					Global				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	1	1	1	2	3	293	372	384	496	560	21,624	24,967	26,695	28,534	30,041
4	4		2	7	2	272	333	367	423	549	23,356	32,339	28,367	31,466	35,785
3	2	2	1	7	3	416	381	522	578	722	44,860	48,500	54,129	56,723	59,336
2	4	4	3	3	6	304	292	381	467	579	45,960	46,252	51,016	54,862	58,826
1	2	1	2	1	1	206	163	261	330	264	42,272	39,112	52,431	54,716	55,862
Total Exams	13	8	9	20	15	1,491	1,541	1,915	2,294	2,674	178,072	191,170	212,638	226,301	239,850
Mean Score	2.85	2.50	2.67	3.30	3.00	3.10	3.30	3.12	3.13	3.21	2.64	2.78	2.65	2.67	2.69

United States History	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5		8	2		4	913	1,087	1,241	1,201	1,442	29,698	39,951	42,896	45,030	50,087
4		6	4	4	8	1,356	1,423	1,575	1,755	1,797	63,236	69,876	73,305	84,795	91,050
3		6	2	7	10	1,313	1,354	1,515	1,340	1,508	74,418	80,006	88,809	85,415	92,730
2		4	2	4	5	1,212	1,138	1,259	1,247	1,225	88,248	91,028	100,578	108,420	114,143
1		1	1	1	2	826	611	552	562	591	91,889	80,801	84,274	83,632	80,622
Total Exams		25	11	16	29	5,620	5,613	6,142	6,105	6,563	347,489	361,662	389,862	407,292	428,632
Mean Score		3.64	3.36	2.88	3.24	3.06	3.22	3.28	3.29	3.35	2.57	2.72	2.72	2.75	2.80

World History	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
5	9	2		3	1	122	108	115	149	125	11,122	15,998	16,468	17,923	14,593
4	8	4	3	7	5	119	100	144	156	194	20,183	23,052	26,042	30,185	33,247
3	10	11	9	4	13	110	111	136	165	241	29,306	33,638	40,036	43,487	64,448
2	20	6	4	9	10	102	106	78	121	158	32,082	35,392	40,657	48,212	62,223
1	3	2			2	79	70	39	93	92	32,463	36,283	44,959	49,263	37,028
Total Exams	50	25	16	23	31	532	495	512	684	810	125,156	144,363	168,162	189,070	211,539
Mean Score	3.00	2.92	2.94	3.17	2.77	3.19	3.14	3.43	3.21	3.13	2.56	2.63	2.57	2.57	2.65

* In 2011-12, the AP French Language course and exam title was changed to AP French Language and Culture.

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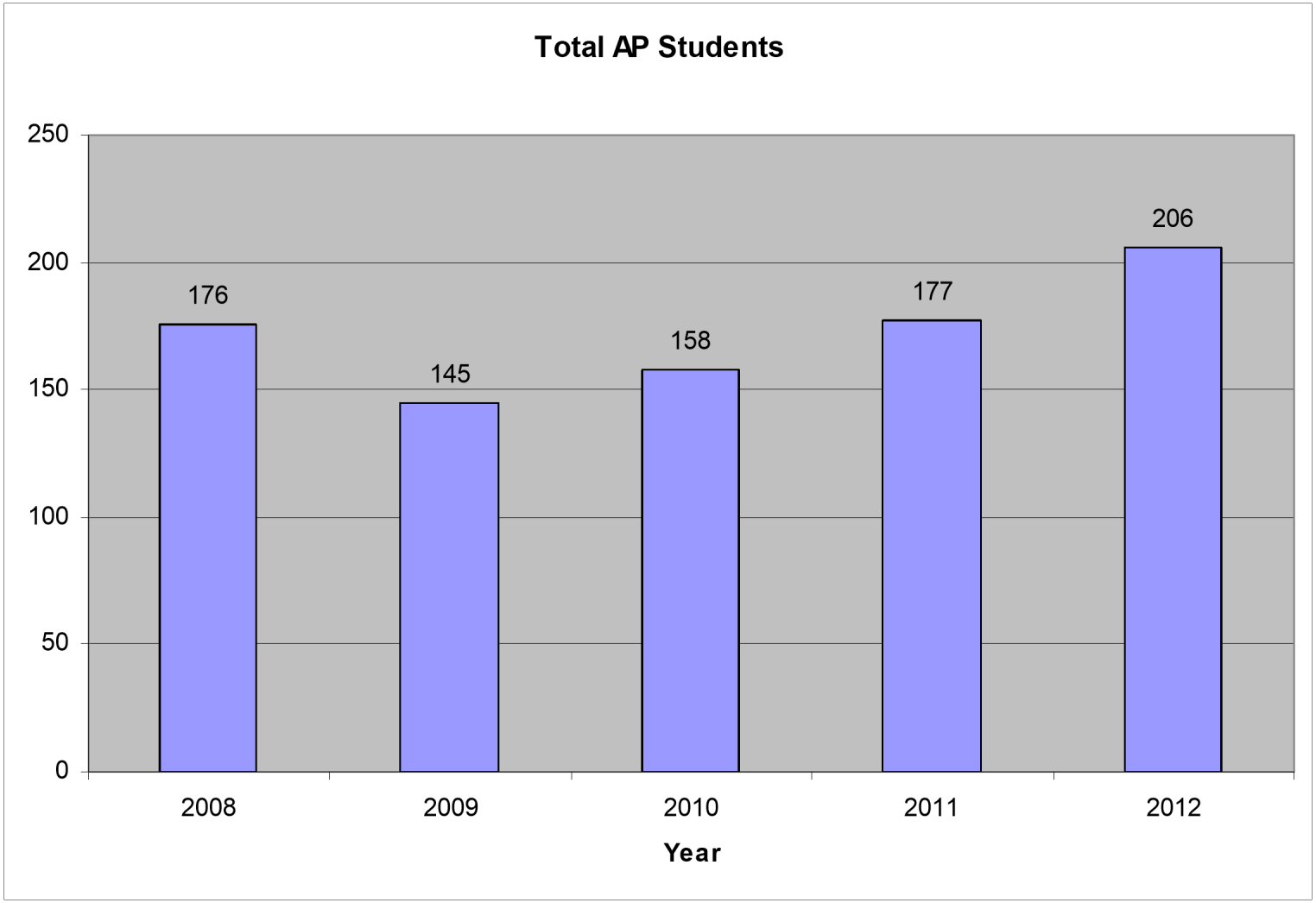
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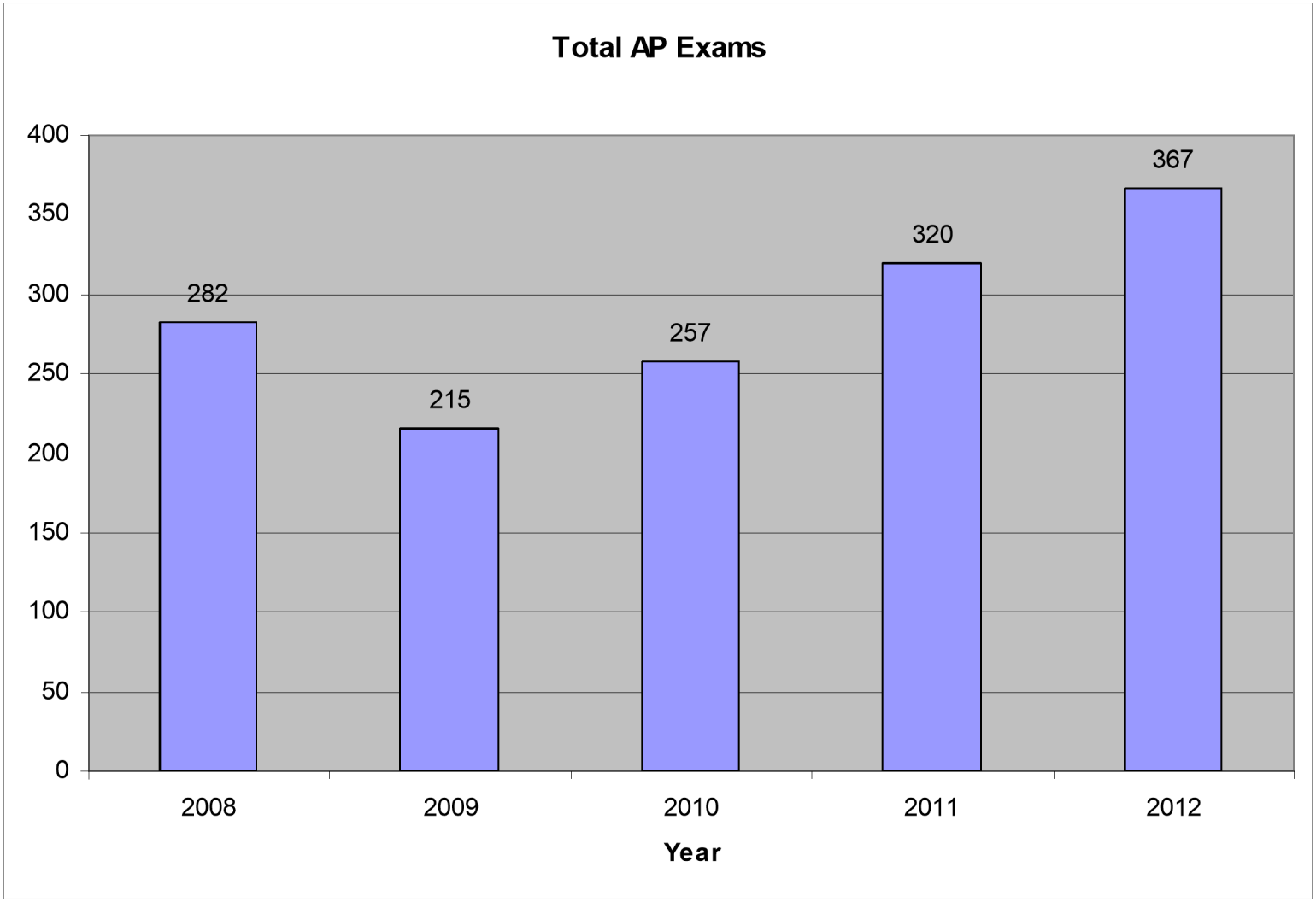
AP Scores

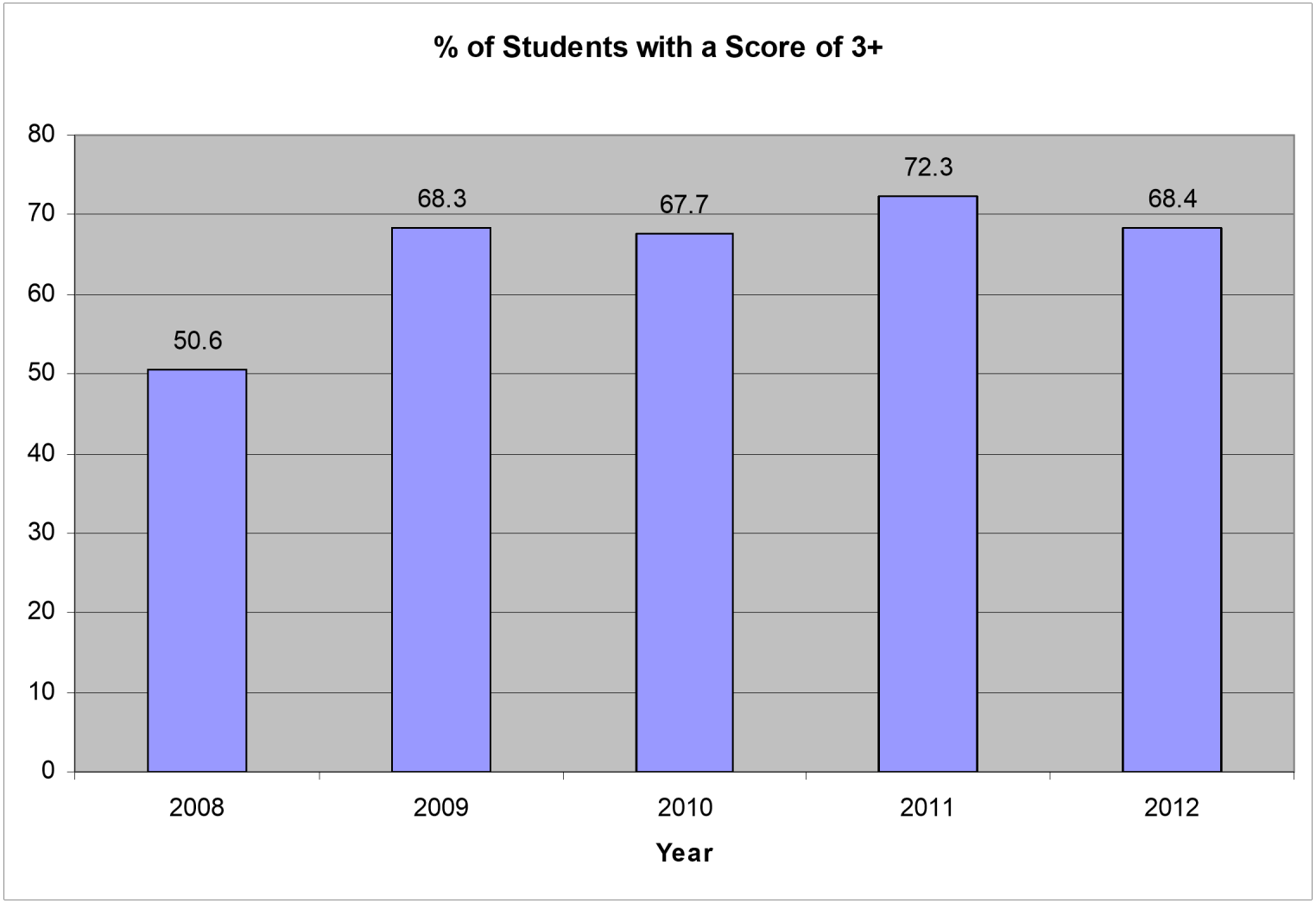
2008-2012

Changes in AP 2008-2012

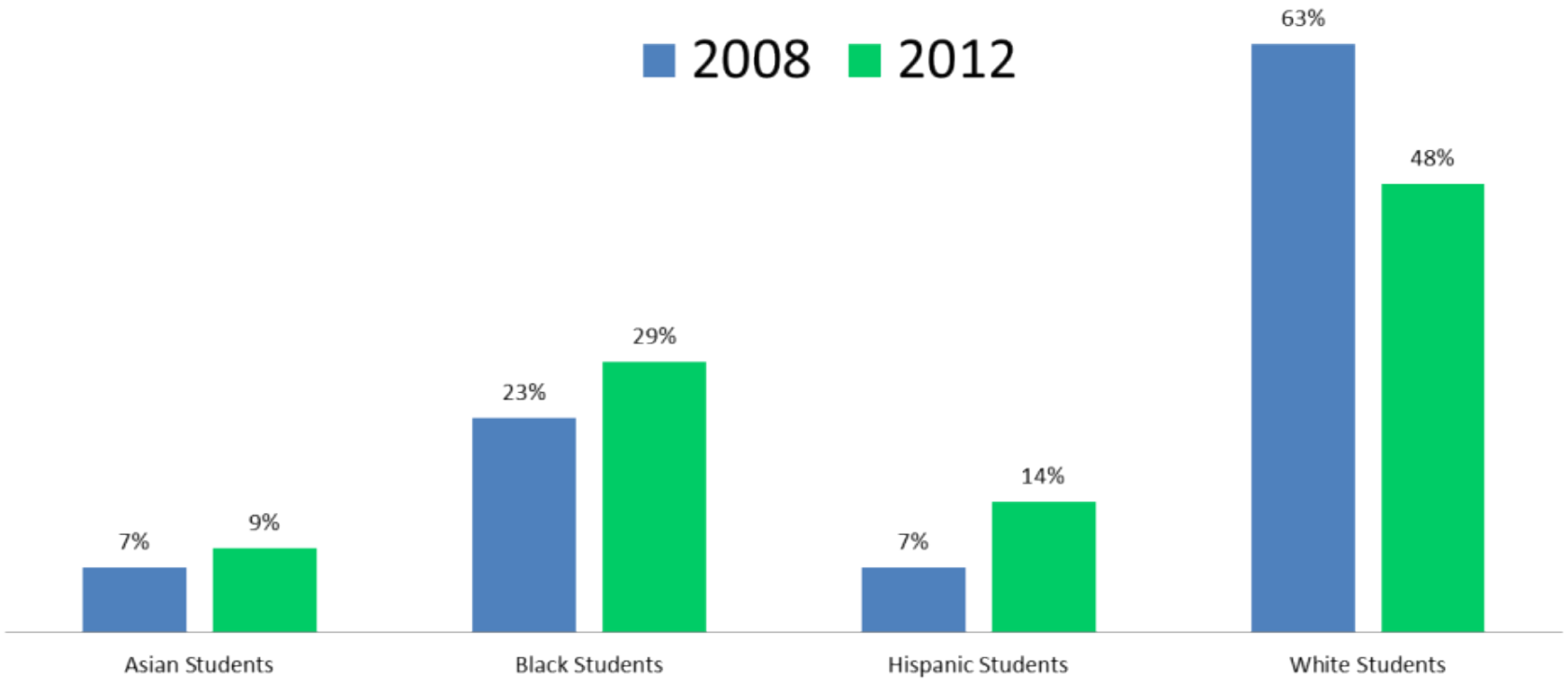
- The AP Committee was created in 2008
- WHS became part of Project Opening Doors (POD) during the 2009-2010 school year.
- POD focuses on the areas of English, Math and Science
- The intent was to increase both the number of students in AP courses and also overall sub-group participation.


Total AP Students
250
200
150
100
50
0
176
145
158
177
206
2008
2009
2010
2011
2012
Year

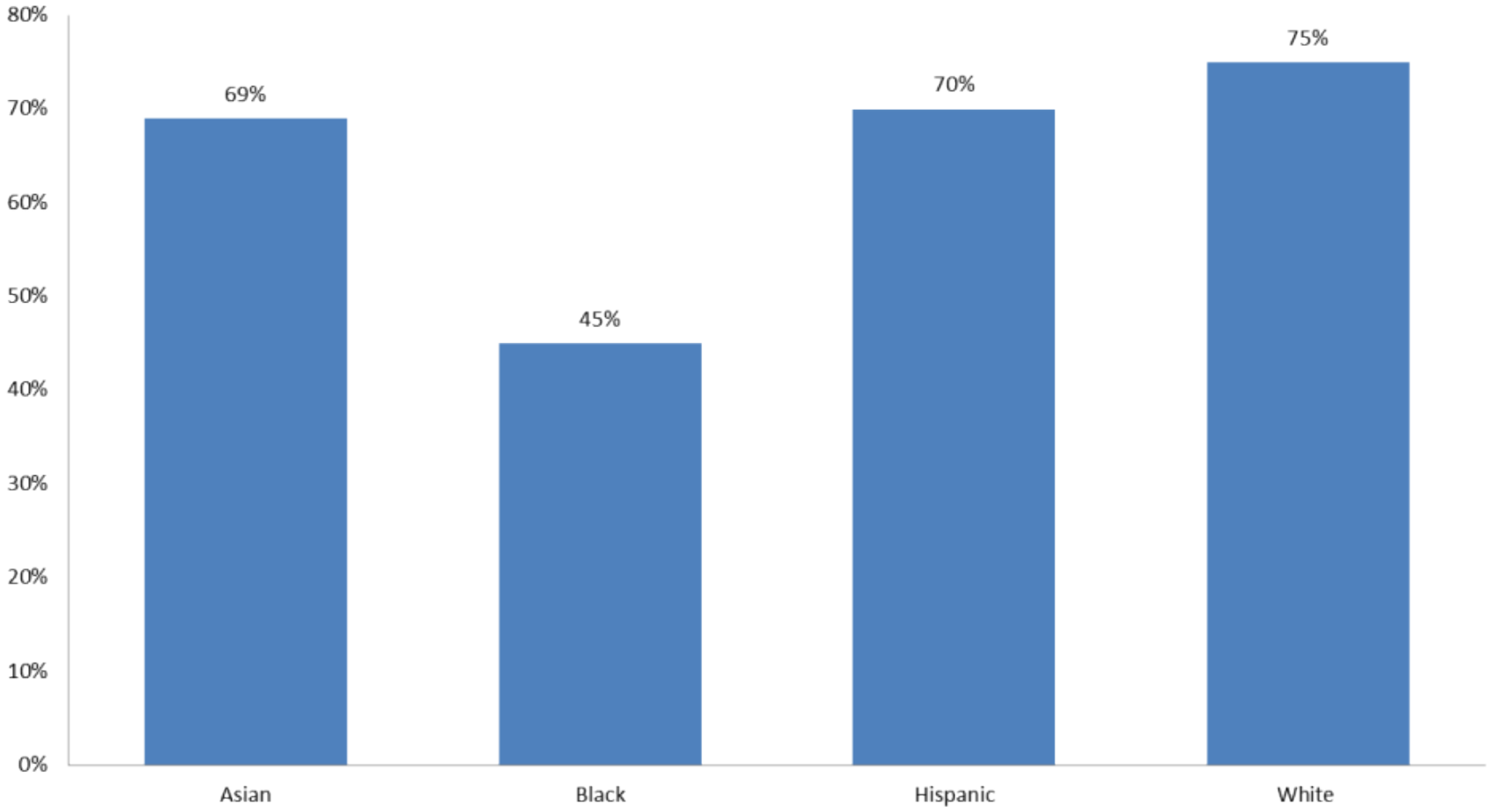

Total AP Exams
400
350
300
250
200
150
100
50
0
282
215
257
320
367
2008
2009
2010
2011
2012
Year


% of Students with a Score of 3+
80
70
60
50
40
30
20
10
0
50.6
68.3
67.7
72.3
68.4
2008
2009
2010
2011
2012
Year

2008-2012 Sub-Group Participation Trends



2012 Sub-Group Percent of Scores 3+



2013 Student Enrollment

- Total Students Enrolled: 194

- Sub-Group Student Enrollment:
  - Asian Students: 15 – 8%
  - Black Students: 56 – 29%
  - Hispanic Students: 19 – 10%
  - White Students: 104 – 53%

- Total Exams: 321

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013.

Prepared By: Craig Cooke **Presented By:** Craig Cooke

Attachment: Pilot Districts

Subject: Status Report – Windsor Evaluation Plan Pilot

Background: Research has proven that no school-level factor matters more to students' success than high-quality teachers (SEED, 2012). Current evaluation models often don't provide teachers with timely feedback or with the information necessary to improve practice. Beginning in November 2010, a Performance Evaluation Advisory Council (PEAC) was formed to establish the CT Guidelines for Educator Evaluation. These guidelines were approved by the State Board of Education (SBE) on June 27, 2012 and informed implementation of model teacher and administrator evaluation and support systems. Implementation of these guidelines is schedule to occur for all school districts for the 2013/14 school year. Windsor was selected as one of only ten Connecticut school districts to participate in a teacher evaluation pilot for the 2012/13 school year.

Status: Windsor teachers and administrators have been participating in the State's teacher evaluation pilot, titled System for Educator Evaluation and Development (SEED) since August. As we approach the mid-year point, we would like to update the Board of Education on this important work.

Recommendation: Board receive informational report on Windsor's participation in the state's teacher evaluation pilot program.

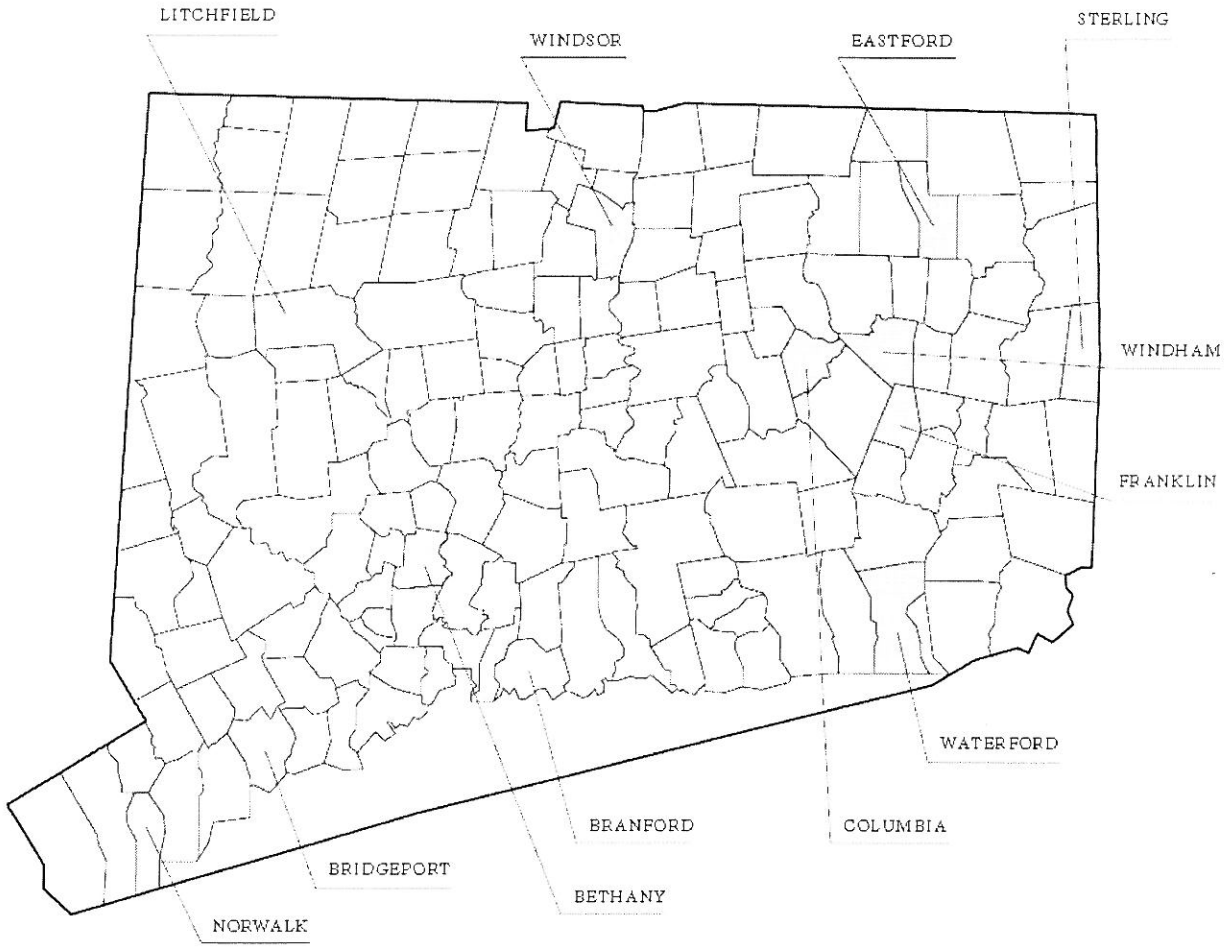
Reviewed by _____ **Recommended by the Superintendent:** JAV

Agenda Item # 9d.

PILOT DISTRICTS

The following districts/district consortia are participating in the pilot of the new evaluation system in School Year 2012-13:

Bethany	Litchfield & Region 6
Branford	Norwalk
Bridgeport	Waterford
Capitol Region Education Council (CREC)	Windham
Columbia, Eastford, Franklin & Sterling	Windsor



Windsor Public Schools Teacher Evaluation Pilot 2012/13 School Year

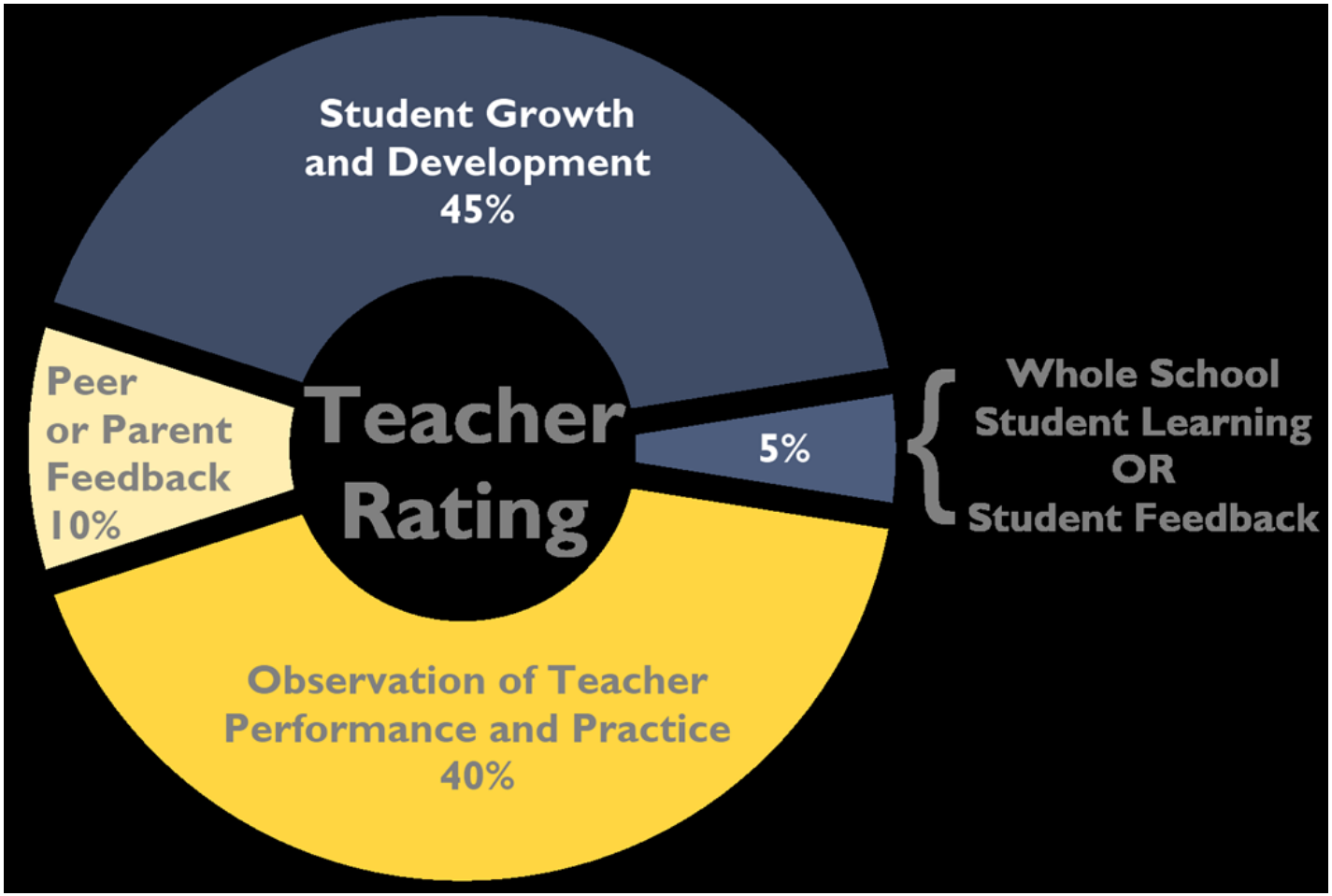
SEED:

Connecticut System for Educator Evaluation and Development

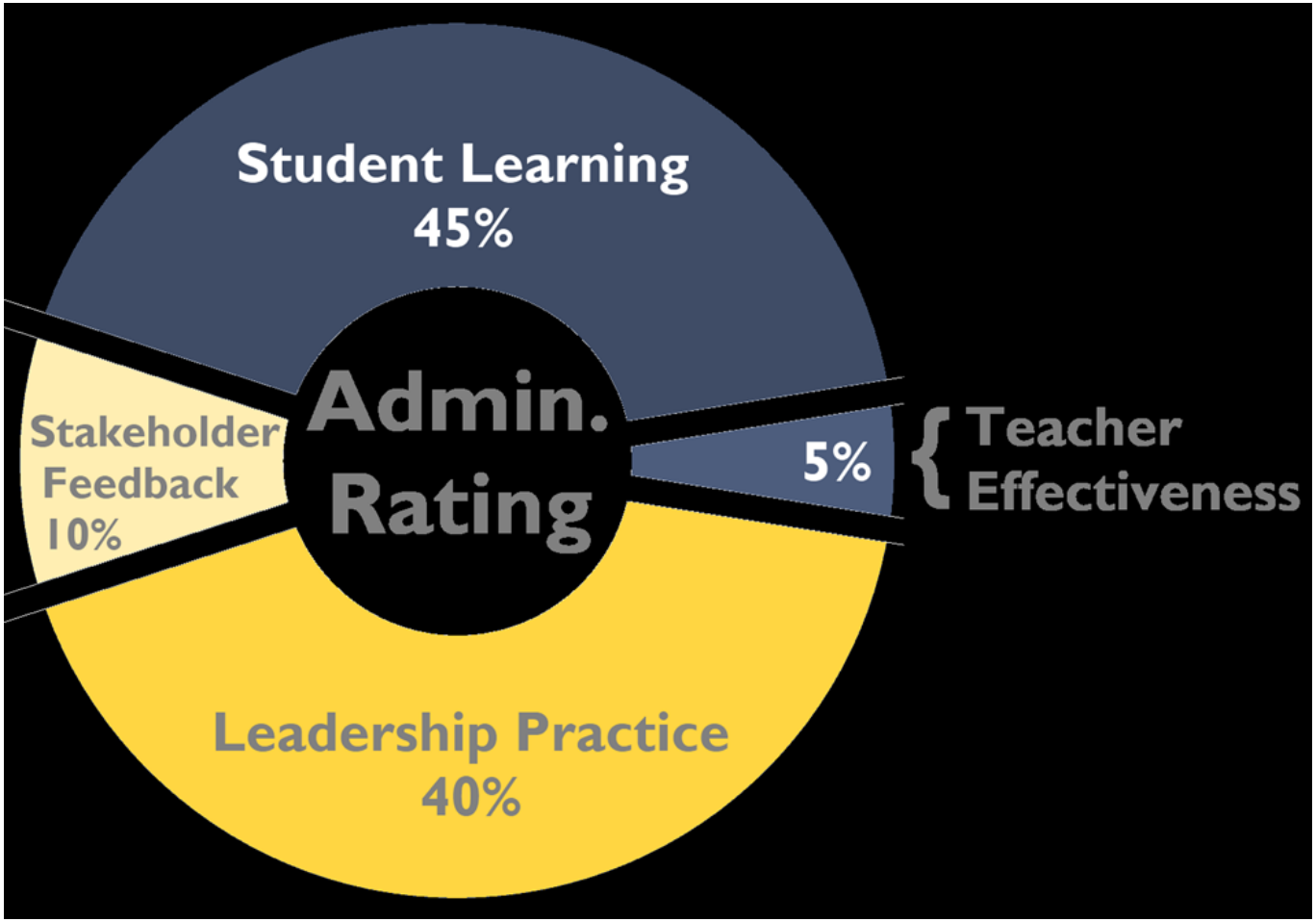
Key Dates

- Guidelines for Educator Evaluation were adopted on 6/27/12.
- Training for Administrators started on August 16th, Teachers started September 11th.
- Goal Setting Conference by November 15, 2012 (will normally be Oct. 15th).
- Mid-Year Check in will be January/February 2013
- End-of-Year Review by June 30, 2013

Teacher Evaluation Categories



Administrator Evaluation Categories



Levels of Performance

- Exemplary (4) – Substantially exceeding indicators of performance.
- Proficient (3) – Meeting indicators of performance.
- Developing (2) – Meeting some indicators of performance but not others.
- Below Standard (1) – Not meeting indicators of performance.

Teacher Goal Setting

- Performance and Practice Goals – teachers develop **one to three** goals that are aligned to the CT Framework.
- Parent Feedback Goal – teachers develop **one** goal related to communications with parents.
- Student Outcome Goals – teachers develop **two** goals related to student outcomes (must include standardized assessment if given).
- Whole-School Goals – either whole school learning indicator or student feedback, **one** goal.

Administrator Goal Setting

- Student Outcome Goals – Administrators set **three** student learning objectives.
- Survey Target – Administrators set **one** survey target goal.
- Requirements:
  - must be related to graduation rate for high school administrators
  - must be related to SPI for building principals

Teacher Observations

- Baseline year calls for 3 formal observations (min. 30 minutes in length) and 3 informal observations (min. 10 minutes in length).

- First and second year teachers – 3 formal, 3 informal
- Below standard and developing – 3 formal, 5 informal
- Proficient and exemplary – 1 formal, 4 informal

Administrator Observations

- Principals – two school site observations.
- Assistant Principals – four observations.
- New Administrators – new to the position or profession must receive four observations.
- All Other Administrators – two observations.

Comparison

Current Windsor Plan		SEED
Goals	1 Goal	5-7 Goals
Observation (Tenured)	Once every 4 years	Every year
Minimum number of observations (Tenured)	1 Formal	1 Formal, 4 Informal
Minimum number of observations (Non-tenured- first and	4 Formal	3 Formal, 3 informal

Comparison for Administrators

Current Windsor Plan		SEED
Principal	Review approximately 25 goals 25 Formal observations	Review approximately 125 goals 50 Formal observations/50 informal observations
Secondary Principal	Review approximately 35 goals 30 Formal observations	Review approximately 175 goals 70 Formal observations/65 informal observations
Curriculum Supervisor	10 Formal observations	15 – 20 Formal observations/20 informal observations

Resources

- MyLearningPlan.com – On-line educator evaluation tracking system
- Teachscape.com – On-line training tool
- Connecticutseed.com – CSDE website
- CSDE – total of 30 days of support, weekly updates, conference calls
- CREC – serve as the trainers for CSDE, one point person

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

Prepared By: Jeffrey A. Villar, Ph.D. **Presented By:** Jeffrey A. Villar, Ph.D.

Attachments: Proposed Amendment to Windsor Alliance Grant Application

Subject: Review of the Amended Alliance Grant

Background:

Pam DiGiore, Paul Panos and Cristina Santos have requested a review of the amended Alliance Grant.

Status:

The State Department of Education approved and supported the revisions made to the Alliance Grant.

Recommendation: N/A

Recommended by the Superintendent: JAV

Agenda Item # 9e.

Villar, Jeffrey

From: Fearon, Lol <Lol.Fearon@ct.gov>
Sent: Tuesday, December 18, 2012 9:19 AM
To: Villar, Jeffrey
Cc: Butler, Mary Anne; Pitocco, Robert; Freiberg, Jo Ann; Michael Wasta
Subject: Alliance Grant

Jeff, for the change that you made in the Alliance Plan, SDE approved the change and supports the initiative. Currently, we do not have a formal process in place to deal with revisions (one is being considered for year 2) and recommend that you follow your usual process for informing your BOE members of our decision. We do not require an additional sign off from you or your board chair.
Lol

Key District Initiative : Community Collaboration Addressing Needs of At Risk Students
Please copy/paste template on the following pages for each additional reform initiative.

New or Existing Reform? X New Existing

Overview:

The district will establish collaborative relationships with community-based organizations with the focused purpose of coordinating programs and funding sources to provide students grades K-12 who may be at-risk for high school failure and dropout with focused wraparound interventions. A coordinator of these efforts will be selected to fill a newly-created position as School and Community Resource Coordinator. The individual will be charged with coordinating efforts within the Windsor Public Schools and greater Windsor community to identify and coordinate resources to assist students who are at risk for school drop out and further adjudication. The cooperation and coordination of local governmental agencies and community programs will be employed to provide those students most at risk with wraparound services as described on the Menu of District Reform Initiatives.

Examples of proposed intervention programs for Windsor High School:

Excellence and Equity Review for Windsor High School

The objective for year one is to conduct and disseminate critical research on learning, teaching, and leadership at Windsor High School. Specifically called *An Excellence and Equity Review*© (EER), this mix method approach gathers and processes data on what philosophies, practices, politics and polices that support and/or impede closing the achievement gap. The goal is to examine every aspect of learning, teaching and leadership critical to student achievement. This comprehensive method goes far beyond an equity audit, which only analyzes preexisting achievement and school program data. Such a method can only clarify and quantify the direction and magnitude of the achievement gap, which is not robust enough to build a reform agenda upon. The EER on the other hand, is designed to provide insights into access, advancement, achievement and actions by examining the quality of learning, teaching and leadership using multiple methods and points of data. The following details the four Phases of the EER:

1. **Phase 1 Achievement Analysis**. The examination of preexisting data is a critical initial phase in the EER, and researchers will analyze school climate surveys, achievement data, graduation and college attendance trends, discipline data, and other critical data points. This will help pinpoint the aspects of learning, teaching and leadership that necessitate further analysis in Phase 2. Phase 1 will have to begin in December 2012 and conclude by February 15th 2013. An executive summary of results will be issued by February 30th 2013.

2. **Phase 2 Access Analysis.** EER calls for a case study of the WHS, which features the use of qualitative and quantitative methods including classroom visits, interviews and focus groups with students, teachers, staff, parents and school leaders. Such an approach is warranted for Windsor High School given persistent performance gaps within and across student groups by race while controlling for social class status. Such disparities are typical linked to practices such as tracking, inequity in disciplinary referrals, the pedagogy poverty and differential expectations for minority learners. Phase 2 is informed by the notion that effective urban education (philosophy, politics, policy, practice, procedures, professional culture, partnerships and pedagogy) must be tied to a set of rigorous expectations drawn from the life experiences of successful minority professionals. The following expectations are drawn from ongoing research into "excellence pathways" among culturally diverse adults. This framework will

help to inform our school analysis. Culturally diverse learners must receive a P-12 education that prepares them to:

1) Attend the college of their choice eligible for academic and talent based scholarships;
2) Graduate college with honors from a major with positive employment trends;
3) Excel in membership and leadership in student and community organizations;
4) Organize and participate in community service projects and initiatives;
5) Exemplify social and academic excellence in various community, professional and school settings;
6) Develop, maintain and utilize personal and professional networks for mentoring;
7) Participate in educational opportunities in other regions of the US, internationally and graduate Studies.

Data collection will take place February 15th – March 15th and the executive summary will be issued March 30th.

3. **Phase 3 Advancement Analysis.** The third phase is a cultural responsiveness review of the curriculum and all supporting documents and assessments. Research is clear that curricula, assessments and teaching methods that are cultural responsive increases engagement and achievement among diverse learners. This review will be critical as WHS infuses common core standards, which like past State Standards do not account for cultural aspects of learning. The review will included:
   a. Textbook and reading selections will be analyzed for the frequency and use of enabling texts, which multicultural reading specialists have determined are critical for student development of deep commitments to academic excellence.
   b. Formative and summative assessments will be examined for rigor and relevance to student social, academic, and emotional development of diverse learners. Assessments offered at the transformative level of multicultural education will best prepare students for the rigors of post secondary education, promote their development of social and moral commitments to working toward a more just society, and require students to function at high cognitive levels whereby they critique and synthesize divergent views, concepts, histories and approaches to various subject matter by a diversity of thinkers and doers.
   c. Lesson plans will reveal to what degree positive racial identity development is promoted among diverse learners, which has been linked to their academic success collegiate settings.

4. **Phase 4 Action Analysis.** Because EER is an action research approach it requires participation, input and solutions to identified challenges from those directly impacted by the system of schooling. Educators, students and community members will be engaged voluntarily to add insights into the research and solution development processes. The particulars must be developed through on-going conversations at the school level, thus they will not be articulated here further. The final report will contain these approaches and proposals designed by educators and school leaders to redress barriers and strengthen progressive strategies. Yet, proposals will be compared against the reform record of the school/district, so that projects that have yielded poor results in the past are not simply revisited hoping for better results. The summative report will be issued entitled *Excellence and Equity Review for Windsor High School* in Spring of 2013.

Focused Intervention with School Counselors

Students of particular concern typically do not have a career focus and are often without family support to sustain their interest, motivation and focus in attending school. We have developed a system for the next school year for one of the high school counselors to focus their work on a smaller group of students (approximately 50 students in contrast to an average counselor caseload of 220 students) to provide more individual time and attention to this targeted group. These students have been identified by their respective counselors from this past school year who had poor grades and attendance issues.

Develop a student engagement and at-risk intervention program at Windsor High School that will identify and focus on approximately 20 students from Windsor High School, who are at high risk of dropping out. These would be students who: have repeatedly failed courses; have had negative interaction with the law; talk about dropping out of school; have significant attendance issues. The focus of the program would be to supplement school course work with a focus on school to career. Some of the areas of activity would include:

- Individual transition assessment
- Creation of a career/ post secondary portfolio
- Job shadowing and internship experiences
- Field trips to technical and community colleges
- Meeting regularly with student and family and/or family support network
- Scheduled academic check ins
- Homework help and/or tutoring
- Assistance in finding jobs
- Individual mentoring
- Provide youth development activities
- Community outreach

Develop and implement an After School Academic Support Center which:

- Meets three times a week after school
- Provides students with transportation home
- Has identified certified teachers and peer tutors to participate in program
- Has identified a homework facilitator responsible for recruitment of students and staff and program evaluation

Five Year Strategies and Implementation Steps:

1. Development of oversight position and program descriptions
2. Implementation of high school program and After School Academic Support Center
3. Identify students for programs
4. Assessment of individual student needs
5. Develop job internship sites and job shadowing opportunities
6. Conduct annual review of program based on student success indicators
7. Expansion of programs that are established to have a positive impact upon participants based upon program evaluation
8. Conduct Excellence and Equity Review at Windsor High School

Year 1:

- Conduct Excellence and Equity Review at Windsor High School
- Develop job description and recruit for appropriate candidate for School and Community Resource Coordinator
- Establish After School Academic Support Center
- Develop model for implementation of career plans for each student identified for the program
- Develop referral process to be used by school counselors, social workers and principals to recommend students
- Develop model for program evaluation
- Establish relationships with community resources such as: Windsor police, Windsor Probation officer, Windsor businesses, Windsor Youth Service Bureau, Windsor Youth Commission, local churches, etc.
- Identify students and assess individual needs
- Create internship and job shadowing experiences based on student interests and career aspirations
- Hire job coaches
- Meet with students and family or family support network on a regular basis
- Organize and meet with inter-agency work group
- Define and create additional youth development activities in consort with identified community

resources
- Create and provide individual student mentorships
- Set up field trips visits to technical and community colleges
- Conduct program evaluation

Year 2:
- Adjust program model and offerings based on results of program evaluation
- Identify students for program and conduct individual student assessments
- Continue to meet community resources and inter-agency work group
- Continue to develop job internships and job shadowing experiences based on the needs of of students in the program
- Conduct program evaluation
- Redress capacity shortfalls and strengthen progressive strategies that are effective with the infusion of community, corporate, and familial capital in a process called Community Assets and Resources for Excellent Schools (CARES)

Year 3:
- Adjust program model and offerings based on results of program evaluation
- Identify students for program and conduct individual student assessments
- Continue to meet community resources and inter-agency work group
- Continue to develop job internships and job shadowing experiences based on the needs of of students in the program.
- Conduct program evaluation
- Build capacity of the district to apply for external grants, pursue additional corporate partners, and leverage local university partnerships to sustain the community support structures achieved during the CARES initiative.
-

Year 4:
- Adjust program model and offerings based on results of program evaluation
- Identify students for program and conduct individual student assessments
- Continue to meet community resources and inter-agency work group
- Continue to develop job internships and job shadowing experiences based on the needs of of students in the program.
- Conduct program evaluation

Year 5:
- Adjust program model and offerings based on results of program evaluation
- Identify students for program and conduct individual student assessments
- Continue to meet community resources and inter-agency work group
- Continue to develop job internships and job shadowing experiences based on the needs of of students in the program.
- Conduct program evaluation

Action	Person Responsible	Timeline	Cost/ Funding Source	Results Indicators
BOE Workshop on Equity and Excellence Review	D. Richardson and Jeffrey Villar	June 2012 -Sept 2012	N/A	Meeting minutes
BOE Action on Equity and Excellence Review (E & E Review)	BOE	Sept 12, 2012	NA	
Development and finalization of Contract with Loyola University for completion E & E Review	Jeffrey Villar	December 2012	N/A	

Phase One E&E Review Achievement Analysis	Loyola University, Jeffrey Villar	Dec – Feb 2013	$27,250 Alliance Grant *	Executive Summary Document
Phase Two E&E Review Access Analysis	Loyola University, Jeffrey Villar	March 2013	$27,250 Alliance Grant *	Executive Summary Document
Phase Three E&E Review Advancement Analysis	Loyola University, Jeffrey Villar	April 2013	$27,250 Alliance Grant *	Summative Report
Phase Four Action Analysis	Loyola University, Jeffrey Villar	May 2013	$27,250 Alliance Grant *	Summative Report
Write job description for program leader	Jody Lefkowitz, Lori Foote-Mitchell, Russell Sills, Craig Cooke	August 2012	N/A	Job description/ Posting
Recruit and hire program leader	Jody Lefkowitz, Lori Foote-Mitchell, Russell Sills, Deb Maccarone	September 2012	$50,000 for Program Coordinator Alliance Funds (annually)	Candidate hired
Establish After School Academic Support Center Continue program	Russell Sills and Program Coordinator	August/Sept 2012	$15,000 District Budget $2,000 Alliance Funds	Evaluation of impact of program upon involved students based upon improved academic performance and attendance
Establish Plan to begin community out reach and coordination	TBA - Program Coordinator	October 2012	$1,000 marketing and coordination efforts annually	Development of materials
Develop grant process to support community efforts to assist at-risk students working collaboratively with schools	Program Coordinator	October -Nov 2012	$25,000 annually will be available for seed monies to establish self-sustaining programs that can demonstrate positive impact ($20,000 District Funds and $5,000 Alliance Funds)	Description of Grant Application Annual report on program results
Identify students for high school program	Lori Foote-Mitchell, Russell Sills	September 2012 and annually thereafter	N/A	List of students
Individual student assessed	Program Coordinator	October 2012 and September in subsequent years	N/A	Individual student portfolio developed
Plan internships and job shadow experiences for high school students	Program Coordinator	October 2012-June 2013; ongoing	Job coaches $3000 (Alliance Funds) annually	Schedule of internships and job shadows
Meeting with high school student and significant others	Program Coordinator; school counselors	Ongoing	N/A	Log of meetings
Visits to colleges	Program Coordinator	Ongoing	N/A	Log of visits
Provide youth development activities	Program Coordinator; community resources	Ongoing	Transportation $5000 (Alliance Funds) annually	Activity log
Evaluate program	Program Coordinator and administrators	May-June annually	N/A	Portfolio completion including record of student activities; student evaluation

*Amount represents estimate based on most recent discussions. Documentation from University is anticipated in the next few weeks.

Key District Initiative: Establish Windsor Leadership Development Academy
Please copy/paste template on the following pages for each additional reform initiative.

New or Existing Reform? X New • Existing

Overview: Provide district leadership, including potential leaders and members of the Board of Education, with focused professional development and real-time coaching opportunities developing overall district capacity in teaching and learning. This initiative addresses the talent strategy option listed in the Menu of District Reform Initiatives. It will bolster the performance of teachers and administrators through the new performance evaluation system. The initiative also provides mentoring and personalized professional growth plans within the Leadership Development Academy to develop teachers and administrators for future leadership positions. Administrators will receive ongoing professional development in the use of protocols to guide conversations about student work, teaching practices and strategic decision-making using data. Additional professional development will be provided to enhance administrators' use of technology especially to collaborate with all stakeholders in the community as well as to evaluate teachers. The administrators will complete readings on research-based practices to improve student learning with a focus on students of poverty to learn behaviors and interventions that influence student achievement within the subgroup. The research will then be disseminated with staff to implement the strategies in the classroom setting. The Leadership Development Academy will also provide personalized professional development experiences to participants. Mentors will be matched with participants to fit their professional goals, be it a building-based leadership goal or a Central Office leadership position. The mentor will collaborate with the Academy, participate to identify projects, experiences, and professional development opportunities to support growth towards the identified career goal. Funds will be made available to participants to offset the cost of college course work or the cost of out of district professional development aligned to their professional goals. The plan for individual participants will span a period of two years and the professional pathways of participants will be tracked.

The district will also engage in and Equity and Excellence review, which is an action research professional development model designed to build and organize the capacity of communities and schools to meet the academic, emotional and social needs of culturally and economically diverse learners. This process is described in detail in under the proposed district initiative titled *Community Collaboration Addressing Needs of At Risk Students*

Five Year Strategies and Implementation Steps:

1. Develop professional development activities for district administrators and district teachers that provide training in each of the performance expectations as identified in the Connecticut Standards for School Leaders (vision, mission and goals, teaching and learning, organizational systems and safety, family and stakeholders, ethics and integrity, and the educational system)
2. Establish principal executive coaching program
3. Seek opportunities to provide leadership with access to online in-service resources
4. Provide administrators with training in the PEAC process
5. Provide teachers with training in performance expectations of school leaders
6. Develop personalized plans for principals and teacher leaders
7. Monitor programs through surveys of participants and placement of teachers into administrator positions
8. Conduct Excellence and Equity Review at Windsor High School

Year 1 of Implementation

- Develop professional development calendar which provides clear learning opportunities in each of the performance categories identified for school leaders
- Create a mechanism to identify potential future leaders and develop an application process

- Create personalized professional development plans for district administrators
- Identify executive coaches who are willing to work with principals over time
- Establish Teacher Leadership Academy
- Identify in-house mentors for current administrators and future potential leaders
- Identify online resources for leadership training
- Develop professional development calendar for the Board of Education
- Seek professional development opportunities for Board of Education members to expend their collective understanding of governance and policy setting structures
- Develop professional development calendar for teacher training
- Identify trainers both in and outside the district for Teacher Leadership Academy
- Identify teachers to participate in the academy which will be based on a two-year model
- Conduct Excellence and Equity Review at Windsor High School

Year 2

- Continue year 2 of the Leadership Academy with the original cohort
- Collect feedback on the value and effectiveness of the academy from all participants
- Adjust Leadership Academy application/model for the upcoming cohort based upon feedback
- Disseminate application for the upcoming year 3 cohort
- Develop professional development calendar for teacher training
- Continue personalized professional development opportunities for administrators
- Establish a professional development calendar for the Board of Education
- Redress capacity shortfalls and strengthen progressive strategies that are effective with the infusion of community, corporate, and familial capital in a process called Community Assets and Resources for Excellent Schools (CARES)
- Deliver professional development to address needs identified in the Equity Audit and implement those strategies within the classroom setting.

Year 3

- Identify a second cohort of Leadership Academy candidates
- Identify trainers both in and outside the district for Teacher Leadership Academy
- Design a two-year program for participants and identify the appropriate mentor for each candidate
- Survey to follow up on the first cohort changes in leadership appointments
- Develop professional development calendar for teacher training

- Continue personalized professional development opportunities for administrators
- Establish a professional development calendar for the Board of Education
- Build capacity of the district to apply for external grants, pursue additional corporate partners, and leverage local university partnerships to sustain the community support structures achieved during the CARES initiative.

Year 4

- Continue year 2 of the Leadership Academy with the second cohort
- Collect feedback on the value and effectiveness of the academy from all participants
- Adjust Leadership Academy application/model for the upcoming cohort based upon feedback
- Develop professional development calendar for teacher training
- Disseminate application for the upcoming year 5 cohort
- Continue personalized professional development opportunities for administrators
- Establish a professional development calendar for the Board of Education

Year 5

- Identify a third cohort of Leadership Academy candidates
- Identify trainers both in and outside the district for teacher academy

- Design a two-year program for participants and identify the appropriate mentor for each candidate
- Survey to follow up on the first and second cohort changes in leadership appointments
- Develop professional development calendar for teacher training
- Continue personalized professional development opportunities for administrators
- Establish a professional development calendar for the Board of Education

Action	Person Responsible	Timeline	Cost/ Funding Source	Results Indicators
Conduct needs assessment of district administrators	Craig Cooke Mary Anne Butler	October 2012	N/A	Post Results
Implementation of Leadership and Learning Center Contract	Jeffrey A. Villar	June 2012	$17,000 year one District Budget	Contract
Develop training program agenda for administrators and teachers	Craig Cooke Mary Anne Butler	October 2012	N/A	Post agenda and calendar of administrative PD dates
Identify teachers/administrators to participate in Leadership Academy	Craig Cooke Mary Anne Butler	October 2012	N/A	Post results and develop survey to evaluate program
Contract with consultants to provide job embedded professional development/coaching to building principals and teachers	Craig Cooke Mary Anne Butler	schedule approximately 30 of days throughout school year	$50,000 District Budget	Principals will complete survey and self-reflection of impact of support
Contract with higher education institutes for professional development for administrators to support implementation of new evaluation model	Craig Cooke Mary Anne Butler	2012/13 school year	Year one of PEAC training is free of charge due to district participation in Pilot	Survey feedback
Develop program which grants teachers reimbursement for professional development programs and/or courses	Craig Cooke Mary Anne Butler	All five years	$24,000 District Budget	Course completion presentation/sharing of results by teachers. Increased number of teachers with 092

The following tables have been updated to reflect the most recent data provided by the SDE

School	SPI 2011-12	Target SPI for 2012-13	# Tested Stud.	F/R SPI2011-12	Target F/R SPI 2012-13	Hisp SPI 2011-12	Target Hisp SPI 2012-13	Bl. SPI 2011-12	Target Bl SPI 2012-13	SWD SPI 2011-12	Target SPI SWD 2012-13	ELL SPI 2011-12	Target ELL SPI 2012-13	4 Yr Grad	Target 4 Yr grad 2012-13
John F. Kennedy	73.2	70.5	212	64.9	60.3	71.8	71.6	69.1	65.8	33.4	35.9				
Clover St	73.9	70.9	180	59.0	57.6	61.6	63.8	70.3	66.5	36.8	38.6				
Windsor High	65.3	67.1	329	51.3	53.9	58.8	61.4	57.9	59.1	41.8	40.2			84.2	83.1
Poquonock *															
Oliver Ellsworth*															
Sage Park	82.8	79.9	807	73.2	70.4	83.0	77.6	76.8	74.0	52.2	51.9	70.3	57.3		

* These schools have been reconfigured to become K-2 schools for 2012-2013.

Projected SPI Targets for next four years

John F. Kennedy	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Whole School SPI	73.2	70.5	72.1	73.7	75.3
F/R Lunch SPI	64.9	60.3	62.9	65.5	68.1
Hispanic SPI	71.8	71.6	73.1	74.6	76.1
Black SPI	69.1	65.8	67.8	69.8	71.8
SWD SPI	33.4	35.9	40.5	45.1	49.7
Clover St	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Whole School SPI	73.9	70.9	72.5	74.1	75.7
F/R Lunch SPI	59.0	57.6	60.3	63.0	65.7
Hispanic SPI	61.6	63.8	66.0	68.2	70.4
Black SPI	70.3	66.5	68.4	70.3	72.2
SWD SPI	36.8	38.6	42.9	47.2	51.5

Sage Park	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Whole School SPI	82.8	79.9	80.6	81.3	82.0
F/R Lunch SPI	73.2	70.4	72.0	73.6	75.2
Hispanic SPI	83.0	77.6	78.5	79.4	80.3
Black SPI	76.8	74.0	75.6	77.2	78.8
SWD SPI	52.2	51.9	55.3	58.5	61.7
ELL SPI	70.3	57.3	78.5	79.4	80.3
Windsor High School	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Whole School SPI	65.3	67.1	69.0	70.9	72.8
F/R Lunch SPI	51.3	53.9	56.9	59.9	62.9
Hispanic SPI	58.8	61.4	63.8	66.2	68.6
Black SPI	57.9	59.1	61.7	64.3	66.9
SWD SPI	41.8	40.2	44.4	48.6	52.8
ELL SPI					
4 year grad	84.2	83.1	85.0	86.0	87.0

Preliminary District Performance Index Targets

District Performance Index (DPI)					
	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
District Performance Index (DPI)	78.8	77.2	78.2	79.2	80.2
Students w Disabilities	44.3	47.9	51.4	54.9	58.4
Free and Reduced Lunch	67.1	66.3	68.2	70.1	72.0
Black	72.4	70.7	72.2	73.7	75.2
Hispanic	76.2	74.0	75.2	76.4	77.6
English Language Learners	69.0	62.3	64.6	66.9	69.2
Reading	76.6	75.0	76.2	77.4	78.6
Mat	81.8	80.7	81.4	82.1	82.8
Writing	80.4	77.8	78.8	79.8	80.8
Science	74.8	74.8	76.0	77.2	78.4

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

PREPARED BY: Frank Williams **PRESENTED BY:** Frank Williams

ATTACHMENTS: December 31, 2012 Financial Report

SUBJECT: Financial Report

BACKGROUND:

A report of operating expenditures is prepared monthly for the Board of Education. The report details monthly and year-to-date expenditures for each site within Windsor Public Schools.

STATUS:

The attached report is for the month of December 2012. There are two reports: one with encumbrances and one without.

There were no inter-site transfers during the month.

RECOMMENDATION:

No action is necessary. The report is for information only.

The Secretary of the Board of Education should include the following in the minutes of this Board of Education meeting:

Expenditures for December 2012	$ 4,324,632
Expenditures through December 31, 2012	$22,598,967

Recommended by the Superintendent: JAV

Agenda Item # 11a

Windsor Public Schools
Financial Report with Encumberances
December 31, 2012

	2012/2013 Budget	Expenditures YTD 12/31/12	Encumbrances @ 12/31/12	Balance @ 12/31/12	% Balance
Instructional Services					
Elementary Schools**	$ 563,680	187,161	20,627	355,892	63%
Sage Park Middle School	330,625	116,031	30,919	183,675	56%
Windsor High School	500,512	185,908	63,391	251,213	50%
Windsor High School Interscholastic Sports	158,425	33,145	52,884	72,396	46%
WHS Career & Technical Education	62,000	21,193	9,569	31,237	50%
Continuing Education	88,400	7,256	581	80,563	91%
Instructional Services Management	435,905	68,723	26,718	340,464	78%
Curriculum Management & Development	69,640	28,081	1,522	40,036	57%
Curriculum Mgt. & Dev. -Magnet School Tuition	999,200	90,174	991,450	(82,424)	-8%
Textbook Adoption	97,500	-	11,202	86,298	89%
Technology	461,055	200,973	42,282	217,801	47%
Total Instructional Services	$ 3,766,942	$ 1,125,807	$ 1,271,773	$ 1,369,362	36%
Education Support Services					
Pupil Personnel Services	$ 196,575	$106,143	$86,881	$3,552	2%
Special Education	312,660	64,831	35,157	212,672	68%
Special Education Tuition	3,867,000	659,770	2,640,194	567,036	15%
Policy & Planning	147,350	52,127	3,677	91,545	62%
Employee Personnel Services	115,100	30,735	304	84,061	73%
Financial Management	161,200	33,324	6,849	121,027	75%
Financial Services	37,000	6,396	1,940	28,664	77%
Pupil Transportation & Safety	3,283,900	454,208	2,820,510	9,182	0%
Physical Plant Services	2,642,747	840,109	1,409,203	393,435	15%
Major Maintenance	278,000	248,998	16,072	12,930	5%
L.P. Wilson Center	123,600	65,616	57,994	(10)	0%
Salaries & Benefits	47,511,056	18,910,901	21,245,108	7,355,047	15%
Total Education Support Services	$ 58,676,188	$ 21,473,159	$ 28,323,889	$ 8,879,140	15%
Total All Sites	**$ 62,443,130**	**$ 22,598,967**	**$ 29,595,662**	**$ 10,248,502**	**16%**

** Windsor Elementary Schools:Clover Street School, John F Kennedy School, Oliver Ellsworth School, Poquonock School

Windsor Public Schools
Financial Report
December 31, 2012

	2012/2013 Budget	Expenditures YTD 12/31/12	Balance * @ 12/31/12	% Balance
Instructional Services				
Elementary Schools**	$ 563,680	187,161	376,519	67%
Sage Park Middle School	330,625	116,031	214,594	65%
Windsor High School	500,512	185,908	314,604	63%
Windsor High School Interscholastic Sports	158,425	33,145	125,280	79%
WHS Career & Technical Education	62,000	21,193	40,807	66%
Continuing Education	88,400	7,256	81,144	92%
Instructional Services Management	435,905	68,723	367,182	84%
Curriculum Management & Development	69,640	28,081	41,559	60%
Curriculum Mgt. & Dev. -Magnet School Tuition	999,200	90,174	909,026	91%
Textbook Adoption	97,500	-	97,500	100%
Technology	461,055	200,973	260,083	56%
Total Instructional Services	$ 3,766,942	$ 1,125,807	$ 2,641,135	70%
Education Support Services				
Pupil Personnel Services	$ 196,575	$106,143	$90,432	46%
Special Education	312,660	64,831	247,829	79%
Special Education Tuition	3,867,000	659,770	3,207,230	83%
Policy & Planning	147,350	52,127	95,223	65%
Employee Personnel Services	115,100	30,735	84,365	73%
Financial Management	161,200	33,324	127,876	79%
Financial Services	37,000	6,396	30,604	83%
Pupil Transportation & Safety	3,283,900	454,208	2,829,692	86%
Physical Plant Services	2,642,747	840,109	1,802,638	68%
Major Maintenance	278,000	248,998	29,002	10%
L.P. Wilson Center	123,600	65,616	57,984	47%
Salaries & Benefits	47,511,056	18,910,901	28,600,155	60%
Total Education Support Services	$ 58,676,188	$ 21,473,159	$ 37,203,029	63%
Total All Sites	**$ 62,443,130**	**$ 22,598,967**	**$ 39,844,163**	**64%**

** Windsor Elementary Schools:Clover Street School, John F Kennedy School, Oliver Ellsworth School, Poquonock School

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

Prepared by: Jeanne Woodstock **Presented by:** Frank Williams

Attachments: Student Enrollment Summary

Subject: **Enrollment Summary – December 2012**

Attached are the official enrollment figures as of January 1, 2013. Mr. Williams will answer any questions.

Recommended by the Superintendent: JAW

Agenda Item # 11b.

Windsor Public Schools
Student Enrollment Report Recap
January 1, 2013

Enrollment in Windsor Public Schools	
Grades PreK-5	1,427
Grades 6-8	760
Grades 9-12	1,194
Total District Enrollment	**3,381**

Windsor Students not in district schools	
Itinerant Speech / Outside Speech	4
Outside Placement/Private Placement(SPED)	56
Montessori Hartford CREC	31
Metropolitan Learning Center CREC	154
CREC Misc MAGNET SCHOOLS	123
Hartford Host Magnets	171
Misc Magnet Schools	23
Prince Tech	21
Cheny Tech	10
	593
Total Windsor	**3,974**

Windsor Public Schools
Student Enrollment Report
January 1, 2013

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K				47		47
K		86		130		216
1		81		128		209
2		85		135		220
3			88		147	235
4			97		136	233
5			113		154	267
Subtotal K-5						1380
Total	**0**	**252**	**298**	**440**	**437**	**1,427**

Grade	Sage Park MS
6	232
7	249
8	279
Total	**760**

Grade	Windsor High
9	284
10	303
11	290
12	317
Total	**1,194**

Total District Enrollment	**3,381**

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2012-2013

	Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**319**		295	283	283	283	284					
Grade 10	**274**		307	309	306	303	303					
Grade 11	**286**		290	290	291	290	290					
Grade 12	**296**		323	321	317	317	317					
Windsor High Total	**1175**		**1215**	**1203**	**1197**	**1193**	**1194**	**0**	**0**	**0**	**0**	**0**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
2012-2013

		Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun	# of Teachers	Average C. Size
Grade 6															
Team 1				**82**	78	78	79	79						5	15.8
Team 2				**71**	69	69	69	69						4	17.25
Team 3				**80**	79	83	83	83						5	16.6
	Total	**248**		**233**	**226**	**230**	**231**	**231**	**0**	**0**	**0**	**0**	**0**		
Grade 7															
Team 4				**81**	81	80	81	81						5	16.2
Team 5				**84**	85	84	84	85						4	21.25
Team 6				**79**	77	80	81	81						5	16.2
	Total	**250**		**244**	**243**	**244**	**246**	**247**	**0**	**0**	**0**	**0**	**0**		
Grade 8															
Team 7				**89**	90	90	88	90						5	18
Team 8				**89**	90	92	90	90						5	18
Team 9				**94**	92	92	93	92						4	23
	Total	**277**		**272**	**272**	**274**	**271**	**272**	**0**	**0**	**0**	**0**	**0**		
SPARK				**8**	**9**	**7**	**9**	**10**							
Sage Park	**Total**	**775**		**757**	**750**	**755**	**757**	**760**	**0**	**0**	**0**	**0**	**0**		

POQUONOCK SCHOOL

ENROLLMENT REPORT
2012-2013

RM	Teacher	Grade	Project		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann				17	18	18	18	18					
2	A Anzaldi				18	18	17	17	16					
3	M Scott				18	17	17	17	17					
22	I Hilbert				17	17	18	18	18					
24	J Delskey				17	**17**	**17**	**17**	**17**					
		Total	**79**		**87**	**87**	**87**	**87**	**86**	**0**	**0**	**0**	**0**	**0**
		Grade 1												
15	M Lafayette				17	15	15	15	16					
16	L Bishop				16	16	16	15	16					
17	S Raupach				15	15	16	16	16					
18	M Macaluso				16	16	16	16	16					
19	K Blume				17	17	17	17	17					
		Total	**93**		**81**	**79**	**80**	**79**	**81**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
8	L King				19	18	17	17	17					
9	S Trummel				17	16	16	16	15					
11	D Diodato				19	18	18	18	18					
12	K Richards				19	18	18	18	18					
13	L Huntington				19	19	17	17	17					
		Total	**99**		**93**	**89**	**86**	**86**	**85**	**0**	**0**		**0**	**0**
	Poquonock	**Totals**	**271**		**261**	**255**	**253**	**252**	**252**	**0**	**0**	**0**	**0**	**0**

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2012-2013

Room#	Teacher		Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	K Baker				23	22	22	22	22					
9	S Michalic				22	22	21	21	21					
10	J Murray				23	23	22	23	23					
11	J Darrell				23	23	23	22	22					
		Total	**85**		**91**	**90**	**88**	**88**	**88**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
14	S Podgurski				19	19	19	19	19					
15	K Baker				19	20	20	20	18					
16	L Schoenwolff				19	20	20	20	20					
17	C Nowsch				20	20	20	20	20					
18	D Williams				20	19	20	20	20					
		Total	**96**		**97**	**98**	**99**	**99**	**97**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
12	P Reale				21	21	21	21	21					
13	S Smith				19	17	19	19	19					
24	M O'Brien				18	18	19	19	19					
25	S Lewis				18	18	18	18	18					
26	C Lindsley				18	19	18	18	18					
27	E Chartier				19	18	18	18	18					
		Total	**116**		**113**	**111**	**113**	**113**	**113**	**0**	**0**	**0**	**0**	**0**
	CLOVER	**TOTAL**	**297**		**301**	**299**	**300**	**300**	**298**	**0**	**0**	**0**	**0**	**0**

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT

2012-2013

Room#	Teacher	Grade	Projected		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	**Kindergarten**			16	17	17	17	17					
20	L Butterick				17	18	18	18	18					
21	J Addie				17	16	16	16	16					
22	A Zawistowski				16	17	16	16	16					
23	L Rumrill				15	15	15	15	15					
24	A Bartholomew				15	15	15	15	15					
25	K Lehn				16	16	16	17	17					
26	S Marcello				**16**	**17**	**16**	**16**	**17**					
		Total	**132**		**128**	**131**	**129**	**130**	**131**	**0**	**0**	**0**	**0**	**0**
11	K Stoll	**Grade 1**			20	20	20	21	21					
12	K Freeman				19	19	19	18	18					
13	B O'Rourke				19	18	18	18	18					
14	K Furie				20	20	20	20	20					
15	T Strickland				19	19	19	17	17					
16	J Roebelen				17	18	17	17	17					
17	S Paley				18	17	17	16	16					
		Total	141		132	131	130	127	127	0	0	0	0	0
		Grade 2												
1	V Golec				21	21	20	20	20					
2	R Brown				20	19	**19**	**19**	**19**					
3	M Baldyga				19	19	**19**	**18**	**18**					
4	D Ghanesh-May				20	20	19	20	19					
6	S Martinson				21	21	20	20	19					
7	L Neil				20	21	20	20	20					
8	D Jaworski				21	21	21	20	20					
		Total	**134**		**142**	**142**	**138**	**137**	**135**	**0**	**0**	**0**	**0**	**0**
5 & 10	Pre K Sped													
	& Peer				41	41	44	47	47					
		Total	**54**		**41**	**41**	**44**	**47**	**47**					
	Ellsworth	**Total**	**461**		**443**	**445**	**441**	**441**	**440**	**0**	**0**	**0**	**0**	**0**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
2012-2013

Room#	Teacher	Grade	Projecte		1-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
2	J Herner				21	21	21	21	21					
3	A Johnson				21	22	21	21	21					
1	K Mazur				22	21	21	21	21					
4	S Schreiber				21	21	21	21	20					
5	S Silliman				21	21	22	22	22					
6	M Johnston				21	21	21	21	21					
8	E Vazquez				20	21	21	21	20					
		Total	**138**		**147**	**148**	**148**	**148**	**146**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
15	N Donzella				23	24	24	24	24					
12	B Emerson				23	23	23	23	23					
14	M Murzak				25	22	22	22	22					
7	M Pettibone-Johnson				24	23	23	23	23					
10	C Romero				23	21	21	21	22					
9	R Tomkowit				24	24	23	23	22					
		Total	**138**		**142**	**137**	**136**	**136**	**136**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
27	B Belzer				21	21	21	22	22					
16	C Deacon				23	23	23	23	23					
20	M Herman				22	22	22	22	22					
24	V Hoerle				22	22	22	22	22					
19	S Fye				20	21	21	21	21					
25	D Mosher				23	23	23	23	23					
28	O Walker				23	22	22	22	22					
		Total	**155**		**154**	**154**	**154**	**155**	**155**	**0**	**0**	**0**	**0**	**0**
	Kennedy	**Total**	**431**		**443**	**439**	**438**	**439**	**437**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION

Agenda Item

For Consideration by the Board of Education at the Meeting of: January 15, 2013

Prepared by: Dana Plant **Presented By:** Franklin Williams, III

Attachments: Food Service Financial Report

SUBJECT: Statement on Cafeteria Operations – December 2012

BACKGROUND: The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities and at St. Gabriel's, Trinity Christian School, CREC's Metropolitan Learning Center and Medical Professions and Teacher Preparation Academy. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School, Windsor High School, and the two CREC schools, Metropolitan Learning Center and Medical Professions and Teacher Preparation Academy. We operated our second year of the Seamless Summer Feeding program serving both breakfast and snacks at Metropolitan Learning Center in July 2012 and added the same service to Medical Professions Teacher Preparation Academy. Windsor School Food Service is complying with the Healthy Food Certification again this year to send a consistent message to our students in keeping with our wellness policies.

Our annual goal is to operate with a small reserve account to offset unanticipated needs and to increase participation from students and staff in both the breakfast and lunch programs.

A monthly financial report is presented to the Board of Education. This report includes sales and financial information for the current period.

STATUS: Attached is a Financial Report for the month of December 2012.

RECOMMENDATION: Informational only.

Recommended by the Superintendent: JAV

Agenda Item # 11 c.

Windsor School Food Service
Financial Statement
December 2012

REVENUE	December 2011	7/1/11 - YTD	December 2012	7/1/12 - YTD
SALES	$107,005.52	$535,761.79	$87,450.47	$530,315.85
REIMBURSEMENTS - STATE		55,808.00		42,313.00
ACCOUNTS RECEIVEABLE	74,987.33	350,525.24	70,972.15	371,170.57
CLOC		84,710.00		91,896.40
INTEREST/Returned Check Fee	50.00	142.52	50.00	156.28
MISC. (Rebates)	456.92	2,670.30	542.03	2,655.13
REVENUE TOTALS	**$182,499.77**	**$1,029,617.85**	**$159,014.65**	**$1,038,507.23**
EXPENSES				
WAGES	$127,122.82	$356,764.22	$78,299.65	$351,046.60
PAYROLL TAXES	9,507.04	26,667.14	5,744.41	26,443.32
BENEFITS	8,408.75	52,767.36	7,714.49	50,304.44
FOOD/MILK	114,767.32	592,588.13	99,198.81	581,029.05
PAPER	4,999.31	22,008.51	3,358.39	25,918.77
SUPPLIES		1,384.16	215.71	624.69
EQUIPMENT		2,894.05	5,932.50	5,932.50
SERVICES	1,233.44	6,634.23	464.30	7,586.44
EXPENSE TOTALS	**$266,038.68**	**$1,061,707.80**	**$200,928.26**	**$1,048,885.81**
NET INCOME	**-$83,538.91**	**-$32,089.95**	**-$41,913.61**	**-$10,378.58**
INVENTORY		**$25,000.00**		**$20,000.00**
OPENING BALANCE 7/1		**($6,002.58)**		**($25,858.48)**
COMPUTED OPERATING POSITION		**($13,092.53)**		**($16,237.06)**

Windsor School Food Service
Program Participation
December 2012

SALES

		Dec 2011	Dec 2012
WHS			
	# OF DAYS	16	15
	SALES	$30,715.32	$23,088.73
	AVERAGE	$2,047.69	$ 1,539.25

REIMBURSABLE MEALS LUNCH

ELEMENTARY	1056	1044
SPMS	610	549
MPTP	167	179
MLC	545	475
WHS	692	599

REIMBURSABLE MEALS BREAKFAST

# OF DAYS	17	15
ELEMENTARY	181	244
MPTP	73	73
MLC	171	149
SPMS	65	70
WHS	157	135

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: January 15, 2013

PREPARED BY: Craig Cooke, Ph.D.
Assistant Superintendent for Human Resources

PRESENTED BY: Craig Cooke, Ph.D.

SUBJECT: Human Resources Report – December 3, 2012 – January 3, 2013

ATTACHMENTS: None

RESIGNATIONS/SEPARATIONS

Rebecca Mason	Food Service	Windsor High

RETIREMENTS

Dan Phelon	Technology Teacher	District (Dec. 31, 2012)

TRANSFERS/REASSIGNMENTS

Stephen Rodonis	From Technology Education To Technology Teacher	Sage Park District

PERSONAL LEAVES

None

HIRES

Nicholas Mercier	Music	Kennedy/Poquonock
Randalie O'Connor	Food Service	Windsor High
Correne Prevost	Food Service	Sage Park
Ayesha Tarar	Technology Education	District

Reviewed by: _____ Recommended by the Superintendent: JAW

Agenda Item # 11d

Special Meeting of the Windsor Board of Education
Unapproved Minutes

December 6, 2012 5:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the December 6, 2012 Special Meeting of the Windsor Board of Education. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:32 PM:

Present Board Members:
Ms. Pam DiGiore
Mrs. Kristin Ingram
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Mrs. Doreen Richardson
Ms. Cristina Santos
Mr. Kenneth Williams

1. Call to Order, Pledge of Allegiance, Moment of Silence

Discussion:
Doreen Richardson called the meeting to order at 5:32 p.m. with the Pledge of Allegiance and a moment of silence. Also in attendance were Superintendent Dr. Jeffrey A. Villar, Craig Cooke, Assistant Superintendent for Human Resources, Frank Williams, Director of Business Services, and Jody Lefkowitz, Director of Pupil and Special Education Services.

2. Audience to Visitors

Discussion:
Nancy Field, 27 Pilgrim Drive. Spoke about WEA ratification changes to contract and asked BOE to ratify contract.

Stephen McKay, 335 Palisado Avenue. Spoke about process for equity audit.

Dr. Rosemarie Miskavitch, 20 Coach Circle. Spoke about equity audit and resources available in Connecticut.

Howard Jubrey, 35 Jubrey Drive. Spoke about equity audit and associated cost.

Leonard Vann, WEA Co-President. Spoke about equity audit and impact for staff regarding articles published in The Hartford Courant.

Lisa Bress, 173 Alcott Drive, WEA Co-President. Spoke about initiatives put forward by the Board without teacher input is a misue of talent.

Jill Jenkins, 867 Delilah Drive. Spoke about the equity audit.

Michaela Fissel, 25 Phelps Street. Spoke about equity audit and requested a response to a letter previously addressed to BOE.

Samir Doshi, 35 Hampden Place. Spoke about the process of the equity audit.

Stacey Sampson, 604 Stone Road. Spoke about conduct of BOE.

Brandon Jubrey, 34 Jubrey Drive. Spoke about cost of consultant for equity audit.

Jay Lewis, 18 Filley Street. Spoke about equity audit and need for community involvement.

Ronnie Suggs, 33 Cantebury Lane. Spoke about equity audit and trusts BOE practiced due diligence.

3. Discussion and possible action regarding collective bargaining agreement between the Board of Education and the Windsor Educators Association (Executive Session Anticipated)

Discussion:
Doreen Richardson explained the need to move to Executive Session to discuss collective bargaining agreement.
Executive Session began at 6:28 p.m.
Executive Session ended at 6:52 p.m.

Motion Passed: Darleen Klase made a motion to move to Executive Session to discuss collective bargaining agreement between the BOE and the Windsor Educators Association and to invite Dr. Jeffrey A. Villar, Dr. Craig Cooke, and Frank Williams to be part of discussion. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Kenneth Williams.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Abstain
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Motion Passed: Darleen Klase made a motion to come out of Executive Session. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Kenneth Williams.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Abstain
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Motion Passed: Darleen Klase made a motion that the Board ratify the bargaining agreement as proposed between the Board and the Windsor Educators Association. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Leonard Lockhart.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Abstain
Mrs. Doreen Richardson Yes

Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

4. Discussion and action on process for Superintendent evaluation

Discussion:
Doreen Richardson stated the Board is required under contract to evaluate the Superintendent. An ad hoc committee of three members to determine the evaluation tool used for evaluation purposes must be established.
Dr. Villar's contract requires an annual evaluation so this process needs to be completed within this timeframe. The committee will have access to CABE as a resource. Mrs. Richardson appointed Darleen Klase, Leonard Lockhart and Ken Williams to sit on committee.

Motion Passed: Darleen Klase made a motion to create an ad hoc committee for the purpose to determine an evaluation tool for the Superintendent. This motion passed with a motion by Ms. Darleen Klase and a second by Mrs. Kristin Ingram.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

5. Discussion and possible action regarding attorney communication in response to alleged BOE policy violations

Discussion:
Doreen Richardson requested that Gary Brochu, of Shipman and Goodwin, respond to questions regarding his memo of November 13, 2012 explaining the alleged BOE Policy violations. Mr. Brochu stated that the Board waived Policy 3100, requiring bids from three separate consultants for special services, which constituted no policy violation on the part of Dr. Villar. The Board passed a motion that requested Dr. Villar to execute an agreement with Dr. James of Loyola University. Dr. Villar acted on this directive, which indicates no policy violation. Gary Brochu stated that Doreen Richardson made it clear to the Board about her past association with Dr. James and did not violate a conflict of interest by introducing Dr. James to the Board as a potential consultant.

6. Discussion and possible action regarding ethics complaints

Discussion:
Darleen Klase, as acting Chairperson, requested that Gary Brochu assist with the explanation for the process of issuing alleged ethics complaints against the BOE President and the Superintendent. It was determined that the complaints must be delivered to the Town Ethics Commission by a member of the Board of Education, acting on behalf of their official capacity.

7. Announcements

Discussion:
The Windsor Warriors will play a championship game this weekend at Rentschler Field.

8. Adjournment

Motion Passed: Leonard Lockhart made a motion to adjourn the meeting at 9:00 p.m. This motion passed with a motion by Mr. Leonard Lockhart and a second by Mr. Kenneth Williams.
Ms. Pam DiGiore Yes

Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

_____
Richard T. O'Reilly, Secretary
Windsor Board of Education

mb

Windsor Board of Education Regular Meeting
Unapproved Minutes

December 18, 2012 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the December 18, 2012 Windsor Board of Education Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:59 PM:

Present Board Members:
Ms. Pam DiGiore
Mrs. Kristin Ingram
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Mrs. Doreen Richardson
Ms. Cristina Santos
Mr. Kenneth Williams

1. Call to Order, Pledge to the Flag and Moment of Silence

Discussion:
Doreen Richardson called the meeting to order at 7:00 p.m. with the Pledge of Allegiance and a moment of silence. Also in attendance was Dr. Jeffrey A. Villar, Superintendent, Mary Anne Butler, Assistant Superintendent for Instructional Services, Jody Lefkowitz, Director of Pupil and Special Education Services, Frank Williams, Director of Business Services and Dr. Craig Cooke, Assistant Superintendent for Human Resources.

2. Recognitions/Acknowledgements

Discussion:
None.

3. Audience to Visitors

Discussion:
George Slate, 74 Ethan Drive. Spoke about Board of Education Policies, procedures and rules.

Bradshaw Smith, 23 Ludlow Road. Spoke about elimination of winter recess during February.

Jill Jenkins, 867 Delilah Drive. Spoke about community support for the equity audit and read some of the public comments to the Board.

Aura Cardona, 401 Dogwood. Spoke about school safety and police presence in all schools. Spoke about equity audit and personal experience in regard to lack of discrimination.

Alvin Fryxell, 25 Phelps Street. Spoke about race as basis of equity audit.

Michaela Fissel, 25 Phelps Street. Spoke about equity audit and a hired consultant should be held accountable to federal standards. The equity audit study is aimed at the at-risk population and procedural factors need to be considered carefully.

4. Student Representative Report

Discussion:
Tyler Jennings-Pezcka spoke about the Windsor Instrumental Concert to be held at Sage Park Middle School on Thursday, December 20. Windsor Warriors lost to Daniel Hand 26-3 at Rentschler Field on December 15. The AP Art Opening is scheduled for January 23 at the Windsor Historical Society. The town has provided resources in the schools to help cope with tragedy in Newtown.

5. Board of Education
5.a. President's Report

Discussion:
Doreen Richardson stated the Windsor Warriors played a great championship game last weekend. Ms. Richardson attended a SERC, State Education and Resource Center, conference on Black and Hispanic males in respect to the achievement gap. The theme was student voices and their perceptions in respect to learning. The student panel, composed of all immigrants, was very impressive, and they spoke about what was needed for their academic success. Ms. Richardson spoke about the issue of the Equity and Excellence Review, EER. The Board is due for self-evaluation and that will be done with the committee as a whole in January. CABE will help with the self-evaluation.
On Wednesday, Ms. Richardson will attend a CREC meeting that contains many changes within CREC Council and will report next month.
5.b. Action--Proposed 2013-2014 School Calendar, 1st Reading

Discussion:
Craig Cooke spoke about the proposed 2013-2014 school calendar. August 22 would be the opening day for staff, and August 27 would be the first day of classes for students. The tentative last day of school is June 13, with 10 potential days for school closure, and 183 days of instruction for students. A discussion followed concerning the winter recess in February and the results of a survey conducted last year.
Discussion was accepted as the 1st reading of the proposed 2013-2014 School Calendar.

6. Superintendent's Report

Discussion:
Dr. Jeffrey A. Villar stated that in light of last week's tragic event in Newtown, he has been in contact with town officials and building principals to review existing safety plans. A meeting is scheduled this week with town officials and members of the police department to discuss the latest information about security. The cooperation and joint concern from all involved will help to insure that schools are as safe as possible. Dr. Villar thanked the community for their support.
6.a. Action--Capital Improvement Plan, 2nd Reading

Discussion:
Frank Williams responded to questions from the Board about the Capital Improvement Plan which is funded by Town.Clover Street and J. F. Kennedy both have carpet in gym that will be replaced over the summer, but they do not qualify for capital improvements. The improvements to mechanical systems in the district include a large amount of hardware.

Motion Passed: Darleen Klase made a motion to accept the Capital Improvement Plan as presented and move it on to the Town. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Leonard Lockhart.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes

Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

6.b. Textbook Adoption, 1st Reading: Algebra II, Part 2

Discussion:
Tom Baird, Curriculum Supervisor for Math, spoke about "Stats in Your World" the proposed new text for the Algebra II, Part 2, college level course. Mr. Baird assembled a panel that reviewed 4 texts and suggested this text to move forward as it's aligned with current outline. The cost of textbooks is $9,665.20.

Texts are available at L.P. Wilson for review.

7. Committee Reports
7.a. Curriculum Committee

Discussion:
Cristina Santos, BOE Curriculum Committee Chairperson reported the committee thought it was better to hold off until January for the Algebra II, Part 2 text adoption. It is not that the committee is not recommending text; they do not want to waive 2nd reading.
Joyce Hamilton spoke about Math for All, a professional development model program to teach content to all students collaboratively, combining general education and special education. This model is aligned with CCSS and helps teachers expand their methodology. The next BOE Curriculum Committee is January 9, 2013 at 4:30 at L.P. Wilson.
7.b. Finance Committee

Discussion:
Kristin Ingram, Finance Committee Chairperson met with the superintendent to set a schedule for budget discussions. It will be posted on website for public viewing and a press release is planned as well. Review of the budget will start on January 22, 2013 and include an Audience to Visitors before and after.

7.c. Technology Committee

Discussion:
Richard O'Reilly, Technology Committee Chairperson, stated the Technology Committee meeting is rescheduled for January 24, 2013 at 5:30 p.m. at L. P. Wilson.

8. Consent Agenda

Motion Passed: Darleen Klase made a motion to approve the Consent Agenda, minus Items 8.a, 8.b. and 8.c. Paul Panos seconded the motion. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Paul Panos.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

8.a. Financial Report

Discussion:
Frank Williams stated the encumbrance for salaries and benefits through November 30 shows a difference of $9.2 million which represents hourly employee salaries which are not encumbered.

8.b. Enrollment Report

Discussion:
Jody Lefkowitz stated the typical peers are a ratio of 1 to 3, but ideal is 1 to 1.

8.c. Food Services Report

Discussion:
The drop in the number of meals compared to data from last year, shows over 100 less meals at Sage Park, which is directly related to new guidelines the Department of Agriculture has imposed on all districts. The lunches are not as appealing as in the past, but guidelines must be met in order to be qualified for reimbursement.

8.d. Human Resources Report

Motion Passed: Darleen Klase made a motion to accept Consent Agenda Items 8.a., 8.b., and 8.c. Leonard Lockhard seconded the motion. This motion passed with a motion by Ms. Darleen Klase and a second by Mr. Leonard Lockhart.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

9. Approval of Minutes

Discussion:
Richard O'Reilly noted a change is necessary to Item 9.b. November 14, 2012 BOE Regular Meeting. It should read motion to adjourn by Richard O'Reilly seconded by Kenneth Williams.

Motion Passed: Richard O'Reilly made a motion to accept the Approval of Minutes with changes as noted to November 14, 2012 minutes. This motion passed with a motion by Mr. Richard O'Reilly and a second by Ms. Cristina Santos.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

9.a. November 6, 2012 BOE Curriculum Committee
9.b. November 14, 2012 BOE Regular Meeting
9.c. December 4, 2012 BOE Curriculum Committee

10. Other Matters/Announcements/Regular BOE Meetings
10.a. BOE Curriculum Committee Meeting, Wednesday, January 9, 2013 at 4:30 PM, LP Wilson Community Center, Room 17
10.b. January Regular BOE Meeting, Tuesday, January 15, 2013 at 7:00 PM, Town Hall Council Chambers

Discussion:

The January Regular BOE Meeting on Tuesday, January 15, 2013 has been changed to begin at 6:30 p.m.

10.c. BOE Technology Committee Meeting, Thursday, January 24, 2013 at 5:30 PM, LP Wilson Community Center, Room 17

11. Audience to Visitors

Discussion:
George Slate, 74 Ethan Drive. Spoke about the equity audit and procedures of implementation.

Bradshaw Smith, 23 Ludlow Road. Spoke about Asian students and their academic ranking in comparison to Black and White students.

Aura Cardona, 401 Dogwood. Spoke about the responsibilities of parents and teachers.

12. Adjournment

Motion Passed: Leonard Lockhart made a motion to adjourn the meeting at 8:28 p.m. Kristin Ingram seconded the motion. This motion passed with a motion by Mr. Leonard Lockhart and a second by Mrs. Kristin Ingram.
Ms. Pam DiGiore Yes
Mrs. Kristin Ingram Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Mrs. Doreen Richardson Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

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Richard T. O'Reilly, Secretary
Windsor Board of Education

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Windsor BOE Superintendent Evaluation Development Committee

December 20, 2012 5:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the December 20, 2012 Windsor BOE Superintendent Evaluation Development Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:30 PM:

Present Board Members:
Ms. Darleen Klase
Mr. Leonard Lockhart
Mrs. Doreen Richardson
Mr. Kenneth Williams

1. Call to Order, Pledge of Allegiance, Moment of Silence

Discussion:
Meeting was called to order at 5:30 p.m. by Ms. Klase.

Also in attendance: Board members K. Ingram, C. Santos, P. Panos and Superintendent Dr. Jeffrey A. Villar.

Motion Passed: Motion to add audience to visitors between items 1 and 2 and again between items 2 & 3. passed with a motion by Mr. Leonard Lockhart and a second by Mr. Kenneth Williams.
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mrs. Doreen Richardson Yes
Mr. Kenneth Williams Yes

2. Discussion regarding the evaluation of the Superintendent

Discussion:
Audience to visitors: George Slate of 74 Ethan Drive commented on balance in the evaluation process. Suggested members of the Board consider their own self-evaluation, assessing how actions have impacted the Superintendent's performance.

Ms. Klase recommended ground rules for discussion be established and sought suggestions. Mr. Lockhart recommended that as the committee is comprised of three Democrats, any discussions reach across aisle to seek input and should be an inclusive "we" not an exclusive "I"; political affiliation should not impact the process.

Ms. Ingram stated that all members should be mindful this is development of the evaluation document, not the evaluation itself; comments should be about what is in document not performance itself.

Mr. Panos stated discussion should be professional.

Agreements: Will have rubric reflective of contract language and entry plan, each section will contain narrative and any evidence of performance. Board members have the tool but will provide oral review; there can be overall narrative in the document.

Going forward from this process, Board will probably review rubric, perhaps 360 degree review process difficult to kick off in this period but appropriate to subsequent reviews.

Agreed the committee will take the four sections of the contract, do a cross walk, meet with Superintendent.

Audience to visitors: Mr. Slate addressed Freedom of Information questions raised during meeting.

3. Adjournment

Motion Passed: Motion to adjourn at 6:59 p.m. passed with a motion by Mr. Leonard Lockhart and a second by Mr. Kenneth Williams.
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mrs. Doreen Richardson Yes
Mr. Kenneth Williams Yes

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Darleen Klase, Chair
BOE Superintendent Evaluation Development Committee
Windsor Board of Education
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Windsor BOE Superintendent Evaluation Development Committee

December 27, 2012 5:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the December 27, 2012 Windsor BOE Superintendent Evaluation Development Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:30 PM:

Present Board Members:
Ms. Darleen Klase
Mr. Leonard Lockhart
Mrs. Doreen Richardson
Mr. Kenneth Williams

1. Call to Order, Pledge of Allegiance, Moment of Silence

Discussion:
Darleen Klase, Superintendent Evaluation Development Committee Chair, called the meeting to order at 5:30 p.m. with the Pledge of Allegiance and a moment of silence. Also in attendance was Jeffrey A. Villar, Ph.D., Superintendent of Schools, and Paul Panos, BOE Minority Leader.

Motion Withdrawn: Leonard Lockhart made a motion to add Audience to Visitors between Agenda Item 1 and Agenda Item 2 and between Agenda Item 2 and Agenda Item 3. This motion was withdrawn by Mr. Leonard Lockhart.

2. Discussion regarding the Evaluation Format of the Superintendent

Discussion:
Darleen Klase restated the committee bylaws and ground rules for the meeting. The committee determined that because of the short amount of time available to achieve goal of determining an evaluation tool it would be best to stick to past practice. The rubric used for evaluation purposes and the elements and associated indicators in addition to with narratives prepared by the Superintendent, would comprise the evaluation tool.

The committee determined it was best to use the same language for the evaluation tool as the contract and be concise to make scope effective. The committee decided to adhere to the framework provided by the elements in the Connecticut School Leadership Standards, which would be used as a model.

The language of the elements would be modified slightly to fit the district's situation and be aligned with the Board's mission and goals. It was determined that 6 performance expectations and associated elements would be utilized as a rubric and the Superintendent would also include a free-flowing narrative to incorporate a topic not included with the scope of the tool.

Motion Passed: Leonard Lockhart made a motion for the Evaluation Development Committee accept the tool as agreed upon with the 6 performance expectations and 18 elements as discussed. Kenneth Williams seconded the motion. This motion passed with a motion by Mr. Leonard Lockhart and a second by Mr. Kenneth Williams.
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mrs. Doreen Richardson Yes
Mr. Kenneth Williams Yes

3. Adjournment

Discussion:
Darleen Klase requested a motion be brought forward to adjourn the meeting.

Motion Passed: Kenneth Williams made a motion to adjourn the meeting at 7:29 p.m. Leonard Lockhart seconded the motion. This motion passed with a motion by Mr. Kenneth Williams and a second by Mr. Leonard Lockhart.
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mrs. Doreen Richardson Yes
Mr. Kenneth Williams Yes

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Darleen Klase, Chairperson
Windsor BOE Superintendent Evaluation Development Committee

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Windsor Public Schools
Board of Education Finance Committee
Budget Meeting Calendar 2012-13
(For the creation of 2013-2014 budget)

January 2013

Tues., Jan. 15, 6:30 PM Town Hall, Council Chambers	Superintendent's Presentation of Budget to BOE and Public Forum (Followed by BOE regular meeting)
Tues., Jan. 22, 6:30 PM LPW Community Center Board Room	BOE Finance Committee review (Audience to Visitors before/after)

February 2013

Sat., Feb. 2, 10:00 AM LPW Community Center Board Room	Sat. Public Forum on Proposed Budget; BOE Finance Committee review (Audience to Visitors before/after)
Tues., Feb. 5, 6:30 PM LPW Community Center Board Room	BOE Finance Committee review (Audience to Visitors before/after)
Thur., Feb. 7, 6:30 PM LPW Community Center Board Room	BOE Finance Committee review – if needed (Audience to Visitors before/after)
Tues., Feb. 12, 7:00 PM LPW Community Center*** Board Room	BOE adoption of budget (Part of Regular Meeting)

March 2013

Thur., March 14	Budget to Town

*** The Tuesday, February 12, 2013 BOE Regular Meeting will take place at the L.P. Wilson Community Center, Board Room. This meeting has been relocated from Windsor Town Hall, Council Chambers