Regular Meeting

Tuesday, November 18, 2014 7:00 PM
Town Hall, Council Chambers Please click the link below to join the webinar: https://us02web.zoom.us/j/85191945173 Or Telephone: +1 646 558 8656 or +1 301 715 8592 Webinar ID: 851 9194 5173 , 275 Broad Street, Windsor, CT 06095

1. **Call to Order, Pledge to the Flag and Moment of Silence**
2. **Recognitions/Acknowledgements**

a. CAPSS Student Awards for Sage Park--Cameron Abbot, Academic Excellence; Essence Bell, Community Service; Kelcey Clarke, Leadership

b. CAPSS Student Awards for WHS--Calliana Faulk, Academic Excellence; Stella Rivera, Community Service; Astryd Lewis and Raquel Solla, Leadership

3. **Audience to Visitors**
4. **Student Representative Report**
5. **Board of Education**

a. President's Report
b. Charge of Long Range Planning Committee
c. School Liaison Reports

1. Windsor High School
2. Sage Park Middle School
3. Clover Street School
4. John F. Kennedy School
5. Oliver Ellsworth School
6. Poquonock School

d. Joint Town Council/BOE Committee Meeting

6. **Superintendent's Report**

a. School Safety Grant
b. Share Draft 2015-2016 School Calendar
c. Curriculum Development (1st Reading)

1. Introduction to Drafting

d. Curriculum Development (2nd Reading)

1. AP Stats
2. Marine Biology

e. Teacher and Administrator Evaluation Update (SEED)
f. Smart Start RFP

7. **Committee Reports**

a. Curriculum Committee
b. Policy Committee
c. Long Range Planning Committee
d. Technology Committee

8. **Consent Agenda**

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

9. **Approval of Minutes**

a. September 25, 2014 Curriculum Committee
b. September 29, 2014 Policy Committee
c. October 14, 2014 Public Forum/Special Meeting
d. October 15, 2014 Special Meeting
e. October 21, 2014 Regular Meeting

f. October 23, 2014 Curriculum Committee
g. November 3, 2014 Executive Committee
h. November 4, 2014 Long Range Planning Committee
i. November 4, 2014 Special Meeting

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

a. BOE Curriculum Committee, Thursday, November 20, 2014 at 4:30 PM, L.P. Wilson Community Center, Room 17
b. BOE Technology Committee, Thursday, November 20, 2014 at 6:30 PM, L.P. Wilson Community Center, Board Room
c. BOE Policy Committee, Monday, November 24, 2014 at 6:00 PM, L.P. Wilson Community Center, Room 17
d. BOE Finance Committee, Monday, December 8, 2014 at 6:30 PM, L.P. Wilson Community Center, Room 17
e. BOE Special Meeting, Tuesday, December 9, 2014 at 6:30 to 8:30 PM, L.P. Wilson Community Center, Board Room
f. Next BOE Regular Meeting is Tuesday, December 16, 2014, 7:00 PM, Town Hall, Council Chambers

11. **Audience to Visitors**
12. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Craig Cooke **Presented By:** Leonard Lockhart

Attachments:

Subject: Charge of Long Range Planning Committee

Background:

The Long Range Planning Committee met on Tuesday, November 4th. At the meeting the committee developed a list of 14 topics for consideration for further review as a committee. The committee wished to engage the entire Board of Education in the discussion, setting a direction for the committee.

Status:

Recommendation:

The committee receive feedback from the Board on its list of 14 topics and receive a charge from the President of the Board of Education.

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

Agenda Item # 5b.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Craig Cooke **Presented By:** Craig Cooke/Danielle Batchelder

Attachments:

Subject: School Safety Grant

Background:

The State of Connecticut announced on October 31st, that Windsor was approved for a School Security Grant. Windsor qualifies for 47% reimbursement for school security improvements.

The district intends to utilize the funds to improve exterior security cameras at the elementary level, place anti-shatter glazing at all school front entrances and place window glazing at elementary schools that will allow for shades to be open.

The entire project is expected to cost $230,000. Windsor Public Schools was awarded approximately $100,000 in reimbursement from the state. We have been in contact with the Town of Windsor in hopes that the town will fund the entire project and receive the reimbursement. The town currently has $100,000 in the 2015/16 year capital improvement projects (CIP) for elementary cameras. By completing the project this year, we will increase security immediately and be eligible for reimbursement from the state.

Status:

Recommendation:

For informational purposes only.

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

Agenda Item # 6a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

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

Attachments: Draft 2015-2016 School Calendar

Subject: Share Draft 2015-2016 School Calendar

Background:

Each year the calendar for the next school year is brought to the Board of Education for a first reading in December and a second reading in January. It is anticipated that there will be significant changes to the typical Windsor school calendar so we are bringing it forward early to draw awareness to the changes.

As we do each year, input will be 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 will be brought forward in December for approval as a first reading.

Recommendation:

N/A

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

Agenda Item # 6b.

WINDSOR PUBLIC SCHOOLS
2015-2016
SCHOOL CALENDAR

AUGUST 2015

M	T	W	TH	F
24	25	26	OD	PD
WD				

SEPTEMBER 2015

M	T	W	TH	F
	1	2	3	4
▨	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

OCTOBER 2015

M	T	W	TH	F
			1	2
5	6	7	8	9
▨	13	14	15	16
19	20	21	22	23
26	27	28	29	30

NOVEMBER 2015

M	T	W	TH	F
2	PD	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	▨	▨
30				

DECEMBER 2015

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	▨	▨
28	29	30	31	

JANUARY 2016

M	T	W	TH	F
				▨
4	5	6	7	9
11	12	13	14	15
▨	19	20	21	22
25	26	27	28	29

Special Dates

DRAFT

Codes

OD	Opening Day for Staff	*	PK-5 Parent Conferences (Early Dismissal)
PD	Professional Day	s	Sage Park Parent Conferences (Early Dismissal)
WD	Staff Workday	w	Windsor High School Parent Conferences (Early Dismissal)
□	No School for Students	x	High School Examinations (Early Dismissal)
▨	All Offices Closed		
⬠	Early Dismissal - All Students		
○	End of Semester		

School Delay and Closing

- On the web: www.windsorct.org
- Phone: 860-687-2000 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. AM Pre-K is cancelled on delayed openings.

2. Calendar allots for nine (9) snow days beginning June 13th. If more are needed they will be deducted from the Spring Recess commencing Monday, April 11, 2015

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

	Hours	Early Dismissal
High School	**7:35a - 2:20p**	**7:35a - 12:25p**
Middle School	**8:05a - 2:50p**	**8:05a - 12:55p**
Elementary	**8:40a - 3:25p**	**8:40a - 1:30p**
Pre-K AM Session	**8:40a - 11:35a**	**8:40a - 10:50a**
PM Session	**12:30p - 3:25p**	**11:25a - 1:30p**

FEBRUARY 2016

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
▨	PD	17	18	19
22	23	24	25	26
29				

MARCH 2016

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	▨
28	29	30	31	

APRIL 2016

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY 2016

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
▨	31			

JUNE 2016

M	T	W	TH	F
		1	2	3
6	7	8	9	10
(13)	14	15	16	17
20	21	22	23	24

June 13- Tentative Last Day of School: Early Dismissal

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

182 Student Days
187 Staff Days

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Mary Anne Butler **Presented By:** Darlene Klase/Mary Anne Butler

Attachments:

Subject: Introduction to Drafting, 1st Reading

Background:

Introduction to Drafting introduces students to architectural drafting and design. Students are introduced to industry standards and practices as they complete increasingly challenging problems. This process allows students to prepare themselves for post-secondary programs related to engineering, architectural and mechanical design.

Status:

Introduction to Drafting curriculum was presented to the BOE Curriculum Committee meeting on October 23, 2014.

Recommendation:

The Board approves Introduction to Drafting curriculum as presented for a 1st Reading.

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

Agenda Item # 6c.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Mary Anne Butler **Presented By:** Darleen Klase/Mary Anne Butler

Attachments:

Subject: AP Statistics, Marine Biology, 2nd Reading

Background:

AP Statistics introduces students to the major concepts and tools for collecting, analyzing and drawing conclusions from data. Students are exposed to broad conceptual themes such as exploring patterns, probability and statistical inference. All students are required to present completed project to demonstrate mastery of content.

Marine Biology provides students with an understanding of the interrelationships between common marine organisms and mechanisms of adaption and survival. A variety of aspects of the physiology, biochemistry, ecology of marine line are explored.

Status:

AP Statistics and Marine Biology were presented as a 1st Reading at the October 21, 2014 Board meeting.

Recommendation:

The Board approves AP Statistics and Marine Biology curricula as presented for a 2nd Reading.

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

Agenda Item # 6d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Terrell M. Hill
Assistant Superintendent for Human Resources

Presented By: Terrell M. Hill

Attachments:

Subject: Teacher Evaluation and Administrator Evaluation Update (SEED)

Background:

The Connecticut State Department of Education approved Windsor's (SEED plan) August 13, 2014.

Status:

Windsor teachers and administrators have received training and updates on this year's plan. They have also completed the process of setting goals and are currently conducting the required observations.

Recommendation:

The Board receives this report on teacher and administrator evaluations (SEED) as information only.

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

Agenda Item # 6e.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

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

Attachments:

Subject: Smart Start RFP

Background:

Smart Start is intended to serve the following purpose as specified in Public Act 14-41:
"To reimburse local and regional boards of education for capital and operating expenses related to establishing or expanding a preschool program under the jurisdiction of the board of education for the town."

Windsor has been designated as a town with an unmet need for pre-kindergarten opportunities for 3 and 4 year olds and therefore is eligible to apply for the grant. The grant is intended to be a 10 year grant funding up to 4 classrooms a year. There is an initial period where capital improvement funding of $75,000 per classroom for up to 4 classrooms can be applied for. Funding must be used to support new enrollment in preschool programs that are at minimum school-day and school-year in duration (i.e., a minimum of 6 hours/day and 180 days/year).

This information was only recently shared with districts. It is the administrations intention to apply for the SmartStart grant. We are in the process of compiling the information needed in order to apply for the grant. Significant work must occur between now and the December 19th deadline for grant submission.

Status:

It is the administration's intention to bring a completed grant application forward to the Board at the December Board meeting and request that the Board approve the district's application. In advance of that meeting, the administration proposes that a detailed presentation occur for the Board on December 9th as part of the special meeting.

Recommendation:

None

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

Agenda Item # 6f.

Windsor Public Schools

Memo

To: Board of Education Members

From: Craig A. Cooke, Ph.D.

Date: 6/22/2021

Re: Smart Start Early Childhood Grant

On November 3, 2014 the Request for Proposals for the Smart Start Early Childhood Grant was released. Since that time the administration has been compiling the necessary information in order to make application for the grant. The deadline for the grant is December 19th at 4:00 p.m. This deadline requires that a significant amount of work be completed in a short amount of time and that the administration receive approval from the Board of Education to make the grant application prior to the 19th.

It is proposed that the administration continue to move forward with the grant application and present to the Board of Education on December 9th additional information on the grant and the status of our work. The presentation would follow the Board's regularly scheduled workshop on the 9th. It is further proposed that the administration would seek the Board's approval to submit the grant on December 16th at the Board's regular meeting.

The following are highlights of the Smart Start Grant:

Capital Improvement Portion (available for 2014/15):

- $75,000 per classroom for one-time renovations
- Must be public school classroom

Operation Portion (available 2015/16):

- 10 Year Grant, reviewed annually
- $75,000 per classroom (w/max of $300,000/town, max 4 classrooms)
- District would receive ECS money (estimate $37,500 for classroom of 15 students)
- Preference for Dual Language Learners
- Must be at least 50% of the students qualify as Free and Reduced or have 60% at or below 75% of the state's median income (SMI)
- Must have at least same percentage of special needs students as rest of district
- NAEYC accreditation within 3 years
- Must serve new students
- Must be operated by a public school district
- Priority for districts with partnerships
- Priority for districts with full-day Kindergarten
- Priority for districts with cohesive Pre-K to grade 3 continuum
- If tuition is charged, not eligible for ECS
- Must be a school year (180) program
- Must be a minimum 6 hour program

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

PREPARED BY: Danielle Batchelder **PRESENTED BY:** Danielle Batchelder

ATTACHMENTS: October 31, 2014 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, which includes encumbrances, is for the month of October 2014.

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 October 2014	$ 4,085,784
Expenditures through October 31, 2014	$16,538,310

Recommended by the Superintendent: _____

Agenda Item # 8a.

Windsor Public Schools
Financial Report
October 2014

	2014/2015 Budget	Expenditures YTD 10/31/14	Encumbrance Projected Expense	Balance 10/31/14 Projected Balance 6/30/15	% Balance
Instructional Services					
Clover Street School	60,960	15,958	8,409	36,593	**60%**
John F. Kennedy School	91,215	18,899	10,046	62,270	**68%**
Oliver Ellsworth School	91,806	45,154	6,989	39,663	**43%**
Poquonock School	53,111	15,302	10,073	27,736	**52%**
Sage Park Middle School	224,644	75,435	45,970	103,239	**46%**
Windsor High School	468,512	167,432	67,203	233,877	**50%**
Windsor High School Interscholastic Sports	158,425	37,502	6,326	114,597	**72%**
Athletic Coaches	266,731	35,801	230,930	0	**0%**
WHS Career & Technical Education	124,607	77,118	13,194	34,295	**28%**
Continuing Education	63,550	9,565	2,940	51,045	**80%**
Instructional Services Management	143,405	17,843	13,886	111,676	**78%**
Curriculum Management & Development	69,640	9,311	2,681	57,648	**83%**
Curriculum Mgt. & Dev. -Magnet School Tuition	1,450,600	0	1,645,352	(194,752)	**-13%**
Textbook Adoption	87,500	1,823	4,289	81,388	**93%**
Technology	254,569	102,048	82,452	70,069	**28%**
Technology - New Equipment	241,886	159,431	112,475	(30,020)	**-12%**
Total Instructional Services	**3,851,161**	**788,622**	**2,263,215**	**799,324**	**21%**
Education Support Services					
Pupil Personnel Services	242,064	52,349	31,668	158,047	**65%**
Special Education	92,850	16,682	5,947	70,221	**76%**
Special Education Tuition	4,430,373	385,003	247,238	3,798,132	**86%**
Policy & Planning	147,350	62,817	3,919	80,614	**55%**
Employee Personnel Services	99,100	28,483	3,715	66,902	**68%**
Financial Management	161,200	99,346	16,723	45,131	**28%**
Financial Services	37,000	30,982	13,672	(7,654)	**-21%**
Pupil Transportation & Safety	3,999,900	324,450	718,666	2,956,784	**74%**
Physical Plant Services	2,141,634	478,988	1,017,828	644,818	**30%**
Major Maintenance	286,000	206,544	10,666	68,790	**24%**
L.P. Wilson Center	254,800	42,935	151,144	60,721	**24%**
Benefits	11,099,700	2,787,785	244,060	8,067,855	**73%**
Certified Salaries	30,017,297	8,770,377	0	21,246,920	**71%**
Non-Certified Salaries	7,378,034	2,164,311	0	5,213,723	**71%**
Tutor Salaries	484,300	158,188	526,112	(200,000)	**-41%**
Substitute Salaries	497,910	140,448	652,193	(294,731)	**-59%**
Total Education Support Services	**61,369,512**	**15,749,688**	**3,643,551**	**41,976,273**	
Total All Sites	**65,220,673**	**16,538,310**	**5,906,766**	**42,775,597**	**66%**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared By: Jeanne Woodstock **Presented By:** Danielle Batchelder

Attachments: Student Enrollment Summary Reports

Subject: Student Enrollment as of 11/1/2014

Attached are the official enrollment figures as of November 1, 2014. Mrs. Batchelder will answer any questions.

Recommendation: Informational

Reviewed by: Danielle Batchelder **Recommended by the Superintendent:**

Agenda Item # 8b.

Windsor Public Schools
Student Enrollment Report Recap
November 1, 2014

Enrollment in Windsor Public Schools

Grades PreK-5	1,352
Grades 6-8	676
Grades 9-12	1,124
Total District Enrollment	**3,152**

Windsor Students not in district schools

Outside Placement/Private Placement(SPED)	52
Montessori Hartford CREC	21
Metropolitan Learning Center CREC	163
CREC Misc MAGNET SCHOOLS	210
Hartford Host Magnets	194
Misc Magnet Schools	22
Prince Tech	13
Cheney Tech	16
	691
Total Windsor	**3,843**

Windsor Public Schools
Student Enrollment Report
November 1, 2014

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K				53		53
K		86		117		203
1		73		129		202
2		91		135		226
3			81		131	212
4			86		137	223
5			81		152	233
Subtotal K-5						1299
Total	**0**	**250**	**248**	**434**	**420**	**1,352**

Grade	Sage Park MS
6	204
7	240
8	232
Total	**676**

Grade	Windsor High
9	311
10	258
11	265
12	290
Total	**1,124**

Total District Enrollment	**3,152**

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2014-2015

	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**277**		313	309	311							
Grade 10	**267**		258	260	258							
Grade 11	**251**		267	265	265							
Grade 12	**289**		288	287	290							
Windsor High Total	**1084**		**1126**	**1121**	**1124**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

		Projected	5-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			**69**	72	72									
Team 2			**70**	68	68								5	14.4
Team 3			**64**	62	64								5	13.6
	Total	**201**	**203**	**202**	**204**								4	16
Grade 7														
Team 4			**77**	77	77									
Team 5			**79**	78	80								5	15.4
Team 6			**79**	80	80								4	20
	Total	**237**	**235**	**235**	**237**								5	16
Grade 8														
Team 7			**75**	76	76									
Team 8			**74**	75	75								4	19
Team 9			**77**	74	75								5	15
													5	15
	Total	**241**	**226**	**225**	**226**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		
SPARK			**9**	**9**	**9**									
Sage Park	**Total**	**679**	**673**	**671**	**676**	**0**	**0**	**0**	**0**	**0**	**0**	**0**		

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2014-2015

Room#	Teacher		Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	A Sanchez				17	15	15							
9	S Michalic				18	18	18							
11	J Darrell				16	18	17							
12	J Murray				15	15	15							
14	S Podgurski				17	16	16							
		Total	88		83	82	81	0	0	0	0	0	0	0
		Grade 4					17							
13	L Arseneault				16	17	18							
15	K Sutton				18	18	17							
16	L Schoenwolff				18	18	17							
17	C Nowsch				17	18	17							
18	D Williams				16	17	17							
		Total	78		85	88	86	0	0	0	0	0	0	0
		Grade 5												
20	P Reale				16	16	15							
22	K LePage				17	16	16							
24	S Lewis				14	17	16							
26	C Lindsley				16	16	16							
27	E Chartier				17	17	18							
		Total	80		80	82	81	0	0	0	0	0	0	0
	Clover	TOTAL	246		248	252	248	0	0	0	0	0	0	0

POQUONOCK SCHOOL

ENROLLMENT REPORT
2014-2015

Room #	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann				17	17	17							
2	W Dever				17	17	17							
3	M Scott				17	17	17							
22	L Roche				17	17	16							
24	L Corrao				19	19	19							
		Total	**69**		**87**	**87**	**86**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 1												
15	E Velez				18	18	18							
16	L Bishop				19	19	19							
17	K Stoll				18	18	18							
18	M Macaluso				17	18	18							
		Total	**79**		**72**	**73**	**73**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
8	R Brown				18	18	18							
9	S Trummel				19	19	19							
11	J Delsky				18	18	18							
12	K Richards				19	18	18							
13	L Huntington				18	18	18							
		Total	**94**		**92**	**91**	**91**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Poquonock	**Totals**	**242**		**251**	**251**	**250**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT

2014-2015

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	**Kindergarten**			16	16	17							
20	L Butterick				18	17	17							
21	J Addie				16	16	16							
22	A Zawistowski				16	16	16							
24	A Bartholomew				19	19	19							
25	J Poole				17	16	16							
26	S Marcello				17	16	16							
		Total	**128**		**119**	**116**	**117**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
11	S Rucker	**Grade 1**			19	18	18							
12	K Freeman				20	19	19							
13	B Mayo				19	19	19							
14	K Furie				19	18	17							
15	T Strickland				21	19	17							
16	L Rumrill				20	21	20							
17	K Strempfer				19	19	19							
		Total	**143**		**137**	**133**	**129**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2												
1	J Olander				20	19	19							
2	J Goicochea				19	19	19							
3	K Sandsmark				19	19	21							
5	L Volz				20	20	20							
6	S Martinson				18	19	19							
7	L Neil				19	19	19							
8	D Jaworski				20	19	18							
		Total	**145**		**135**	**134**	**135**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
5 & 10	Pre K Sped													
	& Peer				45	49	53							
		Total	**46**		**45**	**49**	**53**							
	Ellsworth	**Total**	**462**		**436**	**432**	**434**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
1	K Mazur				18	18	18							
2	J Herner				18	17	17							
3	A Moyal				17	19	20							
4	D Ghanesh-May				19	19	19							
5	L Macaluso				19	19	19							
6	M Johnston				19	19	19							
8	V Vaicunas				20	19	19							
		Total	**139**		**130**	**130**	**131**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 4												
7	S Silliman				19	19	19							
9	R Tomkowit				21	21	20							
10	S Smith				19	20	21							
12	B Emerson				18	18	19							
14	S Brown				20	20	20							
15	N Donzella				21	20	19							
18	A Caselli				20	20	20							
		Total	**135**		**138**	**138**	**138**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 5												
19	S Fye				22	22	22							
20	S Paley				21	22	21							
24	J Nolte				21	21	21							
25	D Mosher				20	20	21							
26	K Bowman				23	22	22							
27	R Grimes				22	22	22							
28	O Walker				21	21	22							
		Total	**149**		**150**	**150**	**151**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Kennedy	**Total**	**423**		**418**	**418**	**420**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION

Agenda Item

For Consideration by the Board of Education at the Meeting of: November 18, 2014

Prepared by: Dana Plant **Presented By:** Danielle Batchelder

Attachments: Food Service Financial Report

SUBJECT: Statement on Cafeteria Operations – October 2014

BACKGROUND: The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities and at St. Gabriel's, CREC's Metropolitan Learning Center and Museum 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 Museum Academy. We operated our third year of the Seamless Summer Feeding program serving breakfast at John F. Kennedy School in July 2014. We operated a Summer Food Service Program of lunch and snack which yields a higher reimbursement from the federal government at Deerfield Apartment Complex and Goslee Pool for the end of June, all of July and August 2014 as well as breakfast and snack for CREC Metropolitan Learning Center summer school. We operate the After-School Snack Program for our Treehouse Program in Windsor as well as Museum Academy after care program. 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, lunch and snack 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 October 2014.

RECOMMENDATION: Informational only.

Recommended by the Superintendent: _____

Agenda Item # 8C.

Windsor School Food Service
Financial Statement
October 2014

REVENUE	October 2013	7/1/13 - YTD	October 2014	7/1/14 - YTD
SALES	$129,978.11	$330,970.77	$127,657.14	$308,682.14
REIMBURSEMENTS - STATE	18,535.00	18,535.00	18,117.00	18,117.00
ACCOUNTS RECEIVEABLE FED	108,168.56	236,716.87	115,044.63	266,438.87
CLOC		53,631.00		50,711.00
INTEREST/RETURNED CK FEE	25.00	29.61	27.62	60.60
MISC. (Rebates)	284.81	1,701.51	4,195.00	4,720.00
6 Cents Certification	3,532.56	7,491.00	3,385.08	10,524.00
REVENUE TOTALS	**$260,524.04**	**$649,075.76**	**$268,426.47**	**$659,253.61**
EXPENSES				
			3 paydates	
WAGES	$82,940.67	$157,373.96	$121,626.21	$198,021.12
PAYROLL TAXES	6,080.63	11,779.92	9,158.62	14,836.53
EMPLOYEE BENEFITS	7,529.28	34,067.18	6,079.36	27,206.24
FOOD/MILK	174,131.23	397,014.34	136,074.66	351,418.20
PAPER	6,250.01	16,499.45	6,822.26	15,667.85
TRUCK		2,136.78	957.78	4,269.58
SUPPLIES	1,912.99	3,005.41	94.91	551.15
EQUIPMENT	3,389.00	6,711.93		15,547.38
SERVICES	1,463.79	3,075.00	665.82	1,338.27
EXPENSE TOTALS	**$283,697.60**	**$631,663.97**	**$281,479.62**	**$628,856.32**
NET INCOME	($23,173.56)	**$17,411.79**	($13,053.15)	**$30,397.29**
INVENTORY		**$25,000.00**		**$18,000.00**
OPENING BALANCE 7/1		**$12,742.89**		**$12,730.37**
COMPUTED OPERATING POSITION		**$55,154.68**		**$61,127.66**

Windsor School Food Service
Program Participation
October 2014

SALES

		Oct 2013	Oct 2014
WHS			
	# OF DAYS	22	22
	SALES	$31,353.43	$33,933.24
	AVERAGE	$1,425.16	$1,542.42

Reimbursable Meals	**Average LUNCH per day**	
ELEMENTARY	999	905
MLC	483	469
MPTP 2013//Museum Academy 2014	210	240
SPMS	525	444
WHS	523	549

Reimbursable Meals	**Average BREAKFAST per day**	
ELEMENTARY	325	385
MLC	122	130
MPTP 2013//Museum Academy 2014	74	153
SPMS	98	78
WHS	139	150

Reimbursable Meals	**Average SNACK per day**
Treehouse Program	93
Museum Academy	58

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 18, 2014

PREPARED BY: Terrell M. Hill
Assistant Superintendent for Human Resources

PRESENTED BY: Terrell M. Hill

SUBJECT: Human Resources Report – October 1, 2014 – October 31, 2014

ATTACHMENTS: None

RESIGNATIONS/SEPARATIONS

Marina Gates	Special Education Teacher	Sage Park
Robin Michael	Art Teacher	Sage Park
Sherryll Nadolny	School Nurse	Windsor High
Shylynda Nance	Lunch Room Monitor	Kennedy
Nicole Scandariato	English Teacher	Windsor High
David Searles	Special Education Paraprofessional	Windsor High
LaTonya Stewart	Food Service	Museum Academy

RETIREMENTS

Irene Siena	Library Media Specialist	Sage Park

TRANSFERS/REASSIGNMENTS

Denise Summers	From Special Education Paraprofessional	Clover
	To ABA Special Education Paraprofessional	Kennedy

HIRES

Gillian Baxter	Special Education Paraprofessional (part-time)	Windsor High
Christina Bolduc	School Nurse	Windsor High
Christine Huestis	Special Education Teacher	Sage Park
Joel Impelluso	Special Education Tutor	Ellsworth
Jacqueline Kelly	Special Education Tutor	Sage Park
Margaret Levine	Social Worker	Windsor High
Wanda Lopez	Food Service	Metropolitan Learning Center
Mary Beth Overbaugh	Special Education Tutor	Homebound
Kathryn Rowland	Food Service	District
Jahmal Shell	Regular Education Library Paraprofessional	Windsor High
Alice Thompson	Food Service	St. Gabriel

Reviewed by: _____ Recommended by the Superintendent: _____

Agenda Item # 8d.

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, September 25, 2014 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the September 25, 2014 Curriculum Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Michaela Fissel
Ms. Darleen Klase
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

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

Discussion:
Darleen Klase called the meeting to order at 4:30 pm with the Pledge of Allegiance and a Moment of Silence. Also in attendance were Superintendent Craig Cooke and Assistant Superintendent for Instructional Services Mary Anne Butler.

2. Audience to Visitors

Discussion:
None

3. Algebra I Changes--Informational Purposes Only

Discussion:
Tom Baird, Mathematics Curriculum Supervisor, provided an overview of the changes for the Algebra 1 curriculum. The changes include adding in more regression and applications of quadratics and exponential functions into the curriculum. This was possible because less time was need on linear equation topics given the new curriculum in 8th grade.

4. AP Statistics

Discussion:
Robert Cullen, AP Statistics teacher, presented an overview of the AP Statistics curriculum and provided a simulation of the unit 1 performance assessment. The performance assessment involved collecting data on cell phone texting abilities and analyzing the data to compare variables.

5. Marine Biology

Discussion:
Sindhu Thomas and Michelle Desrochers presented Unit 1of the new curriculum which emphasizes the role of microbes in ecosystems. Students will participate in study cases and group discussions throughout the course and will be responsible for feedback on podcasts reviews facilitated by peers. This curriculum aligns with the State of Connecticut Science Standards NGSS (Next Generation Science Standards).

6. Grade 6 Health

Discussion:
Teachers, Tracey DiMona and Rosemary Loeffler presented the following safety topics: bike, fire, sun and healthy balance, in reference to standards 1, 3, and 6. Ms. Loeffler shared an activity that she will use in her grade 6 classes on safe and unsafe practices, why the topic is important, consequences and first aid.

The curriculum will be revisited after feedback is gathered from CSDE on best practices in delivering middle school health curriculum.

7. Program of Studies Changes (Health at WHS)

Discussion:
Windsor High School/Program of Studies was presented by Lori Foot-Mitchell. She explained the terminology change from Health to Healthy Balance (as noted in paragraph 4), and identified the revised credit system required for students grade 9-11 in the area of PE & Health.

8. Elementary Progress Reports' Modifications--Informational Purposes Only

Discussion:
Elementary Progress Reports have been edited to align with Common Core State Standards (CCSS) more closely. The revised documents will be shared with families at Open House events.

9. Adjournment

Motion Passed: Move to adjourn the meeting at 6:13 pm passed with a motion by Ms. Melissa Rizzo Holmes and a second by Ms. Michaela Fissel.
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education
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Windsor Board of Education
Policy Committee
Unapproved Minutes

Monday, September 29, 2014 6:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the September 29, 2014 Policy Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

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

Discussion:
The meeting was called to order at 6:00 PM by Mr. Paul Panos. Also in attendance was Superintendent of Schools Dr. Craig Cooke and Assistant Superintendent for Human Resources Terrell Hill.

2. Audience to Visitors

Discussion:
Mr. Leonard Lockhart, 57 Columbia Road spoke about the retention policy and feels the board members should not take it lightly and that board members should be doing everything they can for students before the student goes down the road of retention. He also spoke about the duties of the president and appointing committees. He said the town spoke loud and clear at the last meeting and that we should be moving forward. He followed up that if this discussion was going to be had with the policy committee then that needed to be done after the election with the new board so there is no retaliation against the sitting chair.

3. Review P/AR-5123 Promotion and Retention

Discussion:
The committee discussed P/AR-5123 Promotion and Retention.

4. Revise BL-9121 Official Duties - President

Discussion:
The committee discussed BL-9121 Official Duties - President.

5. Review BL-9132 Standing Committee

Discussion:
The committee discussed BL-9132 Standing Committee.

6. Review BL-9133 Special Committees

Discussion:
The committee discussed BL 9133 Special Committees.

7. Review BL-9140 Board Representatives

Discussion:
The committee reviewed BL-9140 Board Representatives.

8. Review BL-9221 Resignation/Removal from Office/Censure

Discussion:
The committee discusses BL-9221 Resignation/Removal from Office/Censure.

9. Adjournment

Discussion:
The meeting was adjourned at 8:05 PM.

Motion Passed: Move to adjourn the meeting at 8:05 PM passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Richard O'Reilly.
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Public Forum with Special Meeting Immediately Following
Unapproved Minutes
Tuesday, October 14, 2014 6:00 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the October 14, 2014 Public Forum with Special Meeting Immediately Following. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos
Mr. Kenneth Williams

Updated Attendance:
Mr. Leonard Lockhart was updated to present at: 7:30 PM

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

Discussion:
Call to Order and Pledge of Allegiance/Moment of Silence was led by Ms. Cristina Santos at 6:03 PM.

2. Public Forum (Concentration on Early Childhood Education) (limited to 7:00 PM)--The Board welcomes public participation on any topic and asks that speakers please limit their comments to 5 minutes.

Discussion:
Mr. George Slate, 74 Ethan Drive, stated that he placed a call to the Department of Developmental Services. Mr. Slate also stated that he was aware of available funding for at risk students, however the census of recipients cannot exceed 25.

3. Adjournment

Discussion:
Cristina Santos announced public forums will be held twice per year and the next meeting will be held on Tuesday, February 3, 2015 at 6:00 PM in the LPW Board Room.

Mrs. Cristina Santos adjourned the meeting at 6:53 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. Paul Panos and a second by Ms. Darleen Klase.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes

Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

4. A SPECIAL MEETING WILL IMMEDIATELY FOLLOW THE ADJOURNMENT OF THE PUBLIC FORUM

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

Discussion:
Cristina Santos called the meeting to order at 7:00 PM.

6. Audience to Visitors

Discussion:
Mr. George Slate, 74 Ethan Drive, requested policy discussion based on test results (some information included but not all). Mr. Slate also expressed concern for at risk students.

Ms. Rosi Miskavitch, 20 Coach Circle, suggested providing workshops for parents to equip them in being able to interpret reading testing results, which would also help parents work in collaboration with teachers supporting students for better achievement.

7. Presentation of Student Data--MAP, AP Results, CMT, CAPT

Discussion:
Each principal presented their school's 2014 test results. The overall synopsis was variations in achievement gaps, among overall student population. There were many concerns with the percentages, however, the administrative team as a whole, assured those present that the current scores were due to the MAP curriculum requiring some skills and strategies that were different from past requirements for CMT preparation. Windsor, being 1 out 15 districts to continue with past practices of taking the CMT, should see a considerable difference in scoring rates as the district has phased out CMT practices with a concentration on the MAP curriculum, strategies and skill building for all students.

Each administrator presented various opportunities for students functioning below grade level to receive intervention assistance via breakout sessions in addition to regular classroom instruction; Elementary schools -use Tier I & II (UCONN developed program), Middle School - Read 180, High School - Edgenuity.

8. Announcements

Discussion:
Mary Anne Butler announced the district is using the consultation expertise of EASTCONN on Academics/Behavioral support. A common core workshop is being planned with a focus on at least one secondary school.

The case study method report will be presented in the January, 2015 report.

9. Adjournment

Discussion:
Ms. Cristina Santos adjourned the meeting at 8:19 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Mr. Leonard Lockhart and a second by Mr. Paul Panos.

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

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Windsor Board of Education
Special Meeting
Unapproved Minutes

Wednesday, October 15, 2014 5:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the October 15, 2014 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:27 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Ms. Darleen Klase
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos
Mr. Kenneth Williams

Absent Board Members:
Mr. Leonard Lockhart

Updated Attendance:
Ms. Michaela Fissel was updated to present at: 6:42 PM
Mr. Kenneth Williams was updated to present at: 5:51 PM

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

Discussion:
The meeting was called to order by Ms. Santos at 5:34 p.m. with the Pledge of Allegiance and a Moment of Silence.

Also in attendance: Superintendent of Schools Craig Cooke and Nick Caruso from CABE.

2. Audience to Visitors

Discussion:
None.

3. Discussion on Running Effective Board Meetings Facilitated by Nick Caruso from CABE

Discussion:
Mr. Caruso facilitated Board discussion that included meeting efficiencies, length of meetings, number of meetings, meeting structure variations, subcommittees, allocation of time on meeting agendas, bylaws and related items. Members agreed that two meetings a month should be considered, and that celebrations of student achievement in academics and athletics should continue.

The meeting recessed at 7:01 p.m.

The meeting reconvened at 7:09 p.m.

4. Review BOE Goals

Discussion:
Mr. Caruso facilitated the review of Board Goals approved by the Board on October 25, 2012.

Dr. Cooke presented information on how district goals at all levels are guided by the Board goals.

Discussion ensued regarding indicators, measurements and alignments.

Board goals will be revised as follows, and included on the October 21, 2014 meeting agenda for adoption:

1. All students will demonstrate exemplary academic skills throughout their careers in the Windsor Public Schools.
2. All students will demonstrate effective oral and written communications.
3. All students will demonstrate the necessary skills to work collaboratively with others.
4. All students will demonstrate the ability to think critically and solve complex problems utilizing analytical ability, creativity, research skills, logical reasoning, innovation, integrative understanding and resilience.
5. All students will demonstrate a knowledge and understanding of the increasingly global nature of society.
6. All students will demonstrate the behaviors associated with good citizenship.
7. All students will demonstrate exemplary skills in utilizing technology to maximize their educational experience.
9. All students will demonstrate an understanding of the importance of health and wellness.

5. Announcements

Discussion:
None.

6. Adjournment

Motion Passed: Motion to adjourn at 8:38 p.m. passed with a motion by Mr. Paul Panos and a second by Ms. Melissa Rizzo Holmes.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Absent
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Regular Meeting
Unapproved Minutes

Tuesday, October 21, 2014 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the October 21, 2014 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:59 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos
Mr. Kenneth Williams

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Ms. Santos at 7:00 p.m. with the Pledge of Allegiance and a Moment of Silence.

Also in attendance were: Superintendent of Schools Craig Cooke, Director of Pupil & Special Educational Services Steven Carvalho, Assistant Superintendent for Human Resources Terrell Hill, Assistant Superintendent for Instructional Services Mary Anne Butler, and Student Representative Brandon Monroe.

2. Recognitions/Acknowledgements
2.a. Cay Freeman, 2014 Ronald McDonald House Charities of CT and Western Massachusetts Local Hero Award Recipient
Discussion:
Dr. Cooke recognized Cay Freeman, recipient of the Ronald McDonald House Local Hero Award.

2.b. Volunteers from The Hartford clean up outside of Clover Street and Oliver Ellsworth Schools
Discussion:
Dr. Cooke thanked the Windsor office of The Hartford and their volunteers who donated over 75 hours of time doing clean up at Clover Street and Oliver Ellsworth schools.

3. Audience to Visitors
Discussion:
George Slate, 74 Ethan Drive, addressed information on board agendas and minutes, and non-committee members speaking as audience to visitors.

Rosi Miskavitch, 20 Coach Circle, addressed Item 6.b. on the agenda.

Judge Kevin Washington, 736 Palisado Avenue, informed the Board that two students and one staff member of Windsor Public School had been selected for the Bridge-Builders Award: WHS students Sean Thomas and Catherine Ellis jointly for their work with the GSA and WHS staff member Kendrick Moore for the mentoring program.

4. Student Representative Report

Discussion:
Brandon Monroe reported on events at WHS including quarter one ends shortly, the college planning for 10th graders on October 9, PSAT and Redistep testing and the fall athletic season. Areas of concern for the students include: the lunches are still horrible, and the substitutes through the Kelly system.

5. Board of Education
5.a. President's Report
Discussion:
Ms. Santos reported on the Windsor Education Foundation's Farms to Fork Dinner, the Exchange Club October Fest and Family Science Night at JFK.

5.b. Adoption of Revision of Board of Education Goals (Possible Action)
Discussion:
Discussion ensued regarding the Board clarifying specific meanings and measurable indicators.

Motion Passed: Motion that the Board adopt the revisions made to the Board goals passed with a motion by Mr. Paul Panos and a second by Ms. Darleen Klase.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

5.c. Approve Use of Impartial Due Process Hearing Officer for Student Disciplinary Hearings
Discussion:
Discussion ensued regarding issues including the use of a Hearing Officer v. the Board hearing expulsions, consistency of rulings, using a Hearing Officer to supplement the Board, staff required to attend hearings and timing of hearings.

Motion Passed: Motion that the Board use the Hearing Officer as a supplement to the Board in the event they either cannot get timely Board participation in an expulsion or that they have too many hearings to meet the need passed with a motion by Mr. Paul Panos and a second by Mr. Leonard Lockhart.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

5.d. School Liaison Reports
5.d.1. Windsor High School
Discussion:
Mr. O'Reilly reported on the WHS School Governance Council and the October 9th college planning information night hosted by the Counseling Office. Ms. Klase mentioned that Guidance has been doing a lot of outreach, and are currently looking for members to serve on a Counseling Advisory Committee.

5.d.2. Sage Park Middle School
Discussion:
Ms. Rizzo Holmes reported that on October 29, Sage Park will be hosting National Junior Honor Society inductions.

5.d.3. Clover Street School
Discussion:
No report.

5.d.4. John F. Kennedy School
Discussion:
Ms. Fissel reported on upcoming parent/teacher team meetings, the curbside coffee organized by the PTO, and the new Volunteers Port where parents can sign up to volunteer at the school.

5.d.5. Oliver Ellsworth School
Discussion:
No report.

5.d.6. Poquonock School
Discussion:
Mr. Panos reported on the next Poquonock/Clover PTO meeting scheduled is November 6 at Poquonock, the door painting to raise money for breast cancer event, and the PBIS bus incentive program.

5.e. Joint Town Council/BOE Committee Meeting
Discussion:
Ms. Santos reported on the first joint Town Council/BOE Committee meeting. The first meeting was a round table organizational meeting that also included the Superintendent and the Town Manager. Committee members are: Town Council members Randy McKenney, Jim Govoni and Jody Terranova and Board members Cristina Santos, Ken Williams and Richard O'Reilly. The Committee had a good discussion about current cooperation between the Town and the Board, and how it can be expanded on and celebrated.

6. Superintendent's Report
Discussion:
Dr. Cooke reported that JFK received a $4,000 grant to support it's Fuel It Up Play 60 initiative, the first Superintendent's Community Coffee Chat will be held November 13 at the Community Center at 330 Windsor Avenue in the Activity Room from 6:00-7:30 p.m.; another will be scheduled in March.

6.a. WHS IMPACT Youth Mentoring Program/WHS Leadership Council
Discussion:
Kendrick Moore, School and Community Resource Officer at Windsor High School reported to the board on the IMPACT Mentoring Program, one-to-one mentoring, the Speedpass Summer Transition Program, Young Men's Leadership Academy, and the need the program has for adult mentors to work with students facing challenges in life and the importance of all young people to have strong role models in place to help them. Students reported on their experiences and involvement with the programs: Andy Williams and Eric Foster, Young Men's Leadership Academy; Desiree Williams and Amani Jorgensen, Speedpass Summer Transition Program; Juwan Wood and Juliette Orzulak, Student Leadership Council.

The Mentoring Program is seeking adult mentors from the community.

6.b. Discussion of BOE Request for Student Data
Discussion:
Dr. Cooke read the request received from Ms. Fissel. Discussion ensued regarding the request and various data points, availability of data as requested, reason for data request, interventions, and measurable student progress.

Ms. Fissel amended her request to suspend information on academic programming, but is interested in information the district has to report to the state and get that information.

"Stop light" sheets will be provided at year end for a reasonable number of classes.

6.c. Curriculum Development (1st Reading)
6.c.1. Algebra I Changes

6.c.2. AP Stats
6.c.3. Marine Biology

Motion Passed: Motion that the Board approves the Algebra 1 changes as a 1st reading and waives the 2nd reading, and that the Board approves AP Statistics and Marine Biology curricula as presented for a 1st reading passed with a motion by Ms. Darleen Klase and a second by Ms. Melissa Rizzo Holmes.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

7. Committee Reports
7.a. Curriculum Committee
Discussion:
Ms. Klase reported that the next meeting is October 23 at 4:30 p.m. The 6th grade health curriculum was brought back to the Committee, an agenda item around the health curriculum in general was added.

7.b. Policy Committee
Discussion:
Mr. Panos reported the Policy Committee had a meeting at the end of September, one is scheduled for the end of November; they did not vote on any suggestions for the Board. Items discussed included items in the bylaws and one policy on retention.

7.c. Technology Committee
Discussion:
Mr. O'Reilly reported the Technology Committee had their first meeting on September 25; the meeting covered a lot of material including the summer teacher Techtonic Summit, the WHS TV studio upgrade needs, a new paperless document management system at Central Office, INFORM software, and that Mr. Sills and teachers from the high school came to advocate for a 1-to-1 device for students at WHS starting with the incoming freshman class next year. Mr. O'Reilly suggested at a future Board meeting time could be scheduled for a technology report to the Board.

8. Consent Agenda
8.a. Financial Report
8.b. Enrollment Report
8.c. Food Service Report
8.d. Human Resources Report
8.e. WHS Costa Rica Field Trip, April 18-25, 2014 (2nd Reading)
8.f. WHS Quebec and Montreal, Canada Field Trip, April 19-22 (or 23), 2014 (2nd Reading)

Motion Passed: Motion that the Board approve Consent Agenda items b, c, d and f passed with a motion by Mr. Paul Panos and a second by Ms. Michaela Fissel.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Motion Passed: Motion to accept Consent Agenda items a and e passed with a motion by Mr. Paul Panos and a second by Mr. Kenneth Williams.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

9. Approval of Minutes
9.a. September 16, 2014 Regular Meeting
9.b. September 25, 2014 Curriculum Committee
9.c. September 25, 2014 Technology Committee
9.d. September 29, 2014 Executive Committee
9.e. September 29, 2014 Policy Committee

Motion Passed: Motion to approve minutes of the September 16, 2014 Regular meeting, the September 25, 2014 Technology Committee, and September 29, 2014 Executive Committee minutes as presented passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Kenneth Williams.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Motion Passed: Motion to table to the next meeting the minutes of the September 25, 2014 Curriculum Committee meeting passed with a motion by Ms. Melissa Rizzo Holmes and a second by Mr. Leonard Lockhart.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Motion Passed: Motion to table the September 29, 2014 Policy Committee minutes for them to be amended to accurately reflect the sentiments shared by Mr. Lockhart at the meeting passed with a motion by Mr. Leonard Lockhart and a second by Mr. Richard O'Reilly.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

10. Other Matters/Announcements/Regular BOE Meetings
10.a. BOE Curriculum Committee, Thursday, October 23, 2014 at 4:30 PM, L.P. Wilson Community Center, Room 17
10.b. BOE Long Range Planning Committee, Tuesday, November 4, 2014 from 5:00 to 6:30 PM, L.P. Wilson Community Center, Room 17
10.c. BOE Special Meeting on Special Education, Tuesday, November 4, 2014 at 6:30 PM, L.P. Wilson Community Center, Board Room
10.d. Next BOE Regular Meeting is Tuesday, November 18, 2014, 7:00 PM, Town Hall, Council Chambers

11. Audience to Visitors
Discussion:
George Slate, 74 Ethan Drive, addressed magnet school attendance, the Sheff decision, and chain of communication with Mr. Mooney.

12. Potential Executive Session to Review Attorney/Client Privileged Communication Regarding Personnel Matter
Motion Passed: Motion to adjourn to Executive Session at 9:56 p.m. to review attorney/client privileged communication regarding personnel matter and invite Dr. Cooke, Mr. Hill and Attorney Leander Dolphin of Shipman & Goodwin passed with a motion by Mr. Paul Panos and a second by Mr. Leonard Lockhart.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

Discussion:
The meeting reconvened at 10:32 p.m.

13. Adjournment
Motion Passed: Motion to adjourn at 10:32 p.m. passed with a motion by Mr. Paul Panos and a second by Ms. Melissa Rizzo Holmes.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, October 23, 2014 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the October 23, 2014 Curriculum Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Michaela Fissel
Ms. Darleen Klase
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

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

Discussion:
Darleen Klase called the meeting to order at 4:30 pm with the Pledge of Allegiance and a Moment of Silence. Also in attendance were Superintendent Craig A. Cooke and Assistant Superintendent for Instructional Services Mary Anne Butler.

2. Audience to Visitors

Discussion:
Rosie Miskavitch, 20 Coach Circle, Windsor, CT, requested that minutes are recorded accurately since they are not available on video to afford the public knowledge of discussions related to curriculum setting. Ms. Miskavitch also spoke about established boundaries for Board members and academic professionals to establish district curriculum and instruction.

3. Introduction to Drafting

Discussion:
Dustin Ricci, Windsor High School teacher, provided an overview of the drafting class to be offered as an elective to high school students. The purpose of the class is to introduce students to the use of the CAD program in an architectural context.

4. New Course Concept

Discussion:
Dustin Ricci, Windsor High School teacher proposed the development of a Design/Engineering Guitar course. Mr. Ricci participated in a 5-day professional development offering this summer to learn the content of this integrated STEM (Science, Technology, Engineering and Mathematics) course that culminates in the construction of a guitar. He shared the online modules developed by a project funded through the National Science Foundation. The survey course description will be included in the Program of Studies for review by the Board with all other changes and the full curriculum developed for Board approval by June 2015.

5. Discussion of Windsor Public School's Health Curriculum

Discussion:
Incorporation of health curriculum/content into grade 11/12 Physical Education courses continues to be discussed. The concept of developing health lessons to be delivered within the grade 11/12 advisory classes by a certified health instructor with the possibility of extending instructional time for lessons is being explored. Mary Anne Butler and Christine Tedisky will continue revisions at grade levels 9 and 10 with a goal of presenting these two curriculums to the Curriculum subcommittee by December 2014.

6. Grade 6 Health

Discussion:
The grade 6 health curriculum will be revised to include instruction on alcohol and the risks associated with the substance. Mary Anne Butler provided written feedback from Dr. Jean Mee, CSDE Physical Education & School Health Education Consultant, on peer to peer intervention at the middle school level.

7. Adjournment

Motion Passed: Move to adjourn the meeting at 5:41 pm passed with a motion by Ms. Michaela Fissel and a second by Melissa Rizzo Holmes.

Ms. Michaela Fissel	Yes
Ms. Darleen Klase	Yes
Ms. Melissa Rizzo Holmes	Yes
Ms. Cristina Santos	Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education
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Windsor Board of Education
Executive Committee
Unapproved Minutes

Monday, November 3, 2014 4:30 PM
L.P. Wilson Community Center, Supt. Conf. Room

The following are the unapproved minutes of the November 03, 2014 Executive Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 4:30 PM:

Present Board Members:
Ms. Darleen Klase
Mr. Paul Panos
Ms. Cristina Santos

1. Call to Order

Discussion:
The meeting was called to order at 4:30 PM by President Santos. Also in attendance was Superintendent Craig Cooke.

2. Set the agenda for the Regular Board Meeting on Tuesday, November 18, 2014

Discussion:
The committee discussed the draft agenda for the 11/18/14 meeting.

3. Miscellaneous

4. Adjournment

Discussion:
The meeting was adjourned at 5:22 PM.

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Long Range Planning Committee
Unapproved Minutes

Tuesday, November 4, 2014 5:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the November 4, 2014 Long Range Planning Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 5:00 PM:

Present Board Members:
Ms. Darleen Klase
Mr. Leonard Lockhart
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Mr. Lockhart at 5:00 p.m. with the Pledge of Allegiance and a moment of silence.

Also in attendance: Superintendent of Schools Craig Cooke, Ken Williams, Michaela Fissel.

2. Audience to Visitors
Discussion:
Michaela Fissel, 25 Phelps Street, recommended that the Committee consider education on substance abuse and signs and symptoms of mental illness district wide for staff as part of their long range planning.

3. Purpose of Committee
Discussion:
Ms. Santos stated the purpose of establishing the Committee is to take a look at the district and the long term needs in a 5-10 year cycle, based on input that a came out of the District Improvement Committee.

Dr. Cooke gave history of the Long Range Planning Committee, read the Charge dated January 28, 2008, reviewed the status of the issues on that Charge, and presented ideas for items for the Committee to consider in their work.

4. Review of Possible Agenda Items.
Discussion:
After discussion, the Committee reviewed the list of issues that were brought forth and the Board Goals each align with, as follows:

1. Family partnership efforts: no clear goal alignment.
2. Long range enrollment projections: no clear goal alignment.
3. Marketing efforts: no clear goal alignment.
4. World language in elementary schools: Goals 1, 5 & 6.
5. Pre-Kindergarten: Goals 1-9.
6. Alternative education programs: Goal 7.
7. Extended day/extended year: Goals 1-9.
8. School security: No clear goal alignment.
9. Achievement gap, specifically as impacts students of color/minorities: Goals 1-9.

10. Schools within schools: Goals 1, 4.
11. Lack of science training in the elementary level: Goals, 1, 4, 9.
12. Mental Health/substance abuse education/initiative district wide: Goal 9.
13. Facilities/enrollment/comfort and related issues: No clear goal alignment.
14. Alliance District status, the impact on the town's ability to sell homes and attract new residents, and how to move out of status: Goals 1-9.

After discussion, the Committee agreed to present the full list to the Board at the November regular meeting, knowing that some items may be removed because they are being addressed with work being done elsewhere.

5. Adjournment
Motion Passed: The meeting adjourned at 5:45 p.m. passed with a motion by Ms. Melissa Rizzo Holmes and a second by Ms. Darleen Klase.
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes

Tuesday, November 4, 2014 6:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the November 4, 2014 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Mr. Ronald Eleveld
Ms. Michaela Fissel
Ms. Darleen Klase
Mr. Leonard Lockhart
Mr. Richard O'Reilly
Mr. Paul Panos
Ms. Melissa Rizzo Holmes
Ms. Cristina Santos
Mr. Kenneth Williams

Updated Attendance:
Ms. Michaela Fissel was updated to absent at: 7:43 p.m.

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Ms. Santos at 6:30 p.m.

Also in attendance: Superintendent of Schools Craig Cooke, Director of Pupil and Special Education Services Steven Carvalho, Assistant Superintendent of Human Resources Terrell Hill, and Attorney Leader Dolphin of Shipman & Goodman.

2. Audience to Visitors
Discussion:
None.

3. Presentation on Special Education Law and Special Education in Windsor
Discussion:
Mr. Carvalho presented information on Special Education services in the district, and Attorney Dolphin presented an overview of Special Education Law, and answered questions posed from members of the Board. Mr. Hill addressed questions regarding special education staffing.

4. Announcements
None

5. Adjournment
Motion Passed: Motion to adjourn at 9:11 p.m. passed with a motion by Mr. Leonard Lockhart and a second by Mr. Paul Panos.
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Ms. Darleen Klase Yes
Mr. Leonard Lockhart Yes
Mr. Richard O'Reilly Yes
Mr. Paul Panos Yes
Ms. Melissa Rizzo Holmes Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Yes

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Melissa Rizzo Holmes, Secretary
Windsor Board of Education