Regular Meeting

Tuesday, May 19, 2015 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. CABE Student Leadership Awards: WHS--Victoria Huertas, Brandon Monroe; SPMS--Gwyneth Bartolome, Jose Nieves
b. Victoria Huertas, BOE Student Representative

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

a. Discussion of the legal opinion provided to the BOE by counsel (possible Executive Session)
b. Discussion of the actions of a BOE member and requests to and treatment of district staff (possible Executive Session)
c. President's Report
d. 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

6. **Superintendent's Report**

a. Teachers of Color Recruitment
b. Elementary Departmentalization
c. Policy Adoptions, 2nd Reading

1. Revised P 5131.911 Bullying Prevention and Intervention Policy

d. Curriculum Development, 1st Reading

1. Early Childhood Education--Grades 10-12
2. Introduction to Health Care Services--Grades 9-12
3. Fashion Clothing III--Grades 10-12

e. Residency Report
f. Textbook Adoption--French I "Bien Dit"

7. **Committee Reports**

a. Technology Committee

8. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Human Resources Report
e. Approval of Healthy Food Certification Program

9. **Approval of Minutes**

a. April 28, 2015 Regular Meeting
b. April 30, 2015 Curriculum Committee
c. April 30, 2015 Technology Committee
d. May 4, 2015 Executive Committee
e. May 5, 2015 Special Meeting

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

a. BOE Policy Committee, Tuesday, May 26, 2015 at 6:00 PM, L.P. Wilson Community Center, Room 17

b. BOE Curriculum Committee, Thursday, May 28, 2015 at 4:30 PM, L.P. Wilson Community Center, Room 17

c. BOE Long Range Planning Committee, Tuesday, June 2, 2015 at 5:00 PM, L.P. Wilson Community Center, Room 17

d. Next BOE Regular Meeting is Wednesday, June 17, 2015, 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: May 19, 2015

Prepared By: Craig Cooke

Presented By: C. Cooke, C. Santos, R. Sills, P. Cavaliere

Attachments:

Subject: Connecticut Association of Boards of Education (CABE) Student Leadership Awards

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Background:

Each year, the Windsor Board of Education recognizes two outstanding students from both Windsor High School and Sage Park Middle School to receive the Connecticut Association Boards of Education Student Leadership Award. This award was developed to give local Boards of Education a chance to reward student potential. Students who are selected exhibit exemplary leadership qualities as defined by a list of criteria developed by the CABE Board of Directors.

Status:

The two students chosen from Windsor High School are:

Victoria Huertas
Brandon Monroe

The two students chosen from Sage Park Middle School are:

Gwyneth Bartolome
Jose Nieves

Recommendation:

For information only.

Recommended by the Superintendent: Craig Cooke

Agenda Item # 2a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM SUMMARY

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared by: Terrell Hill, Assistant Superintendent for Human Resources **Presented By:** Terrell Hill

Attachments: None

SUBJECT: Recruiting Teachers of Color

BACKGROUND:

There is a national concern around the issue of recruitment as it relates to teachers of color. The percentage of students of color nationally continues to rise, with the expectation that students of color will be the majority in our public schools nationwide by the year 2023. In Windsor, students of color represent 67% of the total student population. When we look at our professional staff numbers, we see that only 13.78% of our professional staff are educators of color. Some of the reasons why it is important to have more educators of color in the district are; their ability to serve as role models for our students, and they can help to bridge cultural gaps in our curricula, as well as provide a different perspective to our educational and social discussions.

Recruitment Fairs

We continue to recruit at the local career fairs. Unfortunately, the numbers of prospective educators of color at our local fairs are not promising. The fairs we attend are at University of Connecticut, Westfield State University (MA), and CREC Minority Teacher Recruitment Fair. Administrators and teachers accompany the Assistant Superintendent for Human Resources to fairs. Additionally, we have begun recruiting at Historically Black Colleges and Universities (HBCU's). This year we attended the career fairs at Hampton University (VA) and Howard University (DC). We have also begun to build connections with the respective schools of Education at these universities.

Advertisements

We have historically advertised our teacher/administrator openings in the *Hartford Courant, Northeast Minority News,* CT REAP (State of CT website open to anyone in the U.S.), Connecticut Education Association, and the Windsor Public Schools Website. In our efforts to reach a much larger and, more diverse population we have contracted with *CareerBuilder.com* which allows us to advertise a position on over 1600 websites nationwide, as well as 36 Diversity websites. We have also contracted with *HBCUcareers.com,* a company that focuses on recruiting efforts aimed at HBCU students.

RECOMMENDATION:

N/A

Reviewed by: _____ Recommended by Superintendent _____

Agenda Item # 6a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

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

Attachments:

Subject: Elementary Departmentalization

BACKGROUND:

The Elementary Advisory Council has met several times over the 2014-2015 school year. Based upon the Council's work and our work with teachers, we plan to pilot departmentalization for our intermediate schools for the 2015-2016 school year.

STATUS:

N/A

RECOMMENDATION:

The Board receive a report on departmentalization.

Recommended by the Superintendent:

Agenda Item # 6b.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared By: Craig Cooke **Presented By:** Paul Panos/Craig Cooke

Attachments: Revised P 5131.911 Bullying Prevention and Intervention Policy

Subject: Policy Adoptions, 2nd Reading

BACKGROUND:

The Board of Education Policy Committee has reviewed the following policy and is recommending immediate adoption.

STATUS:

P 5131.911 Bullying Prevention and Intervention Policy will be revised to fulfill new legislative requirements.

RECOMMENDATION:

Move to approve P 5131.911 Bullying Prevention and Intervention Policy.

Recommended by the Superintendent: _____

Agenda Item # 6c.

BULLYING PREVENTION AND INTERVENTION POLICY

The Windsor Board of Education is committed to creating and maintaining an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, **teen dating violence,** harassment and discrimination. In accordance with state law and the Board's Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by Board of Education.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Students who engage in bullying behavior **or teen dating violence** shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

For purposes of this policy, "Bullying" means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district, or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district, that:

1) causes physical or emotional harm to such student or damage to such student's property;

2) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property;

3) creates a hostile environment at school for such student;

4) infringes on the rights of such student at school; or

5) substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, verbal or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

For purposes of this policy, "Cyberbullying" means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

For purposes of this policy, "Teen Dating Violence" means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.

Consistent with the requirements under state law, the Windsor Public Schools Board of Education authorizes the Superintendent or his/her designee(s), along with the Safe School Climate Coordinator, to be responsible for developing and implementing a Safe School Climate Plan in furtherance of this policy. As provided by state law, such Safe School Climate Plan shall include, but not be limited to provisions which:

(1) Enable students to anonymously report acts of bullying to school employees and require students and the parents or guardians of students to be notified annually **at the beginning of each school year** of the process by which students may make such reports;

(2) enable the parents or guardians of students to file written reports of suspected bullying;

(3) require school employees who witness acts of bullying or receive reports of bullying to orally notify the safe school climate specialist, or another school administrator if the safe school climate specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such oral report;

(4) require the safe school climate specialist to investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports made under this section; **and that the parents or guardians of the student alleged to have committed an act or acts of bullying and the parents or guardians of the student against who such alleged act or acts were directed receive prompt notice that such investigation has commenced;**

(5) require the safe school climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;

(6) include a prevention and intervention strategy for school employees to deal with bullying **and teen dating violence**;

(7) provide for the inclusion of language in student codes of conduct concerning bullying;

(8) require each school to notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom

such acts were directed not later than forty-eight hours after the completion of the investigation;

(9) require each school to invite the parents or guardians of a student ~~who commits any verified act of bullying and the parents or guardians of the student~~ against whom such act was directed to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the safety of the student against whom such act was directed and **policies and procedures in place** to prevent further acts of bullying;

(10) **require each school to invite the parents or guardians of a student who commits any verified act of bullying to a meeting, separate and distinct from the meeting required in subdivision (9) above, to discuss specific interventions undertaken by the school to prevent further acts of bullying;**

(11) establish a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school and to maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection, and annually report such number to the Department of Education and in such manner as prescribed by the Commissioner of Education;

(~~11~~**12**) direct the development of case-by-case interventions for addressing repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;

(~~12~~**13**) prohibit discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying;

(~~13~~**14**) direct the development of student safety support plans for students against whom an act of bullying was directed that address safety measures the school will take to protect such students against further acts of bullying;

(~~14~~**15**) require the principal of a school, or the principal's designee, to notify the appropriate local law enforcement agency when such principal, or the principal's designee, believes that any acts of bullying constitute criminal conduct;

(~~15~~**16**) prohibit bullying (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the local or regional board of education, and (B) outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, **or** (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;

(~~16~~**17**) require, at the beginning of each school year, each school to provide all school employees with a written or electronic copy of the school district's safe school climate plan; and

(~~17~~**18**) require that all school employees annually complete the training described in Conn. Gen. Stat. §10-220a.

The notification required pursuant to subdivision (8) (above) and the invitation required pursuant to ~~subdivision~~ **subdivisions** (9) **and (10)** (above) shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying. Any information provided under this policy or accompanying Safe School Climate Plan shall be provided in accordance with the confidentiality restrictions imposed under the Family Educational Rights Privacy Act ("FERPA") and the district's Confidentiality and Access to Student Information policy and regulations.

~~The~~ **By September 1, 2014, the** Windsor Public Schools' Board of Education shall ~~approve the~~ **submit its** Safe School Climate Plan ~~developed pursuant to this policy and submit such plan~~ to the Department of Education **for review and approval**. Not later than thirty (30) calendar days after approval by the ~~Board~~ **Department**, the Board shall make such plan available on the Board's and each individual school in the school district's web site and ensure that the Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

Legal References:

Conn. Gen. Stat. 10-145a

Conn. Gen. Stat. 10-145o

Conn. Gen. Stat. 10-220a

Conn. Gen. Stat. § 10-222d

Conn. Gen. Stat. 10-222g

Conn. Gen. Stat. 10-222h

Conn. Gen. Stat. §§ 10-233a through 10-233f

ADOPTED:
~~ADOPTED~~ **REVISED**: 1/24/12
REVISED: 6/18/13
REVISED: 2/12/14

Windsor Public Schools
Windsor, CT

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared By: Mary Anne Butler **Presented By:** Mary Anne Butler

Attachments:

Subject: 10-12 Early Childhood Education, 9-12 Introduction to Health Care Services, 10-12 Fashion & Clothing III

Background:

10-12 Early Childhood Education curriculum provides an introduction to all levels of early childhood education services and specialties in the workplace. Topics include theory, evaluation of early childhood programs and curriculum planning and assessment.

9-12 Introduction to Health Careers is a year-long course which introduces students to all levels of health care services and specialties.

10-12 Fashion & Clothing III provides students with an extensive understanding of designing and creating apparel by incorporating elements and principles of design.

Status:

10-12 Early Childhood Education, 9-12 Introduction to Health Careers, and 10-12 Fashion & Clothing III curricula were presented to the BOE Curriculum Committee on April 30, 2015.

Recommendation:
The Board approves 10-12 Early Childhood Education and 9-12 Introduction to Health Care Services, and 10-12 Fashion & Clothing III curricula as a 1st reading as presented.

Reviewed by: MAB **Recommended by the Superintendent:**

Agenda Item # 6d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

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

Attachments: Updated Investigation Report
Dr. Cooke's Memorandum

Subject: Residency Report

BACKGROUND:

The Board requested additional information on the district's residency efforts. An updated investigation report is provided along with a memorandum from Dr. Cooke.

STATUS:

N/A

RECOMMENDATION:

For informational purposes only.

Recommended by the Superintendent: _____

Agenda Item # 6e.

Windsor Public Schools

Memo

To: Board of Education Members

From: Craig A. Cooke, Ph.D.

Date: 5/18/2015

Re: Residency Report

This memorandum addresses school residency investigations in Windsor and is in response to a series of questions from the April 28, 2015 Board of Education meeting. Residency investigations involve numerous school district employees and are overseen by the School Residency Officer. The Residency Officer is part of the registration department which is overseen by the district's Director of Business Services.

Important requirements related to residency:

- Burden of proof falls on a family to prove residency, however the school district must be able to point to another district in which the student should be attending school.
- The law favors a student attending school while a determination is made.
- The person with whom the student resides with is not required to obtain legal custody of the student.
- Students may live with other family members or friends as long as the residency is:
    - Permanent (as defined by State of CT);
    - Provided without pay, and
    - Not for the sole purpose of obtaining school accommodations.

It is important to note that the term "investigation" is used broadly in the count detailed in the attached document. An investigation may range from a review of paper records or a discussion with a family in the registration department to surveillance on multiple occasions and discussions with family and others. Time involved could be from 15 minutes to days of work over the course of a year. Each investigation is counted the same in the attached document.

How does the district receive referrals?

Residency referrals become known to the district in a variety of ways such as completion of a district form (attached), anonymous information, employee notification, citizen notification, crossing guards, school security personnel, bus driver, or student/family notification.

What is the process for referrals?

Referrals received are initially reviewed by the school principal. The referrals are then forwarded to the Residency Officer. The following steps are taken by the Residency Officer:

- Review student database information (PowerSchool)
- Review registration information
- Discussion with person initiating referral, if applicable
- Review housing information on file, if applicable

What information is reviewed that may lead to the district initiating an investigation:

In addition to reports questioning residency, the district may initiate an investigation when:

- Mail is returned to the school
- House sale indicates a family is moving
- Phone numbers are not working (not solely the basis for an investigation)

Does the district automatically investigate student attendance based on a Certificate of Residency (C.O.R.)?

No, we do not automatically investigate. C.O.R.'s must be renewed annually and are legal documents. Information provided may lead to an investigation but it is not an automatic investigation.

Consideration for 2015/16 school year

The district currently has $30,000 allotted for residency investigations. Following finalization of the 2015/16 budget, I would like to recommend the creation of a position titled School Security and Residency Officer which would be modeled after a similar position in Wethersfield Public Schools. This position could bring more consistency to the district's safety efforts by training and supervising the School Safety Monitors and conducting residency investigations. This person could conduct on-going safety audits throughout the school year. The position's work year and daily hours would need to be flexible to fit within the current budget allotment or other funds would need to be identified.

Attachments

Windsor Public Schools
Residency Investigation Report
Fiscal Year 2014/2015

Date	Student Cases Referred	----------Student Cases Closed**---------- Withdrawal	Residency Confirmed	Cases Open	BOE Hearings	STATE Appeals
Year to Date 07/01/14-04/30/2015	390	100	237	53	0	0
Prior year to date 07/01/13-06/30/2014	510	126	362	22	1	0

**Residency investigations are "closed" for the following: voluntary withdrawal, formal disenrollment & confirmation of residency.

Note:Student cases referred includes open cases from previous year.

Windsor Public Schools

Residency Investigation Report

Breakdown by school

July 1, 2014 - April 30, 2015

School	Student Cases Referred	Student Cases Closed		Student Cases Open
		Withdrawal	Residency Confirmed	
WHS	149	37	85	27
SPMS	81	21	48	12
Total Secondary	**230**	**58**	**133**	**39**
CLO	30	7	20	3
POQ	40	8	27	5
JFK	42	14	23	5
OE	48	13	34	1
Total Elementary	**160**	**42**	**104**	**14**
Total District	**390**	**100**	**237**	**53**

STUDENT RESIDENCY INVESTIGATION

REFERRAL FORM

School _____ Student ID #: _____

Name of Student: _____ Grade: _____

School Registered Address: _____

Reason for Referral:

Referred by: _____

Approved by School Administrator: _____

Date: _____

Please attach copies of any documents to support referral; i.e., returned mail.

Revised 10/28/08

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared By: Mary Anne Butler **Presented By:** Mary Anne Butler

Attachments:

Subject: Textbook Adoption: French 1 Text, "Bien Dit"

Background:

Text is currently in use and this text is a newer version. It contains 5 skills: grammar, vocabulary, listening, speaking reading and writing, dual-pace in mind (middle school and high school), Internet component and online homework.

Status:

Each text costs $90.50 and 100 texts will be required; 60 for the high school and 40 for the middle school. Total cost is $9,050, plus shipping.

Recommendation:

The Board approves the text, "Bien Dit", as presented suggesting the 2nd reading is waived.

Reviewed by: MAB **Recommended by the Superintendent:**

Agenda Item # 6f.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared By: Danielle Batchelder **Presented By:** Danielle Batchelder

Attachments: April 30, 2015 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 April 2015.

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 April 2015	$ 5,287,847
Expenditures through April 30, 2015	$51,502,671

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

Agenda Item # 8a.

WIndsor Public Schools
Financial Report
April 30, 2015

	2014/2015 Budget	Expenditures YTD 4/30/15	Encumbrance Projected Expense	Balance 4/30/15 Projected Balance 6/30/15	% Balance
Instructional Services					
Clover Street School	60,960	35,665	4,056	21,239	**35%**
John F. Kennedy School	91,215	43,785	3,145	44,285	**49%**
Oliver Ellsworth School	93,356	72,424	6,424	14,508	**16%**
Poquonock School	53,111	38,780	1,313	13,018	**25%**
Sage Park Middle School	224,644	192,492	16,658	15,494	**7%**
Windsor High School	468,512	335,438	29,933	103,141	**22%**
Windsor High School Interscholastic Sports	158,425	88,965	52,656	16,804	**11%**
Athletic Coaches	266,731	148,836	117,895	0	**0%**
WHS Career & Technical Education	123,607	107,617	2,831	13,159	**11%**
Continuing Education	63,550	29,117	625	33,808	**53%**
Instructional Services Management	143,405	63,501	6,926	72,978	**51%**
Curriculum Management & Development	69,640	35,516	462	33,662	**48%**
Curriculum Mgt. & Dev. -Magnet School Tuition	1,450,600	1,544,105	4,950	(98,455)	**-7%**
Textbook Adoption	87,500	31,228	3,508	52,764	**60%**
Technology	254,569	233,325	18,752	2,492	**1%**
Technology - New Equipment	241,886	277,901	675	(36,690)	**-15%**
Total Instructional Services	**3,851,711**	**3,278,695**	**270,809**	**302,207**	**8%**
Education Support Services					
Pupil Personnel Services	242,064	187,094	57,292	(2,322)	**-1%**
Special Education	94,100	38,710	3,379	52,011	**55%**
Special Education Tuition	4,430,373	2,392,109		2,038,264	**46%**
Policy & Planning	147,350	115,847	2,309	29,194	**20%**
Employee Personnel Services	99,100	58,584	1,280	39,236	**40%**
Financial Management	161,200	170,211	3,720	(12,731)	**-8%**
Financial Services	37,000	51,863	7,226	(22,089)	**-60%**
Pupil Transportation & Safety	3,999,900	2,696,143	1,005,892	297,865	**7%**
Physical Plant Services	2,162,601	1,455,879	325,011	381,711	**18%**
Major Maintenance	286,000	275,474	15,474	(4,948)	**-2%**
L.P. Wilson Center	254,800	29,941	74,352	150,507	**59%**
Benefits	11,099,700	7,250,139	70,989	3,778,572	**34%**
Certified Salaries	29,858,198	25,814,865	0	4,043,333	**14%**
Non-Certified Salaries	7,343,922	6,229,979	0	1,113,943	**15%**
Regular Ed Tutor Salaries	430,699	332,570	64,774	33,355	**8%**
Special Ed Tutor Salaries	195,600	315,096	97,378	(216,874)	**-111%**
Substitute Salaries	497,910	809,472	243,788	(555,350)	**-112%**
Total Education Support Services	**61,340,517**	**48,223,976**	**1,972,864**	**11,143,677**	
Total All Sites	**65,192,228**	**51,502,671**	**2,243,673**	**11,445,884**	**18%**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

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

Attachments: Student Enrollment Summary Reports

Subject: Student Enrollment as of May 1, 2015

Background:

Attached are the official enrollment figures as of May 1, 2015. Mrs. Batchelder will answer any questions.

Status:

Recommendation:

Informational

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

Agenda Item # 8b.

Windsor Public Schools
Student Enrollment Report Recap
May 1, 2015

Enrollment in Windsor Public Schools	
Grades PreK-5	1,375
Grades 6-8	688
Grades 9-12	1,133
Total District Enrollment	**3,196**

Windsor Students not in district schools	
Outside Placement/Private Placement(SPED)	54
Montessori Hartford CREC	17
Metropolitan Learning Center CREC	155
CREC Misc MAGNET SCHOOLS	207
Hartford Host Magnets	192
Misc Magnet Schools	23
Prince Tech	12
Cheney Tech	17
	677

Total Windsor	**3,873**

Windsor Public Schools
Student Enrollment Report
May 1, 2015

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K				69		69
K		85		119		204
1		75		134		209
2		92		135		227
3			84		130	214
4			86		138	224
5			81		148	229
Subtotal K-5						1307
Total	**0**	**252**	**251**	**457**	**416**	**1,376**

Grade	Sage Park MS
6	212
7	241
8	235
Total	**688**

Grade	Windsor High
9	303
10	265
11	271
12	294
Total	**1,133**

Total District Enrollment	**3,197**

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2014-2015

	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	**277**		313	309	311	311	312	316	303	302	303	
Grade 10	**267**		258	260	258	256	256	257	263	266	265	
Grade 11	**251**		267	265	265	266	265	268	271	271	271	
Grade 12	**289**		288	287	290	287	287	290	295	294	294	
Windsor High Total	**1084**		**1126**	**1121**	**1124**	**1120**	**1120**	**1131**	**1132**	**1133**	**1133**	**0**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

		Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun	# of Teachers	Average C. Size
Grade 6															
Team 1				**69**	72	72	72	72	72	72	73	73		5	14.6
Team 2				**70**	68	68	68	68	69	69	70	70		5	14
Team 3				**64**	62	64	65	66	64	66	67	68		4	17
	Total	**201**		**203**	**202**	**204**	**205**	**206**	**205**	**207**	**210**	**211**			
Grade 7															
Team 4				**77**	77	77	77	77	77	77	77	78		5	15.6
Team 5				**79**	78	80	79	79	79	79	80	80		4	20
Team 6				**79**	80	80	80	81	81	80	79	79		5	15.8
	Total	**237**		**235**	**235**	**237**	**236**	**237**	**237**	**236**	**236**	**237**			
Grade 8															
Team 7				**75**	76	76	75	75	77	75	75	77		4	19.25
Team 8				**74**	75	75	75	75	76	80	81	81		5	16.2
Team 9				77	74	75	76	77	76	76	76	76		5	15.2
	Total	**241**		**226**	**225**	**226**	**226**	**227**	**229**	**231**	**232**	**234**	**0**		
SPARK				**9**	**9**	**9**	**9**	**9**	**9**	**5**	**7**	**6**			
Sage Park	**Total**	**679**		**673**	**671**	**676**	**676**	**679**	**680**	**679**	**685**	**688**	**0**		

POQUONOCK SCHOOL

ENROLLMENT REPORT
2014-2015

Room #	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann				17	17	17	18	18	18	18	18	17	
2	W Dever				17	17	17	16	15	15	15	16	16	
3	M Scott				17	17	17	18	18	17	16	16	18	
22	L Roche				17	17	16	16	15	15	15	16	15	
24	L Corrao				19	19	19	19	19	19	19	19	19	
		Total	**69**		**87**	**87**	**86**	**87**	**85**	**84**	**83**	**85**	**85**	**0**
		Grade 1												
15	E Velez				18	18	18	19	19	19	19	19	19	
16	L Bishop				19	19	19	20	19	19	19	19	19	
17	K Stoll				18	18	18	18	19	19	19	18	19	
18	M Macaluso				17	18	18	19	18	18	18	18	18	
		Total	**79**		**72**	**73**	**73**	**76**	**75**	**75**	**75**	**74**	**75**	**0**
		Grade 2												
8	R Brown				18	18	18	18	18	18	18	18	18	
9	S Trummel				19	19	19	20	20	20	20	20	20	
11	J Delsky				18	18	18	18	18	18	18	18	18	
12	K Richards				19	18	18	18	18	18	18	18	18	
13	L Huntington				18	18	18	18	17	17	17	18	18	
		Total	**94**		**92**	**91**	**91**	**92**	**91**	**91**	**91**	**92**	**92**	**0**
	Poquonock	**Totals**	**242**		**251**	**251**	**250**	**255**	**251**	**250**	**249**	**251**	**252**	**0**

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2014-2015

Room#	Teacher		Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
8	A Sanchez				17	15	15	15	15	15	16	16	16	
9	S Michalic				18	18	18	18	18	18	18	18	18	
11	J Darrell				16	18	17	17	17	17	17	17	17	
12	J Murray				15	15	15	15	15	16	16	16	16	
14	S Podgurski				17	16	16	16	16	16	16	17	17	
		Total	**88**		**83**	**82**	**81**	**81**	**81**	**82**	**83**	**84**	**84**	**0**
		Grade 4												
13	L Arseneault				16	17	18	17	17	17	17	17	17	
15	K Sutton				18	18	17	18	18	17	17	18	18	
16	L Schoenwolff				18	18	17	17	17	18	18	18	18	
17	C Nowsch				17	18	17	17	17	17	17	17	17	
18	D Williams				16	17	17	17	17	17	17	16	16	
		Total	**78**		**85**	**88**	**86**	**86**	**86**	**86**	**86**	**86**	**86**	**0**
		Grade 5												
20	P Reale				16	16	15	15	15	15	15	15	15	
22	K LePage				17	16	16	17	17	17	17	17	17	
24	S Lewis				14	17	16	16	16	16	15	15	15	
26	C Lindsley				16	16	16	16	16	16	16	16	16	
27	E Chartier				17	17	18	18	18	18	18	18	18	
		Total	**80**		**80**	**82**	**81**	**82**	**82**	**82**	**81**	**81**	**81**	**0**
	Clover	**TOTAL**	**246**		**248**	**252**	**248**	**249**	**249**	**250**	**250**	**251**	**251**	**0**

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT
2014-2015

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
19	G Drake	**Kindergarten**			16	16	17	17	17	17	17	16	16	
20	L Butterick				18	17	17	17	17	17	17	17	17	
21	J Addie				16	16	16	17	17	17	17	16	15	
22	A Zawistowski				16	16	16	17	17	17	17	18	18	
24	A Bartholomew				19	19	19	19	19	19	18	18	18	
25	J Poole				17	16	16	17	17	17	17	17	17	
26	S Marcello				17	16	16	16	17	17	17	18	18	
		Total	**128**		**119**	**116**	**117**	**120**	**121**	**121**	**120**	**120**	119	**0**
11	S Rucker	**Grade 1**			19	18	18	17	16	16	16	17	16	
12	K Freeman				20	19	19	19	19	19	20	20	20	
13	B Mayo				19	19	19	19	19	19	20	20	20	
14	K Furie				19	18	17	17	17	18	18	17	19	
15	T Strickland				21	19	17	17	17	17	18	18	19	
16	L Rumrill				20	21	20	20	20	20	20	20	20	
17	K Strempfer				19	19	19	19	19	19	19	20	20	
		Total	**143**		**137**	**133**	**129**	**128**	**127**	**128**	**131**	**132**	**134**	**0**
		Grade 2												
1	J Olander				20	19	19	19	19	19	20	20	20	
2	J Goicochea				19	19	19	19	19	19	19	19	19	
3	K Sandsmark				19	19	21	20	20	20	20	20	20	
5	L Volz				20	20	20	20	20	20	20	18	18	
6	S Martinson				18	19	19	19	19	19	20	20	20	
7	L Neil				19	19	19	20	20	19	19	20	20	
8	D Jaworski				20	19	18	18	18	18	18	18	18	
		Total	**145**		**135**	**134**	**135**	**135**	**135**	**134**	**136**	**135**	**135**	**0**
5 & 10	Pre K Sped													
	& Peer				45	49	53	55	55	58	59	62	69	
		Total	**46**		**45**	**49**	**53**	**55**	**55**	**58**	**59**	**62**	**69**	
	Ellsworth	**Total**	**462**		**436**	**432**	**434**	**438**	**438**	**441**	**446**	**449**	**457**	**0**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2014-15

Room#	Teacher	Grade	Projected		5-Sep	1-Oct	1-Nov	1-Dec	5-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3												
1	K Mazur				18	18	18	18	18	18	18	18	18	
2	J Herner				18	17	17	17	17	18	18	18	18	
3	A Moyal				17	19	20	20	20	20	20	18	19	
4	D Ghanesh-May				19	19	19	19	20	20	20	20	20	
5	L Macaluso				19	19	19	19	18	18	18	18	18	
6	M Johnston				19	19	19	19	19	19	19	19	19	
8	V Vaicunas				20	19	19	19	18	18	18	18	18	
		Total	**139**		**130**	**130**	**131**	**131**	**130**	**131**	**131**	**129**	**130**	**0**
		Grade 4												
7	S Silliman				19	19	19	20	20	20	20	20	20	
9	R Tomkowit				21	21	20	17	18	19	19	19	19	
10	S Smith				19	20	21	20	20	20	20	20	20	
12	B Emerson				18	18	19	19	19	19	20	20	20	
14	S Brown				20	20	20	21	21	20	20	20	19	
15	N Donzella				21	20	19	20	20	20	20	20	20	
18	A Caselli				20	20	20	20	20	20	19	20	20	
		Total	**135**		**138**	**138**	**138**	**137**	**138**	**138**	**138**	**139**	**138**	**0**
		Grade 5												
19	S Fye				22	22	22	22	22	22	21	22	22	
20	S Paley				21	22	21	22	23	22	22	22	22	
24	J Nolte				21	21	21	21	21	21	20	20	20	
25	D Mosher				20	20	21	21	20	20	19	19	19	
26	K Bowman				23	22	22	22	22	22	23	23	23	
27	R Grimes				22	22	22	22	21	21	22	22	22	
28	O Walker				21	21	22	22	22	21	20	20	20	
		Total	**149**		**150**	**150**	**151**	**152**	**151**	**149**	**147**	**148**	**148**	**0**
	Kennedy	**Total**	**423**		**418**	**418**	**420**	**420**	**419**	**418**	**416**	**416**	**416**	**0**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

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

Attachments: Food Service Financial Report

Subject: Cafeteria Operations - April 2015

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. We operate the After School Snack Program for our Treehouse Program in Windsor as well as Museum Academy after care program. We operated our third year of the Summer feeding program serving breakfast to our summer school students at John F. Kennedy School and CREC Metropolitan Learning Center serving breakfast and snack. We operated a Summer Food Service Program of lunch and snack at Deerfield Apartment Complex and Goslee Pool during summer break. We are 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 all our programs.

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

Status: Financial Report for April 2015

Recommendation: Informational only.

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

Agenda Item # 8c.

Windsor School Food Service
Financial Statement
April 2015

REVENUE	April 2014	7/1/13- YTD	April 2015	7/1/14- YTD
SALES	$97,693.57	$926,368.50	$91,160.05	$883,447.23
REIMBURSEMENTS - STATE		80,535.00	4,802.00	81,872.00
ACCOUNTS RECEIVEABLE	81,970.65	723,200.54	86,488.07	791,038.15
CLOC		111,949.00	9,765.00	139,494.00
INTEREST (returned check fees)	77.53	407.23	25.00	193.90
MISC. (Rebates)	36.00	4,388.52	250.00	6,767.15
6 Cents Certification	2,538.42	23,128.38	2,387.40	22,282.74
REVENUE TOTALS	**$182,316.17**	**$1,869,977.17**	**$194,877.52**	**$1,925,095.17**
EXPENSES				
WAGES	$81,580.37	$622,623.81	$76,224.19	$619,122.95
PAYROLL TAXES	6,021.68	45,886.24	5,557.04	45,624.04
BENEFITS	6,387.01	74,516.08	6,621.30	69,359.32
FOOD/MILK	113,241.23	1,087,488.12	97,893.42	1,012,018.86
PAPER	5,094.76	42,001.71	5,257.56	43,061.35
TRUCK	1,164.75	9,638.37	926.15	11,480.92
SUPPLIES	92.75	3,739.29	525.42	1,777.02
EQUIPMENT		14,367.26	2,837.50	19,882.62
SERVICES	311.69	5,142.88	274.50	3,701.52
EXPENSE TOTALS	**$213,894.24**	**$1,905,403.76**	**$196,117.08**	**$1,826,028.60**
NET INCOME	**($31,578.07)**	**($35,426.59)**	**($1,239.56)**	**$99,066.57**
INVENTORY		**$25,000.00**		**$20,000.00**
OPENING BALANCE 7/1		**$12,742.89**		**$12,730.37**
COMPUTED OPERATING POSITION		**$2,316.30**		**$131,796.94**

Windsor School Food Service
Program Participation April 2015

WHS	April 2014	April 2015
DAYS	17	16
SALES	$25,717.80	$25,765.39
AVERAGE	$1,512.81	$1,610.34

Reimbursable Meals	Average LUNCH per day	16 Serving Days
ELEMENTARY	983	884
MLC	460	449
MPTP 2013//Museum Academy 201	155	256
SPMS	454	396
WHS	518	530

Reimbursable Meals	Average BREAKFAST per day	16 Serving Days
ELEMENTARY	361	383
MLC	144	168
MPTP 2013/Museum Academy 2014	73	151
SPMS	85	67
WHS	151	165

Reimbursable Meals	Average SNACK per day
Treehouse Program	97
Museum Academy	60

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

Prepared By: Terrell M. Hill **Presented By:** Terrell M. Hill
Assistant Superintendent for Human Resources
Attachments: None
Subject: Human Resources Report for April 1, 2015 – April 30, 2015

RESIGNATIONS/SEPARATIONS

Karen Brown	Special Education Paraprofessional	Sage Park
Robert Cooper	Long Term Substitute English Teacher	WHS
Rose Dauphinas	Part-time Food Service Cashier	Museum Acad
Michele Davis	Special Education Paraprofessional	Sage Park
Pandalie O'Connor	Part-time Food Service General Worker	WHS
Kathryn Plocharczyk	Part-time Food Service Float	WHS
Betty Zabala	Special Education Teacher	Sage Park

RETIREMENTS

Ralph Dietz	Tech Ed Teacher	WHS
Elizabeth Kempinski	Language Arts Grade 6 Teacher	Sage Park

TRANSFERS/REASSIGNMENTS

Susan Forrest	From: Language Arts Grade 7 Teacher	Sage Park
	To: English Teacher	WHS
Allison Gozzo	From: Special Education Paraprofessional	Clover
	To: Special Education ABA Paraprofessional	Kennedy
Melvin Haynes	From: Long Term Substitute Special Ed. Teacher	Sage Park
	To: Long Term Substitute Special Ed. Teacher	Clover
Meghan Kearney	From: Long Term Substitute Reading Teacher	Kennedy
	To: Regular Education Tutor	Kennedy
Amy Stanwick	From: Part-time Food Service Cashier	Ellsworth
	To: Safety Monitor	Ellsworth

HIRES

Komi Adzimawo	Long Term Substitute French Teacher	Sage Park
Maryann Cheney	Part-time Food Service General Worker	Museum Acad
Jane Delaney	Special Education Paraprofessional Limited	Sage Park
Jahquille Hendricks	Regular Education Tutor	WHS
Shakayla Jackson	Part-time Food Service Cashier	Ellsworth
Emili Mahon	Long Term Substitute Math Grade 6 Teacher	Sage Park
Michael Snodgrass	Part-time Food Service Float	Museum Acad
Kara Wojick	Long Term Substitute Language Arts Grade 7 Teacher	Sage Park

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

Agenda Item # 8d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: May 19, 2015

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

Attachments: Healthy Food Certification Statement

Subject: Healthy Food Certification (Section 10-215f of the CT General Statutes)
(Pending Approval of Governor's Budget)

BACKGROUND:

Public Act 06-63* *An Act Concerning Healthy Food and Beverages in Schools* became effective July 1, 2006. Compliance with Section 1, "Requirement for Beverages," is required. Section 3, "Optional Healthy Food Certification," is optional. The Windsor Public Schools chose to comply with Section. 3. Compliance with the Optional Healthy Food Certification enabled the District to receive an additional ten cents per student meal from the state. The BOE had to have adopted a Wellness Policy, which it has.

STATUS:

The Windsor Public Schools has successfully completed nine years of the Healthy Food Certification. In order to receive the supplemental meal (10 cents) reimbursement for the 2015-2016 school year, the Board of Education is required to certify compliance with the Act.

RECOMMENDATION: That the Board of Education accepts the Healthy Food Certification program (Section 10-215f of the Connecticut General Statutes), as well as the following resolution:

> The Windsor Board of Education, pursuant to Connecticut General Statute 10-215f, certifies that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the nutrition standards published by the Connecticut State Department of Education on August 1, 2006, will meet said standards again for the 2015-2016 school year. Such certification shall include food offered for sale to students at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.
>
> Pursuant to Connecticut General Statute 10-215f, that the Windsor Board of Education may exclude from certification food items that do not meet such standards, provided (1) such sale is in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

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*Has been changed to Section 10-215f of the Connecticut General Statutes

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Reviewed by: NOB **Recommended by the Superintendent:**

Agenda Item # 8e.

ED-099
Addendum
Healthy Food Certification
(Connecticut General Statutes Section 10-215f)
February 2015 Revision

Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards (hereinafter, Connecticut Nutrition Standards) for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the Connecticut Nutrition Standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

▶ ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the **WINDSOR BOARD OF EDUCATION** and
(Name of the Board of Education or Governing Authority)

pursuant to Section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, (*select appropriate box*)

☒ **will** *(must complete Sections 3 and 4 on page 2)*

☐ **will not** *(sign below and return form)*

meet said standards during the period of **July 1, 2015 through June 30, 2016**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

Local or Regional Board of Education or Governing Authority

Signature: _____ **CRAIG A. COOKE, Ph.D.**

(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

SUPERINTENDENT OF SCHOOLS _____

Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

ED-099
Addendum
Healthy Food Certification
(Connecticut General Statutes Section 10-215f)
February 2015 Revision

Section 3 – Exemption Statement

▶ ***To be completed only by districts opting for the healthy food certification, i.e., those districts that checked "will" in Section 2.***

Pursuant to Section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (*select appropriate box*)

☒ **will**

☐ **will not**

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

▶ ***To be completed only by districts opting for the healthy food certification, i.e., those districts that checked "will" in Section 2.***

Pursuant to Section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

WINDSOR BOARD OF EDUCATION

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2015 through June 30, 2016.**

Local or Regional Board of Education or Governing Authority

Signature: _____ **CRAIG A. COOKE, Ph.D.**

(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

SUPERINTENDENT OF SCHOOLS _____

Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ Kathy Demsey

(Signature of State Agency Representative) (Printed Name of State Agency Representative)

Chief Financial Officer _____

Title Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/Americans with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

ED-099
Addendum
Healthy Food Certification
(Connecticut General Statutes Section 10-215f)
February 2015 Revision

Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards (hereinafter, Connecticut Nutrition Standards) for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the Connecticut Nutrition Standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

▶ ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the **WINDSOR BOARD OF EDUCATION** and
(Name of the Board of Education or Governing Authority)

pursuant to Section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, (*select appropriate box*)

☒ **will** *(must complete Sections 3 and 4 on page 2)*

☐ **will not** *(sign below and return form)*

meet said standards during the period of **July 1, 2015 through June 30, 2016**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

Local or Regional Board of Education or Governing Authority

Signature: _____ **CRAIG A. COOKE, Ph.D.**

(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

SUPERINTENDENT OF SCHOOLS _____

Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

ED-099
Addendum
Healthy Food Certification
(Connecticut General Statutes Section 10-215f)
February 2015 Revision

Section 3 – Exemption Statement

▶ ***To be completed only by districts opting for the healthy food certification, i.e., those districts that checked "will" in Section 2.***

Pursuant to Section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (*select appropriate box*)

☒ **will**

☐ **will not**

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

▶ ***To be completed only by districts opting for the healthy food certification, i.e., those districts that checked "will" in Section 2.***

Pursuant to Section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

WINDSOR BOARD OF EDUCATION

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2015 through June 30, 2016.**

Local or Regional Board of Education or Governing Authority

Signature: _____ **CRAIG A. COOKE, Ph.D.**

(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

SUPERINTENDENT OF SCHOOLS _____

Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ Kathy Demsey

(Signature of State Agency Representative) (Printed Name of State Agency Representative)

Chief Financial Officer _____

Title Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/Americans with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Tuesday, April 28, 2015 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the April 28, 2015 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 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

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 PM with the Pledge of Allegiance and a Moment of Silence.

2. Recognitions/Acknowledgements
2.a. Proclamation--Teacher Appreciation Week May 4th-May 8th

Discussion:
Dr. Cooke and Ms. Santos read the proclamation recognizing Teacher Appreciation Week May 4-8, and presented it to Dr. Miriam Klein, Co- President of the Windsor Education Association, who accepted the proclamation on behalf of the association.

2.b. State citation presented by State Representative Peggy Sayers to Windsor High School on being honored with the Support Music Merit Award from The NAMM Foundation for its outstanding commitment to music education. Windsor High School is one of 120 schools from across the country in receiving this prestigious award in 2015.

Discussion:
Dr. Cooke introduced Ms. Sayers and Mr. Baram who presented the Windsor High Music Teachers with state citations, listing their exemplary musical achievements in recognition and support of being recipients of the 2015 Music Merit Award from the NAMM Foundation.

2.c. Sage Park Students--Model UN

Discussion:
Dr. Cooke introduced Catherine Amadasun and students who participated in the Model UN workshop held at Kingswood Oxford School on March 21, 2015. Sage Park students received awards in four categories.

3. Audience to Visitors

Discussion:
Mr. Charles William Jackson, III, 26 Wilson Avenue presented a one-time $300.00 scholarship opportunity for a student to participate in the summer Laurel Music Camp, instructed by Callie D'Addio, Sage Park teacher.

4. Student Representative Report

Discussion:
Victoria Huertes reported on The Dub Against Hunger, Windsor High's community outreach event. This was a community partnership with 300 volunteers (packers), 2100 meals, and total funds raised $5300.00. She discussed that during the week of vacation, many of the high school's annual travel competitions took place, as well as junior prom. She discussed the Senior Citizen Breakfast and SATs to be held at WHS on Saturday, May 2, 2015.

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

Discussion:
Ms. Santos congratulated the Windsor High School students on their community outreach event, naming all of the participating community businesses. Ms. Santos commended the Windsor Chamber of Commerce Auction Event and highlighted the Windsor High School Woodworking Department for their contributions and creation of the featured Adirondack chairs.

5.b. Last Day of School for 2014-2015

Discussion:
Ms. Santos announced the last day of school for the 2014-2015 school year will be Friday, June 19, 2015 with Windsor High graduation date set for Tuesday, June 16, 2015.

5.c. School Liaison Reports

Discussion:
Ms. Santos thanked the elementary school principals for welcoming the various visits to their schools and she was proud to report the active learning she witnessed and the enthusiasm of students as they engaged in peer to peer learning which is directly aligned with the Reader's Workshop initiative.

5.c.1. Windsor High School

Discussion:
Ms. Santos met with the school's Governance Council and presented the proposed 2015-2016 budget. Study Circles will continue.

5.c.2. Sage Park Middle School

Discussion:
Ms. Rizzo Holmes reported on upcoming activities and events and the Annual Cape Cod field trip, May 26th. Ms. Rizzo Holmes congratulated grade 7 math teacher, Nancy Pansa, on the accomplishments of her written article published in The Journal Mathematics Teaching In the U.S.

5.c.3. Clover Street School

Discussion:
Mr. Lockhart thanked Principal Michelle Jones and her staff for their continued efforts and accomplishments in keeping students engaged and excited about learning through various student activities and family engagement.

5.c.4. John F. Kennedy School

Discussion:
Ms. Fissel reported on the completion of the student climate survey and upcoming activities and fundraising events.

5.c.5. Oliver Ellsworth School

Discussion:
Mr. Eleveld reported upcoming student activities and events.

5.c.6. Poquonock School

Discussion:
Mr. Panos reported success on the No TV week, and upcoming student activities and events. Playgroups will be held on May 7th from 12:15-1:30 PM.

6. Superintendent's Report

Discussion:
Dr. Cooke reviewed the most recent residency report. Additional discussions on residency protocol and technology will take place in the Executive Committee meeting to be held on May 4th.

6.a. Teacher Leadership

Discussion:
Christopher Todd, a previous Windsor Teacher of the Year, and Vice Principal Christopher Rau presented the model created for building leadership skills in teachers and implementation of professional development of teacher trainers within the schools. Mr. Todd and a select group of Connecticut teachers are currently working with the Department of Education in establishing a resource website for teachers throughout the state.

6.b. Alliance Grant Update

Discussion:
Dr. Cooke gave an update on the Alliance Grant. The 2015-2016 will be year 4 of the 5 year grant. Ms. Mary Anne Butler gave a PowerPoint presentation on the Alliance Grant. The amount provided to the district will remain as a $928,381 grant amount.

6.c. STAR Assessment

Discussion:
Mr. Tom Baird and Ms. Bonnie Fineman gave a PowerPoint presentation on the Star Assessment for 2015-2016. This assessment will provide screening and will monitoring student progress.

6.d. Capital Improvement Plan (CIP) FY 2016-2021

Discussion:
d. Capital Improvement Plan (CIP) FY 2016-2021
Dr. Cooke thanked the town for working closely with the Board of Education and prioritizing major capital improvements of the school buildings.

Motion Passed: Move to approve the plan as presented for 2016-2021 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

6.e. Policy Adoptions, 1st Reading

Discussion:
Additional language will be included on teen dating violence.

Motion Passed: Move to accept the first reading of the policy adoption with additional language to be included on teen dating violence passed with a motion by Mr. Paul Panos 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

6.e.1. Revised P 5131.911 Bullying Prevention and Intervention Policy
6.f. Curriculum Development, 2nd Reading

Motion Passed: Move to accept the second reading of Wood Technology and U.S. History 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

6.f.1. Wood Technology - Introduction
6.f.2. U.S. History
6.g. Budget Update

Discussion:
Dr. Cooke stated the budget increase is under at 3.07% after the Council's reduction. The budget referendum will be held on May 12, 2015.

7. Committee Reports

Discussion:
Mr. Panos suggested the renewal of retention policy revision to either AR or Policy.

7.a. Policy Committee

Discussion:
Mr. Panos suggested renewal of the retention policy revision to either AR or Policy.

7.b. Long Range Planning Committee

Discussion:
The May 5th meeting has been cancelled.

8. Consent Agenda

Motion Passed: Move that the Board accepts Consent Agenda Items 8.a. Financial Report, 8.b. Enrollment Report, 8.c. Food Service Report and 8.d. Human Resources Report passed with a motion by Mr. Richard O'Reilly 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

8.a. Financial Report

Discussion:
Expenditures for March 2015: $6,905,375
Expenditures through March 31, 2015: $46,214,824

8.b. Enrollment Report
8.c. Food Service Report
8.d. Human Resources Report

9. Approval of Minutes

Motion Passed: Move to accept the minutes from 9b. through 9h. 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

9.a. March 10, 2015 Long Range Planning Committee

Discussion:
Amendment to end time in minutes to 6:16 PM.

Motion Passed: Move to accept minutes 9a. March 10, 2015 Long Range Planning Committee as amended 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

9.b. March 10, 2015 Special Meeting
9.c. March 17, 2015 Regular Meeting
9.d. March 30, 2015 Policy Committee
9.e. April 1, 2015 Special Meeting
9.f. April 6, 2015 Executive Committee
9.g. April 7, 2015 Long Range Planning Committee
9.h. April 7, 2015 Special Meeting

10. Other Matters/Announcements/Regular BOE Meetings
10.a. BOE Curriculum Committee, Thursday, April 30, 2015 at 4:30 PM, L.P. Wilson Community Center, Room 17

10.b. BOE Technology Committee, Thursday, April 30, 2015 at 6:30 PM, L.P. Wilson Community Center, Board Room
10.c. BOE Long Range Planning Committee, Tuesday, May 5, 2015 at 5:00 PM, L.P. Wilson Community Center, Room 17
10.d. BOE Special Meeting, Tuesday, May 5, 2015 at 6:30 PM, L.P. Wilson Community Center, Board Room
10.e. Next BOE Regular Meeting is Tuesday, May 19, 2015, 7:00 PM, Town Hall, Council Chambers

11. Executive Session on Employee Personnel Matter--It is proposed that the Board move into Executive Session to discuss contract non-renewals before taking possible action in the Regular meeting.

Discussion:

Motion Passed: Move to extend the meeting to 11:00 PM 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

Motion Passed: Move to go into executive session to discuss the performance and employment of the employees listed on the agenda addendum before possibly taking action in the Regular meeting. We invite Dr. Cooke and Mr. Hill into executive session 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

Motion Passed: Move that the contract of employment of 'employees listed in the Superintendent's Human Resources Report -- Addendum' not be renewed for the following year upon its expiration at the end of the 2014-2015 school year and that the Superintendent of Schools is directed to advise such persons in writing of this action 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

12. Audience to Visitors

Discussion:
None.

13. Adjournment

Motion Passed: Move to adjourn the meeting at 10:34 PM 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

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Curriculum Committee
Unapproved Minutes

Thursday, April 30, 2015 4:30 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the April 30, 2015 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. Melissa Rizzo Holmes
Ms. Cristina Santos

Absent Board Members:
Ms. Darleen Klase

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

Discussion:
The meeting was called to order by Cristina Santos at 4:30 PM. Also in attendance was Superintendent of Schools Dr. Craig Cooke and Assistant Superintendent for Instructional Services Mary Anne Butler.

2. Audience to Visitors

Discussion:
None

3. Graduation Requirements--Review AR 5123.1

Discussion:
Lori Foote-Mitchell reviewed AR 5123.1. The AR will move forward to the Policy Committee.

4. French 1 Textbook "Bien Dit"

Discussion:
Blanca Jaramillo reviewed the new French textbook. The book was approved by the committee and will be brought forward to the full BOE, suggesting that the 2nd reading be waived.

5. Early Childhood Education--Grades 10-12

Discussion:
Deb Maccarone reviewed the Early Childhood Education curriculum. Ms. Maccarone will respond to question on Page 2.D. and cultural diversity.

6. Fashion Clothing III--Grades 10-12

Discussion:
Deb Maccarone reviewed the Fashion Clothing III curriculum.

7. Introduction to Health Care Services--Grades 9-12

Discussion:
Deb Maccarone reviewed the Introduction to Heath Care Services curriculum.

8. Adjournment

Discussion:
The meeting was adjourned at 5:45 PM.

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Technology Committee
Unapproved Minutes

Thursday, April 30, 2015 6:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the April 30, 2015 Technology Committee. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Ms. Michaela Fissel
Mr. Richard O'Reilly
Ms. Cristina Santos

Absent Board Members:
Mr. Kenneth Williams

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

Discussion:
The meeting was called to order at 6:30 PM by Richard O'Reilly. Also in attendance was Superintendent of Schools Dr. Craig Cooke and Chief Information and Technology Officer Doug Couture.

2. Audience to Visitors

Discussion:
None

3. Status of State Technology Grant

Discussion:
Doug Couture informed the committee that the State of Connecticut expects to post a new RFP for technology upgrades.

4. PEGPETIA Educational Technology Grant

Discussion:
Doug Couture informed the committee that Windsor Public Schools was awarded $78,388 through the PEGPETIA Educational Technology Grant.

5. Technology Updates

Discussion:
Doug Couture informed the committee on the distribution of new devices to Oliver Ellsworth and Poquonock Schools. The committee discussed research around effective use of devices for K-2.

6. WPS Website Design

Discussion:
Doug Couture informed the committee that Windsor Public Schools intends to switch website vendors. A discussion ensued regarding obtaining parental input on the new website.

7. Student Help Request Process

Discussion:
Richard O'Reilly discussed the need for a "help desk" where students could report bullying. Doug Couture will research.

8. Adjournment

Discussion:
The meeting was adjourned at 7:45 PM.

Motion Passed: Move to adjourn the meeting passed with a motion by Ms. Michaela Fissel and a second by Ms. Cristina Santos.
Ms. Michaela Fissel Yes
Mr. Richard O'Reilly Yes
Ms. Cristina Santos Yes
Mr. Kenneth Williams Absent

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Executive Committee
Unapproved Minutes

Monday, May 4, 2015 4:30 PM
L.P. Wilson Community Center, Supt. Conference Room

The following are the unapproved minutes of the May 4, 2015 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 Cristina Santos. Also in attendance was Superintendent Dr. Craig Cooke.

2. Set the agenda for the Regular Board Meeting on Tuesday, May 19, 2015

Discussion:
The committee set the agenda for May 19, 2015.

3. Executive Committee Member Comments

4. Adjournment

Discussion:
The meeting was adjourned at 5:18 PM.

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes

Tuesday, May 5, 2015 6:30 PM
L.P. Wilson Community Center, Board Room

The following are the unapproved minutes of the May 5, 2015 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:
Mr. Kenneth Williams was updated to absent at: 7:15 PM

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

Discussion:
The meeting was called to order at 6:30 PM by President Santos with the pledge to the flag and moment of silence. Superintendent Dr. Craig Cooke, Assistant Superintendent for Instructional Services Mary Anne Butler, Assistant Superintendent for Human Resources Terrell Hill, Business Director Danielle Batchelder and Director of Pupil and Special Educational Services Steve Carvalho were also in attendance.

2. Audience to Visitors

Discussion:
Ms. Wende Cooper, 114 Overlook Drive, and representative of Capital Area Substance Abuse Council (CASAC), requested permission for a survey to be distributed in efforts to providing future services to students/families in the Windsor school district.

3. Presentation on Student Supports in Windsor Public Schools

Discussion:
Attorney Leander Dolphin of Shipman & Goodwin provided a presentation on the mental health needs of students. Steve Carvalho also presented on school-based supports available in Windsor Public Schools.

4. Announcements

Discussion:
Ms. Santos reminded everyone of the May 12th referendum.

5. Adjournment

Motion Passed: Move to adjourn meeting at 8:45 PM passed with a motion by Mr. Ronald Eleveld 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 Absent

_____
Melissa Rizzo Holmes, Secretary
Windsor Board of Education