Regular Meeting

Tuesday, June 19, 2018 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. Recognition--Ava Peters, 2018 National Merit Scholarship Finalist
b. Recognition--WHS Juried Art Show, Board of Education Purchase Prize to Alexandra Gamache for "She is Woman" and to Camille McHenry for "Skittles & Arizona"; Superintendent's Choice Purchase Prize to Grace Birch for "Berbers" and to Sophie Groenstein for "NYC Vibes"; WHS Purchase Prize to Sophie Groenstein for "Tranquility"
c. Recognition--WHS Girls Outdoor Track Team, 2018 CIAC Class L State Champions
d. Announcement--Windsor Educator of the Year and Paraeducator of the Year

3. **Audience to Visitors**
4. **Board of Education**

a. President's Report
b. Report of External Task Force Committee on School Climate
c. Report of Internal Task Force Committee on School Climate
d. Discussion and Possible Action on East Windsor’s Request to Consider Regionalization
e. 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

5. **Superintendent's Report**

a. End of Year Financials

6. **Committee Reports**
7. **Consent Agenda**

a. Financial Report
b. Enrollment Report
c. Food Service Report
d. Budget Transfers
e. Human Resources Report
f. Childrearing Leave Request

8. **Approval of Minutes**

a. May 8, 2018 Special Meeting
b. May 15, 2018 Regular Meeting

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

a. Next BOE Regular Meeting is Tuesday, September 18, 2018, 7:00 PM, Town Hall, Council Chambers

10. **Audience to Visitors**
11. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

Prepared By: Craig A. Cooke **Presented By:** Leonard Lockhart, Craig A. Cooke

Attachments:

Subject: WHS Juried Art Show Awards

Background:

On Wednesday, May 30, Windsor High School held their annual juried art show. The board president and central office administrators, Ms. Batchelder and Mr. Carvalho, on behalf of the superintendent, viewed the students' art work that afternoon and selected the Board of Education Purchase Prizes which went to Alexandra Gamache for "She is Woman" and to Camille McHenry for "Skittles & Arizona" and the Superintendent's Choice Purchase Prizes which went to Grace Birch for "Berbers" and to Sophie Groenstein for "NYC Vibes". The WHS Purchase Prize was selected by Principal Uyi Osunde and went to Sophie Groenstein for "Tranquility". The students will receive $150.00 for their pieces.

2018 Board of Education Purchase Prizes: Alexandra Gamache and Camille McHenry
This year, the Board of Education selected two Purchase Prize winners who each addressed powerful social issues with their work, Alexandra Gamache and Camille McHenry.

Alley Gamache's colored pencil and acrylic paint piece titled "She is a Woman" is part of the concentration she developed during her senior year in AP Art. This is a quote from her artist statement: "*The central idea of my concentration is an exploration of how we are impacted by gender identity. Moved by current statistics based on this topic and inspired by artists like Barbara Kruger, I wanted to both bring attention to these issues and dive deeper into my own experiences...I want the viewer to look past their own bias and discomfort to consider that gender doesn't have to confine you to a certain path.*" Alley's passionate nature can be seen throughout her artwork and her commitment to the community, as she was also recognized as the WHS recipient of the CT Association of Schools Outstanding Arts Award earlier this year. In the fall, Alley is headed to Boston to attend Massachusetts College of Art and Design.

Camille McHenry's mixed media work titled "Skittles and Arizona" was a piece she created last year as part of the Pre-AP Art course where students were asked to consider how art can serve as a vehicle for social change by creating a piece that provokes discussion. This is a quote from her artist statement: *"I chose to tackle the issue of police brutality towards young African Americans... I selected this topic because as a black teen with two black brothers, I feel for the families who lost their loved ones. This piece was inspired by the first major case, the murder of Trayvon Martin. He was wearing a hoodie while carrying an Arizona and a pack of Skittles when George Zimmerman shot him. For this reason, I chose to make the background of this piece with ripped images of Arizona cans and Skittles wrappers. The black hoodie in this collage is filled with statistics of how blacks are more likely to be arrested or killed than those of any other race while the handcuffs symbolize police involvement."* Camille's work continued to evolve as she spent this year investigating how simple clothing, like hoodies, can define how we perceive ourselves and others. She will take this social consciousness to Marist College this fall where she has received an athletic scholarship for her achievements in Track and she will major in Fashion Design and Merchandising.

Central Office Purchase Prizes: Grace Birch and Sophie Groenstein
This year, the Central Office Administration selected two Purchase Prize winners who each explored the impact of family and community with their work, Grace Birch and Sophie Groenstein.

Grace Birch's digitally collaged piece "Berbers" is part of the visual investigation she developed for her senior portfolio in AP Art. This is a quote from her artist statement "*The central idea of my concentration is an exploration of how we honor our cultural heritage. My body of work consists of digitally manipulated portraits of people in my life. I take a photo of the subject and then transform it in Photoshop as if they were one with the geographical landscape that they or their family comes from... In each piece the subject's past is represented mainly by the landscape of their personal cultural homeland. The present is represented by the subject themselves as the modern image of their culture here in America. I want the viewer to step into my subject's past and present. I want them to see the rich diversity that humankind has. My goal for my body of work is to celebrate cultural individuality as a strength in our diverse Windsor community.*" Grace's collection of work from this portfolio was recognized by the CT Scholastic Art Awards with two of their highest honors: a Gold Medal for her portfolio and a full tuition scholarship to Hartford Art School at the University of Hartford where she plans to major in Fine Arts.

Sophie Groenstein's marker monoprint "NYC Vibes" is also part of the visual investigation she developed for her senior portfolio in AP Art. This is a quote from her artist statement: "*The central idea of my concentration investigates how social media has placed a label on everything and anything in the spectrum of self-worth. Today's society of body image and social rank has been stereotyped in thousands of ways. The work in my concentration demonstrates an exploration of mark-making and color based on specific responses to questions about self-worth that I asked my subjects. I either used aggressive or delicate mark-making to communicate my subject's story...I want the viewer to understand that social media has created a global community of influence, both positive and negative...*" Sophie was recognized with a gold key for her artwork at the CT Regional Scholastic Awards in January and will also be headed to the University of Hartford this fall where she plans to major in Psychology.

Windsor High School Purchase Prize: Sophie Groenstein
This year's Windsor High School Purchase Prize goes to Sophie Groenstein for her final work in her portfolio, a crayon self-portrait drawing titled "Tranquility". Sophie closes her artist statement by summing up what she discovered during her investigation into the influence of social media on self-worth with this quote: "*Though through my investigation, I have found that true self-worth is not defined by magazines, a region, or friends, it can only be defined by one person and that one person is you.*" A truly empowering message for students to be able to reflect on as they see this work displayed in the WHS Purchase Prize Gallery.

Recommendation:

Recognize Alexandra Gamache, Camille McHenry, Grace Birch and Sophie Groenstein and their selected art pieces.

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

Agenda Item # 2b.

WHS Girls Outdoor Track Team
2018 CIAC Class L State Champions

Analy Alabre
Madison Alexis
Taylor Allen
Krystal Brown
Tia Marie Brown
Athena Camacho
Rachel Cleveland
Jalah Cooper
Kaya Doshi
Lauren Gilligan
Christal Gilling
Shavanice Green
Olivia Gregory
Camille McHenry
Khaia Moye
Raeann Reid
Cori Richardson
Jade Robinson
Rebecca Samuel
Areyona Smith Belgrave
Grace Strauch

Head Coach: Kelvan Kearse
Asst. Coach: Celeste Over
Asst. Coach: Tikuan Johnson
Asst. Coach: Sherrod Peay

2C.

Jennifer Delskey Recognized as Windsor Public Schools 2018-2019 Educator of the Year



Windsor Public Schools is pleased to announce Jennifer Delskey as the 2018-2019 Educator of the Year. A committee of her peers selected her from 32 nominated educators.

Delskey has served as an educator in Windsor Public Schools for 16 years. She began working at Oliver Ellsworth Elementary School in 2002 teaching Grades 1 & 3. She has worked at Poquonock Elementary since 2012 and has taught Kindergarten and currently Grade 2. Delskey also previously taught Kindergarten at Greenville Elementary School in Norwich.

Delskey earned her Bachelors in Psychology with an Early Childhood Education Certification from Eastern Connecticut State University (ECSU). She received her Master's Degree in Early Childhood Education from ESCU. She has also designed several Professional Development programs within the district and has attended leadership conferences to help support staff.

The Windsor Public Schools' Teacher of the Year Program recognizes and honors excellence in teaching. Every recipient serves as a visible and vocal representative of what is best in the profession. The program celebrates excellence by recognizing educators who have inspired a love for learning in their students and who have distinguished themselves in the profession.



Delskey will serve as Windsor Public Schools' representative for the State of Connecticut Teacher of the Year program. The Windsor Board of Education announces the educator of the year at their June meeting.

2d.

Windsor Public Schools Recognizes Jane Fromme as 2018-2019 Paraeducator of the Year



Windsor Public Schools is pleased to recognize Jane Fromme of Sage Park Middle School as the 2018-2019 Paraeducator of the Year recipient. Fromme was selected out of 16 nominees following an application process and an interview with a district selection committee. She was nominated by her colleagues at Sage Park Middle School based on her professionalism, care and dedication to supporting student achievement.

Fromme has over 25 years of experience befriending, volunteering, and working with people with various disabilities. She currently serves as an Applied Behavior Analysis (ABA) and Special Education Instructional Assistant in Windsor Public Schools since 2015 following a year of long term substitute teaching. Fromme most recently worked at Channel 3 Kids Camp as a Personal Care Worker and Program Staff Member. She also spent time in Norwich Public Schools as a Special Education Paraeducator and a Bridges After School Program Instructor, as well as at Easter Seals Camp Hemlocks.

The Windsor Public Schools' Paraeducator of the Year Program recognizes and honors paraprofessional excellence. This recipient serves as a visible and vocal representative of what is best in the profession. The program celebrates excellence by recognizing paraeducators who have inspired a love for learning in their students and who have distinguished themselves in the profession.

Fromme will now serve as Windsor Public Schools' nominee for the State of Connecticut Paraeducator of the Year. The Connecticut State Department of Education (CSDE) and the School Paraprofessional Advisory Council established the Anne Marie Murphy Paraeducator of the Year Program in 2013 to recognize one paraeducator across the state who has demonstrated exceptional skills and dedication in the performance of their job. The award is named in honor of Anne Marie Murphy, a paraeducator who was killed in the Sandy Hook shooting.

About Windsor Public Schools:

Windsor Public Schools serves nearly 4,000 students in the community of Windsor, Connecticut, a town located in north central Connecticut between Hartford and Springfield, Massachusetts. Windsor Public Schools is comprised of six schools: Oliver Ellsworth School, Poquonock School, Clover Street School, John F. Kennedy School, Sage Park Middle School, and Windsor High School. The mission of Windsor Public Schools is to develop the genius in every child and to create life-long learners. For more information about the Windsor Board of Education and any of its schools, please visit www.windsorct.org.

2d

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2d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

Prepared By: Craig A. Cooke, Ph.D. **Presented By:** Leonard Lockhart/Craig Cooke

Attachments: External Task Force Committee Recommendations

Subject: Report of External Task Force Committee on School Climate

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Background:

As a result of the Community Forum held by the Board of Education on December 12, 2017, a Task Force, including both internal and external groups, was considered to study school climate in Windsor schools and make recommendations.

Status:

The External Task Force Committee on School Climate has completed their meetings and their recommendations are attached.

Recommendation:

For informational purposes only.

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

Agenda Item # 46.

Task Force on School Climate in Windsor Schools – (External)
Recommendations to Board of Education, June 19, 2018

Goal

To advise and develop recommendations to the Board of Education regarding school climate.

Parameters

- The group is making recommendations.
- The recommendations should as much as possible be formulated upon best practice.
- Recommendations may include both - short term and long term.
- Consider policy, curriculum, budget, family engagement, professional development, and other areas of educational systems that are relevant to the charge.
- Recommendations should be as specific as possible and provide cost estimates if reasonable/applicable.

Timeline

- Recommendations will be due by 5/29/18 to Central Office and presented to the Board of Education on Tuesday, June 19, 2018.
- Meeting dates: 4/19, 4/30, 5/10

Task Force Membership

Russell Sills, Facilitator
Steven Carvalho, Administrator
Mary Kay Ravenola, Administrator
Tracie Peterson, Administrator
Leighann Tyson, PSES
Kait Morgan, Parent
Haycha Gonzalez, Parent
Taisha Serrano, Parent
Cynthia Romero, Parent/staff member
Timothy and Samenthur Blake, Parents
Ayana Taylor, Parent
Shawna Tustin, Parent
Sarah Maffiolini, YSB
Leonard Lockhart, BOE ex-officio
Maureen Bilotta, Minute taker

Recommendations

District

- Make SEL a priority in the district with long-term support for implementation (3-5 years)
    - Support professional growth and development for staff to develop the knowledge and practices that create and support a healthy SEL culture and climate
- Create space in the school day for teachers to implement SEL practices

School

- Implement, with training, the Panorama SEL survey twice a year (grades 3-12)
- Develop and expand student leadership groups at each school to support positive school climate with strategies such as "buddy bench"
- Do new student/family orientations to bring new students/families into the culture of the community

Classroom

- Implement a social emotional learning curriculum/program with fidelity for ALL students

Home/Community

- Make it a community culture
    - Make the "WHY" we are doing this clear-clearly communicate the outcomes
    - Connect/share with pediatricians, dentists, social workers, other family supports....
- Explore programming for very young children
    - Implement SEL professional development and support in day care, home daycares, stay at home families/guardians, before/after school program
    - families As Teachers staff to support birth-5 families
- Create programs to support/educate families on an ongoing basis
    - create/use web resources (programs) to help provide resources for families - share when notifying families of problems
    - Incentivise attendance at events

Future Work

- Monitor the data generated by the Panorama SEL Surveys to determine if the district is making progress on these indicators.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

Prepared By: Craig A. Cooke, Ph.D. **Presented By:** Leonard Lockhart/Craig Cooke

Attachments: Internal Task Force Committee Recommendations

Subject: Report of Internal Task Force Committee on School Climate

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Background:

As a result of the Community Forum held by the Board of Education on December 12, 2017, a Task Force, including both internal and external groups, was considered to study school climate in Windsor schools and make recommendations.

Status:

The Internal Task Force Committee on School Climate has completed their meetings and their recommendations are attached.

Recommendation:

For informational purposes only.

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

Agenda Item # 4c.

Task Force on School Climate in Windsor Schools – (Internal)
Recommendations to Board of Education, June 19, 2018

Goal

To advise and develop recommendations to the Board of Education regarding school climate.

Parameters

- The group is making recommendations.
- The recommendations should as much as possible be formulated upon best practice.
- Recommendations may include both - short term and long term.
- Consider policy, curriculum, budget, family engagement, professional development, and other areas of educational systems that are relevant to the charge.
- Recommendations should be as specific as possible and provide cost estimates if reasonable/applicable.

Timeline

- Recommendations will be due by 5/29/18 to Central Office and presented to the Board of Education on Tuesday, June 19, 2018.
- Meeting dates: 3/14, 3/22, 4/3, 4/19 (cancelled), 5/1, 5/10

Task Force Membership

- Dr. Terrell Hill, Facilitator
- Virginia Hoerle, Administrator
- Phaedra Durost, Administrator
- Danielle Batchelder, Administrator
- Dr. Miriam Klein, WEA
- Meghan O'Brien, Teacher
- Kate Mazur, Teacher*
- Tressa Tedeschi, Teacher
- Cathy Amadasun, Teacher*
- David Topitzer, Teacher*
- Melissa Herman, Teacher

Neelam Kumar, Paraeducator
Erin Illingsworth, Staff*
Michelle Smith, Staff
Dave Lemieux, Staff
Jen Phelps, Staff/FRC
Paula Verrier, Paraeducator
Sandra Bailey, Paraeducator
Dr. David Cormier, Expert Member
Leonard Lockhart, BOE ex-officio
Marie Oliver, Minute taker

* Attended only 1 or 2 meetings

Recommendations

District

- Continue to develop a district-wide Equity Plan that addresses climate and culture
- Review and align policies to statutes and laws (e.g. suspension and expulsion policies)
- Establish a set of quality indicators for behavior related initiatives (e.g. PBIS, Second Step, MTSS, etc.)
- Revise district FBA/BIP policies and guidelines

Classroom/School

- Implement a curriculum for social/emotional learning Prek-12 (e.g. Second Step, Advisory Block lessons)
- Continue to use PBIS philosophies and practices
- Ensuring every child is connected to at least one adult in their school (e.g. mentoring programs)
- Ensure Behavior Technicians are utilized according to the job description

- Hire Behavior Techs for 3-5 Elementary Schools- Positions currently posted
- Consider additional Board Certified Behavior Analysts (BCBA) support - currently consultant for Prek-2 and one full time for Grades 3 -12
- Revise format for writing, implementing, and monitoring Behavior Plans
- Support and encourage the growth of all staff on their equity journey
- Consistent implementation of MTSS across buildings

Community

- Strengthen community engagement practices
- Develop school/community norms
- Implement WPS wrap-around services (e.g. use of faith based organizations, community groups, etc.)

Future Work

- Continue with School Climate Committee
- Regularly scheduled early release time for PD/Collaboration
- Establish Restorative Practice Exploratory Committee

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

Prepared By: Craig A. Cooke, Ph.D. **Presented By:** Craig A. Cooke, Ph.D.

Attachments: Email from East Windsor Superintendent, Christine DeBarge

Subject: Discussion and Possible Action on East Windsor's Request to Consider Regionalization

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Background:

This item was placed on the agenda at the request of Mr. Brian Bosch with the support of Mr. Ronald Eleveld and Mr. Jeremy Halek.

The Superintendent received an email and follow up call from Christine DeBarge, Superintendent of East Windsor Public Schools inquiring if there would be any interest in exploring regionalization with East Windsor.

Status:

Recommendation:

For discussion and possible action.

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

Agenda Item # 4d.

WINDSOR PUBLIC SCHOOLS

Cooke, Craig <ccooke@windsorct.org>

regionalization

1 message

DeBarge, Christine <CDeBarge@ewct.org>
To: "Cooke, Craig" <ccooke@windsorct.org>

Mon, Apr 16, 2018 at 2:13 PM

Good afternoon Craig,

I'm emailing to determine if the Windsor Public Schools would have any interest in exploring regionalizing with East Windsor. This could be at any grade level band from PK – 12.

Our schools are: PK – 4; 5-8; and 9-12.

Please let me know your thoughts.

Thank you

Christine

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

ATTACHMENTS: Projected Year End Financials – 6/30/2018

SUBJECT: Financial Report for Projected Year End Balance 6/30/2018

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 are the actual expenses through June 11, 2018 and the projected year end balance as of June 30, 2018.

There were no inter-site transfers during the month.

RECOMMENDATION:

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

Reviewed by: DB **Recommended by the Superintendent:**

Agenda Item # 5a.

Windsor Public Schools

Financial Report

Projected Year End Balance (6/30/2018)

	2017/2018 *Budget	Expenditures YTD** 6/11/2018	Encumbrance	Balance 6/11/2018	Projected Balance 6/30/2018	% Balance
Instructional Services						
Clover Street School	59,019	49,877	4,899	4,243	4,243	7%
John F. Kennedy School	79,405	65,890	7,637	5,878	5,878	7%
Oliver Ellsworth School	76,864	61,159	12,886	2,819	2,819	4%
Poquonock School	59,820	48,560	7,820	3,440	3,440	6%
Sage Park Middle School	214,220	199,124	14,256	840	840	0%
Windsor High School	389,056	305,844	65,220	17,992	7,992	2%
Windsor High School Interscholastic Sports	202,000	196,552	5,266	182	182	0%
Athletic Coaches	239,800	227,820	10,523	1,457	1,457	1%
WHS Career & Technical Education	59,745	58,654	1,002	89	89	0%
Continuing Education	70,400	68,553	360	1,487	1,487	2%
Instructional Mgt. & Curriculum Development	335,045	304,220	30,343	482	482	0%
Magnet School Tuition	1,500,600	1,449,921	0	50,679	50,679	3%
Technology	664,295	636,580	27,088	627	627	0%
Total Instructional Services	**3,950,269**	**3,672,754**	**187,300**	**90,215**	**80,215**	**2%**
Education Support Services						
Pupil Personnel Services	368,191	206,589	26,759	134,843	13,550	4%
Special Education	94,350	76,017	1,650	16,683	6,022	6%
Special Education Tuition	4,870,979	4,044,560	397,768	428,651	1,550	0%
Policy & Planning	142,350	131,768	9,633	949	949	1%
Employee Personnel Services	84,000	73,965	9,012	1,023	1,023	1%
Financial Management	280,442	269,870	5,628	4,944	4,944	2%
Financial Services	38,500	35,860	1,796	844	844	2%
Pupil Transportation & Safety	2,545,489	1,876,098	236,341	433,050	230	0%
Special Education Transportation	1,843,680	1,790,943	314,349	(261,612)	(264,103)	-15%
Physical Plant Services	2,035,850	1,646,005	382,315	7,530	7,530	0%
Major Maintenance	386,000	385,560	6,230	(5,790)	(5,790)	-2%
L.P. Wilson Center	254,800	212,699	26,220	15,881	5,884	2%
Benefits	10,799,364	7,407,221	47,403	3,344,740	248,044	2%
Certified Salaries	30,328,729	29,244,197	0	1,084,532	203,244	1%
Non-Certified Salaries	8,227,119	7,431,536	0	795,583	36,675	0%
Regular Ed Tutor Salaries	227,699	197,255	0	30,444	11,351	5%
Special Ed Tutor Salaries	350,000	315,266	0	34,734	14,914	4%
Substitute Salaries	643,519	822,661	36,035	(215,177)	(324,133)	-50%
Total Education Support Services	**63,521,061**	**56,168,070**	**1,501,139**	**5,851,852**	**(57,272)**	**0%**
Total All Sites	**$67,471,330**	**$59,840,824**	**$1,688,439**	**$5,942,067**	**$22,943**	**0%**

*** The 2017/2018 budget numbers are now reflecting the actual BOE Approved 2017/2018 Budget. The prior financial reports for Sept 2017 through Dec 2017 reflected the 2016/2017 budget numbers due to the fact that the BOE did not approve the 2017/2018 Budget until 1/17/2018.**

* Please note that the financial report is through June 11, 2018 in order to give the most up to date expenses prior to June 30th.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

ATTACHMENTS: May 31, 2018 Financial Report

SUBJECT: Financial Report

BACKGROUND:

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

STATUS:

The attached report is for the month of May 2018.

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 May 2018	$ 6,718,315
Expenditures through May 31, 2018	$58,845,491

Reviewed by: DB **Recommended by the Superintendent:**

Agenda Item # 7a.

Windsor Public Schools
Financial Report
May 31, 2018

	2017/2018 *Budget	Expenditures YTD 5/31/2018	Encumbrance	Balance 5/31/2018	% Balance
Instructional Services					
Clover Street School	59,019	43,018	6,875	9,126	15%
John F. Kennedy School	79,405	60,605	7,637	11,163	14%
Oliver Ellsworth School	76,864	61,159	6,008	9,697	13%
Poquonock School	59,820	35,466	6,920	17,434	29%
Sage Park Middle School	214,220	199,124	14,256	840	0%
Windsor High School	389,056	272,136	31,438	85,482	22%
Windsor High School Interscholastic Sports	202,000	161,978	22,778	17,244	9%
Athletic Coaches	239,800	130,866	0	108,934	45%
WHS Career & Technical Education	59,745	58,654	1,002	89	0%
Continuing Education	70,400	68,553	360	1,487	2%
Instructional Mgt. & Curriculum Development	335,045	304,220	30,343	482	0%
Magnet School Tuition	1,500,600	1,449,921	0	50,679	3%
Technology	664,295	634,580	27,088	2,627	0%
Total Instructional Services	**3,950,269**	**3,480,280**	**154,705**	**315,284**	**8%**
Education Support Services					
Pupil Personnel Services	368,191	206,589	26,759	134,843	37%
Special Education	94,350	76,017	1,650	16,683	18%
Special Education Tuition	4,870,979	4,044,560	397,768	428,651	9%
Policy & Planning	142,350	103,559	28,270	10,521	7%
Employee Personnel Services	84,000	63,919	4,122	15,959	19%
Financial Management	280,442	244,522	24,844	11,076	4%
Financial Services	38,500	35,860	1,796	844	2%
Pupil Transportation & Safety	2,545,489	1,876,098	236,341	433,050	17%
Special Education Transportation	1,843,680	1,790,943	314,349	(261,612)	-14%
Physical Plant Services	2,035,850	1,646,005	382,315	7,530	0%
Major Maintenance	386,000	375,601	5,556	4,843	1%
L.P. Wilson Center	254,800	212,699	26,220	15,881	6%
Benefits	10,799,364	7,407,221	47,403	3,344,740	31%
Certified Salaries	30,328,729	28,872,628	0	1,456,101	5%
Non-Certified Salaries	8,227,119	7,098,344	0	1,128,775	14%
Regular Ed Tutor Salaries	227,699	187,380	0	40,319	18%
Special Ed Tutor Salaries	350,000	300,605	0	49,395	14%
Substitute Salaries	643,519	822,661	36,035	(215,177)	-33%
Total Education Support Services	**63,521,061**	**55,365,211**	**1,533,428**	**6,622,422**	**10%**
Total All Sites	**$67,471,330**	**$58,845,491**	**$1,688,133**	**$6,937,706**	**10%**

*** The 2017/2018 budget numbers are now reflecting the actual BOE Approved 2017/2018 Budget. The prior financial reports for Sept 2017 through Dec 2017 reflected the 2016/2017 budget numbers due to the fact that the BOE did not approve the 2017/2018 Budget until 1/17/2018.**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of June 1, 2018

BACKGROUND:

Attached are the official enrollment figures as of June 1, 2018. Mrs. Batchelder will answer any questions.

STATUS:

In prior BOE enrollment reports, the enrollment report group all students into one category labeled "Outside Placement/Private Placement (SPED)". Beginning at the September 2016 BOE meeting, the Out Placement/Private Placement (SPED) line will be separated into two categories:

- One category will be labeled - *Out of District Placement-Special Education students*
- The second category will be labeled - *Private Placement Special Education students*

Out of District - Special Education: Those students who are placed at a Connecticut State Department of Education (CSDE) approved private special education program as recommended by a planning and placement team (PPT) as part of a student's individualized education program (IEP). Additionally, this category may include a family who moves into Windsor with a child who has a disability who has already been placed in a private special education program and/or children who are placed in Windsor foster home(s) by the Department of Children and Families (DCF) and are already enrolled in a private special education program.

Private Placement - Special Education: Those students who have been identified special education through the planning and placement team (PPT) process that have been parentally placed at a non-public school located in Windsor (i.e., St. Gabriel, Trinity Christian, Madina Academy, Praise Power & Prayer, etc.).

RECOMMENDATION:

Informational

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

Agenda Item # 7b.

Windsor Public Schools
Student Enrollment Report Recap
June 1, 2018

Enrollment in Windsor Public Schools

Grades PreK-5	1,412
Grades 6-8	712
Grades 9-12	1,183
Total District Enrollment	**3,307**

Windsor Students not in district schools

Out of District Placement (Special Education)	41
Private Schools' Placements (Special Education) (Examples: St. Gabriel, Trinity Christian, Madina Academy)	25
CREC Montessori Hartford	12
CREC Metropolitan Learning Center	97
CREC Miscellaneous Magnet Schools	242
Hartford Host Magnet Schools	216
Miscellaneous Magnet Schools	12
A.I. Prince Technical High School	10
Howard Cheney Technical High School	6
	661
Total Windsor	**3,968**

Windsor Public Schools
Student Enrollment Report
June 1, 2018

Grade		Poquonock	Clover St	O Ellsworth	JF Kennedy	Totals
Pre K		53		74		127
K		88		104		192
1		81		122		203
2		87		113		200
3			106		125	231
4			91		128	219
5			101		139	240
Subtotal K-5						1285
Total		**309**	**298**	**413**	**392**	**1,412**

Grade	Sage Park MS
6	218
7	260
8	234
Total	**712**

Grade	Windsor High
9	290
10	300
11	284
12	309
Total	**1,183**

Total District Enrollment	**3,307**

POQUONOCK SCHOOL

ENROLLMENT REPORT
2017-2018

Room #	Teacher	Grade	Projected		7-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun
		Kindergarten												
1	C McCann					14	14	14	14	14	14	15	15	15
2	R Brown					13	13	13	14	14	14	14	14	14
3	M Scott					14	14	15	15	15	15	15	14	14
22	L Roche					15	15	15	15	15	15	15	15	15
23	R Elkey					15	15	15	15	15	15	15	15	15
24	L Eskanazi					15	14	14	14	15	15	15	15	15
		Total	**74**		**87**	**86**	**85**	**86**	**87**	**88**	**88**	**89**	**88**	**88**
		Grade 1												
8	E Lamb					15	15	15	15	14	14	14	14	15
16	N Nabil					17	17	17	18	18	18	17	17	17
17	K Stoll					17	17	17	17	17	17	17	17	17
18	B Neals					14	13	13	13	14	14	15	15	15
15	E Velez					17	17	17	17	17	17	17	17	17
		Total	**74**		**81**	**80**	**79**	**79**	**80**	**80**	**80**	**80**	**80**	**81**
		Grade 2												
9	S Trummel-Cadieux					18	18	18	18	18	18	18	18	18
11	J Delsky					19	19	19	19	19	19	19	19	19
12	K Filmer					18	18	17	17	17	17	17	16	16
13	E Hoogewerff					15	16	16	16	16	16	18	17	17
14	S Couchon					16	16	17	17	17	17	17	16	17
		Total	**88**		**89**	**86**	**87**	**87**	**87**	**87**	**87**	**89**	**86**	**87**
	PK Smart Start		30		30	29	30	30	30	30	30	30	30	30
	Sped & Peer		19		19	19	19	21	22	22	23	23	23	23
		Total	**49**		**49**	**48**	**49**	**51**	**52**	**52**	**53**	**53**	**53**	**53**
	Poquonock	**Totals**	**285**		**306**	**300**	**300**	**303**	**306**	**307**	**308**	**311**	**307**	**309**

CLOVER STREET SCHOOL
ENROLLMENT REPORT
2017 - 2018

Room#	Teacher		Projected		7-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun
		Grade 3												
11	A Sanchez					22	22	23	22	22	22	22	22	22
24	S Michalic					23	23	22	22	21	21	21	21	21
10	J Murray					20	20	21	21	23	22	21	21	21
25	J Darrell					20	20	21	21	22	22	22	22	22
13	C Messenger					20	20	19	20	20	20	20	20	20
		Total	**98**		**108**	**105**	**105**	**106**	**106**	**108**	**107**	**106**	**106**	**106**
		Grade 4												
14	J Su					22	22	23	23	23	23	23	22	22
15	L Savage					22	22	23	24	24	24	24	24	24
26	C Nowsch					23	23	22	22	22	22	22	23	24
27	D Williams					22	21	21	21	21	21	21	21	21
		Total	**77**		**90**	**89**	**88**	**89**	**90**	**90**	**90**	**90**	**90**	**91**
		Grade 5												
9	N Arroyo					19	19	20	19	19	19	19	20	20
18	E Chartier					20	20	20	19	20	20	20	20	20
19	S Lewis					19	19	19	20	19	19	19	19	19
8	C Lindsley					17	18	18	19	20	20	20	20	20
12	R Grimes					21	21	21	21	22	22	22	22	22
		Total	**102**		**97**	**96**	**97**	**98**	**98**	**100**	**100**	**100**	**101**	**101**
	Clover	**TOTAL**	**277**		**295**	**290**	**290**	**293**	**294**	**298**	**297**	**296**	**297**	**298**

JF KENNEDY SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2017-2018

Room#	Teacher	Grade	Projected		7-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun
		Grade 3												
1	L Macaluso					21	20	20	21	21	21	21	21	21
2	K Richards					21	20	20	21	21	21	22	22	22
3	A Moyal					21	21	22	20	22	22	22	23	22
4	D Ghanesh-May					22	21	21	20	19	19	20	19	19
6	M Johnston					20	20	20	21	21	21	20	20	20
8	V Vaicunas					20	21	21	21	21	21	21	21	21
		Total	**111**		**124**	**125**	**123**	**124**	**124**	**125**	**125**	**126**	**126**	**125**
		Grade 4												
9	M Macaluso					19	19	18	18	18	17	17	18	17
10	S Silliman					16	17	16	18	18	18	19	19	19
12	L Bishop					18	18	18	18	18	18	18	19	19
14	S Brown					17	18	17	18	18	18	17	17	18
15	K Bowman					18	18	18	18	19	19	18	17	17
16	D Taylor					17	17	18	18	17	19	19	20	20
18	A Caselli					18	18	19	19	19	18	18	18	18
		Total	**120**		**123**	**123**	**125**	**124**	**127**	**127**	**127**	**126**	**128**	**128**
		Grade 5												
19	J Somero					21	20	18	20	17	17	16	15	15
20	S Paley					20	20	20	18	21	20	19	18	18
24	J Freitas					21	20	21	21	20	20	20	21	21
25	S Fye					21	22	22	22	22	22	22	22	22
26	K Mazur					21	21	21	21	21	21	21	21	22
27	N Donzella					21	20	22	22	22	22	22	22	20
28	G Davies					22	23	24	22	20	21	21	21	21
		Total	**136**		**148**	**147**	**146**	**148**	**146**	**143**	**143**	**141**	**140**	**139**
	Kennedy	**Total**	**367**		**395**	**395**	**394**	**396**	**397**	**395**	**395**	**393**	**394**	**392**

OLIVER ELLSWORTH SCHOOL

ENROLLMENT REPORT
2017-2018

Room#	Teacher	Grade	Projected		7-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun
19	G Drake	Kindergarten				13	13	13	12	12	12	12	12	12
20	L Butterick					12	13	11	11	13	13	13	13	12
21	T Tedeschi					13	12	13	13	13	13	13	13	13
22	A Bishop					12	14	12	12	12	11	11	12	12
23	L Adamski					14	12	14	15	14	14	14	14	14
24	A Bartholomew					11	12	12	13	13	13	13	13	13
25	C Chapple					13	13	14	14	14	14	14	14	14
26	S Marcella					14	14	14	14	14	14	14	14	14
		Total	**107**		**103**	**102**	**103**	**103**	**104**	**105**	**104**	**104**	105	**104**
11	S Capizzi	Grade 1				21	20	20	19	18	17	18	19	19
12	K Furie					20	21	21	21	21	21	21	21	21
13	E Larson					18	18	19	19	20	21	21	21	21
15	T Strickland					20	20	20	20	20	20	20	20	20
16	L Miller					20	20	20	19	19	19	20	20	20
17	K Strempfer					19	19	19	20	20	20	21	21	21
		Total	107		117	118	118	119	118	118	118	121	122	122
		Grade 2												
1	B Mayo					17	18	18	20	20	20	20	20	20
2	J Goicochea					19	18	19	19	19	19	19	19	19
3	K Carlin					18	18	18	18	18	18	18	18	18
6	E Heilman					18	18	19	19	18	18	18	18	18
7	L Majors					20	20	20	20	20	20	20	20	19
8	D Jaworski					16	17	18	17	17	17	19	19	19
		Total	**102**		**108**	**108**	**109**	**112**	**113**	**112**	**112**	**114**	**114**	**113**
	PK Smart Start		30		30	30	29	30	30	30	30	30	30	30
	Sped & Peers		29		29	29	29	30	33	33	34	39	40	44
		Total	**59**		**59**	**59**	**58**	**60**	**63**	**63**	**64**	**69**	**70**	**74**
	Ellsworth	**Total**	**375**		**387**	**387**	**388**	**394**	**398**	**398**	**398**	**408**	**411**	**413**

SAGE PARK MIDDLE SCHOOL

ENROLLMENT REPORT
SCHOOL YEAR 2017 - 2018

		Projected	8-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun	# of Teachers	Average C. Size
Grade 6														
Team 1				74	74	75	77	77	76	76	76	75	4	18.75
Team 2				68	69	70	70	68	68	69	69	69	5	13.8
Team 3				70	71	72	72	72	71	71	73	73	5	14.6
	Total	**214**	**218**	**212**	**214**	**217**	**219**	**217**	**215**	**216**	**218**	**217**		
Grade 7														
Team 4				85	86	86	87	87	87	88	87	87	4	21.75
Team 5				81	80	81	86	85	84	85	85	84	4	21
Team 6				83	83	84	84	86	86	86	86	86	5	17.2
	Total	**245**	**253**	**249**	**249**	**251**	**257**	**258**	**257**	**259**	**258**	**257**		
Grade 8														
Team 7				80	78	81	82	81	81	81	82	81	4	20.25
Team 8				78	79	77	78	77	77	75	75	75	5	15
Team 9				76	77	77	77	77	77	77	77	76	5	15.2
	Total	**219**	**236**	**234**	**234**	**235**	**237**	**235**	**235**	**233**	**234**	**232**		
SPARK				**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**	**6**		
Sage Park	**Total**	**678**	**707**	**701**	**703**	**709**	**719**	**716**	**713**	**714**	**716**	**712**		

WINDSOR HIGH SCHOOL
Enrollment for
School Year 2017 - 2018

	Projected		7-Sep	1-Oct	1-Nov	1-Dec	2-Jan	1-Feb	1-Mar	2-Apr	1-May	1-Jun
Grade 9	**224**		309	300	296	293	293	298	285	287	288	290
Grade 10	**300**		303	299	306	306	309	308	306	304	304	300
Grade 11	**281**		285	273	272	271	272	270	282	285	286	284
Grade 12	**307**		312	305	308	314	311	311	315	307	306	309
Windsor High Total	**1112**		**1209**	**1177**	**1182**	**1184**	**1185**	**1187**	**1188**	**1183**	**1184**	**1183**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

Attachments: Food Service Financial Report

Subject: Cafeteria Operations – May 2018

Background: The Windsor School Food Service participates in the National School Lunch Program at each of our school facilities, at St. Gabriel's and CREC's Academy of Aerospace and Engineering. We also participate in the National School Breakfast Program at our four elementary schools, Sage Park Middle School, Windsor High School and CREC AAE. We operate the After School Snack Program for our Treehouse Program in Windsor. We operated our Summer Food Service Program of lunch and snack at Deerfield Apartment Complex, Goslee Pool, Wilson Library, the Performing Arts Academy in Windsor and added Poquonock Elementary School location 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 May 2018

Recommendation: Informational only.

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

Agenda Item # 7c.

Windsor School Food Service
Financial Statement
May 2018

REVENUE	May 2017	7/1/16 - YTD	May 2018	7/1/17-YTD
SALES	$128,033.46	$1,077,096.92	$94,797.99	$780,737.79
REIMBURSEMENTS - STATE	29,239.00	98,819.00		59,756.00
ACCOUNTS RECEIVEABLE	147,064.92	1,153,828.08	121,664.16	889,296.52
CLOC		154,736.05	11,245.00	197,222.90
MISC. (Rebates)	87.50	688.87		2,542.25
6 Cents Certification	3,612.54	27,781.68	2,925.96	21,926.76
REVENUE TOTALS	**$308,037.42**	**$2,512,950.60**	**$230,633.11**	**$1,951,482.22**
EXPENSES				
WAGES	$82,297.14	$759,281.46	$71,263.10	$656,554.00
PAYROLL TAXES	6,295.74	55,502.48	5,451.62	50,226.39
BENEFITS	7,047.46	89,789.32	7,295.00	87,721.15
FOOD/MILK	160,934.28	1,309,896.29	115,261.83	1,011,482.83
PAPER	8,701.00	67,324.67	6,264.68	56,593.25
TRUCK	306.74	5,281.74	217.10	5,319.65
SUPPLIES	185.88	7,715.42	29.10	17,868.71
EQUIPMENT	796.22	27,228.83	2,208.00	51,592.50
SERVICES	179.58	5,048.92	1,325.24	8,976.48
EXPENSE TOTALS	**$266,744.04**	**$2,327,069.13**	**$209,315.67**	**$1,946,334.96**
NET INCOME	**$41,293.38**	**$185,881.47**	**$21,317.44**	**$5,147.26**
INVENTORY		**$30,966.15**		**$16,167.90**
OPENING BALANCE 7/1		**$166,304.74**		**$347,470.46**
COMPUTED OPERATING POSITION		**$383,152.36**		**$368,785.62**

Windsor School Food Service
Program Participation May 2018

WHS	May 2017	May 2018
DAYS	22	21
SALES	$31,111.95	$27,847.29
AVERAGE	$1,414.18	$1,326.06

Reimbursable Meals	Average LUNCH per day	
ELEMENTARY	841	873
Academy of Aerospace & Engineering	363	430
SPMS	380	392
WHS	538	568

Reimbursable Meals	Average BREAKFAST per day	
ELEMENTARY	349	411
Academy of Aerospace & Engineering	126	150
SPMS	75	75
WHS	172	150

Reimbursable Meals	Average SNACK per day	
Treehouse Program	88	96

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

ATTACHMENTS: None

SUBJECT: Budget Transfers

BACKGROUND:

Board Policy 3160 requires budget transfers to be approved by the Board of Education. Financial reports are provided monthly to the BOE. As we move to close out FY 2018 there is a need for budget transfers. While the June 30th final report of school expenditures will not be submitted until September Board meeting (Policy 3150), the key area of budget transfers for this fiscal year are indicated below.

STATUS:

The projections of expenditures for the close of Fiscal Year 2018 indicate that budget transfers are necessary; the largest amounts are for Special Education Transportation and Substitutes Salaries. Other budget transfers will be needed to cover supplies and purchased services.

The line items that will cover the above needs are Benefits, Certified and Non-Certified Salaries, and miscellaneous supply and material accounts from all budgets.

It should be noted that these transfers are within the total approved appropriation from the Town of Windsor for the Fiscal Year. Total expenditures for the fiscal year will not exceed the budget appropriation of $67,471,330.

RECOMMENDATION:

The BOE approve the projected line item transfers. In accordance with BOE Policy 3150, a final financial report including line item transfers will be presented at the regular Board of Education meeting in September 2018.

Reviewed by: DB **Recommended by the Superintendent:**

Agenda Item # 7d.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

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

Presented By: Terrell M. Hill, PhD

Attachments: None

Subject: Human Resources Report for May 1, 2018 – May 31, 2018

RESIGNATIONS/SEPARATIONS

Natalia Arroyo	Grade 5 Teacher (6/30/18)	Clover
Michael Berry	English Teacher (6/30/18)	Windsor High
David Blanchfield	English Teacher (6/30/18)	Windsor High
Melissa Costa	Spanish Teacher (6/30/18)	Windsor High
Shirley Cowles	Challenge Resource Teacher (6/30/18)	Sage Park
Jenna Greene	Grade 2 Teacher (6/30/18)	Ellsworth
Celeste Guinazu	Special Education Teacher (6/30/18)	Poquonock
Christine Hupfer	Alternative Education Math Teacher (6/30/18)	Windsor High
Latisha Jones	Assistant Principal – 12 month (6/30/18)	Windsor High
Russell Sills	Director, Office of Family & Community Partnership (6/30)	L.P. Wilson
Matthew Tatelman	School Counselor (6/30/18)	Windsor High
Erin Vogel	Grade 8 Math Teacher (6/30/18)	Sage Park

RETIREMENTS

Paul Cavaliere, Jr	Principal (6/30/18)	Sage Park
Nancy Dagenhart	STEM Coach (6/30/18)	Kennedy
Cathleen Lavallee	Science Teacher Learning Lab (6/30/18)	Windsor High
Terence McSweeney	Social Studies Teacher (6/30/18)	Sage Park
Jan Sousa	School Counselor (6/30/18)	Windsor High
Deborah Wishnevsky	Special Education Teacher (6/30/18)	Sage Park

TRANSFERS/REASSIGNMENTS

N/A

HIRES

Jaquana Bell	Long Term Substitute Grade 5 Teacher	Clover
Kimberly Brown	Special Education Paraeducator (Limited)	Poquonock
Emily Burstein	Special Education Tutor	LPW/PEAK
Kirsten Cramer	Special Education Tutor	LPW/Sage Park
Kathryn Runquist	Long Term Substitute School Psychologist	LPWilson/District
Michael Thomas	Lunch Room Monitor	Kennedy

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

Agenda Item # 7e.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 19, 2018

Prepared By: Terrell M. Hill, PhD **Presented By:** Terrell M. Hill, PhD
Assistant Superintendent for Human Resources

Attachments: None

Subject: Childrearing Leave

Background:
The Agreement with the Windsor Education Association provides that unit members may request childrearing leave for the balance of the school year or for one or two years to commence at the conclusion of their childbearing leave.

Status:
We have one request for childrearing leave for the 2018-2019 school year.

Recommendation:
A proposed motion to grant the childrearing leave follows: Move that childrearing leave be approved for the individual mentioned in the Superintendent's Confidential Memorandum #18-01.

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

Agenda Item # 7f.

Windsor Board of Education
Special Meeting - BOE Workshop
Unapproved Minutes

Tuesday, May 8, 2018 6:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the May 8, 2018 Special Meeting - BOE Workshop. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Mr. Brian Bosch
Mr. David Furie
Ms. Nuchette Black-Burke
Ms. Michaela Fissel
Mr. Jeremy Halek

Absent Board Members:
Mr. James Dobler
Mr. Ronald Eleveld

Updated Attendance:
Ms. Nuchette Black-Burke was updated to present at: 6:03 PM
Ms. Michaela Fissel was updated to present at: 6:05 PM
Mr. Brian Bosch was updated to present at: 6:05 PM
Ms. Nuchette Black-Burke was updated to absent at: 7:25 PM

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

Discussion:
The meeting was called to order at 6:00 PM with the Pledge to the Flag and a Moment of Silence. Also in attendance: Superintendent Dr. Craig A. Cooke, Assistant Superintendent for Human Resources Terrell Hill, and Director of Business Services Danielle Batchelder.

2. Audience to Visitors

Discussion:
None

3. Profile of a 21st Century Windsor High School Graduate - presentation by Ken Kay of EdLeader21

Discussion:
The board received a presentation from Ken Kay of EdLeader21.

4. Adjournment

Discussion:
The meeting was adjourned at 8:47 PM.

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Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Tuesday, May 15, 2018 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the May 15, 2018 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Mr. Brian Bosch
Mr. David Furie
Mr. James Dobler
Mr. Ronald Eleveld
Ms. Michaela Fissel
Mr. Jeremy Halek

Absent Board Members:
Ms. Nuchette Black-Burke

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

Discussion:
The meeting was called to order at 7:00 PM by Mr. Lockhart with the Pledge to the Flag and Moment of Silence. Also in attendance were Superintendent of Schools Dr. Craig Cooke, Assistant Superintendent for Instructional Services Dr. Santosha Oliver, Assistant Superintendent for Human Resources Dr. Terrell Hill, and Director of Pupil and Special Education Services Steven Carvalho and Director of Business Services Danielle Batchelder.

2. Recognitions/Acknowledgements

2.a. Presentation--CABE Bonnie B. Carney Award of Excellence for Educational Communications to Windsor Public Schools by Donald Harris, CABE Board of Directors

Discussion:
Dr. Cooke introduced Donald Harris, CABE Board Member and Bloomfield Public Schools Board of Education President, to present the CABE Bonnie B. Carney Award of Excellence for Educational Communications to Windsor Public Schools. Mr. Harris explained the guidelines and requirements for qualification of the award and then presented this award to the Board.

2.b. Recognition--BOE Student Representative--Timothy Hepler

Discussion:
Mr. Lockhart tabled this agenda item due to the absence of Mr. Hepler.

2.c. Recognition--CABE Student Leadership Awards: WHS--Mackenzie Harrison, Khaleel Rahman; SPMS--Sage Hanlon, Devin Keaton

Discussion:
Dr. Cooke and the Board recognized this year's CABE Student Leadership Award recipients. Mr. Osunde introduced Windsor High School CABE Student Leadership Award recipients Mackenzie Harrison and Khaleel Rahman. Mr. Cavaliere introduced Sage Park Middle School CABE Student Leadership Award recipients Sage Hanlon and Devin Keaton.

2.d. Recognition--Sage Park Middle School, CT State Technology Student Association Awards

Discussion:
Dr. Cooke and the Board recognized the Connecticut State Technology Student Association Awards given at the state conference on April 28, 2018. Mr. Cavaliere and Technology Teacher Megan Hislop introduced Caroline Doyle, Grade 7, who placed 2nd in the state in prepared speech, Mason Doshi and Grant Harris, Grade 7 team, who placed 2nd in the state in VEX-IQ Robotics and Luke Rice and Kenneth McGraw, Grade 8 team, who placed 1st in the state in VEX-IQ Robotics.

2.e. Recognition--Sage Park Middle School, Challenge to Educational Citizenship Award Program Recipients

Discussion:
Dr. Cooke and the Board recognized the Challenge to Education Citizenship Award Program Recipients. The six Sage Park teachers along with their students were selected as statewide winners in the 2018 Challenge to Educational Citizenship Awards offered by the State Student Advisory Council of the State Board of Education. They were: teacher Jennifer Wilson and student Shannon Douglas for school project, Sage Park Leaders; teacher Kristen Ricci and students Kruti Dharsandiya and Shaela Markel for school project, 7th Grade Day of Compassion; teacher Jessica Boucher and student Taylor Falotico for school project, Fleece Blankets for Women and Children in Need; teacher Laura Wenner and students Shakila Campbell and Kala Freeman for student project, Dollars 4 Ballers and teacher Amy Small and student Sage Hanlon for school project, Seabury Nursing Home Trips.

2.f. Recognition--Retirement of Paul G. Cavaliere, Jr., Principal, Sage Park Middle School

Discussion:
Dr. Cooke recognized Paul Cavaliere for his years of service to the Windsor school district as Sage Park Middle School Principal and thanked him for his hard work and dedication to Windsor Public Schools. The executive committee, on behalf of the Board, thanked Mr. Cavaliere for his service. Mr. Cavaliere thanked the Board and administrators, acknowledging the cooperation between the town's and the Board of Education's staff working toward the same purpose.

Mr. Lockhart announced a ten-minute recess. (7:55 PM-8:05 PM)

3. Audience to Visitors

Discussion:
None

4. Student Representative Report

Discussion:
Mr. Lockhart tabled the Student Representative discussion due to the absence of Mr. Hepler.

5. Board of Education

5.a. President's Report

Discussion:
Mr. Lockhart thanked the citizens of Windsor for approving the district's budget as well as Dr. Cooke and his administrative team, and all who had a share in preparing and presenting the district's budget to the Town of Windsor. Mr. Lockhart also thanked all board members for attending teacher breakfasts throughout Teacher Appreciation Week. Mr. Lockhart shared that the internal/external committees are still hard at work. These committees will be presenting their latest projects to the superintendent at the end of the month. The executive committee will also review presentations by these committees and a full length discussion will be had by all board members at the Regular Meeting in June. Mr. Lockhart thanked Dr. Cooke for his coordination of the Senior Citizens' Breakfast held at Windsor High School. The event was well attended and the community seniors enjoyed conversation regarding Windsor Public Schools.

Mr. Lockhart congratulated all Honor Society inductees and thanked board members for attending these events throughout the district. The Shad Derby Parade will be held on May 19, 2018 the same date at the Democratic State

Convention, thus, some board members will not be able to march in parade. Mr. Lockhart congratulated the new Sage Park Middle School Principal, Ms. Liana Jorgensen.

Mr. Lockhart said that he attended the 2018 Legislative Wrap Up at the State Capitol and he shared some highlights of the meeting and encouraged the executive committee to share the information with their respective caucuses.

5.b. CABE Delegate Assembly

Discussion:
The Board discussed the language used in the two resolutions for submission to the CABE Delegate Assembly.

Motion Passed: Motion to approve submitting a resolution regarding graduation date to the CABE Government Relations Committee for consideration at the Delegate Assembly passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

Subsidiary Motion Passed: Motion to revise the resolution proposal under "Issue" to read: Public perception of communities designated as Alliance Districts has suffered because the school systems have been unable to remove the Alliance designation despite increased Connecticut Accountability results. The ability of the school system to adequately fund education would be jeopardized if funding was removed and academic performance would be compromised passed with a motion by Ms. Michaela Fissel and a second by Mr. Ronald Eleveld.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

Motion Passed: Motion to approve submitting a resolution regarding Alliance District's designation to the CABE Government Relations Committee for consideration at the Delegate Assembly passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

7 Yeas - 1 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel No
Mr. Jeremy Halek Yes

5.c. Budget 18-19

Discussion:
The 2018-2019 Town Budget was approved by Windsor citizens by budget referendum on Tuesday, May 8, by a vote of 1,700 Yes and 879 No.

5.d. School Liaison Reports

5.d.1. Windsor High School

Discussion:
Mr. Furie attended the National Honor Society Induction Ceremony at Windsor High School as well as the Foreign Language Honor Society Induction Ceremony. On May 22 at 6:30 PM, the WHS VS. EHS baseball game will be held at Dunkin Donuts Park. Tickets for previous game that was rained out will be honored this night. The Art Department is having a fashion show at 6:00 PM on May 30th and an Art Show held the same night at 7:00 PM. String instrumental concert will be held on May 17. Principal Osunde and New England First Association will meet about hosting a robotics competition at Windsor High School.

5.d.2. Sage Park Middle School

Discussion:
Ms. Khan shared that this week is testing for SBAC and Star Testing. The 7th grade Cape Cod trip is scheduled May 29-June 1. The Second Step Program supports social emotional learning through weekly lessons and daily activities. This week grade 6 and 7 learned about resolving serious conflicts, while grade 8 focused on helping friends with serious conflicts. Ms. Khan thank Mr. Cavaliere for his years of service and welcomed Ms. Jorgenson in her new role.

Mr. Halek shared that the Teacher Appreciation Breakfast was held at Sage Park last Friday. On May 23, the Band Concert will be held in the auditorium at 7:00 PM on May 24, the Choir Concert will be held in the auditorium at 7:00 PM and on June 6, the Spring Sports Awards Night will be held. Mr. Halek wished Mr. Cavaliere nothing but the best, and will schedule time to meet with Mr. Jorgensen to review future plans.

5.d.3. Clover Street School

Discussion:
Mr. Eleveld shared that Field Day will be held on June 1 with a rain date on June 4. The School Governance Council meeting will be held on June 4. There will be an assembly with a presentation from the Children's Museum on June 8.

5.d.4. John F. Kennedy School

Discussion:
Mr. Bosch shared that the PTO is sponsoring and evening at Black Eyed Sally's on May 21 at 8:00 PM. All cover charges will be donated to the JFK PTO.

5.d.5. Oliver Ellsworth School

Discussion:
Mr. Dobler shared that preparations for 2nd grade and kindergarten graduation are being made. Kindergarten screenings are being done as well as kindergarten tours for incoming students for the 2018-19 school year. A workshop will be held on May 16 entitled, Money Values. OE will march in Shad Derby parade on May 19.

5.d.6. Poquonock School

Discussion:
Ms. Fissel shared that the students of Poquonock participated in Raising Pennies for Patients and were able to collect $1,389.82 for the Leukemia and Lymphoma Society. Kindergarten tours will be given on May 18 at 8:00 AM and on May 30, there will a kindergarten meet and greet at Jim's Pizza from 5:00 PM -7:00 PM.

6. Superintendent's Report

Discussion:
Dr. Cooke thanked board members for attending the Teacher Appreciation Breakfasts. Dr. Cooke also thanked Representative Brandon McGhee and his fraternity brothers from Alpha Phi Alpha for book donations made on April 27. Dr. Cooke congratulated the district's instructional coach, Dr. Darcy Fiano, who was recently selected as the new president of the Connecticut Association for Reading Research.

Dr. Cooke shared that all schools will have a group marching at this year's Shad Derby. During the Shad Derby, youth have the opportunity to search for one of the 100 painted reading rocks hidden on the town green. Youths can trade in found rocks for a free book at the WPS booth. Dr. Cooke thanked Dr. Oliver and Ms. Bonnie Fineman for leading this community event.

The Summer Learning Book Fair will be held on May 23- May 25 and will located at the LPW Community Center in the Board Room. All members of the pubic are invited to visit the Book Fair.

6.a. Office of Family and Community Partnership Update

Discussion:
The Board received an update on the OFCP given by its Director, Mr. Russell Sills. Questions and discussion ensued.

Motion Passed: Move to extend the meeting (at 10:27 PM) to 11:00 PM passed with a motion by Mr. Leonard Lockhart and a second by Ms. Michaela Fissel.

6 Yeas - 0 Nays - 2 Abstained.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Abstain
Mr. Ronald Eleveld Abstain
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

6.b. WHS Overnight Field Trip Request to Costa Rica, 2nd Reading

Motion Passed: Move that the Board Of Education approve the proposed trip to Costa Rica as a 2nd reading reserving the right to cancel if it feels that the safety of the students is at risk passed with a motion by Mr. David Furie and a second by Mr. James Dobler.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

6.c. WHS Overnight Field Trip Request to Germany, 2nd Reading

Motion Passed: Move that the Windsor Board of Education approve the proposed trip to Germany as a 2nd reading reserving the right to cancel if it feels that the safety of the students is at risk passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

7. Committee Reports

Discussion:
No updates.

8. Consent Agenda

8.a. Financial Report

Discussion:
Expenditures for April 2018 $6,260,398
Expenditures through April 30, 2018 $52,127,176

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

Motion Passed: Move that the Windsor Board of Education approve 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. David Furie and a second by Mr. James Dobler.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

9. Approval of Minutes

9.a. April 5, 2018 Curriculum Committee
9.b. April 5, 2018 Long Range Planning Committee
9.c. April 17, 2018 Regular Meeting
9.d. April 24, 2018 Special Meeting
9.e. May 8, 2018 Special Meeting

Motion Passed: Move that the Windsor Board of Education accept the minutes of the April 5, 2018 Curriculum Committee, April 5, 2018 Long Range Planning Committee, April 17, 2018 Regular Meeting, April 24, 2018 Special Meeting and May 8, 2018 Special Meeting passed with a motion by Ms. Maryam Khan and a second by Mr. Jeremy Halek.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

10. Other Matters/Announcements/Regular BOE Meetings

10.a. BOE Special Meeting, Thursday, June 14, 2018, 6:30 PM, LPW, Room 17
10.b. Next BOE Regular Meeting is Tuesday, June 19, 2018, 7:00 PM, Town Hall, Council Chambers

Discussion:
Mr. Bosch reminded the public that the Northwest Park Annual Meeting will be held on Sunday, June 10 with a public BBQ at 3:00 PM and the meeting beginning at 4:00 PM.

Ms. Fissel shared that there is still time to register for the Kiwanis 5k run.

11. Audience to Visitors

Discussion:
None.

12. Adjournment

Motion Passed: The meeting adjourned at 10:40 PM passed with a motion by Mr. Ronald Eleveld and a second by Mr. David Furie.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Ms. Nuchette Black-Burke Absent
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes

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Maryam F. Khan, Secretary
Windsor Board of Education