Regular Meeting

Tuesday, June 18, 2019 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--WHS Juried Art Show, Board of Education Purchase Prize to Hannah Birch for "Wordless" and to Mia-Grace Torain for "Locked Away with Lights"; Superintendent's Purchase Prize to Ama Karikari for "Windsor" and to Jarrett Stickels for "0619"; WHS Purchase Prize to Christian Serrano for "July 22nd"

b. Recognition--WHS Girls Outdoor Track Team, 2019 CIAC Class L State Champions

c. 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. 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

b. Policy Adoption, 2nd Reading

1. Revised P/AR 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973

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

a. Financial Report

b. Enrollment Report

c. Food Service Report

d. Human Resources Report

8. **Approval of Minutes**

a. May 21, 2019 Regular Meeting

b. June 10, 2019 Special Meeting

c. June 11, 2019 Special Meeting

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

a. Next BOE Regular Meeting is Tuesday, September 17, 2019, 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 18. 2019

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

Attachments:

Subject: WHS Juried Art Show Awards

Background:

On Wednesday, May 29, Windsor High School held their annual juried art show. The board president and Dr. Cooke viewed the students' art work that afternoon and selected the Board of Education Purchase Prizes which went to Hannah Birch for "Wordless" and to Mia-Grace Torain for "Locked Away with Lights" and the Superintendent's Choice Purchase Prizes which went to Ama Karikari for "Windsor" and to Jarrett Stickels for "0619". The WHS Purchase Prize was selected by Principal Uyi Osunde and went to Christian Serrano for "July 22nd". The students will receive $150.00 for their pieces.

2019 Board of Education Purchase Prizes: Hannah Birch and Mia-Grace Torain
This year, the Board of Education selected two Purchase Prize winners who each addressed powerful social issues with their work, Hannah Birch and Mia-Grace Torain.

Hannah Birch's acrylic painting titled "Wordless" is a piece she created last year as part of the Pre-AP Art course where students were challenged to create a self portrait that was more focused on identity than documentation. This is a quote from her artist statement: "*I internalize everything. This portrait (of my 6 year old self) is a way of speaking about this issue. It is a way to show people that there are many ways of speaking and expressing feelings. We should be aware of our friends who struggle with expression and pay attention to their alternative ways of sharing their feelings.*" Hannah's passion for art can be seen throughout the community where she has created beautiful murals at the Cat Connection and for Windsor High School. In the fall, Hannah plans to pursue a career as an independent artist.

Mia-Grace Torain's digital collage titled "Locked Away with Lights" is part of her senior portfolio where she posed the question "How do relationships define our identity?". This is a quote from her artist statement: *"I focused on how relationships with people in my life had changed my perspective on the world. I feel as if the people that you surround yourself with reflect the type of person you will grow into."* Mia-Grace is headed to the University of Hartford this fall to pursue a degree in Nursing.

Superintendent's Purchase Prizes: Ama Karikari and Jarrett Stickels
This year, the Central Office Administration selected two Purchase Prize winners who each explored the beauty in our surroundings.

Ama Karikari's mixed media collage titled "Windsor" is a piece she created last year as part of the Pre-AP Art course where students were challenged to create an image that visually represented what Windsor meant to them. This is a quote from her artist statement "*When the town of Windsor comes to mind, I am reminded of some of my most fun experiences at the town green... I thought by using the blue rippled scrapbook paper to replace the water in the fountain would create a sense of time and movement - a transition from the past to the future. This also*

represents my shift from childhood to adolescence - I moved here during my first year of being a teenager." Ama will head to UCONN in the fall to pursue a law degree.

Jarrett Stickel's digital photograph "0619" is part of his visual investigation of the world all around us. Jarrett photographs both urban and rural environments. He mainly focuses on leading lines and symmetry in more urban areas. Outside of towns and cities, when taking photos of landscapes, he sets no boundaries. He captures the beauty of any subject, whether that be a lighthouse, mountain, or person. Throughout his photographs he shares his point of view from an artistic standpoint and hopes to encourage others to do the same. While this is just a hobby for him he truly has a passion for photography and loves pursuing his work to be able to share with others. If you would like to see other photos he has taken or upcoming pieces he has yet to take please visit his instagram *@_js_photographyy*. Jarrett plans to head to UMass Lowell in the fall where he will pursue Mechanical Engineering.

Windsor High School Purchase Prize: Christian Serrano
This year's Windsor High School Purchase Prize goes to Christian Serrano for his portrait from Painting 1 class titled: " July 22nd". Christian is a prolific artist whose work ranges from paintings to drawings to even custom shoe designs. Christian plans to pursue a degree in Art from Manchester Community College starting this fall.

Recommendation:

Recognize Hannah Birch, Ama Karikari, Jarrett Stickels, Christian Serrano, and Mia-Grace Torain and their selected art pieces.

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

Agenda Item # 2a.

WHS Girls Outdoor Track Team
2019 CIAC Class L State Champions

Analy Alabre
Taylor Allen
Krystal Brown
Takai Burt
Shakila Campbell
Rachel Cleveland
Zarieh Coleman
Jalah Cooper
Rachel Dube
Christal Gilling
Leah Gray
Shavanice Green
Nina Gregory
Olivia Gregory
Marina Inyatkin
Isabelle Koistinen
Cyana Lindsay
Khaia Moye
Cori Richardson
Jade Robinson
Areyona Smith Belgrave
Shani Smith
Grace Strauch

Head Coach: Kelvan Kearse
Asst. Coach: Celeste Over
Asst. Coach: Tikuan Johnson
Asst. Coach: Melissa Wolliston

2019-2020 Teacher of the Year
Marquis Johnson



Marquis Johnson is the 2019-2020 Windsor Educator of the Year. Marquis has been a Grade 8, Science teacher at Sage Park Middle School since 2012. He previously worked as an 8th Grade Science teacher at McDonough Expeditionary Learning School in Hartford, CT for a year. A committee of his peers selected her from 14 nominated educators.

Marquis is a graduate of the Hampton University in Hampton, VA where he received a Bachelor of Science in Biology, with a concentration in Molecular Biology. He also received a Masters Degree in Curriculum and Instruction from the University of Connecticut.

The Windsor Public Schools' Educator 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.

Marquis will serve as Windsor Public Schools' representative for the State of Connecticut Teacher of the Year Program. He will also be giving a speech at Convocation.

The Windsor Board of Education announces the educator of the year at their June meeting.

2019-2020 Paraeducator of the Year
Emily Quimby



Emily Quimby is the 2019-2020 Windsor Paraeducator of the Year: Emily has been a Paraeducator in Windsor since 2014 and has worked at Oliver Ellsworth School, Poquonock School, and currently at J.F. Kennedy School. She previously worked as a Paraeducator for Ellington Public Schools. Emily also attended Emmanuel College in Boston, MA.

Emily was selected out of 34 nominees following an application process and an interview with a district selection committee. She was nominated by her colleagues based on her professionalism, care and dedication to supporting student achievement.

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.

Emily 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.

The Windsor Board of Education will announce the Paraeducator of the Year at their June meeting.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18. 2019

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

Attachments:

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 # 4b

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18. 2019

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

Attachments:

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

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

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

ATTACHMENTS: Projected Year End Financials – 6/30/2019

SUBJECT: Financial Report for Projected Year End Balance 6/30/2019

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 May 31, 2019 and the projected year end balance as of June 30, 2019.

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
Projected June 30, 2019
Year End Financial Report

	2018/2019 Budget	Expenditures YTD 5/31/2019	Encumbrance	Balance 5/31/2019	Projected Balance 6/30/2019	% Balance
Instructional Services						
Clover Street School	58,769	43,048	11,203	4,518	4,518	8%
John F. Kennedy School	82,405	73,341	7,159	1,905	1,905	2%
Oliver Ellsworth School	83,864	76,511	3,098	4,255	4,255	5%
Poquonock School	66,871	49,153	11,252	6,466	6,466	10%
Sage Park Middle School	205,220	182,222	16,372	6,626	6,626	3%
***Windsor High School	397,511	311,726	61,562	24,223	14,655	4%
Windsor High School Interscholastic Sports	202,000	182,818	18,970	212	212	0%
Athletic Coaches	254,000	190,627	0	63,373	0	0%
WHS Career & Technical Education	59,745	51,391	8,191	163	163	0%
Continuing Education	70,400	68,651	1,600	149	149	0%
*Instructional Mgt. & Curriculum Development	338,672	293,354	36,483	8,835	3,590	1%
Magnet School Tuition	1,500,600	1,521,357	0	(20,757)	(20,757)	-1%
Technology	700,867	683,690	17,965	(788)	(788)	0%
Total Instructional Services	**4,020,924**	**3,727,889**	**193,855**	**99,180**	**20,994**	**1%**
Education Support Services						
Pupil Personnel Services	368,941	285,959	53,150	29,832	19,630	5%
Special Education	94,350	61,544	2,983	29,823	13,240	14%
Special Education Tuition	4,919,689	3,961,660	316,471	641,558	(36,950)	-1%
Policy & Planning	142,350	138,077	3,887	386	386	0%
**Employee Personnel Services	129,000	87,627	33,153	8,220	8,220	6%
Financial Management	280,442	262,048	2,402	15,992	15,992	6%
Financial Services	38,500	37,590	0	910	910	2%
Pupil Transportation & Safety	2,761,845	2,365,988	275,392	120,465	35	0%
Special Education Transportation	1,943,680	1,812,375	324,976	(193,671)	(267,521)	-14%
Physical Plant Services	1,971,850	1,734,408	253,440	(15,998)	(15,998)	-1%
Major Maintenance	386,000	382,560	3,880	(440)	(440)	0%
L.P. Wilson Center	254,800	231,450	18,560	4,790	4,790	2%
Benefits	10,912,422	8,955,643	72,588	1,884,191	304,988	3%
Certified Salaries	30,788,451	29,271,021	0	1,517,430	145,402	0%
Non-Certified Salaries	8,845,337	8,165,217	0	680,120	173,484	2%
Regular Ed Tutor Salaries	252,700	241,559	0	11,141	2,165	1%
Special Ed Tutor Salaries	314,000	294,356	0	19,644	2,340	1%
Substitute Salaries	643,519	828,896	46,207	(231,584)	(302,676)	-47%
Total Education Support Services	**65,047,876**	**59,117,978**	**1,407,089**	**4,522,809**	**67,997**	**0%**
Total All Sites	**$69,068,800**	**$62,845,867**	**$1,600,944**	**$4,621,989**	**$88,991**	**0%**

* Site 42 Instructional Mgt. & Curriculum Development reflects a decrease of $40,000 compared to the Budget Book
** Site 44 Employee Personnel Services reflects an increase of $40,000 compared to the Budget Book.
Rationale for above asterisks: Tuition Reimbursement has been budgeted under Site 42, however, this line item is managed by the Assistant Superintendent of Human Resources and should be budgeted under Site 44.
*** Windsor High School budget was reduced by $27,545, per 10/16/18 BOE Meeting 18/19 Staffing Update

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

Prepared By: Craig A. Cooke **Presented By:** Maryam Khan/Craig A. Cooke

Attachments: 1. Revised P/AR 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973

Subject: Policy Adoption, 2nd Reading

BACKGROUND:

The Board of Education Policy Committee reviewed the following policy and administrative regulation and is recommending immediate adoption. The full Board of Education received this policy at their May 21, 2019 meeting as a 1st reading.

STATUS:

1. P/AR 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973 is being revised to include updated definitions of several terms based on new federal regulations.

RECOMMENDATION:

Move to approve the revisions made to P 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973.

Recommended by the Superintendent: _____

Agenda Item # 5b

Revised

Students **P 5145**

POLICY REGARDING STUDENTS AND SECTION 504 OF THE REHABILITATION ACT OF 1973 AND TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990

Section 504 of the Rehabilitation Act of 1973 ("Section 504") prohibits discrimination against individuals with a disability in any program receiving Federal financial assistance. Similarly, Title II of the Americans with Disabilities Act of 1990 ("Title II" or "ADA") prohibits discrimination against individuals with a disability by state and local governments. To be protected under Section 504 and the ADA ("collectively, "Section 504/ADA"), an individual must (1) have a physical or mental impairment that substantially limits one or more major life activities; (2) have a record of such an impairment; or (3) be regarded as having such an impairment.

In order to fulfill its obligation under Section 504/ADA, the Windsor Public Schools recognize a responsibility to avoid discrimination in policies and practices regarding its personnel, students, parents/guardians and members of the public who participate in school sponsored programs. In this regard, the Windsor Public Schools prohibit discrimination against any person with a disability in any of the services, programs or activities of the school system.

The school district has specific responsibilities under Section 504 to identify, evaluate and provide an educational placement for students who have a physical or mental impairment that substantially limits a major life activity. The school district's obligation includes providing access to a free appropriate public education ("FAPE") for students determined to be eligible under Section 504/ADA. Under Section 504, FAPE is defined as the provision of regular or special education and related services that are designed to meet the individual educational needs of a student with a disability as adequately as the needs of students without disabilities are met, and that are provided without cost (except for fees imposed on nondisabled students/parents).

If the parent/guardian of a student disagrees with the decisions made by the professional staff of the school district with respect to the identification, evaluation or educational placement of his/her child, the parent/guardian has a right to request an impartial due process hearing.

In addition, a student or parent/guardian of a student may also file an internal grievance/complaint on these issues or any other type of discrimination on the basis of disability by or within the district by utilizing the grievance/complaint procedures outlined in the Board's Administrative Regulations Regarding Students and Section 504 of Rehabilitation Act of 1973 and Title II of Americans with Disabilities Act, and/or may file a complaint with the Office for Civil Rights, U.S. Department of Education ("OCR"):

Office for Civil Rights, Boston Office
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109- 3921
(617) 289-0111

Anyone who wishes to file a grievance/complaint with the district, or who has questions or concerns about this policy, should contact **Steven Carvalho, Director of Pupil and Special Education Services, the Section 504/ADA Coordinator for the Windsor Public Schools, at phone number 860-687-2000 x 1238.**

The Windsor Public Schools prohibits retaliation against any person who makes a good faith report or complaint of disability-based discrimination or who participates or cooperates in the investigation of such complaint.

Legal References:

29 U.S.C. §§ 705, 794
34 C.F.R. Part 104
42 U.S.C. § 12101 et seq.
28 C.F.R. Part 35

Protecting Students with Disabilities, Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, Office for Civil Rights (March 17, 2011), available at http://www.ed.gov/about/offices/list/ocr/504faq.html

Dear Colleague Letter, United States Department of Education, Office for Civil Rights (January 19, 2012)

Policy approved: April 9, 2013
Policy revised:

Windsor Public Schools
Windsor, CT

ADMINISTRATIVE REGULATIONS REGARDING STUDENTS AND SECTION 504 OF THE REHABILITATION ACT OF 1973 AND TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990

Windsor Board of Education Section 504/ADA Grievance/Complaint Procedures Regarding Discrimination Against Students on the Basis of Disability

Section 504 of the Rehabilitation Act of 1973 ("Section 504") and Title II of the Americans with Disabilities Act of 1990 ("Title II" or "ADA") (collectively, "Section 504/ADA") prohibit discrimination on the basis of disability. For the purposes of Section 504/ADA, the term "disability" with respect to an individual means: (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such an impairment; or (c) being regarded as having such an impairment.

I. Definitions

Free appropriate public education (FAPE): for purposes of Section 504, refers to the provision of regular or special education and related aids and services that are designed to meet individual educational needs of students with disabilities as adequately as the needs of students without disabilities are met, that are provided without cost (except for fees imposed on nondisabled students/parents), and is based upon adherence to procedures that satisfy the Section 504 requirements pertaining to educational setting, evaluation and placement, and procedural safeguards.

Major life activities: include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, interacting with others, and working. A major life activity also includes the operation of a major bodily function, such as the functions of the immune system, special sense organs and skin, normal cell growth, and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive systems. The operation of a major bodily function includes the operation of an individual organ within a body system.

Mitigating Measures: include, but are not limited to, (a) medication, medical supplies, equipment, appliances, low-vision devices (defined as devices that magnify, enhance, or otherwise augment a visual image, but not including ordinary eyeglasses or contact lenses), prosthetics including limbs and devices, hearing aid(s) and cochlear implant(s) or other implantable hearing devices, mobility devices, oxygen therapy equipment and supplies; (b) use of assistive technology; (c) reasonable modifications or auxiliary aids or services; (d) learned behavioral or adaptive neurological modifications; or (e) psychotherapy, behavioral therapy, or physical therapy.

Physical or Mental Impairment: (a) any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems, such as: neurological, musculoskeletal, special sense organs, respiratory (including speech organs), cardiovascular, reproductive, digestive, genitourinary, immune, circulatory, hemic, lymphatic, skin, and endocrine or (b) any mental or psychological disorder, such as intellectual disability, organic brain syndrome, emotional or mental illness, and specific learning disability. Physical or mental impairment includes, but is not limited to, contagious and noncontagious diseases and conditions such as the following: orthopedic, visual, speech, and hearing impairments, and cerebral palsy, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, intellectual disability, emotional illness, dyslexia and other specific learning disabilities, Attention Deficit Hyperactivity Disorder, Human Immunodeficiency Virus infection (whether symptomatic or asymptomatic), tuberculosis, drug addiction, and alcoholism.

II. Procedures for Grievances/Complaints Alleging Discrimination on the Basis of Disability

A. Any eligible person, including any student, parent/guardian, staff member or other employee who feels that he/she has been discriminated against on the basis of disability may submit a written complaint to the district's designated Section 504/ADA Coordinator within thirty (30) school days of the alleged occurrence. Timely reporting of complaints facilitates the prompt investigation and resolution of such complaints. If the complaint is made verbally, the individual taking the complaint will reduce it to writing.

B. At any time, when a complaint involves discrimination that is directly related to a claim regarding the identification, evaluation or educational placement of a student under Section 504, the complainant may request that the Section 504/ADA Coordinator submit the complaint directly to an impartial hearing officer and request a hearing in accordance with Section III.D. Complaints regarding a student's rights with respect to his/her identification, evaluation or educational placement shall be addressed in accordance with the procedures set forth below in Section III.

C. Retaliation against any individual who complains pursuant to the Board's policy and regulations listed herein is strictly prohibited. The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting or complaint of disability-based discrimination or as a result of an individual's participation or cooperating in the investigation of a complaint. The district will take necessary actions to prevent retaliation as a result of filing a complaint or the participation in an investigation of a complaint.

D. If the Section 504/ADA Coordinator is the subject of the complaint, the complaint should be submitted directly to the Superintendent who may conduct the investigation or appoint a designee to conduct the investigation in accordance with these procedures.

E. Complaints will be investigated promptly within timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and other extenuating

circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible.

F. The complaint should contain the following information:

1. The name of the complainant;
2. The date of the complaint;
3. The date(s) of the alleged discrimination;
4. The names of any witnesses or individuals relevant the complaint;
5. A detailed statement describing the circumstances in which the alleged discrimination occurred; and
6. The remedy requested.

However, all complaints will be investigated to the extent possible, even if such information is not included in the complaint. In such circumstances, additional information may be requested by the investigator as part of the investigation process.

G. Upon receipt of the complaint, the individual investigating the complaint shall:

1. Provide a copy of the written complaint to the Superintendent of Schools;

2. Meet with the complainant within ten (10) school days to discuss the nature of the complaint, identify individuals the complainant believes have relevant information, and obtain any relevant documents the complainant may have;

3. Provide the complainant with a copy of the applicable Board Section 504/ADA Policy and these administrative regulations;

4. Conduct an investigation that is adequate, reliable, and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;

5. Maintain confidentiality to the extent practicable throughout the investigative process in accordance with state and federal law;

6. Communicate the outcome of the investigation in writing to the complainant, and to any individual properly identified as a party to the complaint (to the extent permitted by state and federal confidentiality requirements), within fifteen (15) school days from the date the complaint was received by the Section 504/ADA Coordinator or Superintendent. The investigator may extend this deadline for no more than fifteen (15) additional school days if needed to complete the investigation. The complainant shall be notified of such extension. The written notice shall include a finding whether the complaint was substantiated and if so, shall identify how the district will remedy any identified violations of Section 504/ADA;

7. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly as possible given the availability of staff and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, complainant will receive notice and interim measures may be implemented as necessary (see sub-paragraph 6);

8. Ensure that appropriate corrective action is taken whenever allegations are verified. When allegations are verified, ensure that measures to remedy the effects of the discrimination are appropriately considered, and offered, when appropriate. Corrective action should include steps to avoid continuing discrimination.

9. In the event the investigator concludes that there is no violation of Section 504/ADA, the district may attempt to resolve the complainant's ongoing concerns, if possible.

H. If the complainant is not satisfied with the findings and conclusions of the investigation, the complainant may present the complaint and written outcome to the Superintendent for review and reconsideration within thirty (30) calendar days of receiving the findings. This process provides an opportunity for the complainant to bring information to the Superintendent's attention that would change the outcome of the investigation. In submitting the complaint and written outcome for review, the complainant must explain why he/she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied, *and* how this information would change the investigator's determination in the case. Failure to provide all such information may result in the denial of the review.

Upon review of a written request from the complainant, the Superintendent shall review the investigative results of the investigator and determine if further action and/or investigation is warranted. Such action may include consultation with the investigator and complainant, a meeting with appropriate individuals to attempt to resolve the complaint or a decision affirming or overruling the investigator's conclusions or findings. The Superintendent shall provide written notice to the complainant of his/her decision within ten (10) school days following the receipt of the written request for review.

III. Grievance/Complaint Resolution Procedures for Complaints Involving a Student's Identification, Evaluation or Educational Placement

Complaints regarding a student's identification, evaluation or educational placement shall generally be handled using the procedures described below. **However, at any time, the complainant may request that the Section 504/ADA Coordinator submit the complaint directly to an impartial hearing officer, and request a hearing in accordance with the provisions of subsection D (below).**

Drug/Alcohol Violations

If a student with a disability violates the Board's policies relative to the use or possession of illegal drugs or alcohol, the Board may take disciplinary action against such student for his/her illegal use or possession of drugs or alcohol to the same extent that the Board would take disciplinary action against nondisabled students. Such disciplinary action is not subject to the complaint or due process procedures outlined below.

A. Submission of Complaint to Section 504/ADA Coordinator

1. In order to facilitate the prompt investigation of complaints, any complaint regarding a student's identification, evaluation or educational placement under Section 504 should be forwarded to the district's Section 504/ADA Coordinator within thirty (30) school days of the alleged date that the dispute regarding the student's identification, evaluation and/or education placement arose. Timely reporting of complaints facilitates the resolution of potential educational disputes.

2. The complaint concerning a student's identification, evaluation or educational placement should contain the following information:

   a. Full name of the student, age, and grade level;
   b. Name of parent(s);
   c. Address and relevant contact information for parent/complainant;
   d. Date of complaint;
   e. Specific areas of disagreement relating to the student's identification, evaluation and/or placement; and
   f. Remedy requested.

   However, all complaints will be investigated to the extent possible even if such information is not included in the complaint. In such circumstances, additional information may be requested by the investigator as part of the investigation process.

3. Complaints will be investigated promptly within timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and other extenuating circumstances.

4. Upon receipt of the complaint, the Section 504/ADA Coordinator shall:

   a. Forward a copy of the complaint to the Superintendent of Schools;

   b. Meet with the complainant within ten (10) school days to discuss the nature of his/her concerns and determine if an appropriate resolution can be reached. If a complaint is made during summer recess, the complaint will be reviewed and addressed as quickly

as possible given the availability of staff and other individuals who may have information relevant to the complaint;

c. If, following such a meeting, further investigation is deemed necessary, the Section 504/ADA Coordinator shall promptly investigate the factual basis for the complaint, consulting with any individuals reasonably believed to have relevant information, including the student and/or complainant; and

d. Communicate the results of his/her investigation in writing to the complainant and any persons named as parties to the complaint (to the extent permitted by state and federal confidentiality requirements) within fifteen (15) school days from the date the complaint was received by the Section 504/ADA Coordinator.

e. In the event that that the Section 504/ADA Coordinator has a conflict of interest that prevents him/her from serving in this role, the complaint shall be forwarded to the Superintendent who shall appoint an investigator who does not have a conflict of interest.

B. Review by Superintendent of Schools

1. If the complainant is not satisfied with the findings and/or resolution offered as a result of the Section 504/ADA Coordinator's review, the complainant may present the complaint and the written statement of findings to the Superintendent for review and reconsideration within thirty (30) calendar days of receiving the findings. This process provides an opportunity for complainants to bring information to the Superintendent's attention that would change the outcome of the investigation. In submitting the complaint and written outcome for review, the complainant must explain why he/she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied, *and* how this information would change the investigator's determination in the case. Failure to provide all such information may result in the denial of the review.

2. The Superintendent shall review the complaint and any relevant documents maintained by the Section 504/ADA Coordinator or other investigator and shall consult with the Section 504/ADA Coordinator or other investigator regarding attempts to resolve the complaint. The Superintendent also shall consult with the complainant. The Superintendent may attempt to resolve the complainant's concerns alone, or with another appropriate administrator.

3. Following the Superintendent's review, he or she shall communicate his/her findings to the complainant within ten (10) school days following his/her receipt of the written request for review.

4. If the complainant is not satisfied with the Superintendent's

decision or proposed resolution, he/she may request that the Superintendent submit the matter to a neutral mediator or to an impartial hearing officer. This request for mediation or a hearing should be made within fifteen (15) school days of the Superintendent's decision. Mediation shall only occur by mutual agreement of the parties.

C. Mediation Procedures:

A parent/guardian or student aged 18 or older may request mediation with a neutral mediator to attempt to resolve a disagreement with the decisions made by the professional staff of the school district with respect to the identification, evaluation or educational placement of the student.

1. A request for mediation regarding a student's identification, evaluation or educational placement under Section 504 should be forwarded to the district's Section 504/ADA Coordinator within thirty (30) school days of the alleged date that the dispute regarding the student's identification, evaluation, and/or education placement arose or within fifteen (15) school days of the Superintendent's decision in reviewing a complaint handled through the grievance/complaint procedure described in Section III.B, above.

2. The request for mediation concerning a disagreement relating to a student's identification, evaluation or educational placement should contain the following information:

   a. Full name of the student, age, and grade level;
   b. Name of parent(s);
   c. Address and relevant contact information for parent/complainant;
   d. Date of complaint;
   e. Specific areas of disagreement relating to the student's identification, evaluation and/or placement; and
   f. Remedy requested.

3. Upon receipt of a request for mediation, the Section 504/ADA Coordinator shall:

   i. Forward a copy of the request for mediation to the Superintendent of Schools;
   ii. Retain a neutral mediator who is knowledgeable about the requirements of Section 504/ADA and has an understanding of a free appropriate public education ("FAPE") under Section 504 and the distinctions between and among Section 504, the ADA and the Individuals with Disabilities Education Act ("IDEA").

4. The mediator shall inform all parties involved of the date, time and place of the mediation and of the right to have legal counsel or other representation at the complainant's own expense, if desired.

5. The mediator shall meet with the parties jointly, or separately, as determined by the mediator, and shall facilitate a voluntary settlement of the dispute between the parties, if possible.

6. All statements, offers, or discussions and/or information shared during the mediation process, but not available from other means, shall be confidential, and may not be used in a subsequent hearing or other administrative or judicial proceeding related to the disagreement that is the subject of the mediation.

7. If the parties are not able to reach a voluntary settlement of the dispute, the complainant may request an impartial hearing, as described below.

D. Impartial Hearing Procedures:

An impartial due process hearing is available to a parent/guardian of a student, or a student aged 18 years of age or older who disagrees with the decisions made by the professional staff of the school district with respect to the identification, evaluation or educational placement of the student, or otherwise makes a claim of discrimination relating to the identification, evaluation or educational placement of the student.

1. The request for mediation concerning a disagreement relating to a student's identification, evaluation or educational placement should contain the following information:

   a. Full name of the student, age, and grade level;
   b. Name of parent(s);
   c. Address and relevant contact information for parent/complainant;
   d. Date of complaint;
   e. Specific areas of disagreement relating to the student's identification, evaluation and/or placement; and
   f. Remedy requested.

2. Upon receipt of a request for an impartial due process hearing, the Board shall retain an impartial hearing officer. The impartial hearing officer must be someone who is knowledgeable about the requirements of Section 504/ADA and has an understanding of a free appropriate public education ("FAPE") under Section 504 and the distinctions between and among Section 504, the ADA and the Individuals with Disabilities Education Act ("IDEA").

3. The impartial hearing officer shall schedule a pre-hearing conference with the District and the parent(s) or student aged 18 years of age or older (or legal counsel for the student) to identify the issue(s) for hearing, set the hearing schedule and address other administrative matters related to the hearing, including the option for mediation.

4. The impartial hearing officer shall inform all parties involved of the date, time and place of the hearing and of the right to present witnesses, other evidence and to be represented by legal counsel at each party's own expense, if desired.

5. The impartial hearing officer shall hear all aspects of the complainant's complaint concerning the identification, evaluation or educational placement of the student and shall reach a decision within forty-five (45) school days of receipt of the request for hearing. The decision shall be presented in writing to the complainant and to the Section 504/ADA Coordinator.

6. An impartial hearing officer under Section 504 does not have jurisdiction to hear claims alleging discrimination, harassment or retaliation based on an individual's disability unless such a claim is ***directly related*** to a claim regarding the identification, evaluation, or educational placement of a student under Section 504.

7. The time limits noted herein may be extended for good cause shown for reasons including, but not limited to, permitting more time for thorough review of the record, presentation of evidence or opportunity for resolution.

IV. The Section 504/ADA Coordinator for this district is:

Steven Carvalho
Director of Pupil and Special Education Services
Windsor Public Schools
601 Matianuck Avenue
Windsor, CT 06095
860-687-2000 x 1238

V. Complaints to Federal Agencies

At any time, the complainant has the right to file a formal complaint with the U.S. Department of Education, Office for Civil Rights, 8th Floor, 5 Post Office Square, Suite 900, Boston, MA 02109-0111 (TELEPHONE NUMBER (617) 289-0111); http://www2.ed.gov/about/offices/list/ocr/docs/howto.html.

Regulation approved:

Craig A. Cooke, Ph.D.
Superintendent

Windsor Public Schools
Windsor, CT

Current

P 5145

Students

POLICY REGARDING SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 of the Rehabilitation Act of 1973 ("Section 504") prohibits discrimination against individuals with a disability in any program receiving Federal financial assistance be protected from discrimination under Section 504 an individual must be determined to: (1) have a physical or mental impairment that substantially limits one or more major life activities; (2) have a record of such an impairment; or (3) be regarded as having such an impairment.

The school district has specific responsibilities under Section 504 to identify, evaluate and provide an educational placement for students who have a physical or mental impairment that substantially limits a major life activity. The school district's obligation includes providing a free appropriate public education ("FAPE") for students determined to be eligible under Section 504. Under Section 504, FAPE is defined as the provision of regular or special education and related services that are designed to meet the individual educational needs of a student with a disability as adequately as the needs of students without disabilities are met, and that are provided without cost (except for fees imposed on nondisabled students/parents).

In order to fulfill its obligation under Section 504, the Windsor Public Schools also recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel, students, parents and members of the public who participate in school sponsored programs. In this regard, the Windsor Public Schools prohibits discrimination against any person with a disability in any of the programs operated by the school system.

If the parent or guardian of a student disagrees with the decisions made by the professional staff of the school district with respect to the identification, evaluation, or educational placement of his/her child, a parent/guardian has a right request an impartial due process hearing. The parent or guardian may also file an internal grievance on these issues or any other type of discrimination on the basis of disability and/or may file a complaint with the Office of Civil Rights, U.S. Department of Education, 8th Floor, 5 Post Office Square, Suite 900, Boston, MA 02109-0111; TELEPHONE NUMBER (617) 289-0111.

Anyone who wishes to file a complaint, or who has questions or concerns about this policy, should contact Jody Lefkowitz, the Section 504 Coordinator for the Windsor Public Schools, at phone number (860) 687-2000 ext. 238.

Legal References:
29 U.S.C. § 794
34 C.F.R. § 104 et seq.
42 U.S.C. 12101 et seq.
ADA Amendments of 2008, Public Law 110-325

Protecting Students with Disabilities, Frequently Asked Questions About Section 504 and the Education of Children with Disabilities, Office for Civil Rights (March 17, 2011), available at http://www.ed.gov/about/offices/list/ocr/504faq.html

Dear Colleague Letter, United States Department of Education, Office for Civil Rights (January 19, 2012).

Policy Adopted: April 9, 2013

Students

ADMINISTRATIVE REGULATIONS REGARDING SECTION 504 OF THE REHABILITATION ACT OF 1973

Windsor Board of Education Section 504 Grievance Procedures

Section 504 prohibits discrimination on the basis of disability. For the purposes of Section 504, the term "disability" with respect to an individual means: (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such an impairment; or (c) being regarded as having such an impairment.

I. Definitions

Free appropriate public education (FAPE): for purposes of Section 504, refers to the provision of regular or special education and related aids and services that are designed to meet individual educational needs of students with disabilities as adequately as the needs of students without disabilities are met, that are provided without cost (except for fees imposed on nondisabled students/parents), and is based upon adherence to procedures that satisfy the Section 504 requirements pertaining to educational setting, evaluation and placement, and procedural safeguards.

Major life activities: include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating and working. A major life activity also includes the operation of a major bodily function, including, but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.

Mitigating Measures: include, but are not limited to, medication, medical supplies, equipment, appliances, low-vision devices (not including ordinary eyeglasses or contact lenses), prosthetics, hearing aids, cochlear implants, mobility devices, oxygen therapy, use of assistive technology, reasonable accommodations or auxiliary aids or services or learned behavioral or adaptive neurological modifications.

Physical or Mental Impairment: a) any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine or b) any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities.

II. Procedures for Grievances Alleging Discrimination on the Basis of Disability

A. Any eligible person, including any student, parent/guardian, staff member or other employee who feels that he/she has been discriminated against on the basis of disability may submit a written complaint to the district's designated Section 504 Coordinator within ninety (90) school days of the alleged occurrence. Complainants are encouraged to file complainants as soon as possible, as timely reporting of complaints facilitates the prompt and equitable investigation and resolution of such complaints. If the complaint is made verbally, the individual taking the complaint will reduce it to writing.

B. At any time, when complaints involve discrimination that is directly related to a claim regarding the identification, evaluation, or educational placement of a student under Section 504, the complainant may request that the Section 504 Coordinator submit the complaint directly to an impartial hearing officer, and request a hearing in accordance with the Administrative Regulations for Due Process Complaint Procedures.

C. Retaliation against any individual who complains pursuant to the Board's policy and regulations listed herein is strictly prohibited. The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting or complaint-of disability-based discrimination, or as a result of an individual's participation or cooperating in the investigation of a complaint. The district will take necessary actions to prevent retaliation as a result of filing a complaint or the participation in an investigation of a complaint.

D. If the Section 504 Coordinator is the subject of the complaint, the complaint should be submitted to the Section 504 Coordinator, with a copy to the Superintendent, who may conduct the investigation or appoint a designee to conduct the investigation in accordance with these procedures.

E. Complaints will be investigated promptly within timeframes identified below. Timeframes may be extended as needed given the complexity of the investigation, availability of individuals with relevant information and other extenuating circumstances. Confidentiality will be maintained by all persons involved in the investigation to the extent possible.

F. The complaint should contain the following information:

1. The name of the complainant;
2. The date of the complaint;
3. The date(s) of the alleged discrimination;
4. The names of any witness(es) or individuals relevant to the complaint;
5. A detailed statement describing the circumstances in which the alleged discrimination occurred; and
6. Remedy requested.

However, all complaints will be investigated to the extent possible, even if such information is not included in the complaint. In such circumstances, additional information may be requested by the investigator as part of the investigation process.

G. Upon receipt of the complaint, the individual investigating the complaint shall:

1. Provide a copy of the written complaint to the Superintendent of Schools;

2. Meet with the complainant within ten (10) school days to discuss the nature of the complaint, identify individuals the complainant believes have relevant information, and obtain any relevant documents the complainant may have;

3. Provide the complainant with a copy of the Board's Section 504 Policy, this procedure, and any other applicable administrative regulations;

4. Conduct an investigation that is adequate, reliable and impartial. Investigate the factual basis for the complaint, including conducting interviews with individuals with information and review of documents relevant to the complaint;

5. Maintain confidentiality to the extent practicable throughout the investigative process, in accordance with state and federal law;

6. Communicate the outcome of the investigation in writing to the complainant, and to any individual properly identified as a party to the complaint (to the extent permitted by state and federal confidentiality requirements), within fifteen (15) school days from the date the complaint was received by the Section 504 Coordinator or Superintendent. The investigator may extend this deadline for no more than fifteen (15) additional school days if needed to complete the investigation. (The complainant shall be notified of such extension). The written notice shall include a finding whether the complaint was substantiated and if so, shall identify how the district will remedy any identified violations of Section 504;

7 If a complaint is made during summer recess, as many steps of the investigation that can be completed must be given the availability of staff and/or other individuals who may have information relevant to the complaint. If fixed timeframes cannot be met, complainant will receive notice and interim measures may be implemented as necessary (see sub-paragraph 6);

8. Ensure that appropriate corrective action is taken whenever allegations are verified. When allegations are verified, ensure that compensatory services and or other measures to remedy the effects of the discrimination are appropriately considered, and offered, when appropriate. Corrective action should include steps to avoid continuing discrimination.

9. In the event the investigator concludes that there is no violation of Section 504, the District may attempt to resolve the complainant's ongoing concerns, if possible.

H. If the complainant is not satisfied with the findings of the investigation, upon conclusion of the investigation, the complainant may present the complaint and written outcome to the Superintendent for review and reconsideration within thirty (30) calendar days of receiving the findings. This process provides an opportunity for complainants to bring information to the Superintendent's attention that would change outcome of the investigation. In submitting the complaint and written outcome for review, the complainant must explain why he or she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied, *and* how this would change the investigator's determination in the case. Failure to do so may result in the denial of the review.

Upon review of a written request from the complainant, the Superintendent shall review the investigative results of the Section 504 Coordinator and determine if further action and/or investigation is warranted. Such action may include consultation with the investigator and complainant, a meeting with appropriate individuals to attempt to resolve the complaint or a decision affirming or overruling the investigator's conclusions or findings. The Superintendent shall provide written notice to the complainant of his/her decision within ten (10) school days following the receipt of the written request for review.

Regulation approved: April 9, 2013

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

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

ATTACHMENTS: May 31, 2019 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 2019.

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 31, 2019	$ 8,374,868
Expenditures through May 31, 2019	$64,446,811

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

Agenda Item # 7a

Windsor Public Schools
Financial Report
May 31, 2019

	2018/2019 Budget	Expenditures YTD 5/31/2019	Encumbrance	Balance 5/31/2019	% Balance
Instructional Services					
Clover Street School	58,769	43,048	11,203	4,518	8%
John F. Kennedy School	82,405	73,341	7,159	1,905	2%
Oliver Ellsworth School	83,864	76,511	3,098	4,255	5%
Poquonock School	66,871	49,153	11,252	6,466	10%
Sage Park Middle School	205,220	182,222	16,372	6,626	3%
***Windsor High School	397,511	311,726	61,562	24,223	6%
Windsor High School Interscholastic Sports	202,000	182,818	18,970	212	0%
Athletic Coaches	254,000	190,627	0	63,373	25%
WHS Career & Technical Education	59,745	51,391	8,191	163	0%
Continuing Education	70,400	68,651	1,600	149	0%
*Instructional Mgt. & Curriculum Development	338,672	293,354	36,483	8,835	3%
Magnet School Tuition	1,500,600	1,521,357	0	(20,757)	-1%
Technology	700,867	683,690	17,965	(788)	0%
Total Instructional Services	**4,020,924**	**3,727,889**	**193,855**	**99,180**	**2%**
Education Support Services					
Pupil Personnel Services	368,941	285,959	53,150	29,832	8%
Special Education	94,350	61,544	2,983	29,823	32%
Special Education Tuition	4,919,689	3,961,660	316,471	641,558	13%
Policy & Planning	142,350	138,077	3,887	386	0%
**Employee Personnel Services	129,000	87,627	33,153	8,220	6%
Financial Management	280,442	262,048	2,402	15,992	6%
Financial Services	38,500	37,590	0	910	2%
Pupil Transportation & Safety	2,761,845	2,365,988	275,392	120,465	4%
Special Education Transportation	1,943,680	1,812,375	324,976	(193,671)	-10%
Physical Plant Services	1,971,850	1,734,408	253,440	(15,998)	-1%
Major Maintenance	386,000	382,560	3,880	(440)	0%
L.P. Wilson Center	254,800	231,450	18,560	4,790	2%
Benefits	10,912,422	8,955,643	72,588	1,884,191	17%
Certified Salaries	30,788,451	29,271,021	0	1,517,430	5%
Non-Certified Salaries	8,845,337	8,165,217	0	680,120	8%
Regular Ed Tutor Salaries	252,700	241,559	0	11,141	4%
Special Ed Tutor Salaries	314,000	294,356	0	19,644	6%
Substitute Salaries	643,519	828,896	46,207	(231,584)	-36%
Total Education Support Services	**65,047,876**	**59,117,978**	**1,407,089**	**4,522,809**	**7%**
Total All Sites	**$69,068,800**	**$62,845,867**	**$1,600,944**	**$4,621,989**	**7%**

* Site 42 Instructional Mgt. & Curriculum Development reflects a decrease of $40,000 compared to the Budget Book

** Site 44 Employee Personnel Services reflects an increase of $40,000 compared to the Budget Book.

Rationale for above asterisks: Tuition Reimbursement has been budgeted under Site 42, however, this line item is managed by the Assistant Superintendent of Human Resources and should be budgeted under Site 44.

*** Windsor High School budget was reduced by $27,545, per 10/16/18 BOE Meeting 18/19 Staffing Update

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

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

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of June 1, 2019

BACKGROUND:

Attached are the enrollment figures as of June 1, 2019. Mrs. Batchelder will answer any questions.

STATUS:

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

1. *Out of District Placement-Special Education students*
2. *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: DB **Recommended by the Superintendent:**

Agenda Item # 7b.

Windsor Public Schools
Student Enrollment Report
June 1, 2019

Enrollment in Windsor Public Schools

Grades PreK - 5	1,429
Grades 6-8	726
Grades 9-12	1,143
Total District Enrollment	**3,298**

Windsor Students not in District Schools

Out of District Placements (SPED)	52
Private Schools (St.Gabriels, Trinity Christian, Medina Academy; Praise, Power&Prayer)	28
CREC Montessori Hartford	12
CREC Metropolitan Learning Center (MLC)	89
CREC Miscellaneous Magnet Schools	230
Hartford Host Magnet Schools	186
Miscellaneous Magnet Schools	33
A.I. Prince Technical High School	8
Howard Cheney Technical High School	10
	648
Total Students	**3,946**

Windsor Public Schools
Student Enrollment Report
June 1, 2019

GRADE		Poquonock School	Clover Street School	Oliver Ellsworth School	John F. Kennedy School	Total
PreK		49		87		136
K		114		111		225
1		87		121		208
2		83		113		196
3			99		111	210
4			97		134	231
5			91		132	223
Subtotal K-5						1,293
Total		**333**	**287**	**432**	**377**	**1,429**

GRADE		Sage Park Middle School
6		238
7		230
8		258
Total		**726**

GRADE	Windsor High School
9	256
10	291
11	295
12	301
Total	**1,143**

District Wide Enrollment	**3,298**

ENROLLMENT REPORT 2018-2019
POQUONOCK SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten											
1	McCann				15	15	14	14	14	14	14	14	14
2	Brown				14	14	14	14	14	14	14	14	14
3	Scott				15	15	15	15	14	14	15	15	15
22	Roche				15	15	15	16	15	15	15	15	15
23	Filmer				14	14	14	13	12	12	12	12	12
24	Eskanazi				15	15	15	15	15	15	14	14	14
25	Hernandez				14	14	14	14	14	14	14	15	15
26	Scerra				14	14	14	14	14	14	14	15	15
		Total	**88**	**117**	**116**	**116**	**115**	**115**	**112**	**112**	**112**	**114**	**114**
		Grade 1											
8	Coburn				18	18	18	18	17	17	17	17	17
12	Elkey				19	19	19	18	18	18	18	18	18
15	Velez				18	16	18	17	17	17	17	17	17
16	Reynolds				17	18	17	17	18	18	18	18	18
18	Neals				16	18	14	17	16	16	16	17	17
		Total	**86**	**92**	**88**	**89**	**86**	**87**	**86**	**86**	**86**	**87**	**87**
		Grade 2											
9	Trummel				17	16	17	17	17	17	17	17	17
11	Delskey				16	16	16	16	15	15	15	15	15
13	Hoogewerff				16	17	17	17	17	17	17	17	17
17	Stoll				18	19	17	17	17	17	17	17	17
14	Couchon				17	17	17	17	17	17	17	17	17
		Total	**79**	**85**	**84**	**85**	**84**	**84**	**83**	**83**	**83**	**83**	**83**
	PK Smart Start		30		30	30	29	29	29	29	30	29	29
	Sped & Peer		15		15	15	16	16	16	18	20	20	20
		Total	**45**	**43**	**45**	**45**	**45**	**45**	**45**	**47**	**50**	**49**	**49**
	Poqunonock	**Totals**	**298**	**337**	**333**	**335**	**330**	**331**	**326**	**328**	**331**	**333**	**333**

ENROLLMENT REPORT 2018-2019
OLIVER ELLSWORTH SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Kindergarten											
19	Drake				13	13	13	13	13	14	14	14	14
20	Butterick				14	14	13	13	13	13	13	13	13
21	Tedeschi				14	14	14	14	14	14	14	14	14
22	Bishop				13	13	13	14	14	14	14	14	14
23	Adamski				13	13	13	14	14	14	14	14	14
24	Bartholomew				13	12	13	14	14	14	14	14	14
25	Chapple				14	14	14	14	14	14	14	14	14
26	Marcella				14	14	14	14	13	14	14	14	14
		Total	**106**	**109**	**108**	**107**	**107**	**110**	**109**	**111**	**111**	**111**	**111**
		Grade 1											
11	Capizzi				20	20	20	20	21	21	21	21	21
12	Furie				19	20	20	20	19	19	19	19	19
13	Cornell				21	21	21	21	21	21	21	20	20
15	Strickland				21	21	21	21	21	21	19	20	20
16	Miller				19	21	21	21	21	21	21	21	21
17	Strempfer				20	20	21	21	20	20	20	20	20
		Total	**103**	**122**	**120**	**123**	**124**	**124**	**123**	**123**	**121**	**121**	**121**
		Grade 2											
1	Mayo				19	19	19	18	18	18	18	17	17
2	Goicohea				18	18	18	18	19	19	18	18	18
3	Majors				18	18	19	18	18	18	18	18	18
6	Heilman				20	21	21	21	21	20	20	21	21
7	Carlin				18	18	18	18	18	19	19	19	19
8	Jaworski				21	20	20	20	20	20	20	20	20
		Total	**119**	**113**	**114**	**114**	**115**	**113**	**114**	**114**	**113**	**113**	**113**
	PK Smart Start		30		30	29	29	30	31	29	31	31	30
	Sped & Peers		30		40	41	43	48	50	55	54	57	57
		Total	**69**	**69**	**70**	**70**	**72**	**78**	**81**	**84**	**85**	**88**	**87**
Oliver Ellsworth		**Totals**	**397**	**413**	**412**	**414**	**418**	**425**	**427**	**432**	**430**	**433**	**432**

ENROLLMENT REPORT 2018-2019
JF KENNEDY SCHOOL

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3											
1	L. Macaluso				20	20	20	19	19	19	19	20	20
2	Richards				19	19	19	19	19	20	20	19	19
3	Moyal				18	18	17	17	18	18	18	18	18
4	Ghanesh-May				17	17	17	18	18	18	18	17	17
6	Johnston				18	18	18	18	19	19	19	19	19
8	Vaicunas				18	18	18	18	18	19	18	18	18
		Total	**112**	**111**	**110**	**110**	**109**	**109**	**111**	**113**	**112**	**111**	**111**
		Grade 4											
9	M.Macaluso				18	18	19	19	19	19	19	19	19
10	Silliman				18	18	19	20	20	20	20	20	20
12	Bishop				18	18	18	18	18	19	19	19	19
14	Atkins				18	18	19	18	19	19	19	19	19
15	Brown				19	19	19	19	19	19	19	19	19
16	Taylor				18	17	19	19	19	19	19	19	19
18	Caselli				19	19	19	19	19	19	19	19	19
		Total	**124**	**130**	**128**	**127**	**132**	**132**	**133**	**134**	**134**	**134**	**134**
		Grade 5											
19	Bowman				19	19	18	19	19	19	19	19	19
20	Paley				19	19	20	20	20	20	19	19	19
24	Freitas				18	18	19	19	20	20	20	20	20
25	Fye				18	18	19	19	18	19	19	20	20
26	Mazur				18	18	18	19	18	18	19	18	18
27	Donzella				19	18	18	18	18	18	18	18	18
28	Davies				18	18	18	18	18	18	18	18	18
		Total	**124**	**132**	**129**	**128**	**130**	**132**	**131**	**132**	**132**	**132**	**132**
John F. Kennedy		**Totals**	**360**	**373**	**367**	**365**	**371**	**373**	**375**	**379**	**378**	**377**	**377**

ENROLLMENT REPORT 2018-2019
Clover Street School

Room #	Teacher	Grade	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
		Grade 3											
8	Lindsley				19	19	19	19	19	19	19	20	20
10	Murray				19	20	20	20	20	20	19	19	19
11	Sanchez				19	17	17	16	17	18	17	18	18
24	Michalic				21	21	21	21	21	21	21	22	22
25	Darrell				19	19	19	20	20	20	20	20	20
		Total	**87**	**97**	**97**	**96**	**96**	**96**	**97**	**98**	**96**	**99**	**99**
		Grade 4											
14	Su				18	18	18	18	17	17	16	16	16
15	Savage				16	16	16	16	15	15	15	15	15
16	Mendola				15	15	15	16	16	16	16	16	16
17	Nowsch				17	17	17	17	18	18	18	18	18
26	Keach-Longo				16	15	15	15	15	15	15	15	15
27	Williams				16	16	16	16	16	16	17	17	17
		Total	**106**	**102**	**98**	**97**	**97**	**98**	**97**	**97**	**97**	**97**	**97**
		Grade 5											
12	Grimes				21	22	22	21	22	22	22	22	22
13	Carlson				21	22	22	23	23	22	22	22	22
18	Chartier				23	23	23	19	20	22	22	23	23
19	Lewis				23	23	23	23	24	24	24	24	24
		Total	**89**	**92**	**88**	**90**	**90**	**86**	**89**	**90**	**90**	**91**	**91**
	Clover	**Totals**	**282**	**291**	**283**	**283**	**283**	**280**	**283**	**285**	**283**	**287**	**287**

ENROLLMENT REPORT 2018-2019

Sage Park Middle School

		Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 6												
Team 1				77	80	76	77	75	75	74	73	73
Team 2				83	81	83	83	85	85	85	84	84
Team 3				79	80	81	80	81	82	81	81	81
	Total	**238**	**242**	**239**	**241**	**240**	**240**	**241**	**242**	**240**	**238**	**238**
Grade 7												
Team 4				75	76	75	75	77	77	77	75	75
Team 5				74	74	74	74	75	75	75	78	78
Team 6				76	75	77	75	75	76	76	77	77
	Total	**223**	**222**	**225**	**225**	**226**	**224**	**227**	**228**	**228**	**230**	**230**
Grade 8												
Team 7				81	79	80	80	81	81	82	82	82
Team 8				85	87	88	88	88	88	88	88	88
Team 9				88	89	88	88	88	88	88	88	88
	Total	**266**	**255**	**254**	**255**	**256**	**256**	**257**	**257**	**258**	**258**	**258**
Sage Park	**Totals**	**727**	**719**	**718**	**721**	**722**	**720**	**725**	**727**	**726**	**726**	**726**

ENROLLMENT REPORT 2018-2019
Windsor High School

	Projected	1-Sept	1-Oct	1-Nov	1-Dec	1-Jan	1-Feb	1-Mar	1-Apr	1-May	1-Jun
Grade 9	313	288	281	280	283	280	259	258	258	255	256
Grade 10	278	289	292	287	287	288	296	297	297	291	291
Grade 11	308	302	301	300	303	301	296	295	297	296	295
Grade 12	261	287	282	283	283	286	298	299	301	301	301
Windsor High Total	**1,160**	**1,166**	**1,156**	**1,150**	**1,156**	**1,155**	**1,149**	**1,149**	**1,153**	**1,143**	**1,143**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

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

Attachments: Food Service Financial Report

Subject: Cafeteria Operations – May 2019

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, 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 2019

Recommendation: Informational only.

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

Agenda Item # 7c

Windsor School Food Service
Financial Statement
May 2019

REVENUE	May 2018	7/1/17 - YTD	May 2019	7/1/18-YTD
SALES	$94,797.99	$780,737.79	$98,585.21	$786,035.11
REIMBURSEMENTS - STATE		59,756.00	16,264.00	77,126.00
ACCOUNTS RECEIVEABLE	121,664.16	889,296.52	124,113.38	959,086.61
CLOC	11,245.00	197,222.90		118,315.95
MISC. (Rebates)		2,542.25	1,046.02	4,842.70
6 Cents Certification	2,925.96	21,926.76	2,904.18	22,559.58
REVENUE TOTALS	**$230,633.11**	**$1,951,482.22**	**$242,912.79**	**$1,967,965.95**

EXPENSES				
WAGES	$71,263.10	$656,554.00	$79,866.37	$721,774.75
PAYROLL TAXES	5,451.62	50,226.39	6,109.77	55,215.78
BENEFITS	7,295.00	87,721.15	6,034.87	63,394.61
FOOD/MILK	115,261.83	1,011,482.83	105,648.85	983,826.14
PAPER	6,264.68	56,593.25	5,822.94	54,652.29
TRUCK	217.10	5,319.65	205.17	4,624.13
SUPPLIES	29.10	17,868.71	50.43	4,733.05
EQUIPMENT	2,208.00	51,592.50		33,231.45
SERVICES	1,325.24	8,976.48	20.00	48,763.63
EXPENSE TOTALS	**$209,315.67**	**$1,946,334.96**	**$203,758.40**	**$1,970,215.83**
NET INCOME	**$21,317.44**	**$5,147.26**	**$39,154.39**	**($2,249.88)**
INVENTORY		**$16,167.90**		**$22,500.00**
OPENING BALANCE 7/1		**$347,470.46**		**$333,317.93**
COMPUTED OPERATING POSITION		**$368,785.62**		**$353,568.05**

Windsor School Food Service
Program Participation May 2019

WHS	May 2018	May 2019
DAYS	21	21
SALES	$27,847.29	$29,100.67
AVERAGE	$1,326.06	$1,385.75

Reimbursable Meals	Average LUNCH per day	
ELEMENTARY	873	862
Academy of Aerospace & Engineering	430	416
SPMS	392	434
WHS	568	532

Reimbursable Meals	Average BREAKFAST per day	
ELEMENTARY	411	422
Academy of Aerospace & Engineering	150	136
SPMS	75	110
WHS	150	177

Reimbursable Meals	Average SNACK per day	
Treehouse Program	96	95

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 18, 2019

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

Attachments: None

Subject: Human Resources Report for May 1, 2019 – May 31, 2019

RESIGNATIONS/SEPARATIONS

Tomaro Cooper	Full-time Elementary Cook/Secondary Salad Worker	Windsor High
James Emerich	Spanish Teacher	Windsor High
Darcy Fiano	PreK-12 Reading Coordinator	District
Derek Gaudet	Custodian II Evenings	Windsor High
Virginia Hoerle	Elementary Principal (6/30/19)	Ellsworth

RETIREMENTS

Dana Plant	Food Service Coordinator (10/4/19)	LP Wilson
Terry Ryan	M.I.S. Manager (8/30/19)	LP Wilson

TRANSFERS/REASSIGNMENTS

Maureen Bilotta	From: Sr. Adm. Assist. to Superintendent/Curriculum Dir.	LP Wilson
	To: Communications/Technology Specialist	LP Wilson

HIRES

Leanne Brookman	Sr. Admin. Assist. To Assistant Superintendent for I.S.	LP Wilson
Kate Burkell	Long Term Substitute Grade 7 Math Teacher	Sage Park
Bryan Kirby	Long Term Substitute Grade 6 Science Teacher	Sage Park
Shabana Kumar	Special Education Pre-K Paraeducator – Limited (New Position)	Ellsworth
Lia Negron	Long Term Substitute Spanish Teacher	Windsor High
Alysha Reeves	Special Education Paraeducator (Limited)	Kennedy

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

Agenda Item # 7d

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Tuesday, May 21, 2019 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the May 21, 2019 Regular Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 7:00 PM:

Present Board Members:
Ms. Maryam Khan
Mr. Brian Bosch
Mr. David Furie
Mr. James Dobler
Mr. Ronald Eleveld
Mr. Jeremy Halek
Mrs. Ayana Taylor

Absent Board Members:
Ms. Michaela Fissel

Updated Attendance:
Mr. Jeremy Halek was updated to present at: 7:01 PM

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 Business Services Danielle Batchelder. BOE Student Representative Izaiah McNeil was also present.

Ms. Maryam Khan, Secretary, welcomed members of the audience and viewers at home. She reviewed the Board's mission statement and goals and gave an overview of the protocols for Board meetings.

2. Recognitions/Acknowledgements
2.a. Recognition--BOE Student Representative--Izaiah McNeil

Discussion:
The Board recognized Izaiah McNeil for his service as the BOE Student Representative for Spring 2019.

2.b. Recognition--CABE Student Leadership Awards: WHS Maryam Kabal, Saarah Kabal; SPMS--Kruti Dharsandiya, Ryan Stillman

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 Maryam Kabal and Saarah Kabal. Mrs. Jorgensen introduced Sage Park Middle School CABE Student Leadership Award recipients Kruti Dharsandiya and Ryan Stillman.

3. Audience to Visitors

Discussion:
Paul Panos, 48 Brookview Rd - Commented on the Board discipline policies for the school district.

Darlene Klase, 318 Hitching Post Ln - Thanked the Board for their service and made comments regarding communication to families.

4. Student Representative Report

Discussion:
Mr. McNeil reported on the Junior prom, Senior prom, outing, graduation and other upcoming events. Mr. Lockhart thanked Izaiah for his service on the Board.

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

Discussion:
Mr. Lockhart reported visiting the schools recently for teacher recognition events. He also attended High School events including the Social Studies and National Honor Society Induction Ceremonies and the Senior Citizen breakfast. He attended a CBTA lunch at LPW as well as CABE's Collective Bargaining workshop and Board Roundtable. He will attend graduation on June 13th and the promotion ceremonies at SPMS on June 14th.

Mr. Lockhart responded to both speakers' comments from the Audience to Visitors portion of the meeting.

5.b. School Liaison Reports
5.b.1. Windsor High School

Discussion:
Ms. Taylor reported on the School Governance Committee meeting and PD for Staff. She commended the students and staff for their participation. Mr. Furie reported on upcoming events at WHS including the Fashion and Art shows on May 29th. The Honor Cord ceremony will be held on May 30th. High School Graduation will be held June 13th. He reported that the softball and baseball teams are sharing a field but will soon have separate scoreboards.

5.b.2. Sage Park Middle School

Discussion:
Ms. Khan reported on activities at SPMS including the Meet and Greet on May 16th and the 8th grade visit to WHS on June 3-5th for tours. Mr. Halek reported on STAR testing and spirit week being held from May 20-23rd, no school on Monday (Memorial Day), along with musical performances being held in the upcoming weeks.

5.b.3. Clover Street School

Discussion:
Mr. Eleveld reported on activities at Clover St. School, including the May 23rd Poetry Slam with celebrity judges. He also reported that there is a community book fair at LPW on May 21st and 22nd.

5.b.4. John F. Kennedy School

Discussion:
Mr. Bosch reported on activities at JFK including Principal Ravenola marching in the Shad Derby parade for JFK as well as the May 20th concert. On May 21st the Lyme Disease Awareness Award Ceremony was held at the library. Upcoming events include the June 4th Welch Park picnic, the final PTO meeting on June 10th and the WHS Senior Walk on June 12th. Last day of school is June 14th. This month's theme is integrity.

5.b.5. Oliver Ellsworth School

Discussion:
Mr. Dobler spoke about Memorial Day on Monday, the spring strings concert on May 28th, and the final PTO meeting on June 2nd. There will be incoming kindergarten tours on May 31st and June 4th.

5.b.6. Poquonock School

Discussion:
Ms. Fissel was not present for the meeting but Ms. Taylor spoke briefly about the fundraising that was done for the new playscape.

6. Superintendent's Report

Discussion:
Dr. Cooke reported on the Senior Citizen Breakfast on May 10 at WHS with a thank you to Mayor Trinks. He reviewed the vaccination rates in the schools, and Profile of a Graduate. Upcoming important dates include the May 22nd baseball game at the Yard Goats stadium with the WHS baseball team playing. Scholarship night will held be June 6th. On June 13th the graduation ceremony will be held at the Bushnell and the SPMS promotion ceremony will be held on June 14th.

6.a. Profile of a Graduate (POG) Update

Discussion:
Mr. Lockhart left the meeting at 7:55 p.m.

The Board received a presentation on Profile of a Graduate by Dr. Cooke, Dr. Oliver, Mr. Osunde, Ms. Peterson, Ms. Jorgensen and Ms. Hady. Data from Thoughtexchange was also presented. Questions and discussion ensued.

Mr. Lockhart returned at 8:15 p.m.

6.b. Policy Adoption, 1st Reading

6.b.1. Revised AR 5123.1 Windsor High School Graduation Requirements
6.b.2. Revise P/AR 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973
6.b.3. Revised AR 6155 Class Examinations

Discussion:
Ms. Khan gave her committee report regarding the policy up for adoption and reviewed the regulations discussed at the April committee meeting which are being reviewed this evening.

Motion Passed: Move to approve the revisions made to P 5145 Policy Regarding Section 504 of the Rehabilitation Act of 1973 as a 1st Reading passed with a motion by Ms. Maryam Khan 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
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

7. Committee Reports
7.a. Policy Committee

Discussion:
Ms. Khan gave her committe report in item 6b.

8. Consent Agenda
8.a. Financial Report

Discussion:
Expenditures for April 30, 2019 $5,606,822

Expenditures through April 30, 2019 $56,071,943

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

Motion Passed: Motion to approve Consent Agenda items 8a. Financial Report, 8b. Enrollment Report, and 8d. Human Resources Report passed with a motion by Ms. Maryam Khan and a second by Mrs. Ayana Taylor.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

Motion Passed: Motion to approve Consent Agenda items 8c. Food Service Report passed with a motion by Ms. Maryam Khan 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
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

9. Approval of Minutes

9.a. April 16, 2019 Regular Meeting
9.b. April 23, 2019 Policy Committee
9.c. April 23, 2019 Special Meeting
9.d. May 7, 2019 Special Meeting

Motion Passed: Move to approve the minutes of the 9a. April 16, 2019 Regular Meeting, 9b. April 23, 2019 Policy Committee, 9c. April 23, 2019 Special Meeting and 9d. May 7, 2019 Special Meeting passed with a motion by Ms. Maryam Khan 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
Mr. James Dobler Yes

Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

10. Other Matters/Announcements/Regular BOE Meetings
10.a. Next BOE Regular Meeting is Tuesday, June 18, 2019, 7:00 PM, Town Hall, Council Chambers
10.b. BOE Special Meeting, Monday, June 10, 2019, 6:00 PM, LPW, Room 17
10.c. BOE Special Meeting, Tuesday, June 11, 2019, 6:30 PM, LPW, Room 17

Discussion:
Ms. Taylor congratulated Ms. Khan for her graduation from CCSU with her Master's Degree. She also acknowledged Memorial Day.

Mr. Dobler spoke about the girls' varsity softball game against Southington being very enjoyable with dancing post game. He reminded families not to send children to school on Memorial Day.

Mr. Eleveld stated that there will be a blood drive this weekend at the Masonic Lodge. He also attended the AFJROTC Annual Awards on May 17th.

Ms. Khan thanked the board for supporting her while she was working toward her degree.

Mr. Furie commented on the budget referendum held last week. Though the budget passed, he urged the community to get out and vote.

Mr. Bosch thanked the Kabal sisters, who were recognized earlier in the evening, for preparing cupcakes through their home business for tonight's meeting.

Mr. Lockhart also congratulated Ms. Khan on her achievement. He thanked the town for their support of the budget. He announced that the Grand Marshall of the Memorial Day parade would be Dr. Hill. He also asked the community to recognize the significance of the Memorial Day holiday.

11. Audience to Visitors

Discussion:
None

12. Adjournment

Motion Passed: Move to adjourn the meeting at 8:56 p.m. passed with a motion by Mr. Ronald Eleveld and a second by Mrs. Ayana Taylor.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

_____
Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes
Monday, June 10, 2019 6:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the June 10, 2019 Special Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:00 PM:

Present Board Members:
Mr. Leonard Lockhart
Mr. Brian Bosch
Mr. David Furie
Mr. Ronald Eleveld
Ms. Michaela Fissel

Absent Board Members:
Mr. James Dobler
Mrs. Ayana Taylor

Updated Attendance:
Mr. Jeremy Halek was updated to present at: 6:17 PM
Ms. Maryam Khan was updated to present at: 6:12 PM

1. Call to Order, Pledge to the Flag and Moment of Silence
Discussion:
The meeting was called to order by Mr. Lockhart at 6:00 p.m. with the Pledge to the Flag and a Moment of Silence. Also in attendance: Superintendent of Schools Craig Cooke and Assistant Superintendent for Human Resources Terrell Hill.

2. Audience to Visitors
Discussion:
None.

3. Personnel matter regarding the selection of the Oliver Ellsworth School Principal Executive Session and Action Anticipated

Motion Passed: Motion to move to executive session for the purpose of interviewing the candidate for Oliver Ellsworth Principal, inviting Superintendent Craig Cooke and Assistant Superintendent for Human Resources Terrell Hill to attend the executive session passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

5 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Absent
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes

Mr. Jeremy Halek Absent
Mrs. Ayana Taylor Absent

Discussion:
The meeting returned from executive session at 7:16 p.m.

Motion Passed: Motion to offer Taran Gruber the position of Oliver Ellsworth School Principal passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

7 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Absent
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Absent

4. Announcements
Discussion:
The Board welcomed Mr. Gruber to his new position in Windsor.

5. Adjournment

Motion Passed: The meeting adjourned at 7:18 p.m. with a motion by Mr. Ronald Eleveld and a second by Ms. Maryam Khan.

7 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Absent
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Absent

_____
Maryam F. Khan, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting
Unapproved Minutes

Tuesday, June 11, 2019 7:00 PM
L.P. Wilson Community Center, Room 17

The following are the unapproved minutes of the June 11, 2019 Special 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
Mrs. Ayana Taylor

Updated Attendance:
Ms. Maryam Khan was updated to present at: 8:10 PM
Ms. Michaela Fissel was updated to present at: 8:30 PM

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

Discussion:
The meeting was called to order by Mr. Lockhart at 7:01 p.m. with the Pledge of Allegiance and a Moment of Silence. Also in attendance: Superintendent of Schools Dr. Craig Cooke.

2. Audience to Visitors

Discussion:
None.

3. BOE Evaluation of the Superintendent (Executive Session and Possible Action Anticipated)

Discussion:
The meeting entered Executive Session at 7:03 p.m.

Motion Passed: Motion to enter into Executive Session for the purpose of evaluating the Superintendent and discussing his contract and compensation before taking action in open session, inviting the Superintendent to participate passed with a motion by Mr. David Furie and a second by Mr. James Dobler.

7 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent

Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Absent
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

4. Discussion of Superintendent's Contract and Compensation (Executive Session and Possible Action Anticipated)

Discussion:
The meeting returned from Executive Session at 9:37 p.m.

Motion Passed: Motion that the President of the Board of Education be authorized to work with the BOE attorney to extend the contract of the Superintendent by one calendar year, staying within the 3 year limitation passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

Motion Passed: Motion to authorize the BOE President to increase the salary of the Superintendent by 1.5% effective July 1, 2019 passed with a motion by Mr. David Furie and a second by Ms. Michaela Fissel.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

5. Announcements

Discussion:
Thursday, June 13, is graduation for Windsor High School at The Bushnell. A proposal for an after school network, to work in collaboration with the school day program which is open to the public is planned for the end of the year and will provide a professional development opportunity. Sage Park will be having their promotion program for each grade level beginning on Friday morning and Board members are encouraged to attend.

6. Adjournment

Motion Passed: The meeting adjourned at 9:42 p.m. passed with a motion by Mr. Ronald Eleveld and a second by Mr. James Dobler.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch Yes
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld Yes
Ms. Michaela Fissel Yes
Mr. Jeremy Halek Yes
Mrs. Ayana Taylor Yes

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Maryam F. Khan, Secretary
Windsor Board of Education