Regular Meeting

Tuesday, November 19, 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. CAPSS Student Leadership Awards for Sage Park Middle School--Will Stillman, Academic Excellence; Madeleine Armes, Community Service; Keyvanna Bennett, Leadership
   b. CAPSS Student Leadership Awards for Windsor High School--Amari Jones, Academic Excellence; Justin Ridley, Community Service, Anistasia Rosemond, Leadership
3. **Audience to Visitors**
4. **Student Representative Report**
5. **Board of Education**
   a. President's Report
   b. School Liaison Reports
      1. Windsor High School
      2. Sage Park Middle School
      3. Clover Street School
      4. John F. Kennedy School
      5. Oliver Ellsworth School
      6. Poquonock School
6. **Superintendent's Report**
   a. WHS Program of Studies 2020-2021
   b. Staffing Update--Paraeducators
7. **Committee Reports**
8. **Consent Agenda**
   a. Financial Report
   b. Enrollment Report
   c. Food Service Report
   d. Human Resources Report
9. **Approval of Minutes**
   a. October 16, 2019 Regular Meeting
10. **Other Matters/Announcements/Regular BOE Meetings**
    a. BOE Special Meeting, Tuesday, December 3, 2019, 6:30 PM, LPW, Board Room
    b. Next BOE Regular Meeting is Tuesday, December 17, 2019, 6:30 PM (Public Forum), 7:00 PM (Regular Meeting), Town Hall, Council Chambers
11. **Discussion and possible action regarding ratification of the collective bargaining agreement between the Windsor Board of Education and the UPSEU, Local 424 - Unit 59 (Paraeducators) (Executive Session Anticipated)**
12. **Audience to Visitors**
13. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

Prepared By: Dr. Chaka Felder-McEntire

Presented By: Dr. Santosha Oliver
Uyi Osunde
Dr. Chaka Felder-McEntire

Attachments: Program of Studies Changes 2020-2021

Subject: Program of Studies 2020-2021

Background:

The Windsor High School Program of Studies 2020 - 2021 is being presented at the BOE meeting on November 19, 2019. The draft Program of Studies includes the new/revised course(s) presented this evening to the Board of Education. The changes are attached.

Recommendation:
That the Board of Education approve the proposed changes to the WHS 2020 - 2021 Program of Studies for a 1st Reading, waiving the 2nd Reading.

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

Agenda Item #: 6a.

2/28/15

Windsor High School
Program of Studies Changes
2020-2021

ADDITIONS

➤ART

The History of Art **0.5 credit, Honors**

Open to Grades 10 -12. No Prerequisite.

This piloted academic course is designed to teach students how to analyze and evaluate art, and see how they reflect the time and place in which they were made. About 40 important and fascinating works of art, from Nok Sculpture in Africa to Frank Lloyd Wright's Fallingwater house from the 1930's to the contemporary street art of Banksy and Shepard Fairey will be studied. It is hoped that students will be able to go on a field trip or two to museums in the area. Students will write critical essays comparing and contrasting the art studied, with a culminating multimedia project. Interested students do not have to be good at art or to even know much about art to take this course--it's about learning about some beautiful and thoughtful works through time. This course is eligible for either art or history credit.

➤HEALTH

Medical Law and Ethics for Health Professionals **0.5 credit, Honors**

Open to Grades 10 -12. No Prerequisite.

This course will provide Health Careers students with knowledge of the complex legal/ethical issues raised by contemporary medical practice. A sound foundation in ethical theory and medical law is provided, with emphasis on practical importance. Relationships between health professionals and their clients, peers, and societal institutions are explored.

➤MATH

Mobile Computer Science Principles **0.5 credit, Honors**

Open to Grades 10 -12. No Prerequisite.

This course focuses on engaging students in activities that show how computing changes the world. By learning the central ideas of computer science and computational thinking, students will learn to be creative, collaborative, and innovative in developing technical solutions to problems. The course includes learning to create mobile apps to solve those problems, examining how computing has impacted society, and analyzing large data sets.

CHANGES

➤CAREER & TECH ED

- **Course Name Change** - Television Production to Television Production and Digital Media
- **Course Name Change** - Advanced Television Production to Advanced Television Production and Digital Media
- **Course Credit Change** - Television Production and Digital Media change from 1.0 to .5 credits
- **Course Description Change -** Accounting 2 CWE (Not Offered 2020 - 2021)
- **Course Description Change** - E-Commerce (Not Offered 2020 - 2021)
- **Course Description Change -** Marketing 1 CWE (Not Offered 2020 - 2021)
- **Course Description Change -** Marketing 2 CWE (Not Offered 2020 - 2021)
- **Course Description Change** - Computer Aided Drafting & Design: Articulated through Goodwin College. Students completing this course can receive College Career Pathways credit from Goodwin College.
- **Course Description Change** - Engineering Drawing: Articulated through Goodwin College. Students completing this course can receive College Career Pathways credit from Goodwin College.
- **Course Description Change** -Precision Manufacturing I: Articulated through Goodwin College. Students completing this course can receive College Career Pathways credit from Goodwin College.
- **Course Description Change** - Precision Manufacturing II: Articulated through Goodwin College. Students completing this course can receive College Career Pathways credit from Goodwin College.

➤ JROTC

- **Course Name Change** - From Introduction to Global Awareness/Life Skills and Career Opportunities to Exploring Space/Life Skills and Career Opportunities
- **Course Description Change** - Aerospace Science 1 (Not Offered 2020-2021)
- **Course Description Change** - Aerospace Science 2 (Offered in 2020-2021)

➤MUSIC

- **Course Prerequisite Change** - Jazz Ensemble: Change to audition.
- **Course Prerequisite Change** - Symphonic Band: Change to Instrumental experience or audition.
- **Course Prerequisite Change** - Recording Techniques 1: Change to Music Fundamentals 1 and approval of instructor needed.
- **Course Description Change** - Concert Band (Not Offered 2020 -2021)

➤PHYSICAL EDUCATION/HEALTH

- **Course Description Change** - Healthy Living (Not Offered 2020 -2021)
- **Course Description Change** - Personal Physical Fitness (Not Offered 2020 - 2021)
- **Course Name Change** - PE/Health 11/12 to PE 11/12
- **Course Prerequisite Change** - PE 11/12: Must have earned 1 credit in PE by passing PE9 and PE10.
- **Course Description Change** - PE 11/12: Students who have previously failed PE 11/12 may not repeat the course.
- **Course Prerequisite Change** - Physical Education Student Leadership: Open to 12th students who have fulfilled the PE Graduation Requirements.

➤SCIENCE

- **Course Description Change** - Astronomy (Not Offered 2020 - 2021)

➤SOCIAL STUDIES AND HISTORY

- **Course Description Change** - AP Comparative Politics (Not Offered 2020 - 2021)

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

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

Attachments: Paraeducator Position Adjustments and Alternative Funding Sources

Subject: Staffing Update

Background:

Following the Board's adoption of the 2019-2020 budget, there was an influx of students that moved into district. Students moving into district over the summer months and during the school year is not unusual, however, the 2019-2020 school year has had a higher number of students that need 1:1 support or adult support per IEP. In order for the Board to be informed of the changes and be prepared for upcoming budget discussions, we are presenting this information.

Recommendation:

For informational purposes only.

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

Agenda Item # 6b.

Paraeducator Positions Adjustments and Alternative Funding Sources

Position Added	Cost	Position Adjustment	Savings	Surplus / Deficit	Rationale for Need
1.0 FTE Paraeducator (CLO)	$24,000	1.0 FTE Fashion Design Teacher (WHS) - Retirement - Savings from new hire at lower salary	($13,944)	$10,056	3 Students moved into Clover District
1.0 FTE Paraeducator (JFK)	$24,000	1.0 FTE Grade 6 Math (Sage) - Resignation - Savings from new hire at lower salary	($15,302)	$8,698	3 Students moved into JFK District
2.0 FTE Paraeducator (OE)	$48,000	1.0 FTE Spec. Ed (JFK) - LOA - Hired a LTS during LOA	($12,176)	$35,824	2 Students moved into OE District
1.0 FTE Paraeducator (POQ)	$24,000	1.0 FTE Athletic Director (WHS) - Savings during Interim	($14,487)	$9,513	4 Students moved into POQ District
		1.0 FTE Technician Support (DW) - Retirement - Will not backfill for the remainder of the fiscal year	($32,015)	($32,015)	3 Students moved into Sage Park Middle School - No paras were added to SPMS
		1.0 FTE Spec. ED Teacher (CBTA) - Retirement - Will not backfill for the remainder of the fiscal year	($30,355)	($30,355)	
				$1,721	Balance from Position Changes

Explanation of the additional paraeducators:

The need to add 5 additional Paraeducators is because we had 15 students move into Windsor after the 2019/2020 Budget was adopted. 12 of the 15 students moved into town within the months of September and October 2019.
Students moving into district over the summer months and during the school year is not unusual for WPS. What is unusual is the high number of students (15) that moved to town, that needed 1:1 support or adult support per IEP. It is also unusual to not have any current students move out of town to offset the new students entering our schools.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

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

ATTACHMENTS: October 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 October 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 October 31, 2019	$ 7,451,085
Expenditures through October 31, 2019	$18,812,035

Reviewed by: NDB **Recommended by the Superintendent:**

Agenda Item # 8a.

Windsor Public Schools
Financial Report
October 31, 2019

	2019/2020 Budget	Expenditures YTD 10/31/2019	Encumbrance	Balance 10/31/2019	% Balance
Instructional Services					
Clover Street School	63,167	14,947	5,491	42,729	68%
John F. Kennedy School	84,950	17,730	18,661	48,559	57%
Oliver Ellsworth School	86,730	24,870	12,883	48,977	56%
Poquonock School	69,296	12,613	13,089	43,594	63%
Sage Park Middle School	210,935	58,827	35,056	117,052	55%
Windsor High School	397,511	100,220	74,176	223,115	56%
Windsor High School Interscholastic Sports	207,000	69,775	84,177	53,048	26%
Athletic Coaches	263,000	0	0	263,000	100%
WHS Career & Technical Education	59,745	3,480	13,463	42,802	72%
Continuing Education	70,400	10,566	3,650	56,184	80%
*Instructional Mgt. & Curriculum Development	318,380	81,574	64,736	172,070	54%
Magnet School Tuition	1,500,600	87,480	1,279,450	133,670	9%
Technology	777,405	609,617	99,597	68,191	9%
Total Instructional Services	**4,109,119**	**1,091,699**	**1,704,429**	**1,312,991**	**32%**
Education Support Services					
Pupil Personnel Services	402,800	66,262	49,520	287,018	71%
Special Education	94,350	13,442	11,128	69,780	74%
Special Education Tuition	4,968,886	970,483	206,771	3,791,632	76%
Policy & Planning	142,350	65,291	26,750	50,309	35%
**Employee Personnel Services	129,000	37,109	9,681	82,210	64%
Financial Management	280,442	99,772	9,531	171,139	61%
Financial Services	38,500	1,833	40,467	(3,800)	-10%
Pupil Transportation & Safety	2,857,789	10,292	288,302	2,559,195	90%
Special Education Transportation	2,121,699	181,652	638,809	1,301,238	61%
Physical Plant Services	1,971,850	562,543	1,380,853	28,454	1%
Major Maintenance	436,000	315,783	37,699	82,518	19%
L.P. Wilson Center	254,800	56,050	177,161	21,589	8%
Benefits	10,869,681	2,969,045	239,931	7,660,705	70%
Certified Salaries	32,472,322	9,329,598	0	23,142,724	71%
Non-Certified Salaries	8,495,885	2,778,054	0	5,717,831	67%
Regular Ed Tutor Salaries	336,700	53,627	0	283,073	84%
Special Ed Tutor Salaries	284,000	53,084	0	230,916	81%
Substitute Salaries	647,188	156,416	36,039	454,733	70%
Total Education Support Services	**66,804,242**	**17,720,336**	**3,152,642**	**45,931,264**	**69%**
Total All Sites	**$70,913,361**	**$18,812,035**	**$4,857,071**	**$47,244,255**	**67%**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

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

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of November 1, 2019

BACKGROUND:

Attached are the enrollment figures as of November 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: NOB **Recommended by the Superintendent:**

Agenda Item # 8b.

Windsor Public Schools
Student Enrollment Report
November 1, 2019

Enrollment in Windsor Public Schools

Grades PreK - 5	1,462
Grades 6-8	714
Grades 9-12	1,150
Total District Enrollment	**3,326**

Windsor Students not in District Schools

Out of District Placements (SPED)	52
Private Schools (St.Gabriels, Trinity Christian, Medina Academy; Praise, Power&Prayer)	17
CREC Montessori Hartford	10
CREC Metropolitan Learning Center (MLC)	85
CREC Miscellaneous Magnet Schools	210
Hartford Host Magnet Schools	240
Miscellaneous Magnet Schools	34
A.I. Prince Technical High School	13
Howard Cheney Technical High School	11
	672
Total Students	**3,998**

Windsor Public Schools
Student Enrollment Report
November 1, 2019

GRADE		Poquonock School	Clover Street School	Oliver Ellsworth School	John F. Kennedy School	Total
PreK		54		79		133
K		84		145		229
1		121		125		246
2		91		117		208
3			77		122	199
4			100		110	210
5			98		139	237
Subtotal K-5						1,329
Total		**350**	**275**	**466**	**371**	**1,462**

GRADE		Sage Park Middle School
6		240
7		234
8		240
Total		**714**

GRADE	Windsor High School
9	304
10	267
11	294
12	285
Total	**1,150**

District Wide Enrollment	**3,326**

ENROLLMENT REPORT 2019-2020
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											
2	Brown			14	14	14							
3	Scott			13	13	13							
22	Roche			14	14	14							
23	Filmer			14	14	15							
24	Eskanazi			12	13	14							
26	Scerra			14	14	14							
		Total	**45**	**81**	**82**	**84**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 1											
1	McCann			17	17	18							
12	Elkey			18	18	18							
15	Velez			17	17	17							
17	Stoll			18	17	16							
16	Reynolds			17	16	17							
18	Neals			18	18	18							
25	Hernandez			18	17	17							
		Total	**116**	**123**	**120**	**121**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2											
8	Coburn			18	18	18							
9	Trummel			18	18	18							
11	Delskey			18	18	18							
13	Hoogewerff			18	18	18							
14	Couchon			18	19	19							
		Total	**89**	**90**	**91**	**91**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	PK Smart Start		30	32	32	32							
	Sped & Peer		15	19	22	22							
		Total	**45**	**51**	**54**	**54**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Poqunonock	**Totals**	**295**	**345**	**347**	**350**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2019-2020
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											
14	Adamski			15	15	15							
15	Waszkelewicz			16	16	16							
19	Drake			14	15	16							
20	Butterick			15	15	16							
21	Tedeschi			17	17	17							
22	Bishop			16	16	16							
24	Bartholomew			15	16	16							
25	Chapple			15	15	17							
26	Marcella			16	16	16							
		Total	**71**	**139**	**141**	**145**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 1											
10	Strickland			21	21	22							
11	Capizzi			22	22	22							
12	Furie			21	21	21							
13	Cornell			21	21	20							
16	Miler			20	20	20							
17	Strempfer			20	20	20							
		Total	**107**	**125**	**125**	**125**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 2											
1	Mayo			20	20	20							
2	Goicohea			21	21	21							
3	Majors			20	20	20							
6	Heilman			19	19	19							
7	Carlin			19	18	19							
8	Jaworski			19	18	18							
		Total	**123**	**118**	**116**	**117**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	PK Smart Start		30	29	30	29							
	Sped & Peers		30	45	40	50							
		Total	**60**	**74**	**70**	**79**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Oliver Ellsworth		**Totals**	**361**	**456**	**452**	**466**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2019-2020
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			17	17	17							
2	Richards			17	17	16							
3	Lamouireux			18	18	18							
4	Ghanesh-May			18	18	18							
5	Filomeno			16	17	16							
6	Johnston			18	19	20							
8	Estelle			17	17	17							
		Total	**114**	**121**	**123**	**122**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 4											
9	M.Macaluso			19	19	19							
10	Silliman			19	19	19							
12	Bishop			18	19	18							
14	Atkins			18	18	18							
16	Taylor			19	19	19							
18	Caselli			18	18	17							
		Total	**110**	**111**	**112**	**110**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 5											
15	Brown			20	20	20							
19	Bowman			20	20	20							
20	Paley			19	19	19							
24	Freitas			19	20	20							
25	Mazur			20	20	21							
27	Hildt			20	19	18							
28	Fye			20	20	21							
		Total	**127**	**138**	**138**	**139**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
John F. Kennedy		**Totals**	**351**	**370**	**373**	**371**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2019-2020
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			16	14	14							
10	Murray			16	15	16							
11	Sanchez			17	15	14							
19	Rivers			17	18	18							
18	Darrell			17	15	15							
		Total	**85**	**83**	**77**	**77**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 4											
9	Michalic			23	22	22							
14	Su			21	21	21							
15	Savage			20	20	20							
26	Keach-Longo			18	18	18							
27	Williams			20	19	19							
		Total	**96**	**102**	**100**	**100**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
		Grade 5											
12	Grimes			17	16	16							
13	Carlson			17	18	18							
16	Mendola			17	15	15							
17	Nowsch			17	18	17							
24	Chartier			16	15	16							
25	Lewis			15	15	16							
		Total	**97**	**99**	**97**	**98**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Clover	**Totals**	**278**	**284**	**274**	**275**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2019-2020
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			83	81	81							
Team 2			82	79	80							
Team 3			78	78	79							
	Total	**218**	**243**	**238**	**240**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Grade 7												
Team 4			79	80	80							
Team 5			77	76	76							
Team 6			77	77	78							
	Total	**250**	**233**	**233**	**234**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Grade 8												
Team 7			84	85	85							
Team 8			75	75	76							
Team 9			79	78	79							
	Total	**234**	**238**	**238**	**240**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
Sage Park	**Totals**	**702**	**714**	**709**	**714**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

ENROLLMENT REPORT 2019-2020
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	330	297	295	304							
Grade 10	261	272	271	267							
Grade 11	297	296	297	294							
Grade 12	295	291	290	285							
Windsor High Total	**1,183**	**1,156**	**1,153**	**1,150**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

Prepared By: Patricia Patton **Presented By:** Danielle Batchelder

Attachments: Food Service Financial Report

Subject: Cafeteria Operations – October 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 October 2019

Recommendation: Informational only.

Reviewed by: MB **Recommended by the Superintendent:**

Agenda Item # 8c.

Windsor School Food Service
Financial Statement
October 2019

REVISED 11/18/19

REVENUE	October 2019	7/1/19-YTD	October 2018	7/1/18 - YTD
SALES	$89,669.18	$231,842.59	$90,553.81	$205,687.25
REIMBURSEMENTS - STATE	20,070.00	32,406.00	20,258.00	20,258.00
ACCOUNTS RECEIVEABLE FED	139,328.35	280,013.02	118,449.22	263,007.15
CLOC	-	47,921.00		58,784.00
MISC. (Rebates)	134.00	18,249.74	309.23	925.23
7 Cents Certification	3,618.23	6,879.53	2,987.10	5,550.18
REVENUE TOTALS	**$252,819.76**	**$617,311.88**	**$232,557.36**	**$554,211.81**
EXPENSES				
WAGES	$84,022.05	$197,161.22	$79,446.30	$169,753.90
PAYROLL TAXES	6,427.69	12,223.82	6,077.65	12,986.18
EMPLOYEE BENEFITS	5,242.57	20,970.28	9,298.97	23,218.16
FOOD/MILK/ICE CREAM	140,240.98	323,388.35	125,602.98	310,398.03
PAPER	6,472.75	14,862.10	6,230.23	17,089.36
TRUCK/GAS/Mileage	34,391.00	35,179.95	462.73	1,608.79
SUPPLIES	393.53	15,443.87	269.44	2,778.37
EQUIPMENT	0.00	20,623.83		771.80
SERVICES	130.00	3,787.48	43,864.50	46,899.79
EXPENSE TOTALS	**$277,320.57**	**$643,640.90**	**$271,252.80**	**$585,504.38**
NET INCOME	**($24,500.81)**	**-$26,329.02**	**($38,695.44)**	**($31,292.57)**
INVENTORY	$42,798.03	**$33,659.17**		**$29,938.91**
OPENING BALANCE 7/1		**$347,470.46**		**$333,317.93**
COMPUTED OPERATING POSITION		**$354,800.61**		**$331,964.27**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

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

Presented By: Terrell M. Hill, PhD

Attachments: None

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

RESIGNATIONS/SEPARATIONS

Pamela Greene	LTS SPED Teacher	Kennedy

RETIREMENTS

Elizabeth Lepak	Assistant for School, Family & Community Partnership	LP Wilson
Marie Oliver	Human Resources Specialist	LP Wilson
Dana Plant	Food Service Coordinator	LP Wilson

TRANSFERS/REASSIGNMENTS

Whitney Blissett	From: Part-time Support Assistant To: Elementary Administrative Support Assistant	Poquonock Kennedy

HIRES

Lacresha Barnes	Special Education Paraeducator	Clover
Whitney Blissett	Support Assistant	Kennedy
Adrianna Breda	Special Education	Ellsworth
Melinda Cervone	Lunchroom Monitor (New)	Ellsworth
Deirdre Chambers	Human Resources Specialist	LP Wilson
Shawnese Cook	Building Sub (New)	Kennedy
Leslie Cooper	Treehouse Group Leader	Kennedy
Kathryn Genest	Dietician	District-Wide
Grace Godson	Food Service Worker	Sage
Pamela Greene	LTS SPED Teacher	Kennedy
Lauren Kaljulaid	Grade 6 Teacher	Sage
Stacey Ann Lewis	Lunchroom Monitor	Clover
Natalie Luiso	Special Ed Paraeducator	Windsor High
Rosemarie Matta	Food Service Worker	Windsor High
John Miranda	Treehouse Group Leader	Poquonock
Estefani Ruiz	Lunchroom Monitor	Clover
Erin Smith	LTS Teacher	Kennedy
Davina Willard	Adult Ed/Parent Child Care Provider	LP Wilson
Sharon Williams	Benefits Coordinator	LP Wilson

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

Agenda Item # 8d.

Windsor Board of Education
Regular Meeting
Unapproved Minutes
Wednesday, October 16, 2019 7:00 PM
Town Hall, Council Chambers

The following are the unapproved minutes of the October 16, 2019 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
Mrs. Ayana Taylor

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

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

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. Megan Hislop, 2019 TSA Advisory of the Year presented by Jim Hutson, CT State TSA Advisor

Discussion:
Mr. Hutson presented Ms. Hislop with her award. Ms. Hislop was congratulated by the Board for this award and recognition. She told the Board that in April 2020, Sage Park would be hosting the TSA National Conference.

2.b. Cody Miller, 2nd place National Finalist in Web Design at 2019 National TSA Conference

Discussion:
Ms. Hislop presented Mr. Miller with a trophy and congratulated him on his accomplishment and explained that he competed with over 100 students to code an escape room website. The Board congratulated him as well.

3. Audience to Visitors

Discussion:
Jim Ristas, 502 Broad Street - Addressed the Board regarding the October 1, 2019 Special Meeting topic of Profile of a Graduate. He was concerned that the Board's Mission Statement was missed in the program.

Paul Panos, 48 Brookview Road - Spoke regarding the AP presentation at the October 1, 2019 Special Meeting. He mentioned a concern with the number of male students versus female students taking these tests and inquired how the discrepancy would be addressed.

4. Student Representative Report

Discussion:
Although Ms. Cortez was not present at the meeting, she requested that Dr. Cooke speak on her behalf. She thanked the Board for its discussion regarding the band uniforms. Dr. Cooke stated that he spoke to WHS regarding the matter.

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

Discussion:
Mr. Lockhart extended his thanks to the Board, Dr. Cooke and his staff, and the Board's families for sacrificing their time. He is hopeful that the new Board will attend the CABE meeting in November. In November there will be a BOE orientation following the organizational meeting. He stated that he and Dr. Cooke were invited to participate on a CABE panel for Superintendent and BOE relations in December. On Tuesday, both Mr. Lockhart and Mr. Furie will be attending a CABE workshop on legal issues.

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

Discussion:
Ms. Taylor reported that there will be a WHS College and Career Fair on October 22.

Mr. Furie reminded the community that parent-teacher conferences will be held October 17. Next week is spirit week at WHS, culminating with the Homecoming Dance on October 26.

5.b.2. Sage Park Middle School

Discussion:
Ms. Khan spoke about fall enrichment clusters with 160 participants and approximately 80 intramural sport participants. There will be a PTO vendor fair and bake sale on November 16. For volunteer opportunities, please contact sageparkmiddlepto@gmail.com.

Mr. Halek asked the community to support the vendor fair. He reminded the community that picture retake day is November 8.

5.b.3. Clover Street School

Discussion:
Mr. Eleveld announced the String Solo Recital will be October 21, there is an early release on October 22nd, picture day is October 23, and the next K-Kids meeting is November 1st.

5.b.4. John F. Kennedy School

Discussion:
Mr. Bosch announced the JFK October theme is kindness and they have many activities planned. The PTO will be meeting on November 4. Orders are being taken for the 2019-2020 yearbooks. On November 11, a Veteran's Day assembly will be held.

5.b.5. Oliver Ellsworth School

Discussion:
Mr. Dobler reminded the community about early release on October 22. Partnership Family Night will be held on October 28. Picture retakes will be on October 30. On November 7, please join the PTO for great volunteer opportunities, at their monthly meeting.

5.b.6. Poquonock School

Discussion:
Ms. Fissel spoke about the October 28 Partnership Family Night, the November 6 PTO meeting, and the November 11 Veteran's Day assembly. She mentioned that Google documents cannot be downloaded if you do not subscribe to Google Docs, as was brought to her attention by school families. She stated that it has been an honor to serve as liaison to Poquonock School.

6. Superintendent's Report

Discussion:
Dr. Cooke thanked both Mr. Dobler and Ms. Fissel for their service on the Board. He also thanked the community for their support of the Calling all Windsor Men event at all 6 schools. He was pleased that the outdoor restrictions were lifted after the EEE threat had passed. On the morning of October 16, a college and career fair was held at WHS and was hosted by the seniors where they assisted juniors with financial aid forms, essays, and applications. Next Tuesday, October 22, there will be the Annual WHS College and Career Fair. Windsor Public Schools received an honorable mention by CABE for the work done on Profile of a Graduate and will be recognized at the CABE convention in November. Both Dr. Cooke and Mr. Lockhart will be participating on a CABE panel for Superintendent and BOE relations. The WPS Annual Service Awards will be held on October 23 for staff who have worked at least ten years in the district, then in increments of 5 years. On November 1, the Windsor High School Athletic Hall of Fame will hold an induction ceremony, please contact Celeste Over at Sage Park for tickets. Dr. Cooke said he will participate in an educational forum at Oliver Ellsworth with Senator Doug

McCrory on November 6. On November 11, all Windsor schools will host Veteran's Day assemblies. The new BOE will be sworn in on November 12 with an organizational meeting and orientation to follow.

6.a. WHS Presentation on Books

Discussion:
WHS teachers Andrea Chudzik and Kevin McGee spoke briefly about increasing student representation in literature before presenting 4 WHS students who spoke in turn regarding the cultural challenges in the creation of book recommendations that best represent the student body and the process of working on and with a committee. They stated that their commitment this year will be to focus on selections for the Grade 9 and 10 classes. The students thanked the BOE, Bonnie Fineman, and India Monroe for their assistance. Ms. Taylor thanked the students for wanting change and making it happen. Ms. Fissel thanked the students for their commitment to the process and commended them for the courage in their book selections. Mr. Lockhart spoke about the process the students followed to the end result and stated that these books do not replace but supplement current selections.

6.b. Major Maintenance Progress Update

Discussion:
Discussion involved projects yet to be completed that Ms. Batchelder explained were either ongoing, being resolved, or near completion. Ms. Fissel thanked Ms. Batchelder for the improvements to the elementary bathrooms.

6.c. Staffing Update

Discussion:
Dr. Cooke explained a list of staffing positions which were filled or needed. This adjustment occurred after the budget adoption. Discussion involved new Pre-K staffing and student needs as well as costs associated with the program. Mr. Eleveld requested a cohort report detailing the performance of the district's Pre-K students in first and third grades, and if possible, how they perform against other groups of students. Dr. Cooke said that a report can be created but that variables of each student's background make it complex. Mr. Dobler commented that the discussion regarding PreK involved three components including the program's worth, facilitation and cost. Discussion ensued.

6.d. Curriculum Development, 2nd Reading

6.d.1. Math, Grades 6-8

Motion Passed: Move to approve Grade 6 Math, Grade 7 Math and Grade 8 Math as a 2nd Reading 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

7. Committee Reports

Discussion:
None

8. Consent Agenda

8.a. Financial Report

Discussion:
Expenditures for September 30, 2019 $4,869,111
Expenditures through September 30, 2019 $11,360,950

8.b. Enrollment Report
8.c. Food Service Report

8.d. Human Resources Report

Motion Passed: Move the Board accept Consent agenda items 8a. Financial Report, 8b. Enrollment Report, 8c. Food Service Report and 8d. Human Resources Report passed with a motion by Mr. David Furie 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

9. Approval of Minutes

9.a. September 17, 2019 Regular Meeting
9.b. October 1, 2019 Special Meeting

Motion Passed: Move to approve the minutes of the September 17, 2019 Regular Meeting and the October 1, 2019 Special Meeting passed with a motion by Ms. Maryam Khan and a second by Mr. David Furie.

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

10. Other Matters/Announcements/Regular BOE Meetings

Discussion:
Ms. Taylor thanked both Mr. Dobler and Ms. Fissel for their service.

Mr. Eleveld thanked both Mr. Dobler and Ms. Fissel for their service and wished them the greatest luck.

Mr. Dobler thanked Dr. Cooke and his team. He spoke of each BOE member fondly and thanked his family. He explained that it isn't difficult to become involved.

Mr. Halek thanked both Mr. Dobler and Ms. Fissel for their service and that it was great working with them. He also commended Community Service Coordinator Steve Bianchi for the numerous hours he has spent on his position and his work at the Chili Cook-off last weekend.

Ms. Khan announced the Boys-to-Men event sponsored by the Youth Services Bureau beginning on October 23. She also thanked Mr. Dobler and Ms. Fissel and said she'd miss their conversations.

Mr. Bosch thanked Mr. Dobler and Ms. Fissel and said he appreciated their approaches to topics.

Mr. Furie felt that Mr. Dobler has been very well prepared for his role on the Board and that Ms. Fissel was a good representative of her party.

Ms. Fissel stated that she has learned much from each member and feels more capable personally. She thanked the BOE and the community for the opportunity.

Mr. Lockhart said he felt Mr. Dobler has been very non-partisan and a voice of reason. Of Ms. Fissel, he gave his thanks for being on the Board. He thanked to BOE for entrusting him with the presidency and the town for their support.

Motion Passed: Motion to place agenda item 12 before agenda item 11 passed with a motion by Mr. Ronald Eleveld and a second by Mr. David Furie.

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

10.a. BOE Swearing In of New BOE Members, Organizational Meeting, and BOE Special Meeting (BOE Orientation), Tuesday, November 12, 2019, 6:00 PM, Town Hall Council Chambers and Ludlow Room

10.b. Next BOE Regular Meeting is Tuesday, November 19, 2019, 7:00 PM, Town Hall, Council Chambers

11. Discussion and possible action regarding ratification of collective bargaining agreements between the Windsor Board of Education and the SEIU Local 2001, CSEA (Administrative Professionals) and the Windsor Board of Education and WSASA (Windsor School Administrators and Supervisors Association)(Executive Session Anticipated)

Motion Passed: Move that the Board of Education move into executive session for the purpose of discussing Item 11., the collective bargaining agreements between the Windsor Board of Education and the SEIU Local 2001, CSEA (Administrative Professionals) and between the Windsor Board of Education and WSASA (Windsor School Administrators and Supervisors Association) inviting Dr. Cooke, Terrell Hill and Danielle Batchelder to be part of the discussion before taking possible action in open session. Passed with a motion by Mr. David Furie and a second by Mrs. Ayana Taylor.

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

Discussion:

Executive session began at 9:24 PM.

Regular session resumed at 10:06 PM.

Motion Passed: Move that the Board of Education vote to ratify the Agreement between the Windsor Board of Education and the SEIU Local 2001, CSEA (Administrative Professionals) covering July 1, 2019 through June 30, 2023 passed with a motion by Mr. David Furie 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

Motion Passed: Move that the Board of Education vote to ratify the Agreement between the Windsor Board of Education and WSASA (Windsor School Administrators and Supervisors Association) covering July 1, 2020 through June 30, 2023 passed with a motion by Mr. David Furie and a second by Ms. Maryam Khan.

5 Yeas - 4 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Mr. Brian Bosch No
Mr. David Furie Yes
Mr. James Dobler Yes
Mr. Ronald Eleveld No
Ms. Michaela Fissel No
Mr. Jeremy Halek No
Mrs. Ayana Taylor Yes

12. Audience to Visitors

Discussion:
Paul Panos, 48 Brookview Road - commented on agenda items 6c. and 10.

13. Adjournment

Motion Passed: Move to adjourn the meeting at 10:10 PM passed with a motion by Mr. Ronald Eleveld 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

_____
Maryam F. Khan, Secretary
Windsor Board of Education

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: November 19, 2019

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

Presented By: Terrell M. Hill, PhD

Attachments: Details of Agreement – Provided in Executive Session

Subject: Ratification of the Collective Bargaining Agreement between the UPSEU, Local 424 – Unit 59 (Paraeducators) and the Windsor Board of Education.

Background:

The Windsor Board of Education and the UPSEU, Local 424 – Unit 59 (Paraeducators) reached a tentative agreement for a successor four-year contract covering July 1, 2019 through June 30, 2023.

Status:

The Paraeducators union voted to ratify the agreement on November 14, 2019

Recommendation:

Move that the Board of Education vote to ratify the Agreement between the Windsor Board of Education and the UPSEU, Local 424 – Unit 59 (Paraeducators) covering July 1, 2019 through June 30, 2023.

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

Agenda Item # 11.