Regular Meeting

Wednesday, June 17, 2020 7:00 PM
Town Hall, Council Chambers - Closed to the Public Please click the link below to join the webinar: https://us02web.zoom.us/j/88357911044 Or Telephone: 312 626 6799 or 646 558 8656 Webinar ID: 883 5791 1044, 601 Matianuck Avenue, 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 Jalah Cooper for "Fear" and to Devon Featherstone for "River's Edge"; Superintendent's Choice Purchase Prize to Melina Mercado for "Sunflowers"; WHS Purchase Prize to Corinthia Saez for "Finding One's Self"
b. Recognition--BOE Student Representative, Athena Camacho
c. Announcement--Windsor Educator of the Year and Paraeducator of the Year
d. Recognition--Tracie Peterson, Principal, Poquonock School and Mary Kay Ravenola, Principal, John F. Kennedy School
e. Recognition--Patricia Patton, Food Service Director and Staff of Food Service

3. **Student Representative Report**
4. **Board of Education**

a. President's Report

5. **Superintendent's Report**

a. Distance Learning/Coronavirus Update
b. Financial Status 2019-2020 School Year
c. Discussion on CARES Act Funding

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 19, 2020 Regular Meeting
b. June 9, 2020 Special Meeting

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

a. Next BOE Regular Meeting is Tuesday, September 15, 2020, 7:00 PM, Town Hall, Council Chambers

10. **Adjournment**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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

Attachments:

Subject: WHS Juried Art Show Awards

Background:

This year's judges had an especially challenging task as we are graduating a large group of students who plan to pursue careers in the creative sector. These students are exceptional artists and the group as a whole has been recognized with merit scholarships for their portfolio work averaging more than $100,000 each and more than a million dollars total in art scholarships for the class of 2020 from various colleges and universities. In the end, four works were selected for purchase. The students will receive $150.00 for their pieces.

2020 Board of Education Purchase Prizes: Jalah Cooper and Devon Featherstone
This year, the Board of Education selected two Purchase Prize winners who demonstrate the breadth of our programs with Jalah Cooper putting voice to social justice issues and Devon Featherstone capturing our surroundings.

Jalah Cooper's colored pencil drawing titled "Fear" is a piece she created last year as part of the Pre-AP Art course where students were challenged to use their artistic skills to put a voice to an issue they felt needed to be discussed in the community which then led to her senior year investigation in AP Art. This is a quote from her artist statement: "*I have created a series of two-dimensional works in a variety of media to investigate how art can disrupt oppression. As a young black woman, I know firsthand that African Americans have been fighting for social and political change for generations and a version of this persecution is still experienced in our world today. As the audience looks at my collection, I want them to consider how these hardships have urged for change within society and the powerful tools that visual imagery brings to this fight.*" In the fall, Jalah plans to attend UCONN to major in Graphic Design, while continuing to compete in track on a national level.

Devon Featherstone's digital photograph titled "River's Edge" is part of his senior portfolio and was created in his Advanced Digital Photography course. Devon also created a short documentary on Landscape Photographer Carlton Watkins. In it, Devon speaks of how Watkins was able to find the true beauty of nature untouched by man and how this has come to inspire his own work. Devon is headed to the University of Hartford's Hartford Art School this fall to pursue a degree in Photography.

Superintendent's Purchase Prize: Melina Mercado

This year's Superintendent's Purchase Prize goes to Melina Mercado for her acrylic painting titled "Sunflowers" that she included in her AP Studio Art investigation. This is a quote from her artist statement: "*The central idea of my concentration is an investigation of the problems that exist in our society and how we are universally affected by them. I use bear-like creatures standing in place of human figures as an all-inclusive representation of people in our society in order to make these tough issues less intimidating... As I progressed, the pieces became more focused around our effect on the environment and how global climate change is now negatively*

affecting us... When people look at my work, I want them to think of ways that we as humans are all connected in spirit, but also reflect on their own impact on our planet, our home, and how we can alter our habits to inspire change." Melina will head to Boston to attend Lesley University's School of Art in the fall to pursue a degree in Illustration.

Windsor High School Purchase Prize: Corinthia Saez

This year's Windsor High School Purchase Prize goes to Corinthia Saez for her painting from AP Studio Art titled: "Finding Oneself". This work was part of her senior year investigation that explored how perspectives, specifically her own, changes with age. *"... I am investigating how my own perspective of the world has changed as I have aged. As a child, I saw things differently from how I see them now as a teenager and will as an adult...We also are pressured to choose the right path to begin our lives. As we age to an adult, time begins flying by quicker and we start to miss our carefree days being young. My work is intended to express life through a changing lens... in an effort to get the viewer to slow down and reflect on their own perspectives."*

Corinthia plans to pursue a degree in Photography from the University of Hartford's Hartford Art School starting this fall.

Recommendation:

Recognize Jalah Cooper, Devon Featherstone, Melina Mercado and Corinthia Saez and their selected art pieces.

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

Agenda Item # 2a.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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

Presented By: Terrell M. Hill, PhD

Attachments: Rochelle Brown - Bio

Subject: Educator of the Year for 2020 - 2021

BACKGROUND: Rochelle Brown from Poquonock School

RECOMMENDATION: This is for information only.

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

Agenda Item # 2c.

Rochelle Brown Recognized as Windsor Public Schools 2020-2021 Educator of the Year



WINDSOR, CT (May 27, 2020) – Windsor Public Schools is pleased to announce Rochelle Brown as the 2020-2021 Educator of the Year. A committee of her peers selected her through a process which was conducted through virtual interviews and meetings.

Brown began her teaching career with Windsor Public Schools in 1999. She began as a third grade teacher at Oliver Ellsworth School, and after five years moved to teach second grade. Rochelle stayed with the second grade for 10 years and then went to teach second grade at Poquonock School. Since 2017, she has been teaching Kindergarten at Poquonock School.

Brown received her Bachelor of Arts in Health and Society from the University of Rochester, College of Arts and Sciences. She received a Master of Science in Teaching and Curriculum at the University of Rochester, Margaret Warner Graduate School of Education and Human Development in Rochester, New York. Brown currently serves as a member of the District Equity Committee at Windsor Public Schools, as well as being an Equity Committee Representative for Poquonock School.

Early in her career at Oliver Ellsworth School, Brown and a colleague established the Empowered Leadership Academy after a disparity in achievement was found within the district between boys of color and their peers. The Academy, which met with boys of color in grades 3-5, aimed to help diminish this disparity in part by expanding the boys' exposure to certain experiences, such as museums and cultural events. The intent was to focus on student interests, provide the exposure based on those interests and encourage the boys to read.

"Rochelle is a consummate professional who goes above and beyond for her students and families. Her class, commitment and passion for teaching and learning is unmatched. This is a well-deserved honor for Rochelle," said Tracie Peterson, Principal of Poqounock School. She goes on to say that Brown is willing to sacrifice her time and energy to ensure that every student has the "skills, support and encouragement they need to be successful."

Serving as a member of Poquonock School's Equity Committee, Brown has focused on ways in which her students and their families experienced school. Brown stated that she reflected on the students from different populations that were sitting before her and what

she could do for them. She said, "My goal became to connect families through literacy. I wanted to find a more relatable way to reach the families before me. It had been a dream of mine to have some sort of platform to have students connect to books that they could relate to."

In the Fall of 2018, Brown developed the idea to start documenting children's books. It began with a small list shared with the families of her students to provide them with a starting point to find books that were representative of them and culturally inclusive. The list has become more comprehensive and has been shared with her colleagues in the district at a recent Professional Development workshop. Brown continually researches books to expand the list, extends the resource to a larger community through social media platforms, and has a goal to develop a personal blog or YouTube channel to provide read-alouds. *Kidlitlove8* is the Instagram account that Brown established in March 2020 as a means of providing parents and teachers with a variety of multicultural children's books. While there are many wonderful children's books that have been published, less than 25% of these books focus on multicultural characters. Brown's desire and ultimate purpose for creating this resource is to have children enjoy books that are reflective of their heritages, cultures, and backgrounds.

"No matter the depths of lessons planned, professional development opportunities, or feedback given, my students will not learn if they don't feel a genuine connection to me, both within and outside of Poquonock School. It is my desire to ensure that every student who sits within my classroom feels seen, heard, recognized, and validated....one book at a time", Brown said.

The Windsor Public Schools' Educator of the Year Program recognizes and honors excellence in teaching. The 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.

Brown will serve as Windsor Public Schools' representative for the State of Connecticut Teacher of the Year program. The Windsor Board of Education will announce the Educator 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 17, 2020

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

Presented By: Terrell M. Hill, PhD

Attachments: Maria Sau - Bio

Subject: Paraeducator of the Year for 2020 - 2021

BACKGROUND: Maria Sau from Poquonock School

RECOMMENDATION: This is for information only.

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

Agenda Item # 2c.

Windsor Public Schools Recognizes Maria Sau as 2020-21 Paraeducator of the Year



WINDSOR, CT (May 29, 2020) – Windsor Public Schools is pleased to recognize Maria Sau of Poquonock School as the 2020-2021 Paraeducator of the Year recipient. Sau was selected from many nominees following an application process with a district selection committee. She was nominated by her colleagues at Poquonock School based on her professionalism, care and dedication to supporting student achievement.

Sau has been working at Windsor Public Schools as a paraeducator for more than 20 years. Sau has spent many summers working with students at the Camp Treehouse program, and as the Head Camp Counselor with Tower Ridge Country Club. Prior to coming to Windsor, Sau worked as a nursing assistant and tutored not just her own children, but children of friends and family members. Sau also volunteered her time and talents with the community of Windsor assisting with youth sports teams, religious instruction and Foodshare.

Poquonock School Principal Tracie Peterson notes, "Maria Sau consistently goes above and beyond for the children she works with. Her care and concern is unmatched. A child's life is enhanced due to working with Maria."

Sau states, "I am committed and passionate in what I do and I always try to give more than 100 percent." Sau enjoys being a paraeducator and appreciates working with new students each year. She learns each student's strengths and challenges through observations and data and shares this information with teachers and special services personnel. Working in collaboration with other professionals helps to determine the techniques and tools needed for the success of each student's accomplishments.

The President of the UPSEU Windsor BOE Paraeducators Union, Local 424, Paula Verrier, comments, "I have had the privilege of working with Maria for some of her 21 years as a paraeducator for Windsor Public Schools. Verrier noted that Sau is dedicated and compassionate and uses her talents to help students discover their own possibilities. Ms. Sau, who works in a loving and quiet manner, richly deserves this award for her work with the students in Windsor."

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.

Sau 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.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

Prepared By: Craig A. Cooke **Presented By:** Craig A. Cooke

Attachments: N/A

Subject: Distance Learning/Coronavirus Update

Background:

The Superintendent will give an update on the district's status, summer school and Reopening Committee work.

Status:

N/A

Recommendation:

For informational purposes only.

Recommended by the Superintendent:

Agenda Item #: 5a.

WINDSOR PUBLIC SCHOOLS

Craig A. Cooke, Ph.D.
Superintendent of Schools
601 Matianuck Avenue • Windsor, CT 06095

EMAIL | ccooke@windsorct.org TEL | 860-687-2000 EXT 1236 FAX | 860-687-2009 WWW.WINDSORCT.ORG

MEMORANDUM

TO: Board of Education
FROM: Craig A. Cooke, Ph.D.
DATE: June 17, 2020
SUBJECT: COVID-19 Update

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1. Yesterday we graduated 276 students from Windsor High School. The procedure was certainly unique for us as families drove through the WHS campus and ultimately parked in front of one of two tents in front of the main entrance to WHS. Students exited their car, had their name announced, received their diploma jacket from either Mr. Osunde or Ms. Durost (12th grade Assistant Principal), well wishes from either President Lockhart or myself, had their picture taken and reentered their vehicle. Their car then proceeded to another tent where their yearbook and actual diploma was handed to them.

   Congratulations to the Class of 2020 and their families. I can't thank them enough for their flexibility and understanding. I look forward to recognizing this class again in the future. Thank you to WHS for making this graduation ceremony as special as possible. If the public is interested, there are 3 videos covering the day on our website.

2. Windsor Public Schools will be holding virtual summer school for the 2020 summer. Special Education has been in the planning stages for over a month now and is working with families to schedule programming.

   WHS is inviting 200 students to participate in summer programming and Sage Park has invited 13 students to participate in summer programming.

   Elementary invites have already been distributed and we expect over 50 students will participate. The on-line learning was a detractor for some families who are feeling a need to "disconnect" from technology for a while.

   There will continue to be resources provided to all students as illustrated by the attached memorandum from instructional services.

   Summer Learning For All Brochure

3. Windsor Food Service will continue to serve meals through the summer. The locations are:

    a. Windsor High School - entrance by tennis courts
    b. Oliver Ellsworth School - entrance by near main office
    c. Wilson Public Library

    Hours are 10:30 AM to 12:30 PM, Monday through Friday, Students age 18 and younger are eligible for a lunch and breakfast.

4. The primary communication to families over the summer regarding schools reopening will be sent by me on behalf of the reopening committee. The attached memorandum is the first such communication and includes a schedule of future communications. Of course, as we know more, we may be communicating as a committee with more frequency or I will communicate directly with families.

    6.10.2020 Windsor Schools Forward Communication

WINDSOR PUBLIC SCHOOLS

Craig A. Cooke, Ph.D.
Superintendent of Schools
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June 10, 2020

Greetings,

This letter is being sent on behalf of the Windsor Public Schools Reopening Committee (membership follows). The purpose of this committee is to plan the reopening of schools in Windsor for the 2020/2021 school year. This new committee has been meeting twice a week to prepare our community and school district for the reopening of schools in September. While we believe significant guidance on reopening plans will be provided to us from the State of Connecticut, there are many actions we can take now to prepare our district. The plan being drafted will be titled "Windsor Schools Forward". This illustrates our close connection with the Town of Windsor and their plan for opening, which is titled, "Windsor Forward".

The initial thought of our committee was to survey families and staff on their thoughts and concerns regarding reopening schools. However, after much discussion, we felt it was too early and there was not enough information available to construct a survey. Our current thoughts on how school would look like in the Fall will most likely be very different in a month. However, the lack of a survey doesn't mean there is not much work to do now and it does not mean we won't be seeking community and family input in the future.

One item we are working on currently is an Enhanced Hygiene, Cleaning and Disinfection Plan. This plan will be drafted with our partner, Hillyard, a local leader in industrial cleaning. Our on-going relationship with Hillyard has assisted us in already procuring PPE and supplies that have been difficult in the current supply chain. We are implementing a safe, high-volume disinfection system with Environmental Protection Agency List N registered products to maintain our high level of hygiene standards. We are currently analyzing our present cleaning equipment and will be purchasing high-volume/high-productivity equipment that can clean and disinfect all surfaces. Included in this plan is increased cleaning and disinfecting for all high-touch surfaces (door knobs, handles, faucets, desktops, etc.).

Healthy Hygiene Initiatives:

- All classrooms will be equipped with hand sanitizer pumps
- Hand sanitizer will be readily available throughout the hallways
- Sinks are located in each elementary school classroom for frequent hand washing with antibacterial soap
- Proper hand washing routines will be reviewed with students

Touch-Free Initiatives:

- Removal of all automatic hand blow dryers and replace with touchless paper towel dispensers

- No-touch water fountains, with regular cleaning schedules, for filling water bottles have been installed over the recent years
- Sensor lighting for no-touch light switches
- Internal doors open when possible

Cleaning & Disinfecting Initiatives:

- Purchased electro-static handheld and backpack sprayers which will allow for fast, effective disinfection of school areas
- Air filters for heating and cooling will be replaced on a more frequent basis
- Utilization of a microfiber system for above-the-floor wiping

Obviously cleaning is only a part of the equation for us to open schools. We are carefully reviewing class sizes and spaces available within our schools. We are also assessing our transportation and food service operations. Information will be shared regarding plans for these areas in future updates. As we work as a committee, we will share updates at least every two weeks. Following is the tentative schedule of updates we will provide throughout the summer. If there is critically important information, we will share those details with you sooner. Updates will be released on or around:

- June 25th
- July 9th
- July 23rd
- August 6th
- August 20th

Windsor Public Schools Reopening Committee:

Craig Cooke, Ph.D.,Superintendent
Terrell Hill, Ph.D., Assistant Superintendent for Human Resources
Santosha Oliver, Ph.D., Assistant Superintendent for Instructional Services
Danielle Batchelder, Director of Business Services
Steven Carvalho, Director of Pupil and Special Education Services
Julii DeNigris, Nursing Supervisor
Chuck Waterfield, Physical Plant Manager
Christina Morales, MSW, Coordinator of Family, School and Community Partnerships
Liana Jorgensen, Principal, Sage Park Middle School
Taran Gruber, Principal, Oliver Ellsworth School
Kim Wood, Assistant Principal, John F. Kennedy School
Andrea Kay, Math Teacher, Windsor High School, Co-President, Windsor Education Association
Jennifer Delskey, Grade 2 Teacher, Poquonock School, Co-President, Windsor Education Association
Joy Murray, Grade 3 Teacher, Clover Street School

On behalf of the Reopening Committee, we look forward to serving the district in reopening the schools in September.

Sincerely,

Craig A. Cooke, Ph.D.
Superintendent

WINDSOR PUBLIC SCHOOLS



Summer Learning for All PreK - 12

Learning is a process that takes place 365 days a year. Windsor Public Schools will continue to support every student's learning and growth by providing free resources that can be used to maintain student skills as well as provide extra practice this summer. In addition, **Summer Reading** is strongly encouraged. These resources are optional for all families PreK-12.

Summer Reading

- PreK-12 Summer Reading Brochure
- Recommended Reading by Grade Level



WHS Advance Placement

- Click to see summer assignments by course

Math Resources

ABCya!: Provides engaging activities to reinforce math skills and concepts. **Grades PreK-6.** Also, has Spanish and English audio support.

Education.com (FunBrain): This free site requires registration. This site offers fun math games and worksheets for **Grades PreK-5.**

Hooda Math: This site offers great math practice involving problem solving and higher order thinking skills for **Grades K-12.**

Khan Academy: This free site requires registration. Khan Academy offers math lessons and practice for **Grades Pre-K-12** ranging from counting to algebra.
Khan Academy Kids App: This free app offers fun math activities for **Grades Pre-K-4.**

Math Blaster: Requires registration, but the site is free. This site offers engaging themes/games for practicing math logic skills in **Grades K-7.** Free downloadable worksheets. App available.

Governor's Summer Math Challenge: Requires registration, but the site is free. After registering, click on the link for Summer Math Challenge, type in the name of your child, their grade, and how they feel about math. The software will serve up math practice for students in **Grades 1-12.**

ST-Math, Reflex Math **Grades K-5** and Mobymax **Grades 6-8** is available through ClassLink through July 30th.

Reading Resources

ABCya!: Provides engaging activities to reinforce phonics and critical thinking skills for young readers. **Grades PreK-6.** Also, has Spanish and English audio support.

Education.com (FunBrain): This site requires registration, but is free. This **Grades PreK-5** site offers engaging games to practice letter identification and sounds as well as reading. The site also provides worksheets for download.

Khan Academy: This site requires registration, but is free. Khan Academy offers reading/ELA lessons and practice for **Grades 2-12** ranging from real aloud stories, grammar to SAT prep.
Khan Academy Kids App: This free app provides fun practice activities and videos in reading/ELA **Grades Pre-K-4.**

National Geographic for Kids: Grades K-8. Offers nonfiction stories, read alouds and short videos with realistic photos and engaging activities available for free download.

Storyline Online: Has stories being read aloud by actors. Videos can be viewed using Youtube, Schooltube or Vimeo. Most stories have Activity Guides for parents/teachers. **Grades Pre-K-6.**

The Fable Cottage: Offers fables in several languages including Spanish for reading. Each fable is read aloud and includes a video. **Grades K-12**

Socio-Emotional Resources



Anna Freud Center: The 'Child in Mind' section offers podcast/video explanations of common difficulties such as anxiety for students and families.

Lisa Damour, Ph.D: This website offers relevant articles for dealing with various challenges for teenagers including emotions and social conflict.

UNICEF: The 'Child Development' section of this site offers useful videos articles for infants and toddlers on topics such as the importance of play.

Highlights: Coming Soon

- Activities to try offline
- In-depth exploration of the listed sites
- What's New?

Windsor Public Schools • 601 Matianuck Avenue • Windsor, Connecticut 06095 • 860-687-2000

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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

ATTACHMENTS: Projected Year End Financials – 6/30/2020

SUBJECT: Financial Report for Projected Year End Balance 6/30/2020

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, 2020 and the projected year end balance as of June 30, 2020.

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 # 5b.

Windsor Public Schools

Projected June 30, 2020

Year End Financial Report

	2019/2020 Budget	Expenditures YTD 5/31/2020	Encumbrance	Balance 5/31/2020	Projected Balance 6/30/2020	% Balance
Instructional Services						
Clover Street School	63,167	42,698	5,260	15,209	13,201	21%
John F. Kennedy School	84,950	62,510	4,481	17,959	12,588	15%
Oliver Ellsworth School	86,730	68,644	4,340	13,746	10,650	12%
Poquonock School	69,296	49,904	1,865	17,527	11,581	17%
Sage Park Middle School	210,935	163,580	6,840	40,515	21,840	10%
Windsor High School	397,511	301,526	11,840	84,145	43,521	11%
Windsor High School Interscholastic Sports	207,000	192,185	12,060	2,755	0	0%
Athletic Coaches	263,000	213,166	0	49,834	49,834	19%
WHS Career & Technical Education	59,745	46,196	10,573	2,976	63	0%
Continuing Education	70,400	59,680	3,658	7,062	1,524	2%
Instructional Mgt. & Curriculum Development	318,380	229,880	25,610	62,890	15,865	5%
Magnet School Tuition	1,500,600	1,393,413	0	107,187	107,187	7%
Technology	777,405	773,229	52,690	(48,514)	(56,280)	-7%
Total Instructional Services	**4,109,119**	**3,596,611**	**139,217**	**373,291**	**231,574**	**6%**
Education Support Services						
Pupil Personnel Services	402,800	301,288	28,385	73,127	32,840	8%
Special Education	94,350	63,540	18,454	12,356	5,680	6%
Special Education Tuition	4,968,886	5,001,366	41,324	(73,804)	(142,350)	-3%
Policy & Planning	142,350	140,253	281	1,816	1,816	1%
Employee Personnel Services	129,000	94,749	92	34,159	5,200	4%
Financial Management	280,442	239,830	8,650	31,962	7,870	3%
Financial Services	38,500	37,890	1,843	(1,233)	(1,233)	-3%
*Pupil Transportation & Safety	2,857,789	1,766,312	620,692	470,785	470,785	16%
*Special Education Transportation	2,121,699	1,778,796	293,740	49,163	49,163	2%
Physical Plant Services	1,971,850	1,660,764	198,566	112,520	68,610	3%
Major Maintenance	436,000	432,890	3,012	98	98	0%
L.P. Wilson Center	254,800	218,571	20,062	16,167	5,682	2%
Benefits	10,869,681	8,869,844	42,042	1,957,795	103,055	1%
Certified Salaries	32,472,322	29,404,540	0	3,067,782	146,141	0%
**Non-Certified Salaries	8,495,885	7,741,145	0	754,740	83,950	1%
Regular Ed Tutor Salaries	336,700	277,668	0	59,032	25,545	8%
Special Ed Tutor Salaries	284,000	262,151	0	21,849	(2,203)	-1%
Substitute Salaries	647,188	652,497	0	(5,309)	(45,797)	-7%
Payroll & Benefits for SFSD & Treehouse *					(335,260)	
Total Education Support Services	**66,804,242**	**58,944,094**	**1,277,143**	**6,583,005**	**479,502**	**1%**
Total All Sites	**$70,913,361**	**$62,540,705**	**$1,416,360**	**$6,956,296**	**$711,076**	**1%**

*School Food Service Department (SFSD) and Treehouse are carrying negative balances due to COVID-19 shut down that the Board must absorb that cost.

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

Prepared By: Craig A. Cooke **Presented By:** Craig A. Cooke

Attachments:

Subject: CARES Act Funding

Background:

The Superintendent will lead a discussion on the CARES Act funding.

Recommendation:

For discussion only. No action required.

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

Agenda Item # 5c.

Federal CARES Act - Elementary & Secondary School Emergency Relief Fund

The United States Department of Education (USED) announced grant funding for Connecticut under the Elementary and Secondary School Emergency Relief Fund (ESSERF) of the Coronavirus Aid, Relief, and Economic Security Act, or CARES Act (P.L. 116-136 (H.R. 748), 34 Stat. 281 (March 27, 2020). SEAs must award at least 90% of their Elementary and Secondary School Emergency Relief Funds to LEAs. LEAs receive funds based on the proportion of Title I, Part A funds they received in the most recent fiscal year.

CARES Act Allotment for WPS	**$476,801**	Projected Allocation
Estimated Amt to Private Schools	**$30,000**	Percentage for private schools is not finalized yet.
Estimated Funding for WPS	**$446,801**	

Site/Dept./Areas of Funding

LEAs may use funds for activities authorized under the major federal grant categories including; *ESSA, IDEA, AEFLA, Perkins, or the McKinney-Vento. Categories include but not limited to:

- ❖ Equitable Access to Technology
- ❖ Equitable Access to High Quality Online Curriculum including necessary supports
- ❖ Remediation/Compensatory Education
- ❖ Social/emotional well being
- ❖ Activities to support the LEA's ability to continue to provide educational services to its students and to support the LEA's ongoing functionality.

Funding Initiative	Cost	Description
1.0 FTE Elementary Teacher (3-5)	$55,000	Provide lower class sizes
2.0 FTE Social Workers	$110,000	Support social emotional well being & remediation/compensatory education
Technology - Digital Texts & Subscriptions	$50,000	Access to high quality online curriculum & equitable access to technology
Furniture, Fixtures & Equipment (FF&E) such as: ❖ High Volume, High Productivity Cleaning Equipment ❖ Room/Table Dividers for Classrooms ❖ Classroom Furniture (Desks vs. Tables)	$231,801	Support the LEA's ability to continue to provide educational services to its students and to support the LEA's ongoing functionality
Total	**$446,801**	

* Elementary and Secondary Education Act (ESSA), the Individuals with Disabilities Education Act (IDEA), the Adult Education and Family Literacy Act (AEFLA), the Carl D. Perkins Career and Technical Education Act (Perkins), or the McKinney-Vento Homeless Education Assistance Act.

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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

ATTACHMENTS: May 31, 2020 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 2020.

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, 2020	$ 5,506,103
Expenditures through May 31, 2020	$62,540,705

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

Agenda Item # 7a.

Windsor Public Schools
Financial Report
May 31, 2020

	2019/2020 Budget	Expenditures YTD 5/31/2020	Encumbrance	Balance 5/31/2020	% Balance
Instructional Services					
Clover Street School	63,167	42,698	5,260	15,209	24%
John F. Kennedy School	84,950	62,510	4,481	17,959	21%
Oliver Ellsworth School	86,730	68,644	4,340	13,746	16%
Poquonock School	69,296	49,904	1,865	17,527	25%
Sage Park Middle School	210,935	163,580	6,840	40,515	19%
Windsor High School	397,511	301,526	11,840	84,145	21%
Windsor High School Interscholastic Sports	207,000	192,185	12,060	2,755	1%
Athletic Coaches	263,000	213,166	0	49,834	19%
WHS Career & Technical Education	59,745	46,196	10,573	2,976	5%
Continuing Education	70,400	59,680	3,658	7,062	10%
Instructional Mgt. & Curriculum Development	318,380	229,880	25,610	62,890	20%
Magnet School Tuition	1,500,600	1,393,413	0	107,187	7%
Technology	777,405	773,229	52,690	(48,514)	-6%
Total Instructional Services	**4,109,119**	**3,596,611**	**139,217**	**373,291**	**9%**
Education Support Services					
Pupil Personnel Services	402,800	301,288	28,385	73,127	18%
Special Education	94,350	63,540	18,454	12,356	13%
Special Education Tuition	4,968,886	5,001,366	41,324	(73,804)	-1%
Policy & Planning	142,350	140,253	281	1,816	1%
Employee Personnel Services	129,000	94,749	92	34,159	26%
Financial Management	280,442	239,830	8,650	31,962	11%
Financial Services	38,500	37,890	1,843	(1,233)	-3%
*Pupil Transportation & Safety	2,857,789	1,766,312	620,692	470,785	16%
*Special Education Transportation	2,121,699	1,778,796	293,740	49,163	2%
Physical Plant Services	1,971,850	1,660,764	198,566	112,520	6%
Major Maintenance	436,000	432,890	3,012	98	0%
L.P. Wilson Center	254,800	218,571	20,062	16,167	6%
Benefits	10,869,681	8,869,844	42,042	1,957,795	18%
Certified Salaries	32,472,322	29,404,540	0	3,067,782	9%
**Non-Certified Salaries	8,495,885	7,741,145	0	754,740	9%
Regular Ed Tutor Salaries	336,700	277,668	0	59,032	18%
Special Ed Tutor Salaries	284,000	262,151	0	21,849	8%
Substitute Salaries	647,188	652,497	0	(5,309)	-1%
Total Education Support Services	**66,804,242**	**58,944,094**	**1,277,143**	**6,583,005**	**10%**
Total All Sites	**$70,913,361**	**$62,540,705**	**$1,416,360**	**$6,956,296**	**10%**

WINDSOR BOARD OF EDUCATION

AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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

ATTACHMENTS: Student Enrollment Report & Recap

SUBJECT: Student Enrollment as of June 1, 2020

BACKGROUND:

Attached are the enrollment figures as of June 1, 2020. 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, 2020

GRADE		Poquonock School	Clover Street School	Oliver Ellsworth School	John F. Kennedy School	Total
PreK		62		89		151
K		87		144		231
1		119		125		244
2		95		116		211
3			79		127	206
4			105		110	215
5			99		142	241
Subtotal K-5						1,348
Total		**363**	**283**	**474**	**379**	**1,499**

GRADE		Sage Park Middle School
6		250
7		232
8		246
Total		**728**

GRADE	Windsor High School
9	283
10	267
11	277
12	308
Total	**1,135**

District Wide Enrollment	**3,362**

Windsor Public Schools
Student Enrollment Report
June 1, 2020

Enrollment in Windsor Public Schools

Grades PreK - 5	1,499
Grades 6-8	728
Grades 9-12	1,135
Total District Enrollment	**3,362**

Windsor Students not in District Schools

Out of District Placements (SPED)	55
Private Schools (St.Gabriels, Trinity Christian, Medina Academy; Praise, Power&Prayer)	21
CREC Montessori Hartford	13
CREC Metropolitan Learning Center (MLC)	85
CREC Miscellaneous Magnet Schools	231
Hartford Host Magnet Schools	185
Miscellaneous Magnet Schools	31
A.I. Prince Technical High School	15
Howard Cheney Technical High School	11
	647
Total Students	**4,009**

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	14	14	14	14	14	14	14
3	Scott			13	13	13	13	13	13	13	13	13	13
22	Roche			14	14	14	14	14	15	15	15	15	15
23	Filmer			14	14	15	15	15	15	15	14	14	14
24	Eskanazi			12	13	14	14	15	15	15	16	16	16
26	Scerra			14	14	14	14	14	14	14	15	15	15
		Total	**85**	**81**	**82**	**84**	**84**	**85**	**86**	**86**	**87**	**87**	**87**
		Grade 1											
1	McCann			17	17	18	18	18	18	18	18	18	18
12	Elkey			18	18	18	18	17	17	17	17	17	17
15	Velez			17	17	17	16	16	16	16	17	17	17
17	Stoll			18	17	16	16	16	16	16	16	16	16
16	Reynolds			17	16	17	17	17	17	17	17	17	17
18	Neals			18	18	18	17	16	16	17	17	17	17
25	Hernandez			18	17	17	17	17	17	17	17	17	17
		Total	**116**	**123**	**120**	**121**	**119**	**117**	**117**	**118**	**119**	**119**	**119**
		Grade 2											
8	Coburn			18	18	18	18	19	19	19	19	19	19
9	Trummel			18	18	18	18	18	18	18	18	18	18
11	Delskey			18	18	18	18	18	19	19	19	19	19
13	Hoogewerff			18	18	18	18	18	18	18	19	19	19
14	Couchon			18	19	19	19	20	20	20	20	20	20
		Total	**89**	**90**	**91**	**91**	**91**	**93**	**94**	**94**	**95**	**95**	**95**
	PK Smart Start		30	32	32	32	32	32	32	32	30	30	30
	Sped & Peer		15	19	22	22	25	25	29	30	32	32	32
		Total	**45**	**51**	**54**	**54**	**57**	**57**	**61**	**62**	**62**	**62**	**62**
	Poqunonock	**Totals**	**335**	**345**	**347**	**350**	**351**	**352**	**358**	**360**	**363**	**363**	**363**

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	16	16	16	17	17	17
15	Waszkelewicz			16	16	16	15	14	14	14	14	14	14
19	Drake			14	15	16	16	16	16	16	16	16	16
20	Butterick			15	15	16	16	16	16	16	16	16	16
21	Tedeschi			17	17	17	16	16	16	16	16	16	16
22	Bishop			16	16	16	16	16	16	17	16	16	16
24	Bartholomew			15	16	16	16	16	16	16	16	16	16
25	Chapple			15	15	17	17	17	16	16	16	16	16
26	Marcella			16	16	16	16	17	17	17	17	17	17
		Total	**125**	**139**	**141**	**145**	**143**	**144**	**143**	**144**	**144**	**144**	**144**
		Grade 1											
10	Strickland			21	21	22	22	22	22	22	22	22	22
11	Capizzi			22	22	22	22	22	22	21	21	21	21
12	Furie			21	21	21	22	21	22	22	22	22	22
13	Cornell			21	21	20	19	19	19	20	20	20	20
16	Miler			20	20	20	20	20	20	20	20	20	20
17	Strempfer			20	20	20	20	20	20	20	20	20	20
		Total	**107**	**125**	**125**	**125**	**125**	**124**	**125**	**125**	**125**	**125**	**125**
		Grade 2											
1	Mayo			20	20	20	20	20	21	21	21	21	21
2	Goicohea			21	21	21	21	19	19	19	19	19	19
3	Majors			20	20	20	19	19	18	18	18	18	18
6	Heilman			19	19	19	19	20	20	20	21	21	21
7	Carlin			19	18	19	19	19	18	18	18	18	18
8	Jaworski			19	18	18	18	19	19	19	19	19	19
		Total	**123**	**118**	**116**	**117**	**116**	**116**	**115**	**115**	**116**	**116**	**116**
	PK Smart Start		30	29	30	29	31	31	30	30	32	32	32
	Sped & Peers		30	45	40	50	52	52	53	57	58	58	57
		Total	**60**	**74**	**70**	**79**	**83**	**83**	**83**	**87**	**90**	**90**	**89**
Oliver Ellsworth		**Totals**	**415**	**456**	**452**	**466**	**467**	**467**	**466**	**471**	**475**	**475**	**474**

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	17	17	17	18	18	18	18
2	Richards			17	17	16	16	17	17	18	18	18	18
3	Lamouireux			18	18	18	18	19	19	18	18	18	18
4	Ghanesh-May			18	18	18	18	18	18	17	17	17	17
5	Filomeno			16	17	16	16	17	17	17	17	17	17
6	Johnston			18	19	20	20	20	21	21	21	21	21
8	Estelle			17	17	17	17	18	18	18	18	18	18
		Total	**114**	**121**	**123**	**122**	**122**	**126**	**127**	**127**	**127**	**127**	**127**
		Grade 4											
9	M.Macaluso			19	19	19	19	20	20	20	20	20	20
10	Silliman			19	19	19	19	18	18	18	18	18	18
12	Bishop			18	19	18	19	19	19	18	18	18	18
14	Atkins			18	18	18	17	17	17	17	17	17	17
16	Taylor			19	19	19	19	19	18	18	18	18	18
18	Caselli			18	18	17	18	19	19	19	19	19	19
		Total	**110**	**111**	**112**	**110**	**111**	**112**	**111**	**110**	**110**	**110**	**110**
		Grade 5											
15	Brown			20	20	20	20	20	20	20	20	20	20
19	Bowman			20	20	20	20	21	21	21	21	21	21
20	Paley			19	19	19	19	18	17	18	18	18	18
24	Freitas			19	20	20	20	20	21	21	22	22	22
25	Mazur			20	20	21	21	21	21	21	21	21	21
27	Hildt			20	19	18	18	19	18	18	19	19	19
28	Fye			20	20	21	21	21	21	21	21	21	21
		Total	**127**	**138**	**138**	**139**	**139**	**140**	**139**	**140**	**142**	**142**	**142**
John F. Kennedy		**Totals**	**351**	**370**	**373**	**371**	**372**	**378**	**377**	**377**	**379**	**379**	**379**

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	14	14	15	14	14	14	14
10	Murray			16	15	16	16	16	16	16	16	16	16
11	Sanchez			17	15	14	14	15	15	15	15	15	15
19	Rivers			17	18	18	18	18	18	18	18	18	18
18	Darrell			17	15	15	15	15	15	16	16	16	16
		Total	**85**	**83**	**77**	**77**	**77**	**78**	**79**	**79**	**79**	**79**	**79**
		Grade 4											
9	Michalic			23	22	22	22	23	23	23	23	23	23
14	Su			21	21	21	21	21	21	21	21	21	21
15	Savage			20	20	20	21	21	21	21	21	21	21
26	Keach-Longo			18	18	18	18	19	19	20	20	20	20
27	Williams			20	19	19	19	20	20	20	20	20	20
		Total	**96**	**102**	**100**	**100**	**101**	**104**	**104**	**105**	**105**	**105**	**105**
		Grade 5											
12	Grimes			17	16	16	16	16	15	15	15	15	15
13	Carlson			17	18	18	17	17	17	15	15	15	15
16	Mendola			17	15	15	16	16	16	17	18	18	18
17	Nowsch			17	18	17	17	17	17	17	17	17	17
24	Chartier			16	15	16	17	17	17	18	18	18	18
25	Lewis			15	15	16	16	16	16	16	16	16	16
		Total	**97**	**99**	**97**	**98**	**99**	**99**	**98**	**98**	**99**	**99**	**99**
	Clover	**Totals**	**278**	**284**	**274**	**275**	**277**	**281**	**281**	**282**	**283**	**283**	**283**

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	82	82	84	85	85	85	85
Team 2			82	79	80	81	80	82	82	82	82	82
Team 3			78	78	79	79	82	82	82	83	83	83
	Total	**218**	**243**	**238**	**240**	**242**	**244**	**248**	**249**	**250**	**250**	**250**
Grade 7												
Team 4			79	80	80	80	79	79	79	80	80	80
Team 5			77	76	76	76	76	75	75	74	72	72
Team 6			77	77	78	79	81	79	80	80	80	80
	Total	**250**	**233**	**233**	**234**	**235**	**236**	**233**	**234**	**234**	**232**	**232**
Grade 8												
Team 7			84	85	85	85	86	86	86	86	86	86
Team 8			75	75	76	78	78	79	78	79	79	79
Team 9			79	78	79	79	81	81	81	81	81	81
	Total	**234**	**238**	**238**	**240**	**242**	**245**	**246**	**245**	**246**	**246**	**246**
Sage Park	**Totals**	**702**	**714**	**709**	**714**	**719**	**725**	**727**	**728**	**730**	**728**	**728**

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	305	304	305	283	284	283	283
Grade 10	261	272	271	267	266	260	261	268	269	268	267
Grade 11	297	296	297	294	295	294	293	286	287	287	277
Grade 12	295	291	290	285	284	285	283	298	298	298	308
Windsor High Total	**1,183**	**1,156**	**1,153**	**1,150**	**1,150**	**1,143**	**1,142**	**1,135**	**1,138**	**1,136**	**1,135**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

Prepared By: Patricia Patton

Presented By: Danielle Batchelder

Attachments: Food Service Financial Report

Subject: Cafeteria Operations – May 2020

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 2020

Recommendation: Informational only.

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

Agenda Item # 7c.

Windsor School Food Service
Financial Statement
May 2020

REVENUE	May 2020	7/1/19 - YTD	May 2019	7/1/18-YTD
SALES	$62.66	$621,776.76	$98,585.21	$786,035.11
REIMBURSEMENTS - STATE		58,020.11	16,264.00	77,126.00
ACCOUNTS RECEIVABLE	52,572.49	926,602.40	124,113.38	959,086.61
CLOC		143,966.00		118,315.95
MISC. (Rebates)		18,086.59	1,046.02	4,842.70
6 Cents Certification		19,789.70	2,904.18	22,559.58
REVENUE TOTALS	**$52,635.15**	**$1,788,243.56**	**$242,912.79**	**$1,967,965.95**
EXPENSES				
WAGES		$508,464.12	$79,866.37	$721,774.75
PAYROLL TAXES		38,897.29	6,109.77	55,215.78
BENEFITS		68,155.37	6,034.67	63,394.61
FOOD/MILK	11,482.78	774,076.43	105,648.85	983,826.14
PAPER	342.20	39,899.08	5,822.94	54,652.29
TRUCK		38,763.74	205.17	4,624.13
SUPPLIES	20.00	1,990.90	50.43	4,733.05
EQUIPMENT		2,508.55		33,231.45
SERVICES / refunds	473.70	4,305.92	20.00	48,763.63
EXPENSE TOTALS	**$12,318.68**	**$1,477,061.40**	**$203,758.40**	**$1,970,215.83**
	quick book error	-18292.95		
NET INCOME	**$40,316.47**	**$292,889.21**	**$39,154.39**	**($2,249.88)**
INVENTORY		none taken		**$22,500.00**
OPENING BALANCE 7/1		**$209,503.15**		**$333,317.93**
COMPUTED OPERATING POSITION				**$353,568.05**

WINDSOR BOARD OF EDUCATION
AGENDA ITEM

For Consideration by the Board of Education at the Meeting of: June 17, 2020

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, 2020 – May 31, 2020

RESIGNATIONS/SEPARATIONS

Laurie Galler	Administrative Assistant	Windsor High
Jennifer Hennessey	Occupational Therapist (new date 6/16/2020)	Ellsworth
Stephanie Lockhart	Assistant Principal (6/30/2020)	Windsor High
Allison Mendola	Classroom Teacher	Clover

RETIREMENTS

Cheryl McAuliffe	Substitute Nurse (5/6/2020)	District-wide
Donna LaPointe	Senior Accounts Payable Clerk (6/30/2020)	LP Wilson

TRANSFERS/REASSIGNMENTS

None

HIRES

Autumn Baltimore	Principal (7/1/2020)	Kennedy
Jay Mihalko	Principal (7/1/2020)	Poquonock
Miroslaw Zyzdorf	Maintenance Mechanic	LP Wilson

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

Agenda Item # 7d.

Windsor Board of Education
Regular Meeting - Virtual Meeting
Unapproved Minutes
Tuesday, May 19, 2020 7:00 PM
Town Hall, Council Chambers (Room Change) - Closed to the Public

The following are the unapproved minutes of the May 19, 2020 Regular Meeting - Virtual 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. Ayana Taylor
Mr. Paul Panos
Mr. Brian Bosch
Mr. Ronald Eleveld
Mr. David Furie
Ms. Charlotte Ricketts
Mr. James Ristas

Absent Board Members:
Ms. Maryam Khan

Updated Attendance:
Ms. Charlotte Ricketts was updated to present at: 7:16 PM
Ms. Maryam Khan was updated to absent at: 8:10 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 of Allegiance and a Moment of Silence. Also in attendance: Superintendent of Schools Dr. Craig A. Cooke, Director of Pupil and Special Education Services Steven Carvalho, Assistant Superintendent for Human Resources Dr. Terrell Hill, Director of Business Services Ms. Danielle Batchelder and Assistant Superintendent for Instructional Services Dr. Santosha Oliver.

2. Recognitions/Acknowledgements
2.a. Windsor Education Foundation Grants

Discussion:
Dr. Cooke gave an overview of the Windsor Education Foundation and the grant process. Funds have been allocated by the WEF board to benefit as many students as possible. Projects have been put on hold but will proceed during the summer and fall. 12 grants were obtained to benefit over 3.300 students to further student learning.

2.b. Recognition--CABE Student Leadership Awards: WHS--Abigail Butterick, Kennedy Tor; SPMS--Angela Abu-Boateng, Alex Dauphinais

Discussion:
Dr. Cooke explained that, under normal circumstances, the students being awarded and the administration from both Sage Park and WHS would be present and would be congratulated in turn by the Board. Mr. Lockhart read the profiles of 4 students.

Ms. Angela Abu-Boateng, of Sage Park, was commended for her leadership qualities both in and out of the classroom.

Mr. Alex Dauphinais, of Sage Park, is an outstanding student and a positive role model for his peers.

Ms. Abigail Butterick, of WHS, exemplifies the characteristics of a CABE Student Leader such as meeting high expectations and being a conscientious student.

Ms. Kennedy Tor, of WHS, whose determination, motivation and drive to succeed make her a CABE Student Leader as she leads by example.

The board was given the opportunity to congratulate the students. Mr. Ristas requested that there be limited use of acronyms.

3. Student Representative Report

Discussion:
Ms. Camacho wrote a statement that Dr. Cooke read for the board. Ms. Camacho explained that the Advanced Placement exams began last week. She said that she is sharing strategies with other students and that many students are sharing their experiences on social media. Ms. White, the WHS Choral Department teacher, is planning a virtual choir due to the loss of the spring concert. Details are not yet available. She thanked the board for everything they are doing.

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

Discussion:
Mr. Lockhart shared his appreciation of everyone trying to make this new process work. He wanted to recognize the cleaning staff for all they are doing to keep the buildings deep cleaned during this time. He thanked both Mary Kay Ravenola and Tracie Peterson as they move on from Windsor Public Schools. On behalf of the BOE, he wished them and their families the best.

4.b. Set Last Day of School for 2019-2020

Discussion:
Mr. Lockhart indicated that the last official day of school would be June 16, bringing the days of student study to 180. That day will be a half day for students. June 16 will be graduation for the seniors.

5. Superintendent's Report

Discussion:
Dr. Cooke stated that the memo he presents during agenda item 5c will cover all topics for his report.

5.a. Budget FY 2020-2021 - Potential Budget Reductions (Action Anticipated)

Motion Passed: Move the Board of Education approve the Town Council's request to reduce the FY 2020-2021 budget by $130,000 or 0.18%, making the Board of Education's approved FY 2020-2021 total budget, $72,551,799 passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

5.b. Healthy Food Certification (Action Anticipated)

Motion Passed: Move the Windsor Board of Education, pursuant to C.G.S. Section 10-215F, certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020 through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organization and groups passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

Discussion:
The board discussed the Healthy Food Certification being a federal program with state oversight. Ms. Batchelder explained the details of funding and why WPS feels it is an important certification.

Motion Passed: Food and beverage exemptions required: Move the Windsor Public Schools' board of education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1. The sale is in connection with an event occurring after the end of the regular school day or on the weekend 2. The sale is at the location of the event 3. The food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location means where the event is being held passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

5.c. Distance Learning/Coronavirus Update

Discussion:
A memo was sent to the board outlining the current situation within the district.

Dr. Cooke explained the limitations on summer programs. Dream Sports camp has been cancelled and the state is limiting the number of participants to 30 per site and 10 per room which greatly impacts the offerings available. Camp

Treehouse will proceed with a limited number of students and summer education will be held online with remote check-ins. Additional guidance from the State is expected later this month.

Advance Placement testing began on May 11 and has been going smoothly with no technology issues. The State of Connecticut will provide funding for SAT tests for members of the class of 2021. At this time the schedule of testing is unknown.

Through Tuesday, May 12, WPS has served over 28,000 meals (this includes breakfast and lunch) to children in need. This program is expected to continue over the summer, similar to what has been done in the past at select locations around Windsor. It is not known yet if distribution will continue at WHS and Oliver Ellsworth or at past summer locations.

Dr. Cooke and Mr. Osunde have continued to meet regarding WHS events. Graduation ideas have been discussed and the most probable option being a drive up ceremony with photos.

Locker clean out has been communicated to students. This has been a very emotional process for both staff and students. There is hope for a "last day of school redo" next year where students will have the opportunity to meet with this year's teachers and classmates after next year begins.

Windsor Public Schools will be receiving funding from the federal Cares funding program. The majority of funding in Connecticut is being passed directly to the districts. Funding needs to be spent by September 30, 2021. Administration will share its plan and the application process with the board when it becomes available.

5.d. Financial Status 2019-2020 School Year

The board was presented with a spreadsheet that reviewed the cost and savings for the 2019-2020 school year. Topics that the board discussed included the fuel program, savings in staffing, savings on utilities and food program costs. Ms. Batchelder addressed the board and answered questions. Additional reports will provided, as needed, at the June meeting.

6. Committee Reports

Discussion:
No committee reports.

7. Consent Agenda

Motion Passed: Move the Board accept Consent agenda items 7b. Enrollment Report and 7d. Human Resources Report passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

7.a. Financial Report

Discussion:
Expenditures for March 31, 2020 $ 6,996,004 (revised)

Expenditures through March 31, 2020 $50,297,687 (revised)

Expenditures for April 30, 2020 $ 6,736,915

Expenditures through April 30, 2020 $57,034,602

Discussion amongst the board included: technology, salaries, and tuition.

Motion Passed: Move the Board accept Consent agenda item 7a. Financial Report passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

7.b. Enrollment Report

7.c. Food Service Report

Discussion:
There was discussion of how the food services department receives its funding. There were also questions regarding the amount of compensation received for the breakfast and lunches currently being given to any Windsor children in need. A concern was raised about the offering of charity in the food program. Ms. Batchelder and Dr. Cooke explained the reasons for the department being at a loss for the school year.

Motion Passed: Move the Board accept Consent agenda items 7c. Food Service Report passed with a motion by Mr. David urie and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

7.d. Human Resources Report

8. Approval of Minutes
8.a. April 21, 2020 Regular Meeting

Motion Passed: Move to approve the minutes of the April 21, 2020 regular meeting passed with a motion by Ms. Ayana Taylor and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes

Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

8.b. May 5, 2020 Special Meeting

Discussion:
Mr. Bosch requested an amendment to the May 5, 2020 special meeting to include a statement he made at the time of the vote for the JFK principal candidate. He requested that "The reason for my no vote is that the candidate's experience is primarily at the middle school level and not elementary." be added to the vote.

Motion Passed: Move to approve the minutes of the May 5, 2020 special meeting with amendments passed with a motion by Ms. Ayana Taylor and a second by Mr. Paul Panos.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

9. Other Matters/Announcements/Regular BOE Meetings

Discussion:
Ms. Ricketts hoped all families are doing well and congratulated the 2020 graduates.

Mr. Eleveld agrees with Ms. Ricketts and wants everyone to stay safe.

Mr. Ristas had no comments.

Ms. Taylor congratulated the contestants for the Shad Derby Queen.

Mr. Bosch stated that this meeting was much smoother than the April meeting in terms of technology. He said that this is a trying time and with the reopening of the state, respect the choices people make.

Mr. Furie said that both Ms. Ravenola and Ms. Peterson will be missed. He felt the whole school system was doing great. He will miss the National Honor Society ceremony that is typically held in the spring.

Mr. Panos had no comments.

Mr. Lockhart expressed his congratulations to the graduates and all students making transitions. He wishes the best for everyone. He appreciated the district reaching out after his grandmother passed of Covid-19.

9.a. BOE Special Meeting, Tuesday, June 9, 2020, 6:30 PM, L.P. Wilson Community Center, Room 17

9.b. Next BOE Regular Meeting is Wednesday, June 17, 2020, 7:00 PM, Town Hall, Council Chambers

Discussion:
The June 17, 2020 regular meeting will be held via Zoom.

10. Adjournment

Discussion:
The meeting was adjourned at 9:29 PM.

Motion Passed: Move to adjourn the meeting at 9:29 PM passed with a motion by Mr. Paul Panos and a second by Mr. Ronald Eleveld.

8 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Absent
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

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Ayana K. Taylor, Secretary
Windsor Board of Education

Windsor Board of Education
Special Meeting - Virtual Meeting
Unapproved Minutes

Tuesday, June 9, 2020 6:30 PM

L.P. Wilson Community Center, Board Room - Closed to the Public

The following are the unapproved minutes of the June 9, 2020 Special Meeting - Virtual Meeting. Any additions or corrections will be made at a future meeting.

Attendance Taken at 6:30 PM:

Present Board Members:
Mr. Leonard Lockhart
Ms. Maryam Khan
Ms. Ayana Taylor
Mr. Paul Panos
Mr. Brian Bosch
Mr. Ronald Eleveld
Mr. David Furie
Ms. Charlotte Ricketts
Mr. James Ristas

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

Discussion:
The meeting was called to order by Mr. Lockhart at 6:30 p.m. with the Pledge of Allegiance and a Moment of Silence. Also in attendance: Superintendent of Schools Dr. Craig Cooke.

2. BOE Evaluation of the Superintendent and Discussion of Superintendent's Contract and Compensation (Executive Session and Possible Action Anticipated in Regular Session)

Motion Passed: Motion that the Board of Education enter into executive sessions for the purpose of evaluating the Superintendent and discussing his contract and compensation before taking possible action in open session, inviting the Superintendent to participate passed with a motion by Mr. David Furie and a second by Mr. Paul Panos.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

Discussion:
The meeting entered Executive Session at 6:36 p.m.

The meeting returned from Executive Session at 10:10 p.m.

Motion Passed: Motion that the President of the Board of Education be authorized to work with the Board of Education 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. Charlotte Ricketts.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

Motion Passed: Motion to authorize the Board of Education President to increase the salary of the Superintendent by 2%, effective July 1, 2020 passed with a motion by Mr. David Furie and a second by Ms. Maryam Khan.

6 Yeas - 1 Nays - 2 Abstained.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos No
Mr. Brian Bosch Abstain
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Abstain

Discussion:
Mr. Ristas and Mr. Bosch requested the minutes reflect that the reason they abstained is because the vote for compensation was divided and they were therefore uncertain.

Motion Passed: Motion to authorize the Board of Education President to facilitate a one-time payment of unused vacation days not able to be rolled over as of June 30, 2020, effective July 1, 2020 passed with a motion by Mr. David Furie and a second by Ms. Ayana Taylor.

6 Yeas - 3 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos No
Mr. Brian Bosch Yes
Mr. Ronald Eleveld No
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas No

Discussion:
Mr. Lockhart clarified that the Superintendent is ending this budget year with 14.5 vacation days he was not able to use due to Covid; the contract allows him to roll over 10 days which he is doing, leaving 4.5 days.

Mr. Eleveld requested the minutes reflect that he is opposed to the second portion as the total compensation would be in excess of $7,500 and that is why he's in opposition.

Mr. Ristas requested the minutes reflect that he would have supported a different combination of salary and compensatory payment.

3. Announcements

Discussion:
Ms. Rickets offered congratulations to the Class of 2020, and addressed events of the last few weeks and how it connects to education and our students.

Mr. Eleveld congratulated the Class of 2020, addressed events of the past approximate 2 weeks and expressed hope that conversations can be started on the topics that have been brought up and start the healing process.

Ms. Khan spoke on the deaths of George Floyd, Breonna Taylor and Ahmaud Arbury, looks forward to the Board being a model for the district; she offered congratulations to the Class of 2020.

Mr. Ristas stated he fervently and strongly hopes that the issues that have been prompted currently on a nationwide basis can be resolved in our lifetimes fairly, equitably and within the framework of our U.S. Constitution.

Mr. Bosch referenced the incident in Minneapolis; he stated education is central, in Windsor we all feel safe because Windsor is a community where we do watch out for each other, and he hopes as a town we can help the world move forward as well.

Mr. Furie congratulated the Class of 2020; he agreed with all the comments made prior regarding the social justice movement, particularly the action of our high school students and the WEA who are sponsoring a protest on the town green on Friday and the letters written by district principals at a time when our students are looking for answers.

Mr. Panos congratulated the Class of 2020, addressed what happened in Minneapolis and the need to use critical thinking moving forward to try to address the issues, addressed a recent tragedy in the community and extended his condolences to the family involved.

Mr. Lockhart congratulated the Class of 2020 and all students in the district who are being promoted up to the next grade/school, addressed the student led protest on Friday that is supported/sponsored by the WEA, and expressed his appreciation for members of the board.

4. Adjournment

Motion Passed: The meeting adjourned at 10:42 p.m. with a motion by Mr. Paul Panos and a second by Mr. Ronald Eleveld.

9 Yeas - 0 Nays.

Mr. Leonard Lockhart Yes
Ms. Maryam Khan Yes
Ms. Ayana Taylor Yes
Mr. Paul Panos Yes
Mr. Brian Bosch Yes
Mr. Ronald Eleveld Yes
Mr. David Furie Yes
Ms. Charlotte Ricketts Yes
Mr. James Ristas Yes

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Ayana K. Taylor, Secretary
Windsor Board of Education