

**WESTPORT BOARD OF EDUCATION  
SPECIAL MEETING**

**AGENDA \***

(Agenda Subject to Modification in Accordance with Law)

**SPECIAL NOTICE ABOUT PROCEDURES FOR THIS ELECTRONIC MEETING:**

Pursuant to the Governor’s Executive Orders No. 7B and 9H, public participation for this meeting will be held electronically and live streamed on westportps.org and shown on Optimum Government Access Channel 78 and Frontier Channel 6021. Emails to BOE members can be sent to BOE@westportps.org. Comments to be read during the public comment period must be submitted to the meeting’s GoogleDoc during the submission period. Please see the following link for instructions and guidelines:

[https://www.westportps.org/uploaded/Procedures\\_and\\_Guidelines\\_for\\_Public\\_Participation\\_in\\_Remote\\_Board\\_Meetings.pdf](https://www.westportps.org/uploaded/Procedures_and_Guidelines_for_Public_Participation_in_Remote_Board_Meetings.pdf).

We will use our best efforts to read public comments if they are received during the public comment period and if they state your full name and address. Meeting materials will be available at westportps.org along with the meeting notice posted on the Meeting Agenda page.

**PUBLIC CALL TO ORDER**

6:00 p.m., Held Remotely Via Zoom Pursuant to Executive Orders 7B and 9H

Instructions to listen to call to order:

Phone: +1 929 205 6099 US (New York)

Meeting ID: 826 6728 8061

Passcode: 366492

**EXECUTIVE SESSION:** Board Consideration of Legal Counsel

**RESUME PUBLIC SESSION/PLEDGE OF ALLEGIANCE** (7:00 p.m.)

**ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION**

**PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS** (15 MINUTES)

**MINUTES:** February 8 and 10, 2021, *pages 1-8*

**DISCUSSION**

- |    |   |         |  |
|----|---|---------|--|
| 1. | Health Update and School Reopening Model Update   |         | Ms. Suzanne Levasseur  |
| 2. | Search Institute Survey, <i>pages 11-23</i>   | (Encl.) | Mr. Michael Rizzo<br>Dr. Valerie Babich<br>Ms. Elaine Daignault<br>Ms. Margaret Watt |
| 3. | Equity Study  |         | Dr. Anthony Buono  |
| 4. | 2022-2023 School Year Calendar, <i>pages 24-26</i>  | (Encl.) | Mr. Thomas Scarice   |
| 5. | Policy Committee Update and First Reading of Policy 4111.4, "Plan for Minority Staff Recruitment", <i>pages 27-29</i> | (Encl.) | Ms. Karen Kleine   |

**ADJOURNMENT**

\* A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on Cablevision on channel 78; Frontier channel 6021 and by video stream @www.westportps.org

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Public comment will be accepted via a Google doc and the comments will be read aloud at the meeting. A link will be provided on Monday, prior to the meeting.
- There will be no in-person public comment due to public health concerns.
- A maximum of 15 minutes will be provided for public comments.
- Comments on agenda items are limited to 1 minute each.

*It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or [eflug@westportct.gov](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*

**WESTPORT BOARD OF EDUCATION**

**Board Members Present:**

Candice Savin	Chair
Karen Kleine	Vice Chair
Elaine Whitney	Secretary
Jeannie Smith	
Youn Su Chao	
Lee Goldstein	
Liz Heyer	

**Administrators Present:**

Thomas Scarice	Superintendent of Schools
Anthony Buono	Asst. Superintendent, Teaching and Learning
Michael Rizzo	Asst. Superintendent, Pupil Personnel Services
Elio Longo	Chief Financial Officer
John Bayers	Director of Human Resources and General Admin.

**PUBLIC CALL TO ORDER:** 6:01 p.m., Held Remotely Via Zoom Pursuant to Executive Order 7B and 9H

**EXECUTIVE SESSION:** Discussion Concerning the Resignation of the Long Lots Elementary School Principal

Candice Savin moved at 6:01 p.m. to enter into executive session for a Discussion Concerning the Resignation of the Long Lots Elementary School Principal; seconded by Karen Kleine and passed unanimously. All Board members participated; Jeannie Smith arrived at 6:03 p.m. Thomas Scarice, John Bayers, and Jessica Richman Smith of Shipman & Goodwin joined the executive session at the invitation of the Board. The executive session adjourned at 7:28 p.m.

**RESUME PUBLIC SESSION/PLEDGE OF ALLEGIANCE:** 7:36 p.m.

**ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION**

Elaine Whitney moved to add a discussion/action item on the Capital Soft Costs Appropriation Request to the agenda; seconded by Karen Kleine and passed 6-1 (Candice Savin opposed).

**PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS**

**MINUTES:** February 1 and 4, 2021

Elaine Whitney moved to approve the minutes of February 1 and 4, 2021; seconded by Karen Kleine and passed unanimously.

**DISCUSSION**

Health Update

Updated Health and Medical Insurance Review with Board of Education Insurance Consultant, Lockton Companies LLC

Karen Kleine moved to change Updated Health and Medical Insurance Review with Board of Education Insurance Consultant from a discussion item to a discussion/action item; seconded by Elaine Whitney and passed unanimously.

## DISCUSSION/ACTION

Updated Health and Medical Insurance Review with Board of Education Insurance Consultant, Lockton Companies LLC

**Be it resolved, that the Board of Education approves commencing negotiations with its employee unions regarding the impact of potential changes to its health benefits plan for FY 2022.**

**MOTION:** Elaine Whitney  
**SECOND:** Candice Savin  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

## DISCUSSION

FY 2021 Second Quarter Financial Report

## DISCUSSION/ACTION

FY 2022 Proposed Budget of the Superintendent of Schools

Motions and votes on adjustments to the FY 2022 Proposed Budget of the Superintendent of Schools:

### Transitions Program

Liz Heyer moved to reduce Account 109 by \$60,441 and Account 114 by \$17,012, reflecting 0.5 FTE for Teachers - Special Education and 0.2 FTE for Teachers - Speech & Hearing, respectively, associated with the proposed expansion of the Transitions Program. No second was made and no action was taken.

### Communications Specialist

**Be it resolved, that the Board of Education decreases by a total of \$112,000 the funding proposed by the Superintendent of Schools for the proposed new Communications Specialist position, with reductions of \$85,000 in budget line 120: Support Supervisors and \$27,000 in budget line 210: Health Insurance.**

**MOTION:** Elaine Whitney  
**SECOND:** Candice Savin  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

### High School Level Teachers

**Be it resolved, that the Board of Education decreases by a total of \$187,762 the funding proposed by the Superintendent of Schools for 2.0 FTE regular education teachers at the high school level, with reductions of \$133,762 in budget line 102: Teachers - Regular Education and \$54,000 in budget line 210: Health Insurance.**

**MOTION:** Youn Su Chao  
**SECOND:** Lee Goldstein  
**RESULT:** Passed  
**VOTE:** 4-3 (Elaine Whitney, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Jeannie Smith opposed)

#### Elementary Level Paraprofessionals

**Be it resolved, that the Board of Education decreases by a total of \$289,945 the funding proposed by the Superintendent of Schools for 5.0 FTE regular education paraprofessionals at the elementary school level, reflecting 1.0 FTE per elementary school, with reductions of \$154,945 in budget line 122: Paraprofessionals - Regular Education and \$135,000 in budget line 210: Health Insurance.**

**MOTION:** Lee Goldstein  
**SECOND:** Youn Su Chao  
**RESULT:** Failed  
**VOTE:** 3-4 (Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine, Elaine Whitney and Jeannie Smith opposed)

#### High School Level Paraprofessionals

**Be it resolved, that the Board of Education decreases by a total of \$115,978 the funding proposed by the Superintendent of Schools for 2.0 FTE regular education paraprofessionals at the high school level, with reductions of \$61,978 in budget line 122: Paraprofessionals - Regular Education and \$54,000 in budget line 210: Health Insurance.**

**MOTION:** Lee Goldstein  
**SECOND:** Youn Su Chao  
**RESULT:** Passed  
**VOTE:** 4-3 (Elaine Whitney, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Jeannie Smith opposed)

#### High School Level Grade Level Assistants

**Be it resolved, that the Board of Education decreases by a total of \$115,978 the funding proposed by the Superintendent of Schools for 2.0 FTE grade level assistants at the high school level, with reductions of \$61,978 in budget line 133: Other Assistants and \$54,000 in budget line 210: Health Insurance.**

**MOTION:** Liz Heyer  
**SECOND:** Youn Su Chao  
**RESULT:** Failed  
**VOTE:** 3-4 (Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine, Elaine Whitney and Jeannie Smith opposed)

Elementary Level Assistant Principals

**Be it resolved, that the Board of Education increases by a total of \$189,253 the funding proposed by the Superintendent of Schools for 1.0 FTE regular education assistant principals at the elementary school level, with increases of \$162,253 in budget line 100: Administrative Salaries and \$27,000 in budget line 210: Health Insurance.**

**MOTION:** Candice Savin

**SECOND:** Karen Kleine

**RESULT:** Failed

**VOTE:** 2-5 (Candice Savin and Karen Kleine in favor; Elaine Whitney, Jeannie Smith, Youn Su Chao, Lee Goldstein and Liz Heyer opposed)

**Be it resolved, that the Board of Education decreases by a total of \$189,253 the funding proposed by the Superintendent of Schools for 1.0 FTE regular education assistant principals at the elementary school level, with reductions of \$162,253 in budget line 100: Administrative Salaries and \$27,000 in budget line 210: Health Insurance.**

**MOTION:** Youn Su Chao

**SECOND:** Liz Heyer

**RESULT:** Passed

**VOTE:** 4-3 (Jeannie Smith, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Elaine Whitney opposed)

Permanent Substitutes

**Be it resolved, that the Board of Education decreases by \$49,140 the funding proposed by the Superintendent of Schools in budget line 150: Permanent Substitutes, reflecting a reduction of \$15 to the daily rate of pay for these employees, to \$115 per day, and representing the midpoint between the daily rate of pay that was in effect in FY 2020 and the increased daily rate of pay that was put in place during the Covid-19 pandemic.**

**MOTION:** Elaine Whitney

**SECOND:** Youn Su Chao

**RESULT:** Failed

**VOTE:** 3-4 (Candice Savin, Elaine Whitney and Youn Su Chao, in favor; Karen Kleine, Jeannie Smith, Lee Goldstein and Liz Heyer opposed)

**Be it resolved, that the Board of Education decreases by \$98,280 the funding proposed by the Superintendent of Schools in budget line 150: Permanent Substitutes, reflecting a reduction of \$30 to the daily rate of pay for these employees, to \$100 per day, and a return to the daily rate of pay that was in effect in FY 2020.**

**MOTION:** Youn Su Chao

**SECOND:** Elaine Whitney

**RESULT:** Failed

**VOTE:** 2-5 (Elaine Whitney and Youn Su Chao, in favor; Candice Savin, Karen Kleine, Jeannie Smith, Lee Goldstein and Liz Heyer opposed)

Smartboards

**Be it resolved, that the Board of Education decreases by \$200,000 the total of \$273,600 in funding proposed by the Superintendent of Schools in budget line 736: Technology Equipment - Instructional for the purpose of the replacement of 38 Smartboards, leaving a net balance of \$73,600 that was originally proposed for that purpose to be allocated instead to the purchase of alternative technologies to be piloted during the upcoming school year and to replacement of instructional technology equipment as may be needed to address breakages during the course of the school year.**

**MOTION:** Elaine Whitney

**SECOND:** Lee Goldstein

**RESULT:** Passed

**VOTE:** 4-3 (Elaine Whitney, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Jeannie Smith opposed)

Furniture

**Be it resolved, that the Board of Education decreases by \$60,947 the funding proposed by the Superintendent of Schools in budget line 735: Furniture, reflecting no new furniture purchases.**

**MOTION:** Youn Su Chao

**SECOND:** Candice Savin

**RESULT:** Passed

**VOTE:** 6-1 (Jeannie Smith opposed)

Instructional and Non-Instructional Equipment

**Be it resolved, that the Board of Education decreases by a total of \$159,877 the funding proposed by the Superintendent of Schools for instructional and non-instructional equipment, with reductions of \$27,898 in budget line 731: Instructional Equipment - New, \$35,553 in budget line 732: Non-Instructional Equipment - New, \$90,500 in budget line 733: Instructional Equipment - Replacement, and \$5,926 in budget line 734: Non-Instructional Equipment - Replacement, reflecting no new equipment purchases.**

**MOTION:** Elaine Whitney

**SECOND:** Youn Su Chao

**RESULT:** Passed

**VOTE:** 4-3 (Elaine Whitney, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Jeannie Smith opposed)

Athletic Equipment

**Be it resolved, that the Board of Education decreases by \$45,000 the funding proposed by the Superintendent of Schools in budget line 812: Student Athletics - Equipment, reflecting no new athletic equipment purchases.**

**MOTION:** Youn Su Chao  
**SECOND:** Liz Heyer  
**RESULT:** Passed  
**VOTE:** 4-3 (Elaine Whitney, Youn Su Chao, Lee Goldstein and Liz Heyer in favor; Candice Savin, Karen Kleine and Jeannie Smith opposed)

Final vote on the FY 2022 Requested Operating Budget of the Board of Education:

**Be it resolved, that the Board of Education requests an appropriation from the Board of Finance and the Representative Town Meeting for its operating budget for FY 2022 in the amount of \$126,942,298, reflecting \$1,070,817 in total net reductions to the FY 2022 Proposed Budget of the Superintendent of Schools, and a year-over-year increase of \$5,005,810 and 4.11% from the FY 2021 Adopted Operating Budget of the Board of Education.**

**MOTION:** Candice Savin  
**SECOND:** Elaine Whitney  
**RESULT:** Passed  
**VOTE:** 6-1 (Karen Kleine opposed)

At 10:39 p.m., Candice Savin moved to continue with the remaining agenda item, as it was past 10:30 p.m.; seconded by Karen Kleine and passed unanimously.

## **DISCUSSION**

Capital Appropriation Request for Soft Costs for FY 2021 and FY 2022 Capital Projects

**ADJOURNMENT:** Candice Savin moved to adjourn at 10:50 p.m.; seconded by Jeannie Smith and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary, Board of Education  
(minutes written by Lisa Marriott)

**WESTPORT BOARD OF EDUCATION  
Special Meeting**

**Board Members Present:**

Candice Savin  
Karen Kleine  
Elaine Whitney  
Jeannie Smith  
Youn Su Chao  
Lee Goldstein  
Liz Heyer

Chair  
Vice Chair  
Secretary

**Administrators Present:**

Thomas Scarice  
Elio Longo  
John Bayers

Superintendent of Schools  
Chief Financial Officer  
Director of Human Resources and General Admin.

**PUBLIC CALL TO ORDER/PLEDGE OF ALLEGIANCE:** 3:37 p.m., Held Remotely Via Zoom Pursuant to Executive Order 7B and 9H

**DISCUSSION/ACTION**

FY 2022 Proposed Budget of the Superintendent of Schools

Other Budgets

**Be it resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Private School Budget as presented at the meeting of February 10, 2021, and requests an appropriation from the Board of Finance and the Representative Town Meeting of \$507,569 for said budget.**

**MOTION:** Elaine Whitney  
**SECOND:** Karen Kleine  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

**Be it resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Revenue Offset Budgets as presented at the meeting of February 10, 2021, and requests an appropriation from the Board of Finance and the Representative Town Meeting of \$225,854 for said budgets.**

**MOTION:** Elaine Whitney  
**SECOND:** Karen Kleine  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

**Be it resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Continuing Education Program Budget as presented at the meeting of February 10, 2021, and requests an appropriation from the Board of Finance and the Representative Town Meeting of \$925,000 for said budget.**

**MOTION:** Elaine Whitney  
**SECOND:** Karen Kleine  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

**Be it resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Rentals and Reimbursements Budget as of June 30, 2020 and as presented at the meeting of February 10, 2021, and requests an appropriation from the Board of Finance and the Representative Town Meeting of \$100,351.80 for said budget.**

**MOTION:** Elaine Whitney  
**SECOND:** Karen Kleine  
**RESULT:** Passed Unanimously  
**VOTE:** 7-0

**ADJOURNMENT:** Karen Kleine moved to adjourn at 4:21 p.m.; seconded by Lee Goldstein and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary, Board of Education  
(minutes written by Lisa Marriott)



## WESTPORT PUBLIC SCHOOLS

**THOMAS SCARICE**  
*Superintendent of Schools*

110 Myrtle Avenue  
Westport, Connecticut 06880  
Telephone: (203) 341-1025  
Fax: (203) 341-1029  
tscarice@westportps.org

To: Westport Board of Education Members  
From: Thomas Scarice, Superintendent of Schools  
Re: February 23, 2021 Board of Education Meeting  
Date: February 18, 2021

Provided below for Board consideration is an overview of the meeting agenda items for February 23, 2021. As we have done for previous meetings, the meeting will be held remotely with public access through live streaming and public comments and questions submitted electronically.

### **Discussion**

#### **1. Health Update and School Reopening Model Update**

Sue Levasseur will provide her regular health update on COVID-19 cases. The overall infection rates have been trending downward sharply. Fairfield County rates are the lowest that they have been since late October, and last week the town of Westport had only 19 new cases. We have begun to have days where there are no new cases to report at the school level. The timing of our full K-8 reopening, coupled with the Staples plan to increase to three days a week on March 1, is coinciding well with the declining community transmission rates. That said, over the first half of the year we have learned that even in communities with high transmission rates, schools can remain open safely with appropriate mitigating measures.

If we continue to increase access successfully, I foresee additional efforts to increase on-site learning, particularly at the high school level. We will monitor attendance over the weeks following the vacation, and monitor the effectiveness of the “75%” model that begins on March 1. If we proceed successfully with preventing transmission in our schools and we continue to experience low community transmission rates, increased access at Staples is more likely. This could be in the form of increasing cohort size, increasing the number of days of the week that students attend, or perhaps even a full reopening. There will be additional areas to address with more students on campus, such as lunch. The first step is to successfully return from vacation, and then to successfully implement the March 1 model.

The CDC released school reopening guidance last week and it produced a good deal of frustration in Connecticut. The document read as if it were written in Connecticut in August. As the Department of Public Health (DPH) representatives noted in the weekly superintendent’s call, Connecticut has significantly progressed past the early stages of reopening that the CDC sought to address. This document is intended for the entire nation, with a wide range of school reopenings across thousands of school districts. Deidre Giffords, the Commissioner of DPH, has encouraged districts to continue to move forward with reopening efforts. She noted that our collective success so far this year provides justification and validation for this approach.

The latest report on vaccines for educators indicates that information should be available within the next 7-10 days. I imagine that we will have good information by the end of next week as to the timeline for educator vaccinations.

#### **2. Search Institute Survey**

The Search Institute is a nonprofit organization that studies and works to strengthen youth success in schools, coalitions, youth and family organizations, and the faith community. The organization has worked for over 60 years to improve the outcomes and success of youth. A primary focus of the Search Institute is to develop strong partnerships with communities and schools, while sharing quality research through publications, workshops, and surveys.

Surveys are a powerful tool developed by the Search Institute for communities and schools. Among the surveys is the “Developmental Relationships Survey”. This tool measures the unseen factors that contribute to strong relationships between adults and youth. The surveys are highly-customizable and can help schools and communities understand the relationships our youths experience and their social-emotional competencies.

Westport Public Schools is partnering with Westport Human Services and Positive Directions to administer the Search Institute Developmental Relationships Survey in March to a sample of 150 students from each grade 7 through 12. This is an anonymous online survey and will take 30 minutes for students in grades 7-8 and approximately 40 min for students in grades 9-12. The questions address such topics as social-emotional wellness as well as drug and alcohol use. The high school survey also includes a current events module with questions about COVID-19 and racial injustice. Parents will be notified and can choose for their child not to participate. This is similar to surveys the district has done in the past and the Search Institute survey will provide information for the school district and our community based partners to meet the needs of students and families in our community.

Mike Rizzo will lead this informational discussion and be able to respond to Board questions. The slide deck for the presentation has been included in the Board meeting packet.

**3. Equity Study**

In a commitment to ensuring equity and excellence for all students, an equity study will be conducted this spring. It is anticipated that this study will affirm the great work done over the years, while identifying areas for growth which would coincide with the development of a district-wide long-term strategic plan.

The goal of the study is to identify systemic inequalities while positioning the district to effectively develop strategic action plans. The general areas of focus include: policy/access, climate/culture, and curriculum/instruction.

The district sought professional expertise and issued a request for qualifications. A team (Assistant Superintendent Dr. Anthony Buono, Staples High School Principal Stafford Thomas, Staples Literacy Coach Rebecca Marsick, K-5 Literacy Coach Faith Sweeney, and 7-12 Social Studies Coordinator Lauren Francese) reviewed the submissions, with a focus on:

- expertise and scholarship in the area of equity, inclusion, and education,
- successful experience providing K-12 educators with professional development in diversity and inclusive teaching practices, and
- experience and expertise in conducting research studies, including both qualitative and quantitative inquiry.

The team recommended a partnership with New York University's Metropolitan Center for Research on Equity and the Transformation of School. Led by Dr. Maria Hernandez, the district will partner with this group to engage in a comprehensive study to identify potential inequalities and disproportionalities within our school community. Qualitative and quantitative data will be used to develop a root cause report and to inform the co-creation of a systemic multi-year action plan.

A copy of a completed equity study report has been requested from Dr. Hernandez's team and will be provided to the Board as soon as it is received.

Members of the initial team (see above) will be in attendance for the meeting and the presentation will be led by Dr. Buono. The team will be available to answer Board questions for this discussion item. The slide deck is currently being reviewed by the team remotely as teachers on the team are not available this week. It is expected that the slide deck will be complete by Friday or Monday and will be forwarded to the Board.

**4. 2022-2023 School Year Calendar**

Two draft 2022-2023 school calendar versions, shared with the WEA, WIAA and WEAP, are enclosed in the Board packet for a discussion item. A memo from John Bayers has been included in the packet for further context for the Board's consideration. Both draft versions are identical with the exception of the placement of the professional development day in February. The preferred option for Board adoption is Draft B for the reasons outlined by John in the attached memo.

**5. Policy Committee Update and First Reading**

Ms. Klein and Mr. Bayers will present the first reading of policy 4111.4, "Plan for Minority Staff Recruitment."

## The Developmental Relationships Framework

Young people are more likely to grow up successfully when they experience developmental relationships with important people in their lives. Developmental relationships are close connections through which young people discover who they are, cultivate abilities to shape their own lives, and learn how to engage with and contribute to the world around them. Search Institute has identified five elements—expressed in 20 specific actions—that make relationships powerful in young people’s lives.

Elements	Actions	Definitions
 <p><b>Express Care</b> Show me that I matter to you.</p>	<ul style="list-style-type: none"> <li>• <b>Be dependable</b>.....Be someone I can trust.</li> <li>• <b>Listen</b>.....Really pay attention when we are together.</li> <li>• <b>Believe in me</b>.....Make me feel known and valued.</li> <li>• <b>Be warm</b>.....Show me you enjoy being with me.</li> <li>• <b>Encourage</b>.....Praise me for my efforts and achievements.</li> </ul>	
 <p><b>Challenge Growth</b> Push me to keep getting better.</p>	<ul style="list-style-type: none"> <li>• <b>Expect my best</b>.....Expect me to live up to my potential.</li> <li>• <b>Stretch</b>.....Push me to go further.</li> <li>• <b>Hold me accountable</b>...Insist I take responsibility for my actions.</li> <li>• <b>Reflect on failures</b>.....Help me learn from mistakes and setbacks.</li> </ul>	
 <p><b>Provide Support</b> Help me complete tasks and achieve goals.</p>	<ul style="list-style-type: none"> <li>• <b>Navigate</b>.....Guide me through hard situations and systems.</li> <li>• <b>Empower</b>.....Build my confidence to take charge of my life.</li> <li>• <b>Advocate</b>.....Stand up for me when I need it.</li> <li>• <b>Set boundaries</b>.....Put limits in place that keep me on track.</li> </ul>	
 <p><b>Share Power</b> Treat me with respect and give me a say.</p>	<ul style="list-style-type: none"> <li>• <b>Respect me</b>.....Take me seriously and treat me fairly.</li> <li>• <b>Include me</b>.....Involve me in decisions that affect me.</li> <li>• <b>Collaborate</b>.....Work with me to solve problems and reach goals.</li> <li>• <b>Let me lead</b>.....Create opportunities for me to take action and lead.</li> </ul>	
 <p><b>Expand Possibilities</b> Connect me with people and places that broaden my world.</p>	<ul style="list-style-type: none"> <li>• <b>Inspire</b>.....Inspire me to see possibilities for my future.</li> <li>• <b>Broaden horizons</b>.....Expose me to new ideas, experiences, and places.</li> <li>• <b>Connect</b>.....Introduce me to people who can help me grow.</li> </ul>	

NOTE: Relationships are, by definition, bidirectional, with each person giving and receiving. So each person in a strong relationship both engages in and experiences each of these actions. However, for the purpose of clarity, this framework is expressed from the perspective of one young person.

# Proposed Youth Survey

Dr. Valerie Babich, Coordinator of Psychological Services, Westport Schools  
Elaine Daignault, Director of Human Services, Town of Westport  
Margaret Watt, Prevention Director, Positive Directions

# Past Youth Surveys

Conducted Youth Surveys since 2000 in partnership with Westport Department of Human Services and Positive Directions (Local Prevention Council)

Aligned with federal and state data collection around substance use trends amongst youth

Funded by grant from Department of Mental Health and Addiction Services (DMHAS) to Positive Directions

Data provided valuable information to the district on student substance use and findings were incorporated into health curriculum

# Proposed Youth Survey

## **Search Institute: Developmental Relationships Survey**

- covers a wider range of topics
- provides actionable data
- consistent with neighboring towns



## **Need for current data to:**

- establish baseline to track substance use over time
- guide social-emotional learning (SEL) work in the schools
- drive prevention programs for the schools and community partners

# Proposed Plan for Survey

Random selection of 150 students in each grade 7-12

Administered in school during March 2021

Middle school - 30 minutes

High school - 39 minutes

Parents will be notified and can “opt out” their child

Results of the survey expected in April 2021 and will be shared with the public and presented to Board of Education



# Search Institute

## What is the Search Institute?

- Research
- Resources
- Collaboration

## Grounded in extensive research on youth development, resiliency, and prevention.

- Foundational research using an asset-based framework which identifies strengths and resources across many areas of young people's lives. (**40 Developmental Assets**)
- Assets are built primarily through relationships. Search Institute's **Developmental Relationships** are rooted in intentionality, by offering five tangible elements—expressed in 20 specific actions—that support young people as they develop into healthy, caring, and responsible adults.

# Search Institute: Developmental Relationships (DR) Survey

## DR Module:



<https://youtu.be/20BXTEKR3Ag>

## Additional Modules:

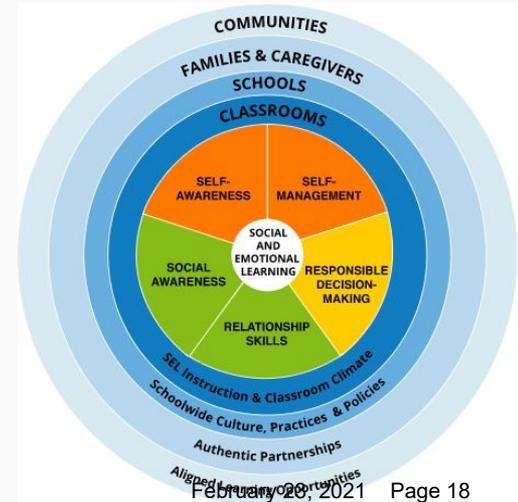
- Drug-Free Communities measures
- COVID\* (stress & coping)
- Racial Injustice\* (efficacy beliefs)

*\*high school only*

# Search Institute: Developmental Relationships (DR) Survey

## DR Module - 3 core measures:

- Developmental Relationships Framework
  - Express care, challenge growth, provide support, share power, expand possibilities
- Social-Emotional Competencies
  - Relationship skills, social awareness, responsible decision-making, self management, self awareness
- Equitable Practices
  - Organizational commitment to DEI, youth-staff diversity



# Search Institute: Developmental Relationships (DR) Survey

## **Drug-Free Communities Module - 4 core measures:**

- Past 30-day use
- Perception of parental disapproval
- Perception of peer disapproval
- Perception of risk

# Search Institute: Developmental Relationships (DR) Survey

## **COVID Module - core areas:**

- Mental health (how stressful has it been for you)
- Coping behaviors (engagement, disengagement)
- Social (dis)connection
- Change in relationship quality

# Search Institute: Developmental Relationships (DR) Survey

## **Racial Injustice Module - 5 items:**

- Personal role to play in ending racial injustice
- Awareness of own words and actions
- More likely to take action
- Concern about racial injustice is important for everybody
- We can make things fair for everybody

# Search Institute: Developmental Relationships (DR) Survey

## Results:

- Available within 2-3 weeks
- Report (~50 pages), can be filtered by MS/HS, demographics
- Prepare infographics & presentations
- Data will be shared with schools and with prevention coalition
- Use to raise awareness of current needs and at-risk groups, identify messaging, identify trends in substance use behaviors, develop plans

# Questions?





## WESTPORT PUBLIC SCHOOLS

**JOHN BAYERS**

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Fax: (203) 341-1024  
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To: Thomas Scarice, Superintendent

From: John Bayers, Director of Human Resources

Subject: Draft Westport Public Schools 2022-2023 School Calendars

Date: February 17, 2021

A meeting was held with the co-presidents of the Westport Education Association (WEA) and the president of the Westport Intermediate Administrators Association (WIAA) to review a draft calendar for the 2022-2023 school year. The draft calendar was also shared with the president of the Westport Educational Association Paraprofessionals (WEAP).

Draft A was used to start discussions. All parties agreed that the calendar worked in practical terms, but questions arose about whether to place the professional development day tied to the February vacation on the Friday before or the Monday after. Draft A lists a professional development day for Friday February 17, 2023. Draft B places a professional development day on Monday February 27, 2023. Other than this difference in the placement of the February professional development day, the remainder of both calendars is identical.

The parties discussed Draft B as option because of the belief that the Monday after February vacation provides more opportunities for professional growth leading into the Spring. Teachers and administrators would be able to apply this new learning immediately to their work with students. It is believed that this approach better serves the needs of the District.

For historical context, the placement of the February professional development day on the Monday after vacation had been the practice in the district for many years. In fact, with a few exceptions, including a mid-year calendar adjustment during the year of Hurricane Sandy, the February professional development day occurred on the Monday after vacation until February 2016. Since that year, it has been placed on the Friday before February vacation with the exception of this past school year. (The district front loaded PD days to help with the transition to one middle school.)

We have provided the two drafts for the 2022-2023 school year to the Board of education for consideration, but the preferred option by both the administration and teachers is Draft B.



## WESTPORT PUBLIC SCHOOLS 2022-2023 SCHOOL CALENDAR

DRAFT A

- School in Session
- Teacher Professional Development
- Snow Dates

### KEY DATES

- Aug 25-26, 29** Professional Development
- Aug 30** First Day of School
- Sept 5** Labor Day
- Sept 26** Rosh Hashanah
- Oct 5** Yom Kippur
- Oct 12** Early Release/Professional Development
- Nov 1** Election Day – Professional Development
- Nov 23** Early Dismissal
- Nov 24-25** Thanksgiving Recess
- Dec 26-Dec 30** Winter Recess
- Jan 16** Martin Luther King Jr. Day
- Feb 20** Presidents' Day
- Feb 17** Professional Development
- Feb 20-24** February Recess
- March 22** Early Release/Professional Development
- Apr 7** Good Friday
- April 7-14** Spring Recess
- May 29** Memorial Day
- June 14** Last Day of School/Graduation (Early Release)

Students: 182 days

Teachers: 188 days

There are 5 snow days built into the calendar. If there are no snow days students' last day will be June 14. In the event that additional make-up days are needed, District schools will use, in the following order: Monday, April 10; Tuesday, April 11; Wednesday, April 12; Thursday, April 13; Friday, April 14.

July 2022						
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## WESTPORT PUBLIC SCHOOLS 2022-2023 SCHOOL CALENDAR

**DRAFT B**

- School in Session
- Teacher Professional Development
- Snow Dates

### KEY DATES

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- Oct 5** Yom Kippur
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October 2022						
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January 2023						
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February 2023						
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## Personnel -- Certified/Non-Certified

### Minority Recruitment Plan

#### Commitment Statement

~~A key goal of the Westport schools is to develop students who “believe in and value greater cooperation among different people and cultures in an increasingly interrelated world.” In pursuit of that goal, the Westport Public School System believes it is worthwhile to have a staff that is not only highly qualified, but also that reflects the diversity existing in our state and nation. Such diversity can provide students with learning opportunities and breadth of experience not otherwise accessible. This belief should be recognized in the recruitment, hiring, assignment and promotion, of all qualified personnel, both certified and non-certified. To that end, and in compliance with PA 98-252, we have developed the following minority recruitment plan.~~

The Board believes that a skillful and diverse staff contributes significantly to high quality, engaging learning environments, predicated on a climate of inclusion. We believe it is worthwhile to have a staff that is not only highly qualified, but also that reflects the diversity of our state and nation. This belief should be recognized in the recruitment, hiring, assignment, and promotion of all qualified personnel, both certified and non-certified. In accordance with Sections 10-4a(3) and Section 10-220(a) of the Connecticut General Statutes, the Board of Education has developed the following written plan for minority educator recruitment:

#### Action Plan

~~All postings and advertising will continue to bear the statement: “Minorities are encouraged to apply.”~~

~~In addition to customary state, local and national media, recruitment advertising will be placed in media that are likely to be read by minority populations.~~

~~Recruitment material will continue to be sent to schools and colleges that are likely to have significant percentages of minority students. In addition, personal contacts will be established with the placement offices of these schools.~~

~~Recruitment flyers and brochures will be sent to the leadership of organizations in our area that are likely to have minority membership.~~

~~Through in person recruitment by administrators and managers, we will make known our active interest in diversity.~~

~~We will inform our staff, parents and members of the general community of our interest in diversity and ask them to assist in our recruitment efforts through personal contacts.~~

~~The district will participate in area minority recruitment fairs whenever possible.~~

~~All recruitment, interviewing, hiring and assignment procedures shall comply with all Board~~

~~policies and with state and federal non-discrimination regulations.~~

1. All recruiting sources will be informed in writing of the Board's non-discrimination policy.
2. The Board will develop contacts with local training and educational institutions, including those with high minority enrollments, to publicize job openings within the school district and to solicit referrals of qualified minority candidates.
3. The Board will develop contacts with local minority community organizations to publicize job openings within the school district and to solicit referrals of qualified minority candidates.
4. The Board will maintain, or expand, as appropriate, its help-wanted advertising to include print and/or broadcast media that is targeted to minorities.
5. The Board will participate in local job fairs, including those that are sponsored by the minority community organizations or otherwise targeted toward minorities.
6. The Board, or its designee, will maintain records documenting all actions taken pursuant to this plan, including correspondence with recruitment agencies and other referral sources, job fair brochures and advertising copy.
7. The Board will review on an annual basis the effectiveness of this plan in increasing minority applicant flow and attracting qualified candidates for employment.

**P-4111.3(b)**  
**4211.3**

## **Personnel---Certified/Non-Certified**

### **Minority Recruitment Plan**

#### **Commitment Statement (continued)**

Legal Reference: ~~Connecticut General Statutes~~

~~10-151 Employment of teachers. Notice and hearing on termination of contract.~~

~~10-153 Discrimination on account of marital status.~~

Connecticut General Statutes §10-4a (3)

Connecticut General Statutes §10-220 (a) Duties of Boards of Education. (as amended by PA 98-252)

Public Act 18-34, An Act Concerning Minority Teacher Recruitment and Retention

~~46a-60 Discriminatory employment practices prohibited.~~

Policy adopted: March 29, 1999  
Revised:

WESTPORT PUBLIC SCHOOLS  
Westport, Connecticut