

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC SESSION/PLEDGE OF ALLEGIANCE:

7:30 p.m., Staples High School, Cafeteria B (Room 301)

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

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

MINUTES: December 5, 2016; January 5, 2017; January 6, 2017; January 9, 2017; and January 17, 2017

DISCUSSION:

- | | |
|---|--------------------------------------|
| 1. Personalized Learning | Dr. Colleen Palmer |
| 2. Innovation Fund | Dr. Colleen Palmer |
| 3. FY 2018 Proposed Budget of the Superintendent of Schools,
<i>pages 9-12</i> | Dr. Colleen Palmer
Mr. Elio Longo |

DISCUSSION/ACTION:

- | | |
|-----------------------|------------------------|
| 1. Bus Safety Cameras | Ms. Sandra Evangelista |
|-----------------------|------------------------|

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 cable TV on channel 78; AT&T channel 99 and by video stream @www.westport.k12.ct.us

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

- Comment on non-agenda topics will occur during the first 15 minutes *except* when staff or guest presentations are scheduled.
- Board will not engage in dialogue on non-agenda items.
- Public may speak as agenda topics come up for discussion or information.
- Speakers on non-agenda items are limited to 2 minutes each, except by prior arrangement with chair.
- Speakers on agenda items are limited to 3 minutes each, except by prior arrangement with chair.
- Speakers must give name and use microphone.
- Responses to questions may be deferred if answers not immediately available.
- Public comment is normally not invited for topics listed for action after having been publicly discussed at one or more meetings.

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WESTPORT BOARD OF EDUCATION MINUTES

Board Members Present:

Michael Gordon	Chair
Jeannie Smith	Vice Chair
Mark Mathias	
Karen Kleine	
Vik Muktavaram	
Candice Savin	

Administrators Present:

Colleen Palmer	Superintendent of Schools
Elio Longo	Dir. of School Business Operations
Jennifer Allen	Dir. of Secondary Ed. & Research
Julie Droller	Dir. of Elementary Education
John Bayers	Dir. of Human Resources & General Admin.
Michael Rizzo	Director of Pupil Services

Absent:

Elaine Whitney

PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 7:37 p.m., Staples High School, Cafeteria (Room 301)

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS

MINUTES: Michael Gordon moved to approve the minutes of November 21, 2016; seconded by Mark Mathias and passed unanimously.

DISCUSSION/ACTION:

Changes to 2017-2018 School Calendar

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves changing the January 12 professional development day to February 16 in the 2017-18 school year and adjusting the student calendar in a similar manner so that January 12 is a day of school for all students and February 16 is a vacation day for all students

MOTION: Mark Mathias
SECOND: Vik Muktavaram
RESULT: Passed Unanimously
VOTE: 6-0

DISCUSSION:

FY 2018 Preliminary Budget Discussions with Board of Finance and RTM Education and Finance Committee Chairs

The following officials joined the Board of Education at the table for the discussion: Board of Finance members Brian Stern, Michael Rea, Jen Tooker, Lee Caney, Sheri Gordon, John Hartwell, and Jim Westphal; RTM Education Committee Chair Velma Heller; RTM Finance Committee Chair Jeff Weiser; and First Selectman Jim Marpe.

ADJOURNMENT: Michael Gordon moved to adjourn at 8:59 p.m.; seconded by Jeannie Smith and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary

(Minutes written by Lisa Marriott & based on notes from Jeannie Smith)

WESTPORT BOARD OF EDUCATION MINUTES

Board Members Present:

Michael Gordon Chair
Jeannie Smith Vice Chair
Elaine Whitney Secretary
Karen Kleine
Vik Muktavaram
Candice Savin

Administrators Present:

Colleen Palmer Superintendent of Schools

Absent:

Mark Mathias

PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 7:42 p.m., Staples High School, Library Classrooms

WORK SESSION:

Visioning Exercise for Strategic Planning with Lyle Kirtman, CEO of Future Management Systems, Inc.

ADJOURNMENT: Michael Gordon moved to adjourn at 9:45 p.m.; seconded by Jeannie Smith and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary
(Minutes written by Lisa Marriott)

WESTPORT BOARD OF EDUCATION MINUTES

Board Members Present:

Michael Gordon Chair
Jeannie Smith Vice Chair
Elaine Whitney* Secretary
Vik Muktavaram
Karen Kleine
Candice Savin

Administrators Present:

Colleen Palmer Superintendent of Schools
Elio Longo Dir. of School Business Operations
Jennifer Allen Dir. of Secondary Ed. & Research
Julie Droller Dir. of Elementary Education
John Bayers Dir. of Human Resources & General Admin.
Michael Rizzo Director of Pupil Services

Absent:

Mark Mathias

*Note: Elaine Whitney stepped out of the meeting from 10:19 a.m. to 11:25 a.m. and from 1:54 p.m. to adjournment.

PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 8:39 a.m., McManus Room, Westport Public Library

WORK SESSION:

2016-17 Proposed Budget of the Superintendent of Schools

The Board conducted an “all-day” work session to review the budget. Copies of the budget binder were available for viewing by the public, and a copy has been posted on the Westport Public Schools website.

ADJOURNMENT: Michael Gordon moved to adjourn at 2:55 p.m.; seconded by Vik Muktavaram and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary
(Minutes written by Lisa Marriott)

**WESTPORT BOARD OF EDUCATION
MINUTES - DRAFT 1**

Board Members Present:

Michael Gordon Chair
Jeannie Smith Vice Chair
Elaine Whitney Secretary
Mark Mathias
karen Kleine
Vik Muktavaram
Candice Savin

Administrators Present:

Colleen Palmer Superintendent of Schools
Elio Longo Dir. of School Business Operations
Jennifer Allen Dir. of Secondary Ed. & Research
Julie Droller Dir. of Elementary Education
John Bayers Dir. of Human Resources & General Admin.
Michael Rizzo Director of Pupil Services

PUBLIC SESSION/CALL TO ORDER: 7:37 p.m., Staples High School, Cafeteria Room 301

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

It was announced that Karen Kleine has been appointed as a member of the board of directors of the Connecticut Association of Boards of Education (CABE) and a Co-Director of Area 6 for CABE

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS

MINUTES: Elaine Whitney moved to approve the minutes of December 4; 2016, December 6, 2016; December 19 2016; and January 3, 2017; seconded by Michael Gordon. December 4, December 6 and December 19 passed unanimously. The minutes of January 3, passed 6-0-1 with Vik Muktavaram abstaining.

DISCUSSION:

FY 2017 and FY 2018 with Board of Education Insurance Consultant, Lockton Companies LLC

The Board of Education was joined for the discussion of this topic by the following town officials: Brian Stern, Jen Tooker, Lee Caney, Sheri Gordon, John Hartwell and Jim Westphal of the Board of Finance; Velma Heller, Chair of the RTM Education Committee; Allen Bomes, Member of the RTM Finance Committee; and Jim Marpe, First Selectman.

Discussion of Bus safety Measures

FY 2016 Proposed Budget of the Superintendent of Schools

DISCUSSION/ACTION

Update on Mold Remediation

Be it resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the expenditure of \$163,547.79 from the Board of Education Carryover

Account to cover the cost of additional mold remediation incurred at Coleytown Middle School with notice to be sent to the Board of Finance so as to meet the conditions necessitated by the terms of the Memorandum of Agreement dated August 31, 2015, between the Board of Education and the Board of Finance creating the Carryover Account. Be it further resolved, the Board of Education requests that the Board Finance approved fiscal year to date Carryover Account expenditures in the amount of \$57,370.29; the excess above \$200,000 as set forth in the Memorandum of Agreement.

MOTION: Michael Gordon
SECOND: Elaine Whitney
RESULT: Passed Unanimously
VOTE: 7-0

ADJOURNMENT/EXECUTIVE SESSION: Michael Gordon moved to adjourn to Executive Session to discuss Strategies for Negotiations at 10:43 p.m.; seconded by Elaine Whitney and passed unanimously.

EXECUTIVE SESSION:

All BOE members were in attendance. Colleen Palmer, Elio Longo and John Bayers were in attendance at the invitation of the board. The Executive Session adjourned at 10:53 p.m.

Respectfully submitted,

Elaine Whitney, Secretary
(Minutes written by Lisa Marriott)

WESTPORT BOARD OF EDUCATION MINUTES

Board Members Present:

Michael Gordon Chair
Jeannie Smith Vice Chair
Elaine Whitney Secretary
Mark Mathias
Karen Kleine
Vik Muktavaram
Candice Savin

Administrators Present:

Colleen Palmer Superintendent of Schools
Elio Longo Dir. of School Business Operations
Jennifer Allen Dir. of Secondary Ed. & Research
Julie Droller Dir. of Elementary Education
John Bayers Dir. of Human Resources & General Admin.
Michael Rizzo Director of Pupil Services

PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 7:33 p.m., Staples High School, Cafeteria (Room 301)

A moment of silence was held for longtime Westport educator Glenn Hightower.

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS

DISCUSSION:

FY 2018 Proposed Budget of the Superintendent of Schools

DISCUSSION/ACTION:

Bus Safety Cameras
Deferred by consensus pending receipt of a legal opinion on this matter

ADJOURNMENT: Michael Gordon moved to adjourn at 10:12 p.m; seconded by Candace Savin and passed unanimously.

Respectfully submitted,

Elaine Whitney, Secretary
(Minutes written by Lisa Marriott)

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RECOMMENDED CHANGES TO THE SUPERINTENDENT'S FY18 PROPOSED BUDGET

Baseline: FY 17 BOE Adopted Budget	\$	112,607,887		
Superintendent's FY 18 Proposed Budget	\$	115,358,712	\$	%
			\$ 2,750,825	2.44%
Superintendent Recommended Changes				
Increase:				
116 - Yearbook stipend (add a 2nd)	\$	7,500		0.01%
210 - Restore Health Reserve to 8%	\$	322,127		0.29%
436 - Restore Select Grounds Projects	\$	165,000		0.15%
510 - 3 pt seatbelts installed on 13 buses (1st installment)	\$	65,100		0.06%
	\$	559,727		0.50%
Decrease:				
115 - Theater Arts Leader stipend	\$	(4,173)		0.00%
115 - Liaison Special Area stipend	\$	(41,270)		-0.04%
116 - Extracurricular reduce 5.3%	\$	(40,720)		-0.04%
118 - Interscholastic Coaches reduce 2.1%	\$	(13,750)		-0.01%
210 - Health Insurance revised (Lockton update)	\$	(10,760)		-0.01%
210 - Health Reserve - additional revenue Anthem checks	\$	(43,000)		-0.04%
323 - Instructional Program Improvements - T&L Center	\$	(4,050)		0.00%
414 - Natural Gas (fixed 24 month pricing)	\$	(150,000)		-0.13%
435 - SHS student locker locksets	\$	(20,000)		-0.02%
435 - KHS master clock and bell system upgrade	\$	(18,920)		-0.02%
435 - LLS master clock and bell system upgrade	\$	(19,850)		-0.02%
437 - CMS locker replacement Girls/Boys rooms	\$	(65,000)		-0.06%
437 - KHS cafeteria asbestos abatement tile removal	\$	(60,000)		-0.05%
550 - Printing: SHS student handbook	\$	(5,600)		0.00%
733 - BMS sound system in auditorium replacement	\$	(43,000)		-0.04%
812 - SHS Pool timing system	\$	(27,000)		-0.02%
	\$	(567,093)		-0.50%
Superintendent's FY 18 Proposed Budget (revised 01/30/17)	\$	115,351,346	\$	2.44%
<i>NET Change</i>			\$ (7,366)	

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SEATBELTS ON BUSES INSTALLATION OPTIONS

OPTION A (Factory install seatbelts on new bus deliveries; all benches)

	2017 - 2018		2018 - 2019		2019 - 2020		TOTAL
	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	
# of Type I		13			5		
Cost per bus		\$ 9,300			\$ 9,300		
Extended Price		\$ 120,900			\$ 46,500		\$ 167,400
Avg. monthly cost per bus for remainder of contract term		\$ 310			\$ 775		
Alternate Payment Schedule		\$ 65,100	\$ 55,800	\$ -	\$ 46,500	\$ -	\$ 167,400

OPTION B (Retrofit 23 of 28 buses; all benches)

	2017 - 2018		2018 - 2019		2019 - 2020		TOTAL
	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	
# of Type I		23					
Cost per bus		\$ 17,600					
Extended Price		\$ 404,800					
Avg. monthly cost per bus for remainder of contract term		\$ 587					
OPTION A & B COMBINED		\$ 469,900	\$ 55,800		\$ 46,500		\$ 572,200

OPTION C (Factory install - Front row only)

	2017 - 2018		2018 - 2019		2019 - 2020		TOTAL
	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	
# of Type I		13			5		
Cost per bus		\$ 825			\$ 825		
Extended Price		\$ 10,725			\$ 4,125		\$ 14,850
Avg. monthly cost per bus for remainder of contract term		\$ 28			\$ 69		

OPTION D (Retrofit 28 - Front row only)

	2017 - 2018		2018 - 2019		2019 - 2020		TOTAL
	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	Jul - Dec 30	Jan 1 - Jun 30	
# of Type I		28					
Cost per bus		\$ 1,300					
Extended Price		\$ 36,400					\$ 36,400
Avg. monthly cost per bus for remainder of contract term		\$ 43					

OPTION C & D COMBINED (Front row only)		\$ 47,125	\$ -	\$ -	\$ 4,125	\$ -	\$ 51,250
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