Colchester Board of Education Meeting

Agenda

Date:   Wednesday, February 18, 2015
Time:   7:00 PM
Place:   William J. Johnston Middle School
         Media Center

1. Call to Order
2. Citizen Comments
3. Additions to the Agenda by the Board of Education
4. Citizen Comments on Additions to the Agenda
5. *Approval of Minutes (Enclosures)
6. Communications/Correspondence
7. Celebrations
   7.1 Jack Jackter Student Wins MLK Jr. Poster Contest (Enclosure)
   7.2 Success of Full Day Kindergarten
   7.3 School Custodians Commended (Enclosures)
   7.4 C3 Recognized by Graustein (Enclosure)
   7.5 Colchester Learning Foundation Mini-Grants
8. Administrative Reports
   8.1 Superintendent's Reports
      8.1.1 Introduction of William J. Johnston Middle School Assistant Principal
   8.2 Financial Reports
      8.2.1 Budget Report (Enclosure)
      8.2.2 Request for Budget Transfers (None this meeting)
      8.2.3 Notification of Transfers (Enclosures)
      8.2.4 Health Insurance Account (Enclosure)
9. Unfinished Business
   9.1 WJJMS Building Project Update
   9.2 *Bacon Academy Principal Search
   9.3 *2015-16 Education Budget
10. New Business
    10.1 *Field Trips (Enclosures)
    10.2 *Donations (Enclosure)
    10.3 *School Climate Assessment (Enclosure)
    10.4 *BA Program of Studies – Changes for 2015-2016 (Enclosure)
    10.5 *Job Description and Authorization to Search - Temporary Assistant Director of
         Pupil Services and Special Education (Enclosure)
11. Chairman's Reports
    11.1 Board of Finance Budget Schedule (Enclosure)
    11.2 Budget Communication Plan
    11.3 Liaison Assignments (Handout)
12. **Committee Reports**
   None this meeting

13. **Information Items (Enclosures)**
   13.1 Enrollment
   13.2 Charter Oak Federal Credit Union Scholarship Program
   13.3 Student Reading Achievement
   13.4 Thank You to Mike Byrne for Facilitating JJIS Geography Bee

14. **Executive Session (Enclosures/Handouts for Board Members Only)**
   14.1 Discussion concerning attorney client privileged written communication

15. **Adjournment**

   * Possible action item
Colchester Board of Education Meeting
Information Bulletin

Date:   Wednesday, February 18, 2015
Time:   7:00 PM
Place:   William J. Johnston Middle School
         Media Center

1. **Call to Order**
   Chairman Ronald Goldstein

2. **Citizen Comments**
   The Board of Education provides an opportunity for members of the public to
   comment on issues of importance to the Board of Education in accordance with
   Board Bylaw #9325.

3. **Additions to the Agenda by the Board of Education**
   Additions may be added to the agenda upon a 2/3 vote of those members of the
   Board present.

4. **Citizen Comments on Additions to the Agenda**
   If additions have been added to the agenda, the Board Chairperson provides an
   opportunity for citizen comments on the additions.

5. **Approval of Minutes** *(Enclosures)*
   **Recommendation:**
   To approve the minutes of the January 13, 2015 Board of Education Regular
   Meeting, the January 29, 2015 Board of Education Special Meeting, and the February
   5, 2015 TriBoard Meeting.
   **Background:**
   Included for the Board of Education approval are the minutes of the:
   - January 13, 2015 Board of Education Regular Meeting
   - January 29, 2015 Board of Education Special Meeting
   - February 5, 2015 Tri-Board Meeting

6. **Communications/Correspondence**
   Written correspondence to the Chairperson and/or Superintendent of Schools,
   received the night of the meeting, may be read by the Board Secretary with the
   authorization of the Chairperson if it comports with the Freedom of Information Act.
   Correspondence received in advance are included in the agenda packet and not read
   since they are available to the public.

7. **Celebrations**
   7.1 **Strategic Plan Belief:** Student engagement in a relevant, rigorous, creative
   learning environment where instruction and curricula are guided by ongoing, varied
   assessment is imperative for success.
   - **Jack Jackter Student Wins MLK Jr. Poster Contest** *(Enclosure)*
   **Background:**
   A fifth grade student artist from the Jack Jackter Intermediate School won
   first place in the Martin Luther King, Jr. poster contest sponsored by the
University of Connecticut. Caylin Davids won first place in the 4-6 grade division. Caylin was recognized at the awards reception at UCONN on Monday, January 19, 2015.

7.2 **Strategic Plan Belief:** Student engagement in a relevant, rigorous, creative learning environment where instruction and curricula are guided by ongoing, varied assessment is imperative for success.

- **Success of Full Day Kindergarten**
  
  **Background:**
  CES Principal Amity Goss will speak about the success of the Full Day Kindergarten program. Kindergarten teachers Irene Stanavage and Anne Lemke along with kindergarten students Cole Mitchell, Ethan Blanchette, Zach Chiarella, and J.T. Eisenberg will share their positive experiences with Full Day Kindergarten.

7.3 **Strategic Plan Goal #2:** Highly effective staff will be hired, supported, valued, and retained.

- **School Custodians Commended (Enclosures)**
  
  **Background:**
  Director of Educational Operations Ken Jackson will introduce our hardworking school custodians and recognize them for their extra effort during the January blizzard. They are commended for their continuing hard work, keeping our schools in top notch condition every day, and for going above and beyond, staying at our schools overnight during the heaviest part of the snowstorm to monitor building systems and keep up with snow removal.

7.4 **Strategic Plan Goal #2:** Highly effective staff will be hired, supported, valued, and retained.

- **C3 Recognized by Graustein (Enclosure)**
  
  **Background:**
  CES Principal Amity Goss will introduce C3 Coordinator Cindy Praisner. Colchester was one of the three towns named in the William Caspar Graustein Memorial Fund letter to Governor Malloy as producing Community Level Results. Our Early Literacy work was highlighted as well as our steady improvement in kindergarten reading scores.

7.5 **Strategic Plan Result #4:** School-parent-community partnerships will continue to be developed, strengthened, and promoted.

- **Colchester Learning Foundation Mini-Grants**
  
  **Background:**
  Representatives from the Colchester Learning Foundation (CLF) will be presenting their latest round of mini-grants to school staff and community members who wrote grant proposals to support teaching and learning in Colchester. Recipients of the grants totaling $2,095.22 are:
  - C3 and Cragin Library for the Bookmobile project - $480 (Cindy Praisner)
  - Math Night at JJIS - $350 (Patty Tedford and Bette Leisten)
  - Markerspace project at WJJMS - $330 (Michele Lane)
  - Apple TV at CES- $297 (Rebecca Granatini)
  - Markerspace project at JJIS - $500 (Barbara Johnson)
  - Pi Team Poetry library at WJJMS - $138.22 (Ellen Gehret)
8. Administrative Reports
8.1 Superintendent’s Reports
8.1.1 Introduction of William J. Johnston Middle School Assistant Principal

Background:
Superintendent Mathieu will introduce new WJJMS Assistant Principal Carla Kennedy. Ms. Kennedy is currently Director of Educational Technology at Coventry Public Schools. Carla was also an Assistant Principal at Nathan Hale Middle School. She has a Masters of Education from the University of New England. Carla will begin as WJJMS Assistant Principal in March.

8.2 Financial Reports
8.2.1 Budget Report (Enclosure)
8.2.2 Request for Budget Transfers (None this meeting)
8.2.3 Notification of Transfers (Enclosures)
8.2.4 Health Insurance Account (Enclosure)

9. Unfinished Business
9.1 WJJMS Building Project Update

Background:
Chairman Goldstein and Superintendent Mathieu will update the Board on the WJJMS Building Project.

9.2 *Bacon Academy Principal Search

Background:
Superintendent Mathieu will update the Board on the progress and next steps in the BA Principal search process. Board members will discuss the interview process and develop questions that will be asked of the candidates. The final two candidates will be interviewed by the Board at a Special Meeting at a date to be determined.

9.3 *2015-16 Education Budget

Background:
Discussion and possible action on the 2015-2016 Superintendent’s Proposed Budget. The Board of Education is scheduled to present its budget proposal to the Board of Finance on Tuesday, March 3, 2015.

10. New Business
10.1 *Field Trips (Enclosures)

Recommendation:
To approve the following field trips:
- BA FIRST Robotics Team to Springfield, MA on March 5, 6 & 7, 2015
- BA FIRST Robotics Team to Hartford, CT and Marlborough, MA on April 8-11, 2015
- JJIS Grade 5 to Sturbridge, MA on March 27, 2015
- BA Grade 12 to Seaside Heights, NJ and Brooklyn, NY on June 5, 2015

10.2 *Donations (Enclosure)

Recommendation:
To accept the following donations:
- $14,700 from Dominion Nuclear CT for support of the BA Robotics Club
- Three iPad Airs from an anonymous donor to the CES Health and PE Department for the benefit of CES students

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10.3 *School Climate Assessment (Enclosure)

**Recommendation:**
To approve the inclusion of six CSDE identified questions in CPS School Climate Assessments.

**Background:**
Beginning with the 2012-2013 school year all schools were required to implement Safe School Climate assessments for students, faculty/staff, and parents/guardians. As this is a biennial process schools are required to implement the assessments again in the 2014-2015 school year. Board approval is required in order to disseminate the survey(s) to the named groups.

10.4 *BA Program of Studies – Changes for 2015-2016 (Enclosure)

**Recommendation:**
To approve the proposed additions and changes to the Bacon Academy Program of Studies for the 2015-2016 school year.

**Background:**
Attached please find a summary of the proposed additions and changes to the Bacon Academy Program of Studies 2015-2016. The proposed changes can be implemented with current staff and require no additional budgetary funds. Assistant Principal Charley Hewes will be in attendance to summarize the changes and to respond to Board member questions.

10.5 *Job Description and Authorization to Search - Temporary Assistant Director of Pupil Services and Special Education (Enclosure)

**Recommendation:**
To approve the job description and authorization to search for a Temporary Assistant Director of Pupil Services and Special Education.

**Background:**
Superintendent Mathieu is requesting the creation of the position of a Temporary Assistant Director of Pupil Services and Special Education for the remainder of the 2014-15 school year. This position is needed for three reasons: to assist in the conduct of PPTs for the current roster of approximately 50 students in out-of-district placements, to bring additional experience to the Office of Pupil Services and Special Education needed due to the recent retirement of the Office’s two experienced office professionals, and to assist administration in reviewing parent concerns (and to make recommendations as appropriate). The cost for this position will be no more than $40,333.44 (based on salary schedule for assistant principals) and is available due to hiring of an interim administrator at a lower step than budgeted.

The Job Description was developed by administration and approved by the Personnel Committee. The funding plan was discussed and approved by the Budget Committee.

11. Chairman’s Reports
11.1 Board of Finance Budget Schedule (Enclosure)
11.2 Budget Communication Plan
11.3 Liaison Assignments (Handout)

12. Committee Reports
None this meeting
13. Information Items (Enclosures)
   13.1 Enrollment
   13.2 Charter Oak Federal Credit Union Scholarship Program
   13.3 Student Reading Achievement
   13.4 Thank You to Mike Byrne for Facilitating JJIS Geography Bee

14. Executive Session (Enclosures/Handouts for Board Members Only)
   14.1 Discussion concerning attorney client privileged written communication

15. Adjournment

* Possible action item
Colchester Board of Education Meeting

Minutes

Date: Tuesday, January 13, 2015
Time: 7:00 PM
Place: William J. Johnston Middle School
        Media Center

Board Members Present: Chairman Ronald Goldstein, Donald Kennedy, Michael Egan,
Brad Bernier, Michael Voiland, Mary Tomasi; Student members Mitchell Hallee and
Lauren Hickey.

Board Members not present: Mitchell Koziol

Administration Present: Superintendent Mathieu, Principal Chris Bennett, Principal Deb
Sandberg, Principal Amity Goss, Principal Don Gates, Chief Financial Officer Maggie
Cosgrove, Director of Pupil Services Kathie Shaughnessy

1. **Call to Order**
   Chairman Ronald Goldstein called the meeting to order at 7pm.

2. **Citizen Comments**
   None for this meeting

3. **Additions to the Agenda by the Board of Education**
   Superintendent Mathieu requested removal of Executive Session items 14.2 and 14.3
   and agenda item 16, and the addition of Celebration 7.8.

   **Motion:** Don Kennedy
   to approve the removal of Executive Session items 14.2 and 14.3, remove item 16;
   and add Celebration 7.8
   **Second:** Brad Bernier
   **Vote:** Unanimous for approval

4. **Citizen Comments on Additions to the Agenda**
   None this meeting

5. **Approval of Minutes (Enclosures)**
   Minutes of the December 9, 2014 Board of Education Regular Meeting and the
   December 10, 2014 TriBoard Meeting were presented for approval.

   **Motion:** Brad Bernier
   to approve December 9, 2014 Board of Education Regular Meeting
   **Second:** Don Kennedy
   **Vote:** Unanimous for approval of members present
Motion: Brad Bernier
    to approve the December 10, 2014 Tri-Board Meeting Minutes
Second: Mike Voiland
Vote: Unanimous for approval of members present

6. Communications/Correspondence
    None for this meeting

7. Celebrations

7.1 JJIS Mega Whats Earn Team Spirit Award
    JJIS Principal Deb Sandberg introduced Mega Whats facilitator Renee Anderson
    who introduced the team members. The team earned the Team Spirit Award
    which recognizes a team that shares goals, strong communication, effective
    problem solving, and time management.
    Ron Goldstein and Jeff Mathieu presented certificates to each student
    recognizing them for their success on the robotics team Mega Whats.

7.2 BA Athletes Named All-State for 2014
    Principal Don Gates recognized BA Athletes LJ Luster, Sam Pipicelli, and Griffin
    Waller. Outstanding soccer players, LJ and Sam were named ALL-STATE for
    2014 by the Connecticut Soccer Coaches Association. LJ was also named an
    All-New England soccer player. Griffin, ALL-STATE Cross Country standout,
    placed second in the ECC championship meet. Ron Goldstein and Jeff Mathieu
    presented certificates to the athletes.

7.3 BA Soccer Coach Named All-Bulletin
    BA Principal Don Gates acknowledged the accomplishment of Soccer Coach
    Andrew Storton. Under Coach Storton’s guidance the Bobcats finished 14-0-2 in
    the 2014 regular season. It was the second time in three years Bacon had an
    undefeated regular season.

7.4 Bacon Academy Teacher Organizes Another Successful Fundraiser
    Principal Don Gates introduced BA Graphics Arts Teacher Jo-Ann Campbell. Jo-
    Ann organized the third annual Sleigh Bells Fair at Bacon Academy. She also
    maintains a Sleigh Bells website, does the marketing and signage,
    correspondence, and all the other details necessary. This year an estimated
    1500 people took browse the offerings of 71 vendors. Chairman Ron Goldstein
    and Superintendent Mathieu presented a certificate to Jo-Ann Campbell for her
    extraordinary efforts, leadership, and success in organizing the 3rd annual sleigh
    bells fair.

    Many Bacon/Colchester groups profited from the fair proceeds, including Bacon
    Graphics, Bacon Scholarship Committee, Bacon Project Grad, Class of 2017,
    Class of 2018, FCS Fashion, FCS Food Services, and Unique Learners.

7.5 Colchester Lions Provide Vision Screenings for CPS Students
    Superintendent Mathieu introduced the Colchester Lion’s Club president Erica
    Montie and Lion’s Club member Carol Marchigiano. The Colchester Lions
    provide vision screenings to Colchester students. Carol was instrumental in
    organizing the screenings in our schools. “The Lions Eye Health Program
    (LEHP) is a community-based education program empowering Lions to promote
    healthy vision and raise awareness of the causes of preventable vision loss.”
Members of the Colchester LEHP tested the vision of students at CES, JJIS, WJJMS, and BA using state-of-the-art equipment for in-depth screening for eye and vision abnormalities.

Colchester Public Schools is extremely grateful for the support the Colchester Lions and their eye care program give to our schools and our students. Chairman Ron Goldstein and Superintendent Jeff Mathieu presented a certificate of appreciation to the Lions Club for providing vision screenings to Colchester students.

7.6 CES Receives Grant from Toshiba
Principal Amity Goss announced that the Colchester Elementary School received a grant in the amount of $701 from Toshiba America Foundation for the implementation of the “Research, Recycle, Renew” project proposed by CES. The grant was written by Library Media Specialist Maureen Schlosser. Principal Amity Goss spoke regarding her efforts.

7.7 JJIS Receives Arts in Education Grant
Principal Deb Sandberg recognized JJIS teachers Lynne McCune, Tammie Bakaj, and Helen Desrochers who were instrumental in JJIS receiving a $20,500 grant in the Arts in Education Jazz & Poetry (Integration Category). This grant will support JJIS in achieving its mission, which in part, is to address "...the needs of the whole child through the use of arts infused academic curriculum, multiple intelligences,... (and) student voice...." The grant will help enhance the school's partnership with the Bushnell, by supporting the collaborative work of a visiting artist and teachers in integrating writing, reading, and music into the third, fourth, and fifth grade curricula. Chairman Goldstein and Superintendent Mathieu presented certificates to Tammy Bakaj, Helen Desrochers, and Lynne McCune for their outstanding achievement in the Arts in Education.

7.8 Addition to agenda: Principal Don Gates recognized Jeff Noonan for becoming a Semi-Finalist of the Coca Cola Scholarship Foundation ($20,000). He will compete at the regional level to then compete as a recipient. Jeff was acknowledged for his leadership, character, and academic performance. Jeff is, also, President of Bacon Academy’s National Honor Society.

8. Administrative Reports
8.1 Superintendent’s Reports
8.1.1 None this meeting

8.2 Financial Reports
8.2.1 Budget Report - D. Kennedy briefly summarized status to date
8.2.2 Request for Budget Transfers (None this meeting)
8.2.3 Notification of Transfers (None this meeting)
8.2.4 Health Insurance Account - D. Kennedy briefly summarized status to date

9. Unfinished Business
9.1 WJJMS Building Project Update
Chairman Ron Goldstein reported that at the January 8, 2015 Building Committee meeting NESDEC representative Dr. Don Kennedy talked about the numerous factors used to predict enrollment projections. Factors such as birth rates, population in New England states and country wide, age demographics in
relation to fertility rates, U.S. and New England age cohorts’ comparison, minority population growth, and typical enrollment trends in CT and Colchester all contribute to the formulation the projections.

Principal Bennett spoke about the enrollment and the shift from the current five member team to a four person team. Principal Bennett also spoke about the structure of the team concept and the population dictating two teams per grade level. The two team format is consistent with the square footage blueprint which has been discussed.

The architect is finalizing information for the two building options for the January 22, 2015 Building Committee meeting and for a TriBoard meeting at town hall, proposed for February 5, 2015 at 6 p.m. Chairman Goldstein will confirm the TriBoard meeting. It was confirmed that the Pupil Services department is included in the building plans.

9.2 *Proposed 2015-2016 School Year Calendar Second Reading
The proposed 2015-2016 school year calendar, developed by Superintendent Mathieu and the District Calendar Committee was presented for a second reading.

Motion: Brad Bernier
To approve the proposed 2015-2016 school year calendar as proposed
Second: Don Kennedy
Vote: Unanimous for approval of members present

9.3 *Homeless Student Policy/Regulation #5118.1 – Second Reading
Director of Pupil Services Kathie Shaughnessy reviewed the mandated changes with the Policy Committee. The changes require a policy update and the addition of a regulation.

Motion: Mary Tomasi
To approve the updates to Homeless Student Policy/Regulation #5118.1
Second: Michael Egan
Vote: Unanimous for approval of members present

10. New Business
10.1 *Field Trip Requests
  - BA Jazz Band to Boston, MA on January 31, 2015

Motion: Don Kennedy
To approve the BA Jazz Band to Boston, MA on January 31, 2015
Second: Brad Bernier
Vote: Unanimous for approval of members present

10.2 *Acceptance of Donation
A donation of $500 was received from Shannon Rodgers for support of the JJIS Lego Robotics program.

Motion: Don Kennedy
To accept $500 from Shannon Rodgers for support of the JJIS Lego Robotics program.
Second: Brad Bernier
Vote: Unanimous for approval of members present
10.3 *Request for Disposal of Obsolete Materials
The books selected for disposal are in poor condition and/or outdated. All materials have been offered to teachers for classroom libraries and to Cragin Memorial Library.

Motion: Brad Bernier
To approve the disposal of obsolete books from the WJJMS Media Center
Second: Don Kennedy
Vote: Unanimous for approval of members present

11. Chairman’s Reports
11.1 CABE Board Recognition Program
Chairman Ron Goldstein would like to pursue the CABE recognition program for the Colchester Board of Education. He, as well as Don Kennedy, believes the board meets the criteria. The Board indicated its consensus for Chairman Goldstein and Vice Chairman Kennedy to move forward and to coordinate Board efforts to gain recognition.

11.2 Shipman and Goodwin Seminar
Ron Goldstein encouraged all members to attend the Shipman and Goodwin seminar geared toward Board members.

12. Committee Reports
None this meeting

13. Information Items
13.1 Enrollment
13.2 BA National Honor Society Induction
13.3 JJIS Thank You to Unified Sports Program Volunteers

Motion to move into executive session at 7:40pm inviting Superintendent Mathieu and Director of Pupil Services, Kathie Shaughnessy.

14. Executive Session
Motion: Don Kennedy
To enter into executive session for purposes of discussing item 14.1 and to invite Superintendent Mathieu and Kathie Shaughnessy into the session.
Second: Brad Bernier
Vote: unanimous for approval. Time 7:55pm

14.1 Discussion concerning contract of employment for Director of Pupil Services and Special Education
14.2 REMOVED from Agenda
14.3 REMOVED from Agenda

Chairman Goldstein brought the Board out of Executive Session at 7:55pm.
15. *Possible action concerning contract of employment for Director of Pupil Services and Special Education
   No action taken.

16. **REMOVED from Agenda**

17. **Adjournment**
   **Motion:** Mary Tomasi
   To adjourn the meeting
   **Second:** Michael Voiland
   **Vote:** unanimous for those present

Chairman Goldstein adjourned the meeting at 7:57pm

* Possible action item
Colchester Board of Education
Special Meeting
Minutes

Date: Thursday, January 29, 2015
Time: 7:00 PM
Place: William J Johnston Middle School
Library Media Center

Board Members Present: Ronald Goldstein, Donald Kennedy, Brad Bernier, Michael Voiland, Mike Egan, Mary Tomasi, Student members Mitchell Hallee and Lauren Hickey

Board Members Absent: Mitchell Koziol

Administration Present: Superintendent Jeff Mathieu, Interim Principal Don Gates, Principal Chris Bennett, Principal Deb Sandberg, Interim Principal Amity Goss, Director of Teaching and Learning Barbara Gilbert, Director of Pupil Services Kathie Shaughnessy, Chief Financial Officer N. Maggie Cosgrove, Director of Educational Operations Ken Jackson, Board of Finance Vice Chairman Rob Esteve

1. **Call to Order**
   Chairman Ronald Goldstein called the meeting to order at 7:00pm.

2. **Citizen Comments**
   None

3. **Additions to the Agenda by the Board of Education**
   Erroneously included on agenda (this is a Special Meeting)

4. **Citizen Comments on Additions to the Agenda**
   N/A

5. **Communications/Correspondence**
   None

6. **Technology Grant Application (Handout Provided)**
   Director Gilbert presented grant goals and technology requests for the CSDE Technology Grant. The grant application is for $411,927; with a 31.9% cost share of the district. Director Gilbert will submit the application for the February 13, 2015 due date, to be awarded in May and utilized June 1, 2015-June 1, 2016. The district cost share has been included in the Superintendent’s Proposed Budget.
   
   **Motion by:** D. Kennedy
   To approve submission of the Technology Grant application as presented by Director Gilbert.
   **Seconded by:** M. Tomasi
   **Vote:** Unanimous for approval
7. **2015-2016 Proposed Superintendent Education Budget Overview**

Superintendent Mathieu presented his proposed budget for Colchester Public Schools, with the theme “Engagement: Together We Can.” The theme was introduced at staff convocation in August. Social media is being used as a method of increasing parent and community awareness. The CPS At-A-Glance is continually updated, with recent testing results added, and is available on the district website. The Superintendent informed the Board that he added education mandates to Section 7 of the proposed budget packet. Superintendent Mathieu highlighted a 2013 study completed by the Yankee Institute for Public Policy which ranked Colchester Public Schools as the most efficient of the 111 Connecticut school districts they surveyed for educating students. The proposed budget has an increase of $333,575, which is a 0.84% increase over the current year. This proposed increase represents the lowest in many years.

The Superintendent then provided details of the proposed budget. He explained that the reduction in transportation costs was due to the elimination of one bus. Insurance costs are lower as are legal fees. There has been an increase in private tuition for special education student placements. There was no change in capital outlay, in response to the Board’s commitment to continue to fund capital. There was also a reallocation in staffing to help fund an increase from a contracted part-time to a District employed full-time Board Certified Behavior Analyst (BCBA), requiring an additional funding of $34,768 from the 2015-2016 budget (see below for additional information on this position that was provided by Director Shaughnessy during her presentation). Due to the C3 anticipated grant reduction from the Graustein Memorial Fund, additional funds ($10,000) were requested for the Early Childhood Coordinator. Superintendent Mathieu stated that this budget is a responsible budget. While making data-based decisions and continuing to improve student performance, it will also continue to move the district forward. The Superintendent then showed a video, created by Bacon Academy’s Video Productions 2 class, which highlighted each school’s accomplishments.

- **Director of Teaching and Learning Barbara Gilbert** presented the Curriculum and Instruction Budget. Highlighted were reductions to costs for library databases, as the state is now offering these databases as part of iCONN. Curriculum focus areas for 2015-16 are social studies, science, and math to meet new standards. Professional development opportunities highlighted are for AP Physics, US History, and new course AP European History. The technology portion consisted of one time expenditures that may be augmented with the CSDE Technology Grant to fund wireless improvement, thin clients, replacement projectors, servers, and iPad and Chromebook carts, among other items.

- **Director of Pupil Services and Special Education Katherine Shaughnessy** presented the Special Education budget. In the past decade the number of Colchester students requiring special education has remained about the same, with only a slight increase. Currently 21% of students receive these services. The average rate across our District Reference Group is 20.9%. State Agency Placements have increased for the 2015-2016 school year. Proposed is an increase in the Board Certified Behavior Analyst (BCBA) to a full-time district-wide position; we currently fund a contracted behavior analyst one day a week for the entire district. A BCBA would observe and conduct an assessment of students identified and then interpret results. He/she would then develop a behavior intervention plan and then teach educators how to implement the plan.

- **Director of Facilities and Operations Kendall Jackson** reviewed the Facilities budget. The majority of accounts reflect a zero increase. Electricity generation rate locked in at .0871
for three years. Although the rate has gone down, the delivery fee has increased. Fuel oil was locked in at $2.90/gallon for one year. Director Jackson pointed out that due to declining student population there was a reduction in transportation due to the elimination of one bus. The capital funding level has remained the same as this current year at $259,430. Director Jackson recommended setting aside $100,000 of that allocation with the town in a long-term capital reserve account to provide funding for needs identified in the Town/BOE Capital Plan released last year.

Discussion followed with Board members. Chairman Goldstein asked for questions and comments from citizens.

8. Chairman’s Report: Budget Communication Plan
Chairman Goldstein announced that the budget presentation and information would be available on the district website. Once approved, the Board of Education will present the budget to the Board of Finance on March 3, 2015. There will be more discussion on how to reach out to community groups to communicate information about the budget at the next meeting.

9. Citizen Comments
None

10. Executive Session
   Motion by:  D. Kennedy
   To move into executive session to discuss item 10.1 and invite Superintendent Mathieu.
   Seconded by:  M. Tomasi
   Vote:  Unanimous for approval. Time 9:02pm

   10.1 Discussion Concerning ratification of Contract between the Colchester Board of Education and the Colchester Board of Education Nurses, United Public Service Employees Union (UPSEU)

   Chairman Goldstein brought the Board out of Executive Session at 9:10 pm.

11. *Possible Action Concerning Ratification of Contract between the Colchester Board of Education and the Colchester Board of Education Nurses, United Public Service Employees Union (UPSEU)
   Motion by:  D. Kennedy
   To ratify the above stated contract, as proposed.
   Seconded by:  B. Bernier
   Vote:  Unanimous for approval.

12. Adjournment
   Motion by:  D. Kennedy
   To adjourn the meeting.
   Seconded by:  M. Tomasi
   Vote:  Unanimous for approval.

Chairman Goldstein adjourned the meeting at 9:12 pm.

Respectfully Submitted,

Michele Morgan
Recording Secretary
Tri-Board Meeting Minutes
Wednesday, February 5, 2015
Colchester Town Hall
Meeting Room 1 – 6:00 p.m.

Board of Selectmen Members Present: First Selectman Stan Soby, Denise Mizla, Bill Curran, Rosemary Coyle, Kurt Frantzen by phone
Members Absent: None

Board of Education Members Present: Ron Goldstein, Don Kennedy, Mike Voiland, Mary Tomasi, Brad Bernier
Members Absent: Mike Egan, Mitch Koziol

Board of Finance Members Present: Chairman Rob Tarlov, Art Shilosky, Rob Esteve, James McNair
Members Absent: Tom Kane, John Ringo

Others Present: Building Committee members: Tom Tyler, Joe Ruiz, Steve Wells; Director of Facilities Ken Jackson; Principal Chris Bennett; Superintendent Jeff Mathieu; Tecton Architect Barbara Joslin; CFO Maggie Cosgrove; Citizens: Ralph Marshall, Gary Sidell, Tom Mills, and additional citizens

1. CALL TO ORDER: First Selectman Soby called the meeting to order at 6:02pm. Board of Finance Chairman R. Tarlov called the meeting to order at 6:02pm. Board of Education Chairman R. Goldstein called the meeting to order at 6:02pm.

2. CITIZEN’S COMMENTS: Ralph Marshall suggested hours be set up where citizens can tour WJJMS before referendum.

3. PRESENTATION ON CURRENT STATUS OF SCHOOL BUILDING COMMITTEE: The architect, B. Joslin, gave a brief overview of NESDEC projections, building programs, potential phasing, proposed demolition plan, the selected option, pupil service and second gym renovations, project costs, and anticipated schedule. T. Tyler pointed out that costs of some items, such as access roads and demolition, that in the last proposed project were divided among the school, senior center, and community center, are now reflected in the school only project. Renovations for the second gym are mostly to meet ADA codes and update HVAC system. The cost currently reflects no reimbursement for renovation done to the gym. If it can be shown that the gym is used as part of the academic program this could change. By the time the town will begin paying on this project there will be a reduction in the town’s current debt. C. Bennett explained how it is determined if 4 person or 5 person teams are needed for the academic program and therefore the number of classrooms needed. There is a maximum number of students a teacher can have. When enrollment drops it is not as simple as eliminating a teacher or needing less rooms. The building has been designed to reflect the drop from 5 person teams currently being used to a 4 person team due to the projected decrease in enrollment. The projected cost for the project is $48,656,713 with state reimbursement of $27,992,481, anticipated cost to the town being $20,664,232.
4. **DISCUSSION AND POSSIBLE ACTION ON THE RECOMMENDATION OF THE WJJMS BUILDING COMMITTEE:**

R. Coyle motioned to proceed with the WJJMS Building project option as presented with the assumption of an early June referendum, seconded by D. Mizla. Motion was unanimous. **MOTION CARRIED.**

B. Bernier motioned to proceed with the WJJMS Building project option as presented with the assumption of an early June referendum, seconded by M. Tomasi. Motion was unanimous. **MOTION CARRIED.**

J. McNair motioned to proceed with the WJJMS Building project option as presented with the assumption of an early June referendum, seconded by R. Esteve. Motion was unanimous. **MOTION CARRIED.**

5. **CITIZENS’ COMMENTS:** Ralph Marshall stated again that being able to tour WJJMS and see the current condition of the school is what would determine how he votes at referendum. Tom Mills questioned the need for a second gym and asked what needs to be done to the school to fix the current problems.

6. **ADJOURNMENT:**

R. Coyle motioned to adjourn the Board of Selectman meeting, seconded by D. Mizla. Motion was unanimous. **MOTION CARRIED.** First Selectman Soby adjourned at 7:24pm.

D. Kennedy motioned to adjourn the Board of Education meeting, seconded by B. Bernier. Motion was unanimous. **MOTION CARRIED.** Chairman Goldstein adjourned at 7:24pm.

J. McNair motioned to adjourn the Board of Finance meeting, seconded by R. Coyle. Motion was unanimous. **MOTION CARRIED.** Chairman Tarlov adjourned at 7:24pm.

Submitted by,

Dawn LePage, Clerk
Martin Luther King, Jr. Poster Contest winner: Caylin Davids
To: Matt Childress, Head Custodian

From: Ken Jackson, Director of Educational Operations

Date: January 29, 2015

Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I'd like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at Colchester Elementary School throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

Maybe I've just been incredibly fortunate, but there's a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
A. Goss
Employee File
To: Dave Fitzgerald, Head Custodian
From: Ken Jackson, Director of Educational Operations
Date: January 29, 2015
Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I’d like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at Jack Jackter Intermediate School throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

Maybe I’ve just been incredibly fortunate, but there’s a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
D. Sandberg
Employee File
To: Russ Pater, Day Custodian

From: Ken Jackson, Director of Educational Operations

Date: January 29, 2015

Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I'd like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at Jack Jackter Intermediate School throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

Maybe I've just been incredibly fortunate, but there's a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
   D. Sandberg
   Employee File
To: Joe Coccomo, Head Custodian
From: Ken Jackson, Director of Educational Operations
Date: January 29, 2015
Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I’d like to thank you for your hours of service throughout the snow storm this week. Staying at William J. Johnston throughout the night to provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

Maybe I’ve just been incredibly fortunate, but there’s a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
C. Bennett
Employee File
To: Dave Clark, Day Custodian

From: Ken Jackson, Director of Educational Operations

Date: January 29, 2015

Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I’d like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at William J. Johnston Middle School throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

[signature]

Maybe I've just been incredibly fortunate, but there's a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
C. Bennett
Employee File
To: Doug Kalinowski, Night Lead Custodian

From: Ken Jackson, Director of Educational Operations

Date: January 29, 2015

Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I'd like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at Bacon Academy throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

\[signature\]

Maybe I've just been incredibly fortunate, but there's a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
   D. Gates
   R. Watson
   Employee File
To: Jeff Petro, Custodian
From: Ken Jackson, Director of Educational Operations
Date: January 29, 2015
Subject: APPRECIATION

On behalf of myself and the Colchester Public Schools I’d like to thank you for your hours of service and hard work throughout the snow storm this week. Staying at Bacon Academy throughout the night to stay on top of the snow removal and provide oversight of the building systems speaks volumes of your dedication to your job and your school community.

Please know that your efforts are recognized, acknowledged, and very much appreciated.

Thank you very much for a job well done!

Best regards,

Maybe I've just been incredibly fortunate, but there's a level of dedication, devotion, intensity and seriousness around me every day.
Andrea Riseborough

pc: J. Mathieu
D. Gates
R. Watson
Employee File
January 23, 2015

The Honorable Dannel Malloy
Governor
State of Connecticut
210 Capitol Avenue
Hartford, Connecticut 06106

Dear Governor Malloy,

I am pleased to inform you that the Board of Trustees of the William Caspar Graustein Memorial Fund has approved a budget that would support the public-private partnership among the State of Connecticut and its Office of Early Childhood, the Children’s Fund of Connecticut, and the Memorial Fund. For the past six years, this partnership has supported community efforts to improve early childhood development, early literacy initiatives that draw on the strengths of school districts and the broader community, and parent leadership training through the Parent Trust Fund.

More specifically, the Memorial Fund is able to continue to match State investments in these ways:

- State funding of $900,000 would be matched by $800,000 from the Memorial Fund and $200,000 from the Children’s Fund of Connecticut. As a health funder, the Children’s Fund has also provided communities with tools and training to improve the physical, mental and social well-being of Connecticut children. In addition, the Memorial Fund has supported the communities with technical assistance and training on results based accountability, planning, collective impact, early literacy, and other strategies.

- State funding of $150,000 would be matched by $175,000 from the Memorial Fund. The work of 6 early literacy initiatives has included: Bridgeport, Colchester, Torrington and Middletown focused their efforts on school readiness and the transition to kindergarten; New Haven piloted a dual language-learning program in two Head Start classrooms; and New Britain expanded its work on chronic absence to community and school-based pre-school programs.

- State funding of $500,000 for the Parent Trust Fund would be matched by $250,000 from the Memorial Fund. In the last year, the Parent Leadership Fund has supported 25 organizations across Connecticut to train 66 cohorts of parents.
As you know the Memorial Fund is among the foundations that created the Early Childhood Funders Collaborative, organized under the Connecticut Council of Philanthropy and numbering 14 members. We continue to work with the Office of Early Childhood in building an early childhood system that is most effective and capable of reaching all young children, particularly those whose families are dealing with issues of racial inequity and poverty.

Governor, we know that you and your staff are wrestling with large budgetary issues. We believe that by working together we can continue to improve the lives of young children in Connecticut. I have taken the liberty of attaching supporting data, including a list of the 41 communities supported by State and philanthropic grants.

I will follow up with Liz Donohue in the next few weeks to see if there is anything further you need. I look forward to working with you and the State of Connecticut in 2015.

Sincerely,

David Addams
Executive Director

Cc:
William Graustein, Memorial Fund Lead Trustee
Benjamin Barnes, Secretary, Office of Policy and Management
Elizabeth Donohue, Director of Policy, Governor’s Office
Dr. Myra Jones-Taylor, Commissioner of the Office of Early Childhood
Dr. Dianna Wentzell, Interim Commissioner of the State Department of Education
Judith Meyers, President, Children’s Fund of Connecticut
Local coordinators for the early childhood councils in 41 Discovery communities

Attachment: Key Results of the Early Childhood Public-Private Partnership
Key Results of the Early Childhood Public-Private Partnership

- 41 communities with established local early childhood councils with defined governance structures and membership (see Table 2)
- 41 communities with comprehensive, data-informed early childhood plans, focused on:
  - School readiness
  - Health
  - Family support/engagement
- Increase in local public and private investments (see Figure 1)
  - 32 communities with new local public funding
  - 17 communities with new private philanthropic funding
- Community Level Results (sampling):
  - Danbury
    Analyzed local data to show that Danbury’s School Readiness program closed the gap between low income preschoolers and their more affluent peers; used the analysis to obtain additional funding to support teacher training and home visitation.
  - New Britain
    Trained school staff to examine chronic absence data; used findings to pinpoint family outreach and transportation interventions; reduced chronic absence from 20% to 13%; now starting even earlier by looking at preschool attendance.
  - Colchester
    Examined Kindergarten early reading scores to understand needs of youngest learners; introduced targeted interventions focused on writing and decoding skills; worked with pre-K providers and libraries to align expectations; steady improvements in reading scores from 65th percentile in 2007 to 89th percentile in 2014.

Table 1. State Public and Private Investments in Local Collaboratives

<table>
<thead>
<tr>
<th></th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015 proposed</th>
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<tr>
<td>GMF*</td>
<td>$870,000</td>
<td>$978,000</td>
<td>$946,000</td>
<td>$787,000</td>
<td>$796,000</td>
<td>$800,000</td>
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<tr>
<td>CHDI*</td>
<td>$200,000</td>
<td>$182,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$200,000</td>
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<td>OEC/SDE</td>
<td>$430,000</td>
<td>$450,000</td>
<td>$600,000***</td>
<td>$750,000***</td>
<td>$900,000</td>
<td>$900,000</td>
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<td>Total</td>
<td>$1,500,000</td>
<td>$1,610,000</td>
<td>$1,746,000</td>
<td>$1,737,000</td>
<td>$1,896,000</td>
<td>$1,900,000</td>
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</tbody>
</table>

*GMF and CHDI investments also include technical assistance and other support.
** Increase in OEC funding beginning in 2012 includes $150,000 to support early literacy projects.
*** Increase in OEC funding beginning in 2013 includes $150,000 to support the implementation of the local work.
Figure 1. State, Local and Philanthropic Investments in Local Collaboratives Over Time.
The percentage of support provided locally has nearly doubled.

2010

2014

Table 2: Community Recipients of Public-Private Partnership Grants

<table>
<thead>
<tr>
<th>Ansonia</th>
<th>Killingly</th>
<th>Stafford</th>
</tr>
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<tbody>
<tr>
<td>Bloomfield</td>
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<td>Stamford</td>
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<td>Branford</td>
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<td>Sterling</td>
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<td>Bridgeport</td>
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<td>Bristol</td>
<td>Middletown</td>
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<td>Chaplin</td>
<td>Naugatuck</td>
<td>Wallingford</td>
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<tr>
<td>Colchester</td>
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<td>Waterbury</td>
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<td>Coventry</td>
<td>New Haven</td>
<td>West Hartford</td>
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<td>Danbury</td>
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<td>Derby</td>
<td>Norwalk</td>
<td>Winchester</td>
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<tr>
<td>East Hartford</td>
<td>Norwich</td>
<td>Windsor</td>
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<td>Enfield</td>
<td>Plainfield</td>
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<td>Griswold</td>
<td>Plymouth</td>
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<td>Groton</td>
<td>Putnam</td>
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</tr>
<tr>
<td>Hamden</td>
<td>Southington</td>
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<tr>
<td>OBJECT</td>
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<td>40111</td>
<td>CERTIFIED PERSONNEL SALARIES</td>
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<td>40111</td>
<td>CERTIFIED DAILY SUBSTITUTES</td>
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<td>STIPENDS</td>
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<td>CLASSIFIED OVERTIME</td>
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<td>MEDICARE</td>
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<td>PENSION</td>
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<td>42323</td>
<td>PROTECTIVE CLOTHING &amp; SAFETY EQUIPMENT</td>
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<tr>
<td>42535</td>
<td>POSTAGE</td>
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<td>INSTRUCTIONAL SUPPLIES</td>
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<td>42641</td>
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<td>42642</td>
<td>LIBRARY BOOKS</td>
<td>29,812</td>
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<td>43320</td>
<td>PROFESSIONAL DEVELOPMENT</td>
<td>42,613</td>
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<td>43322</td>
<td>INSTRUCTIONAL PROGRAM IMPROVEMENTS</td>
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<td>PUPIL TRANSPORTATION - REGULAR EDUC</td>
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<td>43510</td>
<td>PUPIL TRANSPORTATION - SPECIAL EDUC</td>
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<td>TECH TRANSPORTATION</td>
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<td>TRAVEL</td>
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<td>DUES AND FEES</td>
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<td>OTHER PROFESSIONAL TECHNICAL SERVICES</td>
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<td>44561</td>
<td>TUITION - VO-AG</td>
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<td>44562</td>
<td>TUITION - PUBLIC</td>
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<td>44563</td>
<td>TUITION - SAP OTHER</td>
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<td>44566</td>
<td>TUITION - MAGNET SCHOOLS</td>
<td>325,927</td>
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## COLCHESTER PUBLIC SCHOOLS
### YEAR TO DATE BUDGET REPORT
FOR THE PERIOD ENDED JANUARY 31, 2015

<table>
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<tr>
<th>OBJECT</th>
<th>ACCOUNT DESCRIPTION</th>
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<th>BUDGET TRANSFERS</th>
<th>REVISED BUDGET</th>
<th>YTD EXPENDED</th>
<th>ENCUMBRANCES</th>
<th>UNEXPENDED/ UNENCUMBERED BALANCE</th>
<th>NOTES</th>
<th>PERCENT USED</th>
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<td>44590</td>
<td>OTHER PURCHASED SERVICES</td>
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<td>44815</td>
<td>SOFTWARE LICENSING &amp; SUPPORT</td>
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<td>WATER/SEWER</td>
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<td>45626</td>
<td>GASOLINE - MAINTENANCE VEHICLES</td>
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<td>TRANSPORTATION SUPPLIES</td>
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<td>74,886.36</td>
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<td>45640</td>
<td>RECYCLING</td>
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<td>14,598.53</td>
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<tr>
<td>45642</td>
<td>CLEANING/REPAIRING MAINTENANCE</td>
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<td>45643</td>
<td>EQUIPMENT CONTRACTS - OFFICE</td>
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<td>70,292.10</td>
<td>8,765.00</td>
<td>81,135.50</td>
<td>26.4</td>
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<td></td>
</tr>
<tr>
<td>46431</td>
<td>VEHICLE MAINTENANCE</td>
<td>2,250</td>
<td>2,250</td>
<td>757.40</td>
<td>0.00</td>
<td>1,492.60</td>
<td>33.7</td>
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<td></td>
</tr>
<tr>
<td>48730</td>
<td>INSTRUCTIONAL EQUIPMENT</td>
<td>17,600</td>
<td>17,600</td>
<td>7,796.00</td>
<td>2,069.25</td>
<td>10,634.75</td>
<td>48.1</td>
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<td></td>
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<tr>
<td>48731</td>
<td>NON-INSTRUCTIONAL EQUIPMENT</td>
<td>13,000</td>
<td>13,000</td>
<td>1,535.00</td>
<td>0.00</td>
<td>9,665.00</td>
<td>13.8</td>
<td></td>
<td></td>
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<tr>
<td>48732</td>
<td>FURNITURE &amp; FIXTURES</td>
<td>3,000</td>
<td>3,000</td>
<td>2,725.09</td>
<td>0.00</td>
<td>274.91</td>
<td>90.8</td>
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</tr>
<tr>
<td>48734</td>
<td>OTHER CAPITAL OUTLAY</td>
<td>259,430</td>
<td>259,430</td>
<td>33,710.67</td>
<td>25,581.00</td>
<td>200,138.33</td>
<td>22.9</td>
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<td></td>
</tr>
<tr>
<td>50700</td>
<td>TRANSFER TO DEBT SERVICE FUND</td>
<td>167,872</td>
<td>167,872</td>
<td>167,872.00</td>
<td>0.00</td>
<td>0.00</td>
<td>100.0</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>39,661,795</td>
<td>0</td>
<td>39,661,795</td>
<td>19,967,209.89</td>
<td>16,582,660.50</td>
<td>3,111,924.61</td>
<td>92.2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

Purchase orders for goods and services are issued throughout the school year.

(1) Vacant positions exist as of 1/31/15
(2) Employee benefit amounts reflect only actual expended amounts to date.
(3) Pending budget transfer
(4) Special Education expenditures subject to reimbursement from Excess Costs grant
Colchester Public Schools
Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Colchester Elementary School

Reason for Request: Repair to 2 walkie talkies

Reason for Available Funds: Math materials cost less than anticipated; walkie talkies needed for student/staff safety.

From:  
Account Number: 101001-42641
Account Name: Math Textbooks
Amount: 120

To:  
Account Number: 240001-46420
Account Name: Equipment Repairs
Amount: 120

Jul 31, 2014
Date Requested

1/3/15
Date Reviewed

1/3/15
Date Approved

Date Notified

School Principal, Program Director or Supervisor
Chief Financial Officer
Superintendent of Schools
Board of Education Clerk
Colchester Public Schools

Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Bacon Academy

Reason for Request: Unanticipated need to replace pitching machine

Reason for Available Funds: Change in priorities

From:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>321004 42690</td>
<td>Athletic - Supplies</td>
<td>1,849</td>
</tr>
</tbody>
</table>

To:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>321004 48731</td>
<td>Athletic - Equipment</td>
<td>1,849</td>
</tr>
</tbody>
</table>

Jan 22, 2015
Date Requested

1/26/15
Date Reviewed

1/29/16
Date Approved

School Principal, Program Director or Supervisor

Chief Financial Officer

Superintendent of Schools

Date Notified
Board of Education Clerk
Colchester Public Schools
Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: [Colchester Elementary School]

Reason for Request:
Added K class needs additional reading books. (Increase in enrollment from projected.)

Reason for Available Funds:
RAZKids.com subscription was not renewed by new Technology Teacher. She has sought free online resources to replace it.

<table>
<thead>
<tr>
<th>From:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100101-44815</td>
<td>Software Licensing and Support</td>
<td>$288.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>To:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100801-42641</td>
<td>LA Textbooks</td>
<td>$288.00</td>
</tr>
</tbody>
</table>

9-9-14
Date Requested

Date Reviewed

Date Approved

Date Notified

School Principal, Program Director or Supervisor

Chief Financial Officer

Superintendent of Schools

Board of Education Clerk
Colchester Public Schools  

Budget Transfer - Less than $5,000  

Superintendent Approval

School/Department: Colchester Elementary School

Reason for Request: guided reading books needed for the additional class of kindergarteners (higher enrollment than expected)

Reason for Available Funds: change in priority to meet the needs of an additional kindergarten class

<table>
<thead>
<tr>
<th>From:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100101-42690</td>
<td>Other Supplies/Materials</td>
<td>2576.00</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>To:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>100801-42641</td>
<td>Language Arts Textbooks</td>
<td>2576.00</td>
</tr>
<tr>
<td></td>
<td></td>
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</tr>
<tr>
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</table>

Date Requested: 10-29-14

School Principal, Program Director or Supervisor

Date Reviewed: 1/21/15

Chief Financial Officer

Date Approved: 1/23/15

Superintendent of Schools

Date Notified

Board of Education Clerk
Colchester Public Schools
Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Jack Jackter Intermediate School

Reason for Request: To pay 2nd HOT School Advisor

Reason for Available Funds: Budgeted in wrong account

From:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100202-44330</td>
<td>Other Professional Tech. Service</td>
<td>500</td>
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<td></td>
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</table>

To:

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>320002-40111</td>
<td>Extra Curricular Acct.</td>
<td>500</td>
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</tbody>
</table>

Dec 12, 2014
Date Requested

1/2/15
Date Reviewed

1/23/15
Date Approved

School Principal, Program Director or Supervisor

Chief Financial Officer

Superintendent of Schools

Board of Education Clerk
Colchester Public Schools

Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Bacon Academy

Reason for Request: UNANTICIPATED NEED FOR ADDITIONAL TEXTBOOKS

Reason for Available Funds: CHANGE IN PRIORITIES

<table>
<thead>
<tr>
<th>From:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>101204 42611</td>
<td>SOCIAL STUDIES INSTRUCTIONAL SUPPLIES</td>
<td>142</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>To:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>101204 42641</td>
<td>SOCIAL STUDIES TEXTBOOKS</td>
<td>142</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
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</tr>
</tbody>
</table>

Date Requested: 1/11/15

Date Reviewed: 1/22/15

Date Approved: 1/23/15

School Principal, Program Director or Supervisor

Chief Financial Officer

Superintendent of Schools

Date Notified

Board of Education Clerk
Colchester Public Schools
Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Bacon Academy

Reason for Request: Budgeted in incorrect line item

Reason for Available Funds: Budgeted incorrectly

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>219004 43580</td>
<td>Community Activism - Travel</td>
<td>1,000</td>
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</table>

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>219004 43810</td>
<td>Community Activism - Dues &amp; Fees</td>
<td>1,000</td>
</tr>
</tbody>
</table>

Oct 22, 2014
Date Requested

School Principal, Program Director or Supervisor

1/23/15
Date Approved

Chief Financial Officer

Board of Education Clerk
Colchester Public Schools
Budget Transfer - Less than $5,000
Superintendent Approval

School/Department: Bacon Academy

<table>
<thead>
<tr>
<th>Reason for Request:</th>
<th>Unanticipated need to replace classroom computer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reason for Available Funds:</td>
<td>Change in priorities - Using lower cost software</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>From:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>101304 44815</td>
<td>Technology Education - Software</td>
<td>1,141</td>
</tr>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>To:</th>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>101304 48730</td>
<td>instructional Equipment</td>
<td>1,141</td>
</tr>
<tr>
<td></td>
<td></td>
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<tr>
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</tr>
</tbody>
</table>

Jan 7, 2015
Date Requested

[Signature]
School Principal/ Program Director or Supervisor

1/21/15
Date Reviewed

[Signature]
Chief Financial Officer

1/23/15
Date Approved

[Signature]
Superintendent of Schools

Date Notified

[Signature]
Board of Education Clerk
School/Department: Bacon Academy

Reason for Request: Unanticipated need to replace classroom washing machine

Reason for Available Funds: Funds available for repair, it was deemed that the current washer is unrepairable and needs to be replaced.

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Account Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>240004 46420</td>
<td>Principals Equipment Repair</td>
<td>1,749</td>
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<td></td>
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</tr>
<tr>
<td>101504 48730</td>
<td>Family &amp; Consumer Science - Instruction</td>
<td>1,749</td>
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</table>

Date Requested: Sep 30, 2014

Date Reviewed: 1/21/15

Date Approved: 1/22/15

Date Notified: 

School Principal, Program Director or Supervisor

Chief Financial Officer

Superintendent of Schools

Board of Education Clerk
## Schedule 1

**Colchester Board of Education**  
**Health Insurance Reserve Analysis**  
**As of: December 2014**

<table>
<thead>
<tr>
<th><strong>Beginning Balance 7/1/14</strong></th>
<th>1,465,747.78</th>
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</thead>
<tbody>
<tr>
<td><strong>Deposits:</strong></td>
<td></td>
</tr>
<tr>
<td>Employer Contributions</td>
<td>2,730,973.23</td>
</tr>
<tr>
<td>Co-Pay Employees</td>
<td>468,053.66</td>
</tr>
<tr>
<td>Retirees</td>
<td>127,865.90</td>
</tr>
<tr>
<td>Cobra</td>
<td>9,783.06</td>
</tr>
<tr>
<td>Interest</td>
<td>68.18</td>
</tr>
<tr>
<td><strong>Total Deposits</strong></td>
<td>3,336,744.03</td>
</tr>
<tr>
<td><strong>Expenses:</strong></td>
<td></td>
</tr>
<tr>
<td>Claims</td>
<td>2,718,183.05</td>
</tr>
<tr>
<td>Network Access Fees</td>
<td>139,207.18</td>
</tr>
<tr>
<td>Admin Fee</td>
<td>410,951.61</td>
</tr>
<tr>
<td>HSA Employer Contribution</td>
<td>21,949.96</td>
</tr>
<tr>
<td>Federal Excise Tax</td>
<td>906.00</td>
</tr>
<tr>
<td>Actuarial Services &amp; PY Adj &amp; Audit Fees</td>
<td>16,211.98</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>3,307,409.78</td>
</tr>
<tr>
<td><strong>Ending Balance</strong></td>
<td>1,495,082.03</td>
</tr>
</tbody>
</table>

**Average Monthly Claims**  
(Includes claims + admin fee)  
(Based on a 13 month average)

**Average Monthly Reserve**  
2.96
## SCHEDULE 3

### COLCHESTER BOARD OF EDUCATION
### HEALTH INSURANCE MONTHLY SUMMARY
### AS OF: DECEMBER 2014

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>EXPENSES</th>
<th>Actuarial Services &amp; PY Adj &amp; Audit Fees</th>
<th>MONTHLY BALANCE</th>
<th>YTD BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>EMPLOYER</td>
<td>CO-PAYS</td>
<td>TOTAL</td>
<td>CLAIMS/FEES</td>
</tr>
<tr>
<td>BEG BALANCE</td>
<td></td>
<td></td>
<td></td>
<td>Jul-14</td>
</tr>
<tr>
<td></td>
<td>Aug-14</td>
<td>450,280</td>
<td>18,464</td>
<td>468,744</td>
</tr>
<tr>
<td></td>
<td>Sep-14</td>
<td>450,280</td>
<td>127,869</td>
<td>578,149</td>
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<tr>
<td></td>
<td>Oct-14</td>
<td>450,280</td>
<td>148,979</td>
<td>599,258</td>
</tr>
<tr>
<td></td>
<td>Nov-14</td>
<td>469,810</td>
<td>130,321</td>
<td>600,131</td>
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<tr>
<td></td>
<td>Dec-14</td>
<td>460,045</td>
<td>137,148</td>
<td>597,193</td>
</tr>
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<td>Jan-15</td>
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<td>Mar-15</td>
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<td>Apr-15</td>
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<td>May-15</td>
<td>0</td>
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<td>0</td>
</tr>
<tr>
<td></td>
<td>Jun-15</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>2,730,973</td>
<td>605,771</td>
<td>3,336,744</td>
<td>2,857,390</td>
</tr>
</tbody>
</table>

### MONTHLY AVERAGES:

- **DEPOSITS**: 556,124
- **EXPENSES**: 551,235
- **CONTRIBUTION TO RESERVE**: 4,889

E. Gallupe 1/15/2015 1:04 PM
COLCHESTER BOARD OF EDUCATION
13 MONTH MEDICAL CLAIMS TREND HISTORY
(PAID CLAIMS AND NETWORK ACCESS FEE)
Excludes Administrative Costs

<table>
<thead>
<tr>
<th></th>
<th>Series2</th>
<th>Series1</th>
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</thead>
<tbody>
<tr>
<td>Dec-13</td>
<td>496,819</td>
<td>444,255</td>
</tr>
<tr>
<td>Jan-14</td>
<td>423,400</td>
<td>440,918</td>
</tr>
<tr>
<td>Feb-14</td>
<td>348,201</td>
<td>426,181</td>
</tr>
<tr>
<td>Mar-14</td>
<td>371,805</td>
<td>419,995</td>
</tr>
<tr>
<td>Apr-14</td>
<td>417,855</td>
<td>424,613</td>
</tr>
<tr>
<td>May-14</td>
<td>364,114</td>
<td>418,956</td>
</tr>
<tr>
<td>Jun-14</td>
<td>490,218</td>
<td>422,380</td>
</tr>
<tr>
<td>Jul-14</td>
<td>748,541</td>
<td>447,483</td>
</tr>
<tr>
<td>Aug-14</td>
<td>357,314</td>
<td>432,971</td>
</tr>
<tr>
<td>Sep-14</td>
<td>570,319</td>
<td>438,728</td>
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<td>Oct-14</td>
<td>417,571</td>
<td>443,600</td>
</tr>
<tr>
<td>Nov-14</td>
<td>411,915</td>
<td>446,390</td>
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<tr>
<td>Dec-14</td>
<td>351,730</td>
<td>443,833</td>
</tr>
<tr>
<td></td>
<td>DECEMBER 2014</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>---------------</td>
<td>--------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BOE</td>
</tr>
<tr>
<td>6/30/2014</td>
<td>$1,515,247.78</td>
<td></td>
</tr>
<tr>
<td>JULY</td>
<td>$493,256.54</td>
<td>$12.69</td>
</tr>
<tr>
<td>AUGUST</td>
<td>$468,733.98</td>
<td>$9.54</td>
</tr>
<tr>
<td>OCTOBER</td>
<td>$599,247.65</td>
<td>$10.74</td>
</tr>
<tr>
<td>NOVEMBER</td>
<td>$600,119.25</td>
<td>$11.74</td>
</tr>
<tr>
<td>DECEMBER</td>
<td>$597,179.69</td>
<td>$13.34</td>
</tr>
</tbody>
</table>

**Total**  
$3,336,675.85  
$68.18  
(3,346,076.46)  
$1,505,915.35  
**  
$606,508.46  
$26.13  
(568,713.79)  
$491,510.12  
***  
$1,997,425.47

**AVG.MO.EXP**  
$ (557,679.41)  
$ (94,785.63)  

**RESERVE**  
**BOE**  
**2.70**  

**TOWN**  
**5.19**  

**COMBINED RESERVE**  
**3.06**  

MAGGIE WASICKI - FINANCE DIRECTOR
Application for Approval of a School Trip
Colchester Public Schools
Colchester, Connecticut

School: Bacon Academy  Date of application: February 4, 2015
Grade(s) or Group(s): FIRST Robotics Team 1699  Date(s) of Trip: March 6 and March 7
Day(s) of Trip: Two Days (1 Day of School)
Method of Transportation: School Bus  Number of Students: 20
Bus Service Number (if applicable): n/a

Destination(s): FIRST Robotics Competition (FRC), Mass Mutual Center, Springfield, MA.

Address & Phone Number (for each destination): FRC: 1277 Main Street, Springfield, MA., Phone: (413) 787-6610

Time of Trip including estimated time(s) of departure and arrival: See Attached Itinerary

Cell phone and contact (if applicable): Coach – Deslandes (860) 885-4270

Supervision provided by: (List names of all Board employees and the names of all other chaperones)
Keith Deslandes (EMT) Coach  Lisa Deslandes  Gary Floto
Linda Rubin  Brad Graham  Frank Goodrich

Special clothing and/or equipment required: Special clothing and equipment will be supplied by team

Total Cost of Trip: $4,000  Cost to Student: $100

Cost to Board of Education: $0.00  Suggested Student Pocket Money: $25.00 for snacks and souvenirs

If there is a cost to the students and they cannot afford the cost, will the student be able to go? Yes  No

If No, please explain

Will funds be raised?  Yes  If Yes, give details: Using funds donated from Dominion Nuclear Connecticut (DNC) (Robotics Fund) and UTC Grants

Description of how the trip enhances curriculum: This trip encourages teambuilding around the principles of Gracious Professionalism, a FIRST credo. Along with this students will be able to see the last leg of engineering, the function of their device. This comes in conjunction with the multiple disciplines involved in creating a robot (Math, Physics, Shop Skills, Drafting, and Graphics).

Applicant's Signature  Dept. Chair Signature
Principal's Signature
Superintendent's Signature  Recommended  Not Recommended
If applicable: Board of Education  Recommended  Not Recommended

Bus Reservation date: n/a  Price of Bus(es): n/a
Field Trip Instructional Plan
Colchester Public Schools

Field Trip Location(s): Mass Mutual Center, Springfield, MA.

Reference Check: Visited site on: March 6 & 7 or Spoke with: _______________________

Name: Coach - Keith Deslandes
Grade/Group: Robotics
(Teacher(s) completing this form)

Instructional Focus of Trip

- Curriculum Unit(s): Robotics Team 1699

- Specific Curriculum Standards Addressed by Field Trip (Please refer to CT Core Standards):
  The trip encourages team building around the principles of Gracious Professionalism, a FIRST credo. Along with this students will be able to see the last leg of Engineering, the function of their device. This comes in conjunction with the multiple disciplines involved in creating a robot (Math, Physics, Shop Skills, Drafting and Graphics).

- Assessment of Student Learning: Describe or attach the work students will complete upon their return to convey their learning.

  The field trip is to show what the students have already learned and the students will understand if the Engineering theory used to build the Robot was correct and met then requirement of the game.

Trip Agenda/Activities: List/attach entire break out of times for each day. Include travel time and all activities. Attach additional sheet if needed.

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Approvals:

Department Chair (High School Only) ___________________________ Date: 2/4/15

Principal ___________________________ Date: 2/10/15

Director of Curriculum & Instruction ___________________________ Date: 2/10/15

☐ Approved / ☐ Denied

☐ Approved / ☐ Denied

☐ Approved / ☐ Denied
2015 District Schedule

NE District – Pioneer Valley Event

Thursday, March 5, 2015

6:00 pm .................. Pits Open
6:00 pm - 9:30 pm .......... Practice Matches (time permitting)
10:00 pm .................. Pits Close

Friday, March 6, 2015

8:00 am .................. Pits Open
10:30 am - 11:00 am .......... Opening Ceremonies
11:00 am - 1:00 pm .......... Qualification Matches
1:00 pm - 2:00 pm .......... Lunch
2:00 pm - 7:00 pm .......... Qualification Matches
8:00 pm .................. Pits Close

Saturday, March 7, 2015

8:00 am .................. Pits Open
9:00 am - 9:30 am .......... Opening Ceremonies
9:30 am - 12:30 pm .......... Qualification Matches
12:30 pm - 1:00 pm .......... Alliance Selections
1:00 pm - 2:00 pm .......... Lunch
2:00 pm - 5:00 pm .......... Final Rounds
5:00 pm - 6:00 pm .......... Awards Ceremony
6:30 pm .................. Pits Close

Schedule subject to change. All times are estimated based on flow of rounds. See Pit Administration table for updated times.
Application for Approval of a School Trip
Colchester Public Schools
Colchester, Connecticut

School: Bacon Academy ____________________________ Date of application: February 4, 2015
Grade(s) or Group(s): FIRST Robotics Team 1699 Date(s) of Trip: April 9, 10 and 11
Day(s) of Trip: Three Days (2 days of school)
Method of Transportation: School Bus Number of Students: 20
Bus Service Number (if applicable): n/a

Destination(s): FIRST Robotics Competition (FRC), Worcester Polytechnic Institute Harrington Auditorium, Worcester, MA. Hotel: Best Western Royal Plaza Hotel & Trade Center

Address & Phone Number (for each destination): FRC: 55 Forest Street, Hartford, CT. 06105, Phone: (860) 695-1300, Hotel: 181 Boston Post Road, Marlborough, MA., 800-491-9657

Time of Trip including estimated time(s) of departure and arrival: See Attached Itinerary

Cell phone and contact (if applicable): Coach – Deslandes (860) 885-4270

Supervision provided by: (List names of all Board employees and the names of all other chaperones)
Keith Deslandes (EMT) Coach Lisa Deslandes
Linda Rubin Brad Graham Frank Goodrich

Special clothing and/or equipment required: Special clothing and equipment will be supplied by team

Total Cost of Trip: $14,000 Cost to Student: $350

Cost to Board of Education: $0.00 Suggested Student Pocket Money: $25.00 for snacks and souvenirs

If there is a cost to the students and they cannot afford the cost, will the student be able to go? Yes X No

If No, please explain

Will funds be raised? Yes If Yes, give details: Using funds donated from Dominion Nuclear Connecticut (DNC) (Robotics Fund) and UTC Grants

Description of how the trip enhances curriculum: This trip encourages teambuilding around the principles of Gracious Professionalism, a FIRST credo. Along with this students will be able to see the last leg of engineering, the function of their device. This comes in conjunction with the multiple disciplines involved in creating a robot (Math, Physics, Shop Skills, Drafting, and Graphics)

Applicant’s Signature ________________________ Dept. Chair Signature ________________________
Principal’s Signature ________________________ □ Recommended □ Not Recommended
Superintendent’s Signature ________________________ □ Recommended □ Not Recommended
If applicable: Board of Education □ Recommended □ Not Recommended
Field Trip Instructional Plan
Colchester Public Schools

Field Trip Location(s): Worcester Polytechnic Institute

Reference Check: Visited site on: April 9, 10 & 11 or Spoke with: 

Name: Coach - Keith Deslandes Grade/Group: Robotics
(Teacher(s) completing this form)

Instructional Focus of Trip

- **Curriculum Unit(s):** Robotics Team 1699

- **Specific Curriculum Standards Addressed by Field Trip** (Please refer to CT Core Standards):
  The trip encourages team building around the principles of Gracious Professionalism, a FIRST credo. Along with this students will be able to see the last leg of Engineering, the function of their device. This comes in conjunction with the multiple disciplines involved in creating a robot (Math, Physics, Shop Skills, Drafting and Graphics).

- **Assessment of Student Learning**: Describe or attach the work students will complete upon their return to convey their learning.
  The field trip is to show what the students have already learned and the students will understand if the Engineering theory used to build the Robot was correct and met then requirement of the game.

Trip Agenda/Activities: List/attach entire break out of times for each day. Include travel time and all activities. Attach additional sheet if needed.

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See Attached schedule

Approvals:

Department Chair (High School Only) Date

Principal Date

Director of Curriculum & Instruction Date

☐ Approved / ☐ Denied

☐ Approved / ☐ Denied

☐ Approved / ☐ Denied
2015 District Schedule

NEFIRST

District Championship

Wednesday, April 8, 2015

5:00 pm - 9:00 pm.......................5 Team Reps to Load-In, Unbag, Weigh In, Practice

Thursday, April 9, 2015

7:45 am..................................................5 Team Reps to Load-In, Venue and Stands Open
8:00 am............................................Pits and Machine Shop Open, Robot Inspection
8:00 am – 9:00 am.........................Field Open for Measurement
9:00 am - 12:30 pm.....................Practice Matches
12:30 pm - 2:00 pm .......................Lunch
2:00 pm - 5:30 pm.......................Qualification Matches
5:30 pm - 8:00 pm......................Team Social at WPI
8:00 pm........................................Pits, Machine Shop, and Venue Close

Friday, April 10, 2015

7:30 am...........................................Venue and Stands Open
8:00 am...........................................Pits and Machine Shop Open
9:00 am - 9:30 am.....................Opening Ceremonies
9:30 am - 12:00 pm....................Qualification Matches
12:00 pm - 1:00 pm.......................Lunch
1:00 pm - 5:30 pm.......................Qualification Matches
5:45 pm - 6:15 pm.........................Awards Ceremony
7:00 pm........................................Pits, Machine Shop, and Venue Close
Saturday, April 11, 2015

7:30 am........................ Venue and Stands Open
8:00 am........................ Pits and Machine Shop Open
9:00 am - 9:30 am............... Opening Ceremonies
9:30 am - 12:00 pm............ Qualification Matches
12:00 pm - 12:30 pm .......... Alliance Selection
12:30 pm - 1:30 pm............ Lunch
1:30 pm - 4:00 pm............. Final Rounds
4:15 pm - 5:00 pm............. Awards Ceremony
6:00 pm.......................... Pits, Machine Shop, and Venue Close

Schedule subject to change. All times are estimated based on flow of rounds.
See Pit Administration table for updated times.
School: JJIS
Grade(s) and Group(s): Grade 5
Method of Transportation: bus
Bus Service Number(s) (if applicable): 

Date of application: 1/20/15
Date(s) of Trip: 3/27/15
# of Day(s) of Trip: 1
Number of Students: 218

Event: Field Trip to Old Sturbridge Village

Destination (if to a foreign country, please complete & attach the CIRMA Insurance Application and then notify parents of coverage): Old Sturbridge Village Museum

Address & Phone Number (for each destination): 1 Old Sturbridge Village Road, Sturbridge, MA 01566
508-347-3362

Times of departure from, and return to, school: 8:45 am - 4:00 pm

Main contact(s) and cell phone number(s) (list one or two people):

Supervision provided by: (List names of all Board employees, other chaperones, and cell phone # for each)
Thom Bech, Leslie Cicilline, Alyssa DesRoches, Ben Desrochers, Helen Desrochers, Linda Kurczy, Dawn May, Mary Najjar, Jen Totten, Lauren Ennis

Special clothing and/or equipment required: none

Total Cost of Trip $4,619.76
Cost to District: $619.76
Cost to Student: $213.33
Suggested Student Pocket Money: $0-10

If there is a cost to the students and they cannot afford the cost, will the student be able to go? Yes X No

If Yes, indicate source of Scholarship funds: Student Activity Fund

If No, please explain:

Will funds be raised? No If Yes, give details:

Description of how the trip enhances curriculum: Field Trip Instructional Plan MUST be Attached

Please keep these phone numbers with you during the field trip: M&J - Main Number (860)537-2326; cell phone (860)790-1412

Applicant's Signature: [Signature]
Dept. Chair Signature:

Principal's Signature: [Signature]
Date: [Signature]
[Recommended] [Not Recommended]

Superintendent's Signature: [Signature]
Date: [Signature]
[Recommended] [Not Recommended]

If applicable: Board of Education Meeting Date [Signature] [Recommended] [Not Recommended]

Must be approved by Board 2 months prior to trip

Bus Reservation Date: ________________ Price of Bus(es): ________________

Forms/FieldTripApplication061014
Field Trip Instructional Plan
Colchester Public Schools

Field Trip Location(s): Old Sturbridge Village

Reference Check: Visited site on: 4/9/14 or Spoke with: __________________________

Name: Leslie Cicilline
(Teacher(s) completing this form)
Grade/Group: 5

Instructional Focus of Trip

- Curriculum Unit(s): Integrated Social Studies and ELA

- Specific Curriculum Standards Addressed by Field Trip (Please refer to CT Core Standards):
  CC5SL4 Present an opinion, sequencing ideas logically and using appropriate facts and relevant, descriptive details to support main ideas.

- Assessment of Student Learning: Describe or attach the work students will complete upon their return to convey their learning.
  Students will compare and contrast life in the 1830s to life in 2015. They will read primary source documents from the time period before visiting the museum. Upon return, they will compose an essay using appropriate facts and relevant, descriptive details from the trip and the primary source documents to support their opinion about whether they would prefer to live in 1830 or 2015.

Trip Agenda/Activities: List/attach entire break out of times for each day. Include travel time and all activities. Attach additional sheet if needed.

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<tr>
<th>DATE/TIME</th>
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<td>3/27/15</td>
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<td>8:45-10:00</td>
<td>bus</td>
<td>travel to OSV</td>
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<td>10:00-11:00</td>
<td>education building</td>
<td>Hands-on studio</td>
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<td>11:00-2:45</td>
<td>museum</td>
<td>tour museum</td>
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<tr>
<td>2:45 -3:00</td>
<td>bus</td>
<td>travel back to JJIS</td>
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Approvals:

- Department Chair (High School Only)  
  Signature: [Signature]  
  Date: 1/20/15

- Principal
  Signature: [Signature]  
  Date: 1/26/15

- Director of Curriculum & Instruction
  Signature: [Signature]  
  Date: [Signature]

☑ Approved / □ Denied
☑ Approved / □ Denied
☑ Approved / □ Denied
**Application for Approval of a Field Trip**

**Colchester Public Schools**

<table>
<thead>
<tr>
<th>School: Bacon Academy</th>
<th>Date of application: 1/20/15</th>
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<tr>
<td>Grade(s) and Group(s): 12th grade</td>
<td>Date(s) of Trip: Friday June 5, 2015</td>
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<tr>
<td>Method of Transportation: Coach Bus</td>
<td># of Day(s) of Trip: 1</td>
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<td>Bus Service Number(s) (if applicable):</td>
<td>Number of Students: 200</td>
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**Event:** Senior Class Trip

**Destination:** (If to a foreign country, please complete & attach the CIRMA Insurance Application and then notify parents of coverage):
Seaside Heights, New Jersey and Brooklyn, New York

**Address & Phone Number (for each destination):** Borough of Seaside Heights 901 Boulevard Seaside Heights, NJ 08751. Telephone: 732-793-9100.
South Street Seaport NY

**Times of departure from, and return to, school:** 3:30 am to 10:30 pm

**Main contact(s) and cell phone number(s) (list one or two people):**
Nicole St. George 724-448-5340 and Meaghan Kehoe Green 860-861-5924

**Supervision provided by:** (List names of all Board employees, other chaperones, and cell phone # for each)

Ratio of adult chaperones to students must be at least: (grades K-2 1:5) (grades 3-5 1:8) (grades 6-8 1:10) (grades 9-12 one day trips 1:15, overnight trips 1:10)

Chaperones TBD upon approval of the trip - up to 20 school employees

**Special clothing and/or equipment required:**

| Total Cost of Trip: 10000.00 | Cost to District: 1275.00 | Cost to Student: 50.00 | Suggested Student Pocket Money: 40.00 |

*Attach completed Field Trip Calculator form.*

If there is a cost to the students and they cannot afford the cost, will the student be able to go? Yes ☑ No __

If Yes, indicate source of Scholarship funds: Senior Class Funds

If No, please explain: ________________

Will funds be raised? Yes ☑ If Yes, give details: senior class fundraising

**Description of how the trip enhances curriculum:** Field Trip Instructional Plan MUST be Attached

**Please keep these phone numbers with you during the field trip:** M&J - Main Number (860)537-2622; cell phone (860)790-1412

**Applicant's Signature:** ________________ **Dept. Chair Signature:** ________________

**Principal's Signature:** ________________ **Date:** ________________ **Recommended:** ☑ **Not Recommended:** __

**Superintendent's Signature:** ________________ **Date:** ________________ **Recommended:** ☑ **Not Recommended:** __

**If applicable: Board of Education Meeting Date:** ________________ **Recommended:** ☑ **Not Recommended:** __

**Must be approved by Board 2 months prior to trip**

**Bus Reservation Date:** ________________ **Price of Bus(es):** ________________

**Forms/FieldTripApplication041712**

JAN 21 2014
Field Trip Instructional Plan
Colchester Public Schools

Field Trip Location(s): Senior Trip 2015 - Seaside Heights NJ and Brooklyn NYC

Reference Check: Visited site on: November 2014 or Spoke with: Sarah on 12/3/14

Name: Nicole St. George and Meaghan Kehoegreen Grade/Group: 12th grade
(Teacher(s) completing this form)

Instructional Focus of Trip

- **Curriculum Unit(s):** Bacon Academy Core Values

- **Specific Curriculum Standards Addressed by Field Trip** (Please refer to Common Core Standards):

  This trip is the senior bonding trip to celebrate four years of class unity.

  BA core values

- **Assessment of Student Learning:** Describe or attach the work students will complete upon their return to convey their learning.

Trip Agenda/Activities: List/attach entire break out of times for each day. Include travel time and all activities. Attach additional sheet if needed.

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Approvals:

- Meaghan Kehoegreen
  - Department Chair (High School Only)
  - Date: 1/20/14
  - Approved / Denied

- [Signature]
  - Date: 1/22/14
  - Approved / Denied

- [Signature]
  - Date: 1/22/14
  - Approved / Denied
Senior Class Trip 2015

Timeline of day:

330AM:
meet in school parking lot, bag searches, and load busses.

General attendance taken (check-in #1)

345AM:
departure

400AM- 730AM:
Travel to Seaside Heights, NJ

730AM-900AM:
All together at beach
Make and eat breakfast together
Go over rules for day
Pass out chaperone groups and numbers and timelines for day
Meet with chaperone groups and do some kind of competition with those groups

This is check-in #2

Group picture!!

900AM-1100AM:
free time- explore boardwalk

1100AM:
Check in #3 on boardwalk.
Check in with chaperone and then do activity (TBD) as a whole group

1115 AM-100 PM:
Free time for lunch on boardwalk.
100PM:

Check-in #4 on beach

100PM-200PM:

All stay on beach for that hour together

Sandcastle contest judging at 200PM with cash prize - all participate

Ultimate Frisbee game - guys versus girls to continue senior bonfire game

200PM-300PM:

Free time

300PM:

Check in #5 Load and pack busses (breathalyzers - admin approval needed)

320PM-500PM:

Travel to NYC

On busses give kids map of neighborhood (South Street Seaport - Brooklyn) with list of restaurants and attractions, as well as rules (no subways or taxis, etc)

500-700PM:

Dinner time and shopping

700PM:

Check in #6 - Load busses (breathalyzers - admin approval needed)

715-1030PM:

Travel home. Movies on busses.

1030PM:

Arrival at Bacon
January 26, 2015

Dear Colchester Board of Education,

The Health and Physical Education Department at our school has received three iPad Air’s through private donation. We’d like to acknowledge that fact and have you accept them for our use. The IT Department for our district has already set them up for us.

Please know that the individual and company that donates the iPad Air’s wants to remain anonymous. We appreciate the fact that we’ve now received 6 in total with more to come in the future. Thanks for your time and energy in all you do.

With respect,

Donald J. Levine
Kelly McAlpine
Health and Physical Educators
PK-2

“"A Community of Enthusiastic Learners""
TO: District Safe School Climate Coordinators

FROM: John Frassinelli, Chief
       Bureau of Health/Nutrition, Family Services and Adult Education

DATE: December 31, 2014

SUBJECT: School Climate Assessments

All schools in public school districts, Regional Educational Service Centers (RESCs) and charter schools were required to implement Safe School Climate assessments for students, faculty/staff and parents/guardians during the 2012 – 2013 school year, and submit trend data from those surveys to the Connecticut State Department of Education (CSDE) no later than July 19, 2013. This process is biennial and therefore required during the 2014 – 2015 school year. Amendments to the legislation in 2014 require the CSDE, in collaboration with the Connecticut Association of Schools (CAS), disseminate to all public schools, including magnet and charter schools: “grade-level appropriate school climate assessment instruments approved by the department...Such school climate assessment instruments shall include surveys that contain uniform grade-level appropriate questions that collect information about students' perspectives and opinions about the school climate at the school, and allow students to complete and submit such assessment and survey anonymously.”

The CSDE and CAS have collaborated with the National School Climate Center (NSCC). Their Comprehensive School Climate Inventory (CSCI) is deemed to be one of, if not the best, school climate survey instruments in the nation. Many Connecticut schools and districts have been using this set of surveys to gain detailed information about the perceptions and perspectives of their school’s climate. The CSDE has identified six questions from the CSCI so that all schools, no matter which survey they choose to implement, can satisfy the statutory requirement and use these questions. You may add these questions to your existing survey exactly as worded or you could choose to ask only these six questions. If you choose the latter, it is recommended to ask them of all populations. Schools will be asked by the CSDE to submit the data from these six questions. Those schools/districts that are using the CSCI need not add any questions, because these six are among those currently contained in the full CSCI. The six questions are attached for all populations (students, faculty/staff and parents/guardians). Even though the statutory requirements only compel schools to ask these common questions of students, we strongly encourage you to ask these questions of all populations.

If you have any questions, please contact Jo Ann Freiberg at: joann.freiberg@ct.gov or (860) 807-2119; or Kathleen Wedge at: kathleen.wedge@ct.gov or (860) 713-6792.
School Climate Questions for CT: From Comprehensive School Climate Inventory (CSCI)

I. Middle & High School (MS/HS) Students

1. In my school, there are clear rules against physically hurting other people (for example, hitting, pushing, or tripping). [Rules & Norms]
2. I have seen students being physically hurt at school more than once by other students (for example, pushed, slapped, punched, or beaten up). [Physical Safety]
3. There are groups of students in my school who exclude others and make them feel bad for not being a part of the group. [Socio-emotional Security]
4. Students at this school will try to stop students from insulting or making fun of others. [Socio-emotional Security]
5. Students in this school respect each other's differences (for example, gender, race, culture, disability, sexual orientation, learning differences, etc.). [Respect for diversity]
6. My Parents/guardians are made to feel welcome at this school. [School Connectedness]

II. Elementary School (ES) Student

1. In my school, there are clear rules against hurting other people (for example, hitting, pushing, or tripping). [Rules & Norms]
2. I have seen students being hurt at school more than once by other students (for example, pushed, slapped, punched, or beaten up). [Physical Safety]
3. There are groups of students who make others feel left out. [Socio-emotional Security]
4. Students at my school will try to stop students from making fun of other students. [Sense of Social-Emotional Security]
5. Students in this school respect differences in other students (for example, if they are a boy or girl, where they come from, what they believe). [Respect for Diversity]
6. My parents or the people who take care of me feel welcome at my school [School Connectedness]
III. Parent Version

1. In my child's school, there are clear rules against physically hurting other people (for example, hitting, pushing, or tripping). [Rules & Norms]

2. I have seen students at my child's school being physically hurt by other students more than once (for example, pushed, slapped, punched, or beaten up). [Physical Safety]

3. There are groups of students in the school who exclude others and make them feel bad for not being a part of the group. [Socio-emotional Security]

4. Students at my child's school will try to stop students from insulting or making fun of other students. [Sense of Social-Emotional Security]

5. Students in my child's school respect each other's differences (for example, gender, race, culture, disability, sexual orientation, learning differences, etc.). [Respect for Diversity]

6. Parents/guardians feel welcome at my child's school. [School Connectedness]

IV. Staff Version

1. In this school, there are clear rules against physically hurting other people (for example, hitting, pushing, or tripping).[ Rules & Norms]

2. I have seen students push, slap, punch, or beat up other students more than once in this school. [Physical Safety]

3. There are groups of students in the school who exclude others and make them feel bad for not being a part of the group. [Socio-emotional Security]

4. Students at this school will try to stop students from insulting or making fun of others. [Sense of Social-Emotional Security]

5. Students in this school respect each other's differences (for example, gender, race, culture, disability, sexual orientation, learning differences, etc.). [Respect for Diversity]

6. Parents/guardians are made to feel welcome at this school. [School Connectedness]
STANDARDIZED TESTING

Connecticut Academic Performance Test (CAPT)
In March, high school students across the state will participate in the Connecticut Academic Performance Test (CAPT) in Science. The CAPT Science serves as the statewide science assessment. All Grade 10 students enrolled in a public school must participate in the CAPT.

Smarter Balanced Assessment (SBA)
The Smarter Balanced Assessment Consortium is committed to ensuring that all students leave high school prepared for postsecondary success in college and careers. During the month of May, all grade 11 students will take the Smarter Balanced Assessments test which is aligned to Common Core State Standards in English language arts/literacy and mathematics.

SPECIAL SERVICES

SRBI—Scientific Research Based Intervention
SRBI instruction provides support to children who are struggling to learn essential skills related to English/Language Arts. Students are identified using local and state measures of academic progress, and are provided intensive support for 12-18 weeks until the student has met grade-level proficiency. A child’s progress is studied and findings are used to make decisions about teaching and other learning supports.

Math Lab
Math lab is in room 2112 and is staffed each period with a math teacher. Math Lab is open for students in study hall or with senior privileges to go and receive math help. Math help from math lab may include studying for a test or quiz, homework, questions on a concept recently taught in class, help catching up on content after an absence, etc. Math lab is not a replacement for tutoring for those students who may need frequent tutoring (students using math lab every day may need outside tutoring for success in math class). It is an opportunity for drop-by math help during the school day.

Writing Center
The writing center is a student staffed tutoring service for student writers. Student tutors are required to complete training sessions using a tutoring model supported by many local high schools, colleges, and the Connecticut Writing Project. Tutors lead collaborative sessions with their peers and ask questions to help revise their work. The writing center is available for writing assignments in all academic content areas, creative writing pieces, and college essays. Students from all levels are encouraged to utilize the writing center support or enrichment.

NCAA ELIGIBILITY CENTER—for the College-Bound Student Athlete
The NCAA Eligibility Center certifies the initial academic eligibility and amateur status of all college-bound student athletes who wish to compete in NCAA Division I or II athletics.
The following are some helpful tips when registering for the NCAA Eligibility Center:

- Visit [www.eligibilitycenter.org](http://www.eligibilitycenter.org) to learn more about opportunities available at NCAA schools.
- Know current and future academic requirements for Division I (2016) and Division II (2018).
- Complete NCAA-approved core courses throughout high school. Your high school counselor can help.
- Register with the NCAA Eligibility Center during your sophomore year if you are interested in Division I or II athletics participation.
- After six semesters, send official transcripts from all high schools attended to the NCAA Eligibility Center.

If you have any questions, please contact the NCAA customer service staff at 877-262-1492.

### Changes to the Program of Studies

#### (OLD) Independent Study

Students may take independent study for half or full credit in any subject area. Students need to have a sponsoring teacher in that subject area and the approval of their counselor and the principal. As with other courses, grades in independent study are recorded at the end of each marking period on the report card and student transcript just as with any other course. In seeking approval, the student and sponsoring teacher must present a detailed course of study which includes: student goals, course content objectives, materials used, a schedule of meetings between sponsoring teacher and student, plan and criteria for evaluation, and the level of the course and the assignment of credit.

#### (NEW) Independent Study

Bacon Academy Core Values inform us that we have a responsibility to create a cohesive and nurturing environment; connect, involve, and engage in learning; respect diversity and encourage individual goals; and provide a rigorous and authentic educational experience. Bacon Academy students therefore have the opportunity to extend upon educational opportunities not regularly offered as a part of the Program of Studies through the course of independent study. Students wishing to pursue an independent study are required to have a sponsoring teacher in the subject area. Teachers are limited to three independent study students per semester. In seeking approval, the student and sponsoring teacher must present a detailed course of study that includes: student goals, course content objectives, materials used, a schedule of meetings between sponsoring teacher and student, and the criteria for evaluation. Coursework will be submitted for approval to the student’s sponsoring teacher, counselor, and principal. Students will earn a pass/fail grade for his/her independent study that will be exempt from class rank and GPA.

#### (OLD) Course Changes by a Student and Parent/Caregiver

For other than routine changes of course(s) in the first five days of a semester or for the correction of scheduling errors, a student may not withdraw or enter a course after it has been in progress. Only for extraordinary reasons and the principal approves the recommendation of the teacher, parent/caregiver and counselor can a course be dropped. Failure of a course is not considered to be an extraordinary reason for withdrawal. After the 5 day add/drop window, a withdrawal from a course will show on a student’s transcript. *School counselors are available for 20 days during the summer months to assist in scheduling conflicts and changes. The counselors are here for 5 days after school dismisses for the summer and 5 days before school resumes in the fall. Counselors also do 10 unscheduled days during the summer.*

#### (NEW) Course Changes by a Student and Parent/Caregiver

For other than routine changes of course(s) in the first five days of a semester or for the correction of scheduling errors, a student may not withdraw or enter a course after it has been in progress. Only for extraordinary reasons may a student request permission to drop a course. A student wishing to drop a course must complete a request form prior to seeking approval from the teacher, counselor, and principal. Failure of a course is not considered to be an extraordinary reason for withdrawal. After the five day add/drop window, withdrawal from a course will show on a student’s transcript in the form of W/P (withdrawal and passing) or W/F (withdrawal and failing). School
counselors are available for twenty days during the summer months to assist in scheduling conflicts and changes. Counselor availability includes five days at the conclusion of the academic year and five days prior to the start of school in the fall.

**OLD) Number of Courses Required for Full-Time Enrollment**
The minimum number of courses required to be a full-time student is 6.5 credits. Because of graduation requirements, enrollment priority will be given to upperclassmen if the size of the class necessitates adjustment.

Exceptions may be approved by the principal for seniors who are:

- Students with unsolvable schedule conflicts
- Students with exceptional needs including work release
- Students who have been enrolled for more than 4 years of high school

**NEW) Number of Courses Required For Full-Time Enrollment**
The minimum number of courses required to be a full-time student is 6.5 credits. Because of graduation requirements, enrollment will be given to upperclassmen if the size of the class necessitates adjustment.

Students are prohibited to be enrolled in two high schools simultaneously. If a student opts to register at a magnet, charter, private, vocational-technical, or agricultural school, they will do so on a full-time basis.

Seniors wishing to maintain full-time enrollment and take fewer than 6.5 credits must meet the following criteria:

1. Student must be in good academic standing and on course toward graduation.
2. Student must have a disciplinary record that includes fewer than 2 detentions in the current/previous semester.
3. Receive written approval from his/her parent/guardian and guidance counselor prior to requesting approval from administration.

Administration will consider a reduction in credit-load if one or more of the following apply:

1. The student is employed by a legitimate business, and the student is able to provide proof of employment and weekly working hours.
2. The student’s course load is such that the rigor of the course-work lends itself to a reduced workload.
3. There are no courses available to the student and/or the addition of a new course would require significant adjustments to the student’s schedule.

**NOTE:** Students wishing to remain at school will be awarded privileges or be assigned to a study hall.

**OLD) Three Rivers Community College Career Pathways Program**
College Career Pathways is a combined secondary and post-secondary education program designed to prepare students for tomorrow's highly competitive careers. It is a college program with a particular college major as a focus. The college major/career clusters that Bacon Academy has articulated with Three Rivers are listed on page 14.

The program provides a foundation of applied academics and the career skills needed for current and emerging careers of the future. College Career Pathways link businesses and industries, and secondary and post-secondary schools through a consortium whose goal is to prepare students to eventually enter the workforce.

There is a formal articulation agreement between Three Rivers Community College and many comprehensive and vocational-technical schools throughout Eastern Connecticut. Students apply for a pathway by submitting a special application available in the guidance office. Students who meet the criteria will register for the college courses with their school counselor.

**NEW) Three Rivers Community College Career Pathway Program**
The Three Rivers Community College Career Pathway Program (CCP) is a free, dual-enrollment program taught at Bacon Academy by teachers that have also been approved as adjunct professors at TRCC. Students can earn both
high school and college credit. The college credit is transferable to most colleges and universities. The current available list of college courses is listed below.

<table>
<thead>
<tr>
<th>Bacon Academy Course Name/Number</th>
<th>TRCC Course Name/Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Honors Algebra II (0333) OR Advanced Math (0336) OR PreCalculus (0343)</td>
<td>MAT* K137 – Intermediate Algebra</td>
</tr>
<tr>
<td>The Preschooler (0843)</td>
<td>ECE* K101 – Intro to Early Childhood</td>
</tr>
<tr>
<td>Pre-Engineering (0718)</td>
<td>CAD* K106/107 – Computer Aided Drafting/Lab</td>
</tr>
<tr>
<td>Business Communications (0640)</td>
<td>COM*K173 – Public Speaking</td>
</tr>
<tr>
<td>Personal Finance 1 (0612) (pending approval by TRCC)</td>
<td>BFN*K110 – Personal Finance</td>
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</tbody>
</table>

**REACTIVATED COURSE**

(0510) FRENCH I - Level 2  
**Year Course** 1 Credit  
*Bienvenues!* This course is intended for the beginning language students with limited or no language experience. In this introductory language course students will develop the essential skills of language learning (speaking, reading, writing, and listening). Students are introduced to the Francophone world from France to Canada to the Côte d'Ivoire through the study of daily teen life, family, dining and pastimes and cultural celebrations. At the end of French I, students will be able to use simple language to express basic thoughts and needs and identify similarities and differences between cultures of that target language and their own. This course emphasizes the speech patterns, basic grammar, and vocabulary of the French language. The initial focus is on oral communicative proficiency, with increased emphasis on reading and writing skills in the second part of the course. At the end of French I, you will be able to use simple language to express basic thoughts and needs and have an understanding of the way other cultures view the world. Students are evaluated through class participation and their use of written and spoken French for homework, projects, quizzes, and tests.

**NEW COURSES**

(0189) Senior Capstone Project - un-weighted  
**Year Course** 1 Credit  
The Senior Capstone will emphasize a real-world authentic experience in which students will complete a learning experience in an area of interest. Within their Senior English class, students will additionally complete a research project that furthers their understanding in their learning experience area. The project will culminate in a panel presentation before teachers, townspeople, and students. This is a pass/fail un-weighted course. **Please see Mr. Dukette if you are interested in signing up for Senior Capstone Project.**

(0831) UNIFIED ART - Level 2  
**Semester Course** .5 Credit  
This course is open to any student with or without art experience who wants to be a “partner” in visual communication (art making) as well as verbal and written communication. This class is supported by the Special Olympics of Connecticut Unified Art Program which provides a forum for positive social interaction between students with intellectual disabilities and those without. The artist partnership cultivates a greater understanding of oneself, and of others. Working collaboratively leads to new friendships, improved self-esteem and positive changes in attitude, behavior and performance. Each child is given the opportunity to develop artistically, experience joy, and participate in the sharing of their gifts with peers and showcase their work in community settings. The final project is created and exhibited at the annual Special Olympic Summer Games in New Haven, CT. Students also create art to raise funds to support those in need. The Unified Art program fosters an inclusive
school community where the values of tolerance, patience and sensitivity are cornerstones. *Class enrollment limited to 15, grades 9-12*

**(0809) HOSPITALITY - Level 2**
Semester Course .5 Credit
A survey course encompassing three major areas of the Hospitality Industry: the foodservice industry including restaurants, institutions, clubs, and schools; the hotel-motel industry, including travel and tourism; and hospitality management theories, styles, and laws. Career opportunities are emphasized in each area. This class requires working on authentic projects. *Open to grades 9-12*

**(0371) TRIGONOMETRY & STATISTICS - Level 2**
Year Course 1 Credit
This course will serve as an introduction to both trigonometry and statistics concepts. Trigonometry topics including right triangle trig, reciprocal trig ratios, applications, unit circle, radian measure, trig identities, periodic graphs and their translations will be explored. Statistics topics will include display and analyze data using graphs, difference between categorical and quantitative data, probability, standard deviation, margin of error, z-scores, normal distribution, samples, survey and experiments, scatterplots and regression. **Prerequisite:** Open to grade 12 students who have earned a test/quiz average of less than an 80 in Advanced Math (0336) or have earned a test/quiz average of less than a 75 or an overall grade less than an 80 in Pre-Calculus (0343).

**(0623) COLLEGE AND CAREER SURVIVAL SKILLS - Level 2**
Semester Course .5 Credit
The foundation of this course is designed to provide students with the 21st Century skills needed to pursue college and/or career goals. Students will learn practical skills such as: interviewing skills, writing cover letters and resumes, managing social media profiles and ethics in the workplace. Students will develop leadership and collaboration skills through solving Harvard Business School case studies related to the workplace. *Open to grades 10-12*

**(0613) PERSONAL FINANCE 2 - Level 2**
Semester Course .5 Credits
Students will develop advanced skills in constructing a personal budget and financial plan. Students will learn advanced topics in personal finance including saving, investing, credit cards, planning for retirement, insurance, and financial ethics. Students will engage in interactive simulations in both budgeting and investing. **Prerequisite:** A grade of a 75 or better in Personal Finance 1

**(0649) MARKETING 2 - Level 2**
Semester Course .5 Credit
Students will develop skills to market products using emerging and evolving technologies. Students will learn advanced topics in marketing including consumer behavior, market research, branding, new product development, retailing, ethical issues, and pricing. **Prerequisite:** A grade of a 75 or better in Marketing, Advertising, and Promotion

**(0525) ACCELERATED FRENCH I - Level 3**
Semester .5 credit
*En route!* This course is intended for the highly motivated beginning French students with significant experience (such as native speaker family background or concurrent enrollment in Spanish III). Students will join the French 1 course already in session, and be expected in the first weeks of the semester to immerse themselves in independently mastering introductory vocabulary related to introductions & daily interactions with friends and teachers, everyday objects, colors, numbers & time. In this introductory language course students will develop the essential skills of language learning (speaking, reading, writing, and listening). Students are introduced to the Francophone world from France to Canada to the Côte d’Ivoire through the study of daily teen life, family, dining and pastimes and cultural celebrations. At the end of French I, students will be able to use simple language to express basic thoughts and needs and identify similarities and differences between cultures of that target language and their own. This course emphasizes the speech patterns, basic grammar, and vocabulary of the French language. The initial focus is on oral communicative proficiency, with increased emphasis on reading and writing skills in the second part of the course. At the end of French 1, you will be able to use simple language to express basic thoughts and needs and have an understanding of the way other cultures view the world. Students are evaluated through class participation
and their use of written and spoken French for homework, projects, quizzes, and tests. **Prerequisite: At least an 80 or better in Spanish II or III and/or teacher recommendation.**

**Classroom Courses**

(0261) A.P. WORLD HISTORY - Level 4
Year Course 1 Credit
AP World History focuses on developing students’ abilities to think conceptually about world history from approximately 8,000 BCE to the present and apply historical thinking skills as they learn about the past. Five themes of equal importance — focusing on the environment, cultures, state-building, economic systems, and social structures — provide areas of historical inquiry for investigation throughout the course. AP World History encompasses the history of the five major geographical regions of the globe: Africa, the Americas, Asia, Europe, and Oceania, with special focus on historical developments and processes that cross multiple regions. **Grade 10 Elective (can also be taken in grade 12)**

(0459) STEM PHYSICS - Level 2
Year Course 1 Credit
This course is designed for students to learn and apply physics using engineering practices and principles. The name STEM denotes the emphasis on integrating science, technology, engineering, and mathematics as students create and analyze products using standard engineering procedures. The students design products using Solid works, then build and test them in the technology lab. Relevant math concepts and science principles are taught so that students will understand the design and operation of each product. Topics will include mechanics (force, motion and energy), electricity, magnetism, and sound, as well the engineering design process. Mathematical concepts will be developed as needed. The project-based format will enable students to discover for themselves the role of physics in real life and foster development of cooperative and creative teamwork. This class is collaboratively taught between the science and technology education departments. This course replaces Physics Level 2 and is designed to meet the general college requirements for laboratory science as well as providing a practical course for students interested in pursuing engineering or a technology career after high school. **Prerequisite:** Successful completion of Integrated Science and Biology or concurrent enrollment in Biology. **A grade of a 70 or better in Algebra 1 and Algebra 2 is required. Students may be concurrently enrolled in Algebra 2 or a fourth year of mathematics. In addition, a teacher may recommend a student for this class who does not meet these prerequisites.**

**Deleted Courses**

(0370) MATHEMATICS TEST PREP & PROBLEM SOLVING - Level 2
Semester Course .5 Credit
This course provides students an extensive review of math concepts, mathematical vocabulary and reading comprehension. Students will learn test taking strategies and problem solving techniques for standardized tests including SATs, ACTs, Accuplacer, and SBAC. Graphing calculators are required. Credit for this elective may not be counted as math credit toward graduation. **Prerequisite: Open to 10-12 graders who have completed of at least one full semester of Geometry.**

(0652) MICROSOFT OFFICE I - Level 2
Semester Course .5 Credit
This course is designed to provide students with a thorough skills base in the use of Microsoft Word and Access for college, work, and home. This comprehensive course covers such features as working with tables, creating merged documents from Access database files, working with templates, and creating and editing long documents using desktop publishing features. Students will produce letters, envelopes, labels, tables, newsletters, flyers, directories, and brochures. **Open to grades 9-12.**

(0653) MICROSOFT OFFICE 2 - Level 2
Semester Course .5 Credit
This course is designed to provide students with a thorough skills base in the use of Excel and PowerPoint. This comprehensive course covers such features as creating and formatting excel spreadsheets; working with formulas, functions, and charts; and advanced printing and editing techniques. Also covered are PowerPoint basics and advanced graphic elements in order to create professionally designed presentations for college and career. **Open to grades 9 - 12**

(0622) CREATIVE DESIGN USING TECHNOLOGY - Level 2
Semester Course .5 Credit
This course is designed to provide students with the understanding of technology and the responsibilities of being a Digital Citizen while developing 21st century skills. Students will evaluate various aspects of technology through hands-on experiences and with a variety of technology platforms. Students will use Web 2.0 tools such as but not limited to blogging, podcasting, Wikispaces, and Twitter. **Open to grades 9 – 12**

(0448) ENGINEERING AND PHYSICS - Level 2  
Year Course 1 Credit  
This course is designed so that students will learn and apply physics using engineering practices and principles. Topics which will be included are mechanics (force, motion and energy), electricity, magnetism, and sound, as well as the engineering design process. Other topics will be incorporated as needed. This class will emphasize a hands-on approach to physics. The students will be creating and analyzing products using standard engineering procedures. The class will be co-taught between the Science department and the Technology Education department so that in addition to learning the concepts and principles behind the design and operation of their product, students will be able to design their product using Autodesk Inventor, then build and test it in the technology labs. Students considering this course should be interested in pursuing engineering or a technological career after high school. **Prerequisite: A grade of a 70 or better in Algebra 1 and Algebra 2. Students may be concurrently enrolled in Algebra 2 or taking a fourth year mathematics.**
Overview:
The Assistant Director of Pupil Services and Special Education is responsible for assisting the Director in providing system-wide leadership for the design and supervision of programs and policies to include all state and federal mandates for special education and pupil services.

Essential Duties and Responsibilities:
- Works with administrators, teachers and specialists to establish a complete program of special education services
- Chairs or attends Planning and Placement Team Meetings and Section 504 Meetings as needed
- Chairs or attends Planning and Placement Team Meetings for out placed students as needed
- Supervises and evaluates employees in Occupational Therapy, Physical Therapy as well as the Educational Evaluation Coordinator, Nurse Supervisor and Office Professionals that work in Pupil Services & Special Education
- Designs and monitors the programs of students with disabilities placed in out-of-district schools
- Assists with monitoring all records of the department for compliance with confidentiality and access
- Responds to parent concerns as appropriate
- Monitors compliance with state and federal requirements and regulations, including reporting and reporting systems, regarding IDEA, 504, and ADA and provides guidance to the Board and administration in updating policies and regulations accordingly
- Monitors Birth to Three population, transition meetings and eligibility Planning and Placement Team meetings
- Coordinates extended-year programs for special education students
- Assumes the responsibility for own professional development; for keeping current with the literature, new research findings and improved techniques in specialized areas; and for attending appropriate professional meetings
- Performs additional duties/tasks as may be directed by the Superintendent of Schools, including but not limited to reviewing current policies and procedures

Knowledge, Skills & Abilities:
- Knowledge of current principles and practices related to special education services
- Knowledge of the rules and regulations of the Board of Education and the Connecticut State Statutes governing school programs
• Knowledge of applicable federal and state laws regarding special education, students, and staff, including Section 504 of the Rehabilitation Act, The Americans with Disabilities Act, IDEA, and FERPA
• Knowledge of the use and interpretation of various tests and student evaluation procedures
• Familiar with data collection, data analysis, and data report development required by federal, state and local district administration
• Knowledge of confidentiality laws and requirements pertaining to student information
• Communicates clearly and concisely
• Proficiency in use of computer for software applications and databases
• Write reports, business correspondence and procedure manuals
• Present information and respond to questions from groups, employees and the general public
• Communicate with administration, staff, parents and students
• Ability to:
  o Sit for extended periods of time
  o Occasionally lift, carry and move parcels weighing up to 25 lbs.
  o Bend, stretch, reach and stoop
  o Work extended hours and manage multiple demands

**Position Qualifications:**
• Certification as an Intermediate Administrator (092) by the CT State Department of Education and current Special Education or related service certification
• Successful teaching experience in the area of special education or related field preferred

**Other Requirements:**
• Background check (Criminal & DCF)
• Valid driver’s license and vehicle to provide own transportation

**Terms of Employment:**
Per Colchester Association of School Administrators contract

**Evaluated by:**
Annual evaluation by the Superintendent of Schools
### MARCH

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<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>3</td>
<td>Tuesday</td>
<td>Board of Finance Budget Workshop (Town and BOE Budget Presentations to BOF and public)</td>
</tr>
<tr>
<td>4</td>
<td>Wednesday</td>
<td>Board of Finance (Regular Meeting): Review Town Budget with 1st Selectman</td>
</tr>
<tr>
<td>5</td>
<td>Thursday</td>
<td>Board of Finance Budget Workshop: Review Education Budget with Board of Ed</td>
</tr>
<tr>
<td>9</td>
<td>Monday</td>
<td>Public Forum and Board of Finance Budget Workshop</td>
</tr>
<tr>
<td>10</td>
<td>Tuesday</td>
<td>Board of Finance Budget Workshop - if needed - check Town web site the day of the meeting</td>
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<td>Wednesday</td>
<td>Board of Finance Budget Workshop - if needed - check Town web site the day of the meeting</td>
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<tr>
<td>18</td>
<td>Wednesday</td>
<td>Board of Finance (Regular Meeting) Action on Budget to Present at Public Hearing</td>
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<tr>
<td>30</td>
<td>Monday</td>
<td>Budget Public Hearing</td>
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<tr>
<td>31</td>
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<td>Budget Public Hearing</td>
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### APRIL

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<tr>
<td>1</td>
<td>Wednesday</td>
<td>Board of Finance (Regular Meeting to set Budget)</td>
</tr>
<tr>
<td>2</td>
<td>Thursday</td>
<td>Board of Selectmen (Regular Meeting to set Town Meeting Date)</td>
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<tr>
<td>15</td>
<td>Wednesday</td>
<td>Board of Finance (Regular Meeting)</td>
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<tr>
<td>22</td>
<td>Wednesday</td>
<td>Annual Town Budget Meeting</td>
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### MAY

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<tr>
<td>5</td>
<td>Tuesday</td>
<td>Budget Referendum</td>
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All meetings are scheduled for 7:00 pm at Town Hall
## Colchester Public Schools 2014-2015
### Class Size by Grade - February 2015

#### Colchester Elementary School

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<th>Class</th>
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#### Jack Jackter Intermediate School

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#### William J. Johnston Middle School

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#### Bacon Academy

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#### Grand Total

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High School class sizes are not reported in this manner as they vary with every course.
## Colchester Public Schools
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Hi Jeff
This afternoon I attended a reception held at the Charter Oak Credit Union in Waterford. Lt. Gov. Nancy Wyman was the guest speaker—the credit union announced that they are expanding their scholarship program to include all 35 high schools in Windham and New London counties. That means that a $2000 will be awarded to a student attending Bacon Academy. The event was very professionally kicked off with many educational, business and credit union board of directors in attendance. I thought you might want to share this information with the BOE.
Don
STUDENT READING ACHIEVEMENT

2014-15 School Year

Based on universal screening using:

DIBELS Reading K-1   STAR Reading Grade 2-8

Percent of students at grade level in Reading

<table>
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<tr>
<th>Grade</th>
<th>Reading % at grade level FALL 2013 (40th percentile and above)</th>
<th>Reading % at grade level FALL 2014 (40th percentile and above)</th>
<th>Reading % at grade level WINTER 2014 (40th percentile and above)</th>
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<tr>
<td>8</td>
<td>82%</td>
<td>71%</td>
<td>92%</td>
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*Notes:

This year’s kindergarten class has 42 4-year-olds.

Number of students in grades 3-5 who are at the 75th percentile and above is 244.

Number of students who have moved out of the lowest range (25th percentile and below) in grades K-8 is 75.

Reading screening for students in Grades 9-12 is completed by the reading specialist. Results this winter show of the 34 students taking a reading class or getting SRBI help, 23 improved. Of grade 9 and 10 students taking a full year of the reading class, 12 of 13 improved their reading skills.
TO: Michael Byrne
FROM: Deborah T. Sandberg, Principal
Jennifer Reynolds, Assistant Principal
RE: 2015 Geography Bee
DATE: January 15, 2015

We wanted to take a moment to thank you for facilitating yet another successful Geography Bee this year for the fourth and fifth grade students attending JJIS.

Each year thousands of schools in the United States participate in the National Geographic Bee using materials provided by the National Geographic Society. Due to your efforts to register our school in early September, organize and disseminate the qualifying Geography Bee tests provided by the society in December, to holding the Geography Bee in front of the entire school on January 14, 2014, you have proven the worth and value of student participation in a nationally held competition.

As you know, the contest is designed to encourage teachers to include geography in their classrooms, spark student interest in the subject, and increase public awareness about geography. Because of your enthusiasm and dedication as a teacher leader, qualifying students proudly participated as parents, faculty and peers sat in attendance anxiously awaiting the outcome.

We thank you for encouraging students to study and participate in this annually-led contest. We are proud to be a part of this honorable competition.

DM/LF/GRT15
CC: Superintendent Jeffry Mathieu
    Personnel File