

WESTPORT BOARD OF EDUCATION

AGENDA *

(Agenda Subject to Modification in Accordance with Law)

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS ELECTRONIC MEETING:

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

https://www.westportps.org/uploaded/Procedures_and_Guidelines_for_Public_Participation_in_Remote_Board_Meetings.pdf.

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

PUBLIC SESSION/PLEDGE OF ALLEGIANCE

7:00 p.m., Staples High School, Cafeteria B (Room 301), Public Participation Held Remotely Pursuant to Executive Order 7B

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

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

MINUTES: October 5, 13, and 14, 2020, *pages 1-6*

DISCUSSION/ACTION

- 1. Gifts, *pages 7-8* (Encl.) Mr. Thomas Scarice
- 2. Proposed 2021-2022 Board of Education Meeting Dates, *page 9* (Encl.) Mr. Thomas Scarice

DISCUSSION

- 1. Health Update Ms. Suzanne Levasseur
- 2. Benchmark Analysis of Hybrid Model Update, *page 10* (Encl.) Mr. Thomas Scarice
- 3. Coleytown Middle School Reopening Update, *pages 11-13* (Encl.) Ms. Kris Szabo
- 4. FY 20 First Quarter Financial Report, *pages 14-17* (Encl.) Mr. Elio Longo
- 5. Solar PV Projects at Bedford Middle School and Staples High School, *pages 18-20* (Encl.) Mr. Elio Longo
- 6. Update on Facilities Committee Ms. Elaine Whitney
- 7. Update on Policy Committee and First Reading of Policy 1331, “Smoke Free Environment” (Revision), *pages 21-22* (Encl.) Ms. Karen Kleine

ADJOURNMENT

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

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

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

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

WESTPORT BOARD OF EDUCATION

Board Members Present:

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

Administrators Present:

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

Administrators Absent:

Elio Longo, Chief Financial Officer

PUBLIC CALL TO ORDER/PLEDGE OF ALLEGIANCE: 7:02 p.m., Staples High School, Cafeteria B (Room 301); Public Participation Held Remotely Pursuant to Executive Order 7B

Candice Savin moved to defer the agenda items on Coronavirus Relief Funds and Update on Facilities Projects to a future meeting due to the absence of the Chief Financial Officer; seconded by Jeannie Smith and passed unanimously.

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

PUBLIC QUESTIONS/COMMENTS ON NON-AGENDA ITEMS

MINUTES: September 21, 2020

Elaine Whitney moved to approve the minutes of September 21, 2020; seconded by Karen Kleine and passed unanimously.

DISCUSSION

Health Update

Update on School Reopening Model and Process to Determine Full On-Site Schooling

Coronavirus Relief Funds

Deferred to a future meeting.

Update from the Coleytown Middle School Building Committee

Updated BOE Calendar of Agenda Items

Proposed 2021-2022 Board of Education Meeting Dates

Update on Facilities Projects

Deferred to a future meeting.

COMMITTEE UPDATES

Finance and Facilities Committee

DISCUSSION/ACTION

Flexibility with Educator Evaluation Plans

Be it Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education adopts “Flexibilities within the Connecticut Guidelines for Educator Evaluation 2017 for the 2020-2021 School Year,” as offered by the Connecticut State Department of Education.

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

Communication Strategy and Personnel

Be it Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the creation of the position of Communications Specialist for the Westport Public Schools.

Be it Further Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves filling the position of Communications Specialist during Fiscal Year 2020-2021.

MOTION: Karen Kleine
SECOND: Jeannie Smith

Liz Heyer moved to amend the motion to replace the phrase “creation of the position of” with the phrase “hiring of a contract position for” and to replace the phrase “position of” with the phrase “contractor”, resulting in the amended motion of:

Be it Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the hiring of a contract position for Communications Specialist for the Westport Public Schools.

Be it Further Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves filling the contractor Communications Specialist during Fiscal Year 2020-2021.

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

Vote on original motion:

RESULT: Passed
VOTE: 5-1-1 (Candice Savin, Jeannie Smith, Elaine Whitney, Karen Kleine and Lee Goldstein in favor; Youn Su Chao opposed; Liz Heyer abstaining)

Update from Policy Committee and Second Reading of the Following Policies:

Policy 4118.22, "Code of Ethics" (New),

- Policy 6171.2, "Preschool Students with Disabilities" (New),
- Policy 4118.5, "Acceptable Computer Network Use" (Revision),
- Policy 5132, "Dress and Grooming" (New),
- Policy 4118.231/4218.231, "Alcohol, Drugs, and Tobacco" (Revision),
- 6172.6, "Online Courses" (New),
- 3514.1, "Computer Loan" (Revision),
- 6172.4, "Title I Parental and Family Engagement Policy (New).

Be it Resolved, that upon the recommendation of the Superintendent of Schools, the Board of Education approves:

- **the creation of Policy 4118.22, "Code of Ethics,"**
- **the creation of Policy 6171.2, "Preschool Students with Disabilities,"**
- **the amendment of Policy 4118.5, "Acceptable Computer Network Use," and temporary renumbering of said policy to 4118.5-C19 4218.5-C19,**
- **the creation of Policy 5132, "Dress and Grooming,"**
- **the amendment of Policy 4118.231/4218.231, "Alcohol, Drugs, and Tobacco," as amended at the meeting of October 5, 2020,**
- **the creation of 6172.6, "Online Courses,"**
- **the amendment of 3514.1, "Computer Loan," and**
- **the creation of 6172.4, "Title I Parental and Family Engagement Policy."**

MOTION: Karen Kleine
SECOND: Youn Su Chao
RESULT: Passed Unanimously
VOTE: 7-0

ADJOURNMENT: Jeannie Smith moved to adjourn at 10:30 p.m.; seconded by Karen Kleine and passed unanimously.

Respectfully submitted,

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

**WESTPORT BOARD OF EDUCATION
Special Meeting**

Board Members Present:

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

Administrators Present:

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

PUBLIC CALL TO ORDER/PLEDGE OF ALLEGIANCE: 7:03 p.m., Staples High School, Cafeteria B (Room 301); Public Participation Held Remotely Pursuant to Executive Order 7B

DISCUSSION

Next School Reopening Phase

ADJOURNMENT: Jeannie Smith moved to adjourn at 9:28 p.m.; seconded by Karen Kleine and passed unanimously.

Respectfully submitted,

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

**WESTPORT BOARD OF EDUCATION
Special Meeting**

Board Members Present:

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

Administrators Present:

Thomas Scarice Superintendent of Schools

PUBLIC CALL TO ORDER/PLEDGE OF ALLEGIANCE: 7:02 p.m., Held Remotely Via Zoom Pursuant to Executive Order 7B

EXECUTIVE SESSION: Evaluation of the Performance of Individual Members of the Board of Education and the Superintendent

Candice Savin moved at 7:02 p.m. to enter into executive session to discuss Evaluation of the Performance of Individual Members of the Board of Education and the Superintendent; seconded by Jeannie Smith and passed unanimously. All Board members were present. Thomas Scarice joined the executive session at the invitation of the Board.

ADJOURNMENT: 9:48 p.m.

Respectfully submitted,

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

Sharon Yuan

13 Wheeler Gate
Westport, CT 06880

October 5, 2020

Dear Ms. Messler,

Our Girl Scout Troop 50473 has decided to disband. Prior to this decision we as a troop had offered our assistance to the schools Zero Waste Committee by pledging to donate funds.

We still would like to help our Zero Waste Committee with a one-time donation of \$3,000. This money is to help fund the Committee's ongoing program and not limited to this year.

We need to finalize this quickly to disband the troop with the Girl Scout organization. Please let us know what we need to do to move forward with this donation.

Best regards,
Sharon Yuan

Long Lots PTA
13 Hyde Lane
Westport, CT 06880

Westport Board of Education
110 Myrtle Avenue
Westport, Connecticut 06880

October 6, 2020

Dear Members of the Board of Education:

The Long Lots Elementary PTA has funds raised from the last couple years of our annual Fall Campaign. We have a great playground but one thing that we've heard again and again from students and administration is that a shady spot for kids and teachers to use is currently missing from our outdoor space. Therefore, we have decided to use a portion of those funds for the purchase and installation of a shade pavilion near our lower playground.

We have discussed our plans with LLS Administration and Ted Hunyadi and have decided to purchase a 20 x 20 shade pavilion. Installation could occur as early as November 2020.

As of this moment our final dollar amount is still being determined as we await installation costs. As such, it is with great pleasure that the Long Lots PTA gifts approximately \$21,000 and not to exceed \$25,000 to the Board of Education for the purchase, delivery, and installation of a 20 x 20 shade pavilion.

Sincerely,

Maria Mulvehill & Elsa Morgan
LLS PTA Co-Presidents



**WESTPORT PUBLIC SCHOOLS
2021-2022 BOARD OF EDUCATION
MEETING CALENDAR
DRAFT**

School in Session
 BOE Meeting Dates

KEY DATES

- Aug 26-27, 30** Professional Development
- Aug 31** First Day of School
- Sept 6** Labor Day
- Sept 7** Rosh Hashanah
- Sept 16** Yom Kippur
- Oct 13** Early Release/Professional Development
- Nov 2** Election Day – Professional Development
- Nov 24** Early Dismissal
- Nov 25-26** Thanksgiving Recess
- Dec 24-Jan 1** Winter Recess
- Jan 17** Martin Luther King Jr. Day
- Feb 21** Presidents’ Day
- Feb 18** Professional Development
- Feb 21-25** February Recess
- March 23** Early Release/Professional Development
- Apr 15** Good Friday
- April 15-22** Spring Recess
- May 30** Memorial Day
- June 17** Last Day of School/Graduation (Early Release)

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June 2022						
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To: Westport Board of Education

From: Thomas Scarice, Superintendent

Date: October 16, 2020

RE: Tri State Consortium Benchmark Study

As mentioned in previous Board meetings, we have commissioned the Tri State Consortium to assist the district in benchmarking our current efforts within the hybrid model, with a focus on the quality of the instructional programming and attention given to the social and emotional development of our students.

A benchmarking study differs from a qualitative study in that its purpose is not to indicate how well a system is performing but rather to indicate where a system sits at a particular point in time. This study enables the system to return to the areas identified throughout the year with an expectation that actions taken in the interim will improve the instructional experience for all learners as we confront educating students during the pandemic. This process would inevitably lead to identifying “problems to solve”, with responsive actions and reports to the Board to follow throughout the year.

The study was conducted remotely this week by the Consortium’s staff: Kathleen Reilly, Director of Training; Lauren Allan, Senior Associate; and Martin Brooks, Executive Director. A written report that benchmarks the experiences of the different constituent groups in how the district is responding to the reopening model will be forthcoming.

This past week the Consortium conducted focus group discussions with teachers, parents, students, and administrators at all levels to determine findings. The focus groups involved 34 administrators and coordinators, 63 teachers, 75 parents, and 41 students for a total of 213 participants.

Although a report will be forthcoming, a meeting was held yesterday afternoon with our Tri State colleagues and members of the central office cabinet team to debrief the process and discuss themes and patterns of feedback from the stakeholders. We look forward to the report providing support for the work that has been successful so far, and we also look forward to identifying the problems we must solve. This discussion was valuable in previewing some of the highlights of the findings which will be shared at Monday’s meeting.

To that end, I have requested a draft of the report, or a least an executive summary, for the purposes of sharing initial findings with the Board Monday evening. Given that the last focus groups were held this morning, it is a very tight timeline. Yet, I am optimistic that we will provide some informative preliminary information Monday evening.

To: Westport Board of Education

From: Thomas Scarice, Superintendent

Date: October 16, 2020

RE: Coleytown Middle School Reopening

Enclosed in the Board packet is a slide deck for presentation Monday evening that will be led by Coleytown Middle School (CMS) Principal, Mrs. Kris Szabo. The slide deck is an abbreviated list of the primary projects and tasks to be completed prior to the full reopening of CMS once the building has been officially handed over to the Board of Education from the Coleytown Middle School Building Committee (CMSBC).

The most recent assurance of the handing over of CMS to the Board is November 20, 2020. That is the date that is being used in any projections to target a reopening for instruction to students. As with prior adjustments made by the CMSBC, any changes in that date would necessitate a change in the date for the reopening for instruction for students. For the purposes of planning, we will use November 20 as the date of hand over to the Board.

As you will see in the slide deck, there are a number of operational projects and tasks to be completed in technology and facilities. The Finance and Facilities Committee will discuss these projects and tasks in more detail at their next meeting, the week of October 19.

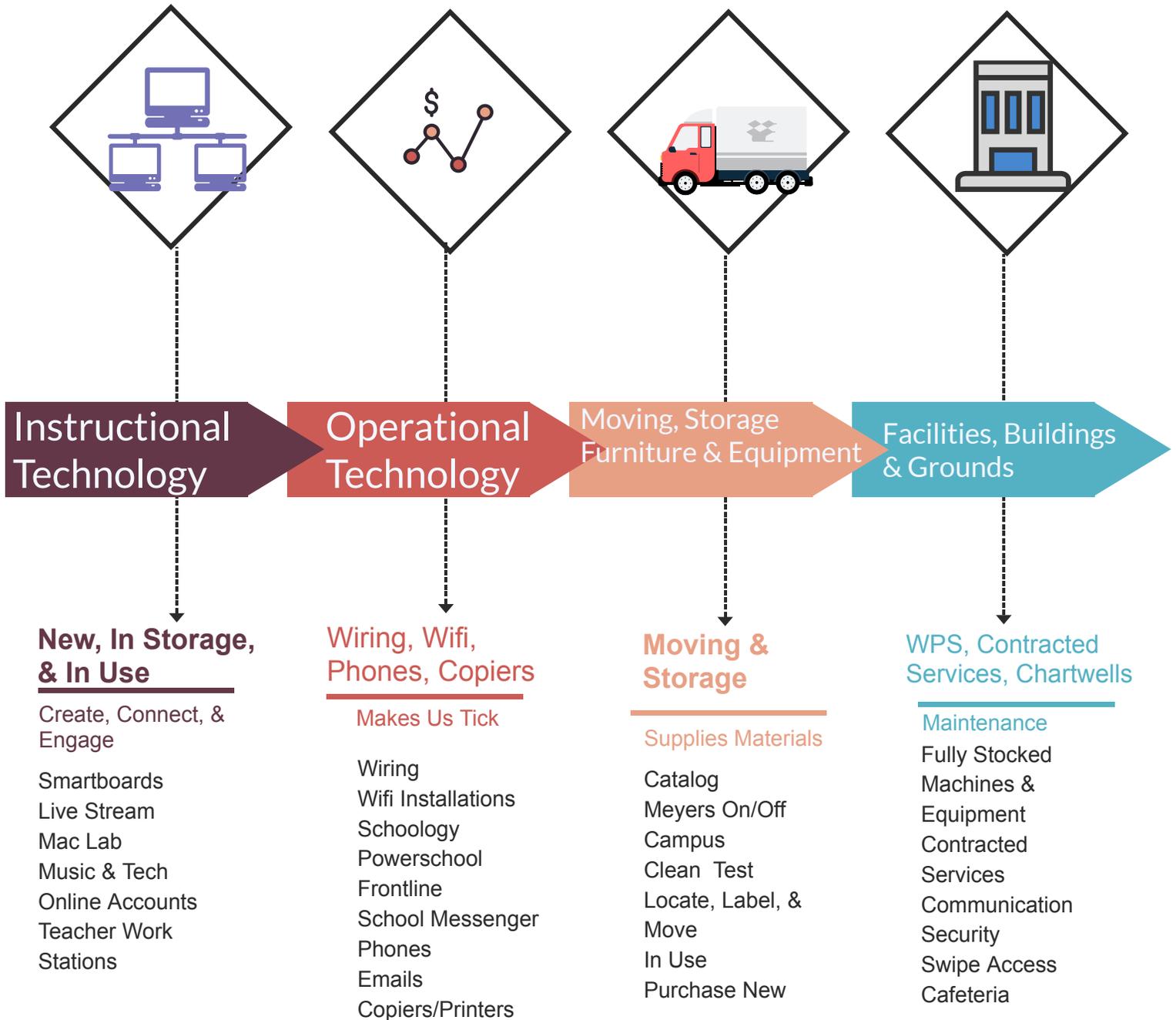
Additionally, Mrs. Szabo has developed a transition schedule for students and staff that is also presented in the slide deck. This schedule will include logistical tasks as well as critical orientations to the building for students and staff. Most students, and a number of staff, have never entered the building since it was closed prior to their arrival. Mrs. Szabo is prepared to share an overview of her plan for the transition schedule at the Board meeting on October 19.

In reviewing the calendar, perhaps the best case scenario is for CMS to open for the transition schedule developed by Mrs. Szabo is the week of December 7, followed by a reopening for instruction the week of December 14. This is contingent upon the timing and scope of work to be completed and is a best case scenario.

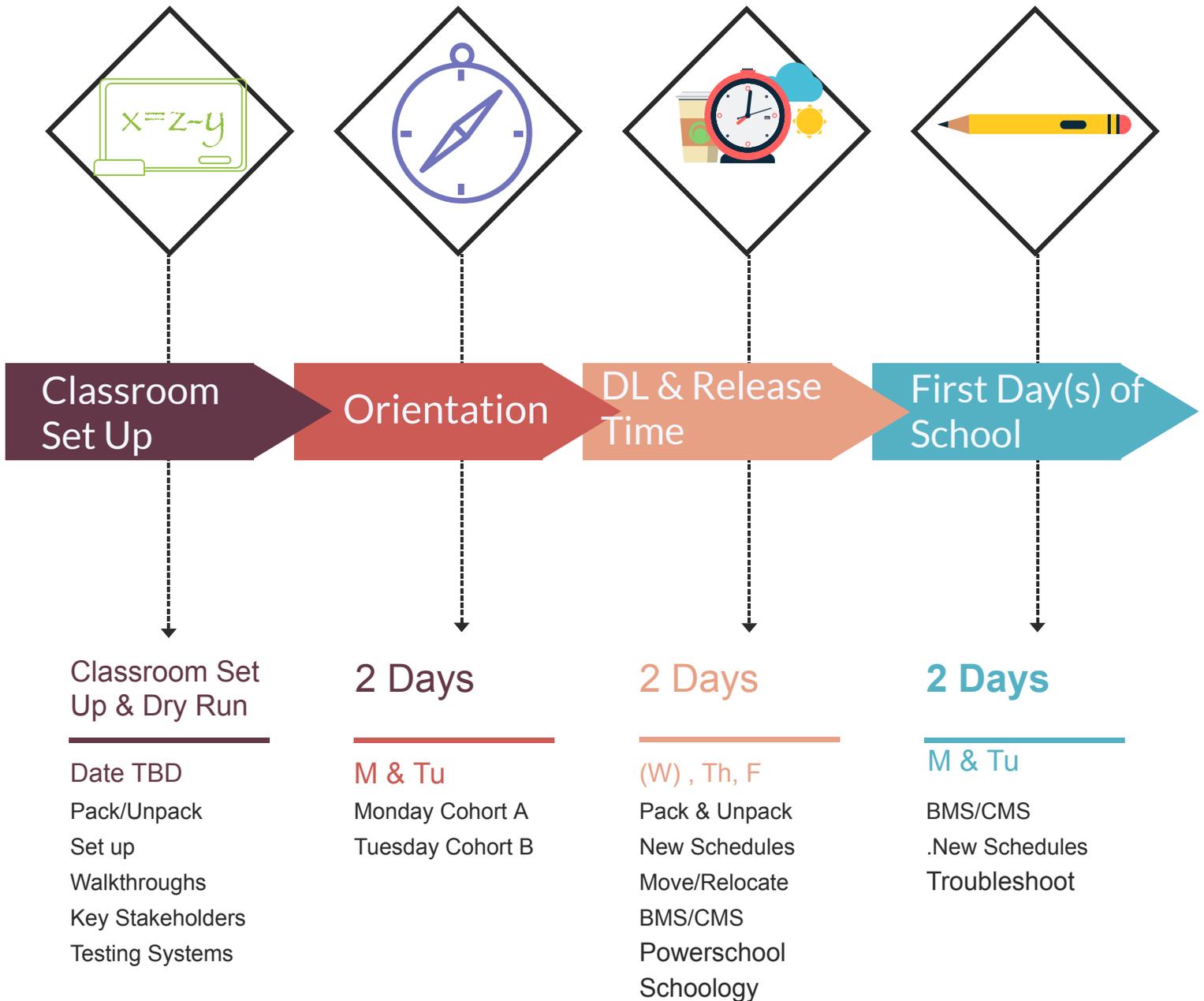
If the building is handed over to the Board on November 20, technology and facilities would have the week of November 23 (inclusive of the Thanksgiving holiday), and then the week of November 30 to perform the operational projects and tasks to be completed in advance of the transition week. Given the numerous unforeseen challenges that technology and facilities might face, this projection is subject to further review and change.

Again, a final review of this timeline will be presented to the Finance and Facilities Committee next week with a confirmation communication to the full Board to follow thereafter. Ultimately, the final schedule, after Committee review, will be presented to the full Board on November 2.

Scope of Reopening CMS



CMS REOPENING



WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2020
Theoretical Expenditure Rate: 25%

2017-2018 Year-End Expense	2018-2019 Year-End Expense	2019-2020 Year-End Expense	Object Code	Descriptions	2020-2021 ADOPTED BUDGET	2020-2021 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2020-2021 ENCUMBERED TO DATE	2020-2021 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
5,317,348	5,403,166	5,323,764	100	Certified Administrators	5,511,769	5,511,769	-	4,269,700	1,374,741	25%	(174,132)	5,470,309	41,460	0.8%
1,875,276	2,076,448	2,055,637	101	Directors	2,147,323	2,147,323	-	1,521,505	452,027	21%	174,132	2,147,665	(342)	0.0%
22,846,979	23,188,723	23,180,329	102	Reg Ed Teachers	23,549,231	23,549,231	-	20,723,977	3,172,464	13%	-	23,896,441	(347,210)	-1.5%
11,628,676	11,778,849	11,847,837	103	Special Area Teachers	12,290,564	12,290,564	-	10,418,725	1,571,528	13%	198,000	12,188,253	102,311	0.8%
4,293,239	4,246,724	4,444,203	104	Support Teachers	4,464,618	4,464,618	-	3,761,677	581,246	13%	76,500	4,419,423	45,195	1.0%
79,535	104,021	114,424	105	Curr/Instr Resource	82,358	82,358	-	47,417	6,774	8%	-	54,191	28,168	34.2%
910,798	930,297	804,517	107	Library/Media Teachers	898,143	898,143	-	734,250	112,291	13%	-	846,541	51,602	5.7%
1,463,683	1,500,395	1,467,460	108	Guidance	1,529,846	1,529,846	-	1,116,942	202,813	13%	-	1,319,755	210,091	13.7%
4,554,832	4,695,295	4,732,128	109	Special Ed Teachers	5,067,980	5,067,980	-	4,143,313	818,385	16%	-	4,961,698	106,282	2.1%
1,613,902	1,614,249	1,678,766	110	Psychologists	1,747,876	1,747,876	-	1,431,577	229,034	13%	-	1,660,612	87,264	5.0%
226,362	237,067	323,943	113	Social Workers	262,166	262,166	-	220,007	35,790	14%	-	255,798	6,368	2.4%
1,307,615	1,412,585	1,489,732	114	Speech/Hearing Therapists	1,497,531	1,497,531	-	1,367,514	269,028	18%	-	1,636,542	(139,011)	-9.3%
143,903	115,609	116,768	115	Staff Dev/Leadership	117,929	117,929	-	87,509	13,186	11%	-	100,695	17,234	14.6%
661,124	686,315	671,535	116	Extra-Curricular	748,447	748,447	-	-	-	0%	748,447	748,447	-	0.0%
612,237	629,105	624,598	118	Coaches-Intrmral/Intrschlstic	651,257	651,257	-	-	-	0%	651,257	651,257	-	0.0%
112,507	122,098	102,768	119	Curriculum Work/Other	115,000	115,000	-	-	89,792	78%	25,209	115,001	(1)	0.0%
\$ 57,648,017	\$ 58,740,945	\$ 58,978,409		Sub-Total Certified Salaries	\$ 60,682,038	\$ 60,682,038	\$ -	\$ 49,844,113	\$ 8,929,101		\$ 1,699,413	\$ 60,472,627	209,411	0.3%
100.0%	1.9%	0.4%			2.9%	2.9%	-	82.1%	14.7%		2.8%	99.7%	0.3%	
1,254,533	1,254,230	1,267,806	120	Support Supervisors	1,263,301	1,263,301	-	878,732	334,530	26%	50,040	1,263,301	(0)	0.0%
2,535,495	2,514,948	2,531,919	121	Secretaries	2,677,853	2,677,853	-	1,827,290	661,558	25%	141,750	2,630,598	47,255	1.8%
1,789,074	1,859,305	1,780,276	122	Paraprofessionals	1,909,915	1,909,915	-	1,418,408	236,868	12%	182,700	1,837,977	71,938	3.8%
2,750,902	2,952,375	3,374,723	123	Sped Paraprofessionals	3,258,860	3,258,860	-	2,754,468	505,129	16%	-	3,259,598	(738)	0.0%
2,687,981	2,670,997	2,523,226	124	Custodians	2,764,828	2,764,828	-	2,016,166	747,002	27%	(86,770)	2,676,398	88,430	3.2%
594,233	615,592	607,512	125	Maintainers	633,541	633,541	-	463,626	169,857	27%	-	633,483	58	0.0%
893,629	899,444	894,330	126	Nurses	926,636	926,636	-	786,227	129,698	14%	-	915,925	10,711	1.2%
260,967	244,894	239,771	127	Nurses Aides	278,008	278,008	-	211,169	33,726	12%	-	244,895	33,113	11.9%
566,911	565,164	603,220	128	Technology Assistants	617,904	617,904	-	452,052	164,899	27%	-	616,951	953	0.2%
296,453	308,685	344,467	129	Security Aides	344,179	344,179	-	271,093	44,756	13%	28,330	344,179	0	0.0%
246,584	267,840	201,756	130	Bus Monitors	260,000	170,000	(90,000)	-	3,716	2%	166,284	170,000	0	0.0%
240,183	240,703	215,044	131	Athletics	246,000	246,000	-	165,157	34,402	14%	-	199,559	46,441	18.9%
145,777	138,945	135,724	133	Other	149,289	149,289	-	116,239	19,886	13%	-	136,125	13,164	8.8%
612,129	679,019	739,121	135	Occupational Therapists	769,253	769,253	-	663,606	136,823	18%	-	800,428	(31,175)	-4.1%
180,001	182,087	185,053	136	Physical Therapists	186,589	186,589	-	157,195	32,052	17%	-	189,247	(2,658)	-1.4%
22,071	21,992	21,375	140	Adult Ed Mandated	23,000	23,000	-	-	-	0%	23,000	23,000	-	0.0%
\$ 15,076,923	\$ 15,416,219	\$ 15,665,323		Sub-Total Non-Certified Salaries	\$ 16,309,156	\$ 16,219,156	\$ (90,000)	\$ 12,181,428	\$ 3,254,903		\$ 505,334	\$ 15,941,665	277,491	1.7%
100.0%	2.3%	1.6%			4.1%	3.5%	(0.5%)	75.1%	20.1%		3.1%	98.3%	1.7%	
266,732	292,731	267,768	150	Perm Cert Subs	327,600	327,600	-	280,977	15,350	5%	119,725	416,052	(88,452)	-27.0%
174,810	151,712	105,245	151	Daily Cert Subs	177,400	177,400	-	-	950	1%	176,450	177,400	-	0.0%
35,945	36,150	23,050	152	Staff Training Cert Subs	40,000	40,000	-	-	-	0%	40,000	40,000	-	0.0%

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2017-2018 Year-End Expense	2018-2019 Year-End Expense	2019-2020 Year-End Expense	Object Code	Descriptions	2020-2021 ADOPTED BUDGET	2020-2021 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2020-2021 ENCUMBERED TO DATE	2020-2021 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
55,757	56,600	26,638	153	PPT Cert Subs	57,000	57,000	-	-	-	0%	57,000	57,000	-	0.0%
854,334	782,155	837,185	154	Long Term Subs	780,000	780,000	-	464,226	72,753	9%	243,021	780,000	0	0.0%
245,870	276,387	202,012	155	Non-Cert Subs	270,000	270,000	-	20,080	46,102	17%	203,818	270,000	0	0.0%
480,645	633,328	553,260	156	Overtime	520,000	520,000	-	-	208,024	40%	311,976	520,000	(0)	0.0%
\$ 2,114,093	\$ 2,229,063	\$ 2,015,158		Sub-Total Other Salaries	\$ 2,172,000	\$ 2,172,000	\$ -	\$ 765,283	\$ 343,179		\$ 1,151,990	\$ 2,260,452	(88,452)	-4.1%
100.0%	5.4%	-9.6%			7.8%	7.8%		35.2%	15.8%		53.0%	104.1%	-4.1%	
\$ 74,839,033	\$ 76,386,228	\$ 76,658,890		TOTAL SALARIES	\$ 79,163,194	\$ 79,073,194	\$ (90,000)	\$ 62,790,824	\$ 12,527,183		\$ 3,356,737	\$ 78,674,745	398,449	0.5%
100.0%	2.1%	0.4%			3.3%	3.1%		79.4%	15.8%		4.2%	99.5%	0.5%	
14,145,247	15,415,241	15,431,120	210	Health Insurance	16,406,438	16,406,438	-	760,189	4,369,125	27%	11,577,124	16,706,438	(300,000)	-1.8%
336,046	341,468	357,089	211	Group Life Insurance	351,712	351,712	-	-	-	0%	351,712	351,712	-	0.0%
45,730	44,556	35,310	212	Teacher Child Care (WEA)	43,000	43,000	-	-	-	0%	43,000	43,000	-	0.0%
42,335	30,602	21,552	213	Health Insurance Waiver	35,000	35,000	-	14,000	627	2%	20,373	35,000	0	0.0%
2,081,337	2,173,235	2,136,239	220	FICA/Medicare	2,217,330	2,217,330	-	1,735,010	384,808	17%	97,512	2,217,330	(0)	0.0%
20,316	18,736	18,559	240	Course Reimbursement	50,000	50,000	-	-	6,738	13%	43,262	50,000	0	0.0%
42,623	38,764	94,997	250	Unemployment Compensation	50,000	50,000	-	-	51,101	102%	-	51,101	(1,101)	-2.2%
444,343	374,654	368,687	260	Workers Compensation	450,000	450,000	-	208,170	187,493	42%	54,337	450,000	-	0.0%
36,697	35,703	32,918	287	Uniform Allowance	45,000	45,000	-	32,700	596	1%	11,704	45,000	(0)	0.0%
35,165	34,543	37,014	290	Other Employee Benefits	38,000	38,000	-	10,812	22,671	60%	4,517	38,000	-	0.0%
\$ 17,229,838	\$ 18,507,501	\$ 18,533,486		TOTAL BENEFITS	\$ 19,686,480	\$ 19,686,480	\$ -	\$ 2,760,881	\$ 5,023,159		\$ 12,203,541	\$ 19,987,581	(301,101)	-1.5%
100.0%	7.4%	0.1%			6.2%	6.2%		14.0%	25.5%		62.0%	101.5%	-1.5%	
71,652	103,391	83,894	320	HomeBound	90,000	90,000	-	3,390	-	0%	86,610	90,000	-	0.0%
6,188	6,809	9,341	321	Gifted Activities	15,000	15,000	-	-	-	0%	15,000	15,000	-	0.0%
-	-	-	322	Educational Interns	120,000	120,000	-	-	-	0%	105,000	105,000	15,000	12.5%
622,986	438,823	332,436	323	Instr Program Improvements	381,010	381,010	-	24,569	103,295	27%	253,147	381,010	(0)	0.0%
6,827	12,350	7,622	324	Pupil Services	11,000	11,000	-	-	-	0%	11,000	11,000	-	0.0%
239,971	260,020	258,180	325	PPT Consultations	272,000	272,000	-	165,939	76,912	28%	29,149	272,000	-	0.0%
128,481	117,292	38,707	327	Student Evaluations-Outside	120,000	120,000	-	113,850	3,000	3%	3,150	120,000	-	0.0%
19,176	19,345	9,625	328	Medical Advisors	20,000	20,000	-	8,000	-	0%	12,000	20,000	-	0.0%
516,831	674,702	511,118	330	Other Prof/Tech Services	475,260	475,260	-	158,064	30,304	6%	286,893	475,260	(0)	0.0%
373,441	501,302	670,267	331	Legal/Negotiations	462,000	462,000	-	363,607	70,359	15%	28,034	462,000	-	0.0%
\$ 1,985,555	\$ 2,134,035	\$ 1,921,190		TOTAL PURCHASED SERVICES	\$ 1,966,270	\$ 1,966,270	\$ -	\$ 837,418	\$ 283,870		\$ 829,983	\$ 1,951,271	14,999	0.8%
100.0%	7.5%	-10.0%			2.3%	2.3%		42.6%	14.4%		42.2%	99.2%	0.8%	
97,395	94,450	87,604	411	Water/Sewer	95,671	95,671	-	76,096	19,575	20%	-	95,671	-	0.0%
1,702,294	1,839,161	2,022,719	413	Electricity	1,811,166	1,811,166	-	1,529,177	287,989	16%	-	1,817,166	(6,000)	-0.3%
933,868	866,075	725,514	414	Natural Gas	913,152	913,152	-	871,114	42,038	5%	-	913,152	-	0.0%
14,374	14,094	11,461	415	Heating Oil	15,550	15,550	-	15,550	2,707	17%	-	18,257	(2,707)	-17.4%
529,616	519,970	525,178	421	Contracted Maintenance	660,560	660,560	-	321,951	256,765	39%	81,844	660,560	(0)	0.0%

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799,952	825,625	691,665	431	Building Maintenance	472,182	472,110	(72)	36,843	115,108	24%	320,159	472,110	(0)	0.0%
260,050	226,030	226,851	432	Grounds Maintenance	282,387	278,269	(4,119)	60,578	65,212	23%	152,479	278,269	(1)	0.0%
99,235	68,637	77,148	433	Repair Equip (Instructional)	121,830	121,830	-	26,736	18,002	15%	77,092	121,830	(0)	0.0%
69,974	127,507	39,138	434	Repair Equip (Non-Instructional)	81,825	81,825	-	118	1,916	2%	79,790	81,825	0	0.0%
352,420	130,679	238,398	435	Building Projects	865,999	872,391	6,392	270,281	76,531	9%	525,579	872,391	0	0.0%
299,055	6,988	49,252	436	Grounds Projects	130,290	134,480	4,190	19,610	-	0%	114,870	134,480	-	0.0%
205,670	142,110	263,335	437	Restore/Prevent Maintenance	342,592	383,500	40,908	48,641	122,556	32%	212,303	383,500	0	0.0%
171,410	169,701	166,005	440	Equip Rentals & Copiers	174,625	174,625	-	117,558	36,529	21%	20,537	174,625	0	0.0%
45,684	47,283	48,938	441	Building Rental	51,386	51,386	-	33,816	16,835	33%	-	50,651	735	1.4%
8,238	10,558	9,000	450	Gas/Travel Maintenance	9,000	9,000	-	9,000	-	0%	-	9,000	-	0.0%
194,871	149,226	266,808	451	Custodial Supplies	260,000	260,000	-	134,164	73,026	28%	52,810	260,000	(0)	0.0%
186,451	252,835	242,032	452	Maintenance Supplies	261,000	261,000	-	700	69,063	26%	191,237	261,000	(0)	0.0%
106,362	83,746	80,548	490	School Security	180,000	132,700	(47,300)	5,000	69,089	52%	58,611	132,700	0	0.0%
\$ 6,076,919	\$ 5,574,675	\$ 5,771,592		TOTAL PROPERTY SERVICES	\$ 6,729,215	\$ 6,729,215	\$ (0.50)	\$ 3,576,935.89	\$ 1,272,940		\$ 1,887,311	\$ 6,737,187	(7,973)	-0.1%
100.0%	-8.3%	3.5%			16.6%	16.6%		53.2%	18.9%		28.0%	100.1%	-0.1%	
3,837,571	3,651,000	3,413,467	510	Transportation - Regular	3,877,290	3,967,290	90,000	1,955,728	1,946,322	49%	368,000	4,270,050	(302,760)	-7.6%
924,562	925,593	858,706	511	Trans-Spec Ed-Internal	1,128,761	1,128,761	-	487,259	447,259	40%	194,243	1,128,761	0	0.0%
106,736	69,406	56,384	512	Trans-Spec Ed-Public	177,259	177,259	-	4,634	46	0%	172,579	177,259	-	0.0%
304,891	405,562	489,144	513	Trans-Spec Ed-Private	341,017	341,017	-	57,300	-	0%	283,717	341,017	-	0.0%
39,629	44,512	19,123	516	Trans-Field Trips	70,285	70,285	-	23,113	-	0%	47,172	70,285	0	0.0%
220,077	228,674	125,394	517	Gasoline-Buses	288,888	288,888	-	99,308	5,692	2%	183,888	288,888	-	0.0%
162,255	171,541	177,474	520	Property Insurance	167,507	167,507	-	125,602	41,905	25%	-	167,507	-	0.0%
10,405	9,889	9,313	521	Flood Insurance	10,492	10,492	-	-	-	0%	10,492	10,492	-	0.0%
338,796	333,866	347,707	523	Liability Insurance	345,982	345,982	-	230,675	115,837	33%	-	346,512	(530)	-0.2%
145,483	146,121	126,000	529	Athletic Insurance	138,304	138,304	-	-	120,752	87%	-	120,752	17,552	12.7%
367,000	412,424	306,274	530	Communication Systems	395,476	395,476	-	147,686	133,449	34%	114,341	395,476	(0)	0.0%
34,118	35,581	21,585	535	Postage	35,500	35,500	-	26,601	899	3%	8,000	35,500	-	0.0%
21,497	14,629	24,794	540	Advertising	18,000	18,000	-	3,854	834	5%	13,312	18,000	-	0.0%
27,530	22,125	20,891	550	Printing	34,100	34,100	-	5,386	634	2%	28,080	34,100	0	0.0%
2,218,944	2,385,787	2,159,295	560	Tuition-Public	2,715,709	2,715,709	-	2,358,828	311,695	11%	45,185	2,715,709	0	0.0%
35,714	43,621	-	563	Tuition-Court & Agency Placed	-	-	-	-	-	0%	-	-	-	0.0%
633,506	675,415	1,136,743	567	Tuition-Litigation	750,000	750,000	-	675,104	169,200	23%	-	844,304	(94,304)	-12.6%
17,523	22,158	26,014	569	Tuition-Summer Programs	27,000	27,000	-	-	-	0%	27,000	27,000	-	0.0%
40,323	44,328	30,974	580	Staff Travel/Mileage	72,400	72,400	-	20,002	16,068	22%	36,330	72,400	(0)	0.0%
\$ 9,486,559	\$ 9,642,231	\$ 9,349,282		TOTAL OTHER PURCH SERVICES	\$ 10,593,970	\$ 10,683,970	\$ 90,000	\$ 6,221,082	\$ 3,310,591		\$ 1,532,339	\$ 11,064,012	(380,042)	-3.6%
100.0%	1.6%	-3.0%			13.3%	14.3%		58.2%	31.0%		14.3%	103.6%	-3.6%	
908,826	863,292	823,349	611	Supplies-Instructional	869,080	861,600	(7,480)	162,653	329,539	38%	369,409.00	861,600	0	0.0%
867,583	773,338	772,895	612	Software	836,825	861,720	24,895	58,051	829,839	96%	-	887,890	(26,169)	-3.0%
155,616	135,374	171,258	613	Tech Supplies	151,925	127,030	(24,895)	26,913	34,350	27%	65,767	127,030	(0)	0.0%

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39,616	40,669	29,089	615	Graduation Expenses	36,800	36,800	-	-	4,329	12%	32,471	36,800	(0)	0.0%
409,360	330,517	403,108	641	Textbooks	430,115	437,595	7,480	38,476	133,968	31%	265,150	437,595	0	0.0%
120,037	104,791	100,703	642	Library Books & Periodicals	103,456	103,456	-	16,601	9,308	9%	77,547	103,456	(0)	0.0%
12,559	12,075	15,070	643	A/V Materials	14,886	14,886	-	890	-	0%	13,996	14,886	-	0.0%
165,423	139,377	152,610	690	Non Instructional Supplies	185,165	185,165	-	59,159	34,274	19%	91,733	185,165	(0)	0.0%
19,269	18,831	48,970	691	Health Supplies	19,000	19,000	-	2,230	4,737	25%	12,033	19,000	(0)	0.0%
\$ 2,698,290	\$ 2,418,264	\$ 2,517,050		TOTAL SUPPLIES AND MTLs.	\$ 2,647,252	\$ 2,647,252	\$ (0)	\$ 364,972	\$ 1,380,344		\$ 928,106	\$ 2,673,422	(26,170)	-1.0%
100.0%	-10.4%	4.1%			5.2%	5.2%		13.8%	52.1%		35.1%	101.0%	-1.0%	
40,094	38,674	17,680	731	Equip-New Instructional	16,100	16,648	548	615	4,463	27%	11,570	16,648	0	0.0%
123,442	45,290	5,251	732	Equip-New Non Instructional	10,092	10,092	-	-	-	0%	10,092	10,092	-	0.0%
110,113	42,751	91,659	733	Equip-Replace Instructional	62,950	62,402	(548)	51,215	7,310	12%	3,877	62,402	0	0.0%
39,015	2,184	(676)	734	Equip-Replace Non Instructional	69,500	69,500	-	-	-	0%	69,500	69,500	-	0.0%
52,546	75,017	74,827	735	Furniture	24,139	24,139	-	2,985	3,651	15%	17,503	24,139	0	0.0%
751,531	692,475	966,142	736	Tech Equip-Instructional	385,144	381,814	(3,330)	347,910	229,125	60%	-	577,036	(195,222)	-51.1%
44,871	27,510	28,529	737	Tech Equip-Non Instructional	16,928	20,258	3,330	-	20,258	100%	-	20,258	-	0.0%
\$ 1,161,611	\$ 923,902	\$ 1,183,412		TOTAL EQUIPMENT	\$ 584,853	\$ 584,853	\$ -	\$ 402,725	\$ 264,807		\$ 112,542	\$ 780,074	(195,221)	-33.4%
100.0%	-20.5%	28.1%			-50.6%	-50.6%		68.9%	45.3%		19.2%	133.4%	-33.4%	
88,751	86,212	85,901	810	Dues & Fees	114,427	114,527	100	8,545	62,459	55%	43,523	114,527	(0)	0.0%
28,965	29,124	15,424	811	Student Act & Awards	35,300	35,200	(100)	11,390	610	2%	23,200	35,200	-	0.0%
380,622	401,429	406,608	812	Student Athletics	415,527	415,527	-	341,636	46,088	11%	27,803	415,527	(0)	0.0%
\$ 498,338	\$ 516,764	\$ 507,933		TOTAL OTHER	\$ 565,254	\$ 565,254	\$ -	\$ 361,571	\$ 109,158		\$ 94,526	\$ 565,254	(0)	0.0%
100.0%	3.7%	-1.7%			11.3%	11.3%		64.0%	19.3%		16.7%	100.0%	0.0%	
\$ 113,976,141	\$ 116,103,600	\$ 116,442,836		GRAND TOTAL	\$ 121,936,488	\$ 121,936,488	\$ (1)	\$ 77,316,409	\$ 24,172,053		\$ 20,945,085	\$ 122,433,547	\$ (497,059)	-0.4%
100.0%	1.9%	0.3%			4.7%	4.7%		63.4%	19.8%		17.2%	100.41%	-0.41%	

Approved offsets (credits)
BOE CO Account (DL & COVID-related): 1,182,500
BOE CO Account (PPE plexiglass shields): 150,000
BOE & Town approved: 1,332,500

UPDATE TO THE BOE FINANCE AND FACILITIES COMMITTEE OF SOLAR PV

General Note on proposed changes:

The prior BOE approved ground-mounted and parking canopy solar PV systems at BMS and SHS are not feasible to permit without changes to the Town’s Zoning Ordinances. Greenskies, WPS, Town, and Sustainable Westport pursued the required text changes earlier in the year but the Town withdrew the application rather than having the text change fail to pass under current conditions.

Greenskies has proposed rooftop systems as alternatives. Note: rooftop systems were not previously considered due to roof age. This approach incorporates required upcoming roof maintenance within the price of the PPA.

Updated PPA Pricing from Greenskies:

Project Name	PPA Rate	PPA Escalator	PPA Term	Project Size (kW DC)
Staples HS Roof - Unisil (20 yr) Emerald Warranty	\$0.079	0.0%	240	336
Bedford MS Roof - Unisil (20 yr) Emerald Warranty	\$0.109	0.0%	240	302.4

SHS Fieldhouse Solar PV

ZREC STATUS: Eversource did not award the ZREC for the SHS Fieldhouse roof installation in the first round of the current auction. The bid was designated a “Standby Bid” on Tuesday, 10/6/2020. Eversource may award a ZREC during the second round (update likely on or around 10/14/2020).

Greenskies proposed a 336 kW DC system to replace the next phase of BOE approved and planned WPS solar PV projects slated to proceed as solar covered parking.

Same:

- o PV system size and production
- o Ability to integrate real-time data into educational curriculum
- o Works with Virtual Net Metering

Pros:

- o Feasible to permit - permitting is as of right and simplified.
- o Increased savings through lower costs:
 - o \$0.079/kWh vs. \$0.095/kWh
 - o Roughly \$96k of savings over the term of the PPA
- o Installation time is shorter and markedly less disruptive to campus activities

- Roof maintenance for the field house is no longer part of upcoming needed capital expenditures. As part of the project, the ~36,000 SF fieldhouse roof would be treated with a liquid coating and have a new 20-year warranty. (The PPA price includes this cost.)
- Proactively protects the asset from moisture incursion.
- Potentially less visible to neighbors

Cons:

- Loss of ancillary benefit of shaded/covered parking
- Less visible to the general public/potentially less impact as an awareness tool

The informal recommendation from the working group (the WPS CFO, the WPS Facilities Director, the current and former Directors of Public Works for the Town, and a representative of Sustainable Westport) is to proceed with this installation if a ZREC is awarded. To do this, the BOE would need to authorize the change. The project would then move through the change order process and permitting.

BMS Solar PV

At present, the original plan is not feasible, and the ZREC will expire, precluding future onsite solar at BMS without an alternative plan.

Greenskies proposed a 302.4 kW DC rooftop solar PV system to replace the next phase of BOE approved and planned WPS solar PV projects slated to proceed as a ground-mounted system.

Same:

- Ability to integrate real-time data into educational curriculum
- Works with Virtual Net Metering

Pros:

- Feasible to permit - permitting is as of right and simplified.
- Maintains the ability to procure future ZRECs and additional onsite solar at BMS
- Slightly larger system size: 302.4 kW vs. 287 kW
- Installation is shorter and less disruptive to campus activities.
- Roof maintenance for >50% of the roof at BMS is no longer part of upcoming needed capital expenditures. As part of the project (included in the PPA energy purchase price), the ~63,000 SF of the roof at BMS would be treated with a liquid coating and have a new 20-year warranty. (The PPA price includes this cost.)
- Proactively protects the asset from moisture incursion.
- The avoided cost (\$0.11/kWh) from the onsite solar system is roughly in-line with the PPA cost (\$0.109/kWh), making the project cost-neutral while removing a significant projected capital expenditure.
- Increases flexibility for future renovations and additions as needed at BMS.
- Potentially less visible to neighbors

- o Does not require replacing mature plantings
- o Does not require fencing off areas adjacent to the building

Cons:

- o A higher PPA rate \$0.109/kWh vs. \$0.06/kWh. However, the lower-cost ground mount is no longer an option.
- o Less visible to the general public/potentially less impact as an awareness tool

The informal recommendation from the working group (the WPS CFO, the WPS Facilities Director, the current and former Directors of Public Works for the Town, and a representative of Sustainable Westport) is to proceed with this installation. To do this, the BOE would need to authorize the change. The project would then move through the change order process and permitting.

Community Relations

~~Smoke Free Environment~~ Prohibition Against Smoking

The Westport Board of Education ~~recognizes the deleterious health effect of smoking, and second-hand smoke. The Board also recognizes that adults should be providing positive role models for students. Therefore, the Board of Education prohibits any student or adult smoking on school property or at school sponsored events at any time. The Board of Education is supportive of a system-wide educational campaign, about the harmfulness of smoking, and of programs of assistance to help smokers cure the habit.~~ (“Board”) prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes) or vapor product, within any of its schools, including any indoor facility owned or leased or contracted for, and utilized by the Board for the provision of routine or regular kindergarten, elementary, or secondary education or library services to children, or on the grounds of such school, or at any school-sponsored activity. For purposes of this policy, the term “electronic nicotine delivery system” shall mean an electronic device used in the delivery of nicotine or other substances to a person inhaling from the device and includes, but is not limited to, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe or electronic hookah and any related device and any cartridge or other component of such device, including, but not limited to, electronic cigarette liquid. The term “vapor product” shall mean any product that employs a heating element, power source, electronic circuit or other electronic, chemical or mechanical means, regardless of shape or size, to produce a vapor that may or may not include nicotine and is inhaled by the user of such product. The term “school-sponsored activity” shall mean any activity sponsored, recognized or authorized by the Board and includes activities conducted on or off school property.

The Board further prohibits smoking including smoking using an electronic nicotine delivery system (e.g., e-cigarettes) or vapor product on the real property of any administrative office building. Real property means the land and all temporary and permanent structures comprising the district’s administrative office building(s) and includes, but is not limited to storage facilities and parking lots.

~~**Students:** Students are not permitted to smoke at any time, or be in possession of any tobacco products, or non-tobacco smoking products in school buildings, on school grounds, on school buses, vans or any school-provided transportation, or at any school-sponsored activity.~~

~~**Staff and Other Adults:** Staff and other adults are not permitted to smoke at any time in school buildings, on school grounds, on school buses, vans or any school-provided transportation, or at any school-sponsored activity. Smoking is prohibited in any offices assigned to, or public reception areas used by Board of Education personnel, and at public meetings held under the aegis of the Board of Education.~~

~~**Definition:** As used herein, “smoke” or “smoking” means the lighting or carrying of a lighted cigarette, cigar or pipe or similar device.~~

(cf. 1120 Board of Education Meetings)

(cf. 1330 Use of School Facilities)

(cf. 4118.[231](#)/4218.231 Employee Smoking, Drinking, and Use of Drugs on School Premises)

(cf. 5131.6 Drugs, Tobacco, and Alcohol)

Legal Reference: ~~Connecticut General Statutes~~

[Public Act 19-13](#)

[Conn. Gen. Stat. § 10-233a\(h\)](#)

~~[Conn. Gen. Stat. § 19a-342](#) Smoking prohibited in certain places. Signs required. Penalties.~~

[Conn. Gen. Stat. § 19a-342a](#)

[Conn. Gen. Stat. § 53-344b](#)

~~[Pro-Children Act of 2001, Pub. L. 107-110, 115 Stat. 1174, 20 U.S.C. § 718321a-242](#) Schedules of controlled substances.~~

Policy adopted:
Policy modified:
[Amended:](#)

April 4, 1997
August 20, 2001

WESTPORT PUBLIC SCHOOLS
Westport, Connecticut