WESTPORT BOARD OF EDUCATION

*AGENDA

(Agenda Subject to Modification in Accordance with Law)

PUBLIC CALL TO ORDER:

6:00 p.m., Staples High School, Room 1025C, Principal's Conference Room

ANTICIPATED EXECUTIVE SESSION: Pending Litigation

RESUME PUBLIC SESSION

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

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

MINUTES: January 22/23/28 2013

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

ACTION:

1. Revision to the 2013-14 School Calendar (10 min) (Encl.) Dr. Landon

2. Adoption of R6151: Class Size Guidelines (20 min) (Encl.) Dr. Landon

3. Adoption of Proposed 2013-14 Budget of the Board of Education (2 hours)

ADJOURNMENT

*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78; AT&T channel 99 and by video stream @www.westport.k12.ct.us

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

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

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE WESTPORT, CONNECTICUT 06880 TELEPHONE: (203) 341-1010

FAX: (203) 341-1029

To:

Members of the Board of Education

From:

Elliott Landon

Subject:

Revision to the 2013-14 School Calendar

Date:

February 4, 2013

At our meeting of January 28, the members of the Board asked that I prepare a revised 2013-14 school calendar to reflect the following:

- 1. Inclusion of five (5) snow days, rather than the previously-approved three (3) snow days.
- 2. Addition of the language indicating that in the event all snow days are used prior to the Spring Recess, make-up days for students and teachers will be during the Spring Recess, i.e., "If more than five (5) snow/emergency days are used prior to April 14, make-up days for students and teachers shall begin on April 14 and continue with each day thereafter, until no longer needed."

Additionally, pursuant to the Board's request, we have highlighted both in the 2013-14 and 2014-15 school calendar the phraseology that informs parents, students and teachers that any make-up days will be taken during the Spring Recess.

I have included for your review both the 2013-14 school calendar, as revised, and the approved 2014-15 school calendar.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board approves the 2013-14 school calendar, as revised, said calendar to be appended to the Minutes of the Meeting of February 4, 2013.

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WESTPORT PUBLIC SCHOOLS SCHOOL CALENDAR 2013-2014 APPROVED - March 5, 2012

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Staff Development Days: August 22, 23, 26, November 5, January 17, February 24. Students'/Teachers' Last Day will be June 23. If there are no snow days, Students'/Teachers Last Day will be June 16.

^{*}Teachers - 188 days

WESTPORT PUBLIC SCHOOLS SCHOOL CALENDAR 2014-2015 APPROVED BY BOARD JANUARY 28, 2013

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Students - 182 days

*Teachers - 188 days

Snow/Emergency Days = 5

Staff Development Days: August 20-22, November 4, January 16, February 23

Students'/Teachers' Last Day will be June 19. If there are no snow/emergency days, Students'/Teachers' Last Day will be June 12.

If more than five (5) snow/emergency days are used prior to April 13, make-up days for students and teachers shall begin on April 13 and continue with each day thereafter, until no longer needed.

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDONSuperintendent of Schools

110 MYRTLE AVENUE WESTPORT, CONNECTICUT 06880 TELEPHONE: (203) 341-1010

FAX: (203) 341-1029

To: Members of the Board of Education

From: Elliott Landon

Subject: Adoption of R6151, Class Size Guidelines

Date: February 4, 2013

Pursuant to the request of the Board for the codification of class size guidelines, I have prepared for your review and consideration **R6151**, **Class Size Guidelines**. This Regulation, appropriately placed under the Instruction component of the Board of Education Policies, Regulations and Bylaws, describes class size maxima for the elementary grades; Team maxima at the middle schools; and, class size maxima in the academic subject areas at Staples High School.

The effect of this codification of practice will be to expand the maximum class size guidelines of 22 to grade 2 in each of our elementary schools, a reduction from the current 25. With regard to the middle schools, 110 has been the maxima number of students to be scheduled in any of our teams, grades 6-8, and the creation of this document only codifies that understanding. The same is true for Staples High School where we have traditionally attempted to maintain a maximum class size of 25 in each of our academic subject areas.

Additionally, for Staples, with approximately 1,900 students expected in the next school year in a building constructed for only 1,800, space limitations prohibit us from reducing our class size guidelines below the current maxima of 25.

<u>ADMINISTRATIVE RECOMMENDATION</u>

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education adopts R6151, Class Size Guidelines effective with the start of the 2013-14 school year, said document to be appended to the Minutes of the Meeting of February 4.

Delwt

Instruction

Class Size Guidelines

Within the framework of the understanding that the Board of Education retains final authority to consider all priorities, particularly in situations where there are serious budget constraints, the following guidelines for class size desirable maxima are to prevail.

Elementary: Grades K-2: 22

Grades 3-5: 25

Middle School: Teams, Grades 6-8: 110

Staples High School: Academic Grades 9-12: 25

At the elementary school level, when two class sections in Kindergarten and grade levels 1-2 demonstrate enrollments of 22 students within three weeks prior to the opening of the school year, another class section will be created at that grade level.

When two class sections in grades 3-5 demonstrate enrollments of 25 students within three weeks prior to the opening of the school year, another class section will be created at that grade level.

Regulation adopted:

WESTPORT PUBLIC SCHOOLS Westport, Connecticut

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDONSuperintendent of Schools

110 MYRTLE AVENUE WESTPORT, CONNECTICUT 06880 TELEPHONE: (203) 341-1010

FAX: (203) 341-1029

To: Members of the Board of Education

From: Elliott Landon

Subject: Adoption of Proposed 2013-14 Budget of the Board of Education

Date: February 4, 2013

It is anticipated that the Board of Education will take action at our meeting of Monday, February 4 to adopt its proposed budget for the 2013-14 school year. Subsequent to that approval, the **Proposed 2013-14 Budget of the Board of Education** will be submitted to the Board of Finance for its consideration and approval.

I have prepared the following Resolution to guide your deliberations:

BOARD OF EDUCATION RESOLUTION

Be It Resolved, That the Board of Education authorizes additions and deletions to the Proposed 2013-14 Budget of the Superintendent of Schools, as follows:

Additions

•

Deletions

•

And, Be It Further Resolved, That the Board approves for submission to the Board of Finance a Proposed 2013-14 Budget of the Board of Education that incorporates said additions and deletions in the amount of \$_______, with a copy of the completed proposed budget to be appended to the Minutes of the Meeting of February 4, 2013.

Illust