

WESTPORT BOARD OF EDUCATION

MINUTES

Board Members Present:

Elaine Whitney	Chair
Jeannie Smith	Vice Chair
Michael Gordon	Secretary
Mark Mathias	
Brett Aronow	
Karen Kleine	

Administrators Present:

Elliott Landon	Superintendent of Schools
Elio Longo	Director of School Business Operations
James D’Amico	Dir. of Secondary Ed. & Research
Julie Droller	Dir. of Elementary Ed.
Marge Cion	Director of Human Resources
Michael Rizzo	Director of Pupil Services

Absent:

Paul Block

CALL TO ORDER: 6:39 p.m. in the Staples High School Conference Room 333

EXECUTIVE SESSION:

Administrative Personnel Matter

All members with the exception of Paul Block were in attendance. Michael Gordon moved and Mark Mathias seconded to go into Executive Session at 6:39 p.m. to discuss Administrative Personnel Matter. Elliott Landon, Marge Cion and Elio Longo were in attendance at the invitation of the Board. Executive Session adjourned at 7:28 p.m.

RESUME PUBLIC SESSION/PLEDGE OF ALLEGIANCE: 7:39 p.m.

The Board agreed by consensus to add a discussion of the Purchasing Policy to the agenda.

CALL TO ORDER/PLEDGE OF ALLEGIANCE: 7:39 p.m. in the Staples High School cafeteria.

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

MINUTES: September 22, 2014 minutes approved.

DISCUSSION/ACTION:

National Executive Service Corps – Proposal for Scope of Study for Productivity and Efficiency in School Operating Budget

Dr. Landon
Ms. Kleine
Ms. Aronow

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education approves an Agreement with the National Executive Service Corps to conduct a Productivity and Efficiency Study of the Westport Public Schools, as amended at the meeting of October 6, 2014, in accordance with the documentation included with the Minutes of the Meeting of October 6, 2014.

Be It Further Resolved, That the Board of Education authorizes the establishment of the Productivity and Efficiency Steering Committee, an ad hoc committee of the Board of Education, which shall be comprised of: 1) two Members of the Board of Education; and 2) three Administrators employed by the Board of Education.

Be It Further Resolved, That the members and Chair(s) of the Productivity and Efficiency Steering Committee shall be appointed by the Chair of the Board of Education, and that the Committee will be charged with the following responsibilities:

- 1) **To oversee and guide the NESC study; and**
- 2) **To make recommendations to the full Board of Education for: a) criteria to prioritize the potential initiatives; b) short-term priorities for analysis; c) long-term priorities for analysis; and d) any associated recommendations for adjustments to the Board of Education's operating budget for 2015-2016 and beyond.**

Be It Further Resolved, That the Productivity and Efficiency Steering Committee will automatically disband upon the delivery of the final written report by NESC and the subsequent presentation of the findings and recommendations to the full Board of Education, said presentation being targeted to occur by February 15, 2015.

MOTION: Brett Aronow
SECOND: Karen Kleine
RESULT: Passed Unanimously
VOTE: 6-0 (Paul Block was absent)

After the vote, Elaine Whitney appointed the following as members of the committee: Karen Kleine (Co-Chair), Brett Aronow (Co-Chair), Dr. Elliott Landon, Elio Longo and Marge Cion.

Policy P3400 and Regulation R33400: Capital Projects

Dr. Landon

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the board of Education approves Policy P3400 and Administrative Regulation R3400, Business and Non-Instructional Operations, Capital Projects as amended at the Meeting of October 6, 2014, and pending approval by counsel, said policy to be included with the Minutes of the Meeting of October 6, 2014.

MOTION: Elaine Whitney
SECOND: Jeannie Smith
RESULT: Passed Unanimously
VOTE: 6-0 (Paul Block absent)

DISCUSSION:

Purchasing Policy P3320

INFORMATION:

Standardized Testing Results: 2013-14 School Year

Ms. Carrigan
Mr. D'Amico
Ms. Droller

Modifications to Social Skills Curriculum

Ms. Droller
Dr. Babich
Ms. Clarke

The Board agreed by consensus to discuss bus Arrival and Departure Times before Enrollment and Staffing.

School Bus Arrival and Departure Times

Ms. Longo
Ms. Evangelista

Brett Aronow moved to continue with agenda as it was after 10:30 p.m. Mark Mathias seconded. All approved.

Enrollment and Staffing 2014-15 School Year

Dr. Landon
Ms. Cion

ADJOURNMENT: Meeting adjourned at 10:41 p.m.

Respectfully submitted,

Michael Gordon, Secretary
(Minutes written by Lisa Marriott)