

WINCHESTER BOARD OF EDUCATION

338 MAIN STREET, P.O. BOX 648 • WINSTED, CT 06098

TELEPHONE: 860-379-0706; FAX: 860-738-0638

MELONY BRADY-SHANLEY - SUPERINTENDENT OF SCHOOLS

Winchester Board of Education December 12, 2023

Board of Education Members

Jeannette Brodeur

Shane Centrella

Shayne Deschamps

Salvatore Lovetere

Cheryl McGlynn

Nora Mocarski

Jonathan Morhardt

Sondra Strubhar

Renata Waldron



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VISION STATEMENT

REVISED 7-18-2018

At Winchester Public Schools, students are provided with a nurturing and caring community that enlightens, inspires, and empowers our students to explore their creativity, talents, and desires so all students can realize and achieve their dreams.

OPERATING PRINCIPLES

AS APPROVED: SEPTEMBER 12, 2006

- We will arrive on time, prepared, and participate fully.
- We will listen with respect and with intent to understand.
- We will support and take responsibility for group decisions.
- We will be open and honest.
- We will operate with a clear purpose that aligns with our mission and vision.
- We will celebrate the positive.
- We will nurture and develop leadership in others.

December 8, 2023

TO THE BOARD OF EDUCATION MEMBERS:

Here is your packet for the December 12, 2023, Board of Education Meeting. The Board of Education meeting will be held at the Town Hall in the Hicks Room.

Please call if you have any questions about the information for the meeting.

Sincerely yours,

Melony Brady-Shanley
Superintendent of Schools

IN D E X
MATERIALS FOR WINCHESTER BOARD OF EDUCATION REGULAR MEETING:
DECEMBER 12, 2023

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

POSSIBLE MOTION TO RESCIND ELECTION OF OFFICERS

AGENDA REVIEW DISCUSSION - POSSIBLE ACTION

1-2 Board of Education Agenda – December 12, 2023

COMMENT FROM THE CHAIRMAN

PUBLIC COMMENT

Board of Education Chairman to read Public Comment Regulations. Three minutes are Allotted to each speaker per Board Policy #1120. No BOE employee, student, or Community members should be defamed within a public comment.

CONSENT AGENDA ITEMS

3-8 Minutes of Regular BOE Meeting – November 14, 2023

9-14 Minutes of Special Meeting – December 5, 2023

GILBERT REPORT FROM BOARD OF EDUCATION REPRESENTATIVE

CORRESPONDENCE TO THE BOARD

15 Letters of Resignation

SUPERINTENDENT'S REPORTS & ACTION ITEMS

16-17 Superintendent's Report

18 Monthly Registration & Staff Vacancy Report

19 School Enrollment

20 Chronic Absences

21-22 Gilbert Enrollment & Grade Level Enrollment

23-30 Monthly Budget Summary - FY24

31-32 Reading waiver Information and Next Steps

PRESENTATIONS

NEW BUSINESS DISCUSSION AND POSSIBLE ACTION

33-34 After-School Proposal from Ralph Nadar

35-36 Pearson Drone Competition Team Field Trip Request

37 Fiscal Year 2024 - ARP ESSER - Small Town Right to Read - \$ 150,000

38 Fiscal Year 2023 - ARPA Right to Read Grant - \$51,000

39-41 Sole Source - West State Mechanical - \$6,270.00

PUBLIC COMMENT

Board of Education Chairman to read Public Comment Regulations. Three minutes are allotted to each speaker per Board Policy #1120. No BOE employee, student, or community members should be defamed within a public comment.

ADJOURN:

Winchester Board of Education
Policy - #1120 Regulations for Public Participation at Board of Education Meetings
Approved by BOE on 12/13/2022

The Winchester Board of Education welcomes you to its business meeting. There are two opportunities set aside to hear comments from the public.

We welcome and encourage public participation as a valued part of communicating input with the Winchester Board of Education.

We appreciate your adherence to the following:

1. Complete the requested information on the sign-in sheet if you wish to speak (name, address, and email);
2. State your name and address when called upon to speak;
3. You will be allotted three minutes to share your comments.

Please be advised that it is not the practice of the Board of Education to engage in dialogue regarding commentary. The Superintendent of Schools will be directed by the Chairperson to prepare an appropriate response in a timely manner.

We appreciate your time and thoughtful commentary.

The Winchester Board of Education

Winchester Board of Education

Type of Meeting: Board Of Education Meeting Agenda

Date: December 12, 2023, @ 7:00 p.m.

Location: Town Hall – Hicks Room

Jeannette Brodeur, Salvatore Lovetere, Cheryl McGlynn, Nora Mocarski, Sondra Strubhar, Renata Waldron, Shayne Deschamps, Shane Centrella, and Jonathan Morhardt

- I. Call to order: Pledge of Allegiance:
- II. Roll call:
- III. Discussion Possible Action: Motion to rescind election for Officers of the Winchester Board of Education held during the November 14, 2023 Board meeting, which election resulted in the appointment of the following officers:
 - Chairperson: Nora Mocarski
 - Secretary: Sondra Strubhar

Possible Motion: MOVED that the Board hereby rescind the officer election held during the November 14, 2023 Board meeting, which election resulted in the appointment of Nora Mocarski as Chairperson and Sondra Strubhar as Secretary.

- a) Possible Action: Election of Officers of the Winchester Board of Education – Moderated by Melony Brady-Shanley
 1. Election of Chairperson
 2. Election of Secretary
- b) Possible Action: Election of Committee Chairs and Membership
 1. Policy Chair and Membership
 2. Curriculum Chair and Membership
 3. Finance Chair and Membership
- IV. Agenda Review Discussion Possible Action:
 - a) Board of Education Agenda: December 12, 2023
- V. Comments from the Chairman:
- VI. Public Comment:

Board of Education Chairman to read Public Comment Regulations. Three minutes are allotted to each speaker per Board Policy #1120. No BOE employee, student, or community member should be defamed within a public comment.
- VII. Consent Agenda Items Discussion Possible Actions:
 - a) Minutes of BOE Meeting –November 14, 2023

b) Minutes of Special Meeting – December 5, 2023

VIII. Gilbert Report from Board of Education Representative:

IX. Correspondence to the Board:

a) Letter of Resignation

X. Superintendent's Reports & Action Items Discussion Possible Action:

a) Superintendent's Report

b) Monthly Registration & Staff Vacancy Report

c) School Enrollment

d) Chronic Absences

e) Gilbert Enrollment & Grade Level Enrollment

f) Monthly Budget Summary - FY24

g) Reading Waiver Information and Next Steps

XI. Presentations:

XII. New Business Discussion and Possible Action:

a) After-School Proposal from Ralph Nadar

b) Pearson Drone Competition Team Field Trip Request

c) Fiscal Year 2024 - ARP ESSER - Small Town Right to Read - \$ 150,000

d) Fiscal Year 2023 - ARPA Right to Read Grant - \$51,000

e) Sole Source - West State Mechanical - \$6,270.00

XIII. Public Comment:

Board of Education Chairman to read Public Comment Regulations. Three minutes are allotted to each speaker per Board Policy #1120. No BOE employee, student, or community member should be defamed within a public comment.

XIV. Adjourn:

Winchester Board of Education

Type of Meeting: Board Of Education Meeting Minutes

Date: November 14, 2023, @ 7:00 p.m.

Location: Town Hall – Hicks Room

Meeting Facilitator: Melony Brady-Shanley, Superintendent

Jeannette Brodeur, Salvatore Lovetere, Cheryl McGlynn, Nora Mocarski, Sondra Strubhar, Renata Waldron, Shayne Deschamps, Shane Centrella, and Jonathan Morhardt

- I. Swearing in of New Members by Town Clerk Glenn Albanesi @ 6:30 p.m.
Nora Mocarski, Shayne Deschamps, Shane Centrella and Jonathan Morhardt
- II. Call to order @ 7:00 p.m.
Melony Brady-Shanley started the meeting by reading the rules of the Election of Officers and handed out the ByLaws of the Board. Votes will be made by paper ballot.
- III. Pledge of Allegiance:
- IV. Roll call:
Jeannette Brodeur, Salvatore Lovetere, Cheryl McGlynn, Nora Mocarski, Sondra Strubhar, Renata Waldron, Shayne Deschamps, Shane Centrella, Jonathan Morhardt, and Melony Brady-Shanley
- V. Election of Officers – Winchester Board of Education Organizational Meeting
 - a) Election of Chairperson
Nine nomination ballots were collected and counted.
MOTION to accept the nomination of Sondra Strubhar as Board of Education Chair 5, 4, 0
 - b) Election of Secretary
Nine nomination ballots were collected and counted.
MOTION to accept the nomination of Nora Mocarski as Board of Education Secretary 7, 2, 0

Melony turned the meeting to the new Board of Education Chairperson, Sondra Strubhar.

Roll call:

Jeannette Brodeur, Salvatore Lovetere, Cheryl McGlynn, Nora Mocarski, Sondra Strubhar, Renata Waldron, Shayne Deschamps, Shane Centrella, Jonathan Morhardt, and Melony Brady-Shanley

Pledge of Allegiance

- c) Committee Assignments:
 - 1) Election of Policy Chair and Membership,
Policy Chair – Jeannette Brodeur
Membership for Policy: Cheryl McGlynn, Shayne Deschamps, Renata Waldron, Shane Centrella, and Nora Moscarski
Quorum 4

2) Election of Curriculum Chair and Membership

Curriculum Chair – Nora Mocarski

Membership for Curriculum – Renata Waldron, Jeannette Brodeur, Salvatore Lovetere, Shane Centrella, Shayne Deschamps, Jonathan Morhardt

Quorum 4

3) Election of Finance Chair and Membership

Finance Chair – Sondra Strubhar

Membership for Finance: Cheryl McGlynn, Renata Waldron, Jeannette Brodeur, Salvatore Lovetere, Nora Mocarski, Shane Centrella, Shayne Deschamps, and Jonathan Morhardt

Quorum 5

VI. Agenda Review Discussion Possible Action:

a) Board of Education Agenda: November 14, 2023

MOTION to accept the Agenda with the following changes:

Move Presentations before IX

First: Nora Mocarski, Second: Cheryl McGlynn → U.

Add a Phone Call from Kevin Siebert from Greenleaf Energy at 7:45 p.m.

First: Jeannette Brodeur, Second: Shayne Deschamps → U.

VII. Comments from the Chairman:

Sondra Strubhar attended the Veterans Day Celebration at Hinsdale. Seeing all the kids sitting there watching the veterans and grandparents was nice. Thank you for doing this celebration.

We need to keep putting the kids first. We appreciate Melony and the tone set that Doug left behind.

Thank you. We do not want to be at the state average but above. We also need a commitment to work with Gilbert and continue working towards this goal.

Thank you

VIII. Public Comment:

Board of Education Chairman to read Public Comment Regulations. Three minutes are allotted to each speaker per Board Policy #1120. No BOE employee, student, or community member should be defamed within a public Comment.

Sondra Strubhar read the Public Comment Regulations.

IX. Consent Agenda Review discussion Possible Action:

a) Minute of BOE Meeting – October 10, 2023

MOTION to approve:

First: Nora Mocarski, Second: Jeannette Brodeur - 5, 1, 3 abstained

b) Minutes of Committee Meeting – October 24, 2023

MOTION to Approve:

First: Nora Mocarski, Second: Jeannette Brodeur – 5, 0, 4

X. Presentations:

a) Safe Student, Safe School Presentation from Pearson School – Monica Messenger and Barbara Silverio showed a PowerPoint Presentation.

- An informational sheet was sent home with the students to let the parents know what the training would look like, and a pizza party was held after the training with the students.
- Assertive Skills were taught by Kelly Thurmond; students did role-playing on their new assertive skills.
- Conflict Resolution was taught by our Behavior Technicians
- Mindfulness / Self Regulations was taught by Monica Messenger
- Cyberbullying was taught by Barbara Silverio and Kelley Thurmond

Kevin Seibert from Greenleaf Energy joined virtually.

Eversource goes out to bid twice a year, and in our Aug 1 bid, Hinsdale was awarded to receive the benefit. The second bid goes out around February and will potentially be awarded in 30 days. We are happy to move it forward. The cost of the project is as previously presented at Hinsdale. The next step is to accept the award. We have ten days left.

We have a couple of years to install, but it will not take long.

We will schedule the installation in 2024.

Any question: Can you remind the BOE of its benefit to the District?

- Eversource will pay annually, approaching a million dollars over the lifetime.
- No out of Pocket cost to BOE
- Tax Credits
- Day one system is installed – Green Bank finances the entire project
- Credit from Eversource in the first year
- Annual revenue of \$28,000. For 25 years under the program over the lifetime will save about \$709,000 dollars
- Using the roof space to create revenue will benefit about \$709,000.
- Maintenance in years 8, 9, or 10. BOE might want to hire a company to come out and inspect the system annually. To make sure bolts are in place, etc., This is optional.
- System is guaranteed for 25 years.

Need to receive the award to execute.

MOTION to Approve

First: Cheryl McGlynn, Second: Nora Mocarski – U

Cheryl McGlynn stated that the elections were invalid as they were supposed to be by a signed ballot. Elections for BOE Chair and Secretary were redone.

a) Election of Chairperson

Nine nomination ballots were collected and counted.

MOTION to accept the nomination of Nora Mocarski as Board of Education Chair 5, 4, 0 by signed ballot

b) Election of Secretary

Nine nomination ballots were collected and counted.

MOTION to accept the nomination of Sondra Strubar as Board of Education Secretary 5, 4, 0 by signed ballot

c) Curriculum Committee Chair was voted on again.

MOTION to accept Verbal vote to accept Renata Waldron as the Curriculum Chair. 9, 0 – U

XI. Correspondence to the Board:

- a) Letter of Resignation – Catherine Vigliotti - Accepted with regret
- b) CABA Liaison Newsletter

XII. Superintendent's Reports & Action Items Discussion Possible Action:

a) Superintendent's Report

Melony read through the Superintendent's Report

b) Monthly Registration & Staff Vacancy Report

1 Para Opening and the Social Worker position was filled as of today

New Student Registrations – 9

Students Withdrawals – 4

c) School Enrollment

608 Students as of 11/1

d) Chronic Absences

Coming down right around 15%

e) Gilbert Enrollment & Grade Level Enrollment

426 Enrolled as of 11/1

f) Monthly Budget Summary - FY24

- Please refer to the stapled packet that was handed out.
- Placement and Transportation Costs due to Special Education
- Appropriated budget: we needed to add Paras at Hinsdale for student support due to student need
- Out-of-district transportation costs are astronomical – due to the lack of transportation and students needing individual transportation. This has been an unexpected expense.
- Cassandra's office is constantly trying to decrease the cost of transportation.
- Bringing transportation in-house is a huge liability.
- Nancy explained the Grants and how the worksheet reads.
- Melony explained the layout of the different accounts and how they are used to new BOE members.

g) 2024-2025 Budget Calendar Review

The Budget Calendar sets up the work that needs to be done over the next several months.

Everyone will be sent calendar invites for these meetings.

XIII. Board Action Items:

a) New Hires

Amy Jeannette, Shahinda Ahmed, and Alexcia Jackson were all hired.

XIV. New Business Discussion and Possible Action:

a) Additional staffing for the Homework Club

BOE approved in September Homework Club. We now have one teacher for 30 students, which is a lot. We are looking to hire two more staff members, one for each school.

MOTION: Approve the addition of two staff members for the homework club.

First: Cheryl McGlynn, Second: Jeannette Brodeur – U

b) ARO/SRO Discussion

Gilbert is in the process of discussing hiring an ASO. Salvatore Lovetere spoke to the Chief of Police, and in his opinion, we should have some protection in our schools and put this into the budget for next year.

- SRO School Resource Officer is an officer of the Police Department and Cost more.
- ARO – Armed Resource Officer is a Retired Officer. They would be trained on all of our policies.

Cheryl suggested having a subcommittee to go over the information. Gilbert is a high school, we have little kids, and having guns in the building is different between the High Schools and Elementary Schools. Maybe Gilbert would share the information they have found on ARO/SRO's. The community should be part of this discussion, including the Police Chief, Principals, Parents, BOE, and Administrators. We need to gather this information from our community. This is not a one-meeting discussion.

MOTION to set up a subcommittee: AD Hoc Subcommittee Pre-K – 6 to gather information and present to the BOE and Chaired by Salvatore Lovetere regarding the ARO/SRO's.

First: Shayne Deschamps, Second: Jonathon Morhardt – U
Quorum 3

Committee Members:

Shane Deschamps, Shayne, Jonathon Morhardt, Salvatore Lovetere, and Sondra Strubhar

It was suggested that we meet right after the committee meetings.

c) Gym Floor and Bleacher Considerations

Two years ago, the roof leaked, and a 20 x 20' section of the gym floor bubbled. We took out this 20 x 20' section of floor and replaced it with Maple. The bleachers are old and are no longer ADA-compliant. They are difficult to pull out. In August 23, a former custodian was trying to buff the floor. However, there was a rock in the buffing machine, and it scratched the floor. Now, there are swirls on the floor. I'm asking the Board to consider using the \$660,000 for a one-time expense and not have to go to the taxpayers. Would the Board like to leave it as is, have it sanded, re-varnished, completely removed, put a poured surface in, and/or replace the bleachers? What would the BOE like to do? Look into cost, or don't do anything at this time.

Is there a ballpark figure?

- Poured Floor approx. \$70,000 - \$80,000
- Resurfaced approx. \$30,000 - \$40,000
- Bleachers approx. \$70,000 - \$80,000

Cheryl stated since the bleachers are not ADA-compliant, we need to look into getting the bleachers replaced for our community. Melony will look at pricing and scenarios to present to the BOE.

d) MOU between TGS and WBOE

The MOU we are considering is on page 29. Concerns regarding the joint meeting discussing the budget. It's been back and forth between WPS/Gilbert. Renata said we could come to their meeting and listen and take notes but not be a part of it.

MOTION to Approve with one edit. Under Purpose should read. This MOU will outline two ~~four~~ basic tenets

First: Cheryl McGlynn, Second: Shayne Deschamps - U

e) Maintenance and Custodial Staff Contract Reopener (year 3 of 3)

MOTION to approve the reopener of the Custodian Contract to put a step back in the contract.

First: Cheryl McGlynn, Second: Shayne Deschamps - U

f) Kindergarten Transitional Plan

Significant change next year: Currently, the cut-off for Kindergarten entrance is they need to be age five by December 31. Next year students will need to be age five by September 1. We need to identify these kids to figure out who will not be Kindergarten eligible. This could mean we have a smaller kindergarten class next year.

The letter to parents, Cheryl McGlynn, stated it needs to be updated to include the information regarding the waiver. Melony will make the adjustments.

g) Board of Education Meeting Schedule 2024

MOTION to approve BOE Meeting Schedule 2024 with the edit to BOE time to 7:00 p.m.

First: Cheryl, Second: Sondra - U

XV. Public Comment:

Board of Education Chairman to read Public Comment Regulations. Three minutes are allotted to each speaker per Board Policy #1120. No BOE employee, student, or community member should be defamed within a public comment.

XVI. **MOTION** to adjourn meeting at 9:30 p.m.

First: Salvatore Lovetere, Second: Cheryl McGlynn -U

Winchester Board of Education

Type of Meeting: Special Meeting Minutes

Date: Tuesday, December 5, 2023, @ 6:30 p.m.

Location: Pearson School - Media Center

Meeting Facilitator: Jessica Richman Smith, Board of Education Attorney

Jeannette Brodeur, Shane Centrella, Shayne Deschamps, Salvatore Lovetere, Cheryl McGlynn, Nora Mocarski, Jonathan Morhart, Sondra Strubhar, and Renata Waldron

- I. Call to order @6:31p.m.
- II. Roll call: Renata Waldron, Sondra Strubhar, Jonathan Morhart, Jeannette Brodeur, Nora Morcarski, and Shayne Deschamps. Absent: Salvatore Lovetere and Cheryl McGlynn
Shane Centrella arrived at 6:32 p.m.
- III. Business:
 - a) Board of Education Training

Melony Brady-Shanley started the meeting by reviewing the Board of Education Training presentation.

Jessica Richman Smith arrived at 6:37 p.m. and took over the presentation.

- **Board Roles and Responsibilities**

- Implement the State's education interests as agent of the State
- Employ and act through Superintendent, who serves as "chief executive officer"
- Employ school staff
- Establish policies
- Establish budget and allocate resources
- Adjudication ("quasi-judicial" function)
- Negotiations
- Strategic planning
- Facilities review
- Community relations
- Curriculum review
- Self-appraisal

Policy Governance

- Establish policies
 - Who drafts?
 - Who approves?
 - What about administrative regulations?

Review and modify policies as needed.

Ensure implementation

Quasi-Judicial Function

- Due Process
 - Expulsion hearings
 - School accommodations (residency, transportation) hearings
 - Teacher tenure hearings

Grievance Hearings

Public Complaint Hearings

Role of Individual Board Members

- Authority at meetings only
- Otherwise same rights as other citizens
- One member of a team

Responsibilities of Individual Board Members

- Participate and prepare
- Follow communication norms
- Act ethically
 - Maintain confidentiality
 - Follow laws and policies
 - Avoid conflicts of interest
 - Act fairly and impartially
 - Do not purport to speak on behalf of the Board

Role of the Chairperson

- Preside over meetings
- Represent the Board
- Organize committees
- Liaise with Superintendent
- Perform other duties so delegated
- Not responsible for managing Superintendent or solving problems

Role of Committees

- Perform responsibilities as delegated
- Maximize efficiency of Board work
- Bring recommendations to the Board for Board action
- Not obligated to seek full Board feedback until Board must take action, but may be so as appropriate (eg., prior to mediation)
- Must comply with FOIA as “public agencies”

Sondra Strubhar exited the meeting at 7:40 pm. Sondra Strubhar returned to the meeting at 7:42 pm.

Role of the Superintendent

- Chief Executive Office
- Enforces laws, regulations, rules, and policies
- Makes recommendations to the Board
- Carries out Board’s mission
- Appoints certain staff

Freedom of Information Act

- State law that applies to the public agencies
- Prescribes rules for meetings
- Provides that records maintained by public agencies are
 - Public unless exempt
 - Subject to prompt inspection upon request

Board Meeting Essentials

- Importance of Meetings
- Board is collective body that only has authority to take action when gathered at a meeting
- Individual members, unless expressly authorized by the Board, do not have the authority to act on behalf of the Board
- The meeting is the most visible aspect of the Board’s communication with the public and its staff, as well as between its members.

Types of Meetings

- Regular
- Special
- Emergency

All meetings must be noticed in advance

Executive Session

- Two-thirds vote is needed to enter executive session
- Motion should be clear as to the reason for the executive session
- Limited reasons to go into executive session
 - Personnel matters
 - Pending claims and litigation
 - Security devices and real estate
 - Confidential documents
 - Collective bargaining strategy (non-meeting)

Conducting a Meeting

- Meeting Procedure: Robert's Rules of Order
- Board Member Voting
- Board Debate

MOTION to take a 5-minute break @ 8:12 p.m.

First: Nora Mocarski, Second: Jonathan Morhart, U

Returned from Break @ 8:17 p.m.

Communication and Information-Sharing

Records and Electronic Communications

- Emails, Text Messages, Voicemails
- Communication with Superintendent
- Communication with Staff
- Communication with Community

Best Practices

DO

- Do focus on Board and school priorities
- Do come prepared to all meetings
- Do keep in mind those in attendance-staff, students, and public
- Do bear in mind the symbolic force of your meetings and conduct

DON'T

- Don't spend time at Board meetings on administrative matters
- Don't single out or criticize individual employees
- Don't debate with the public
- Don't tolerate rude or inappropriate behavior

Don't discuss or spend time on trivia or unessential matters
 Don't make it personal

b) Discussion of Board Officer Elections and Related Procedural Issues

Jessica Richman Smith explained that in the election that took place on November 14, certain things happened, and we need to try to figure out how to move forward. She prepared a memorandum.

Was there anything wrong with the first vote? Second vote? Reinstate the first vote?
 What should we do?

In summary:

- The first vote did not the signed ballots.
- We can't make a secret vote.
- The first vote was invalid.
- Waive the privilege, anything related to this subject matter is fair game.
- Nothing is secret.

MOTION to waive Attorney Client Privilege to discuss issue related to the November 14, 2023 election.

First: Shane Centrella, Second: Shayne Deschamps 6, 0, 1 abstention.

Sondra Strubhar left the meeting at 8:26 p.m.

- The 1st vote was not valid because they were not signed.
- The second vote was taken and was the appropriate procedure, and ballots were signed.
- Text messaging was going on during the vote.
- There is concern that when board members are texting, it could be a concern to FOIA.
- Not necessarily a violation, but someone could bring a complaint to the Freedom of Information Commissioner.
- Hold a hearing to decide whether the texting did violate FOIA and vote on the decision.
- Third vote: should you conduct another vote?

Jessica Richman Smith was happy to give her opinion.

I realize this issue will be discussed again at the next board meeting, and wanted to answer any questions.

Jessica explained Robert's Rules of Order to make a motion and vote.

- Motion to rescind the second vote.
- We need a majority vote, two-thirds present and voting.
- If all 9 members are present. We need 6 of 9. We go with a majority vote.
- If we don't get a majority vote, the second vote stands.
- Consideration of rescinding of the second vote, motion to rescind the second vote, and possible election of officers
- Chair secretary committee

MOTION to adjourn

First: Jonathan Morhart, Second: Shayne Deschamps, 6, 0

IV. Adjournment: @ 8:50 p.m.



Darlene Bentley <darlene.bentley@winchesterschools.org>

Fwd: Resignation

Melony Brady-Shanley <melony.brady-shanley@winchesterschools.org>

Sun, Dec 3, 2023 at 5:12 PM

To: Darlene Bentley <darlene.bentley@winchesterschools.org>, Rosanne Field <rosanne.field@winchesterschools.org>

Melony M. Brady-Shanley
Superintendent
Winchester Public Schools
Ex. Secretary - Darlene Bentley
Phone: 860-379-0706
338 Main Street - PO Box 648
Winsted, CT 06098
www.winchesterschools.org
facebook.com/winchesterctschoools

----- Forwarded message -----

From: **Kaylie Morris** <kaylie.morris@winchesterschools.org>

Date: Sun, Dec 3, 2023 at 4:27 PM

Subject: Resignation

To: Melony Brady-Shanley <melony.brady-shanley@winchesterschools.org>

Good Evening Mel,

This is my formal resignation from my position at Winchester Public Schools effective immediately.

Thank you.

-Kaylie Morris



Winchester Public Schools

338 Main Street, P.O. Box 648 Winsted, CT 06098

Telephone: 860-379-0706; Fax: 860-738-0638

Melony M. Brady-Shanley – Superintendent of Schools

SUPERINTENDENT'S REPORT

December 2023

Instruction:

- Attended the Science of Reading Masterclass with our Literacy Team.
- Held several teacher support meetings.
- Attended the 2024 TOY Ceremony.
- Held district-wide attendance meetings.
- Met with Ms. Passini to set up the Pick-A-Time Conference Scheduler.
- Our FRC and Multi-Lingual Departments held International Night.
- Students at Pearson School participated in the Talent Show and highlighted their many gifts.
- Currently preparing to roll out our High Dosage Tutoring Program, which is set to start in January for 6th grade mathematics.
- The PTO held their Annual Holiday Store.
- Walkthroughs were held for non-certified staff members.
- Our choir sang at the Town Tree Lighting Ceremony.
- Met with our Literacy Team to work on the next steps involving the results of our reading waiver application.
- Our team held SOR walkthroughs.
- Governor Lamont held the Vietnam Era Veterans Ceremony at the Pearson School. Our choir opened the ceremony and sang the National Anthem.
- Students participated in the first round of the Script's National Spelling Bee by completing the "classroom" competition.

Building Operations:

- Attended our Insurance Collaborative Meeting
- Held several meetings to discuss the upcoming budget season.

Leadership:

- Attended CAPSS Teaching and Learning Committee Meeting
- Held several ADA and FLMA Personnel Meetings
- Attended the Alliance District Superintendent Meeting
- Attended the Small District Superintendent's Meeting
- Attended the CAPSS Board of Director's Meeting
- Attended the LCSA Meeting

Upcoming Important Dates:

12/13, 12/14, 12/15 – Parent/Teacher Conferences

12/19 – BOE Committee Meetings, 6:30 PM Hinsdale Science Lab

12/20 – PTO Mtg 6:15 PM

12/20 – TGS Corporation Meeting, 6:30 PM

12/22 to 1/2 – Winter Break

1/3 – BOE Budget Workshop Meeting – 6 PM

**SUPERINTENDENT'S MONTHLY STUDENT REGISTRATION
AND STAFF VACANCY REPORT**

December 2023

Staff Vacancies										
Position	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24
Special Education	1	0	0	0	0					
TGS Building Interventionist	1	1	1	0	0					
Interventionist	1	0	0	0	0					
Paraprofessional	1	0	2	1	0					
Custodian	-	1	0	0	0					
PT Admin Asst.	-	.6	0	0	0					
PT FRC Coord.	-	.6	0	0	0					
BCBA (grant)	-	-	-	1	1					
Social Worker	-	-	-	1	0					
2 nd Gr. Teacher	-	-	-	-	1					

Hiring Strategies: *Indeed, Applitrack, Job Spot, CTReap, Winchester Schools Facebook, Shared on Facebook.*

New Registrations from 11/6/23 to 12/5/2023			
School	Number	Cause	Supports
Hinsdale	1	PK4	None
Pearson	0		

Withdrawals from 11/6/23 to 12/5/2023			
School	Number	Causes	Supports
Hinsdale	3	2 moved, 1 OD	1 w Supports
Pearson	1	Grade 3 - Moved	1 w Supports

Winchester Public Schools

Enrollment Data

2023-2024

Date	Grade Level (Hinsdale & Pearson)	School District Enrollment (Hinsdale & Pearson)	Hinsdale Enrollment	Pearson Enrollment	Special Ed Gilbert Enrollment	Special Ed In-District Enrollment	Special Ed Out of District Enrollment	Special Ed Out of District Vo-Ag, Magnet/Char ter Schools Enrollment	603 Out of District Placement	District Enrollment (all Winchester Nexus)
	PreK		46							
	K		80							
	1		77	1						
	2		104							
	3			71						
	4			74						
	5			71						
	6			84						
11/1/2023		608	307	301	64	101	25	7	0	703
YTD	Changes		5	0	0	8	0	1	0	6

Winchester Public Schools

Specific Attendance Data

2023-2024

AVERAGE DAILY STUDENT ATTENDANCE (%)													
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
<u>District</u>	23-24	96.5%	93.5%	93.9%	92.5%								94.24 %
Hinsdale	23-24	96.90%	92.4%	93.59%	92.0%								93.97%
Pearson	23-24	96.0%	94.5%	94.10%	92.9%								94.50%

STUDENT CHRONIC ABSENTEEISM RATE (%)													
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD
<u>District</u>	23-24	4.4%	15.2%	15.89	34.3%								19.38%
Hinsdale	23-24	3.87%	15.3%	16.9%	37.16								20.31%
Pearson	23-24	4.7%	15.0%	15.05%	31.8%								18.6%

[illegible]

Gilbert Grade Level Enrollment - Winchester Only											
	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024
Grade 7	80	88	89	89	89						
Grade 8	66	72	72	71	70						
Grade 9	61	64	67	66	66						
Grade 10	61	61	61	61	60						
Grade 11	85	88	88	85	86						
Grade 12	55	55	55	54	53						
Total	408	428	432	426	424						

FY2024 Winchester Public Schools Budget Snapshot by Resource Year to Date November 2023

Budget Description	Adopted Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year End Balance
Town Appropriation	\$ 21,504,910	\$ 8,146,669	\$ 13,150,868	\$ 207,373	\$ 201,742	\$ 5,631
Town Support for Education	697,272	172,042	510,638	14,592	14,592	-
Town Capital Funding	200,000	190,000	10,000	-	(10,000)	10,000
Non-Lapsing Fund	565,530	-	358,952	206,578	110,000	96,578
Grants	3,250,990	583,310	1,500,547	1,167,133	443,319	723,814
Medicaid	65,000	16,589	42,658	5,753	5,753	-
Total	\$ 26,283,702	\$ 9,108,609	\$ 15,573,664	\$ 1,601,429	\$ 765,406	\$ 836,023

OBJECT CODE DEFINITIONS

000-199 Wages – Includes personal services salaries for regular employees, temporary employees, overtime, contractual paid leave and stipends.

200-299 Benefits - Includes Group Insurance, social security, retirement, tuition reimbursement, unemployment, workers' compensation and health benefits.

300-399 Professional Technical Services – Includes official/administrative services, professional educational services, employee training and development, other professional services, technical services, occupational and physical therapists, legal, audit and staffing services.

400-499 Property Services – Includes water/sewage, cleaning, refuse services, snow plowing, landscaping, repairs, maintenance, equipment, vehicle maintenance and building rentals.

500-599 Purchased Services – Includes tuition, transportation, insurance (non employee), communications, advertising, printing, and travel.

600-699 Supplies – Includes general teaching & office supplies, energy, natural gas, electricity, gasoline, diesel, books, periodicals, instructional software, and technology related supplies.

700-799 Equipment – Includes equipment, machinery, vehicles, furniture, fixtures, technology related hardware and operational software.

800-899 Dues - Includes dues and fees, interest and miscellaneous expenditures.

900-999 Other Objects – Is rarely used and is usually for special items

Winchester Public Schools

FY2024 **Appropriated** Budget Year to Date November 2023

Object	Description	Adopted Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year End Balance
0-100	Wages	\$ 7,470,695	\$ 2,492,779	\$ 4,872,380	\$ 105,536	\$ (184,544)	\$ 290,080
200	Employee Benefits	2,039,255	1,003,474	738,206	297,575	295,570	2,005
	Subtotal Personnel Expense	\$ 9,509,950	\$ 3,496,253	\$ 5,610,586	\$ 403,111	\$ 111,026	\$ 292,085
300	Professional Technical Services	\$ 108,766	\$ 62,097	\$ 42,402	\$ 4,267	\$ 11,678	\$ (7,411)
400	Property Services	112,000	41,689.00	25,904	44,407	53,000	(8,593)
51X	Pupil Transportation	1,444,023	439,336	1,109,484	(104,797)	(11,419)	(93,378)
	OOD Transportation costs have increased due to lack of available drivers and additional student need						
560	Special Ed Out of District Tuition	1,649,573	455,947	1,400,100	(206,474)	14,252	(220,726)
	OOD Tuition & Services have increased due to student needs and 6 additional students						
563	Gilbert School Tuition	8,101,718	3,375,716	4,726,002	-	-	-
5XX	All Other Purchased Services	321,880	76,700	221,492	23,688	17,000	6,688
600	Supplies	124,000	88,781	8,445	26,774	(27,220)	53,994

FY2024 Appropriated Budget Year to Date November 2023

Object	Description	Adopted Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year End Balance
700	Equipment & S/W	113,000	93,075	6,452	13,473	30,500	(17,027)
800	Dues & Fees	20,000	17,075	-	2,925	2,925	-
	Subtotal Non-Personnel Expense	\$ 11,994,960	\$ 4,650,416	\$ 7,540,282	\$ (195,738)	\$ 90,716	\$ (286,454)
	TOTAL Appropriation	\$ 21,504,910	\$ 8,146,669	\$ 13,150,868	\$ 207,373	\$ 201,742	\$ 5,631

Fund 12 TOTAL Non-Lapsing Fund							
400	Property Services	\$ 432,335	\$ -	\$ 358,952	73,383	\$ -	73,383
500	Purchased Services	-	-	-	-	110,000	(110,000)
800	Undesignated Non-Lapsing Fund	133,195	-	-	133,195	-	133,195
	TOTAL Non-Lapsing Budget	\$ 565,530	\$ -	\$ 358,952	\$ 206,578	\$ 110,000	\$ 96,578

Fund 5 Medicaid Reimbursements

Wages	\$ 65,000	\$ 16,589	\$ 42,658	\$ 5,753	\$ 5,753	\$ -
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Winchester Public Schools

FY2024 Town Resources Summary Operating Budget Year to Date November 2023

Object	Description	TOWN APPROPRIATION					TOWN SUPPORT FOR EDUCATION					Total Summary Operating Year-End
		Town Appropriated Budget	Expended to Date	Encumbered	Estimated Adjustments	Projected Year End Balance	Fund 6 Budget	Expended to Date	Encumbered	Estimated Adjustments	Projected Year End Balance	
0-100	Wages	\$ 7,470,695	\$ 2,492,779	\$ 4,872,380	\$ (184,544)	\$ 290,080	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 290,080
200	Employee Benefits	2,039,255	1,003,474	738,206	295,570	2,005	-	-	-	-	-	2,005
	Subtotal Personnel Expense	\$ 9,509,950	\$ 3,496,253	\$ 5,610,586	\$ 111,026	\$ 292,085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 292,085
300	Professional Technical Services	\$ 108,766	\$ 62,097	\$ 42,402	\$ 11,678	\$ (7,411)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,411)
400	Property Services	112,000	41,689	25,904	53,000	(8,593)	111,000	31,726	83,355	14,592	(18,673)	\$ (27,266)
500	Purchased Services	11,517,194	4,347,699	7,457,078	19,833	(307,416)	128,500	63,700	63,886	-	914	\$ (306,502)
600	Supplies	124,000	88,781	8,445	(27,220)	53,994	457,772	76,616	363,397	-	17,759	\$ 71,753
700	Equipment & Capital	113,000	93,075	6,452	30,500	(17,027)	-	-	-	-	-	\$ (17,027)
800	Dues, Fees & Other Objects	20,000	17,075	-	2,925	-	-	-	-	-	-	\$ -
900	Special Items	-	-	-	-	-	-	-	-	-	-	\$ -
	Subtotal Non-Personnel Expense	\$ 11,994,960	\$ 4,650,416	\$ 7,540,282	\$ 90,716	\$ (286,454)	\$ 697,272	\$ 172,042	\$ 510,638	\$ 14,592	\$ -	\$ (286,454)
	TOTAL	\$ 21,504,910	\$ 8,146,669	\$ 13,150,868	\$ 201,742	\$ 5,631	\$ 697,272	\$ 172,042	\$ 510,638	\$ 14,592	\$ -	\$ 5,631
400	TOWN CAPITAL FUNDING						\$ 200,000	\$ 190,000	\$ 10,000	\$ (10,000)	\$ 10,000	

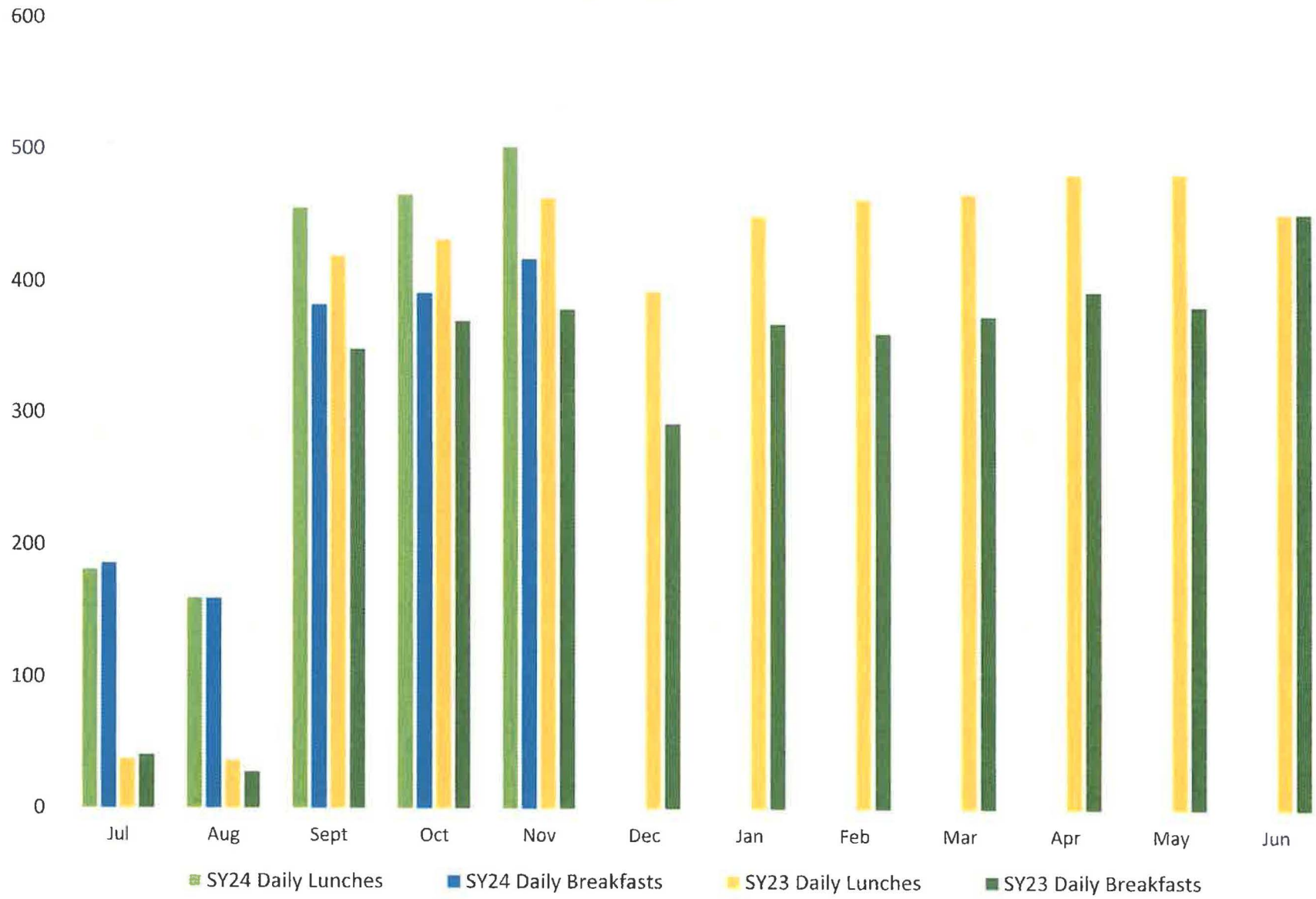
Winchester Public Schools

FY2024 Grant Budget Year to Date November 2023

Grant	Description	FY 2022-24 Grant Award	Funds Received	Spent Prior Years	FY2024 Budget	Expended to Date	Encumbered	Balance	Estimated Adjustments	Projected Year End Balance
634	IDEA 611	313,614	51,490		313,614	63,852	144,073	105,689	90,000	15,689
653	IDEA 611 <i>Carryover</i>	295,207	230,000	165,835	129,372	39,553	80,701	9,118	9,118	-
635	IDEA 619 Preschool	15,078	-		15,078	2,358	4,374	8,347	-	8,347
652	IDEA 619 Preschool <i>Carryover</i>	14,130	14,130	14,130	-	-	-	-	-	-
647	ARP IDEA 611	54,747	54,747	49,175	5,572	1,698	3,875	-	-	-
648	ARP IDEA 619	5,235	5,235	3,570	1,665	2,718	-	(1,053)	(1,053)	-
657	ARP ESSER Homeless	10,657	7,000	3,649	7,008	-	-	7,008	7,008	-
659	ARP CHAMPS	180,000	115,000	77,663	102,337	59,988	17,223	25,126	25,126	-
651	ESSER II Dyslexia Recovery <i>Carryover</i>	16,250	8,266	3,054	13,196	5,212	-	7,984	-	7,984
660	ESSER II Family Resource Center	25,000	25,000	18,065	6,935	6,935	-	-	-	-
636	Title I	274,514	-		274,514	38,812	153,196	82,506	58,614	23,892
654	Title I <i>Carryover</i>	244,488	220,000	224,169	20,319	5,860	14,082	377	377	-
637	Title II	35,312	-		35,312	-	-	35,312	-	35,312
655	Title II <i>Carryover</i>	35,608	-	7,095	28,813	10,633	332	17,848	17,848	-
638	Title III	2,986	-		2,986	987	2,538	(539)	(539)	-
672	Student Support Title IV	20,005	-		20,005	2,376	6,111	11,518	-	11,518
675	Student Support Title IV <i>Carryover</i>	17,482	12,000	9,464	8,018	8,018	-	-	-	-
627	Family Resource Center	112,629	24,312		112,629	27,988	53,414	31,227	31,227	-
629	School Readiness	266,840	40,500		266,840	74,326	188,503	4,011	4,011	-
632	CHAMPS	200,000	-		200,000	61,438	109,628	28,934	28,934	-
633	Quality Enhancement School Readiness	3,881	-		3,881	-	-	3,881	3,881	-
639	ECS Alliance	200,966	42,000		200,966	51,343	102,098	47,525	47,525	-
644	Winsted Family Alliance FRC	500	500	335	165	-	-	165	165	-
646	CBITS Bounce Back	13,936	13,936		13,936	836	65	13,034	-	13,034
656	<i>Excess Cost Grant</i>	590,307	-		590,307	101,260	613,299	(124,252)	(124,252)	-
658	<i>Adult Education</i>	14,737	-		14,737	-	-	14,737	14,737	-
662	<i>Critical Needs Fund</i>	1,900	-		1,900	-	-	1,900	1,900	-
665	School Readiness COLA	13,249	-		13,249	-	-	13,249	13,249	-
676	Unified Champion Schools	1,000	1,000	18	982	-	-	982	-	982
678	NSLP Equipment	40,699			40,699	-	-	40,699	40,699	-
680	School Readiness Competitive Enrollment	27,200	15,000	-	27,200	-	-	27,200	27,200	-
682	ARP MOE Provision	660,633	660,632	-	660,632	6,539	7,036	647,056	40,000	607,056
683	Preschool Development Birth to Age 5	7,550	-	-	7,550	-	-	7,550	7,550	-
684	BCBA Specialist	70,000	-	-	70,000	-	-	70,000	70,000	-
685	Multi Media Security Pearson	29,994	-	-	29,994	-	-	29,994	29,994	-
686	Para HDHP Deductible Assistance	10,579	10,579	-	10,579	10,579	-	-	-	-
TOTALS		\$ 3,826,913	\$1,551,327	\$ 576,222	\$ 3,250,990	\$ 583,310	\$ 1,500,547	\$ 1,167,133	\$ 443,319	\$ 723,814

Note: Grants in italics are estimates

FY2024 Daily Meal Volumes



Winchester Public Schools

FY2024 Food Service Budget Year to Date November 2023

Description	Budget	Actual To Date	Estimated Adjustments	Projected Year End
INCOME				
Lunch Receipts	\$ 11,800	\$ 3,498	\$ 8,302	\$ 11,800
NSLP Reimbursement	501,000	109,760	391,240	501,000
HeadStart	25,000	6,748	18,252	25,000
NSLP State Match	50,000	1,036	48,964	50,000
FY24 Supply Chain Assistance Grant	18,299	-	-	18,299
Catering	100	-	-	-
Donations, Refunds, Other	100	-	-	-
Total Income	606,299	121,042	466,758	606,099
EXPENSE				
Wages	225,000	36,605	188,395	225,000
Benefits	17,472	3,066	14,406	17,472
Management Services	54,640	5,464	54,640	60,104
Equipment Repairs	250	-	-	-
Purchased Services	350	-	-	-
Supplies	290,947	106,784	194,163	300,947
Equipment	1,500	-	-	-
Total Expense	590,159	151,919	451,604	603,523
Fy22 CT Grown for CT Kids Grant C/O	2,651	-	2,651	2,651
FY23 Supply Chain Assistance Grant C/O	2,353	2,037	316	2,353
Net Profit/(Loss)	\$ 21,144	\$ (28,840)	\$ 15,470	\$ 4,929



Winchester Public Schools

338 Main Street, P.O. Box 648 Winsted, CT 06098
 Telephone: 860-379-0706; Fax: 860-738-0638
 Melony M. Brady-Shanley – Superintendent of Schools

READING WAIVER UPDATE

12/5/23

HISTORY

Connecticut General Statutes (C.G.S.) 10-14h, as amended by Public Act (P.A.) 23-167, requires that all districts in Connecticut have an approved K-3 Reading Curriculum. This Act mandates that all districts have an approved program in place by July 1, 2025. Winchester Public Schools submitted a waiver to the Connecticut State Department of Education in the spring of 2023.

Regardless of the waiver, we do recognize that this is an opportunity for us to improve student engagement and move more students toward grade-level proficiency in reading.

RESULTS OF THE WAIVER

On Friday, December 1, 2023, we received the results of our waiver. We could have received one of four results: Limited, Transitional, Partially Approved, or Approved. We received a "Transitional" waiver. This means that only parts of our current curriculum met the expectations. Our current curriculum met the requirements in the area of phonics and did not meet the requirements in the areas of phonemic awareness, fluency, vocabulary, and comprehension.

NEXT STEPS

Over the coming months, Winchester Public School's Literacy Team will investigate comprehensive programs that are grounded in the Science of Reading and meet all five reading components (phonics, phonemic awareness, fluency, vocabulary, and comprehension). Our team will analyze, pilot, and work with grade-level teams to determine the best comprehensive program that will meet the diverse learning needs of our students while balancing that with teacher-friendly implementation.

FUNDING OPPORTUNITIES

There are two primary grant funding sources available for the district to apply for: the ARP ESSER – Small Town Right to Read Grant and the ARPA – Right to Read Grant.

TARGET TIMELINE

See attached.

Comprehensive Reading Program Selection



Winchester Public Schools

INITIATION

Waiver Results, Budget, Grants, Program Information, Planning, Communication.

2023

December



PLANNING

Selection of Programs, Analyze Programs, Financial Planning, Pilot, Feedback from Teams and Students.

2024

January - May



PURCHASING

Purchase Program, Professional Development Planning, Distribute Materials.

2024

June - August



EXECUTION

Professional Development, Implementation of Program, In-Class Support, Data Monitoring, Planning Support.

2024- 2025

September - June



CLOSURE

Meet full implementation date of July 1, 2025.

2025

July 1



November 17, 2023

Memorandum of Understanding

To: Melony M. Brady-Shanley
Superintendent
Winchester Public Schools
338 Main Street
P.O. Box 648
Winsted, CT 06098

RE: Focus group of six Sixth Graders to read the entire book, "You Are Your Own Best Teacher: Sparking the Curiosity, Imagination and Intellect of Tweens!" by Dr. Claire Nader. They will then choose and discuss 10 topics from the book.

The selection of the students would be at the discretion of the Superintendent and respective teachers.

Selection of the 10 topics out of the 54 topics in the book would be arrived at with the engagement of the students, their teachers and the advice and counsel of the author.

Each topic would be discussed in a Roundtable format moderated by the teacher and designed to elicit insight and commentary equally from the student participants. Each of the sessions would be videotaped professionally with the *production* advice of one of our colleagues experienced in such matters and enthusiastic about the project substantively. The teacher can determine the length of each time period. Take note that the editing process for the final video may require more than an hour if there are various interruptions and/or changes in topics.

Our sponsorship seeks to have the right to distribute these final videos to other schools and teachers so that a process of emulation gets underway nationwide. The school should be responsible for obtaining all necessary permissions for the students to participate in this project and allow the sponsor to disseminate the video of the Roundtable discussions. The distribution expenses would be borne by the sponsor and would be pro bono as a nonprofit submission for consideration by the recipients.

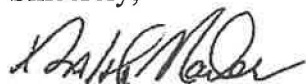
The sponsor – to be named shortly – would be one of our civic nonprofit tax-exempt 501(c)3 organizations ready to fund the estimated cost of about \$4,000.

Should this proposal meet with the approval of the Board of Education in mid-December, the undersigned wishes to have a telephone conversation with the designated teacher or teachers in anticipation of an early 2024 start.

This proposal anticipates a heightened level of student interest on subjects affecting their lives now and as they grow older into adulthood. A level of interest that becomes an integral part of their intellectual and normative development toward becoming good, alert citizens in a democratic society.

I welcome any comments and suggestions. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Ralph Nader", written in a cursive style.

Ralph Nader

P.O. Box 19312
Washington, DC 20036

Tel: 202-387-8030

FIELD EXPERIENCE REQUEST FORM – HINSDALE & PEARSON SCHOOLS

GRADE LEVEL 5th & 6th DATE OF REQUEST 12/7/23

Prior to submission to the building principal for approval, Team Leaders should be consulted to assist in preliminary planning. This form is to be submitted at least two weeks before the trip. Also to be submitted are other items as stipulated in the "Field Trip Procedures".

NAME OF CLUB OR ACTIVITY Pearson Drone Competition Team

TRIP TO Oxford, MA- Drone Competition
Oxford High School, 100 Carbuncle Dr., Oxford, MA 01540

PURPOSE : The Pearson Drone Team is competing in a series of regional competitions in hopes of qualifying for the National Competition this spring.

ARE THERE ANY WATER ACTIVITIES ON THIS FIELD TRIP?

No

Chaperones

- Rachael Manzer
- Each student will have a parent/guardian with them.

TRANSPORTATION: Bus _____ Car _____ Other x Parents will drive their own child/children.

DEPARTURE TIME: 5:30 a.m. Return time: 7:00 p.m.

Date of Trip: Saturday, January 13, 2024

Cost per Teacher- None (School Personnel)

Parent Chaperone None

Cost per Student None

Approved by Principal

_____ Date _____

Approved by Superintendent of Schools

_____ Date _____

Competition Details**Date:** 13-Jan-2024**Location:**

Oxford High School

100 Carbuncle Drive

Oxford, Massachusetts 01540

Schedule

Doors Open /Team Check In and Inspections Begin	8:00 am
Piloting Skills Matches Begin	8:15 - 9:30am
Flight Team Meeting	9:30am
Teamwork Matches Begin	10:00am
Autonomous Flight Skills Matches Begin	10:00am
Lunch	12:00 - 12:30pm
Resume Teamwork and Autonomous Skills Matches	12:30pm
End Matches (Teamwork and Skills)	2:30pm
Alliance Selection and Finals	2:30 - 4:00pm
Awards	4:00pm

GRANT SUBMISSION FORM**Title of Grant:** FY 2024 - ARP ESSER - Small Town Right to Read**Grant Applicant:** Melony Brady-Shanley, Superintendent**Grant Source:** ARP-ESSER**Due Date:** December 29, 2023**Timeframe for Fund Usage:** October 30, 2024**Department Associated with Grant:** Kindergarten to Grade 3 Reading**Grant Amount:** \$150,000**Purpose of the Grant:** To assist Connecticut local and regional boards of education in addressing educational disparities and increasing their investment in scientifically based, evidence-based literacy teaching and learning.**Requested Grant Usage:**

Description	Estimated Amount
To purchase professional development, an approved K-3 comprehensive reading program, and substitute teacher coverage to support teacher training.	\$150,000

GRANT SUBMISSION FORM

Title of Grant: FY 2023 - ARPA Right to Read Grant

Grant Applicant: Melony Brady-Shanley, Superintendent

Grant Source: ARPA

Due Date: December 29, 2023

Timeframe for Fund Usage: June 30, 2024

Department Associated with Grant: Kindergarten to Grade 3 Reading

Grant Amount: \$51,000

Purpose of the Grant: To assist Connecticut local and regional boards of education in addressing educational disparities and increasing their investment in scientifically based, evidence-based literacy teaching and learning.

Requested Grant Usage:

Description	Estimated Amount
To purchase a state approved K-3 comprehensive reading program.	\$51,000

Winchester Public Schools Quote/Bid Waiver/Sole Source Form

To: Melony Brady-Shanley

From: Nancy O'Dea-Wyrick

DATE: 11/13/23

RE: Approval of Bid or Quotation Process Waiver Per Board policy No. 3321(a) "Business Purchasing Procedures per Section E . Exceptions to Bids and Quotations".

It is recommended that an exception(s) to Board Purchasing Policy be made for the following purchase for services or goods provided by:

 West State Mechanical for the work, supplies, or equipment as outlined on the attached quote/purchase order dated October 19, 2023__ for \$ 6,270 , be waived per the signature(s) below.

The reason for this waiver according to "Board policy No. 3321(a) Section E Exceptions to Bids and Quotations" is as follows (Check all that apply):

 (a) Contracts for professional services (legal, engineering, architectural, auditing, etc.).

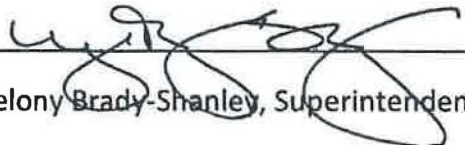
 (b) Purchases made through regional or state agencies, purchasing consortia, or other public entities that permit school districts to participate in their bidding process.

 X (c) When the nature of the services to be performed are best provided by one source because of the sources expertise or prior knowledge, or when one material is most suitable and that material is only reasonably obtainable from one source.

 (d) Reordering of stock when the continued purchase of the identical item is in the best interest of the Board of Education and there is only one source for that product reasonably available.

 (e) When Federal or State laws or regulations prescribe procedures different than those found in these Purchasing and Bidding Procedures.

 EMERGENCIES - The Board of Education (or designee) may waive the procedures outlined in Policy 3321(a), and prescribe alternative procedures for particular situations.


Melony Brady-Shanley, Superintendent

 11/29/23

Date

Approved

BOE Chairman

Date

PROPOSAL

West State Mechanical, Inc.

PO Box 1045; 3000 South Main Street
Foxington, CT 06790

Telephone:
(860) 482-5919
Fax:
(860) 489-4686

P-1: 203157
S-1: 302852
F-1: 10303
SM1: 5895
MC: 1063

"AN AFFIRMATIVE ACTION/ EQUAL OPPORTUNITY EMPLOYER"

PROPOSAL SUBMITTED TO:		DATE
Winchester Public Schools		October 19, 2023
ADDRESS	CITY, STATE AND ZIP CODE	JOB NAME
338 Main Street	Winsted, Ct. 06098	Pearson School - AC Unit Phase Monitor Device Protection
ATTENTION	CONTACT PHONE NO.	CONTACT E-MAIL ADDRESS
Melony Brady Shanley	860-379-0706	melony.bradys-shanley@winchesterschools.org

Provide electrical power phase monitoring devices on all new outdoor air conditioning units at Pearson School:

> See attached quotation from air conditioning unit manufacturer's representative, Swan Associates:

Labor and materials = 5,700.00
10% overhead & profit = 570.00

Total Amount = \$6,270.00

We Propose: to furnish material and labor in accordance with above specifications, for the sum of : \$6,270.00

Payment to be made as follows: net 30 days.

All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance.

Authorized Signature: Steven Grening

Steven Grening, P.E. - Estimator/Project Manager

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date of Acceptance: _____



49 Holly Dr. Newington, CT 06111
 Phone: 860-666-6923 Fax: 860-666-2143
 www.swanhvac.com

QUOTE

Date	Quote No.
10/4/2023	18971

West State Mechanical
 PO Box 1045
 3000 South Main St
 Torrington, CT 06790

Pearsons MS
 Torrington, CT

Item	Item Description	Qty	Price	Total
Invoice/SO - ...	Phase monitor kits	9	500.00	4,500.00
Misc Labor	Labor during normal business hours to install phase monitors on 3 systems at Pearsons MS	1	1,200.00	1,200.00

CONTACT:
 Rachel VonDaacke
 860.681.1673
 rvondaacke@swanhvac.com

Subtotal	\$5,700.00
Sales Tax (0.0%)	\$0.00
Total	\$5,700.00

Quote is good
 for 30 days.

Providing quality HVAC services, components and systems to
 Connecticut and Western Massachusetts for more than 40 years.