

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, January 23, 2013 at 7:30 p.m. in the board room at 3 Primrose Street.

D. Leidlein, Chair	J. Robinson
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary	R. Bienkowski
R. Gaines	2 Staff
W. Hart	5 Public
K. Alexander	5 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:48 p.m.  
Mrs. Roche and Mr. Hart would join the meeting later.

MOTION: Mr. Alexander moved that the Board of Education add discussion and possible action regarding a 180-day waiver for the entire school district to the agenda. Mr. Gaines seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved that the Board of Education add discussion and possible action regarding a CMT waiver for the entire Newtown school district to the agenda. Mr. McCubbin seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved that the Board of Education add discussion and possible action regarding the addition of vacation days for Sandy Hook School to the agenda. Mr. McCubbin seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved that the Board of Education add discussion and possible action of an MOU giving 2 personal days to the employees in the Newtown school district to the agenda. Mr. McCubbin seconded. Vote: 5 ayes

MOTION: Mr. Alexander moved that the Board of Education add discussion and possible action regarding the April vacation to the agenda. Mr. McCubbin seconded. Vote: 5 ayes

Item 1 – Consent Agenda

MOTION: Mr. Gaines moved that the Board of Education approve the consent agenda which includes the minutes of December 17, 2012 and January 8, 15 and 17, 2013, the Newtown High School Debate Team field trip and jazz ensemble field trip, the donations to Newtown High School, gift card donations, equipment and service donations, donations to the Sandy Hook Fund, and an anonymous donation for Sandy Hook School. Mr. McCubbin seconded. Vote: 5 ayes

Item 2 – Public Participation (none)

Item 3 – Reports

Correspondence: Mr. McCubbin stated there were a total of 35 correspondence with 18 pieces from outside Newtown and the remainder from Newtown residents.

Superintendent's Report:

Dr. Robinson reported that she sent a letter to the Commissioner of Education with the Board's resolution to request a 180-day waiver for Sandy Hook School putting them at 177 days. The

State Board of Education passed it unanimously. Mental health workers are focusing on the highest needs and we have had a team of 11 at Sandy Hook School since December 16. We also have the team from Yale working with parents, student and teachers. She met with the Commissioner of DMAS, DCF and Pat Llodra about continuing services. She has a conference call the next day to discuss how long services will be needed. We need to have a transition plan. We will also be implementing the NCTSN with frontline providers for trauma treatment. We invited them to assess and help us determine a long term plan to provide services. They will be talking to teachers, parents and students when appropriate for treatment going forward.

#### Financial Report:

MOTION: Mr. Alexander moved that the Board of Education approve the financial report for the month ending December 31, 2013. Mr. Gaines seconded.

Mr. Bienkowski went over the financial report and indicated that much of the additional costs resulting from December 14 will be paid by insurance.

Mr. Vouros thanked him for his work on the budget and asked how we were proceeding with what is being spent in Monroe.

Mr. Bienkowski stated that bills will be forwarded to him. Right now it has been \$21,000 for oil. All future billings will come to us directly. Constellation Energy is donating their generation portion for the balance of the year. We will only get a bill from CLIP for distribution.

Mr. McClubbin asked where we would see donations in the financial report.

Mr. Bienkowski said they will be kept separate from the budget. We file a report with the State of Connecticut for all donations. We aren't reducing our budget because of the donations. Money received so far is in the Board's contribution fund. There will be reports to summarize these.

Mr. Alexander asked if, at the end of the year we ended up in negative terms, we could use some of that money.

Mr. Bienkowski said it was not possible to use those funds except for donations. The Town is managing most of the donations.

Vote: 5 ayes

#### Item 4 – New Business (no items)

#### Item 6 – Curriculum Budget

Dr. Gejda spoke about the curriculum budget which also includes instruction and assessment. We want the curriculum to be current, rigorous and in alignment with the district. Concept-based curriculum will provide a high content curriculum. NEASC is also focused on the curriculum. We want to maintain high quality instruction which is effective and consistent and provide 18 hours of professional development for teachers in small groups or individualized. There are a variety of assessments we use to measure student achievement which are formative, diagnostic, monitoring student progress, summative and performance-based.

Mr. Vouros asked about reader's workshop and that Sandy Hook School was ahead of the others and how the other schools would get to that level.

Dr. Gejda said all of the elementary schools have the same number of consultants. Sandy Hook may have had more teachers go to New York or participate in the summer workshop we had last year. There are 2 consultants working at Reed but only with 5<sup>th</sup> grade right now.

Mr. McCubbin asked if anyone has been in a discussion with NEASC to give us time to deal with our situation before they visit.

Dr. Gejda said a letter can be sent when something has changed in the school but the visit is a couple of years away.

#### Item 7 – Technology Budget

Carmella Amodeo stated that equipment is usually a large request because we always try to play catch-up. More than half is to maintain the equipment in the district. Seven years is a long time to replace computers. There is also a need for an additional staff member because it's harder to take care of old equipment.

Mr. Hart asked if we will be prepared for computer-based testing.

Mrs. Amodeo said we do run tests on the computers so we are alright in that area.

Mr. Hart questioned the BYOD strategy.

Mrs. Amodeo wasn't sure if they would open up for the testing.

Mr. Gaines asked how much she would need for her budget.

She stated that if she just took the priorities for the district she would need \$2M.

#### Item 8 – General Services Budget

Mr. Bienkowski spoke about the general services budget that includes operational services which are the offices responsible for running the district. The Serv grant will help with costs for security staff.

Mr. Vouros asked when we will know if we can use any of the money being donated.

Mrs. Leidlein said a transition committee is working to develop a board for the monies from Newtown Savings Bank and the United Way. They will determine how that money will be distributed. She doesn't think money will be given to us but wasn't sure.

Mrs. Leidlein introduced Senator McKinney.

Senator McKinney said his goal is to try to implement the wishes and needs of the town and Board of Education. On December 19 we passed a deficit litigation package requiring passing a waiver of the 180 days. We have the ability to ask for a waiver for the entire district. There is also the question of the town to seek a waiver from the CMTs for Sandy Hook School or the district. This has to be decided by Secretary Duncan at the request of Commissioner Pryer

Dr. Robinson said the resolution authorizes the shortening of the school year for Sandy Hook School. The 177 days was in the executive summary.

Senator McKinney said the language we put in says the State Board of Education shall authorize the shortening of the school year ending June 30.

#### Item 5 – New Business

Resolution Regarding Workers' Compensation:

MOTION: Mrs. Roche moved that the Board of Education approve the following resolution:

Given the extraordinary effort and bravery exhibited by members of the Newtown Police Department, first responders, teachers and staff of the Sandy Hook Elementary School, fairness and compensation dictates that the workers' compensation laws of Connecticut be amended to provide appropriate benefits for all those that sustained physical or emotional injury as a consequence of their heroic efforts within the scope of their employment on and after December 14, 2012. Mr. Hart seconded.

Mr. Hart stated that workers' comp doesn't include mental health care. First responders suffered severe mental health problems as well as some of the teachers. Mental injuries are work related. The Police Commission passed this resolution on Jan. 8. Vote: 7 ayes

The Board began discussions on the five items added to the agenda.

MOTION: Mrs. Roche moved that the Board of Education add additional vacation days in February for Sandy Hook School. Mr. Alexander seconded.

Mrs. Leidlein said that numerous individuals made this request including the union that based on the fragile state of the staff at Sandy Hook School, we extend the vacation in the 3<sup>rd</sup> week of Feb to include Wednesday, Thursday and Friday for Sandy Hook staff only. She had a discussion with the administration at Sandy Hook School and checked with mental health workers at the school. She called Scott Newgass, the Education Consultant with the State Department of Education and he was concerned that it would be beneficial for the staff but felt if this didn't happen we would see an increase in the number of teachers who call in sick and an increase in behaviors of students due to the staff having difficulty. He didn't think it would have a negative impact on the students.

MOTION: Mr. Gaines moved to table this motion until after the personnel days discussion. Mr. Hart seconded. Vote: 7 ayes

MOTION: Mrs. Roche moved that the Board of Education approve an MOU giving 2 personal days to the employees of the Newtown school district. Mr. Alexander seconded.

Dr. Robinson spoke to Attorney Floyd Dugas this morning. Personal days in the contract usually have limitations and cannot be added to an existing vacation.

Attorney Floyd Dugas said he spoke to Bob Cerritelli who said they would approve this with not being able to add these days to any break.

Mr. Vouros suggested instead of the 2 personal days, giving everyone the full February week off.

Mrs. Leidlein said there are concerns about not knowing when this incident will affect people so it would be beneficial to have 2 extra personal days.

Mr. Alexander said that most of the Sandy Hook staff worked over the Christmas break so giving them extra time in February is appropriate.

Mrs. Roche amended her motion regarding the addition of 2 personal days for all employees of the Newtown school district with the restriction that they cannot be added onto a vacation. Mr. Hart seconded. Vote: 7 ayes

MOTION: Mrs. Roche moved that the Board of Education add additional vacation days in February for Sandy Hook School. Mr. Alexander seconded.

Mrs. Roche amended the motion to add the dates of February 20, 21 and 22.

Mr. Alexander seconded.

Mr. Vouros asked the Board to consider giving the whole district off that week as many staff members have been affected also.

MOTION: Mr. Gaines proposed an amendment to that motion to award the additional vacation time to the entire district. Mr. Vouros seconded.

Mr. Gaines feels the door is open to ask for a waiver for the entire district for the 180 days. Senator McKinney said it requires the Board of Education to ask the State Board of Education. He doesn't anticipate a problem.

Mr. Gaines said he was not necessarily in favor of this motion but there are fragile teachers in other schools. He doesn't believe we should shut down the schools. Returning to normalcy is important. He doesn't want to segregate Sandy Hook from the rest of the district.

Mr. Hart agreed that we've lost a number of days. It's appropriate to give Sandy Hook teachers 3 days.

Mr. McCubbin agreed. Giving 3 days to the rest of the district puts a burden on working parents for daycare.

Mrs. Leidlein would not support the motion to add the 3 days for the rest of the schools.

Dr. Robinson agreed with the Board's compassionate move.

Vote on amendment to add additional vacation time to the rest of the district: 1 aye, 6 nays (Mrs. Leidlein, Mrs. Roche, Mr. McCubbin, Mr. Gaines, Mr. Hart, Mr. Alexander)

Amendment fails

Vote on original motion: 7 ayes

MOTION: Mrs. Roche moved that the Board of Education request a 180-day waiver for the entire district. Mr. McCubbin seconded.

Mrs. Leidlein feels it would be nice to have it if we need it. We will be talking about April vacation and not having to touch it with a concern about having to lose additional days of school.

Dr. Robinson said a lot of staff came in on December 17. She recommended that the Board forgive the day Head O'Meadow had a threat and didn't have school and December 17.

Mr. Alexander asked if we could go under the 180 days with the union to which Dr. Robinson said we could not. Requesting a waiver for the entire district would not have to be done immediately.

Mrs. Roche was in favor of having it now as it is important to end the district on the last day.

Mrs. Leidlein felt it would add some piece of mind to the staff to know it exists. We would hope to not have to reduce the April vacation.

Mr. Gaines feels this would be a disservice to students taking the AP test because they are not making up days when they would prepare. If we defeat this motion we can request it at a later time. We are preparing for something that may not happen. If we have a situation in the future we can revisit this discussion.

Vote: 4 ayes, 3 nays (Mr. Gaines, Mr. Hart, Mr. Alexander) Motion passes

MOTION: Mr. Gaines moved that the Board of Education not remove days from the April vacation as listed in the calendar. Mrs. Roche seconded.

Mrs. Leidlein brought this to the Board because the district is concerned about losing days from the April vacation.

Mr. Alexander said April is a problem each year but would not worry about it now.

Mr. Gaines feels we have stated in the calendar to remove days from April break and should not change that policy.

Vote: 5 ayes, 2 nays (Mr. Gaines, Mr. Alexander) Motion passes

MOTION: Mrs. Roche moved that the Board request a waiver for the entire school district from the CMT and CAPT testing. Mr. Vouros seconded.

Mrs. Leidlein said the union requested a waiver for the entire district from the CMTs because students have been impacted and this will reduce the stress level. There is more time for instruction without the CMT window.

Mrs. Roche asked how the administration felt.

Dr. Robinson said most would support not having them. There won't be any data here to see if there actually was an impact on the testing and there also won't be baseline data for teacher evaluation the next year. If we don't have the data we may have to give some kind of standardized test in September. We cannot use the prior year's data.

Mr. Hart asked if the CAPT is a graduation requirement.

Dr. Robinson said it was but not sure if it was the State's or our requirement.

Mr. Vouros was in favor of not doing the testing. Results will prove we should not have given it. There's too much stress in preparation and students are confined to the classroom. Also, some parents may not allow their children to take the test.

Mr. Alexander feels it's very useful and the most important thing is to keep education going. We shouldn't back off from testing.

Dr. Robinson said they would be fine giving up testing but is concerned about not having data. You can also request the testing not have any consequence.

Mrs. Leidlein spoke to Commissioner Pryer who said the gap would be managed and the State would figure that out. There are no consequences in terms of funding. She also spoke to a few administrators who asked for a waiver from the CMTs.

Mr. Gaines feels the testing is necessary and we expect a dip in the CMTs in Newtown.

Dr. Robinson said the Commissioner told her he checked at the federal level and the only time a waiver was granted was when a natural disaster destroyed the test booklets.

Mr. Hart is concerned about loss of instructional rigor. CMTs don't affect grades. We have lost a number of days and if we can buy back some of that time he could support a waiver on the CMTs. We shouldn't change CAPT as it's a requirement for graduation.

Mrs. Roche amended the motion to only include CMTs and not the CMT and CAPT.

Mr. Vouros seconded.

Vote: 5 ayes 2 nays (Mr. Gaines, Mr. Alexander)

MOTION: Mrs. Roche moved to go into executive session and invited Attorney Floyd Dugas. Mr. McCubbin seconded. Vote: 4 ayes, 3 nays (Mr. Gaines, Mr. Hart, Mr. Alexander)

Item 9 – Executive Session

Note: Subsequent to the meeting, it was determined that the 4-3 vote to enter Executive Session did not comply with the statutory requirement of a 2/3 majority. At the time of the meeting, all members believed the Executive Session was valid and all acted accordingly. No meeting notes were taken. As a result, these minutes are a brief list of the items discussed as remembered by the Board.

Attorney Dugas and the Board entered Executive Session. Dr. Robinson was asked to wait outside as she would be invited in later in the session.

Discussion on 4-3 vote to enter Executive Session. Discussion on accuracy of communications regarding CMT waiver. Discussion on administrative involvement at Sandy Hook School/Chalk Hill.

Dr. Robinson was asked to join the Executive Session.

Continued discussion on accuracy of communications regarding CMT waiver and administrative involvement at Sandy Hook School/Chalk Hill. Discussion on administrative assistance in the wake of 12/14.

No actions taken.

MOTION: Mr. Alexander moved to adjourn. Mr. Hart seconded. Vote: 7 ayes

Item 10 – Adjournment

The meeting adjourned at 1:10 a.m.

Respectfully submitted:

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Cody McCubbin  
Secretary



# FIELD TRIP BUS REQUEST FORM

Teacher Making Request: Thomas Date: 1/10/12

Other Staff Involved: —

Date of Proposed Field Trip: Jan 18-19, 2012

Class/Group Involved: Debate

Number of Students Scheduled to Make Trip: 9

Other Adults (non-teachers) Chaperoning the Trip (list names): Jesse Dunbar (will drive students to/from venue)

Destination: Lexington Invitational Debate Tournament, Lexington, MA

Place and Time of Departure: NHS 11 am

Estimated Time of Return: NHS 10 pm

Special Arrangements (i.e. stopping at a restaurant, picnic, etc.): will overnight @ Quality Inn, Lexington MA

Estimated Cost of Transportation: —

Estimated Cost per Student: \$180

Other Information: \_\_\_\_\_

PRINCIPAL APPROVAL BY SIGNATURE: [Signature] DATE: 01/10/13

OVERNIGHT/OUT-OF-STATE FIELD TRIP BOE APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_

## Billing Information

Bill to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pricing: \_\_\_\_\_ Hours @ \_\_\_\_\_ per hour = \_\_\_\_\_

\_\_\_\_\_ Miles @ \_\_\_\_\_ per mile = \_\_\_\_\_

Minimum Charge: \_\_\_\_\_

Total Charge per Bus: \_\_\_\_\_

## Confirmation

Information taken by: \_\_\_\_\_ Date Confirmed: \_\_\_\_\_

Confirmed by: \_\_\_\_\_ Recorded in Book: \_\_\_\_\_

January 8, 2012

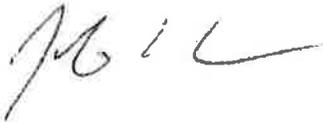
Dear Members of the Board,

On December 28<sup>th</sup>, the Newtown High School Debate Team was invited to attend the Lexington Winter Invitational Tournament, a large regional debate tournament, held at Lexington High School, in Lexington, MA on January 18 and 19. I'm now asking for permission to attend this very competitive tournament, inviting the top teams in the East Coast. While the team has competed at Lexington, it has not for the last five years.

Because of the late notice and the proximity to midterms, I will take at most, ten students, although in reality, the total number should be closer to seven. The students will get to the tournament by van, driven by Jesse Dunbar, the father of debate team member Katherine Dunbar.

This tournament is not on the roster of out of state tournaments that I previously asked Board permission for. The students are very excited to receive the invitation and are working very hard on cases. It will be advantageous for us to go since we will debate the same resolution used in the Columbia Invitational tournament the following weekend. In past years, we have been at a competitive disadvantage at Columbia because of the lack of prior tournament experience with the resolution. With our participation at Lexington, we are hoping even the field.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'J. Thomas', written in a cursive style.

Jacob Thomas



# FIELD TRIP BUS REQUEST FORM

Teacher Making Request: Eckhardt Date: 1/15/13

Other Staff Involved: Carley, Mahoney

Date of Proposed Field Trip: 3/8/13 to 3/9/13

Class/Group Involved: Jazz Ensemble

Number of Students Scheduled to Make Trip: 50

Other Adults (non-teachers) Chaperoning the Trip (list names): Mr & Mrs Milano  
Mr & Mrs Botuan

Destination: University of New Hampshire

Place and Time of Departure: NHS - 3pm 3/8/13

Estimated Time of Return: ~~12:00 am~~ 12:00 am on 3/9/13

Special Arrangements (i.e. stopping at a restaurant, picnic, etc.) TBD

Estimated Cost of Transportation: \$2435

Estimated Cost per Student: \$50

Other Information: "Clark Terry UNH Jazz Festival"  
w/ Newtown Middle School

PRINCIPAL APPROVAL BY SIGNATURE: Adams DATE: 01/17/13

OVERNIGHT/OUT-OF-STATE FIELD TRIP BOE APPROVAL: \_\_\_\_\_ DATE: \_\_\_\_\_

### Billing Information

Bill to: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pricing: \_\_\_\_\_ Hours @ \_\_\_\_\_ per hour = \_\_\_\_\_  
\_\_\_\_\_ Miles @ \_\_\_\_\_ per mile = \_\_\_\_\_  
Minimum Charge: \_\_\_\_\_  
Total Charge per Bus: \_\_\_\_\_

COACH  
BUS

### Confirmation

Information taken by: \_\_\_\_\_ Date Confirmed: \_\_\_\_\_

Confirmed by: \_\_\_\_\_ Recorded in Book: \_\_\_\_\_

January 9, 2013

TO: Janet Robinson

FROM: Charles S. Dumais



Please accept the donation of \$600 from The Lutheran Church Charities to the Newtown High School teachers and staff members. This is a very generous donation that will be use to show our appreciation to teachers and staff members.

Thank you.

Lutheran Church Charities  
333 W. Lake Street  
Addison, Illinois 60101

January 9, 2013

TO: Janet Robinson

FROM: Charles S. Dumais



Please accept the donation from Random House. Random House donated 60 paperback edition of "Let the Whole World Spin" McCann. The books have an estimated retail price of \$15 for a total amount of \$900.

Thank you.

*Encl.*

January 10, 2012

To Whom It May Concern:

My name is Jacob Thomas. I am an English teacher at Newtown High School. Last week, two of my colleagues, Lee Keylock and Michelle Toby, discussed the possibility of expanding the Senior curriculum to include books that expressly celebrate the human spirit. They specifically discussed using Colum McCann's *Let the Whole World Spin*, a novel loosely based on a single event (walking a tightrope between the World Trade Center buildings) that beautifully links eight disparate lives, in their AP Literature and Composition class. It is especially appropriate since the majority of the curriculum have books that, while having great literary merit, tend to look at dark events.

I asked a family friend who is a senior editor at HarperCollins to reach out the publisher, Random House, to see if we could get two class sets. Random House donated sixty paperback editions of the book. The books have a retail price of \$15.00, for a total donated value of \$900. The packaging did not contain any invoices of packing slips for the books.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Jacob Thomas', with a long horizontal flourish extending to the right.

Jacob Thomas

Donations of Equipment and Services

Company Name	Address	City	State	Zip Code	Invoice	Description	Value
Southpaw Enterprises	P.O. Box 1047	Dayton	OH	45401	3232243	Special Ed Therapy Equipment used by OT and PT	\$ 2,308.45

**Gift Card Donations**

**Total as of January 22, 2013**

Issued To:	Store	Number Of Cards		Total
Sandy Hook Elementary	Good Ideas	59		\$4,035.00
Sandy Hook Elementary	Lakeshore	15		\$ 763.28
(Blank)	Good Ideas	39		\$4,022.85
	Various	42		\$1,960.00
Misc.	Various	187	Collected by Carol Shubinski & Daniel Schwartz	\$11,225.00
Misc.	Various	63	Collected by May Ellen DeTong  Danbury Library	\$7,805.00
			<b>Grand Total Gift Cards</b>	<b><u>\$29,811.13</u></b>

**Technology Donations for Sandy Hook Elementary School**

Company Name	Address	City	State	ZipCode	Invoice	Description	Value
Cisco Through Atrion	125 Metro Center Boulevard	Warwick	RI	02886		VoIP - phones and router for SHS	\$49,876
						WS-C3560V2-48PS quantity 8 plus installation	\$28,000
PCMail Gov	2 Trap Falls Rd Suite 503	Shelton	CT	06484	S7790729	3 Meraki Wireless Access Points	\$3,297
HP - Tyler Renkert	6 Golden Pond Rd	Newtown	CT	06470	email	HP LaserJet ENT 700 M712xh	\$1,200
Home Depot	114 Federal Road	Danbury	CT	06810	6209-541659	10 outlet surge protector - 15 ft	\$1,854
HBCommunications Inc	60 Dodge Avenue	North haven	CT	06473	Quote only	33 Smartboards and short throw projects	\$164,351
Charter	9 Commerce Rd	Newtown	CT	06470		Extended WAN to include Chalk Hill	
Verizon	55 Capital Blvd	Rocky Hill	CT	06067	Verbal - equivalent to HOM	Interior repeater system	\$40,199
IBM	IBM North Castle	Armonk	NY	10594		24 Lenovo ThinkPads	\$27,696
Oracle					email offer	Funds to support the security system in district	\$25,000
Dell	One Dell Way	Round Rock	TX	78682		Discount on servers	\$55,582
RnB	15 Commerce Rd	Newtown	CT	06470		3 SmartBoards and Proj for NMS	
						<b>Total</b>	<b>\$397,055</b>

1/23/2013

**Donations to Sandy Hook Support Fund  
1/23/13**

<b>Name</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>	<b>Check #</b>	<b>Amount</b>
Da Rif, Sandra	3305 Clyman Dr.	Rock Springs	WY	82901	5613	\$ 40.00
Buline, Pam	623 Old Yellowstone Hsy.	Crowheart	WY	82512	12636	\$ 46.00
Benton, Joanne	64 Highland Ave., Unit 10	Winchester	MA	01890	4023	\$ 100.00
Barnes, Henrietta	1128 Gavinwood Pl.	Decater	GA		30033	\$ 260.00
Lewisboro Elementary School	Bouton Road	South Salem	NY	10590	3667	\$ 300.00
Yankton School District	P.O. Box 738 - 2410 West					
63-3	City Limits Rd.	Yankton	SD	57078	6311	\$ 567.71
Zobenica, Milan & Lindsay	3900 Dawnshire Dr.	Parma	OH	44134	1023	\$ 100.00
Salvagno, Stephanie	778 5th St. SE Apt 2	Washington	DC	20003	288	\$ 250.00
Griffin, Jacqueline	P.O. Box 182	Manchester	CT	06045	4192	\$ 50.00
Potter, Philip C. Jr.	44 Rockwood Lane	Greenwich	CT	06830	4765	\$ 1,000.00
Keisler, Lisa & Donald	3494 Seacrest Dr.	Carlsbad	CA	92008	3674	\$ 500.00
Kernik, Iris	1493 dodd Rd.	Cleveland	MN	56017	1584	\$ 50.00
Desens, Kerby & Colette	6315 Dogwood St.	Rockford	MN	55373	7101	\$ 20.00
Butler, Kristy & Donald	27256 Church Creek LP NW	Stanwood	WA	98292	1848	\$ 20.00
PS 90 School	2840 W. 12th St.	Brooklyn	NY	11224	208	\$ 725.00
ILiberis, Brandon & Patricia	34 Lowell Rd. #28	Pepperell	MA	01463	2033	\$ 20.00
Schweiger, Margaret	31 Warren Rd.	Yarmouthport	MA	02675	993	\$ 25.00
Colangione, Lynn	20 Mattis Dr.	Yarmouth Port	MA	02675	985	\$ 100.00
Young Contracting Company Foundation, Inc.	8215 Roswell Road, Bldg 400	Atlanta	GA	30350	5026	\$ 2,000.00

Hart, Patricia & J. Dewayne Willowbrook High School (Brett Blaire) Marquebreuck Henry Ford Middle School Martin, Jeremy Voorhees, James & Samantha	1979 Yourk Towne Mnr. 936 S. Euclid Ave. P.O. Box 4294 435 S. Jamie Blvd. 57 Regatta Bay Ct #161 808 C St.	Paradise Villa Park Windham Westwego Annapolis Edgar	CA IL NH LA MD NE	95969 60181 03087 70094 21401 68935	1033 3305 M.O. 4620 553 3915	\$ 50.00 \$ 100.00 \$ 25.00 \$ 175.00 \$ 20.00 \$ 125.00
Swanat, Steven & Kim	14 Somers Ln	Oxford	CT	06478	1877	\$ 20.00
Woods, Tara Marian High School	215 Cherry Ave. NW Apt 6 7400 Military Ave.	Roanoke Omaha	VA NE	24016 68134	M.O. 136394	\$ 10.00 \$ 100.00
Bracy, Sarah	135 Westfield Ct Apr 1201	Clarksville	TN	37040	1088	\$ 10.00
				Sub-Total		\$ 6,808.71

**Donations to Newtown Board of Education General Fund  
1/23/13**

Duffy, Suzanne	243 Belleview Ave	West Haven	CT	06516	4821	\$ 500.00
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Total of Deposits \$ 7,308.71

**Newtown Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education emergency meeting with the Board of Selectmen, Legislative Council and Board of Finance on Monday, December 17, 2012 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair  
L. Roche, Vice Chair  
C. McCubbin, Secretary  
R. Gaines  
W. Hart  
K. Alexander  
J. Vouros

J. Robinson

MOTION: Mrs. Roche moved that the agreement dated December 17, 2012 among the Town of Newtown, the Newtown Board of Education, and the Town of Monroe for the use and occupancy of the Chalk Hill School is hereby adopted and approved.  
Mr. Gaines seconded Vote: 7 ayes

Respectfully submitted:

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Cody McCubbin  
Secretary

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, January 8, 2013, at 7:30 p.m. in the library at Reed Intermediate School.

D. Leidlein, Chair	J. Robinson
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary	R. Bienkowski
R. Gaines	1 Staff
W. Hart	15 Public
K. Alexander	6 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:45 p.m., asked for a moment of silence and thanked the community for their efforts during this past month.

Item 1 - Consent Agenda

MOTION: Mr. Gaines moved to approve the consent agenda which included the minutes of December 4, 2013, the donations to Newtown High School, the color guard field trip, the donation to Newtown Middle School, the extension of the medical leave for Marjorie Howego through the remainder of the school year and the resignation of Daniel McIlrath, teacher at Newtown High School. Mr. Alexander seconded.

Dr. Robinson spoke about the generous donation to the technology club and the continued promise of support for those students as well as her appreciation for the additional donations to the district.

Vote 7 ayes

Item 2 – Public Participation

Correspondence: There were 294 emails since the last meeting.

Chair Report: Mrs. Leidlein thanked the Town of Monroe and the Monroe school district for their generous gift of a school to house the entire student body of Sandy Hook School. The generosity they have shown us with this gift and their school staff members that came to support us have been phenomenal.

Superintendent's Report:

Dr. Robinson agreed. The Monroe Police are taking good care of us and she was very thankful to them and the town. The opening at Sandy Hook School last Thursday was heartwarming and she was grateful to all of the people who worked to get the school ready. Yesterday she attended the security symposium which was a good opportunity to meet people from around the country.

Sandy Hook was out of session for 6 days which brings them below the required 180 days. The state would give us a waiver on making up these days but the Board has to put forth a motion asking the Commissioner to do so. She recommends asking for the waiver.

Mr. Alexander asked if that waiver would affect the teachers' contract.

Dr. Robinson said it would go forward with no impact.

Attorney Floyd Dugas felt the Board should discuss that issue.

Dr. Robinson stated a security committee had been formed that will also look at technology. She asked for a Board member to join the committee. Mr. Gaines volunteered.

We have a minimum of 2 officers at every school with Monroe officers at Sandy Hook School. There may be vehicles from other towns also. This presence is for an indefinite period of time.

Mrs. Leidlein asked the process for determining police security.

Dr. Robinson said the police are evaluating the concerns. Our students have not been going out for recess so we spoke about police presence so the students and parents can feel safe.

Mrs. Leidlein stated the Board would determine our needs and discuss them with the First Selectman.

Dr. Robinson said the 3 trained SROs at the high school, middle school and Reed work very well.

A question came up about a waiver from the CMTs for Sandy Hook School. The process would be for the Board to authorize her to speak to the Commissioner regarding a waiver. She sees pros and cons to doing this.

Mr. Hart asked the time frame for that request.

Dr. Robinson said it should be decided before February. The administrators are meeting Friday morning and would discuss it.

#### Item 2 – Public Participation

Amy Roman, 58 Taunton Hill Road has 2 sons at Head O'Meadow and is very pleased with the staff. She felt comfortable with police presence and feels long-term presence is needed.

Michelle Hankin, 16 Greenleaf Farms Road, said she was grateful for all that has been done by everyone and agreed that police presence was important as security needs have changed.

David Freedman, 4 Laural Road, commended the Board of Education and the town. He also agrees with police presence which should be balanced out so the children can still be able to play outside.

#### Item 3 – Reports (continued)

Financial Report:

MOTION: Mr. Gaines moved to approve the financial report and transfers for the month ending November 30, 2012. Mr. McCubbin seconded. Vote: 7 ayes

Mr. Bienkowski reviewed the financial report. An additional line was added to capture the \$200,000 made available to the Board of Education during the budget process for technology and paving the middle school parking lot. We have \$93,503 encumbered for technology. There have been 3 inter object transfers in teacher and specialist salaries for teachers previously charged to the IDEA grant.

Vote: 7 ayes

#### Item 4 – Old Business

Revised Budget Calendar:

The dates for the budget meetings were adjusted.

MOTION: Mr. Hart moved to approve the revised 2013-2014 budget calendar.

Mr. Gaines seconded. Vote: 7 ayes

Head O'Meadow School Generator:

Dr. Robinson said they've tried to fix the generator but it continues to be a problem. We are renting a temporary generator which is essential for use particularly after hours because there is no emergency lighting. Mr. Faiella will give a more in-depth report.

Mrs. Leidlein suggested that wait until the January 24 meeting.

Mr. Bienkowski said if we don't repair it and wait until next year we will pay \$2,800 per month for the rental. A new one is approximately \$50,000 to \$60,000.

Budget Goals for 2013-2014:

MOTION: Mrs. Roche moved to approve the budget goals for 2013-2014 as discussed. Mr. Gaines seconded.

Dr. Robinson wanted to add the new teacher evaluation plan which will bring some costs with it.

MOTION: Mr. Gaines moved to amend the goals to include supporting the new expanded teacher evaluation plan. Mr. Hart seconded the motion. Vote on the amendment: 7 ayes

Mrs. Leidlein stated that there are concerns with financial implications that need to be addressed. We will have funding to offset those concerns. She doesn't want to pass the goals without a clear understanding of what those needs will be.

Mr. Alexander said we really don't have a clear understanding of what we will need in a large section of our budget. We have to meet the Charter schedule. We should solidify these goals with the clear understanding that there is a bigger gap in our understanding of what we will need.

Dr. Robinson stated she and Dr. Gejda are writing a Serv grant which is a federal grant regarding security. We have some needs that meet that grant which also include mental health support.

Mr. Hart agreed with Mr. Alexander. These goals are a beginning and can be amended if necessary. To have no goals will make it harder for us.

Mrs. Leidlein feels our number 1 goal is to make sure we have adequate services for those affected by what happened on December 14.

MOTION: Mrs. Leidlein moved to amend the budget goals to provide adequate funding to meet the needs of our students and our staff resulting from the events of December 14, 2012. Mr.

Alexander seconded. Vote: 7 ayes

Vote on the main motion: 7 ayes

#### Item 5 – New Business

Personal Days for Teachers:

Attorney Dugas said he contacted Bob Cerritelli with the AFT and asked the federation's position. There should be some sort of dialog with the teachers union so they decided to hold off at this time.

Mrs. Leidlein asked if the superintendent could authorize the additional days to which Attorney Dugas stated she could.

Mrs. Leidlein asked to table this vote for an alternate date.

MOTION: Mr. Hart moved to postpone voting on the additional personal days for teachers. Mr. Gaines seconded. Vote: 7 ayes

Minutes of December 13, 2012:

MOTION: Mr. Alexander moved to approve the minutes of December 13, 2012.

Mr. McCubbin seconded. Vote: 5 ayes, 2 abstained (Mrs. Roche, Mr. Gaines)

*Futures Contract:*

Dr. Robinson said this involves educational audits. They would come in and take a look at our special education services and meet with the Board on their findings.

We wanted to move forward this spring. The cost is \$10,000 but it is something we need to do. She would have Julie Haggard discuss this at another meeting.

Mr. Hart stated Mrs. Haggard has done a wonderful job. Everyone has been working so hard in the district and community.

Mrs. Leidlein said the staff has been heroic in getting back into the classrooms with their students.

Mr. Hart suggested this contract be discussed at Mrs. Haggard's budget meeting.

Item 6 – Public Participation - none

MOTION: Mrs. Roche moved to into executive session to discuss legal opinion from Board counsel and invited Dr. Robinson and Attorney Dugas. Mr. Hart seconded.

Vote: 7 ayes

MOTION: Mr. Gaines moved to adjourn. Mrs. Roche seconded. Vote: 7 ayes

Item 8 - Adjournment

The meeting adjourned at 10:35 p.m.

Respectfully submitted:

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Cody McCubbin  
Secretary

**Board of Education  
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, January 15, 2013 at 7:30 p.m. in the board room at 3 Primrose Street.

D. Leidlein, Chair	J. Robinson
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary	R. Bienkowski
R. Gaines	12 Staff
W. Hart	20 Public
K. Alexander	3 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:38 p.m.

Item 1 – Discussion and Action on Policies

Video Surveillance Policy:

Mr. Gaines spoke about the need to be able to monitor entrances and parking lots. The current policy did not allow us to do that in real time.

MOTION: Mrs. Roche moved that the Board of Education approve video surveillance policy 5131.111(a) as presented.

Mrs. Leidlein said this came directly from CABE and requested that the Board waive the second reading and vote tonight.

MOTION: Mr. Alexander moved that the Board waive the second reading of the video surveillance policy and vote after the first reading. Mr. Hart seconded. Vote: 7 ayes  
Vote on the main motion: 7 ayes

Transfer Policy 3-202:

MOTION: Mr. McCubbin moved that in light of recent events and as a result of the need to act more quickly, we bring to the entire Board the recommendation that we suspend the requirement in the transfer policy requiring the superintendent to have Board approval for any new hires for the remainder of the school year.

Mr. Gaines seconded.

MOTION: Mr. Gaines moved to amend the current motion to suggest that the superintendent report to the Board any hiring at the next regularly scheduled meeting. Mr. McCubbin seconded. Vote on the amendment: 7 ayes  
Vote on the amended motion: 7 ayes

Item 2 –180-Day Waiver for Sandy Hook School

MOTION: Mr. Gaines moved to authorize the superintendent to request a waiver from the State Commissioner of Education for the 180-day minimum attendance requirement for Sandy Hook School. Mr. Hart seconded. Vote: 7 ayes

Item 3 – Resolution on Sandy Hook School Redistricting

MOTION: Mr. Gaines moved that the Board of Education approve the following resolution:

Mr. Gaines moved that the Board of Education approve the following resolution:

**Whereas**, the families in the Sandy Hook Elementary School District have suffered through the traumatic events of December 14, 2012 and the days following and,

**Whereas**, the families in the Sandy Hook Elementary School District have a very close communal bond which has strengthened over the last month and,

**Whereas**, the families in the Sandy Hook Elementary School District have demonstrated amazing strength, fortitude and resilience and,

**Whereas**, the Newtown and Monroe Superintendents of Schools and Boards of Education have worked with hundreds of volunteers to transform the Chalk Hill School facility in Monroe into an incredibly safe and nurturing environment in order to keep the Sandy Hook Elementary School kindergarten through 4<sup>th</sup> grade students together as they continue their education and,

**Whereas**, the community has expressed gratitude for these efforts and a fervent desire to continue and maintain the Sandy Hook Elementary School District and its community of families upon the school's return to Newtown regardless of the location and nature of school to which they will return or begin to attend,

**Be It Resolved** that the Newtown Board of Education will make every effort to honor the expressed desire of the families in the Sandy Hook Elementary School District and others in the Town of Newtown by committing to minimize or, preferably, avoid entirely any redistricting of the Sandy Hook Elementary School District as we determine how we will provide an environment in Newtown that is as safe and nurturing as the Chalk Hill School facility in Monroe to which we have been able to send them in the interim.

Mr. Hart seconded. Vote: 7 ayes

Mrs. Leidlein stated that with this resolution we are saying that we are committed to keeping the Sandy Hook School family together but we cannot predict that something might occur out of our control that will not allow us to be able to do this.

Mrs. Roche said many parents are concerned about redistricting. This is our way of showing we want that to remain.

Vote: 7 ayes

Item 4 – Superintendent's Recommended Budget for 2013-2014

Dr. Robinson presented her recommended budget which is attached. The presentation included strategic plan objectives, Newtown's high achieving schools, enrollment, and stated that we are one of the most efficient school systems in the State of Connecticut. There are monetary obligations to implement the new teacher evaluation program and costs for the Connecticut Common Core of State Standards for professional development and classroom resources.

Dr. Robinson also highlighted the Board of Education budget goals for 2013-2014. Newtown must balance the reality of a recession economy with mandates, quality education and safety. We have contractual obligations which must also be met. The projected health insurance trend is approximately 12%. We estimated 4% in our budget. We expect increases and decreases in various energy costs. Building and maintenance project costs total \$1,074,000. Special education out-of-district placements has increased to 36.

The initiatives in this budget include full day kindergarten, restoring maintenance, restoring TCO in technology, restoring curriculum and instruction to former levels, Common Core State Standards, teacher evaluations, NEASC and security needs.

The costs for Sandy Hook School at Monroe area unknown at this time. We have added 8 additional security guards for \$165,200. This does not include requests for SROs. These 8 will be permanent.

This budget request is a 6.54% increase which fulfills the Board budget goals, the strategic plan goals, and the mandates.

Mrs. Leidlein felt some of the grants may address security concerns now.

Dr. Robinson said the grants will not address security people at this time. Grants are normally for short term needs.

Mrs. Roche inquired about using money donated to the town to which Dr. Robinson had no information about those funds.

Mr. Hart thought we would have to make that request.

Mrs. Roche said we need this right now to take the burden off the administrators and should be addressed before budget season.

Mrs. Leidlein said the grant talks about things reasonable to provide security which includes additional security guards and cameras. Mrs. Roche would focus on this grant.

#### Item 5 – Public Participation

Amy Roman, Taunton Hill Road, spoke about the school system being safe and urged the Board to include a SRO in each elementary school. They don't have a posted officer on sight. Public knowledge of the presence of an officer is a strong deterrent for crime, a posted officer with a radio can contact headquarters sooner, and the law enforcement officials don't see the presence as a concern but as being seen to speak about safety. There's a group working to provide evidence about the importance of doing this.

John Bello, Glenmore Drive, said we have no security in our schools. We need an armed guard. Top priority of the budget is security in the elementary schools.

David Bardsley, 16 Beaver Dam Road, has a son at Head O'Meadow. We need security for the children and teachers. Someone has to be at the building, not a distance away with a camera.

Dr. Robinson said the SROs are supplied by the police department.

Mrs. Leidlein stated that we have to ask the police through the security committee who will make a recommendation to the Board.

#### Item 6 – Elementary School Budgets

Mr. Gaines asked the principals if they had room for a full day kindergarten program.

All responded that they did.

Dr. Robinson said Sandy Hook School is an unknown right now but there is room there.

Mr. Gaines asked if they had any safety and security concerns in their schools.

Mrs. Peters was in 100% support of SROs in the elementary schools.

Ms. Gasparine said the doors at Head O'Meadow can only be locked from the outside which needs to be addressed along with an inspection by Mr. Faiella and Mr. Pompano.

Mr. Geissler said we need the expertise of others to see what was needed. He often looks at the outer structure of the building and heavily populated areas when students are outside and also safety in the cafeteria especially when crowded.

Mrs. Gasparine also stated that cellular service is needed at Head O'Meadow as soon as possible.

Mr. Hart suggest a cell on wheels and that a radio system independent of the phone system or power was needed. He asked if the 8 security staff were in the elementary budget or security budget.

Dr. Robinson said security was separate. There will also be an action plan from the security committee.

Mr. Alexander asked if it was worth considering having an assistant principal for Sandy Hook School on a temporary basis to which Dr. Robinson felt that could be addressed given the situation there.

Mr. Hart said when he attended the legislative breakfast there was a discussion about providing mental health services. We need to give the teachers some back up plus the administrators have to evaluate teachers 6 times. He questions if we had the right number of support staff. Dr. Robinson stated we were nowhere close to supplying adequate needs. We are lean on administrators. She put in a grant for counselors and social workers. We need to think in terms of what the students and teachers need.

Mr. McCubbin asked how long we could have the grant as these students will need this help through high school.

Dr. Robinson said they didn't give her a timeframe. It's up to us to determine the length of time. Once submitted we should get a quick response.

Mr. Alexander said the Board knows the amount of work done by the administrators and it was not going unnoticed.

Mrs. Peters stated they feel the community support. Mr. Geissler also praised the teachers.

Mrs. Leidlein asked that instead of using Chung's predictions the principals use actual enrollment figures to be given to them the following week.

#### Item 7 – Reed Intermediate School Budget

Mr. Gaines asked about the reader's workshop which followed with some discussion. He also asked about the large increase related to the master schedule and restoring project adventure to Reed. He asked how adding the teacher would add to the program.

Dr. Smith said the position was eliminated a few years ago and we had to increase sizes of classes in phys. ed.

Ms. Sinal said project adventure helps the students work collaboratively and communicate.

Dr. Smith stated it also provides emotional help and will help with the placement of the Gates program and compacted math program.

Mrs. Leidlein asked if Reed enrollment and staffing was based on Chung's report. She requested a comparison of numbers from 4<sup>th</sup> going into 5<sup>th</sup> grade.

Mr. Gaines asked for any security and safety elements we should be aware of.

Dr. Smith said steps are being investigated and a lot of expertise pulled together. Dr. Robinson has been part of the committee walking each building.

Mr. Gaines asked about increasing the library clerk to a full time position.

Dr. Smith said there was a new librarian this year who decided to run 2 libraries at once. One is a closed library where she does direct instruction on library skills and an open library when the teachers can send students to the library to pick up a book or do whatever is needed. A person is needed on the 5<sup>th</sup> day to accommodate this. Regarding technology, we have gaps in our capability for wireless throughout the building.

MOTION: Mr. Hart moved to adjourn. Mr. Vouros seconded. Vote: 7 ayes

Item 8 – Adjournment

The meeting adjourned at 10:20 p.m.

Respectfully submitted:

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Cody McCubbin  
Secretary

Board of Education  
Newtown, Connecticut

Minutes of the Board of Education meeting on Thursday, January 17, 2013 at 7:30 p.m. in the board room at 3 Primrose Street.

D. Leidlein, Chair	J. Robinson
L. Roche, Vice Chair	L. Gejda
C. McCubbin, Secretary	R. Bienkowski
R. Gaines (7:50 p.m.)	8 Staff
W. Hart	3 Public
K. Alexander	5 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:38 p.m.

Item 2 – Newtown Middle School Budget

Mrs. Leidlein asked if the middle school enrollment figures were based on Chung's report and, since they were, requested actual enrollment numbers.

Mrs. Sherlock said this was a status quo budget but was asking for a world language teacher. They are putting their support in back of full day kindergarten.

Mr. Alexander asked if she had any security needs to add to the budget.

Mrs. Sherlock said they need additional security personnel to man the doors used from 6:30 AM until 10 PM most nights. The SRO is not there in the evening.

Mr. Alexander asked Dr. Robinson if 8 security guards were enough to which she stated she was not sure if that would be adequate to cover the evening.

Mrs. Roche thought when Parks and Rec had a function they took care of watching the doors. That's not really a security person.

Mr. Hart was concerned if the Parks and Rec person was trained for security and, if not, should be trained. Parks and Rec should pay to have one for their events.

Dr. Robinson she doesn't know if 8 will be enough. The security committee should put together a total security plan to bring to the Board.

Mr. McCubbin asked if we knew where the security guards would come from. He feels retired police would be desirable.

Dr. Robinson stated we have 3 retired police at the high school. Retired military is also a suggestion.

Mr. McCubbin asked for the number of students who participate in the activities at the middle school. Mrs. Sherlock said they are well attended by students.

Mr. Hart asked if the middle school had enough counselors.

Mrs. Sherlock said they were fine at this time but feels there should be one in each elementary school.

Mr. Hart asked the difference between an elementary counselor and a social worker.

Mrs. Sherlock stated an elementary counselor has a caseload of the entire school. A social worker takes care of a smaller number of students.

Item 1 – Donations

MOTION: Mrs. Roche moved that the Board of Education accept the donation of 30 security cameras and a keyless entry system for Chalk Hill School from Advanced Security Technologies, Inc. valued at \$113,500. Mr. Gaines seconded.

Mr. Gaines said there are not a lot of cameras at Chalk Hill School. The keyless card system will read teacher IDs for a better level of security. Police will be able to access the cameras as they approach the schools.

7 ayes

MOTION: Mrs. Roche moved that the Board of Education accept the donation of \$5,000 from Shipman and Goodwin for use by the Newtown Public Schools. Mr. Hart seconded.

Vote: 7 ayes

Item 3 – Newtown High School Budget

Mrs. Leidlein asked about the costs involved in NEASC.

Mr. Dumais said that regarding enrollment the high school's budget is based on real numbers which are about 60 students higher than Chung's.

The high school budget includes two .2 positions for the steering committee which is the primary NEASC expense for next year and possibly the following year. The visit is in 2015.

Mr. Dumais expressed a significant need for an assistant principal in looking at the requirements for NEASC, secondary school reform and the new teacher evaluation program. A math position is needed because of high class sizes and a guidance counselor is needed immediately. We are well below the 50% line compared to the DRG in the number of counselors. The position of director of guidance also should be a full year position. We have an inadequate number of support staff and need a head track coach and gymnastics coach.

Items 4, 5 and 6 – Pupil Personnel, Health and Special Education Budgets

Mrs. Haggard spoke about the need to increase nursing for our medically fragile students. We are concerned that we will have to take money from other programs to take care of students in mandated programs. Because of the tragedy at Sandy Hook School we will need to have training for identifying those with mental health needs. We don't know what those costs will be. She spoke about doing a study to see if we are meeting student needs in the community.

Mr. Gaines asked what the contingency would be for the coming year.

Mrs. Haggard said we are dealing with tremendous challenges and the ripple effect. \$200,000 to \$250,000 could be needed but she will come forward with a more accurate amount.

Mr. Vouros reinforced the need to look at the gifted student population.

MOTION: Mr. Alexander moved to adjourn. Mr. Hart seconded. Vote: 7 ayes

Item 7 – Adjournment

The meeting adjourned at 8:58 p.m.

Respectfully submitted:

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Cody McCubbin  
Secretary

**NEWTOWN BOARD OF EDUCATION  
MONTHLY FINANCIAL REPORT  
DECEMBER 31, 2012**

**SUMMARY**

This sixth report for the fiscal year 2012-13 has not changed that much from the prior month.

We have spent \$5.4M for operations in the month of December. \$3.5M for salaries with the balance of \$1.9M for all other expenses necessary for operations. Transportation and tuition accounted for over \$800K.

All the main object accounts remain in a positive balance position for this month.

All of the sub-account balances are in positive positions except for five: EA's, Special Education Service Salaries, and Tuition which are expected to be offset by anticipated excess cost grant receipts and this month fuel oil has been added to the minus category because we had to purchase additional oil for the generator due to Sandy. You can also see that extra work non-certified has been added to this category. This minus \$29K represents the overtime for custodial, clerical and IT staff related to the incidents of December 14th. The anticipated total at this time will exceed \$75K. Much of this will be submitted to our insurance carrier for reimbursement consideration.

There are no transfer recommendations for this moth.

This report continues a positive position at this time based on the internal reviews and analysis. The continuing concern we will worry about will be how the State's current deficit position may impact our anticipated excess cost grant revenue, but we will have to see how this develops.

**EXPENSE CATEGORY CONDITIONS**

**100 SALARIES**

The total salary budget balance is expected to be adequate to continue planned services for the balance of the year. The total balance has gone down by approximately \$46,000. Line items of concern now are substitutes and the extra work account mention above.

**200 EMPLOYEE BENEFITS**

Current estimates continue to be on track with no change.

### **300 PROFESSIONAL SERVICES**

It was noted previously that this account needed to be monitored closely. The current estimate continues to be on track with no change.

### **400 PURCHASED PROPERTY SERVICES**

Current estimates continue to be on track with no change.

### **500 OTHER PURCHASED SERVICES**

Current estimates continue to be on track with no change.

### **600 SUPPLIES**

Current estimates continue to be on track with no change.

### **700 PROPERTY**

Current estimates continue to be on track with no change.

### **800 MISCELLANEOUS**

Current estimates continue to be on track with no change.

### **900 REVENUES**

Additional pool usage receipts were booked in December.

The budget will continue to be carefully monitored and any subsequent issues or opportunities will be presented as necessary.

Ron Bienkowski  
Director of Business  
January 18, 2013

## TERMS AND DEFINITIONS

The Newtown Board of Education's Monthly Financial Report provides summary financial information in the following areas:

- Object Code – a service or commodity obtained as the result of a specific expenditure defined by eight (of the nine) categories: Salaries, Employee Benefits, Professional Services, Purchased Property Services, Other Purchased Services, Supplies, Property and Miscellaneous.
- Expense Category – further defines the type of expense by Object Code
- Approved Budget – indicates a town approved financial plan used by the school district to achieve its goals and objectives.
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes via transfers.
- Year-To-Date Expended – indicates the actual amount of cumulative expenditures processed by the school district through the month-end date indicated on the monthly budget summary report.
- Encumber – indicates approved financial obligations of the school district as a result of employee salary contracts, purchasing agreements, purchase orders, or other identified obligations not processed for payment by the date indicated on the monthly budget summary report.
- Balance – calculates object code account balances subtracting expenditures and encumbrances from the current budget amount indicating accounts with unobligated balances or anticipated deficits.

The monthly budget summary report also provides financial information on the following:

Excess Cost Grant – this State of Connecticut reimbursement grant is used to support local school districts for education costs of identified special education students whose annual education costs meet or exceed local education tuition rates by 4 ½. Students placed by the Department of Child and Family Services (DCF) are reimbursed after the school district has meet the initial local education tuition rates. School districts report these costs annually in December and March of each fiscal year. State of Connecticut grant calculations are determined by reimbursing eligible costs (60%-100%) based on the SDE grant allocation. Current year detail changes will be forthcoming in future report narratives

Magnet Transportation Grant – provides reimbursement of \$1,300 for local students attending approved magnet school programs.

These reimbursement grants/programs are used to supplement local school district budget programs.

The last portion of the monthly budget summary reports school generated revenue fees that are anticipated revenue to the Town of Newtown. Fees include:

- High school fees for three identified program with the highest amount of fees anticipated from the high school sports participation fees,
- Building related fees for the use of the high school pool facility, and
- Miscellaneous fees.

Providing current financial information to the Board of Education is essential in order to remain within the allotted budget while maintaining a financial spending plan that meets the mission and goals of Newtown Board of Education.

## NEWTOWN BOARD OF EDUCATION

## BUDGET SUMMARY REPORT

FOR THE MONTH ENDING DECEMBER 31, 2012

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<b><u>GENERAL FUND BUDGET</u></b>										
100	SALARIES	\$ 42,849,552	\$ 44,136,246	\$ (250,411)	\$ 43,885,835	\$ 17,794,668	\$ 24,944,454	\$ 1,146,713	\$ 1,307,348	\$ (160,635)
200	EMPLOYEE BENEFITS	\$ 10,386,515	\$ 10,425,010	\$ -	\$ 10,425,010	\$ 5,688,789	\$ 3,702,308	\$ 1,033,913	\$ 1,032,127	\$ 1,786
300	PROFESSIONAL SERVICES	\$ 839,913	\$ 732,105	\$ 184,638	\$ 916,743	\$ 433,707	\$ 329,238	\$ 153,798	\$ 243,193	\$ (89,395)
400	PURCHASED PROPERTY SERV.	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ 1,792,085	\$ 861,787	\$ 345,541	\$ 584,757	\$ 582,100	\$ 2,657
500	OTHER PURCHASED SERVICES	\$ 6,908,882	\$ 6,299,500	\$ 76,760	\$ 6,376,260	\$ 3,338,612	\$ 2,945,256	\$ 92,392	\$ 910,800	\$ (818,408)
600	SUPPLIES	\$ 4,540,810	\$ 4,701,512	\$ (25,000)	\$ 4,676,512	\$ 1,679,301	\$ 684,552	\$ 2,312,659	\$ 2,304,400	\$ 8,259
700	PROPERTY	\$ 435,685	\$ 209,375	\$ -	\$ 209,375	\$ 177,824	\$ -	\$ 31,551	\$ 31,551	\$ 0
800	MISCELLANEOUS	\$ 59,336	\$ 64,761	\$ 9,213	\$ 73,974	\$ 64,418	\$ 596	\$ 8,960	\$ 8,900	\$ 60
<b>TOTAL GENERAL FUND BUDGET</b>		\$ 67,941,140	\$ 68,355,794	\$ -	\$ 68,355,794	\$ 30,039,106	\$ 32,951,944	\$ 5,364,743	\$ 6,420,419	\$ (1,055,676)
<b>GRAND TOTAL</b>		\$ 67,941,140	\$ 68,355,794	\$ -	\$ 68,355,794	\$ 30,039,106	\$ 32,951,944	\$ 5,364,743	\$ 6,420,419	\$ (1,055,676)
Excess Cost Grant Reimbursement Offset									75%	\$ 1,252,159
Town Capital & Non-recurring Account (Tech & Projects)		\$ 200,000	\$ -	\$ -	\$ 200,000	\$ 12,960	\$ 80,543	\$ 9,997	\$ 9,997	\$ -
Net Projected Balance										\$ 196,483

## NEWTOWN BOARD OF EDUCATION

## BUDGET SUMMARY REPORT

FOR THE MONTH ENDING DECEMBER 31, 2012

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<b>100</b>	<b>SALARIES</b>									
	Administrative Salaries	\$ 2,841,719	\$ 2,837,501	\$ 11,811	\$ 2,849,312	\$ 1,384,469	\$ 1,395,795	\$ 69,048	\$ 69,048	\$ 0
	Teachers & Specialists Salaries	\$ 29,587,529	\$ 30,496,134	\$ (280,039)	\$ 30,216,095	\$ 11,596,024	\$ 18,420,581	\$ 199,491	\$ 125,000	\$ 74,491
	Early Retirement	\$ 16,000	\$ 16,000	\$ -	\$ 16,000	\$ 16,000	\$ -	\$ -	\$ -	\$ -
	Continuing Ed./Summer School	\$ 72,611	\$ 81,787	\$ (6,200)	\$ 75,587	\$ 50,202	\$ 21,380	\$ 4,005	\$ 4,000	\$ 5
	Homebound & Tutors Salaries	\$ 249,480	\$ 170,998	\$ 4,954	\$ 175,952	\$ 82,691	\$ 74,811	\$ 18,450	\$ 38,500	\$ (20,050)
	Certified Substitutes	\$ 599,171	\$ 586,650	\$ -	\$ 586,650	\$ 230,436	\$ 97,920	\$ 258,295	\$ 268,000	\$ (9,706)
	Coaching/Activities	\$ 539,589	\$ 541,749	\$ -	\$ 541,749	\$ 132,376	\$ 24,582	\$ 384,792	\$ 383,000	\$ 1,792
	Staff & Program Development	\$ 139,517	\$ 195,857	\$ -	\$ 195,857	\$ 42,798	\$ 67,018	\$ 86,041	\$ 86,000	\$ 41
	<b>CERTIFIED SALARIES</b>	<b>\$ 34,045,617</b>	<b>\$ 34,926,676</b>	<b>\$ (269,474)</b>	<b>\$ 34,657,202</b>	<b>\$ 13,534,995</b>	<b>\$ 20,102,086</b>	<b>\$ 1,020,120</b>	<b>\$ 973,548</b>	<b>\$ 46,572</b>
	Supervisors/Technology Salaries	\$ 600,021	\$ 609,577	\$ 1,782	\$ 611,359	\$ 294,227	\$ 309,832	\$ 7,300	\$ 7,300	\$ (0)
	Clerical & Secretarial salaries	\$ 1,954,405	\$ 1,942,502	\$ 4,168	\$ 1,946,670	\$ 893,128	\$ 1,016,660	\$ 36,881	\$ 36,000	\$ 881
	Educational Assistants	\$ 1,733,935	\$ 1,824,359	\$ -	\$ 1,824,359	\$ 748,379	\$ 1,092,572	\$ (16,592)	\$ 4,000	\$ (20,592)
	Nurses & Medical advisors	\$ 580,246	\$ 680,221	\$ -	\$ 680,221	\$ 286,884	\$ 383,732	\$ 9,605	\$ 12,000	\$ (2,395)
	Custodial & Maint Salaries	\$ 2,686,968	\$ 2,822,289	\$ -	\$ 2,822,289	\$ 1,342,181	\$ 1,401,955	\$ 78,153	\$ 68,000	\$ 10,153
	Bus Drivers salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 101,389	\$ 101,256	\$ 7,090	\$ 108,346	\$ 52,106	\$ 51,967	\$ 4,273	\$ 4,100	\$ 173
	Special Education Svcs Salaries	\$ 682,289	\$ 760,852	\$ 3,934	\$ 764,786	\$ 358,015	\$ 504,724	\$ (97,953)	\$ 20,000	\$ (117,953)
	Attendance & Security Salaries	\$ 140,940	\$ 146,750	\$ 2,089	\$ 148,839	\$ 67,161	\$ 79,127	\$ 2,551	\$ 5,000	\$ (2,449)
	Extra Work - Non-Cert	\$ 71,886	\$ 68,401	\$ -	\$ 68,401	\$ 96,357	\$ 1,798	\$ (29,754)	\$ 45,500	\$ (75,254)
	Custodial & Maint. Overtime	\$ 210,183	\$ 210,363	\$ -	\$ 210,363	\$ 104,202	\$ -	\$ 106,161	\$ 106,000	\$ 161
	Civic activities/Park & Rec	\$ 41,673	\$ 43,000	\$ -	\$ 43,000	\$ 17,033	\$ -	\$ 25,967	\$ 25,900	\$ 67
	<b>NON-CERTIFIED SALARIES</b>	<b>\$ 8,803,935</b>	<b>\$ 9,209,570</b>	<b>\$ 19,063</b>	<b>\$ 9,228,633</b>	<b>\$ 4,259,672</b>	<b>\$ 4,842,368</b>	<b>\$ 126,593</b>	<b>\$ 333,800</b>	<b>\$ (207,207)</b>
	<b>SUBTOTAL SALARIES</b>	<b>\$ 42,849,552</b>	<b>\$ 44,136,246</b>	<b>\$ (250,411)</b>	<b>\$ 43,885,835</b>	<b>\$ 17,794,668</b>	<b>\$ 24,944,454</b>	<b>\$ 1,146,713</b>	<b>\$ 1,307,348</b>	<b>\$ (160,635)</b>

## NEWTOWN BOARD OF EDUCATION

## BUDGET SUMMARY REPORT

FOR THE MONTH ENDING DECEMBER 31, 2012

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<b>200</b>	<b>EMPLOYEE BENEFITS</b>									
	Medical & Dental Expenses	\$ 8,039,444	\$ 7,933,343	\$ -	\$ 7,933,343	\$ 4,293,806	\$ 3,575,323	\$ 64,214	\$ 64,100	\$ 114
	Life Insurance	\$ 82,766	\$ 84,270	\$ -	\$ 84,270	\$ 41,836	\$ -	\$ 42,434	\$ 42,200	\$ 234
	FICA & Medicare	\$ 1,257,494	\$ 1,357,597	\$ -	\$ 1,357,597	\$ 543,096	\$ -	\$ 814,501	\$ 813,800	\$ 701
	Pensions	\$ 439,834	\$ 475,318	\$ -	\$ 475,318	\$ 455,423	\$ 20,468	\$ (572)	\$ 250	\$ (822)
	Unemployment & Employee Assist.	\$ 120,616	\$ 128,120	\$ -	\$ 128,120	\$ 15,403	\$ -	\$ 112,717	\$ 111,777	\$ 940
	Workers Compensation	\$ 446,361	\$ 446,362	\$ -	\$ 446,362	\$ 339,226	\$ 106,518	\$ 619	\$ -	\$ 619
	<b>SUBTOTAL EMPLOYEE BENEFITS</b>	\$ 10,386,515	\$ 10,425,010	\$ -	\$ 10,425,010	\$ 5,688,789	\$ 3,702,308	\$ 1,033,913	\$ 1,032,127	\$ 1,786
<b>300</b>	<b>PROFESSIONAL SERVICES</b>									
	Professional Services	\$ 634,759	\$ 490,240	\$ 184,638	\$ 674,878	\$ 374,595	\$ 286,590	\$ 13,693	\$ 104,193	\$ (90,500)
	Professional Educational Ser.	\$ 205,154	\$ 241,865	\$ -	\$ 241,865	\$ 59,112	\$ 42,648	\$ 140,105	\$ 139,000	\$ 1,105
	<b>SUBTOTAL PROFESSIONAL SVCS</b>	\$ 839,913	\$ 732,105	\$ 184,638	\$ 916,743	\$ 433,707	\$ 329,238	\$ 153,798	\$ 243,193	\$ (89,395)
<b>400</b>	<b>PURCHASED PROPERTY SVCS</b>									
	Buildings & Grounds Services	\$ 651,996	\$ 671,800	\$ -	\$ 671,800	\$ 286,123	\$ 246,987	\$ 138,691	\$ 138,600	\$ 91
	Utility Services - Water & Sewer	\$ 106,310	\$ 116,600	\$ -	\$ 116,600	\$ 52,443	\$ -	\$ 64,157	\$ 64,100	\$ 57
	Building, Site & Emergency Repairs	\$ 463,765	\$ 460,850	\$ -	\$ 460,850	\$ 254,600	\$ 7,847	\$ 198,403	\$ 200,000	\$ (1,597)
	Equipment Repairs	\$ 213,556	\$ 252,403	\$ -	\$ 252,403	\$ 95,145	\$ 25,856	\$ 131,402	\$ 129,000	\$ 2,402
	Rentals - Building & Equipment	\$ 274,884	\$ 285,632	\$ 4,800	\$ 290,432	\$ 173,476	\$ 64,851	\$ 52,104	\$ 50,400	\$ 1,704
	Building & Site Maintenance	\$ 209,937	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>SUBTOTAL PUR. PROPERTY SER.</b>	\$ 1,920,448	\$ 1,787,285	\$ 4,800	\$ 1,792,085	\$ 861,787	\$ 345,541	\$ 584,757	\$ 582,100	\$ 2,657

## NEWTOWN BOARD OF EDUCATION

## BUDGET SUMMARY REPORT

FOR THE MONTH ENDING DECEMBER 31, 2012

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<b>500</b>	<b>OTHER PURCHASED SERVICES</b>									
	Contracted Services	\$ 374,023	\$ 408,667	\$ (8,440)	\$ 400,227	\$ 210,878	\$ 61,871	\$ 127,479	\$ 126,000	\$ 1,479
	Transportation Services	\$ 4,443,994	\$ 3,819,431	\$ (100,000)	\$ 3,719,431	\$ 1,555,314	\$ 1,493,019	\$ 671,097	\$ 602,000	\$ 69,097
	Insurance - Property & Liability	\$ 336,943	\$ 291,066	\$ -	\$ 291,066	\$ 230,667	\$ 58,555	\$ 1,844	\$ -	\$ 1,844
	Communications	\$ 112,883	\$ 127,369	\$ -	\$ 127,369	\$ 46,913	\$ 63,090	\$ 17,366	\$ 17,300	\$ 66
	Printing Services	\$ 51,981	\$ 50,697	\$ (4,800)	\$ 45,897	\$ 6,768	\$ 7,207	\$ 31,922	\$ 31,400	\$ 522
	Tuition - Out of District	\$ 1,364,044	\$ 1,392,548	\$ 190,000	\$ 1,582,548	\$ 1,209,550	\$ 1,255,515	\$ (882,517)	\$ 10,000	\$ (892,517)
	Student Travel & Staff Mileage	\$ 225,014	\$ 209,722	\$ -	\$ 209,722	\$ 78,522	\$ 6,000	\$ 125,200	\$ 124,100	\$ 1,100
	<b>SUBTOTAL OTHER PURCHASED SERVICES</b>	<b>\$ 6,908,882</b>	<b>\$ 6,299,500</b>	<b>\$ 76,760</b>	<b>\$ 6,376,260</b>	<b>\$ 3,338,612</b>	<b>\$ 2,945,256</b>	<b>\$ 92,392</b>	<b>\$ 910,800</b>	<b>\$ (818,408)</b>
<b>600</b>	<b>SUPPLIES</b>									
	Instructional & Library Supplies	\$ 991,852	\$ 1,002,246	\$ -	\$ 1,002,246	\$ 514,533	\$ 61,144	\$ 426,568	\$ 426,100	\$ 468
	Software, Medical & Office Sup.	\$ 231,715	\$ 165,988	\$ -	\$ 165,988	\$ 45,050	\$ 51,389	\$ 69,549	\$ 69,100	\$ 449
	Plant Supplies	\$ 361,207	\$ 361,100	\$ -	\$ 361,100	\$ 186,951	\$ 24,394	\$ 149,755	\$ 149,400	\$ 355
	Electric	\$ 1,371,748	\$ 1,442,763	\$ (25,000)	\$ 1,417,763	\$ 605,900	\$ -	\$ 811,863	\$ 807,000	\$ 4,863
	Propane & Natural Gas	\$ 311,240	\$ 358,287	\$ -	\$ 358,287	\$ 97,368	\$ -	\$ 260,919	\$ 257,000	\$ 3,919
	Fuel Oil	\$ 557,923	\$ 617,123	\$ -	\$ 617,123	\$ 81,108	\$ 538,974	\$ (2,959)	\$ -	\$ (2,959)
	Fuel For Vehicles & Equip.	\$ 480,240	\$ 565,019	\$ -	\$ 565,019	\$ 68,918	\$ -	\$ 496,101	\$ 495,000	\$ 1,101
	Textbooks	\$ 234,884	\$ 188,986	\$ -	\$ 188,986	\$ 79,473	\$ 8,650	\$ 100,863	\$ 100,800	\$ 63
	<b>SUBTOTAL SUPPLIES</b>	<b>\$ 4,540,810</b>	<b>\$ 4,701,512</b>	<b>\$ (25,000)</b>	<b>\$ 4,676,512</b>	<b>\$ 1,679,301</b>	<b>\$ 684,552</b>	<b>\$ 2,312,659</b>	<b>\$ 2,304,400</b>	<b>\$ 8,259</b>

## NEWTOWN BOARD OF EDUCATION

## BUDGET SUMMARY REPORT

FOR THE MONTH ENDING DECEMBER 31, 2012

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2011 - 2012	APPROVED BUDGET	YTD TRANSFERS 2012 - 2013	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE	ANTICIPATED OBLIGATIONS	PROJECTED BALANCE
<b>700</b>	<b>PROPERTY</b>									
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177	\$ -	\$ 124,177	\$ 124,177	\$ -	\$ 0	\$ -	\$ 0
	Technology Equipment	\$ 264,535	\$ 51,602	\$ -	\$ 51,602	\$ 44,181	\$ -	\$ 7,421	\$ 7,421	\$ (0)
	Other Equipment	\$ 46,973	\$ 33,596	\$ -	\$ 33,596	\$ 9,466	\$ -	\$ 24,130	\$ 24,130	\$ (0)
	<b>SUBTOTAL PROPERTY</b>	\$ 435,685	\$ 209,375	\$ -	\$ 209,375	\$ 177,824	\$ -	\$ 31,551	\$ 31,551	\$ 0
<b>800</b>	<b>MISCELLANEOUS</b>									
	Memberships	\$ 59,336	\$ 64,761	\$ 9,213	\$ 73,974	\$ 64,418	\$ 596	\$ 8,960	\$ 8,900	\$ 60
	<b>SUBTOTAL MISCELLANEOUS</b>	\$ 59,336	\$ 64,761	\$ 9,213	\$ 73,974	\$ 64,418	\$ 596	\$ 8,960	\$ 8,900	\$ 60
	<b>TOTAL LOCAL BUDGET</b>	\$ 67,941,140	\$ 68,355,794	\$ -	\$ 68,355,794	\$ 30,039,106	\$ 32,951,944	\$ 5,364,743	\$ 6,420,419	\$ (1,055,676)

