

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, October 16, 2013 at 7:30 p.m. in the Reed Intermediate School library.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair (absent)	L. Gejda
K. Hamilton, Secretary	R. Bienkowski
R. Gaines	Staff
W. Hart	Public
K. Alexander	Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:33 p.m.

Item 1 – Student Recognition

Kathy Boettner spoke about the National Merit Scholarship Program. There were 1.5 million students who took the PSAT and 35,000 were high scorers and received letters of commendation. Those seniors from Newtown High School who are commended students are Anne Beier, Kathryn D'Alessandro, Amisha Dave, Bethany Dubois, Kevin Gorman, Jeffrey Haylon, Kai Hedin, Nicholas Klein, Michael Lally, Morgan Macchiarulo, Patrick Pierce, Dale Shearin, Siyuan Sun, and Daisy Zheng. Katherine Wojcik received commended student and National Hispanic Recognition, Amy Anyoha received National African American Recognition, and Tristan Villamil received National Hispanic Recognition.

Item 2 – Consent Agenda

MOTION: Mr. Hart moved that the Board of Education approve the consent agenda which includes the minutes of October 1, 2013, the child rearing leaves of absence for Alison Rider, preschool teacher, Erin Butkovic, behavioral therapist, the resignation of Julie Condit, guidance counselor at Head O'Meadow School, the donation of \$2,500 to the high school cheerleader program and the donation of \$\$20,000 for books from Booksource to be divided equally among the elementary schools. Mr. Gaines seconded. Motion passes unanimously.

Item 3 – Public Participation - none

Item 4 – Reports

Correspondence: Ms. Hamilton stated the Board received correspondence from Brian Trudeau regarding information on rebuilding Sandy Hook School, Carol Parker regarding a gift sent to the district, Chris Dobel regarding suggestions for the new Sandy Hook School, Joseph Imberto regarding Sandy Hook School, a request from CBS news regarding the referendum, an offer for professional development from Goodspeed, and a comment on an incident at the girls JV soccer game.

Chair Report: Mrs. Leidlein referred to a request from Svigals that two Board members be on the School Based Building Advisory Committee. She asked Mrs. Roche, Ms. Hamilton and Mr. Vouros to be on that committee. They would be going to districts that hired retired police officers to serve as security guards. Mr. Vouros would go on those visits. We also need someone to fill the spot on the security committee. Dr. Reed had asked for feedback on the Board budget goals for next year. She asked members to respond electronically to him to discuss at the next meeting.

Assistant Superintendent Report:

Dr. Gejda spoke about the report that has been prepared by four kindergarten teachers and Peggy Kennedy, lead teacher at Middle Gate School, regarding the full day kindergarten program this year.

Mrs. Kennedy introduced Miryam Kuligowski from Head O'Meadow School, Janet Vollmer from Sandy Hook School, Donna Albano from Hawley School and Dorothy Schmidt from Middle Gate School. The benefits of a full day kindergarten program include developing speaking and listening skills, collaborative and interactive problem solving, learning from peers both academic and social-emotional skills and growing a sense of self within the school community. The academics and developmental playtime were discussed.

Summer School Report:

Elissa Gellis presented the 2013 summer school report which provides enrichment and academic support for students exiting grades kindergarten through 12. Approximately 375 students were enrolled. The program offered summer school support for kindergarten, math and reading for grades 1 through 3, Learning Connection for grades 2 through 4, Summer quest for grades 5 and 6, and middle and high school summer school courses. Summer music and art courses, WeDo Robotics and Minecraft programming were also offered.

Dr. Gejda stated we are reviewing our identification process for the gifted and talented program and our service to students. We have a small committee which will meet with a consultant to engage in this process and decide what the appropriate program will be for Newtown. We have several resources that have been recommended to the committee.

Ms. Hamilton asked if there were any parents on the committee.

Dr. Gejda said there would be. They wanted to meet with consultant to decide the makeup of the committee.

Dr. Reed said that it was important that every parent associated with the program have an opportunity to be a part of this. We have to determine our goals and objectives both short term and long term. We are reaching out to the Tri State Consortium for programs they are using. There will also be a Board member on the committee.

Superintendent's Report:

Enrollment Report: Dr. Reed said we would not be using Dr. Chung's report for the budget preparation. We will use our numbers which will reflect what is happening now. He also referred to the various schools students transferred to. We had 141 new students move into Newtown this year.

Ms. Hamilton said that years ago we didn't have that many 9th graders going to prep schools. She would hope we could make some adjustments in the schools by reducing the number of staff. Chung's numbers are a guide. When elementary enrollment reached 1,500 we were going to look at the locations of our schools.

Mr. Gaines said the 1,500 in the elementary schools is when we would initiate an enrollment study. As we watch this we need to keep an eye on possible actions for the future.

Sandy Hook Project:

Dr. Reed said Svirgals would be at the November 6 Board meeting starting at 7:00 p.m. The press would also be invited to meet with them. They reviewed the ed specs with classroom

teachers today. Four meetings are scheduled and will reconvene after schematics are done. To meet the timetable schematics need to be finished by the end of January.

Dr. Reed referred to Pat Llodra's statement on her blog. We've chosen to best honor those lost by doing service to others. He is doing a video message to staff to expand on this. No homework should be given that weekend, no significant school work on Thursday or Friday and no tests should be given that Monday. No school facilities will be used for anniversary related activities. Families don't want any ceremonial functions. He is leaving things up to each school. We are staying away from accepting gifts as we are trying to move to another stage of recovery.

Dr. Reed met with two representatives of Education Connection regarding transition/coherence planning. Jonathan Costa developed a transition plan for the district as a result of discussions at the administrators' retreat this past summer. This is divided into three phases. One is to efficiently build a foundation by bringing representative groups together and agreeing on some basis philosophic assumptions and the systems planning approach model. Phase two will identify key planning and transition issues facing the district and aligning them according to their importance and impact on the district's performance and mission. Phase three will break down those issues taking into account the difference between longer-term needs which will be planned for later so potential future district leadership can participate and mold their implementation. The Board agreed to move forward with this plan.

Dr. Reed said a group would be going to the North Branford schools on October 29 and Enfield schools on November 18 to meet regarding their security guards who are former police officers and are licensed to carry a gun which is an alternate choice of having someone armed at the schools. Pat Llodra, Chief Kehoe, members of the security committee and parents will be going.

He stated that there is no logical reason to turn the buildings over to organizations without security present. We will have to work with the community and Parks and Rec as they are major users of the buildings. We can't have multiple doors open. The security committee had spoken about this and also decided that if anyone loses their badge it would cost them \$20 for a replacement.

Ms. Hamilton asked if there was any consideration of just having the summer school programs in Reed and the high school.

Dr. Reed said it would be difficult to have elementary students at the high school.

Dr. Gejda said the special ed program is at Head O'Meadow because of the air conditioning. Dr. Reed stated cleaning is also an issue over the summer. We would look at any place we could reasonably combine the summer school programs.

Financial Report:

MOTION: Mr. Gaines moved that the Board of Education approve the financial report and transfers for the month ending September 30, 2013. Mr. Alexander seconded.

Mr. Bienkowski said \$3.6M was spent on salaries and benefits and \$1.4M for all other objects. Special education tuition is pushing the budget at this time and there are a number of additional transportation costs for these students. There will also need to be additional funding for special education paraeducators. Under purchased property services we had to replace old smoke

detectors at Hawley School to avoid repeated fire alarms for \$9,800, we replaced a pipe and part of the sidewalk at the middle school to take care of the leak at the rear of the school for \$10,750, and we had to replace a waste water line in the middle school main lobby bathroom for \$30,304 which has been submitted to our insurance company. We also expect to get back the \$25,000 deductible. Buildings and Grounds projects are on hold for now.

Ms. Hamilton questioned the transfers.

Mr. Bienkowski referred to page 2 of the budget summary report. The items on the transfer sheet will be on next month's report. We have significant changes in assignments with salaries that weren't budgeted for with some coming in above what was budgeted.

Ms. Hamilton asked if any employees were getting paid because of the SERV grant.

Dr. Reed said the SERV grant positions are not taking the place of vacancies in our budget. Motion passes unanimously.

Item 5 – Old Business – none

Item 6 – New Business

Spring 2014 Assessments:

MOTION: Mr. Hart moved that the Board of Education approve the Smarter Balanced Field Test in English/Language Arts and Mathematics as the district Spring 2014 assessment in grades 3-8 and 11, pending approval by the US Department of Education, in addition to the CMT and CAPT science assessment in grades 5, 8 and 10, and these assessments and results will not be used in the educator evaluations this year. Mr. Vouros seconded.

Dr. Reed stated that we surveyed other districts and they are making the same recommendation to their boards. The CMT is not the same exam moving forward. The state would like everyone to follow the course we're taking.

Mr. Alexander asked if the data was not going to be used in evaluations.

Dr. Reed said we won't be getting the data till the following year. It's not a valuable test for this year as it's a field test. The 2016-17 school year will have a meaningful comparison.

Dr. Gejda said the state has requested a waiver from the federal government to have the option to use the SBAC, CMT or CAPT.

Motion passes unanimously.

Dr. Reed said the NWEA will generate data.

Item 7 – Public Participation – none

MOTION: Ms. Hamilton moved that the Board of Education go into executive session to discuss a retirement and leave of absence and invited Dr. Reed. Mr. Gaines seconded. Motion passes unanimously.

Item 8 – Executive Session

Entered executive session at 9:25 p.m.

Item 9 – Public Session

MOTION: Mr. Gaines moved that the Board of Education approve the leave of absence for Brian Bisson, teacher at Newtown High School. Mr. Hart seconded. Motion passes unanimously.

MOTION: Mr. Alexander moved to adjourn. Mr. Gaines seconded. Motion passes unanimously.

Item 10 - Adjournment

The meeting adjourned at 9:40 p.m.

Respectfully submitted:

Debbie Leidlein
Chair

**Board of Education
Newtown, Connecticut**

Minutes of the Board of Education meeting on Tuesday, October 1, 2013 at 7:30 p.m. in the council chambers at 3 Primrose Street.

D. Leidlein, Chair	J. Reed
L. Roche, Vice Chair	L. Gejda
K. Hamilton, Secretary	R. Bienkowski
R. Gaines	3 Staff
W. Hart	7 Public
K. Alexander	4 Press
J. Vouros	

Mrs. Leidlein called the meeting to order at 7:33 p.m.

Item 1 – Consent Agenda

MOTION: Mrs. Roche moved that the Board of Education approve the consent agenda which includes the minutes of September 17, 2013, the donation of a 3D printer and refill supplies for the high school graphics department, the donation of dictionaries for third grades students from the Newtown Rotary Club, the resignation of Pooja Bhasin, guidance counselor at Reed Intermediate School, and childrearing leaves of absence for Valerie LeBlanc, teacher at Newtown Middle School and Melinda Wilson, teacher at Middle Gate School. Mr. Alexander seconded. Motion passes unanimously.

Item 2 – Public Participation - none

Item 3 - Reports

Correspondence: Ms. Hamilton said the Board received letters from Jillian Bean regarding the distribution of a flyer, Kim Burns regarding the new school, Rachel Adima regarding floating lanterns in honor of Sandy Hook School, and Pete Spineda regarding the superintendent search.

There was no Chair report.

Assistant Superintendent's Report:

Dr. Gejda introduced Brenda Wilson of Northwest Education Association. We are planning and will be implementing transitions to new standards and a pilot in math in grades kindergarten to nine and possibly reading comprehension in the middle school later in the year. We also have professional development planned throughout the year.

Ms. Wilson gave a presentation regarding their computer adaptive assessments. They have been an international non-profit funded association over 40 years ago, partnering with over 8,000 school districts and over 8 million students. They are currently with 60 plus districts in Connecticut.

Ms. Hamilton asked how this assessment would affect our students' personal success plans. Dr. Gejda said the expectation is to move this down to the elementary grades. NWEA will work with us at our pace. This fits perfectly to where we want to be.

Dr. Reed said this takes time as we are also putting in a new math program and new evaluation plan for administrators. As the staff gets to know this system they will welcome it. He asked about confidentiality of the data.

Ms. Wilson stated that we own the data and they would need permission to use it. They return to data to us.

Mr. Hart asked how this assessment relates to the state testing.

Ms. Wilson said Smarter Balance built the summative test given at the end of the year. NWEA sets the baseline at the beginning of the year to where instruction should begin.

Superintendent's Report:

- Dr. Reed stated that we are making an effort to reduce the amount of material sent home and forwarding some flyers to the PTA's for their website or newsletter.
- At the next board meeting kindergarten teachers will speak about the full day program this year.
- This week he attended training sessions in the SEED program for administrator evaluation. This new program will require additional evaluation time for the superintendent. This, along with 40-45% of the time dealing with events of December, makes it hard for one person to handle. We need a person who can be out in the schools with staff and students.
- He passed out last year's budget goals and asked for input from the Board and wants to engage the Board of Finance and Legislative Council in thoughts about the Board of Education budget.
- There is an adjustment in the calendar. We removed November 18 as an early dismissal day for elementary schools and moved it to March 27 so they have three days for conferences.
- There was a press release last Friday from the Attorney General's office indicating we received a grant of \$150,000 which could be used for SROs. He isn't sure how that money will be utilized.
- An email will go out Thursday telling parents we will be repeating lock-in drills like we had last week with an open perimeter allowing parents to come in and out of the building.
- The security advisory committee voted to learn more about legislation to use retired police who can carry a weapon. We want to find out more about this so we will be going to the two school systems in the state that are using this which are Enfield and Branford. He would like to have one or two Board members go along with First Selectman, police, school and parent representatives. We also need a Board member to be on the security committee to attend meetings during the day.

Mrs. Leidlein asked members to email their interest.

Dr. Reed said they met with the architects who would like to have an advisory committee with a Board member or two to be part of. They will be moving quickly with schematics done by January.

Mr. Hart asked if the government shutdown would affect the receipt of grant money.

Mr. Bienkowski said the representative for the SERV Grant has been furloughed so that will be affected.

Ms. Hamilton asked about our October 1 enrollment.

Dr. Reed commented that it won't be significantly different. He feels the decline at Sandy Hook School is short term.

Mrs. Roche gave an update on the superintendent search. Numerous focus groups have met including 100 plus staff from the schools. A community focus group will be held October 7 at 6:30 p.m. There have been 150 responses to the survey.

Item 4 – Old Business (none)

Item 5 – New Business

Dr. Reed stated the number of students at Sandy Hook School is 400 which is only five students less, plus there will be 60 preschoolers who will go to the new school. It is also understandable that there would be some people who move from that school district or who move in.

Mr. Alexander asked if there was information as to where they went.

Dr. Reed stated that part of the analysis would include that information.

MOTION: Mr. Hart moved that the Board of Education approve the installation of an electronic sign at the entrance of Newtown High School. Mrs. Roche seconded.

Mr. Dumais wanted Board approval before they went to planning and zoning. The PTSA is willing to help us with the purchasing. Cost would be \$8,000 to possibly \$20,000.

Mr. Alexander feels the messages would be useful and asked what the restrictions were.

Mr. Dumais said it was internally lighted and would have to be a certain distance from the road. We would get estimates for both styles but now was looking for Board approval to move forward on the project. This would be paid by a fund raiser and the PTSA.

Mr. Dumais would come back with additional information after variance is approved.

MOTION: Mr. Hart moved to amend the motion to give approval to the high school to seek a zoning variance for possible installation of an electronic sign. Mrs. Roche seconded.

Motion passes unanimously.

Budget Calendar:

MOTION: Mr. Hart moved that the Board of Education approve the proposed 2014-2015 budget calendar. Mr. Vouros seconded.

Mr. Bienkowski said the major changes are in the administration section with dates changed in receiving information. The number of Board meetings is the same as last year. The superintendent will have an overview of the budget and also have the elementary and Reed budgets that night.

Mrs. Roche asked if the dates had been set up for the parent budget meetings.

Dr. Reed said they have not been set up as yet but they are meetings that will be ongoing to help parents understand the budget.

Motion passes unanimously.

Waiver of Policy 3-300:

MOTION: Mr. Alexander moved that the Board of Education waive Policy 3-300 as it pertains to the purchase of fuel oil for the 2014-15 school year. Such waiver is granted in consideration of the volatile fuel oil market and recognizing that other communities and school districts will be locking into a fixed price for next year when the market seems right. The waiver will allow the Director of Business and Supervisor of Buildings and Grounds, with the approval of the Superintendent of Schools, to exercise an option to extend the current contract, accept consortium pricing, or to solicit written, verbal or fax quotes for supply and give them the ability to commit to a supplier based on their best judgment of market conditions. Whenever an agreement is reached, it will be emailed to the Board and then presented to the Board at its next regularly scheduled meeting and shall not exceed one year in duration. Mr. Gaines seconded.

Mr. Bienkowski stated we have taken this action the last four or five years. We will bid it out ourselves or go with the town or consortium. He contacted our oil supplier today and was told the price was \$3.15 per gallon. The current year we are paying \$3.1619. Our overall quantity will go down since Hawley boilers were replaced and now use gas. He is also considering locking in for 120,000 gallons. He hopes to get a better price and will keep the Board informed.

CIP:

MOTION: Mr. Hart moved that the Board of Education approve the revised CIP as presented. Mr. Gaines seconded.

Mr. Gaines said the Sandy Hook School window replacement project in year three was eliminated and the middle school ventilation renovations for \$4.8M were added. The project development and the design, engineering and construction for Sandy Hook School are shown as being funded by the State of Connecticut. Information received today was Phase 1 for Hawley will be \$1M less but Phase 2 will be \$1M more.

Ms. Hamilton asked for the backup information on the middle school renovation.

Mr. Faiella said it was written up a number of years ago but the dollar figures will have to be adjusted.

Mr. Bienkowski said the \$4,805,000 was in the town's CIP which was pushed out.

The middle school improvements in the climate control committee report listed upgrading the HVAC system and boilers and the improvement of the air quality.

Ms. Hamilton asked when the Middle Gate roof would be up for replacement.

Mr. Faiella said one section was restored last year and the other in 1999 or 2000. They usually last 20 years.

Mr. Hart noted the importance of the high school auditorium refurbishment project as the seats and lighting are in bad shape.

Mr. Gaines felt the auditorium project should not be split because of the work that has to be done.

Motion passes unanimously.

Item 6 – Public Participation

David Freedman, 4 Laurel Road, was concerned about a letter sent home today with fourth grade students in Hawley School. They are going to fill a room with liquid smoke and if anyone has asthmatic concerns they need to inform the schools. He suggested there may be another way to have this drill. There was some urgency to have the parents return the form.

Dr. Reed said this was part of Fire Prevention Week and would be done in association with the fire department.

MOTION: Mr. Gaines moved that the Board of Education go into executive session to discuss the NASA contract and invited Dr. Reed and Mr. Bienkowski. Mr. Alexander seconded. Motion passes unanimously.

Item 7 – Executive Session

Executive session began at 9:49 p.m.

Item 8 – Return to Public Session for Possible Vote

MOTION: Mr. Alexander moved that the Board of Education approve the NASA contract as presented. Mr. Gaines seconded. Motion passes unanimously.

MOTION: Mr. Alexander moved to adjourn. Mr. Gaines seconded. Motion passes unanimously.

Item 9 – Adjournment

The meeting adjourned at 10:12 p.m.

Respectfully submitted:

Kathy Hamilton
Secretary

October 8, 2013

To Dr. Reed;
Superintendent of Newtown Public Schools
3 Primrose Street
Newtown, CT 06470

This letter is to formally inform you I am pregnant and wish to take maternity leave. I am due December 8, 2013 and plan to work as long as I can. If for some reason I go into early labor or are advised by a doctor to stay home before December 8, 2013 I will contact central office as soon as possible. I would like to use 3 personal days and all of my sick days during my leave. I plan to take 12 weeks off however if complications should arise during childbirth or my recovery I will contact central office with proper documentation to ask to extend my maternity leave. Please let me know if you have any questions regarding my leave.

Alison Rider
Preschool Special Education Teacher

Alison Rider 10/8/13

October 8, 2013

Newtown Public Schools

3 Primrose Street

Newtown, CT 06470

Dear Newtown Public Schools,

This letter is to formally inform you I am pregnant and wish to take maternity leave. I expect the leave to last 7 weeks and to begin on my due date April 7th or when the baby comes. Please let me know what paperwork or other information you require regarding my pregnancy and maternity leave and I will provide it to you as soon as possible.

Although I do not anticipate experiencing any problems with the pregnancy, should any complications arise it may be necessary for me to take leave earlier than expected. In this circumstance, I will provide you with as much notice as possible as well as any physician records or other information you request. I understand that even if I take my maternity early, I am still only taking 7 weeks.

Please let me know if you have any questions. I am happy to meet with you to discuss them and provide any documentation, including a note from my physician.

Thank you and best regards,

A handwritten signature in black ink, appearing to read "Erin Butkovic". The signature is fluid and cursive, with the first name "Erin" written in a larger, more prominent script than the last name "Butkovic".

Erin Butkovic

1048 Northfield Road

Watertown, CT 06795

(203)528-5277 or (860)417-2734

October 15, 2013

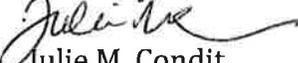
John R. Reed, Ed.D.
Interim Superintendent of Schools
3 Primrose Street
Newtown, CT 06470

OCT 15 2013

Dear Dr. Reed,

I would like to inform you that I am resigning from my position as School Counselor of Head O'Meadow School effective October 15, 2013.

Thank you for providing me the opportunity to work for Newtown Public Schools. I feel honored to have been part of such a special and unique community. I wish the best for you, your students, and staff for the 2013-2014 school year.

Sincerely,

Julie M. Condit

Cc: Julie Haggard, Director of Pupil Services
Barbara Gasparine, Principal, Head O'Meadow School

October 16, 2013

TO: John Reed

FROM: Charles S. Dumais

Please accept the donation of \$2,500 from the Newtown Youth Football Association to the Newtown Cheerleader Program. The check will be deposited in to NHS Cheerleading activity account. Thank you.

Encl.

NEWTOWN YOUTHS FOOTBALL AND CHEER ASSOCIATION 10 AUTUMN RIDGE RD. NEWTOWN, CT 06470		NEWTOWN SAVINGS BANK NEWTOWN, CT 06470	3045 51-7229/2211
PAY TO THE ORDER OF	NHS Cheer	Date 10/11/13	\$ 2,500.00
	Two thousand five hundred	xx 100	DOLLARS
MEMO	Donation		AUTHORIZED SIGNATURE
⑆ 221172296⑆ 200 125 713⑆ 3045			

Additional Consent Agenda Donation

- Donation from Booksource of \$20,000 to be divided equally among the elementary schools for books

NEWTOWN CONTINUING EDUCATION

**SUMMER SCHOOL 2013
REPORT**

**PREPARED BY
Elissa Gellis**

September 27, 2013

I. General Overview

The Newtown Summer School Programs include enrichment and academic programs for students exiting grades K through 12. The programs include Summer Support for Kindergarten, Math and Reading for grades 1-3, Learning Connection for grades 2-4, Summer Quest for grades 5 & 6, Middle School and High School Summer School Courses, SMART (Summer Music and Arts), WeDo Robotics, and Minecraft programming.

In all, approximately 375 students were enrolled in the various summer programs. A brief analysis follows: This year's program experienced a decrease in overall enrollment from last year's program (2012 - 540, 375 - 2013). Much of this difference was due to the decision not to offer an accelerated reader program.

- *Elementary Academic (K-4) enrollment showed a slight decrease this year (2012-103, 2013-97).*
- *Summer Quest (5&6) enrollment increased dramatically this year (2012-8, 2013-23).*
- *The total of total number of students taking High School courses decreased slightly (2012 - 33 students taking 12 classes with an additional 16 in Jr. PE/Health, 2013-21 students taking 23 classes with an additional 15 in Jr. PE/Health and 6 in SAT Prep).*
- *The total number of students taking Middle School classes increased slightly this year. (2012 - 8, 2013-10).*
- *SMART enrollment decreased his year (2012 - 197, 2013-186).*
- *SAT Prep classes were held this year with 6 students*
- *Accelerated Reader was not offered this year.*
- *Minecraft replaced Stop Motion Animation with great success. (2 sessions ran with a total of 23 students)*

PROGRAM	# STUDENTS 2012	% OF TOTAL 2012	% CHANGE 2011-2012	# STUDENTS 2013	% OF TOTAL 2013	% CHANGE 2012-2013
Elementary Academic (Gr K-4)	103	18.80%	3.00%	107	26.23%	3.88%
Intermediate School	8	1.46%	-42.86%	23	5.64%	187.50%
Middle School	8	1.46%	-42.86%	10	2.45%	25.00%
High School	49	8.94%	6.52%	43	10.54%	-12.24%
SMART	197	35.95%	10.67%	186	45.59%	-5.58%
Graphic Design	23	4.20%	9.52%	0	0.00%	N/A
WeDo Robotics	12	2.19%	N/A	10	2.45%	N/A
Stop-Motion Animation	12	2.19%	N/A	0	0.00%	N/A
Accelerated Reader	119	21.72%	-11.85%	0	0.00%	N/A
CSI	6	1.09%	N/A	0	0.00%	N/A
MineCraft				29	7.11%	N/A
TOTAL	548			408		

TABLE 1: 2-Year Comparison of Enrollment

As with the regular school year, the 2013 Summer School Year was a challenging one. Even so, the

2013 Newtown Summer School has again attempted to meet the demand for summer programs. The summer school program is an integral part of the total education process provided by Newtown Public Schools.

II. PROGRAMS

A. ACADEMIC

1. Kindergarten (current kindergartners only)

This program serves those kindergartners that have been identified as needing additional help to make the transition from kindergarten into first grade. In keeping with the recommendations from last year's programs, we extended this program to 4 weeks and increased the hours of each day to 3. This additional time allowed the teachers to add a math component to the program.

Our policy is that no student is to be denied for inability to pay. Families who cannot afford the \$185 are asked to complete a scholarship application all information is kept confidential.

2. Summer Support (current first through third grade only)

The primary focus of the elementary instructional programs is the Summer Support program for students in grades 1 through 3. Instruction is planned in accordance with the demonstrated needs of identified students. The classroom teachers and reading consultants identify these students. This program provides for small group instruction. Students are grouped by similar needs in small groups (maximum of 5 students in a group); instruction is 50 minutes in length, four days per week for 4 weeks.

Math support groups are also held. Students are grouped by grade; instruction is 50 minutes in length, four days a week for 4 weeks.

Summer Support programs are primarily funded through the Board of Education; however, tuition of \$185.00/child is charged, which makes up any difference between the cost of the program and the budget. No student is denied for inability to pay. Families who cannot afford the \$185 receive scholarships, with information kept confidential.

These programs are centrally based in the Reed Intermediate School.

3. Learning Connection (current second through fourth grades)

The Learning Connection Program focuses instruction on successful student learning in the areas of Math, Writing and Language Arts. This is a companion program to the Tutorials and serves either those children who are recommended for more instruction or whose parents need a program with a longer time span. This program maintains these skills through small group instruction and integrated activities. Students are grouped by grade. Classroom teachers recommend the majority of students who attend. Three certified staff members offer instruction. The program operates in a 3.75-hour time frame, four days a week, over a four-week period. This summer the program is also located in the Reed Intermediate School.

A limited amount of scholarships are available for this program.

SCHOOL	#STUDENTS 2012	% OF TOTAL	#STUDENTS 2013	% OF TOTAL
HAWLEY	30	28.85%	21	18.92%
HEAD O'MEADOW	9	8.65%	17	15.32%
MIDDLE GATE	26	25.00%	26	23.42%
SANDY HOOK	27	25.96%	33	29.73%
REED ITERMEDIATE	8	7.69%	14	12.61%
UNKNOWN/OTHER	4	3.85%	0	0.00%
TOTAL	104		111	

Table 2:

Elementary Enrollment (Gr. K-6) by School

GRADE LEVEL	# STUDENTS 2012	% OF TOTAL	# STUDENTS 2013	% OF TOTAL
Unknown/Other	1			
K	14	13.46%	26	19.85%
1	27	25.96%	21	16.03%
2	27	25.96%	24	18.32%
3	21	20.19%	29	22.14%
4	6	5.77%	8	6.11%
5	4	3.85%	8	6.11%
6	4	3.85%	15	11.45%
TOTAL	104		131	

Table 3:

Elementary Enrollment by Grade

4. Summer Quest (fifth and sixth grades)

Areas of study are divided into Math and Language Arts. Classroom teachers recommend students who need supplementary work. Language Arts meets for 2 hours, Math for 75 minutes, four days per week for four weeks. Two certified staff members taught this program, located at the Reed Intermediate School. Again no child is turned away due to inability to pay the tuition.

5. Middle School Programs (current seventh and eighth grades)

Seventh and Eighth grade students have the opportunity to attend one class in the academic area they failed. Classes meet 4 hours a day, five days a week for four weeks. Sessions taught by certified teachers were offered in Math and English. Both classes had combined 7th and 8th grade level students. This program was again housed at the High School.

	Language Arts	Math	Science	Total
2010	9	0	3	12
2011	7	7	0	14
2012	4	4	0	8
2013	7	3	0	10

Table 4: Middle School Enrollment

6. High School Programs

Make-up classes are offered to students who have taken a course and have not completed it successfully. Students must have a grade of 55 or higher and an acceptable attendance record. Credit will only be given to students who previously failed the course during the regular school year. Courses were offered in Math and English. Students are required to attend 60 hours to receive one credit. Instructors are certified in their appropriate subject areas. This program runs for four weeks. Classes were held in Newtown High School. A Junior PE/Health class was offered to students who chose to take additional credits during the school year. The course was held for 3.25 hours a day for 19 days. Students earned half credit. Two different SAT Prep classes were offered, one of which ran with 6 students.

Courses Offered for Make-up Credit

- a. Integrated Math I*
- b. Integrated Math II*
- c. Integrated Math III*

- d. English I*
- e. English II*
- f. American Literature*

	2012	% of Total	2013	% of Total
English	9	18.37%	9	20.93%
Math	15	30.61%	12	27.91%
Social Studies	5	10.20%	0	0.00%
PE/Health	16	32.65%	16	37.21%
Other	4	8.16%		0.00%
SAT Prep	0	0.00%	6	13.95%
TOTAL	49		43	

Table 5: High School Enrollment

B. ENRICHMENT

1. SMART - Summer Music and Arts (current Kindergarten through sixth grades only)

This program is a comprehensive summer enrichment program of Music, Visual Arts, Creative Dramatics and Science in Art. Now in its 22nd year, the program is designed to enhance a student's creative potential, promote positive self-esteem, and a life-long awareness and enjoyment of the Arts. The program is held for 2 two-week sessions during the month of July from 8:30 am to 1:00 pm. The program is designed for children exiting grades K through 6. Classes are taught by Artists-In-Residence, who are assisted by High School Interns. The program was located at Head of Meadow School.

Classes offered were:

Adventures In Recycled Art
 Artobiographies
 Character Fashion
 Collage and 3-D Art
 Crocheting
 Discovering Great Artists
 Global Art
 Great Clay Adventure

Icky Sticky Ooey Gooley
 Chemistry
 Math As Art
 Mosaics
 Nature's Art Box
 Painting The Landscape

Painting With Fabric
 Paper Maché
 Puppet Making
 Science Explorers
 Science of Art
 Theater and Performance
 Workshop
 Where in The World

TOTAL STUDENTS	SESSION I	SESSION II	TOTAL
2010	60	63	123
2011	104	74	178
2012	101	96	197
2013	88	98	186
%INCREASE - DECREASE '12- '13	-13%	2%	-6%

TABLE 6: SMART Enrollment by Year 2006 – 2011

2. WeDo Robotics (exiting third grade and up)

The first in a series of computer programming courses, this program uses Lego® Education WeDo Robotics Constructions Sets. This one week session provided students with the opportunity to design simple robots with working motors and sensors using Scratch applications to program their robots.

3 Minecraft (exiting 4th grade and up)

The second of our computer programming series of classes was so wildly popular that we cancelled the third of the series (Stop Motion Animation) and offered two sessions of Minecraft. Minecraft named after the popular computer game allows players to roam around a virtual world collecting different forms of materials which can be used to create virtual structures like homes. The students went on to write programs within the game allowing them to develop their own games.

The success of the computer classes afforded us the opportunity to purchase new Lego kits for the use of both the summer and the Reed School programs.

III. FINANCIAL ASSISTANCE

Our policy, especially for academic programs, has been not to refuse anyone some kind of financial assistance.

Since, the Kindergarten, Summer Support and the Summer Quest programs are District-supported; the tuition charged helps support scholarships. All other programs are self-supporting. These programs must earn enough through registrations before scholarships are awarded. The total dollar figure of scholarships granted for the 2013 summer school year was \$, Newtown High School paid the tuition of 2 students who qualified for free and reduced lunch. That figure is not included in the \$ figure.

	2008	2009	2010	2011
Individual Tutorials/Math	37	5	7	10
Kindergarten	8	2	6	4
Learning Connection	5	5	4	3
Middle School	1	0	0	0
High School	0	0	0	0
SMART	1	0	0	1
Quest	2	1	2	1
Accelerated Reader	2	2	3	0
Intro to Scratch Programming	1	0	0	0
Total Scholarships Given	57	15	23	19

TABLE 7: Scholarship information: # rewarded

IV. FINANCIAL INFORMATION

This year the Summer Programs realized a total of \$94,248.70 in tuition, which was a decrease of 14% of last year's total of \$109,561.80. Program expenses were \$90,658.77, which leaves us with a profit of \$3,589.93 for the summer.

V. ADVERTISING

Summer school was advertised in the following ways:

- *A catalog was printed and distributed to:*
 - *All families with children in Newtown Schools and phone requests*
 - *All public and private schools in Newtown*
 - *Newtown Board of Education*
 - *Booth Library*
 - *Southbury Library*
 - *Various Newtown Merchants*
- *Articles were in the Newtown Bee.*
- *Press releases were sent to the Newtown Bee, Voices, and the Newtown Patch.*
- *Ads were placed in the Newtown Bee and Voices.*
- *Letters were sent home to parents of children “invited” to attend Summer School.*
- *Letters were sent home with parents of children “invited” to attend Summer School during parent conferences.*
- *An online version of the catalog was made available on our website.*

VI. PLANNING

Looking forward there are a few suggestions for a smoother summer program:

- I know that the custodians are pressed for time to clean the entire school and while our students are flexible, moving our classrooms after the program has started plays havoc on our teachers, interrupts the continuity they have established, and costs us money to pay for their extra set-up time. Leaving our classes in place for the month of July would alleviate the cost and stress.
- The additional security guard at Head of Meadow School (which is our most heavily populated school) afforded us the luxury of recess while having someone inside the school at all times. If possible I would like to see the same arrangement at the Reed School so that our 3-hour classes could stretch and run outdoors.
- With the Common Core looming, it might be necessary to hire a second Middle School Math teacher. Classes are combined 7th and 8th grades. If the curriculum is so drastically different from grade to grade we may not be able to combine grades and still have successful students.

VII. SUMMARY

Summer school expands on curriculum covered during the school year as well as providing additional opportunities. Students are given the chance to improve their skills in many different areas whether it is language arts or fine arts. It is a significant and cost effective way to extend the school year.

In addition to students, summer school also offers opportunities to district teaching staff. Depending upon their interests, teachers can experiment with new materials or teaching styles during the summer to see if a method or project would work during the school year. Teaching in the summer can give a teacher the chance to work with students from a different grade level or subject area. Our enrichment program includes non-certified staff, as well as high school students who are exploring career options.

Summer support and kindergarten teachers again attended a one day training session run by the reading and math consultants from the elementary schools. This year the Sandy Hook Recovery Team had a presence at this training session as well. This very successful day offered an opportunity for the teachers to share their ideas and approaches to teaching summer school as well as review the requirements for record keeping, district programs and practices.

Summer is not without its challenges. We moved the entire floor of the Reed School so that the custodians could clean. This “small” glitch showed us just how dedicated our teachers are when a number of them stayed for 2-3 hours to re-arrange their new rooms. .

The addition of security guards allowed us coverage for recess times but changed some of our attendance procedures. Having an additional security guard at Head of Meadow School (which is our most heavily populated school) afforded us the luxury recess while having someone inside the school at all times.

I would like to thank and acknowledge the support I received from the elementary school administrators. I am grateful to the reading consultants, math consultants especially Kris Feda,

PROGRAM	# STUDENTS 2011	% OF TOTAL	# STUDENTS 2012	% OF TOTAL	NOTES/SCHOLARSHIPS
---------	-----------------------	---------------	-----------------------	---------------	--------------------

Math Consultant SHS, for all the work that is done to select students for the elementary support programs and the training of the summer school teachers. I would be remiss if I did not express my gratitude to Anne Uberti, Pricipal and the custodial staff at the Reed School. We “take over” a major portion of the school for the month of July and they could not have been kinder or more willing to help. Barbara Gasparine and the entire custodial staff at Head of Meadow School have been welcoming, patient and extremely understanding in allowing us the use of the school for our SMART enrichment program.

I can't say enough about Gino Faiella and his custodial staff, who are always ready to lend a helping hand. I am particularly indebted to Linda Gejda, who gives me support and helps with those problems of an administrative nature. Michele Vontobel for supporting both the staff and myself by handing problems, phone calls, and anything else that has to do with the business of running this program. Mary Blair in her first full year as Administrative Intern performed wonderfully handling all of the day to day administrative questions, curricula questions that arose as well as adding her very special interpersonal skills to benefit the program. Credit should also be given to Pat Philbin and Stephanie Schwartz who more than fulfill their responsibilities as site coordinators, without their experience and hard work our programs would not run as smoothly as they do.

Respectfully Submitted,
Elissa Gellis

ELEMENTARY ACADEMICS					
Summer Support-Reading	31	6.15%	36	6.67%	Reading / 5 Scholarships
Learning Connection	18	3.57%	22	4.07%	Learning Connection/ 4 Scholarships
Kindergarten	24	4.76%	14	2.59%	3 Scholarships
Summer Support-Math	27	5.36%	23	4.26%	7 Scholarships
Total	100	19.84%	95	17.59%	
SUMER QUEST					6 Students taking 8 classes 2 Scholarships
L/A	6	1.19%	3	0.56%	combined reading & writing 2011
Math	8	1.59%	5	0.93%	
			8	1.48%	
MIDDLE SCHOOL					
Math	7	1.39%	4	0.74%	
English	N/A	0.00%	4	0.74%	
Science -	7	1.39%	0		
Total	14	2.78%	8	1.48%	
HIGH SCHOOL					
History	3	0.60%	5	0.93%	1- US Hist, 4 Western Studies,
Math	15	2.98%	15	2.78%	9 Int I, 2 Int II, 3 Int III
English	8	1.59%	9	1.67%	3 Eng I, 2 Eng 2, 5 Amer. Lit
PE/Health	16	3.17%	16	2.96%	1 Abbott Tech Student
SAT Prep	8	1.59%	0	0.00%	
Other			4	0.74%	4 Odysseyware
Total	50	9.92%	49	9.07%	
SMART (Summer Music and Arts program)					
	178	35.32%	197	36.48%	
INTRO TO SCRATCH					
	7	1.39%	11	2.04%	
WEDO ROBOTICS					
	6	1.19%	12	2.22%	
STOP MOTION ANIMATION					
			12	2.22%	
CSI NEWTOWN					
	0	0.00%	6	1.11%	
ACCELERATED READER					
	135	26.79%	119	22.04%	
GRAPHIC DESIGN					
	21	4.17%	23	4.26%	
SUMMER MUSICAL THEATER	0	0.00%	0	0.00%	Imagine Arts
TOTAL	504	100.00%	540	100.00%	

Table 8: Enrollment all courses

Full Day Kindergarten in Newtown, CT

Facilitated by Peggy Kennedy, Lead Teacher, Donna Albano,
Miryam Kuligowski, Dorothy Schmidt, Janet Vollmer
October 16, 2013

**What are the Benefits of Full Day
Kindergarten in Newtown, CT?**

Benefits of Full Day Kindergarten

- Develop Speaking and Listening Skills
- Collaborative and Interactive Problem Solving
- Learning from peers both academic and social-emotional skills
- Grow a sense of self within the school community

A Typical Day

- ▶ Responsive Classroom Morning Meeting
- ▶ Reading/Writing Workshop
- ▶ Recess
- ▶ Special Subject (e.g., music)
- ▶ Lunch
- ▶ Shared Reading
- ▶ Math
- ▶ Content Area
- ▶ Snack
- ▶ Centers (Developmental Play)
- ▶ Closing

Kindergarten Weekly Schedule
2013-2014

Times	Monday	Tuesday	Wednesday	Thursday	Friday
8:53-9:05	Arrival-Daily Routines/Partner Reading				
9:05-9:30	Responsive Classroom				
9:30-10:15	Reading Workshop/Guided Reading				
10:15-10:35	Recess	Recess	Recess	Recess	Recess
10:35-11:20	Writing Workshop				
11:20-11:35	Calendar activities/Movement Break				
11:41-12:11	Lunch	Lunch	Lunch	Lunch	Lunch
12:11-12:25	Shared Reading/Interactive Writing				
12:25-1:15	Math	Math	Math	Math	Math
1:15-1:55	Content Area	Art	Library	Music	P.E.
2:00-2:15	Snack	Snack	Snack	Snack	Snack
2:15-2:45	Centers	Content Area	Content Area	Content Area	Content Area
2:45-3:20	P.E. (to 3:05)	Centers	Centers	Centers	Centers
3:20-3:27	Closure Activities and Prepare for Dismissal				

Responsive Classroom

Morning Class Meeting Provides:

- ▶ Extended time for community building
- ▶ Helps children transition into school day
- ▶ Promotes social skills
- ▶ Supports learning

Reading Workshop

Independent Reading

- ✓ Reading books that are just right selected by kindergartner
- ✓ Same books read at school and at home

Talking About Books

- ✓ Reading buddies, small groups and whole class
- ✓ Allows readers to deepen comprehension, listen/respond in a conversation

Writing About Reading

- ✓ Response to text with pictures/letters/words

Reading Workshop

NOW

More one on one time with students

Time for building reading stamina

Time for book shopping to choose books that are
“just right” texts

Reading Workshop in Action



Writing Workshop Procedures

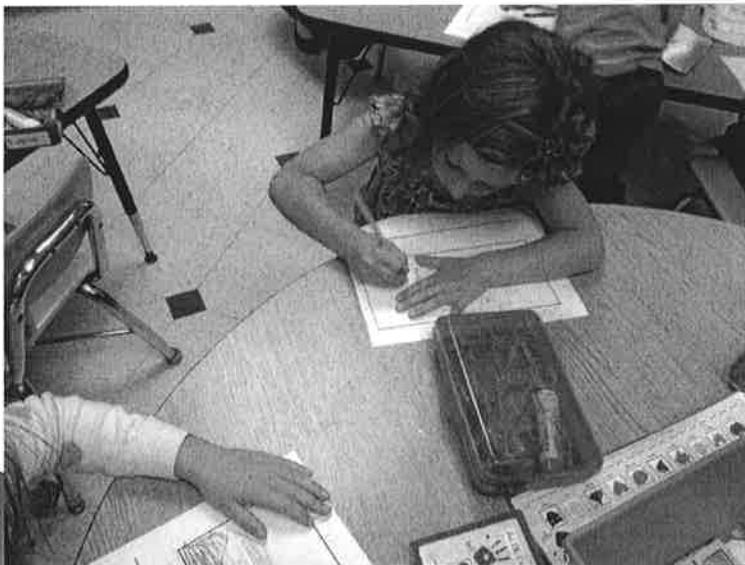
- Mini-Lesson
- Opportunity to articulate writing craft to a buddy
- Self select writing topic or initiate revision of a previous piece
- Teacher confers with writers
- Buddy share and whole group share
- Exemplify writing focus with student writing

Writing Workshop Goals

NOW

- ▶ Study mentor authors
- ▶ Create patterned information books and booklets
- ▶ Students learn to revise
- ▶ Children elaborate and extend their thinking
- ▶ Moving between recording careful observations and including their own thinking

Writing Workshop



Technology



Origo ~ Stepping Stones

- ▶ Provides Big Books
- ▶ Math Flare
- ▶ SMARTBoard extensions

Stepping Stones Math Resource

- Lesson structure provides opportunities to increase depth of math understanding
- Visual displays and manipulatives for whole and small group instruction
- Increased opportunities for reteaching lessons with varied instructional approaches

Scientist at Work

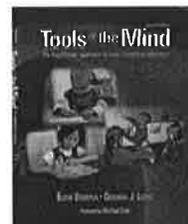


Social Studies *All About our World*



Developmental Play

The kind of developmental play referred to by *Vygotsky* and later described by *Elkonin* as “fully developed” or mature play is the only kind of play that positively affects academic skills as well as self-regulation



* Tools of the Mind by Elena Bodrova



Developmental Play

- ▶ Allows children to be creative
- ▶ Gives children opportunities to make choices in learning and play
- ▶ Develop
 1. Self-regulation skills
 2. Problem solving skills
 3. Social skills
 4. Community building skills

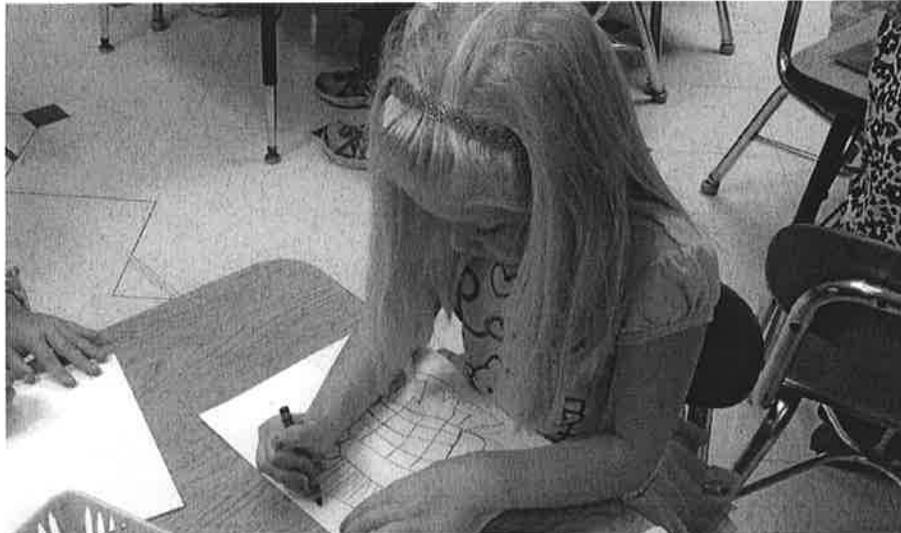
Positive Impact of Full Day Kindergarten

Formerly ~

- ▶ Reading Workshop 3x weekly
- ▶ Writing Workshop 3x weekly

NOW

- ▶ More time for differentiation ~more time to support students both Reading/Writing
- ▶ Increased communication with peers
- ▶ Explicit instruction with hands-on experience across disciplines
- ▶ Recess on a daily basis



Questions?

**Thank you to the Newtown
Board of Education for
approving Full Day
Kindergarten**

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

Oct 1

ENROLLMENT REPORT AS OF October 1, 2013 (UNOFFICIAL)

<u>Grade</u>	<u>Current Monthly Enrollment</u>			<u>Cumulative Year-to-Date</u>					
	Aug 27th <u>2013</u>	<u>Added</u>	<u>Left</u>	Oct 1st <u>2013</u>	Aug 27th <u>2013</u>	<u>Added</u>	<u>Left</u>	Oct 1st <u>2013</u>	
K	241	3	2	242	241	3	2	242	
1	269	3	3	269	269	3	3	269	
2	291	0	1	290	291	0	1	290	
3	331	1	3	329	331	1	3	329	
<u>4</u>	<u>336</u>	<u>1</u>	<u>2</u>	<u>335</u>	<u>336</u>	<u>1</u>	<u>2</u>	<u>335</u>	
Total Elementary	1,468	8	11	1,465	1,468	8	11	1,465	
5	369	1	0	370	369	1	0	370	
<u>6</u>	<u>417</u>	<u>1</u>	<u>0</u>	<u>418</u>	<u>417</u>	<u>1</u>	<u>0</u>	<u>418</u>	
Total Intermediate	786	2	0	788	786	2	0	788	
7	414	0	0	414	414	0	0	414	<i>starr</i>
<u>8</u>	<u>443</u>	<u>0</u>	<u>0</u>	<u>443</u>	<u>443</u>	<u>0</u>	<u>0</u>	<u>443</u>	<i>1</i>
Total Middle	857	0	0	857	857	0	0	857	
9	420	3	4	419	420	3	4	419	
10	429	0	4	425	429	0	4	425	
11	452	1	3	450	452	1	3	450	<i>1</i>
<u>12</u>	<u>422</u>	<u>2</u>	<u>2</u>	<u>422</u>	<u>422</u>	<u>2</u>	<u>2</u>	<u>422</u>	<i>2</i>
Total High	1,723	6	13	1,716	1,723	6	13	1,716	
<u>Special Education</u>									
Pre-Kdg	51	7	4	54	51	7	4	54	
<u>Out-of-Town</u>	<u>34</u>	<u>0</u>	<u>0</u>	<u>34</u>	<u>34</u>	<u>0</u>	<u>0</u>	<u>34</u>	
TOTAL K-12	4,919	23	28	4,914	4,919	23	28	4,914	<i>o</i>
	=====	===	===	=====	=====	===	===	=====	
<u>ENROLLMENT BY SCHOOL</u>									
Hawley	352	3	6	349	352	3	6	349	<i>Diff from start</i>
Sandy Hook	398	1	4	395	398	1	4	395	<i>-3</i>
Middle Gate	416	2	0	418	416	2	0	418	<i>2</i>
<u>Head O' Meadow</u>	<u>302</u>	<u>2</u>	<u>1</u>	<u>303</u>	<u>302</u>	<u>2</u>	<u>1</u>	<u>303</u>	<i>1</i>
Total	1,468	8	11	1,465	1,468	8	11	1,465	<i>-3</i>
Reed Intermediate	786	2	0	788	786	2	0	788	<i>2</i>
Middle School	857	0	0	857	857	0	0	857	<i>0</i>
High School	1,723	6	13	1,716	1,723	6	13	1,716	<i>-7</i>
<u>Special Education</u>									
Pre-Kdg	51	7	4	54	51	7	4	54	<i>o 3</i>
<u>Out-of-Town</u>	<u>34</u>	<u>0</u>	<u>0</u>	<u>34</u>	<u>34</u>	<u>0</u>	<u>0</u>	<u>34</u>	<i>0</i>
TOTAL K-12	4,919	23	28	4,914	4,919	23	28	4,914	<i>o -5</i>
	=====	===	===	=====	=====	===	===	=====	

(b) = Beginning Of Month 8/27/13

check 0 0 0 0 0 0 0 0

NEWTOWN PUBLIC SCHOOLS
Newtown, Connecticut

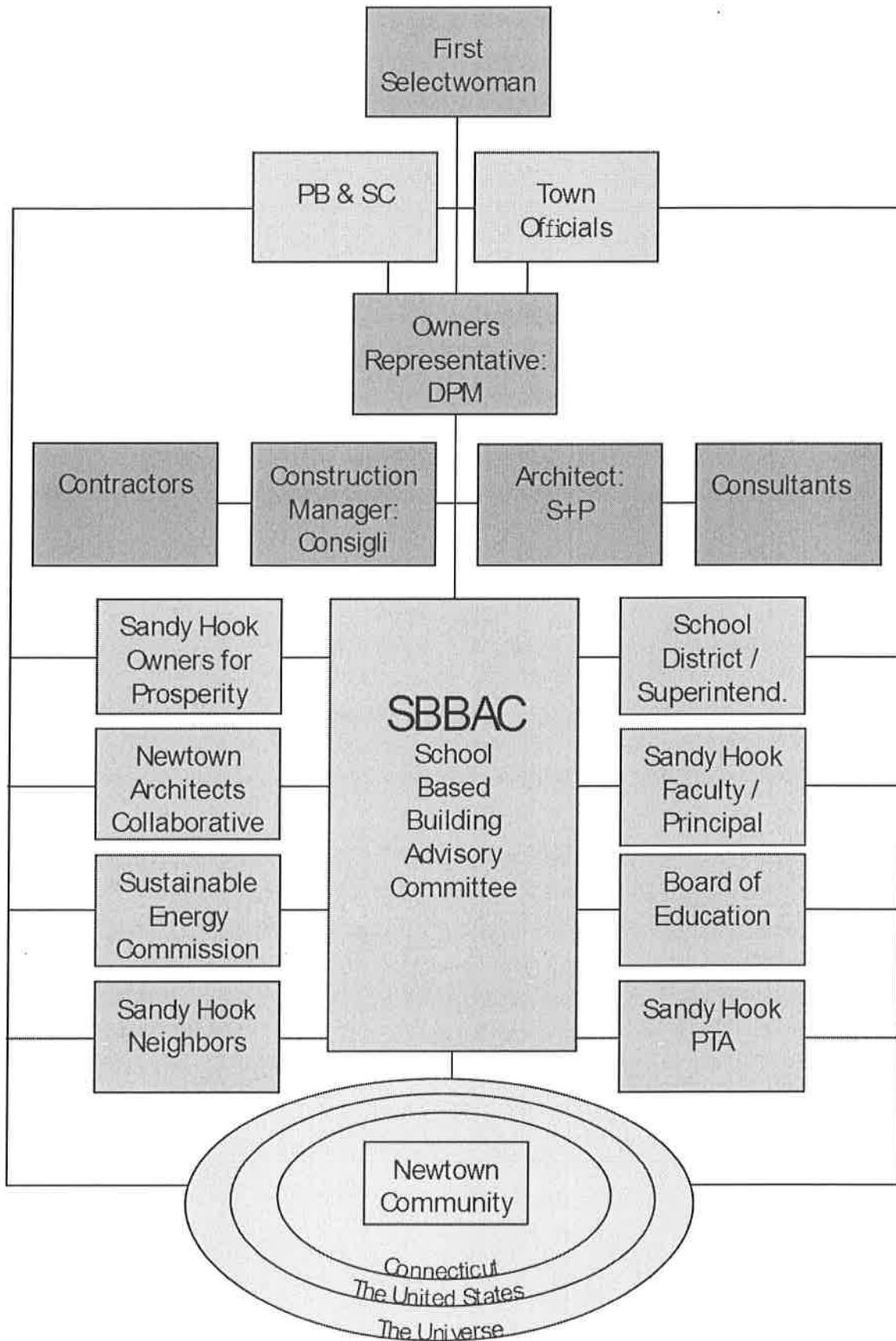
Oct 1

ELEMENTARY CLASS SIZES AS OF October 1, 2013 (UNOFFICIAL)

Grade	Hawley	Sandy Hook	Middle Gate	Head O' Meadow	Reed	TOTAL	check
Pre K		34		20		54	0
K	20	20	21	22			
	18	20	20	23			
	20	19	21				
		18					
Total K	58	77	62	45		242	0
1	16	17	15	16			
	16	16	15	16			
	17	17	16	16			
	15	15	16	16			
			14				
Total 1	64	65	76	64		269	0
2	17	15	18	18			
	17	14	18	18			
	18	16	18	18			
	17	15	18	18			
			17				
		0					
Total 2	69	60	89	72		290	0
3	21	17	19	21			
	20	18	20	20			
	20	18	20	21			
	21	18	19				
		18	18				
Total 3	82	89	96	62		329	0
4	20	20	24	19			
	18	21	23	20			
	19	20	24	21			
	19	22	24				
		21					
Total 4	76	104	95	60		335	0
Total K-4	349	395	418	303		1,465	0
<i>check</i>	0	0	0	0		0	
PowerSchool 10/1/13	349	395	418	303			
	0	0	0	0			

Organization Chart
 Sandy Hook Elementary School, Newtown, CT

SVIGALS + PARTNERS



**NEWTOWN BOARD OF EDUCATION
MONTHLY FINANCIAL REPORT
SEPTEMBER 30, 2013**

SUMMARY

The third financial report, or first quarter of the 2013-14 fiscal year to date, is attached. In the month of September, the Board of Education spent approximately \$5M, \$3.6M on salaries and benefits, and \$1.4M for all other objects. This is consistent with last year's rate of expenditures for the same period. Information regarding projections is limited at this time as we focused on getting all school operations up to speed in September.

All the main object accounts remain in a positive position for this quarter. The few negative balance in sub-accounts are those that will be expected to receive an excess cost grant revenue offset. Out-of-District Special Education tuition students are pushing the budget along with their required transportation before any excess cost offsets.

The "Current Transfer" column now appears because we have adjusted salary accounts to reflect turnover, position, reallocations, changes in assignments, grant charges, and salary adjustments granted to non-represented employees. None of these cross major objects codes but do appear on the sub-account detail pages.

This budget is extremely lean and needs to be carefully monitored. Forecasting anticipated obligations based on this financial appropriation will begin in October and will modify the balances required to end the fiscal year within the allotted budget.

EXPENSE CATEGORY CONDITIONS

100 SALARIES

The total salary budget is expected to be adequate to continue all the planned services for the balance of the year. The accounts need continuing review but with some teaching positions that were not filled due to enrollment, there is expected to be a reasonable balance. This will be reviewed further for next month. The Educational Assistants accounts will be insufficient in the area of Special Education and will need additional funding.

200 EMPLOYEE BENEFITS

It is expected that this budget will be adequate to handle our benefit needs. Worker's Comp salaries for the prior year have been audited and we will most likely be subjected to an additional premium due to the additional wages paid to ready Chalk Hill School. Employees hired under SERV and the additional security will affect this premium. Currently this has been anticipated and is included in the Justice grant. Should that component not be covered we may need to cover it in these accounts.

300 PROFESSIONAL SERVICES

Nothing to report.

400 PURCHASED PROPERTY SERVICES

Hawley fire alarm issue – needed to replace old smoke detectors with new to avoid repeating false alarms, cost \$9,800. The Middle School had a leak at the rear of the building along the foundation wall under the sidewalks and needed to be excavated, piped to drain, and replace the sidewalk, cost \$10,750. Also at the Middle School, the main lobby bathroom had a water problem and it was repaired by a contractor, but in the process a waste water line was damaged. It has now been fixed at a cost of \$30,304 and submitted to our insurance. A deductible of \$25,000 applies and we have given them subrogation rights. These three expenses have gone against the emergency repair account. Building and Grounds Maintenance projects are all on hold at this time.

500 OTHER PURCHASED SERVICES

Transportation and Tuition needs careful review, more out of district locations require additional expenses.

600 SUPPLIES

Nothing to report.

700 PROPERTY

Nothing to report.

800 MISCELLANOUS

Nothing to report.

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

Ron Bienkowski
Director of Business
October 11, 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 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
- Expended 2012-13 – actual (unaudited) expenditures of the prior fiscal year
- Approved Budget – indicates the town approved financial plan used by the school district to achieve its goals and objectives.
- Current Transfers – identifies the recommended cross object codes for current month action. (No current transfers indicated)
- Current Budget – adjusts the Approved Budget calculating adjustments (+ or -) to the identified object codes.
- 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.
- Encumbered – 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 shortages.

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
<u>GENERAL FUND BUDGET</u>								
100	SALARIES	\$ 43,732,472	\$ 45,076,226	\$ -	\$ 45,076,226	\$ 5,983,361	\$ 37,409,885	\$ 1,682,980
200	EMPLOYEE BENEFITS	\$ 10,341,864	\$ 10,675,831	\$ -	\$ 10,675,831	\$ 2,976,091	\$ 6,339,202	\$ 1,360,539
300	PROFESSIONAL SERVICES	\$ 885,859	\$ 920,517	\$ -	\$ 920,517	\$ 111,670	\$ 271,417	\$ 537,430
400	PURCHASED PROPERTY SERV.	\$ 2,156,695	\$ 2,393,290	\$ -	\$ 2,393,290	\$ 373,279	\$ 492,799	\$ 1,527,212
500	OTHER PURCHASED SERVICES	\$ 6,526,747	\$ 6,851,622	\$ -	\$ 6,851,622	\$ 1,645,116	\$ 4,503,718	\$ 702,788
600	SUPPLIES	\$ 4,428,579	\$ 4,554,880	\$ -	\$ 4,554,880	\$ 661,084	\$ 300,209	\$ 3,593,588
700	PROPERTY	\$ 206,463	\$ 497,748	\$ -	\$ 497,748	\$ 246,865	\$ 90,270	\$ 160,613
800	MISCELLANEOUS	\$ 71,081	\$ 75,190	\$ -	\$ 75,190	\$ 51,486	\$ 2,187	\$ 21,517
TOTAL GENERAL FUND BUDGET		\$ 68,349,760	\$ 71,045,304	\$ -	\$ 71,045,304	\$ 12,048,951	\$ 49,409,687	\$ 9,586,666
		<i>(Unaudited)</i>						
GRAND TOTAL		\$ 68,349,760	\$ 71,045,304	\$ -	\$ 71,045,304	\$ 12,048,951	\$ 49,409,687	\$ 9,586,666

Excess Cost Grant Reimbursement Offset	75.00%	\$ 1,452,095	T.B.D.	\$ 1,452,095
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Net Projected Balance

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
100	SALARIES							
	Administrative Salaries	\$ 2,905,110	\$ 2,826,231	\$ -	\$ 2,826,231	\$ 588,083	\$ 2,181,813	\$ 56,335
	Teachers & Specialists Salaries	\$ 30,174,313	\$ 30,919,957	\$ (10,351)	\$ 30,909,606	\$ 3,552,778	\$ 26,946,769	\$ 410,059
	Early Retirement	\$ 16,000	\$ 16,000	\$ -	\$ 16,000	\$ 16,000	\$ -	\$ -
	Continuing Ed./Summer School	\$ 74,383	\$ 84,903	\$ 855	\$ 85,758	\$ 52,034	\$ 33,550	\$ 174
	Homebound & Tutors Salaries	\$ 249,524	\$ 211,664	\$ 2,245	\$ 213,909	\$ 39,302	\$ 107,127	\$ 67,480
	Certified Substitutes	\$ 589,183	\$ 645,725	\$ -	\$ 645,725	\$ 64,476	\$ 256,265	\$ 324,985
	Coaching/Activities	\$ 534,475	\$ 532,749	\$ -	\$ 532,749	\$ -	\$ 101,221	\$ 431,528
	Staff & Program Development	\$ 116,368	\$ 167,891	\$ -	\$ 167,891	\$ 105,888	\$ 54,406	\$ 7,598
	CERTIFIED SALARIES	\$ 34,659,356	\$ 35,405,120	\$ (7,251)	\$ 35,397,869	\$ 4,418,560	\$ 29,681,151	\$ 1,298,158
	Supervisors/Technology Salaries	\$ 612,272	\$ 622,327	\$ 6,347	\$ 628,674	\$ 131,932	\$ 470,461	\$ 26,281
	Clerical & Secretarial salaries	\$ 1,913,153	\$ 1,985,904	\$ -	\$ 1,985,904	\$ 347,910	\$ 1,611,594	\$ 26,401
	Educational Assistants	\$ 1,783,332	\$ 1,843,658	\$ -	\$ 1,843,658	\$ 163,058	\$ 1,737,957	\$ (57,357)
	Nurses & Medical advisors	\$ 665,534	\$ 683,022	\$ -	\$ 683,022	\$ 95,047	\$ 602,144	\$ (14,168)
	Custodial & Maint Salaries	\$ 2,759,414	\$ 2,898,325	\$ (10,571)	\$ 2,887,754	\$ 610,763	\$ 2,256,008	\$ 20,983
	Bus Drivers salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Career/Job salaries	\$ 109,211	\$ 108,501	\$ 1,897	\$ 110,398	\$ 21,178	\$ 82,506	\$ 6,714
	Special Education Svcs Salaries	\$ 659,495	\$ 824,820	\$ 9,578	\$ 834,398	\$ 89,621	\$ 705,689	\$ 39,087
	Attendance & Security Salaries	\$ 207,942	\$ 380,071	\$ -	\$ 380,071	\$ 43,001	\$ 262,375	\$ 74,696
	Extra Work - Non-Cert	\$ 76,256	\$ 71,115	\$ -	\$ 71,115	\$ 32,950	\$ -	\$ 38,165
	Custodial & Maint. Overtime	\$ 242,452	\$ 210,363	\$ -	\$ 210,363	\$ 27,142	\$ -	\$ 183,221
	Civic activities/Park & Rec	\$ 44,055	\$ 43,000	\$ -	\$ 43,000	\$ 2,201	\$ -	\$ 40,799
	NON-CERTIFIED SALARIES	\$ 9,073,116	\$ 9,671,106	\$ 7,251	\$ 9,678,357	\$ 1,564,801	\$ 7,728,734	\$ 384,821
	SUBTOTAL SALARIES	\$ 43,732,472	\$ 45,076,226	\$ -	\$ 45,076,226	\$ 5,983,361	\$ 37,409,885	\$ 1,682,980

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
200	EMPLOYEE BENEFITS							
	Medical & Dental Expenses	\$ 7,918,730	\$ 8,213,013		\$ 8,213,013	\$ 2,110,217	\$ 6,050,818	\$ 51,978
	Life Insurance	\$ 83,605	\$ 86,226		\$ 86,226	\$ 20,351	\$ -	\$ 65,875
	FICA & Medicare	\$ 1,305,853	\$ 1,359,593		\$ 1,359,593	\$ 202,413	\$ -	\$ 1,157,180
	Pensions	\$ 487,540	\$ 462,466		\$ 462,466	\$ 402,679	\$ 57,443	\$ 2,344
	Unemployment & Employee Assist.	\$ 76,081	\$ 98,120		\$ 98,120	\$ 5,672	\$ 17,760	\$ 74,688
	Workers Compensation	\$ 470,055	\$ 456,413		\$ 456,413	\$ 234,757	\$ 213,181	\$ 8,475
	SUBTOTAL EMPLOYEE BENEFITS	\$ 10,341,864	\$ 10,675,831	\$ -	\$ 10,675,831	\$ 2,976,091	\$ 6,339,202	\$ 1,360,539
300	PROFESSIONAL SERVICES							
	Professional Services	\$ 723,430	\$ 675,542		\$ 675,542	\$ 79,462	\$ 190,934	\$ 405,146
	Professional Educational Ser.	\$ 162,429	\$ 244,975		\$ 244,975	\$ 32,208	\$ 80,483	\$ 132,284
	SUBTOTAL PROFESSIONAL SVCS	\$ 885,859	\$ 920,517	\$ -	\$ 920,517	\$ 111,670	\$ 271,417	\$ 537,430
400	PURCHASED PROPERTY SVCS							
	Buildings & Grounds Services	\$ 665,863	\$ 670,300		\$ 670,300	\$ 122,604	\$ 309,802	\$ 237,894
	Utility Services - Water & Sewer	\$ 107,302	\$ 117,000		\$ 117,000	\$ 19,990	\$ -	\$ 97,010
	Building, Site & Emergency Repairs	\$ 533,970	\$ 460,850		\$ 460,850	\$ 88,040	\$ 15,741	\$ 357,068
	Equipment Repairs	\$ 252,231	\$ 270,975		\$ 270,975	\$ 34,528	\$ 43,384	\$ 193,062
	Rentals - Building & Equipment	\$ 303,229	\$ 300,165		\$ 300,165	\$ 108,117	\$ 123,871	\$ 68,177
	Building & Site Improvements	\$ 294,100	\$ 574,000		\$ 574,000	\$ -	\$ -	\$ 574,000
	SUBTOTAL PUR. PROPERTY SER.	\$ 2,156,695	\$ 2,393,290	\$ -	\$ 2,393,290	\$ 373,279	\$ 492,799	\$ 1,527,212

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
500	OTHER PURCHASED SERVICES							
	Contracted Services	\$ 401,159	\$ 360,504		\$ 360,504	\$ 120,532	\$ 49,888	\$ 190,084
	Transportation Services	\$ 3,606,577	\$ 3,640,547		\$ 3,640,547	\$ 427,006	\$ 2,177,005	\$ 1,036,536
	Insurance - Property & Liability	\$ 291,106	\$ 299,135		\$ 299,135	\$ 170,380	\$ 129,498	\$ (743)
	Communications	\$ 121,183	\$ 129,209		\$ 129,209	\$ 25,702	\$ 62,951	\$ 40,557
	Printing Services	\$ 32,447	\$ 42,382		\$ 42,382	\$ 6,105	\$ 19	\$ 36,257
	Tuition - Out of District	\$ 1,897,321	\$ 2,152,926		\$ 2,152,926	\$ 872,287	\$ 2,065,368	\$ (784,729)
	Student Travel & Staff Mileage	\$ 176,954	\$ 226,919		\$ 226,919	\$ 23,103	\$ 18,990	\$ 184,826
	SUBTOTAL OTHER PURCHASED SER	\$ 6,526,747	\$ 6,851,622	\$ -	\$ 6,851,622	\$ 1,645,116	\$ 4,503,718	\$ 702,788
600	SUPPLIES							
	Instructional & Library Supplies	\$ 934,107	\$ 939,666		\$ 939,666	\$ 298,775	\$ 140,457	\$ 500,433
	Software, Medical & Office Sup.	\$ 144,536	\$ 184,465		\$ 184,465	\$ 20,034	\$ 58,303	\$ 106,127
	Plant Supplies	\$ 337,919	\$ 376,100		\$ 376,100	\$ 91,448	\$ 60,551	\$ 224,102
	Electric	\$ 1,357,320	\$ 1,401,255		\$ 1,401,255	\$ 169,645	\$ -	\$ 1,231,610
	Propane & Natural Gas	\$ 291,923	\$ 326,370		\$ 326,370	\$ 17,251	\$ -	\$ 309,119
	Fuel Oil	\$ 619,965	\$ 575,466		\$ 575,466	\$ -	\$ -	\$ 575,466
	Fuel For Vehicles & Equip.	\$ 554,631	\$ 486,739		\$ 486,739	\$ -	\$ -	\$ 486,739
	Textbooks	\$ 188,178	\$ 264,819		\$ 264,819	\$ 63,930	\$ 40,897	\$ 159,992
	SUBTOTAL SUPPLIES	\$ 4,428,579	\$ 4,554,880	\$ -	\$ 4,554,880	\$ 661,084	\$ 300,209	\$ 3,593,588

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
700	PROPERTY							
	Capital Improvements (Sewers)	\$ 124,177	\$ 124,177		\$ 124,177	\$ 124,177	\$ -	\$ 0
	Technology Equipment	\$ 51,953	\$ 325,559		\$ 325,559	\$ 122,688	\$ 78,654	\$ 124,217
	Other Equipment	\$ 30,333	\$ 48,012		\$ 48,012	\$ -	\$ 11,616	\$ 36,396
	SUBTOTAL PROPERTY	\$ 206,463	\$ 497,748	\$ -	\$ 497,748	\$ 246,865	\$ 90,270	\$ 160,613
800	MISCELLANEOUS							
	Memberships	\$ 71,081	\$ 75,190		\$ 75,190	\$ 51,486	\$ 2,187	\$ 21,517
	SUBTOTAL MISCELLANEOUS	\$ 71,081	\$ 75,190	\$ -	\$ 75,190	\$ 51,486	\$ 2,187	\$ 21,517
	TOTAL LOCAL BUDGET	\$ 68,349,760	\$ 71,045,304	\$ -	\$ 71,045,304	\$ 12,048,951	\$ 49,409,687	\$ 9,586,666

NEWTOWN BOARD OF EDUCATION

BUDGET SUMMARY REPORT

FOR THE MONTH ENDING SEPTEMBER 30, 2013

OBJECT CODE	EXPENSE CATEGORY	EXPENDED 2012 - 2013	2013-2014 APPROVED BUDGET	CURRENT TRANSFERS	CURRENT BUDGET	YTD EXPENDITURE	ENCUMBER	BALANCE
<u>SCHOOL GENERATED FEES</u>								
<u>HIGH SCHOOL FEES</u>								
	NURTURY PROGRAM				\$8,000	\$0.00	\$8,000.00	0.00%
	PARKING PERMITS				\$20,000	\$0.00	\$20,000.00	0.00%
	PAY FOR PARTICIPATION IN SPORTS				\$84,800	\$0.00	\$84,800.00	0.00%
					\$112,800	\$0.00	\$112,800.00	0.00%
<u>BUILDING RELATED FEES</u>								
	ENERGY - ELECTRICITY				\$313	\$0.00	\$313.00	0.00%
	HIGH SCHOOL POOL - OUTSIDE USAGE				\$8,000	\$0.00	\$8,000.00	0.00%
					\$8,313	\$0.00	\$8,313.00	0.00%
	MISCELLANEOUS FEES				\$200	\$174.00	\$26.00	87.00%
	TOTAL SCHOOL GENERATED FEES				\$121,313	\$174.00	\$121,139.00	0.14%



EDUCATION CONNECTION

Newtown Transition/Coherence Planning Draft #1 Process Proposal

Jonathan P. Costa Sr.
Consultant

1. Planning Process Goals and Overview:

- Confirm and articulate mission and beliefs to guide the process.
- Identify and reflect on current district challenges and needs as seen through the lens of eight key organizational systems.
- Prioritize and align identified items and work outcomes.
- Align and connect key issues to ensure coherence in work planning.
- Map out short and long-term project plans with associated responsibilities and success metrics to ensure future success

This planning process is divided into three phases; Phase I is designed to efficiently build a planning foundation by bringing a representative group together and achieving agreement on some basic philosophic assumptions and the systems planning approach model.

Phase II is designed to identify the key planning and transition issues that face the district and to organize and align them according to their importance and impact on the district's performance and mission.

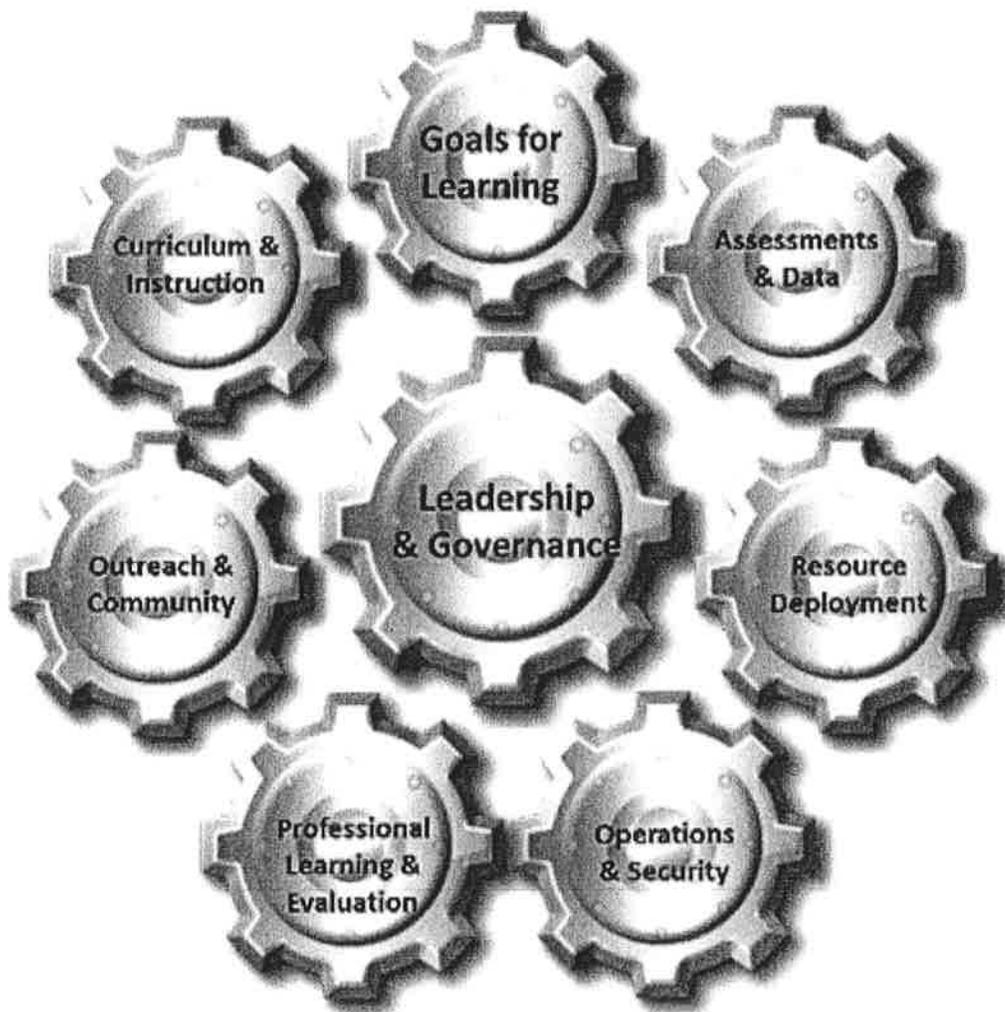
Phase III will break those issues down into work plans and tasks. This breakdown will take into account the difference between immediate and long-term needs. Immediate need action would be undertaken quickly while the longer-term needs will be planned for later so that potential future district leadership can participate and mold their implementation.

2. Process Plan: Phase I

Step	Outcomes	Timeframe	Resources
1. Overview and Planning Process Discussion.	<input type="checkbox"/> Introduce the district administration to the process plan, its outcomes, steps and rationale. <input type="checkbox"/> Make any plan adjustments as needed.	October, 2014	- Admin - .5 consultant.

Phase I Continued...

2. Planning Team Recruitment	<ul style="list-style-type: none"> <input type="checkbox"/> Superintendent & Assistant <input type="checkbox"/> Other key staff? <input type="checkbox"/> 3 BOE members <input type="checkbox"/> 3 building administrators (one from each level) <input type="checkbox"/> 3 classroom teachers (one from each level) <input type="checkbox"/> 3 parents (one from each level) <input type="checkbox"/> 3 members of the general community. 	October, 2013	<ul style="list-style-type: none"> - Invitation letter from district CO staff. - Use key PTO or NEA contacts to determine representation.
3. Organizing and Launch Meeting Re	<ul style="list-style-type: none"> <input type="checkbox"/> Welcome and introductions. <input type="checkbox"/> Review rationale, outcomes and process plan. <input type="checkbox"/> Review dates, participation requirements and parameters. <input type="checkbox"/> Review systems orientation (see below) <input type="checkbox"/> Designate data collection activities <input type="checkbox"/> Confirm district mission and beliefs 	Early November, 2013	<ul style="list-style-type: none"> - Materials - Strategic Planning Team 1 consultant



3. Planning Process: Phase II

<p>1. Key Challenges Identification Retreat</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Identify key district challenges using the systems framework <input type="checkbox"/> Prioritize and sort for short and long-term implications <input type="checkbox"/> Seek through points and coherence/connections between challenges and systems. 	<p>Early December, 2013</p>	<p>- Materials - Strategic Planning Team 1 consultant</p>
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4. Planning Process: Phase III

<p>1. Preliminary Planning Retreat</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Given the results of Phase II, the group plans for the resolution of the short term challenges and includes people who are responsible, timelines, resources, and success metrics. 	<p>Mid-December, 2013</p>	<p>- Materials - Planning Sub-Group 1 consultant</p>
<p>2. Phase III Results Review</p>	<ul style="list-style-type: none"> <input type="checkbox"/> The planning group presents its findings to the Board or other interested parties 	<p>Early January, 2014</p>	<p>- Materials - Strategic Planning Team .5 consultant</p>

5. Proposal Costs:

The identified costs represent the fees due for the technical assistance support of this process. They do not represent the cost of food, facilities or other meeting incidentals. These additional costs can be estimated and incorporated or kept separate from this technical assistance proposal. Either way, they are the responsibility of the district.

Phase I:

Item	Description	Cost
Planning and support.	One time fee is the equivalent of two days of technical assistance to cover meetings and planning for the process, materials development, holding of dates, and other expenses incurred in process support.	\$1,500
Technical Assistance	- 5 full days @ \$750 per day	\$3,750
	Total Cost:	\$5,250

Plan Total: \$5,250