

WESTPORT BOARD OF EDUCATION

***AGENDA**

(Agenda Subject to Modification in Accordance with Law)

PUBLIC SESSION/PLEDGE OF ALLEGIANCE:

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

ANNOUNCEMENTS FROM BOARD AND ADMINISTRATION

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

MINUTES: March 14, 2016

REVIEW:

- 1. Health and Medical Insurance Projected Revenues and Expenses and Projected Year End Balance in Health Reserve: 2015-16 and 2016-17 Fiscal Years (Encl.) Mr. Longo
Tim Hasselman

DISCUSSION/APPROVAL:

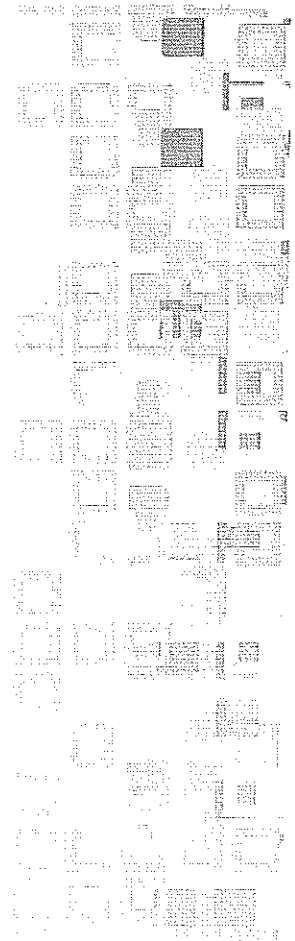
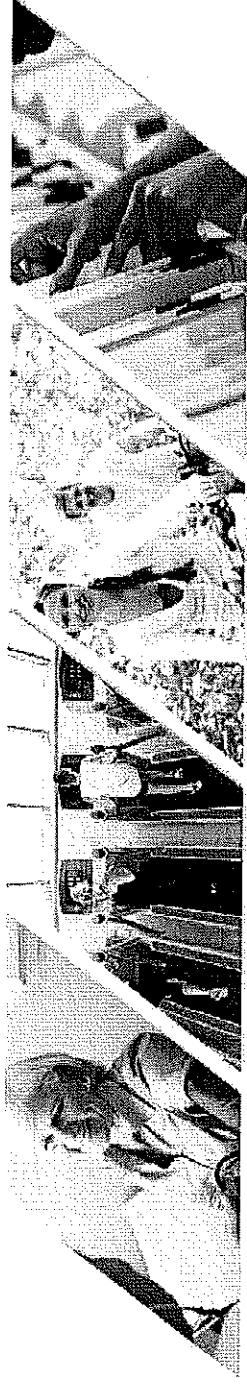
- 1. Policy Governing the Organizational Relationship between the Board of Education and the Westport Schools Permanent Art Collection Committee (WSPAC) (Encl.) Ms. Kleine
Ms. Aronow
Ms. Bennewitz
- 2. Adoption: Student and Faculty Calendars: 2016-17 and 2017-18 School Years (Encl.) Dr. Landon
- 3. Request to Board of Finance for Expenditure Beyond Aggregate in Board of Education Carryover Account (Encl.) Dr. Landon
Mr. Longo

ADJOURNMENT

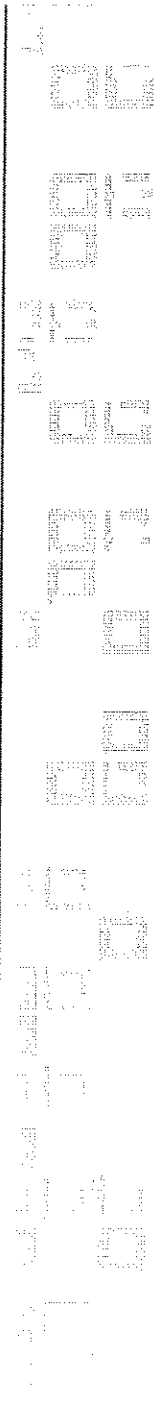
*A 2/3 vote is required to go to executive session, to add a topic to the agenda of a regular meeting, or to start a new topic after 10:30 p.m. The meeting can also be viewed on cable TV on channel 78; Frontier TV channel 99 and by video stream @www.westport.k12.ct.us

PUBLIC PARTICIPATION WELCOME USING THE FOLLOWING GUIDELINES:

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



Westport Board of Education
Health Benefit Projections
March 28, 2016



**Wesport Board of Education
2016 Projections**

Fiscal Year	2012		2013		2014		3/22/16 Projections	
	Actual	Actual	Actual	Actual	Projected * 3/12/15	Updated Projection *	Projected	
Paid Claims								
Medical	\$12,758,144	\$10,935,368	\$10,227,639	\$11,914,994	\$10,828,288	\$11,689,283		
Rx	2,337,279	2,060,675	1,913,878	2,112,056	2,124,210	2,293,113		
Dental	1,048,297	977,520	1,101,222	1,082,451	1,068,343	1,161,944		
Change from 2014 Actual	\$16,143,720	\$13,973,563	\$13,242,759	\$15,109,501 14.1%	\$14,020,841 5.9%	\$15,144,340		
Enrollment								
Medical	874	835	803	801	789	786		
Dental	1,008	988	959	959	955	951		
Plan Expenses								
Medical/Rx Admin Fees	\$377,758	\$401,695	\$409,314	\$422,832	\$416,497	\$423,212		
Network Access Fee	166,793	164,724	161,018	163,981	\$161,335	\$160,721		
Dental Admin Fees	52,682	53,418	53,512	54,850	\$54,127	\$54,127		
Stop-Loss Premiums	526,497	605,998	667,775	772,613	\$761,038	\$754,286		
PCORI Fee			4,184	1,666	4,117	\$4,197		
ACA Reinsurance Fee			130,767	89,540	88,792	\$84,486		
FSA Administration	5,776	2,931	2,931	2,931	2,931	\$2,931		
Consulting Fee	36,862	57,374	45,000	45,000	45,000	\$45,000		
Medical Waivers	44,500	38,000	50,000	50,000	50,000	\$50,000		
	\$1,210,867	\$1,324,140	\$1,524,500	\$1,603,413	\$1,582,985	\$1,548,961		
BOE HSA Contribution								
Total Health Plan Cost			\$1,165,000	\$1,159,000	\$1,118,000	\$1,118,000		
Change from 2014 Actual	\$17,354,587	\$15,297,703	\$15,932,239	\$17,871,914 12.2%	\$16,721,826 5.0%	\$17,811,301		
Participant Contributions								
Actives			\$2,222,200	\$2,672,011	\$2,611,452	\$2,964,727		
COBRA			11,500	18,100	17,556	17,556		
Retirees			461,800	365,701	365,701	365,701		
			\$2,695,500	\$3,055,813	\$2,785,941	\$3,139,216		
Life & LTD Premium			\$282,900	\$282,900	\$282,900	\$282,900		
Pharmacy Rebate								
Net BOE Cost			\$13,519,640	\$15,099,002 11.7%	\$14,082,164 4.2%	\$14,706,369		
Change from Prior Year								

* Difference off 2014 actual

Cigna Pharmacy Management
 Considerations Sharing Calculation
 Client Name: WESTPORT BOARD OF
 EDUCATION



Period: 07/01/2015 - 12/31/2015

Commercial (07/01/2015 - 12/31/2015)	Retail	Mail	Total
Total Brand Scripts	2,322	183	2,505
Total Considerations	\$91,749.20	\$44,873.41	\$136,622.61
Guaranteed Terms	100%	100%	
Calculated Payout	\$91,749.20	\$44,873.41	\$136,622.61
Shared Per Brand Script	\$39.51	\$245.21	
Minimum Guaranteed Per Brand Script	\$41.35	\$148.24	
Calculated Payout At Minimum Guaranteed	\$96,014.70	\$27,127.92	\$123,142.62
Pharmacy Considerations Payout			\$136,622.61
Total Payout			\$136,622.61

7/1/2017

7/1/2016

7/1/2015

7/1/2014

Guaranteed Discount

	7/1/2014	7/1/2015	7/1/2016	7/1/2017
Retail				
Brand	AWP - 16.10%	AWP - 16.25%	AWP - 16.50%	AWP - 16.75%
Generic	AWP - 68.00%	AWP - 70.50%	AWP - 73.00%	AWP - 73.00%
Mail Order				
Brand	AWP - 20.00%	AWP - 24.00%	AWP - 24.25%	AWP - 24.50%
Generic	AWP - 69.00%	AWP - 75.00%	AWP - 76.00%	AWP - 77.00%
Specialty				
Retail	AWP - 10.50%	AWP - 10.50%	AWP - 10.50%	AWP - 10.50%
Mail Order	AWP - 11.80%	AWP - 11.80%	AWP - 11.80%	AWP - 11.80%

Dispensing Fee - Retail

Brand	\$1.40	\$1.20	\$1.15	\$1.10
Generic	\$1.40	\$1.20	\$1.15	\$1.10
Specialty	\$1.40	\$1.20	\$1.15	\$1.10

Dispensing Fee - MOD

Brand	\$0.00	\$0.00	\$0.00	\$0.00
Generic	\$0.00	\$0.00	\$0.00	\$0.00
Specialty	\$0.00	\$0.00	\$0.00	\$0.00

Rebates

100% pass through

Brand Retail	\$0.00	\$41.35	\$45.12	\$46.62
Brand MOD	\$0.00	\$148.24	\$152.49	\$160.91

Rebates paid

	ESTIMATED	Actual YTD	Annually	Annually
	# of Scripts	thru 12/15	Avg Cost/Script	
Retail - Brand	4,334	2,167	\$229.35	
Retail - Generic	13,984	6,992	20.43	
Mail Order - Brand	348	174	2,207.28	
Mail Order - Generic	1,266	633	45.01	
Total	19,932	9,966		
	7/1/2015		7/1/2016	
	\$3,664		\$916	
	\$230,798		\$17,818	
	\$74,000			
	\$308,462			

Projected Savings

Dispensing fees

Rebates

Claim discounts



7/14 - 6/15 CIGNA Renewal 7/15 - 6/16 CIGNA Renewal 7/16-6/17 CIGNA Renewal

	7/14 - 6/15 CIGNA Renewal			7/15 - 6/16 CIGNA Renewal			7/16-6/17 CIGNA Renewal			% Change
	PPO	HDHP	Total	PPO	HDHP	Total	PPO	HDHP	Total	% Change
Expected Paid Claims	\$ 40.54	\$ 46.48	\$ 43.82	\$ 41.35	\$ 47.29	\$ 46.41	\$ 42.06	\$ 48.00	\$ 47.09	3.03%
Medical Contracts	\$ 69.30	\$ 69.30	\$ 69.30	\$ 80.38	\$ 80.38	\$ 80.38	\$ 80.38	\$ 80.38	\$ 80.38	-1.75%
Average Exp. Claims by Contract per Month	\$ 2.12	\$ 3.57	\$ 2.92	\$ 3.36	\$ 3.36	\$ 3.36	\$ 3.47	\$ 3.47	\$ 3.47	4.86%
Retention Charges	\$ 11.04	\$ 11.04	\$ 11.04	\$ 11.26	\$ 11.26	\$ 11.26	\$ 11.26	\$ 11.26	\$ 11.26	
Self Insurance Program Fee	\$ 0.45	\$ 0.45	\$ 0.45	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47	\$ 0.47	
Individual Stop Loss (I)	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Admin State Assessment Fee	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Network Access Fee	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Vision Admin Fee	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Retention Total	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Total Per Contract Per Month	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%
Total Expected Cost	\$ 123.45	\$ 130.84	\$ 127.53	\$ 136.82	\$ 142.76	\$ 141.88	\$ 137.64	\$ 143.58	\$ 142.67	0.56%

	Jul-14	Jul-15	Jul-16	% Change
	Renewal	Renewal	Renewal	% Change
Expected Paid Claims	\$ 1,058,371	\$ 1,070,849	\$ 1,131,357	1.18%
Dental Contracts	\$ 965	\$ 964	\$ 957	-0.10%
Average Exp. Claims by Contract per Month	\$ 91.40	\$ 92.57	\$ 98.52	1.28%
Administrative Fee	\$ 4.65	\$ 4.65	\$ 4.75	0.00%
Total Per Contract Per Month	\$ 96.05	\$ 97.22	\$ 103.27	1.22%
Total Expected Cost	\$ 1,112,218	\$ 1,124,640	\$ 1,185,906	1.12%
PCORI Fee	\$ 4,184.00	\$ 4,268.00	\$ 4,351.00	
ACA Reinsurance Fee	\$ 130,767.00	\$ 89,907.00	\$ 56,484.00	
Total Medical & Dental Expected Cost	\$ 15,019,519.76	\$ 16,440,418.00	\$ 16,872,021.92	2.65%

Total - All Plans

Month	Covered Ee's	Paid Medical Claims	*Cumulative		% Chg	Paid Rx Claims	*Cumulative		% Chg	Total Paid Claims	Med/Rx Claims per Ee	*Cumulative		
			Avg Clms per Ee	Avg Clms per Ee			Avg Clms per Ee	Avg Clms per Ee				% Chg		
Jan-14	823	960,641	1,104.85	200.24	-1.5%	158,123	200.24	1,118,764	1,347.91	1,305.08	-1.8%			
Feb-14	821	671,436	1,064.25	201.32	-3.7%	170,008	201.32	841,444	1,022.41	1,265.57	-3.0%			
Mar-14	818	933,270	1,054.16	200.79	-0.9%	177,978	200.79	1,111,249	1,353.53	1,254.95	-0.8%			
Apr-14	818	1,026,884	1,053.98	200.79	0.0%	215,927	200.79	1,242,811	1,519.33	1,254.78	0.0%			
May-14	819	1,123,230	1,068.26	201.86	1.4%	210,077	201.86	1,333,307	1,629.96	1,270.12	1.2%			
Jun-14	820	1,138,675	1,091.25	205.64	2.2%	211,967	205.64	1,350,642	1,649.14	1,296.88	2.1%			
Jul-14	817	572,069	1,064.82	202.60	-2.4%	144,639	202.60	716,708	874.03	1,267.42	-2.3%			
Aug-14	816	1,647,775	1,117.73	206.67	5.0%	234,811	206.67	1,882,586	2,304.27	1,324.39	4.5%			
Sep-14	803	844,224	1,114.71	208.17	-0.3%	131,676	208.17	975,900	1,195.96	1,322.88	-0.1%			
Oct-14	801	667,568	1,110.60	205.69	-0.4%	77,845	205.69	745,413	928.29	1,316.28	-0.5%			
Nov-14	804	519,153	1,104.35	203.86	-0.6%	139,761	203.86	658,914	822.61	1,308.21	-0.6%			
Dec-14	801	824,664	1,116.40	202.85	1.1%	113,047	202.85	937,711	1,166.31	1,319.25	0.8%			
Jan-15	798	962,041	1,119.86	203.26	0.3%	156,270	203.26	1,118,311	1,396.14	1,323.12	0.3%			
Feb-15	801	763,713	1,132.22	200.70	1.1%	139,989	200.70	903,702	1,132.46	1,332.91	0.7%			
Mar-15	801	880,539	1,129.12	198.39	-0.3%	151,528	198.39	1,032,067	1,288.47	1,327.51	-0.4%			
Apr-15	799	991,960	1,127.50	197.45	-0.1%	203,480	197.45	1,195,440	1,492.43	1,324.95	-0.2%			
May-15	798	785,731	1,094.85	192.11	-2.9%	154,636	192.11	940,367	1,176.93	1,286.96	-2.9%			
Jun-15	797	768,202	1,058.87	198.14	-3.3%	266,196	198.14	1,034,398	1,296.24	1,257.02	-2.3%			
Jul-15	798	841,604	1,089.37	202.11	2.9%	178,305	202.11	1,019,909	1,279.69	1,291.48	2.7%			
Aug-15	797	1,150,237	1,039.79	203.81	-4.6%	247,294	203.81	1,397,531	1,751.29	1,243.60	-3.7%			
Sep-15	786	1,053,314	1,063.63	207.75	2.3%	165,615	207.75	1,218,929	1,529.40	1,271.38	2.2%			
Oct-15	786	760,306	1,075.20	210.24	1.1%	98,175	210.24	858,481	1,092.22	1,285.44	1.1%			
Nov-15	782	832,297	1,109.62	217.60	3.2%	206,981	217.60	1,039,278	1,322.24	1,327.21	3.3%			
Dec-15	786	831,299	1,112.87	223.02	0.3%	160,034	223.02	991,333	1,267.69	1,335.89	0.7%			
Jan-16	788	646,192	1,081.48	227.71	-2.8%	197,631	227.71	843,823	1,073.57	1,309.19	-2.0%			
Feb-16	786	948,544	1,102.03	235.41	1.9%	211,000	235.41	1,159,544	1,471.50	1,337.44	2.2%			
July 13 - June 14	835	\$10,935,368	\$1,091.25	\$205.64	-10.2%	\$2,060,675	\$205.64	\$12,996,043	\$1,296.88	\$1,296.88	-9.9%			
% Change														
July 14 - June 15	805	\$10,227,639	\$1,058.87	\$198.14	-3.0%	\$1,913,878	\$198.14	\$12,141,517	\$1,257.02	\$1,257.02	-3.1%			
% Change														
July 15 - June 16	790	\$7,063,793	\$1,117.69	\$231.81	5.6%	\$1,465,035	\$231.81	\$8,528,828	\$1,349.50	\$1,349.50	7.4%			
% Change														

Per employee calculation uses a 1 month lag for employees
* Cumulative through June-12, rolling 12 months thereafter

Medical Health Insurance Fund
FY 15-16 Projections
with Claims Cash Draw Data as of February 29, 2016

	Mar-15	FY16 Projections	Dec-15
		Sep-15	
Cash receipts			
General Fund Budget from line 210	14,049,493	14,247,493	14,247,493
Other Fund Contributions	85,000	70,000	70,000
Employee Contributions (Active)	2,672,011	2,607,655	2,607,655
Flex Spending Accounts			
Cobra Participants	18,100	18,100	18,100
Retirees under 65	365,701	365,701	365,701
State Teachers Retirement (TRB)	150,000	150,000	150,000
Life Insurance Premiums	25,000	25,000	25,000
Retirees over 65	442,939	442,939	442,939
Other Contributions (FMLA, Retiree life, etc.)	45,000	45,000	45,000
Total cash receipts	17,971,888	17,971,888	17,971,888

Cash disbursements			
Medical	11,914,954	11,394,635	11,065,349
Prescription	2,112,056	2,106,117	2,174,638
Dental	1,082,451	1,149,455	1,118,896
Flex Spending Accounts			
Contribution to HSA	1,159,000	1,162,000	1,124,000
Medical Administrative	422,832	420,720	413,858
Network Access Fee	163,981	163,162	160,312
Individual Stop-Loss	772,613	772,613	756,215
Dental Administrative	54,850	54,564	53,647
FSA Administrative	2,951	2,951	2,951
Consulting Fee	45,000	45,000	45,000
ACA Related Fees	89,540	88,792	89,907
PCORI Fee	1,666	4,197	4,266
Retirees over 65	723,435	723,435	723,435
Total cash disbursements	18,545,349	18,087,621	17,752,656
Change in cash balance	(727,105)	(115,733)	219,232

Beginning cash balance	2,471,243	2,471,243	2,471,243
Insurance Fund Draw Down (Budget)	(500,000)	(500,000)	-
Insurance Fund Draw Down (YTD Delta)	(227,105)	384,267	-
Projected Operating Surplus/(Shortfall)-Cash basis			
Ending cash balance (deficit)-projection	1,744,138	2,355,510	219,232
Less: Incurred but not reported claims (carrying FY15)	(952,000)	(952,000)	(952,000)
Net position (Deficit) end of year-projection	792,138	1,403,510	1,736,475

	Medical/Rx	Dental	Flex	Other	Total	Avg. Monthly Claims (Med/Rx/Dental)	Variance
Jul 2015	\$ 1,069,478	\$ 66,973	\$ 383	\$ 29	\$ 1,136,863	\$ 1,034,843	\$ 304,846
Aug 2015	\$ 1,254,174	\$ 113,005	\$ 8,498	\$ -	\$ 1,375,677	\$ 1,339,689	\$ 304,846
Sept 2015	\$ 1,411,824	\$ 81,297	\$ 5,938	\$ -	\$ 1,499,018	\$ 1,342,980	\$ 2,691
Oct 2015	\$ 814,214	\$ 92,276	\$ 4,785	\$ -	\$ 911,274	\$ 1,225,810	\$ (306,440)
Nov 2015	\$ 1,206,377	\$ 73,655	\$ 13,515	\$ 90,156	\$ 1,383,603	\$ 1,296,534	\$ 80,724
Dec 2015	\$ 901,778	\$ 88,809	\$ 14,797	\$ -	\$ 1,005,378	\$ 1,086,694	\$ (40,992)
Jan 2016	\$ 830,448	\$ 64,138	\$ 9,885	\$ -	\$ 904,471	\$ 1,152,548	\$ (42,894)
Feb 2016	\$ 1,095,098	\$ 110,546	\$ 9,516	\$ -	\$ 1,215,161	\$ 1,159,185	\$ 6,637
	\$ 8,583,391	\$ 690,092	\$ 67,077	\$ 90,185	\$ 9,430,746		
	64.7%	61.7%	n/a	n/a			
	66.7%	65.7%	n/a	n/a			
	-2.0%	-5.0%					
Theoretical YTD spend Rate variance %	-\$ (261,021)	\$ (56,211)					
FY16 Projection (Dec-15):	\$ 43,259,987	\$ 1,118,896					
YTD Expense:	\$ (8,583,391)	\$ (690,092)					
Balance available to June 30:	\$ 4,676,596	\$ 428,804					
Average remaining monthly allowance:	\$ 1,169,149	\$ 107,201	\$ 1,276,350				

	Avg. Monthly Claims (Med/Rx/Dental)	Variance
Jul 2015	\$ 1,034,843	\$ 304,846
Aug 2015	\$ 1,339,689	\$ 304,846
Sept 2015	\$ 1,342,980	\$ 2,691
Oct 2015	\$ 1,099,967	\$ (306,440)
Nov 2015	\$ 1,296,534	\$ 80,724
Dec 2015	\$ 1,086,694	\$ (40,992)
Jan 2016	\$ 1,152,548	\$ (42,894)
Feb 2016	\$ 1,159,185	\$ 6,637

Drawdown
 (1,396,375)
 5% 1,294,099
 18.7% \$ (952,000)
 -6.6% \$ 342,099
 12.1% \$ (1,396,375)

BOE Policy - Short 2.0 (2/8/16)

DRAFT

WESTPORT SCHOOL PERMANENT ART COLLECTION

OVERVIEW

The Westport Schools Permanent Art Collection (WSPAC) is a collection of original works of art acquired primarily through gifts, mostly given by the artists themselves, or donated by heirs, private collectors, and gallery owners, or purchased.

Founded in 1964 by Westport teacher Burt Chernow, the WSPAC's founding vision was for original art to be a daily part of the educational environment for our students' cultural education. The collection uses original works of art to inspire and educate Westport students, faculty and the town and community of Westport.

COMPOSITION

WSPAC, the corpus of a charitable educational trust, is comprised of original works of art including paintings, watercolors, prints, illustrations, drawings, comics, photographs, sculptures and wall murals that are intended to be a permanent part of the collection due to their significance, visual integrity and physical condition, and are essential to the collection's educational contributions and exhibition program. These works are assigned an accession number, and are maintained in the current inventory.

Note: The WSPAC does not include three Works Progress Administration (WPA) artworks which are permanent fixtures in Westport school buildings. These are owned by the US Government and overseen by the Town of Westport as caretaker:

- Two plaster bas reliefs, *Battle of Compo Beach* (1936), by Eugene Hannan located in the entrance vestibule of SES (formerly SHS and Bedford Jr High).
- Garret Thew, *Fountain* (1936; bronze sculpture of girl and basin, and staircase railing) at GFS.

OWNERSHIP

The Board of Education (herein after BOE) is, has been, and shall continue to be the trustee and sole possessor of all works in the WSPAC, for the benefit of the children enrolled in the Westport Public Schools and the larger Westport community, and will be held in trust for future generations' charitable and educational benefit. The BOE shall not, for any purpose, divest the entire collection or a substantial portion thereof by selling or giving the collection to any other individual, group or agency, or to any other entity whatsoever.

WESTPORT SCHOOLS/BOE RESPONSIBILITIES

The Westport Public Schools and BOE acknowledge and agree that the collection is held in trust for the charitable and educational benefit of current and future generations of Westport students and residents. As such, the Westport Public Schools, the BOE and their agents shall use the highest possible standards in caring for the objects in the collection, and shall continue to display the artwork throughout the schools to actively support any educational initiatives.

The Westport Schools and BOE will allocate necessary funds for the WSPAC collection and help provide that resources and expertise are available to manage and assist with continued care and use of the Collection. Collection Management Guidelines are in place to clarify and guide these efforts.

Acceptance of gifts of artwork(s), or funds for purchase and care shall be in accordance with BOE policy (P3280) on Gifts, Grants and Bequests. No object(s) shall be accepted into WSPAC if the intent of the transaction is to immediately sell or exchange the work for another object(s). All donations are

BOE Policy - Short 2.0 (2/8/16)

DRAFT

irrevocable once they are physically transferred to the Collection.

Westport Schools Business Office and BOE will maintain an up-to-date inventory and insurance records for the Collection. All works documented in the WSPAC Collection are to be insured by the policy maintained and budgeted by the Westport Schools, or self-insured. This is an "all-risk" policy subject to standard exclusions. WSPAC works loaned to third parties will be insured by the "borrower" for duration of the loan [described in "Loans"]

Works in the Collection shall be routinely displayed and rotated throughout the schools and Town of Westport to fulfill the collection's goals and mission. Art work(s) may be displayed in and on buildings owned by the Town of Westport, which are open to the public on a long-term basis.

The BOE will ensure that collection management guidelines are in place regarding procedures for display, loans, intellectual property, reproduction, and photography of the collection. Each school shall hold the WSPAC works safe by reasonably regulating student, teacher, staff and public access to those works.

The trustees of WSPAC and their agents shall manage and administer the Intellectual Property Rights, including copyrights, trademarks and reproduction connected to each object and artist in the collection. Art works may be reproduced in print and online scholarly, school or WSPAC catalogs and publications in compliance with Federal Law and the Laws of the State of Connecticut, with fees or monies received from rights and reproduction permissions used for the benefit of the collection and its mission.

STEWARDSHIP

The BOE will engage [Westport Public Arts Collections, Inc (WPAC)] or [The Friends of Westport Public Art, Inc, (FoWPA)], an independent not-for-profit 501c3 organization as their agent to maintain and manage WSPAC pursuant to the procedures, goals, and standards outlined in the Collection Management Guidelines. Leadership of [FoWPA] will be approved on an [TBD] basis by the Board of Education upon the recommendation of the Superintendent of Schools, or his/her designee.

In this role as stewards of the collection and in accordance with this BOE Policy and Collections Management Guidelines, [FoWPA] shall diligently care for, develop, and preserve the art and oversee the growth and use of WSPAC, including but not limited to: collections management; exhibitions and programs to enhance education and public interest in the collection; fundraising and donor cultivation; recommendations for all acquisitions, deaccessioning, incoming and outgoing loans; and the intellectual rights, including right and reproductions.

[FoWPA] shall make recommendations to the BOE and Superintendent of Schools on any and all acquisitions or gifts pursuant to the Collections Management Guidelines and based upon the object's visual integrity and suitable physical condition for exhibition and use in education.

[FoWPA] will furnish an annual report of objects in the WSPAC Collection to the Superintendent or his/her designee, and will help maintain the up-to-date inventory and insurance records for the Collection.

[FoWPA] will also account to the Superintendent of Schools, the Business Office and the BOE for all funds allocated by the Board of Education and donated to [FoWPA] for the Collection and its care and use.

[FoWPA] shall give teachers and students reasonable access to objects in the collections. [FoWPA] shall

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administer access to the WSPAC with judgment and care, and pursuant to, but not limited to the following:

- Maintaining the artistic educational environment for which the collection was established;
- Providing the Westport students and community access to the collection to the highest possible degree, as pursuant to BOE policies and procedures;
- Preserving the safety and physical integrity of the objects in the collection;
- Providing the Westport community, schools, and students scholarly and public access to the collection through educational programs, websites and exhibitions.

[FoWPA] shall administer any long-term loans from the collection, including but not limited to museums or other public spaces, with notification and approval of the Superintendent of Schools or his/her designee in advance of such agreements. The borrower/exhibitor is responsible to arrange, fund and safely transport borrowed art and to insure the art door-to door for the length of the loan period.

DISPOSAL AND DEACCESSION

Works of art or parts of the collections may be disposed if such disposition is recommended by [FoWPA] and the Superintendent of Schools or his designee, and approved by the BOE, and if such disposition enhances the value and quality of the collection, and advances the Collection's goals and mission: to benefit the students', schools' and community of Westport's exposure to and appreciation of the visual arts. Disposition proceeds must be used for the benefit of the Collection and for no other purpose whatsoever. Analysis of any object or group of objects considered for deaccession must be based on the criteria in the Collections Management Guidelines and any such evaluation must be a documented and reasoned rationale by the [FoWPA]. The Collection, the BOE and the [FoWPA] may not be legally constrained at the time work is considered for deaccession. If it is legally constrained, the work may not be sold or disposed of unless or until such constraints are lifted.

Recommendations for any and all deaccessioning must be in writing by the [FoWPA] Chair to the Superintendent of Schools or his/her designee and approved by the Board of Education. All monies from the proceeds of the sale of a piece of art must be used to purchase other work or to maintain the collection.

REVIEW AND REVISION

The BOE may at their discretion and mutual agreement, assign stewardship to an alternate party or entity so long as that independent entity possesses the curatorial knowledge and expertise to undertake the above duties, and displays the requisite appreciation of visual art and art education.

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Members of the Board of Education
From: Elliott Landon
Subject: Student and Faculty Calendars: 2016-17 and 2017-18 School Year
Date: March 28, 2016

As noted at several previous meetings, it has been our practice to have the Board of Education discuss and approve a student and faculty calendar two years in advance of implementation. It will be necessary, therefore, for the Board to consider and approve a student and faculty calendar for the 2017-18 school year. Additionally, I am recommending that the Board revise the 2016-17 calendar to reflect a change to the previously-approved dates for the month of February.

At the Board meetings held on February 29 and March 14, members of the Board asked me to research options so that we could create a full week February recess while meeting the requirements of the Regional Uniform School Calendar that was mandated by the Connecticut State Legislature. As you will recall, the essential components for the State-mandated calendar are as follows:

1. At least 180 days of actual school sessions during each school year (The Westport Public Schools require students to be in attendance for 182 days).
2. A uniform start date as determined by Cooperative Educational Services.
3. Uniform days for professional development and in-service training for certified employees (The Cooperative Educational Services uniform regional calendar includes 2 such days; the Westport Public Schools require 6 of these days for its certified employees).
4. Not more than 3 uniform school vacation periods during each school year, not more than two of which shall be a one week school vacation period and one of which shall be during the summer.

On March 14, I was asked to seek a legal interpretation of the requirements involving a third week of school vacation during the school year as included in the guidelines prepared by the Task Force making recommendations to the State Board of Education to implement Public Act 13-247. Rather than consult with the Westport Board of Education attorney on this matter, I researched the completed findings of the Greenwich Board of Education based upon the legal analysis it had done, thereby saving us the costs associated with a formal legal opinion from Shipman & Goodwin. The essence of that written interpretation of the guidelines for the Uniform Regional School Calendar is as follows:

Individual districts may choose to use their five flexible days to schedule a third vacation period during the school year.

The Greenwich Board of Education also learned that:

Five "Flexible Days" can be used by each district to customize its calendar to reflect the needs of its community. [School districts] may use these days to close schools on holidays; to extend February break or to include other school closure days....The regional calendar does not regulate...snow day allowances; graduation date from high school; and end date for students.

It was also suggested at the meetings of February 29 and March 14 that we move several of our Professional Development days to periods of time when school is not in session for students, thereby either using that time to extend the February recess for students and/or reducing the ending of date of the school year. Our contract with the Westport Education Association contains the following language:

Except as negotiated with the Association, single day holidays and extended vacations for teachers shall be the same as for students.

Were the Board to provide for a full week February recess for students, it is obligated by its contract with the Westport Teachers Association to provide the same extended vacation for teachers, unless negotiated differently with the Association. In my conversations with the Association leadership, there is neither a desire nor a willingness to negotiate such a change.

So, where does that leave us? We have several options:

1. Maintain the Board approved 2016-17 school calendar.
2. Modify the approved 2016-17 school calendar to include a one week February recess.
3. Adopt a 2017-18 school calendar that includes a one week February recess.
4. Adopt a 2017-18 school calendar consistent with the Regional Uniform School Calendar.

I have prepared for the Board's consideration and approval four different calendars that are responsive to each of the four options listed above. They appear as an attachment to this memorandum. Based upon the information I have presented to you within this memorandum and the parental communications supportive of a full week February recess in the 2016-17 and 2017-18 school calendars, I suggest that the Board approve both calendars listed as Option #2 and Option #3 above.

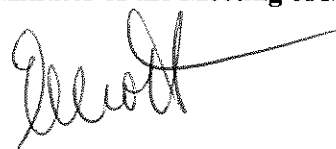
A member of the Board expressed concern at having the school year end on Monday in June 2018. The same holds true for the school year ending June 2017, I do not consider these possibilities to be of major concern for the following two reasons:

1. For 2017-18, should there not be any snow days in June 2018, the Board could take affirmative action to limit the school year to 181 days for students (as the Board did once before), thereby ending the school year on Friday, June 15 rather than the designated Monday, June 18. In the more likely event that there will be at least one snow day during the 2017-18 school year, the school year could end on Tuesday, June 19; Wednesday, June 20; Thursday, June 21; or, Friday, June 22.
2. While the 2016-17 school year were to be affected by snow days, the year could end on Tuesday, June 20 were there one snow day; Wednesday, June 21 for two snow days; and, so on as demonstrated above. Again, were the year to end on Monday, June 19, 2017, the Board could take affirmative action to limit the school year to 181 days for students

As to the matter of moving Professional Development Days earlier in August or using them during a February full week recess, the Westport Education Association is unwilling to accept those changes and we are bound by our contract with the Association to honor their position. As to the suggestion that we shorten the school year by using partial days for student attendance combined with partial days for Professional Development, I have long resisted such a mechanism as I believe full Professional Development days better meet our high standards for the maximum utilization of this time by teachers and administrators for professional growth.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education amends the 2016-17 calendar approved previously on March 16, 2015 that is listed as Option #2 and approves a school calendar for the 2017-18 school year that is listed as Option #3, both of which are dated March 28, 2016 and may be found appended to the Minutes of the Meeting of March 28, 2016.

A handwritten signature in black ink, appearing to read "Dewalt", is written over the bottom right portion of the text.

SCHOOL CALENDAR 2016-2017

- OPTION 1
- OPTION 2
- CES REGIONAL UNIFORM
CALENDAR 2016-2017

**WESTPORT PUBLIC SCHOOLS
SCHOOL CALENDAR 2016 - 2017
OPTION #1**

<p>JULY 2016 (0)</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>28</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p>4 Independence Day</p>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	28	28	29	30	31							<p>AUGUST 2016 (0)</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>*29</td><td>*30</td><td>*31</td><td></td><td></td><td></td></tr> </table> <p>*29-31 Staff Development Days</p>	S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	*29	*30	*31				<p>September 2016 (21)</p> <table border="1"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>(1)</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table> <p>1 Student's First Day 5 Labor Day</p>	S	M	T	W	Th	F	S					(1)	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
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Students - 182 days

*Teachers - 188 days

Staff Development Days: August 29-31, November 8, January 13 and February 16

Students/Teachers' Last Day will be June 15. Snow/Emergency School Closing Days will be added after June 15.

If there are no snow/emergency days, Students/Teachers' Last Day will be June 15

**WESTPORT PUBLIC SCHOOLS
SCHOOL CALENDAR 2016 - 2017
OPTION #2**

<p>JULY 2016 (0)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>28</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p>4 Independence Day</p>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	28	28	29	30	31							<p>AUGUST 2016 (0)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr> <tr><td>28</td><td>*29</td><td>*30</td><td>*31</td><td></td><td></td><td></td></tr> </table> <p>*29-31 Staff Development Days</p>	S	M	T	W	Th	F	S		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	*29	*30	*31				<p>September 2016 (21)</p> <table style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>(1)</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr> </table> <p>1 Student's First Day 5 Labor Day</p>	S	M	T	W	Th	F	S					(1)	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
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Students - 182 days


*Teachers - 188 days

Staff Development Days: August 29-31, November 8, January 13 and February 17

Students'/Teachers' Last Day will be June 19. Snow/Emergency School Closing Days will be added after June 19.

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

C.E.S. Regional Uniform School Calendar 2016-2017

<p>July</p> <p style="text-align: right;">1</p> <p>4 5 6 7 8</p> <p>11 12 13 14 15</p> <p>18 19 20 21 22</p> <p>25 26 27 28 29</p>	<p>August</p> <p>1 2 3 4 5</p> <p>8 9 10 11 12</p> <p>15 16 17 18 19</p> <p>22 23 24 25 26</p> <p>29 <u>30</u> 31</p>	<p>September (21)</p> <div style="text-align: center;">  </div> <p>5 6 7 8 9</p> <p>12 13 14 15 16</p> <p>19 20 21 22 23</p> <p>26 27 28 29 30</p>	<p>October (19)</p> <p>3 4 5 6 7</p> <p>10 11 12 13 14</p> <p>17 18 19 20 21</p> <p>24 25 26 27 28</p> <p>31</p>
<i>30 Professional Development</i>		<i>1 Students Return 5 Labor Day - closed</i>	
<p>November (19)</p> <p>1 2 3 4</p> <p>7 <u>8</u> 9 10 11</p> <p>14 15 16 17 18</p> <p>21 22 23 24 25</p> <p>28 29 30</p>	<p>December (17)</p> <p style="text-align: right;">1 2</p> <p>5 6 7 8 9</p> <p>12 13 14 15 16</p> <p>19 20 21 22 23</p> <p>26 27 28 29 30</p>	<p>January (20)</p> <p>2 3 4 5 6</p> <p>9 10 11 12 13</p> <p>16 17 18 19 20</p> <p>23 24 25 26 27</p> <p>30 31</p>	<p>February (18)</p> <p style="text-align: right;">1 2 3</p> <p>6 7 8 9 10</p> <p>13 14 15 16 17</p> <p>20 21 22 23 24</p> <p>27 28</p>
<i>8 Professional Development 24 & 25 Thanksgiving Holiday - closed</i>		<i>26 - 30 Holiday Recess - closed</i>	
<i>17 & 20 February Break - closed 20 Presidents' Day - closed</i>		<i>2 Holiday Recess - closed 16 Martin Luther King Day - closed</i>	
<p>March (23)</p> <p>1 2 3</p> <p>6 7 8 9 10</p> <p>13 14 15 16 17</p> <p>20 21 22 23 24</p> <p>27 28 29 30 31</p>	<p>April (15)</p> <p>3 4 5 6 7</p> <p>10 11 12 13 14</p> <p>17 18 19 20 21</p> <p>24 25 26 27 28</p>	<p>May (22)</p> <p>1 2 3 4 5</p> <p>8 9 10 11 12</p> <p>15 16 17 18 19</p> <p>22 23 24 25 26</p> <p>29 30 31</p>	<p>June (22)</p> <p style="text-align: right;">1 2</p> <p>5 6 7 8 9</p> <p>12 13 14 15 16</p> <p>19 20 21 22 23</p> <p>26 27 28 29 30</p>
<i>10-14 Spring Recess - closed</i>		<i>29 Memorial Day - closed</i>	

Note: State law requires that public schools operate 180 days for students.

Key:

Bold = No School

Underline = Uniform Professional Development Days - no students

Parenthesis Indicate total number of available student days in month

Uniform School Calendar allows each district 5 flex days

SCHOOL CALENDAR 2017-2018

- OPTION 3
- CES REGIONAL UNIFORM
CALENDAR 2017-2018

**WESTPORT PUBLIC SCHOOLS
SCHOOL CALENDAR 2017-2018
OPTION 3**

<p>JULY 2017 (0)</p> <table style="width: 100%; text-align: center;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>4 Independence Day</p>	S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p>AUGUST 2017 (1)</p> <table style="width: 100%; text-align: center;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td colspan="3">*28 *29 *30 (31)</td><td></td><td></td><td></td></tr> </tbody> </table> <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>*28-30 Staff Dev. Days (31) Students' First Day</p> </div>	S	M	T	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	*28 *29 *30 (31)						<p>September 2017 (19)</p> <table style="width: 100%; text-align: center;"> <thead> <tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </tbody> </table> <p>4 Labor Day (21) Rosh Hashanah</p>	S	M	T	W	Th	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
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Students - 182 days

*Teachers - 188 days

Staff Development Days: August 28-30, November 7, January 12 and February 26

Students'/Teachers' Last Day will be June 18. Snow/Emergency School Closing Days will be added after June 18.

If there are no snow/emergency days, Students'/Teachers' Last Day will be June 18.

C.E.S. Regional Uniform School Calendar 2017-2018

<p>July</p> <p>3 4 5 6 7</p> <p>10 11 12 13 14</p> <p>27 18 19 20 21</p> <p>24 25 26 27 28</p> <p>31</p>	<p>August (1)</p> <p>1 2 3 4</p> <p>7 8 9 10 11</p> <p>14 15 16 17 18</p> <p>21 22 ²³ 24 25</p> <p>28 <u>29</u> 30 31</p> <p><i>29 – Uniform Professional Development</i> <i>31 – Students Return</i></p>	<p>September (19)</p> <p>1</p> <p>4 5 6 7 8</p> <p>11 12 13 14 15</p> <p>18 19 20 21 22</p> <p>25 26 27 28 29</p> <p><i>4 – Labor Day</i> <i>21 – Rosh Hashana</i></p>	<p>October (22)</p> <p>2 3 4 5 6</p> <p>9 10 11 12 13</p> <p>16 17 18 19 20</p> <p>23 24 25 26 27</p> <p>30 31</p>
<p>November (19)</p> <p>1 2 3</p> <p>6 <u>7</u> 8 9 10</p> <p>13 14 15 16 17</p> <p>20 21 22 23 24</p> <p>27 28 29 30</p> <p><i>7 – Uniform Professional Development</i> <i>23-24 – Thanksgiving Holiday</i></p>	<p>December (16)</p> <p>1</p> <p>4 5 6 7 8</p> <p>11 12 13 14 15</p> <p>18 19 20 21 22</p> <p>25 26 27 28 29</p> <p><i>25-29 – Holiday Recess</i></p>	<p>January (21)</p> <p>1 2 3 4 5</p> <p>8 9 10 11 12</p> <p>15 16 17 18 19</p> <p>22 23 24 25 26</p> <p>29 30 31</p> <p><i>1 – Holiday Recess</i> <i>15 – Martin Luther King Day</i></p>	<p>February (18)</p> <p>1 2</p> <p>5 6 7 8 9</p> <p>12 13 14 15 16</p> <p>19 20 21 22 23</p> <p>26 27 28</p> <p><i>16 & 19 February break</i> <i>19 – President's Day</i></p>
<p>March (21)</p> <p>1 2</p> <p>5 6 7 8 9</p> <p>12 13 14 15 16</p> <p>19 20 21 22 23</p> <p>26 27 28 29 30</p> <p><i>30 – Good Friday</i></p>	<p>April (16)</p> <p>2 3 4 5 6</p> <p>9 10 11 12 13</p> <p>16 17 18 19 20</p> <p>23 24 25 26 27</p> <p>30</p> <p><i>9-13 – Spring Recess</i></p>	<p>May (22)</p> <p>1 2 3 4</p> <p>7 8 9 10 11</p> <p>14 15 16 17 18</p> <p>21 22 23 24 25</p> <p>28 29 30 31</p> <p><i>28 – Memorial Day</i></p>	<p>June (21)</p> <p>1</p> <p>4 5 6 7 8</p> <p>11 12 13 14 15</p> <p>18 19 20 21 22</p> <p>25 26 27 28 29</p>

Note: State law requires that public schools operate 180 days for students.

Key:

First Day of School will always be the Wednesday before Labor Day

Bold = No School

Underline = Uniform Professional Development Days – no students

Parenthesis Indicate total number of available student days in month

Uniform School Calendar allows each district 5 flex days

WESTPORT PUBLIC SCHOOLS

ELLIOTT LANDON
Superintendent of Schools

110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
TELEPHONE: (203) 341-1010
FAX: (203) 341-1029

To: Members of the Board of Education

From: Elliott Landon

Subject: Expenditure Beyond Aggregate in Board of Education Carryover Account

Date: March 28, 2016

The Memorandum of Agreement between the Westport Board of Finance and the Westport Board of Education dated August 31, 2015 (a copy of which may be found appended to this memorandum), requires the Board of Education to seek additional funds from the Board of Finance in any fiscal year in which the Board of Education wishes to expend more than \$200,000 from the Carryover Account.

For the fiscal year ending June 30, 2016, the Board of Education has elected to expend \$222,949 from the Carryover Account for the purposes found on the attached document entitled, "Select FY 17 Facilities Projects/Grounds Projects." The threshold of \$200,000 in this instance will be exceeded by \$22,949.

The next Board of Finance meeting is scheduled for April 6, 2016. It will be necessary for the Board of Education to seek approval from the Board of Finance at that time if it wishes to expend the Carryover Fund as reflected in the document attached.

ADMINISTRATIVE RECOMMENDATION

Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education authorizes the Superintendent of Schools to seek an appropriation from the Board of Finance in the amount of \$22, 949 at the Board of Finance meeting of April 6, 2016 so as to meet the conditions necessitated by the terms of the Memorandum of Agreement dated August 31, 2015 between the Board of Education and the Board of Finance creating the Carryover Account.



Memorandum Of Agreement:

Whereas Connecticut General Statutes Section 10-248a provides:

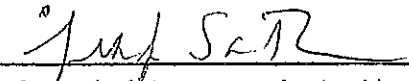
Sec. 10-248a. Unexpended education funds account. For the fiscal year ending June 30, 2011, and each fiscal year thereafter, notwithstanding any provision of the general statutes or any special act, municipal charter, home rule ordinance or other ordinance, the board of finance in each town having a board of finance, the board of selectman in each town having no board of finance or the authority making appropriations for the school district for each town may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education for the town, provided such amount does not exceed one per cent of the total budgeted appropriation for education for such prior fiscal year.

Now therefore, the Westport Board of Finance and the Westport Board of Education agree as follows:

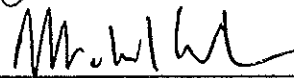
1. Pursuant to its authority under Connecticut General Statutes Section 10-248a, the Board of Finance hereby establishes an account named the Board of Education Carryover Account, which shall be maintained by the Finance Director of the Town of Westport and audited as any other Town account.
2. If funds appropriated to the Board of Education for its operating budget by the Town remain unexpended at the end of a fiscal year, the Board of Education may submit a request to the Board of Finance that such unexpended funds, up to a maximum of one percent of the amount appropriated to the Board of Education for its operating budget by the Town for said prior fiscal year, shall be deposited into the Board of Education Carryover Account. The Board of Education shall submit such request to the Board of Finance as soon as the Board of Education can identify the amount of unexpended funds for such fiscal year, but not later than the date by which the request can be placed on the agenda of a public meeting of the Board of Finance to be held prior to August 31. The Board of Education may also submit such request during the two months prior to the end of a fiscal year along with its good faith best estimate of the amount of its operating budget that will be unexpended at the end of such fiscal year. The Board of Finance may deny such deposit or approve it with such amendments, reductions and conditions as it determines.
3. Upon the written request of the Board of Education specifying the proposed use, amounts in the Board of Education Carryover Account shall be released without the approval of the Board of Finance to the Board of Education up to \$200,000 in aggregate of such releases in any fiscal year. Once the amounts released to the Board of Education from the Board of Education Carryover account in a fiscal year have in aggregate equaled the amount specified above, additional amounts from the Board of Education Carryover Account shall be released in such fiscal year only if the written request of the Board of Education specifying the proposed use is approved by the Board of Finance at a public meeting.
4. If at any time in a fiscal year, the amount in the Board of Education Carryover Account is in excess of three percent of the funds appropriated to the Board of Education for its operating budget by the Town for such fiscal year, such excess shall be released to the General fund of the Town.

5. The Board of Finance may terminate the Board of Education Carryover Account by resolution adopted at a regularly scheduled and noticed public meeting, in which case the balance of such account shall be returned to the General Fund of the Town.
6. Amounts deposited into and amounts released from the Board of Education Carryover Account shall not decrease or increase, respectively, any amount considered as the budgeted appropriation for education for a fiscal year for the purpose of considering a minimum budgeted appropriation requirement under Connecticut law for a subsequent fiscal year.

Signed



Chair of Board of Finance, authorized by Resolution adopted August 19th, 2015.



Chair of Board of Education, authorized by Resolution adopted August 31st, 2015.

EXHIBIT A

SELECT FY17 FACILITIES PROJECTS/GROUNDS PROJECTS

<u>SCHOOL/BUILDING ACCOUNT</u>	<u>PROJECTS</u>	<u>ITEM TOTAL</u>	<u>SCHOOL/BUILDING TOTAL</u>
Coleytown El.	435 BOILER BREECING REPAIR	11,000	
	437 REMODEL BATHROOMS (9)	18,151	
Greens Farms	435 INSTALLATION OF TWO (2) DEHUMIDIFIERS	5,928	29,151
	435 MAIN OFFICE TILE/CARPET INSTALLATION	12,200	
Kings Highway	435 INSTALLATION OF CARD READERS ON PORTABLES	4,995	18,128
	436 RE-POINTING REAR BRICK CORE BUILDING	13,720	
	436 RE-POINTING REAR BRICK WEST WING	15,810	
Long Lots	436 REAR DRIVEWAY ASPHALT REPAIR	17,645	34,525
	436 STAIR TREADS REPLACEMENT (7) LOCATIONS	21,000	
Saugatuck	436 COURTYARD SIDEWALK	8,000	38,645
Bedford Middle	435 ZONE MANAGER UPGRADE #3	17,000	8,000
Coleytown Middle	435 INSIDE CONCRETE WORK EXPANSION JOINTS	45,000	17,000
	435 HVAC MODIFICATION - B. FRIMMER'S ROOM	17,500	
Staples High School	437 REMOVAL OF CARPET AND INSTALL CARPET IN GUIDANCE-2 ROOMS	15,000	62,500
			15,000

\$ 222,949

SUMMARY BY OBJECT CODE:

435 BUILDING PROJECTS	113,623
436 GROUNDS PROJECTS	76,175
437 RESTOR/PREVENT MAINTENANC	33,151
	<u>\$ 222,949</u>