

October 21, 2013

Staples High School

## 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:** October 7, 2013

#### **DISCUSSION:**

- |  |         |  |
|--|---------|--|
| 1. Minimizing Differences of Starting Times: Elementary<br>and Middle Schools<br>(45 mins) | (Encl.) | Dr. Landon<br>Ms. Evangelista<br>Mr. Longo |
| 2. Review of Class Size Breakpoints at Elementary Schools<br>(30 mins)                     | (Encl.) | Dr. Landon<br>Ms. Gilcrest                 |
| 3. Annual Staffing and Enrollment Reports<br>(20 mins)                                     | (Encl.) | Ms. Cion                                   |
| 4. Adoption of 2014-15 Board of Education Meeting Calendar<br>(10 mins)                    | (Encl.) | Dr. Landon                                 |

#### **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; AT&T channel 99 and by video stream @[www.westport.k12.ct.us](http://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 PUBLIC SCHOOLS

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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: Minimizing Differences of School Starting Times, K-Grade 8: 2014-15 School Year  
Date: October 21, 2013

Our school district goals for the 2013-14 school year include the following:

*Prepare by November 5, 2013 a proposal for school transportation services that minimizes the differences of starting and ending times within the elementary and middle school levels, to include budgetary implications for the 2014-15 school year.*

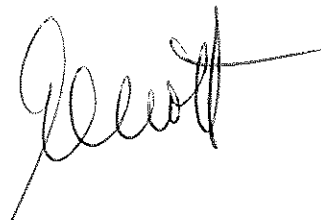
Sandra Evangelista, Coordinator of Transportation Services, with the support of Elio Longo, was directed by me to prepare as many options as appeared to be practical and feasible so as to be responsive to this particular goal of the Board of Education. Appended to this memorandum is the result of the extensive investigation, review and analysis made by Ms. Evangelista.

As you will note, she has prepared six (6) options as alternatives to our current elementary and middle school start times. With the exception of Option 2, each of the alternatives requires a significant expenditure above current expenditures.

From my perspective, the best option is OPTION 2, for the following reasons:

1. It does not increase expenditures in our transportation account.
2. Each of our elementary and middle schools arrives and dismisses within one-half hour of one another.
3. The two middle schools arrive and dismiss within one-half hour of each other.
4. With the exception of Coleytown Elementary School, all of our elementary schools and both of our middle schools have no more than starting and ending time changes of more than 15 minutes.
5. In the case of CES, its starting and ending times no longer become outliers.

This item is being presented to the Board for discussion purposes only. With the Board of Education's approval, it will appear again as an action item at our meeting of November 11.



Current	SHS	BMS	CMS	SES	CES	GFS	KHS	LLS	# Buses	Cost	Delta	% Cost diff over Current
Type 1	22	17	14	8	11	9	8	11	36	\$ 2,539,881		
Type 2	8	6	6	1	3	2	6	1	14	\$ 877,560		
Times	7:30-2:15	8:00-2:45	7:45-2:30	8:15-3:00	8:45-3:30	8:15-3:00	8:30-3:15	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,417,441</b>	<b>N/A</b>	
<b>Option 1</b>												
Type 1									39	\$ 2,748,938		
Type 2									14	\$ 877,560		
Times	7:30-2:15	8:00-2:45	8:00-2:45	8:00-2:45	8:30-3:15	8:30-3:15	8:30-3:15	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,626,498</b>	<b>\$ 209,057</b>	<b>6.1%</b>
<b>Option 2</b>												
Type 1									36	\$ 2,539,881		
Type 2									14	\$ 877,560		
Times	7:30-2:15	8:00-2:45	7:30-2:15	8:00-2:45	8:00-2:45	8:30-3:15	8:30-3:15	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,417,441</b>	<b>\$ (0)</b>	<b>0.0%</b>
<b>Option 3a</b>												
Type 1									39	\$ 2,748,938		
Type 2									17	\$ 1,061,835		
Times	7:30-2:15	8:00-2:45	7:45-2:30	8:30-3:15	8:15-3:00	8:30-3:15	8:00-2:45	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,810,773</b>	<b>\$ 393,332</b>	<b>11.5%</b>
<b>Option 3b</b>												
Type 1									39	\$ 2,748,938		
Type 2									14	\$ 877,560		
Times	7:30-2:15	8:00-2:45	7:45-2:30	8:00-2:45	8:15-3:00	8:30-3:15	8:30-3:15	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,626,498</b>	<b>\$ 209,057</b>	<b>6.1%</b>
<b>Option 4</b>												
Type 1									47	\$ 3,294,240		
Type 2									14	\$ 877,560		
Times	7:30-2:15	8:00-2:45	8:00-2:45	8:30-3:15	8:30-3:15	8:30-3:15	8:30-3:15	8:30-3:15				
<b>Total Cost</b>										<b>\$ 4,171,800</b>	<b>\$ 754,359</b>	<b>22.1%</b>
<b>Option 5</b>												
Type 1									39	\$ 2,748,938		
Type 2									14	\$ 877,560		
Times	7:30-2:15	7:30-2:15	8:00-2:45	8:00-2:45	8:30-3:15	8:30-3:15	8:00-2:45	8:30-3:15				
<b>Total Cost</b>										<b>\$ 3,626,498</b>	<b>\$ 209,057</b>	<b>6.1%</b>

CURRENT SERVICES 14-15	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I	4.25	13	182	2,366	\$ 382.89	\$ 905,918	
HOME/SCHOOL	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	
						\$ 2,539,881	
TYPE II	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
	4.50	4	182	728	\$ 352.39	\$ 256,540	
						\$ 877,560	
TOTAL						\$ 3,417,441	
2% PREPAY DISC						\$ 68,349	
NET TOTAL						\$ 3,349,092	

School	Time	Type I	Type II	Feeder School Time Differences
SHS	7:30-2:15	22	8	
CMS	7:45-2:30	14	6	CMS 15 min. SHS BMS 30 min.
		36	14	
BMS	8:00-2:45	17	6	CMS 1 hr. GFS 15 min.
SES	8:15-3:00	8	1	KHS 45 min. LLS 30 min.
GFS	8:15-3:00	9	2	SES 15 min.
		34	9	
KHS	8:30-3:15	8	6	
LLS	8:30-3:15	11	1	
CES	8:45-3:30	11	3	
		30	10	
Pre-K				8:45

14-15 Option 1	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I							
HOME/SCHOOL	4.25	16	182	2,912	\$ 382.89	\$ 1,114,976	Plus 3 Buses
	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	
						\$ 2,748,939	
TYPE II							
	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
	4.50	4	182	728	\$ 352.39	\$ 256,540	
						\$ 877,560	
TOTAL						\$ 3,626,499	
2% PREPAY DISC						\$ 72,530	
NET TOTAL						\$ 3,553,969	

School	Time	Type I	Type II	Feeder School Time Differences
SHS	7:30-2:15	22	22	SHS
				CMS 30 min. BMS 30 min.
CMS	8:00-2:45	14	6	CES 30 min. GFS 30 min.
BMS	8:00-2:45	17	6	KHS 30 min. LLS 30 min.
SES	8:00-2:45	8	1	SES 0
		39	13	
GFS	8:30-3:15	9	2	
KHS	8:30-3:15	8	6	
LLS	8:30-3:15	11	1	
CES	8:30-3:15	11	3	
		39	12	

Pre-K 9:00

14-15 Option 2	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I							Cost Neutral
HOME/SCHOOL	4.25	13	182	2,366	\$ 382.89	\$ 905,918	
	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	
Sub-total						\$ 2,539,881	
TYPE II							
	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
Sub-total	4.50	4	182	728	\$ 352.39	\$ 256,540	
TOTAL						\$ 877,560	
2% PREPAY DISC						\$ 3,417,441	
NET TOTAL						\$ 68,349	
						\$ 3,349,092	

**Feeder School Time Differences**

School	Time	Type I	Type II
SHS	7:30-2:15	22	8
CMS	7:30-2:15	14	6
		36	14
BMS	8:00-2:45	17	6
CES	8:00-2:45	11	3
SES	8:00-2:45	8	1
		36	10
KHS	8:30-3:15	8	6
LLS	8:30-3:15	11	1
GFS	8:30-3:15	9	2
		28	9
Pre-K	8:45		

SHS      CMS 0      BMS 30 min.  
 CES 30 min.      GFS 30 min.  
 KHS 1 hr.      LLS 30 min.  
 SES 0

14-15 Option3a		CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I								
HOME/SCHOOL	4.25	16	182	2,912	\$ 382.89	\$ 1,114,976		5 Tier
	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963		3 buses
								3 vans
						<b>\$ 2,748,939</b>		
TYPE II								
	4.00	8	182	1,456	\$ 337.50	\$ 491,400		
	4.25	5	182	910	\$ 344.94	\$ 313,895		
	4.50	4	182	728	\$ 352.39	\$ 256,540		
						<b>\$ 1,061,835</b>		
TOTAL						\$ 3,810,774		
2% PREPAY DISC						\$ 76,215		
NET TOTAL						\$ 3,734,559		

School	Time	Type I	Type II	Feeder School Time Differences
SHS	7:30-2:15	22	8	
CMS	7:45-2:30	14	6	SHS CMS 15 min. BMS 30 min.
		36	14	
BMS	8:00-2:45	17	6	
KHS	8:00-2:45	8	6	CES 30 min. GFS 30 min. LLS 30 min.
CES	8:15-3:00	11	3	KHS 15 min. SES 30 min.
		36	15	
GFS	8:30-3:15	9	2	
LLS	8:30-3:15	11	1	
SES	8:30-3:15	8	1	
		28	4	
Pre-K	8:45			

Middle School Feeder

14-15 Option 3b	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I							5 Tier
HOME/SCHOOL	4.25	16	182	2,912	\$ 382.89	\$ 1,114,976	3 Buses
	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	
						\$ 2,748,939	
TYPE II							
	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
	4.50	4	182	728	\$ 352.39	\$ 256,540	
						\$ 877,560	
TOTAL						\$ 3,626,499	
2% PREPAY DISC						\$ 72,530	
NET TOTAL						\$ 3,553,969	

School	Time	Type I	Type II	SHS	BMS	GFS	LLS	SES
SHS	7:30-2:15	22	8					
CMS	7:45-2:30	14	6					
		36	14					
BMS	8:00-2:45	17	6					
SES	8:00-2:45	8	1					
CES	8:15-3:00	11	3					
		36	9					
KHS	8:30-3:15	8	6					
LLS	8:30-3:15	11	1					
GFS	8:30-3:15	9	2					
		28	9					
Pre-K	8:45							

Feeder School Time Differences

SHS CMS 15 min. BMS 30 min.  
 CES 30 min. GFS 30 min.  
 KHS 45 min. LLS 30 min.  
 SES 0

Swap KHS/SES  
 Middle school feeder



14-15 Option 4	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I							
HOME/SCHOOL	4.00	9	182	1,638	\$ 375.45	\$ 614,987	All Elementary - 1 tier
	4.25	15	182	2,730	\$ 382.89	\$ 1,045,290	Plus 11 Buses
	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	
						<b>\$ 3,294,240</b>	
TYPE II							
	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
	4.50	4	182	728	\$ 352.39	\$ 256,540	
						<b>\$ 877,560</b>	
TOTAL						\$ 4,171,800	
2% PREPAY DISC						\$ 83,436	
NET TOTAL						\$ 4,088,364	

School	Time	Type I	Type II	Feeder School Time Differences
SHS	7:30-2:15	22	8	
		22	8	SHS CMS 30 min. BMS 30 min.
BMS	8:00-2:45	17	6	
CMS	8:00-2:45	14	6	CES 30 min. GFS 30 min.
		31	12	KHS 30 min. LLS 30 min. SES 30 min.
CES	8:30-3:15	11	3	
GFS	8:30-3:15	9	2	
KHS	8:30-3:15	8	6	
LLS	8:30-3:15	11	1	
SES	8:30-3:15	8	1	
		47	13	

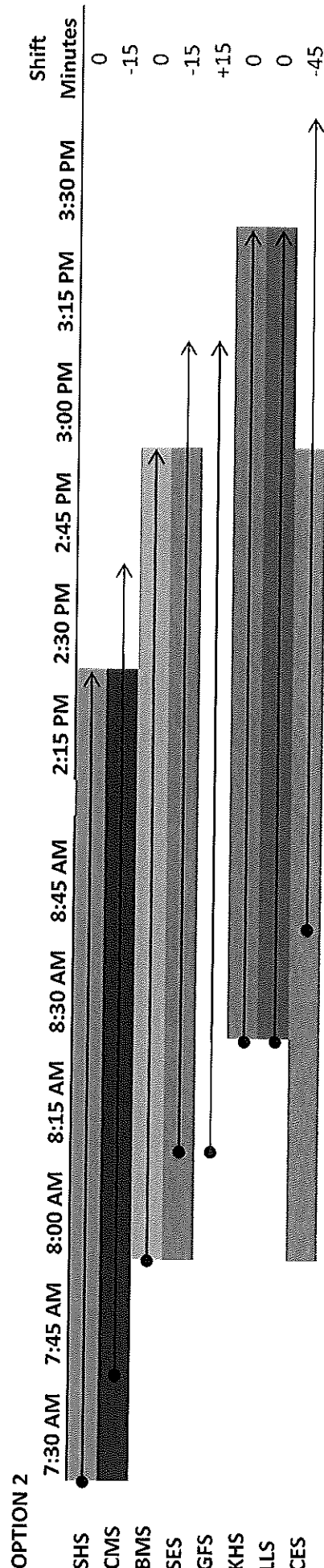
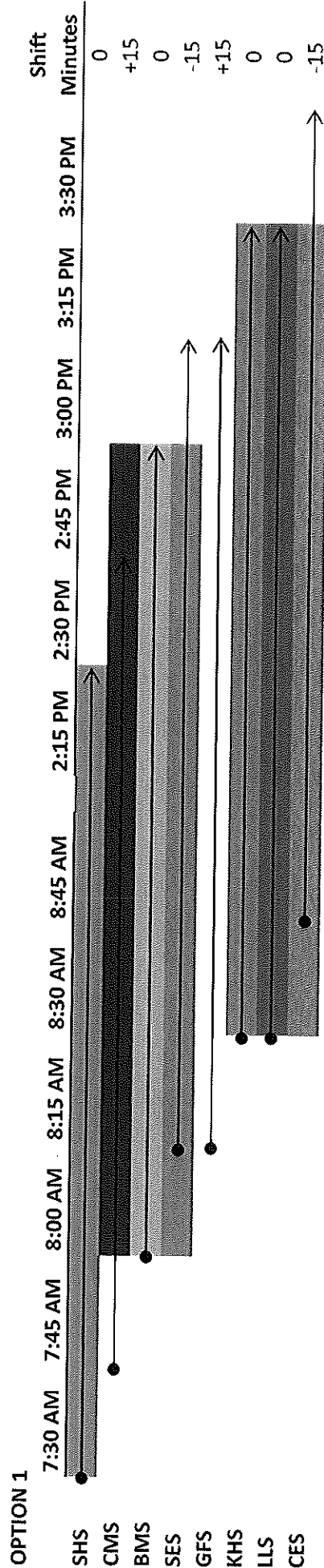
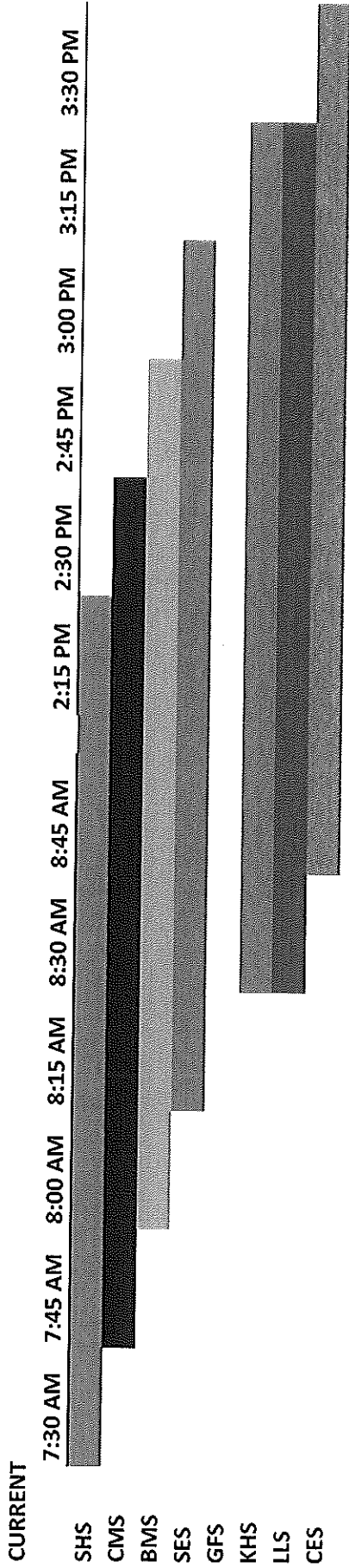
Pre-K 8:15

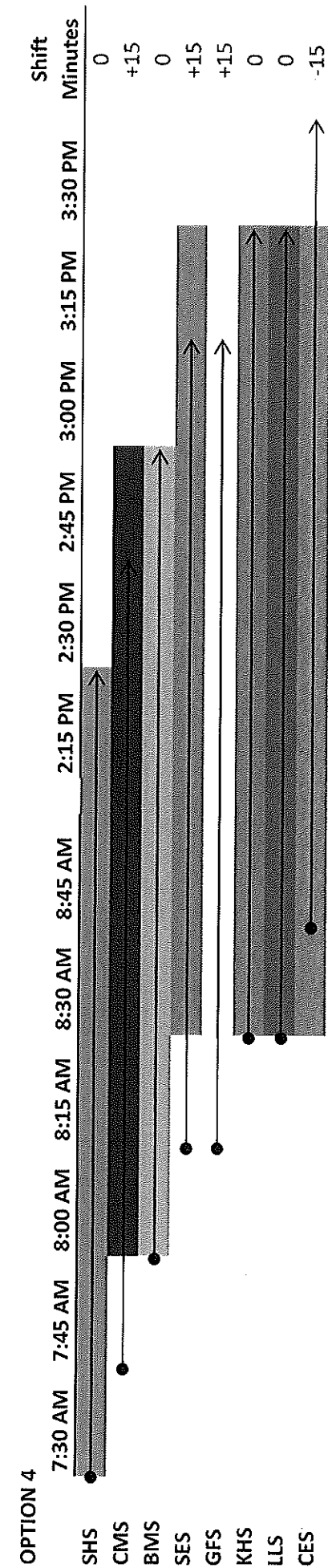
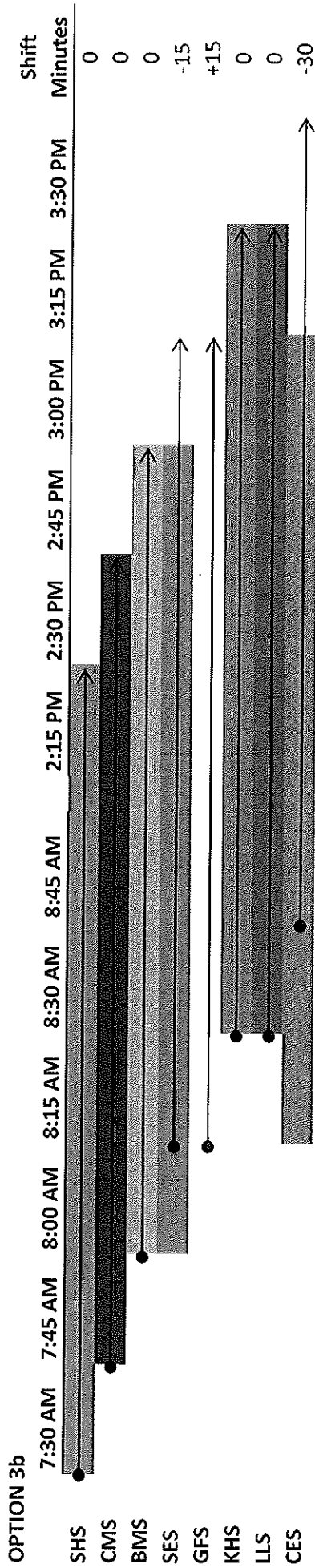
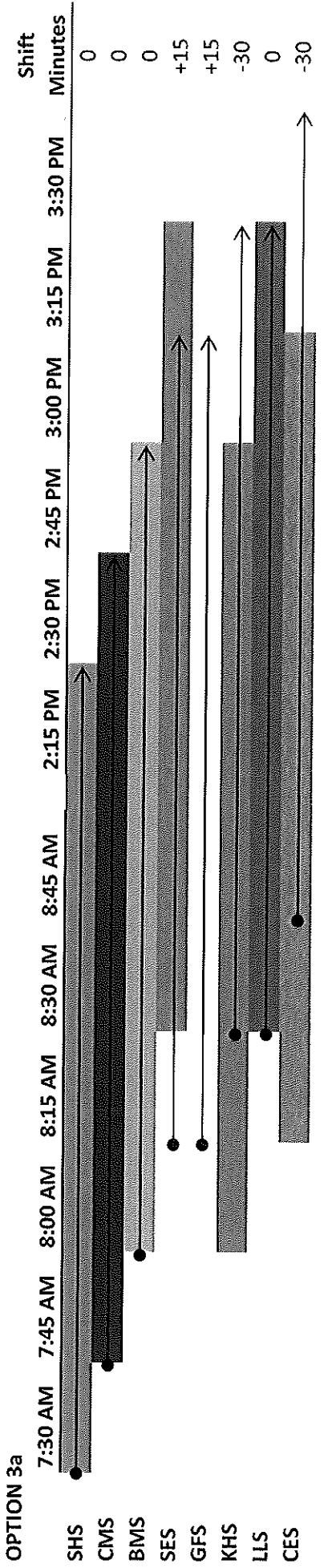
14-15 Option 5	CAT	# VEH	# DAYS	VEC DAYS	PRICE / DAY	TOTAL COST	Notes
TYPE I	4.25	16	182	2,912	\$ 382.89	\$ 1,114,976	5 Tier
HOME/SCHOOL	4.50	23	182	4,186	\$ 390.34	\$ 1,633,963	3 Buses
						\$ 2,748,939	
TYPE II	4.00	5	182	910	\$ 337.50	\$ 307,125	
	4.25	5	182	910	\$ 344.94	\$ 313,895	
	4.50	4	182	728	\$ 352.39	\$ 256,540	
						\$ 877,560	
TOTAL						\$ 3,626,499	
2% PREPAY DISC						\$ 72,530	
NET TOTAL						\$ 3,553,969	

School	Time	Type I	Type II	Feeder School Time Differences
SHS	7:30-2:15	22	8	
BMS	7:30-2:15	17	6	CMS 30 min. BMS 0
		39	14	SHS
CMS	8:00-2:45	14	6	CES 30 min. GFS 1 hr.
SES	8:00-2:45	8	1	KHS 0 LLS 1 hr.
KHS	8:00-2:45	8	6	SES 30 min.
		30	13	
CES	8:30-3:15	11	3	
GFS	8:30-3:15	9	2	
LLS	8:30-3:15	11	1	
		31	6	
Pre-K				8:45

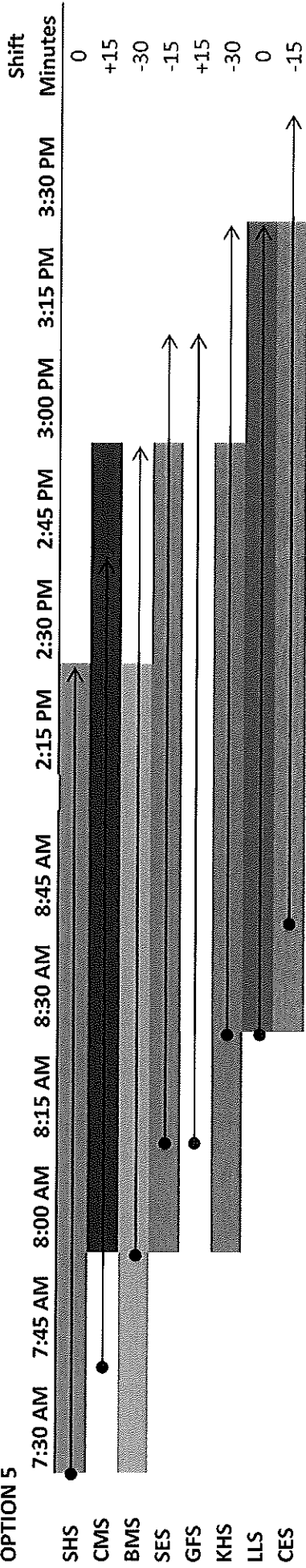
# Change in Start/End Time

● → = current





OPTION 5



# 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: Review of Class Size Breakpoints: Kindergarten - Grade 5  
Date: October 21, 2013

As part of our goals for the 2013-14 school year, we adopted the following upon which to report:

*[A] long-term analysis of the impact of class size breakpoints, K-5....*

Part of our revised "2013-14 Calendar Governing Administrative Presentations," calls for the above-referenced matter to be placed on our October meeting schedule for discussion purposes. This item was discussed for the first time in a broader K-12 context at our meeting of October 7. At the October 7 meeting the Board requested that an impact study of breakpoints be prepared based upon our *actual* October 1, 2013 enrollments. The information below has been prepared for our October 21 meeting. Section 1 is limited to the class size breakpoint issue at the elementary level with the current class size guidelines. Section 2 below reflects the class size breakpoint issue with a reduction in our class size maxima.

1. **Modification of Class Size Breakpoints, K-5, as of Oct 1, 2013**

Using the *actual October 1, 2013 enrollments*, I have provided you below with an analysis of the impact of modifying class size breakpoints to reflect a change from 1 to 2. I have also shown the net impact upon staffing of modifying the breakpoints in the manner described (see 1.A. and 1.B.).

1.A. Numbers of Class Sections: **Breakpoint 1** and Class Size Maxima of 22 (K-2) and 25 (3-5)

<u>School</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
CES	3	3	4	4	4	4	
GFS	4	4	4	4	4	3	
KHS	4	4	4	4	4	5	<b>TOTAL =126</b>
LLS	5	5	5	5	5	5	
SES	4	5	4	4	4	5	

1.B. Numbers of Class Sections: **Breakpoint 2** and Class Size Maxima of 22 (K-2) and 25 (3-5)

<u>School</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
CES	3	3	4	4	4	4	
GFS	4	4	4	4	4	3	
KHS	4	4	4	4	4	4	<b>TOTAL=124</b>
LLS	5	5	4	5	5	5	
SES	4	5	4	4	4	5	

Using the *actual October 1, 2013 enrollments*, I have provided you below with an analysis of the impact of modifying both the class size breakpoints to reflect a change from 1 to 2 *and* the class size maxima to reflect changes from 22 to 21 (K-Grade 2) and from 25 to 24 (Grades 3-5). I have also shown below the net impact upon staffing of modifying both the class size maxima and the breakpoints in the manner described (see 2.A. and 2.B.).

**2. Modification Both of Class Size Breakpoints and Class Size Maxima, K-5, as of Oct 1, 2013**

**2.A. Numbers of Class Sections: Breakpoint 1 and Class Size Maxima of 21 (K-2) and 24 (3-5)**

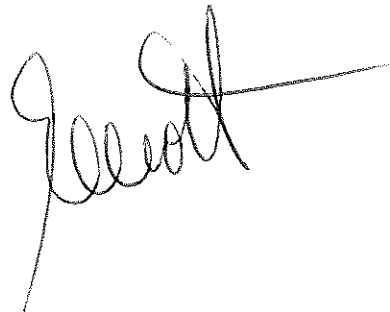
<u>School</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
CES	3	4	4	4	4	4	
GFS	4	4	4	4	4	4	
KHS	4	4	5	4	4	5	<b>TOTAL =130</b>
LLS	5	5	5	5	5	5	
SES	4	5	5	4	4	5	

**2.B. Numbers of Class Sections: Breakpoint 2 and Class Size Maxima of 21 (K-2) and 24 (3-5)**

<u>School</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
CES	3	4	4	4	4	4	
GFS	4	4	4	4	4	3	
KHS	4	4	5	4	4	5	<b>TOTAL=130</b>
LLS	5	5	5	5	5	5	
SES	4	5	5	4	4	5	

Also to be found as attachments to this memorandum are the following demonstrating actual building by building enrollments for the current school year; projected numbers of sections found in our budgets for 2010-11, 2011-12, and 2012-13; and, the effect of reducing our class size guidelines by one (1) student in each of the projected years.:

As I stated at our meeting of October 7, were we to reduce our class size guidelines further *and* reduce the class size breakpoints in Grades 3-5, we would be required to find more classroom space at those schools where the reductions would have a significant impact. Unfortunately, several of our elementary schools are currently at capacity. This would make it impossible to accommodate increased staffing at some schools without placing students in sub-standard spaces.



# BUILDING ENROLLMENT

Current School Year 2013-14

	01	02	03	04	05	06	07	08	09	10	11	12	KE	PK	Total (Building)
Coleytown Elementary School	62	68	82	91	90								58		451
Greens Farms Elementary School	67	79	74	85	72								69		446
King's Highway Elementary School	77	83	81	85	97								75		498
Long Lots Elementary School	87	85	110	107	103								86		578
Saugatuck Elementary School	95	83	88	82	99								76		523
Bedford Middle School						273	295	290							858
Coleytown Middle School						173	189	171							533
Staples High School									442	476	465	454			1837
Stepping Stones Preschool														41	41
<b>Total (Grade)</b>	<b>388</b>	<b>398</b>	<b>435</b>	<b>450</b>	<b>461</b>	<b>446</b>	<b>484</b>	<b>461</b>	<b>442</b>	<b>476</b>	<b>465</b>	<b>454</b>	<b>364</b>	<b>41</b>	<b>5765</b>



PROJECTED 2012-13

	22-25 (Breakpoint = 1)					21-24 (Breakpoint =1)				
	K 1 2 3 4 5					K 1 2 3 4 5				
K-2: 64-84 (4)	3	3	4	4	4	4	3	4	4	4
3-5: 73-96 (4)	3	4	4	3	4	3	4	4	4	4
	4	4	4	4	4	4	4	4	4	4
	4	5	5	5	4	5	5	6	5	4
	4	5	5	4	5	4	5	5	4	5
	18	21	22	20	22	20	21	23	21	22
				20	20				20	20

K-2: 61-80 (4); 81-100(5); 101+ (6)  
 3-5: 70-92 (4)

K-2 = 64  
 3-5 = 63  
 T = 127

K-2: 64-84 (4)  
 3-5: 73-96 (4)

CES  
 GFS  
 KHS  
 LLS  
 SES

PROJECTED 2011-12

22-25 (Breakpoint = 1)

	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
CES	4	4	4	4	4	4
GFS	4	4	3	4	4	4
KHS	4	4	4	4	4	4
LLS	4	6	5	5	4	5
SES	4	5	4	5	4	4
	20	23	20	22	20	21

K-2 = 63

3-5 = 63

T = 126

21-24 (Breakpoint =1)

	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
	5	4	4	4	4	5
	4	4	4	4	4	4
	4	4	4	4	4	4
	4	4	4	4	4	4
	4	6	5	5	5	5
	4	5	5	5	4	4
	21	23	22	22	21	22

K-2 = 66

3-5 = 65

T = 131

PROJECTED 2010-11


	22-25 (Breakpoint = 1)					21-24 (Breakpoint = 1)							
	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>K</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
CES	3	4	5	3	4	4	4	4	5	3	5	4	
GFS	4	4	4	4	4	4	4	4	4	4	4	4	
KHS	4	4	5	4	4	4	4	5	5	4	4	4	K-2 = 67
LLS	4	5	5	4	5	5	4	5	5	4	5	5	3-5 = 64
SES	4	4	5	4	4	5	4	5	5	5	4	5	T = 131
	19	21	24	19	21	22	20	23	24	20	22	22	

# WESTPORT PUBLIC SCHOOLS

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**MARJORIE CION**  
*Director of Human Resources*

110 MYRTLE AVENUE  
WESTPORT, CONNECTICUT 06880  
TELEPHONE: (203) 341-1004  
FAX: (203) 341-1024

To: Elliott Landon  
From: Marge Cion   
Subject: Staffing Report  
Date: October 21, 2013

At this time, the District is fully staffed for the 2013 – 2014 school year, with the exception of a physical education position at Coleytown Middle School, which is vacant due to an unexpected resignation. We have hired a replacement teacher who will join the Coleytown staff within the next few weeks.

This year we hired a total of 38 new certified staff members, down slightly from the number we hired a year ago. Two of the new certified staff members are administrators. Elio Longo was hired as Director of School Business Operations and Christopher Breyan was hired as Assistant Principal at Green's Farms Elementary School. Micah Lawrence, formerly a guidance counselor at Staples High School, was hired as Vice Principal at Coleytown Middle School and Jacqueline Mellin was moved from her position as Vice Principal at Coleytown Middle School to Vice Principal at Bedford Middle School. In addition to these two administrators, we hired 36 new teachers, 1 at the preschool, 9 at the elementary level, 15 at the middle schools and 11 at the high school. Our new teachers have an average of 4.9 years of previous teaching experience.

These openings in the District occurred for a variety of reasons including acceptance of teaching positions closer to home (8), retirements (9), being hired as administrators in other districts (2), long term leaves (4), enrollment(5), and new programs (2).

Even though we added two elementary class sections this summer due to last minute enrollment changes, we were still able to start the year with one less certified staff member than was originally budgeted. This is due, in part, to students enrolling in fewer courses at the high school, in both core and special area subjects and a decreased need for ESOL instruction due to enrollment.

In addition to our certified personnel, we hired 12 non certified staff members, including a nurse, two secretaries, 2 custodians and 7 paraprofessionals. At this time we are slightly over budget with our special education paraprofessionals due to student need. We are hopeful that these extra paraprofessionals will be paid through grants.

# WESTPORT PUBLIC SCHOOLS

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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: Proposed BOE Meeting Dates: July 1, 2013-June 30, 2014

Date: October 21, 2013

The Board of Education is required to file with the Town Clerk an annual schedule of meeting dates. In recent years, the Board has elected to address this requirement by posting its annual schedule of meetings on a "school year," rather than a "calendar year," basis. Therefore, consistent with the Board's previous actions, I have prepared for your review a calendar that lists proposed Board meeting dates from July 1, 2014 through June 30, 2015.


While we attempt to schedule regular Board meetings on the second and fourth Mondays of each month, it is not always possible to adhere to that timeline. Thus, it is recommended that Board members reserve all Mondays in the event special meetings, other than scheduled ones, may be required throughout the year.

You should note that building principals are directed not to schedule special functions on Monday nights to avoid conflicts for Board members, staff and parents.

The calendar appended to this memorandum is being presented to the Board for your review at the meeting of October 21. It will again be presented to you at a subsequent meeting for your approval.

## ADMINISTRATIVE RECOMMENDATION

**Be It Resolved, That upon the recommendation of the Superintendent of Schools, the Board of Education approves a calendar of scheduled public meetings for the period July 1, 2014-June 30, 2015.**



WESTPORT PUBLIC SCHOOLS

PROPOSED BOARD OF EDUCATION -- MEETING CALENDAR JULY 2014- JUNE 2015

JANUARY 2014 (20)							FEBRUARY 2014 (14)							MARCH 2014 (21)											
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S					
			1	2	3	4							1							1					
5	6	7	8	9	**10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8					
12	13	14	15	16	*17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15					
19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22					
26	27	28	29	30	31		23	*24	25	26	27	28	23	24	25	26	27	28	29						
														30	31										
** All Day Budget Work Session 1 New Years Day *17 Staff Development Day No School Students 20 Martin Luther King Day							17 Presidents' Day 18-21 Winter Recess *24 Staff Development Day No School Students																		
APRIL 2014 (17)							MAY 2014 (21)							JUNE 2014 (11)											
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S					
			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7				
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14					
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21					
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28					
27	28	29	30				25	26	27	28	29	30	31	29	30										
14-18 Spring Recess 18 Good Friday							26 Memorial Day							19 Students/Teachers Last Day Shortened Day for Students Only											
PROPOSED 2014-15 BOE MEETING DATES																									
JULY 2014 (0)							AUGUST 2014 (6)							SEPTEMBER 2014 (20)											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
			1	2	3	4	5						1	2							1	2			
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13					
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20					
20	21	22	23	24	25	26	17	18	19	*20	*21	*22	23	21	22	23	24	25	26	27					
27	28	29	30	31			24	(25)	26	27	28	29	30	28	29	30									
4 Independence Day							*20-22 Staff Development Days (25) Student's First Day							1 Labor Day 25 Rosh Hashanah											
OCTOBER 2014 (23)							NOVEMBER 2014 (17)							DECEMBER 2014 (17)											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
			1	2	3	4						1						1	2	3	4	5	6		
5	6	7	8	9	10	11	2	3	*4	5	6	7	8	7	8	9	10	11	12	13					
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20					
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27					
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31								
4 Election Day/*Staff Dev. Day No School Students 26 Shortened Day 27-28 Thanksgiving Recess							4 Election Day/*Staff Dev. Day No School Students 26 Shortened Day 27-28 Thanksgiving Recess							23 Shortened Day 24-31 Holiday Recess											
JANUARY 2015 (18)							FEBRUARY 2015 (14)							MARCH 2015 (22)											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
				1	**2	3							1										1		
4	5	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14					
11	12	13	14	15	*16	17	15	16	17	18	19	20	21	15	16	17	18	19	20	21					
18	19	20	21	22	23	24	22	*23	24	25	26	27	28	22	23	24	25	26	27	28					
25	26	27	28	29	30	31								29	30	31									
1 New Years Day **2 Holiday Recess *16 Staff Development Day No School Students 19 Martin Luther King Day							16 Presidents' Day 16-20 Winter Recess *23 Staff Development Day No School Students																		
APRIL 2015 (16)							MAY 2015 (20)							JUNE 2015 (10)											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
			1	2	3	4						1	2							1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13					
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20					
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27					
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30									
3 Good Friday 13-17 Spring Recess							25 Memorial Day							19 Students/Teachers' Last Day Shortened Day for Students Only											