

Pending BOE Approval

**Watertown Board of Education
Regular Meeting Minutes**

Meeting Date: February 11, 2019
Meeting Time: 7:30 p.m.
Meeting Place: Lecture Hall, Watertown High School

Members Present: Ms. Leslie Crotty, Chairman
Mr. Tom Lambert, Vice Chairman
Ms. Janelle Wilk, Secretary
Mr. Robert Makowski
Ms. Cathie Rinaldi
Ms. Diane Bristol
Ms. Cheryl Albino
Ms. Josephine Cavallo-Rosa
Ms. Cindy Eastman

Members Absent: None

Others Present: Dr. Rydell Harrison – Superintendent of Schools
Mr. Tom DiStasio – Business Manager
Ms. Alyssa Perugini – Student Council Representative

A. Convene Regular Meeting – 7:30 p.m.

Ms. Crotty – Asked for a moment of silence to honor Danbury student Hailey Nailor who passed away yesterday due to suicide.

B. Salute to the Flag

C. Roll Call – Ms. Davidson

D. Minutes

Agenda Item: D.1
Subject: Minutes of the January 28th, 2019 Regular Board of Education Meeting

Motion Presented By: Ms. Wilk
 Motion Seconded By: Mr. Lambert

Text of the Motion: Madame Chair, I move that the Board approve of the minutes from the January 28th, 2018 Board of Education Meeting as presented by Ms. Davidson.

Discussion: None

Opposed: None

Abstained: Ms. Albino

Vote: Motion passed

E. Report from Student Council Representative – Alyssa Perugini

Ms. Perugini - Mrs. Meka reports from **John Trumbull** that in Reader's and Writer's Workshop students will be exploring how the character's change and grow throughout stories. Students will identify the lessons that characters learn and think about how the problem is solved at the end of the story. During the month of January our students reached their goal of over 10,000 gotchas! Students will celebrate with an indoor snowball fight. The second grade concerts were held and both received standing ovations. Under the direction of music teacher, Marianne Michael, students performed movement activities to music.

Ms. Fekete reports from **Polk** that, students contributed to a whole school bulletin board celebrating the 100th day of school entitled Hundreds of Different Ways to Show We Love to Learn. Each grade level created 100 responses to different prompts. Grade 3 found 100 different mathematical ways to show 100. Grade 4 found 100 different juicy vocabulary words. Grade 5 wrote 100 different unique facts. Also, Mrs. Rinaldi began her Bananagrams Club with Polk's fourth and fifth graders this week. This is a fun way for kids to work on spelling while playing a friendly competitive game. A special thank you goes out to Mrs. Rinaldi for donating her time to run this club and to the Polk PTO for purchasing materials. In addition, the second rotation of SRBI interventions began this week. Teachers are proud to be able to use assessment results in an efficient way to drive our practices and ensure that every student gets what they need to succeed.

Mrs. Scully reports from **Judson** that classroom top spellers competed in a Spelling Bee on February 6th. The winner will proceed to a state competition in March at the University of Saint Joseph. Physical education teacher, Mr. Sorriero, conducted Jump Rope for Heart with classes this week. The money raised will be donated to the American Heart Association. The student council is also conducting a fundraiser to support the American Heart Association. Students are purchasing paper hearts for twenty five cents. The most hearts purchased by a grade level will get extra recess! Mrs. Rinaldi, computer teacher, has started a Bananagrams activity after school with interested fourth and fifth graders. Mid-year conferences with all teachers are being held during the month of February.

Ms. Lerz reports from **Swift** that everyone has embraced their new Houses and several Spirit and House challenges are in the works for the weeks ahead. It fosters a sense that everyone belongs and that as a school, everyone works together and can therefore grow together.

Mr. Carroll reports from **Watertown High School** that teachers will meet with students during their semester two classes to review recommendations for course leveling for next year. The counseling department will also be conducting Junior Meetings with students and parents to begin the post-secondary planning process for the class of 2020. Congratulations to Skylar Bartush, Bonnie DiAngelis, Ruth Fomo, Hannah Jack and Hayley Zamaitis who performed with the Northern Region Festival Chorus, directed by Jack Pott. Mr. Pott is a member of the voice faculty at Central Connecticut State University, and also teaches voice for the Hartt Community Division at the University of Hartford. Congratulations to Carissa Deschaine, Jesse Kaye, Cailin McGuire, Jack Ryan, and Noah Ryan who performed with the Northern Region Festival Band. The band was directed by Jared Cassedy, the 2015 winner of the GRAMMY Music Educator Award. Athletic Update: Congratulations to our boy's indoor track team who won the NVL Championship and our girls indoor track team that was runner-up. Congrats to all! Hockey continues to roll and is currently 10-2-2. Our cheerleaders have performed very well recently taking 2nd place at a recent cheerleading competition in Torrington. Our boys swim team continues to work hard and have been swimming some fast times. Girls Basketball is 11-6 and is poised to make a postseason run. Boys Basketball continues to improve and recently brought Kennedy to overtime in an exciting game.

F. Naming School Building & Facilities Sub-Committee Report

Ms. Crotty - On Monday February 4th at 6:00 the Naming School Buildings & Facilities Sub-Committee met in the Swift Library to hear a proposal by community member Mike Magas to name the Watertown High School Natatorium after Garry R. Smith, the current Head Coach of the WHS Girl's Swim Team and Park & Recreation Supervisor. The committee consisted of Community members Jen DeJesus, Rob Gurry, and Bob Porter; Principal Dan Carroll, teachers Cathie Calabrese & Keith Marceski, Board Vice Chair Tom Lambert, Dr. Harrison & myself as ex-Officio. They considered the following information that was shared at the meeting: Mr. Smith was a member of the 1971/72 inaugural season of the 1st WHS Boys Swim Team in his senior year at Watertown High School. Immediately after graduating Watertown High and then again from 1976-2018, Mr. Smith was the Assistant Coach of the WHS Boys Swim Team and from 1976-1984, Mr. Smith was the Assistant Coach for the WHS Girls Swim Team until becoming their head coach in 1985. He remains their head coach today. All while coaching for Watertown Public Schools, from 1974-1997, he was also a swim instructor for Watertown Parks & Recreation and then in 1997 through 2018, he ran the Age Group Swim Team Program. Presenter Mike Magas, a fellow high school swim coach, shared how he has witnessed 1st hand what a quality gentleman Garry is, with decades of seeing what a first-class man he is at swim meets, in and out of the pool with his athletes. The committee also heard testimonials on Mr. Smith's unwavering dedication to his students, his even-tempered, even-keeled approach to instruction, coaching, and life, and how he serves as a constant reminder that it is truly, "all about the kids." A co-worker shared that what the kids learn from Garry at the pool they take with them through-out life, "for the lessons they learn with him can be applied to everything." A swim parent noted that Mr. Smith "has gone every step of the way with each of

his athletes, no matter their ability level.” The committee learned that as head coach of 5 girl’s NVL Championship Teams for Watertown High School, multiple athlete’s individual titles and record setters in both high school and the collegiate level that were coached by him, and Mr. Smith, even with all of those accomplishments, feels his biggest success throughout his coaching-career is that his girls’ swim team has been selected by CIAC officials as the recipients of the Sportsmanship Award Title 5 times, that to Mr. Smith, that, above all else, means everything to him. With over 7 pages of signatures in support, Mr. Magas shared that Garry has spent countless work and volunteer hours since 1974 providing swimming programs for the youth of our community, always going above and beyond the job requirements. He concluded that Mr. Smith should be honored for his contributions, hard work and dedication to children through the sport of swimming and diving. Mr. Lambert, our representative of the Board of Education at the meeting, if you would please share the committee’s recommendation.

Mr. Lambert – The Naming Committee has unanimously recommended that the Natatorium be named after Garry R. Smith and that a dedication ceremony and community celebration in honor of Mr. Smith take place once the appropriate plaque is completed and location is determined.

Ms. Crotty – Thank you. I would like to thank the members of the subcommittee for their time and their thoughtful approach to making their final recommendations to the Board and the Board will have the opportunity to take action later on this evening.

G. Superintendent’s Recommendations and Report

1. Appointments – (Information Only)

Ms. Layne Allison to the position of Long-Term Substitute Special Education Teacher at Judson Elementary School, effective April 22, 2019 to approximately June 3, 2019. She will be paid the substitute retired teacher rate of (100.00 per day) for the first 10 days and on the eleventh day, her rate will change to \$251.16, Step 3 of the WEA contract of \$46,717.00 (prorated).

Ms. Jennifer Boucher to the position of Long-Term Substitute Title I Tutor at Polk Elementary School, effective February 7, 2019 to approximately June 5, 2019. She will be paid an hourly rate of \$16.00, working six hours daily.

2. Transfers – (Information Only)

Ms. Ashley Coon, from the position of 5th Grade Teacher at Polk Elementary School, to Literacy Interventionist at Polk Elementary School, effective February 4, 2019.

3. Resignations – (Information Only)

None

4. Superintendent’s Report

Dr. Harrison— Good evening everyone. I am going to keep my comments on the Superintendent's report brief because I know we have a pretty lengthy and full agenda. You will see that we have a couple of appointments for your information and then a transfer of Ms. Ashley Coon from the position of fifth grade teacher at Polk to Literacy Interventionist at Polk, effective February 4th. We are excited about this position and the impact that it will have across our staff. It really is a good representation of the focus work that we are doing around instruction and we are looking forward to building on that and seeing the impact that it has on our teachers and students.

Early last week, I had an opportunity to travel to New Orleans, Louisiana, for a Superintendent's Summit. This was sponsored by the district Administration and Leadership Institute. It was a great opportunity to connect with other superintendents on the innovative things that are happening in districts around our country. I was very fortunate to receive a scholarship for the cost of the trip including travel expenses, meals and the registration. We had some great focused conversation there around curriculum & instruction, district/school safety issues and some more things I think will benefit our district. I appreciate the Board's support in continuing to learn as a superintendent and the chance to connect with colleagues. I also wanted to give you a heads up that next week we will be discussing a residency policy that will come to the Board. One of the things that we know in our current residency policy is that families have to establish residency within the Watertown or Oakville community when they are newly enrolled, and that typically happens in Kindergarten, but does not happen again. The new proposal will include reestablishing residency every time a student moves to a different school. That would happen in our district in 3rd grade, 6th grade, and 9th grade. It is an opportunity for us to make sure that our resources are going to the right students and we will talk a little bit about that tonight in the budget presentation because there is some focus work that I anticipate with that as well.

You may have heard already that tomorrow's school will be closed in anticipation of the weather...please do not expect a song, you will not get one. However, I am launching a new video series with the working title of "Everything you wanted to know in five minutes or less", but I reserve the right for it to be in six minutes or less, just in case I need some extra time. It is a way to talk to our community informally about how things work behind the scenes in our district. As a parent, I know we know what goes on based on our students, but we really don't know the bigger picture. Our first video of the series will be an overview of the budget. How are budgets created? What does that mean? What does it look like for us? I hope to get some good feedback from folks and over time to use it to get some information from our community...what are things you'd like to see and learn more about? We have the first couple of videos sorted out, and then we will open it up for some additional feedback.

H. Suicide Prevention and Intervention Policy (New) – First Reading

The proposed new board policy for Watertown Public Schools is presented to the Board for the first reading tonight.

Dr. Harrison – This policy is coming forward as a first read based on conversations that I have had over the last few months with our Director of Student Services, Mr. Chris Brown. Chris shared with me that it is required for Boards of Education in Connecticut to have a Suicide Prevention Policy. When I went back to look at our general statutes to see when that went into place, I found that it was over 20 years. I know that we recently conducted a policy audit and we missed this one, so thank you to Mr. Brown for bringing this forward. We have seen just this

week how this can impact a school district so we want to make sure we have a policy in place that would establish the Board's recognition for this policy and also give staff information on how to respond.

We start with the management of suicidal risk and we recognize that as a school system, our schools cannot be expected to thoroughly evaluate and examine and eliminate suicidal risk, but the Board is committed to responding and supporting our students through policy. Any staff that becomes aware of a student at risk will notify the building principal or his/her designee. I want to clarify, while this policy may be a first read for us, the practice that is in place is not a new practice for us. We have our first responders and our support teams in each of our buildings and those folks have been doing this work already if there is an issue that comes up. You see that with the management of suicidal risk we identify the responses with our student services staff to interview the students and to do a risk assessment. It is an assessment in relationship to student's threats against other students, but it is relevant here. The policy lays out how to respond and do that investigation to determine the level of risk. If the student is determined to be at high risk, we will make sure the student is not alone, the parents are notified, request they are either picked up or taken to a medical facility to do a more thorough risk assessment. When they arrive at the school, we want to make sure we maintain open lines of communication with the parents and expressing the seriousness of the situation and the need for an immediate suicide risk assessment, the need for continuous monitoring back home, and the referral to professional services outside of the school as necessary. We will also speak with the parent to sign a release of the information so that as the student is receiving counseling in a private or medical so that we can have a two way consent with those doctors and discuss how to continually support the student when they return back to school.

Letter D talks about the fact that we will document the case, and just like with all serious incidents, we always make sure there is a protocol for the student services staff member to notify the building principal, and then for the principal to notify central office and to keep me a part of that discussion as well. If the parent is unable to come to the school, the student services staff member will provide information to the parent over the phone and also follow up contacts. If the parent does not agree with the school's determination that the student is high risk, the student services staff member will meet with the principal to determine an action plan and focus on protecting that student. While we want to make sure we are partnering closely with parents, we want to make sure we are doing everything from our side to keep students safe while they are with us as well.

We also talk about the reporting process with DCF and you know that all of our staff members are mandatory reporters. A student services staff member will arrange for an emergency vehicle to transport the student if the parent is not available. Finally, when a student is assessed to be at high risk and then they return to school, then we make sure that we have a team of support ready to provide ongoing support to the student and including in that team, along with outside professionals, support services in schools, and then any necessary changes within the instructional program. That is the overview of the policy.

I. Presentation - Solar Project

Mr. Ceniccola, Facilities Manager, will update the board on the Low and Zero Emissions Renewable Energy Credit Program (LREC/ZREC) Solar Project. Attending to discuss and answer questions will be Adam Teff of Titan Energy, New England.

Mr. Ceniccola – The energy costs account for 3% of the Board of Ed annual budget. The BOE reviews energy conservation programs as they become available and are evaluated to determine their cost effectiveness and positive impact to the district's energy foot print. Over the past decade the following energy conservation improvement programs include: The Swift Middle School renovate as new/ building addition project and 3-School renovate as new project which includes Judson, Polk and the high school. During the renovation projects each of the building's lighting, electrical, plumbing, heating and air-conditioning systems were upgraded with latest energy efficient systems. In addition to that, gas co-generation projects were added to Watertown High School and John Trumbull Primary School. These natural gas fired electric generators were installed at the respective schools. The hot water by-product from electric generation is introduced into the building's heating system. The net effect is a reduction in the building's boiler run times and kilowatt hour cost reductions. And lastly, the latest project, prior to tonight's project; district-wide LED lighting upgrades. The net effect is a reduction of energy consumption applied against the cost of the project, reduced maintenance costs and a year 5 net annual savings of approximately \$250,000 a year through project end of life.

The latest project involves adding solar panel systems for the generation of electrical energy. Each of the district's properties were reviewed to determine whether the buildings and/or properties have the requisite physical size and necessary exposure to the sun. Additionally, the building's roof design and age was factored into the overall cost benefit calculation. Based on our analysis Judson Elementary and Swift Middle School met the necessary criteria for the Low and Zero Emissions Renewable Energy Credit Program. Applications were submitted and funding was approved. The no cost project solution will net a reduced kilowatt per hour cost for the two schools.

Attending tonight to discuss and answer questions is Adam Teff of Titan Energy, New England. Unfortunately, Don Torrey who was planning to attend, but has the flu. The next steps are to submit and receive approval from the required boards and commissions to move forward.

Mr. Teff from Titan Energy presented to the Board of Education and then took a question and answer session from Board members. To see his presentation, please log on to:
<https://www.youtube.com/watch?v=YI0ah43JDks>

J. Presentation - Fiscal Year 2019 – 2020 Proposed District Budget

Dr. Harrison – Good evening everyone. I am very excited to talk about our budget. I want to talk about the why. But first I want to thank everyone that helped put this project together. So thank you to Tom DiStasio, who made sure that our predictions were conservative, but accurate, Dr. Parlato, for bringing lots of expertise in this process, and to our administrators and staff throughout the district for thinking outside of the box to make sure our proposal shows our values.

The first page of the slide shows some pictures of our district and those we represent. They show amazing things happening in our district. So, starting with our theory of action, we thought that if we employ responsible fiscal practices to develop transparent budgets, then we will gain and increase the support of our taxpayers to continue to offer valuable learning experiences and programs to our students. As we went along in our budget, we looked at our continuous focus areas. These are our foundational areas as we do our strategic planning focusing on:

#watertowncares (looking at the whole child and focusing on social & emotional learning and

supporting our students), #watertownlearns (thinking critically about what teaching and learning looks like), & #watertownleads (looking at opportunities outside of school to impact our students whole lives and being intentional about our relationship with parents & Community members). As we developed our process, each of our five schools met with their leadership teams to develop their priorities and local budgets, they were tightly aligned with the school success plan and something that we keep coming back to and I am proud about how that is guiding our work across the district. The same process was followed by our student services department, instructional technology department, curriculum & instruction, and our facilities departments. We worked on these at one of our administrative council meetings and it was an opportunity for our administrators to get feedback from each other and hear what others are doing so that we can share resources and how the pieces come together as a big picture. From there, there was lots of discussion with the Superintendent’s cabinet and looking at all of those items and prioritizing them to make sure we were meeting the needs of our students. We wanted to make sure we aligned these continuous improvement areas around the three big areas of Watertown cares, learns and leads.

Under #**watertowncares**:

School Psychologist (.5)	Expand in-district programs for primary students with emotional and behavioral needs through increased support from the school psychologist.	\$34,862
DESSA	Expand of DESSA (Devereux Student Strengths Assessment) screening (K-8) to increase ability to identify and support students’ SEL needs through SRBI process.	\$2,800
Residency/Security Officer (1.0)	Hire a Residency/Security Officer to conduct residency investigations and provide direct security support to elementary schools.	\$45,000

Notes: We have noticed a spike in children that are in crisis that is a continuous strain on the resources currently at John Trumbull.

We want to make sure we have consistent SRBI through all grades to benefit social & emotional learning.

The residency officer will help support the new residency policy in addition to what is listed above. The ideal candidate will have a law enforcement background or military, but also has a heart for kids.

Under #**watertownlearns**:

Instructional Technology	Increase students' access to instructional technology in grades 3-7 by leasing additional chromebooks.	\$30,000 (No additional Cost)
Library Books	Update book collections at John Trumbull, Polk and Judson. A recent analysis of our library collections shows the average age to be more than 20 years old.	\$3,063
Science Curriculum Resources	Purchase additional instructional materials/supplies for implementation of Next Generation Science Standards in grades 3-8.	\$12,703
Textbooks	Purchase updated textbooks for English, Biology and Psychology classes at WHS.	\$34,012

Notes: We want 1:1 chromebooks for our students in grades 3-7. We have excellent efforts at both our elementary schools to increase the number of chromebooks and thanks to the PTOs for their commitment to this. Mr. Turner has been working to secure leasing agreements so we can phase them in over time.

With the new science standards, we will need to increase the number of units we have to make sure all students are participating.

It has been a long time since we have had new resources for these areas and we need to make sure our students have up to date resources.

Substitute Teachers (4.0)	Increase the number of substitute teachers across the district from two to six to ensure classes are appropriately covered. JTPS – 1 Bldg. Sub JES – 1 Bldg. Sub PES – 1 Bldg. Sub SMS – 1 Bldg. Sub WHS – 2 Bldg. Subs Increase the daily rate for substitute teachers from \$75 to \$85.	\$66,368
Civics Teacher (.6)	Restore Civics position at WHS to continue teaching state-required course.	\$39,827
iReady	Expand the use of iReady Assessment Tool and Instructional Lessons to provide a consistent way to check students' progress in Grades 1-8 in Reading and Math.	\$4,500

We need to make sure we have a building sub at each of our schools, as we almost always have someone out at one of our schools, and the more consistency we have, the better it is for our students. We have increased the rate of pay to be aligned with other districts and recruit good subs. We will also make sure these folks have access to health benefits, if they choose.

Because the civics course went from 10th to 11th grade last year, we were able to reduce the position last year, but now need to increase again this year, as we have caught up to the number of students taking the course.

We currently have iReady in grades 2-8, and we want to extend it to grade 1 and have available to us, the academic portion.

Under #**watertownleads**:

School Resource Officer (1.0)	Expand our partnership with the Watertown Police Department by adding an additional School Resource Officer at Swift full time and allow us to expand DARE programming. Total cost will be shared between the Board and the Watertown Police Department.	\$50,000
Youth Services Bureau Programming	Expand parent workshop programming through partnerships with Youth Services Bureau and other community agencies.	No Additional Costs
Teacher Leader Stipends	Instructional Technology Facilitator (2); Professional Learning Presenter and Digital Learning Coordinator	\$27,884

Notes: Currently, we have one resource officer and he is splitting time between the high and middle school. It will allow us to expand community programs and on the partnership with the police department. This is in both of the presentations as a shared cost.

In our new teacher contract (effective in September), there are two new stipend positions. So as we are purchasing new technology, we want to make sure we have folks that can offer ongoing support to the school and teachers in their classrooms. We are also making sure the professional learning presenter is more personalized to our teachers. Currently that department is a department of one, so additional support will be very impactful to our teachers. It is most useful and impactful when presented by teachers to teachers.

These are all areas that support continuous improvement. But, when thought of in the context of the overall budget, it is only an increase of .73% or \$321,000. You can see how it will have a strong impact to our students and they were brought forward by the administrators which show their ability to think outside of the box and be fiscally responsible.

Talking about these areas, revenue, expenditures, and drivers; as we were building this budget, our goal to increase our accuracy of projections by closely analyzing spending trends over the last 3-5 years. And as I hear Tom in the back of my head, we want to make sure these projections represent conservative estimates to ensure we are fiscally responsible with our taxpayer's funds.

Digging and looking at our revenue that of course, means the money that comes into our district. We will talk about revenue in three areas: the first area is federal funds, where about 2% of our overall revenue comes from. These are based on 18/19 numbers. These are applied for every year, but are not applied to general fund expenditures. It comes to us through the state from the federal government. Going through these areas:

IDEA Grant: Specified for special education students. Title I: For students that are experiencing economic challenges identified through free/reduced numbers. Title II: Funds related to academic improvement and teacher support. Title III: Used to offset expenses for English language learners. Title IV: Used to offset expenses related to SSAE. Carl Perkins Grant: Specifically related to career and technical education courses for materials or salaries.

The next piece comes from our state funds. They are broken out into three placed: the cost sharing grant and based on last year's numbers, we are projecting right around 11.7 million dollars. That is what we received in the current year. ECS come to our town through our general fund and are shared with educating the students through the town. There was a small increase in ECS funding and we think it conservative to use the same numbers, however, that formula of increases will happen over the next few years. We can anticipate the funding to stay level and

we are waiting on the governor to release his budget for next year. Excess cost funding is about \$800,000 and we are estimating a little less than this fiscal year. These are funds that come to us from the state to offset costs related to educating special education students and once you hit 4.5 times what the average per pupil student cost, you then qualify for those funds. That puts a lot of expectation of the town and district. The youth services bureau funds are just about \$20,000 and we expect those to stay the same.

Each year the state determines a minimum budget requirement or MBR that says education funding can't decrease significantly. There is a similar rule with the federal grants as well. There are some exceptions to the statues, where you can decrease the MBR if there is a decrease in residency students or a decrease in ECS funding.

The largest part of our budget comes from local funds. Based on our current fiscal year, which is about \$33,800,000. This is money that comes into the general fund through tax payers. This is why I am grateful to partnering with our community because that money represents a commitment to our students and schools so it is important to see the big picture to where these funds come from.

Our Watertown Public School's revenue is the things that we do to generate funds within our district. They are: Facility Rental Fees - \$18,000 (Based on 2019 Fee Schedule), revenue is applied to Capital Improvement Fund. Watertown Transition Academy tuition - \$90,000 (Two out-of-district students) revenue is applied to General Fund and used to offset SPED costs. Advertising at WHS Mills Complex - \$6,000 (\$2,800, 17-18; \$5,850 18-19, and we are projecting it to increase to \$6,000 for next year). Revenue is applied to the advertisement fund and used to offset athletic costs. Athletic Fees - \$52,000 (Reduction of 20% - \$80 per student, \$160 household max.) Revenue is applied to student activities fund and used to offset athletics. As Mr. Catuccio develops his athletic budget, he will put in, for example, the bussing for all sports across all seasons. We will spend down the student activities fund first before moving to the general fund. The total revenue that we are looking to generate for next year is \$166,000, but as you can see we are talking about expenditures and revenue related to our general fund.

When we look at our budget driver, we broke this out into two areas; fixed and variable costs. Fixed costs are costs that we can predict the increases from year to year and in our case those usually increase each year and we try to think of ways to cap our fixed costs related to things like utilities. They are usually related to rising costs in services or contractual services. Variable costs are things that vary from year to year based on external issues. They are more unpredictable and more volatile.

Our fixed costs are:

FIXED COSTS: \$916,451

↑ 2.07% TOTAL BUDGET

Medical Insurance

Cigna ↓1.21%

- -\$91,612

Employee Contracts

• Salaries & Benefits ↑ 2.77%

• \$899,292

- Salaries - ↑ 4.12%

- (\$1,012,303)

- Benefits - ↓ 1.43%

- (-\$113,101)

Transportation

• First Student ↑ 8.25%

- \$110,771



That is a large chunk of change and those are just fixed costs. In order to operate our buildings, pretty much the same way we are now, we are looking at this increase, which is about a 2.07% increase to our total budget. Medical insurance will decrease 1.21% as our claims have leveled off this year and we are watching this closely. This also comes from our new contract with our teachers as they took on a 1% increase in their portion of the cost. We have also built in some wellness incentives as well to be proactive in capping our insurance costs. Regarding salaries, we are up 2.77%, and they are obligations related to contracts from year to year and step/wage increases. The decrease in benefits is related to medical and also dental insurance. Finally, student transportation is increasing 8.25% and is related to our contract with First Student. Our contract is coming to a close this year, and this is their proposed increase. We feel like this is a great time to go out to bid and Mr. DiStasio will be submitting a RFP so other companies can bid and submit a proposal that may come in lower than an 8.25% increase. Going with a new company may increase costs as well with the purchase of buses and a facility in town, but we felt that was a conservative number for next year.

Our variable costs are at \$456,000 or so or 1.03% of the total budget. Looking at the factors, the charts show that our students with disabilities increase each year and we expect that number to continue to grow so again, it is necessary to increase our costs. Looking at our autism students and our students with emotional disturbance, again, they continue to increase year over year and these are students where the cost of meeting their needs is a lot pricier. As we plan for this fiscal year, we are looking at a 3% increase in some areas in order to factor conservatively. Special education can change in that year as well, especially if new students move into the district in that budget year.

The capital improvement plan is currently in front of the Town Council for them to allow us to establish the fund. This is a non-lapsing account. The source of the funds will be a minimum of .5% or a maximum of 1% of the annual budget specifically for this fund. Right now, we are using .5% as our number which is about \$221,000. We will also generate funds through the facility rental fees and there can be gifts or contributions from the community or annual savings from year to year.

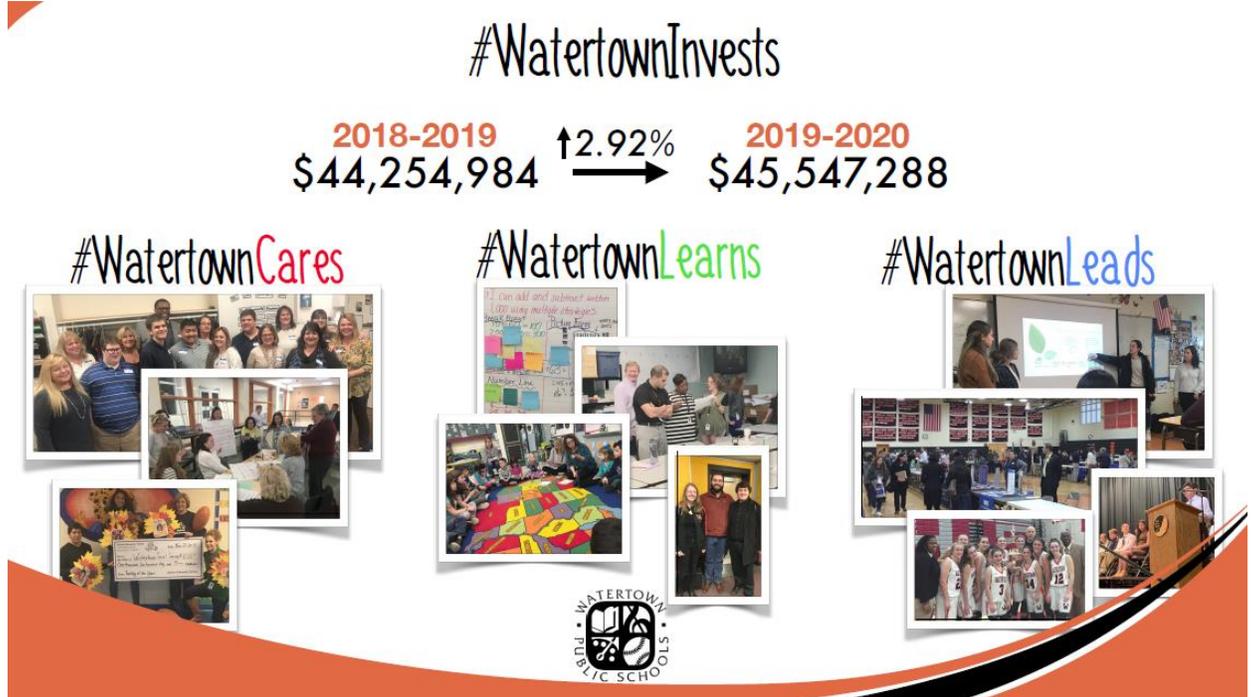
When we get to the overall budget and we get to the piece that everyone is familiar with, we look at the five major categories:

		PROJECTED 2018-2019	PROPOSED 2019-2020	BUDGET CHANGE	PERCENT CHANGE
EXPENDITURES	SALARIES & BENEFITS 	\$34,796,149	\$35,673,045	\$876,896	2.52%
EXPENDITURES	PURCHASED SERVICES 	\$1,744,133	\$1,938,179	\$194,046	11.13%
EXPENDITURES	UTILITIES 	\$2,518,305	\$2,697,880	\$179,575	7.13%
EXPENDITURES	CONTRACTED SERVICES 	\$4,798,849	\$5,235,258	\$436,409	9.09%
EXPENDITURES	SUPPLIES & EQUIPMENT 	\$823,227	\$892,926	\$69,699	8.47%
	MBR APPROPRIATION	\$568,954	-	-	-
REVENUE	EXCESS COST (CT) 	-\$814,633	-\$800,000	\$14,633	-1.80%
REVENUE	TUITION REVENUE 	-\$180,000	-\$90,000	-\$90,000	-50.00%
	TOTAL 	\$44,254,984	\$45,547,288	\$1,292,304	2.92%

You can see here will all of the increases come from. These are changes year over year. The purchased services line is mostly special education transportation and vendors that we work with. Utilities electric rates have been upped, and when we move to the new building, we will also see a small increase as well here. Contracted services are due to tuition and contracted services with special education and the First Student bus proposal is also in this line. Supplies and equipment are some of the changes mentioned earlier, textbooks, and improvements needed. Earlier in the year, we were talking about the MBR and because and additional appropriations from the state and town, so the MBR increased by \$568,000 and they are funds that come to the town ear marked for education. We anticipate that coming from the state again for the next fiscal year. You can also see all of the revenue here and we are trying to be as conservative as possible. The tuition is a big decrease as we currently have 4 students enrolled in the transition academy from other districts and we are projecting to have two students less. Our total proposed budget is \$45,547,288 or an increase of 2.9%. A lot of that is our fixed costs and there has been lots of discussion about what to do with the transition academy, as while we are proud of it, it is very expensive to maintain. Ed Advance is starting a program similar to ours which will be competition and the potential loss of revenue going forward. We are currently looking at keeping it open, but looking at staffing reductions with paras from 6 to 3. Looking at historical trends, we see that our budgets annually continue to increase. There are not many places where there is a huge hike. Big things over time were things like full day kindergarten or increases in insurances, but most of the increases are smaller and happened over time. Looking at the historical trends of state revenue, while our budgets increase, the

state revenue has continued to decrease or level off. You will see where we are ten years ago, is where we are right now. We can talk historically how our expenses have increased significantly over the years, but state funding remains flat. There is a significant increase after 2009 and follow the national budget as well. So looking at all of these together, you can see that our overall budget increased and both state and federal both have decreased so we are positioned to keep coming back and asking for more money and realize more and more cuts. The reality is there are not many places to cut from.

It helps to think about what you will get over time and this slide talks about the investment into our community.



That is our recommended budget for 2019 – 2020.

K. Public Participation

None

L. Committee Reports:

- Curriculum and Instruction Committee, Ms. Cathie Rinaldi, Chair – No
- Policy and Labor Committee – No
- Budget and Finance Committee, Mr. Thomas Lambert, Chair – No
- Facilities/PBC/Operations Committee, Mr. Thomas Lambert, Chair – No
- Governance and Community Engagement Committee, Mr. Robert Makowski, Chair – No

M. Communications - Secretary

None

N. Report from the Board Chair

Ms. Crotty – No report tonight

O. Action Items – Adoption of Items to be Approved by Consent

Agenda Item: O.1
 Subject: Consideration to Approve the Naming of the Watertown High School Natatorium after Garry R. Smith

Motion Presented By: Ms. Rinaldi
 Motion Seconded By: Mr. Makowski

Text of the Motion: Madame Chair, I move that the Board approve of the Naming Sub Committee’s recommendation to name the Watertown High School Natatorium after Garry R. Smith and that a plaque ceremony and celebration in his honor take place at the Superintendent’s discretion.

Discussion: None

Opposed: None
 Abstained: None
 Vote: Motion Passes

Agenda Item: O.2
 Subject: Consideration of the Approval of an Out of State Field Trip to Worcester, Massachusetts

Motion Presented By: Ms. Rinaldi
 Motion Seconded By: Ms. Bristol

Text of the Motion: Madame Chair, I move that the Board approve of the Robotics Team Filed Trip to the New England District Championships in Worcester, MA from April 10th through April 13th, 2019 for approximately twenty nine Watertown High School students and six chaperones.

Discussion: None

Opposed: None
 Abstained: None
 Vote: Motion Passes

P. Future Agenda Items and Board Members' Comments

None

Q. Public Participation (Please state name, address and topic of discussion)

None

R. Executive Session (9:47 p.m.)

Agenda Item: R.1
Subject: To go into Executive Session

Motion Presented By: Ms. Wilk
Motion Seconded By: Mr. Lambert

Text of the Motion: Madame Chair, I move that the Board go into Executive Session for the purpose of interviewing a Food Service Director Candidate and possible discussion regarding appointment. Attending the Executive Session will be Dr. Rydell Harrison, Leslie Crotty, Thomas Lambert, Cathie Rinaldi, Rob Makowski, Diane Bristol, Josephine Rosa, Cheryl Albino, Cindy Eastman, and myself, Janelle Wilk.

Discussion: None

Opposed: None

Abstained: None

Vote: Motion Passes

S. Regular Session (10:45 p.m.)

Agenda Item: S.1
Subject: To approve the appointment of a Food Service Director

Motion Presented By: Mr. Lambert
Motion Seconded By: Ms. Albino

Text of the Motion: Madame Chair, I move that the Board approve of the

appointment of the Superintendent's candidate as the Food Service Director for Watertown Public Schools at an annual contract amount of \$60,000, effective 2/26/2019.

Discussion: None
Opposed: None
Abstained: None
Vote: Motion Passes

T. Adjournment

Agenda Item: T.1
Subject: To adjourn the meeting

Motion Presented By: Ms. Rinaldi
Motion Seconded By: Ms. Bristol

Text of the Motion: Madame Chair, I move that we adjourn

Discussion: None
Opposed: None
Abstained: None
Vote: Motion Passes

The meeting adjourned at 10:47 p.m.

Respectfully Submitted,

Mindi Davidson
Recording Secretary

Janelle Wilk
Secretary of the Board