

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF FINANCE

The Board of Finance held their regular meeting on Thursday, February 27, 2014 in the Council Chambers at the Municipal Center, 3 Primrose Street, Newtown, CT. Chairman John Kortze called the meeting to order at 7:00pm.

Present: John Kortze, Harry Waterbury, James Filan, John Godin, Mike Portnoy, Joseph Kearney

Absent: NONE

Also Present: First Selectman Pat Llodra, Director of Finance Bob Tait, Interim Superintendent Dr. Reed, BOE Chair Debbie Leidlein, Legislative Council Members: Lisa Romano, Joseph Girgasky, Paul Lundquist, Neil Chaudhary, Mary Ann Jacob, Bob Merola, Ryan Knapp, Dan Amaral, Dan Honan, 10 members of the public and two members of the press.

VOTER COMMENTS: Karen Holden, 68 Berkshire Road – Last Thursday it was stated that Newtown teachers are among the highest paid in the area. When you look at DRG B, the average Newtown teacher has 13 years of experience. Their rate of pay is 16th out of 21, which would not indicate the highest. Attention has been focused on the high school enrollment. She is concerned because they are in the beginning stages of NEASC accreditation, which has indicated in the past that class size was an issue.

COMMUNICATIONS: Mr. Kortze received a letter from Ms. Jacob looking for input from the Board of Finance in reference to the Charter Revision. This will be put on a future agenda. E-mails that are received from the public are attached to minutes (Attachment A).

MINUTES: Tabled

FIRST SELECTMANS REPORT - NONE

FINANCE DIRECTOR REPORT - NONE

NEW BUSINESS

BOE enrollment (Attachment B)– The Board of Education will be going forward with an enrollment study to be completed by November 1, 2014 and a comprehensive strategic plan to be complete by March 15, 2015. They are looking at solidifying the consultants for both studies on or before May 1, 2014 with a contract finalized on or before a May 15, 2015. Part of the strategic plan is looking at the need for facilities going forward. Mrs. Llodra explained that they have not figured out how to make both the Town and the School space needs studies work together. There is an intention to integrate but they have not figured out how it will work. Dr. Reed went over important items to be addressed. These are his opinions and not necessarily that of the BOE (Attachment C).

One of the questions is why did Ridgefield only go down 4 students last year and we went down 228. We are going down more significantly than other towns in our area. The tragedy in Sandy Hook has had an impact and we need to figure out what that impact is. With the new school construction and the variable of this past year, we need a minimum of this year to figure it out.

Mr. Knapp replied that before 12/14 happened there were declining enrollment trends. 12/14 is a major factor but there are other factors as well. Newtown is largely a commuter town. Rising fuel prices and increasing traffic on 84, a lot of people don't feel Newtown is a feasible option. Mr. Kortze met with the Board of Realtors. They continue to highlight the school system as a major attractor to the Town of Newtown. They talked about certain demographics and how attractive Sandy Hook appears if you have younger children and a brand new school. The taxes have become a tipping point. People are choosing to go elsewhere because they can get a comparable school system and pay \$4000 less in taxes if they choose Brookfield or Southbury.

Mr. Merola has been tracking staffing at the high school. His contention for years is that the high school has been over staffed and it has not been addressed. He took the fall start numbers and moved them from grade to grade, and it shows a decline. He asked that there be a serious and immediate response to staffing at the high school. Dr. Reed replied that the students in Newtown should have the same opportunity as at other high schools. There have also been additional credits added for graduation. Dr. Reed said they will take a look at the high school and all of the schools.

Security – Mrs. Llodra and Dr. Reed presented (Attachment D). They are working on a model that meets the needs for Newtown. This year there is support from grants but in the next years it will need to be in the budget. There are two frame works, one is security guards and the Director of Security which will remain employees of the Board of Education as it has been. The other is School Security Officer (SSO). The legislature created a different kind of police position which is a School Security Officer. The only persons eligible for that position are retired police officers. The persons trained for the SSO position are trained by POST, under the authority of the state police. The recommendation is that the SSO's be represented in the municipal budget.

They are also recommending continuing with the School Resource Officers (SRO) that are at 2 of the schools. The BOE has \$305,843 for security. The total cost for security is \$506,843 which is a combination of what is budgeted and grants. Mr. Tait recommends putting the total amount of the SSO's in the Selectman budget and offset it by the general fund revenues with the grants that they will receive. The general fund revenues will eventually disappear. Grand list growth will help cover the amount that is currently being covered by grants. Mrs. Llodra was clear to state that none of this will impact the budget this year. Security doesn't always mean personnel; it is also for building hardening. Monroe is responsible for the security for Sandy Hook school. It is important that there is not a significant change in that school.

There are 2 separate streams of funding for the security. It is complicate but can be done. This will be a wonderful example of town school collaboration. This model was done to save money. This is a very attractive job to retire police. Everyone will apply anew if they want to carry a gun. There will be a screening process. The schools Director of Security is also a retired police officer. Mrs. Llodra added, she has had considerable conversations with Chief Kehoe and he is on board and confident that he will be able to work in a collaborative environment to find the right people.

Mr. Portnoy doesn't understand why there are both unarmed and armed guards in schools. Mrs. Llodra explained that they have very different responsibilities. If you take what is going on right now, we have security guards and an armed police officer on overtime. There are a lot of functions you can do and not be armed. If there is a physical altercation going on, you don't want someone armed to be the one to break it up.

There are no additional costs associated with the hiring of the personnel. It is part of the normal hiring processes.

Mr. Freedman expressed concern for future. This is a plan that is going to be paid for and is effective now. Year two, three, four, five and beyond, the plan is not developed. He would like to have a collaborative team to develop a long term plan that will align the school security staffing for five to ten years. And have a plan that we can accomplish and complete when this funding is going to end. Mrs. Llodra explained that there are a lot of moving parts. Everyone is very concerned about how vulnerable our budgets are. Should one of the budgets fail, you don't want to see security be at risk.

ANNOUNCEMENTS - NONE

Having no further business, the meeting was adjourned at 9:37pm

Respectfully Submitted,
Arlene Miles, Clerk

Attachment A – Correspondence

Attachment B – BOE Enrollment Presentation

Attachment C – Plans for enrollment forecasting and technology

Attachment D – School security staffing

Fwd: Charter Revision

Thu 2/27/2014 10:40 AM

From: JOHN KORTZE

To: arlene.miles@newtown-ct.gov

For correspondence. Please make copy do I don't forget to reference

Begin forwarded message:

From: Mary Ann Jacob <mjacob4404@charter.net>

Date: February 26, 2014 at 3:51:54 PM EST

To: Undisclosed recipients: ;

Subject: Charter Revision

Good Afternoon,

This week, a letter was mailed to you (via USPS in most cases) asking for your input on Charter Revision. It was brought to my attention that the referenced attachment was not included. Also, we have allotted more time for you to review your concerns with your own boards or departments. We have extended the response time until April 15th. I hope that helps and look forward to hearing from you.

Sincerely,

Mary Ann Jacob
Chairman, Legislative Council

Attachments:

- Proposed Charter Revisions.docx

Proposed Charter Revisions

The following are a list of suggested changes from various Boards and Commissions:

Board of Selectman:

The Board of Selectmen recommends that a review commission consider the following modifications in their comprehensive review of our current charter language.

Boards/Commissions (add new language; modify existing language)

- Add language for Pension Board; Employee Medical Benefits Board
- Change/update language for Board of Fire Commissioners

Disposition of Property (modify current language)

- Eliminate sealed bid, public auction
- See Ridgefield Charter page 9, section 3-9

Budget not approved by end of fiscal year... (add new language)

“The Town shall operate under the budget authorization of the previous fiscal year until a new budget is passed by the referenda.”

Appropriations (modify existing language)

- Move action on special appropriations to the annual budget referendum for items that are at or exceed the current CIP limit of \$250,000.
- Eliminate Town Meeting except for Emergency Appropriations
- Define/differentiate Special Appropriations vs. Emergency Appropriations

Commission on Aging:

The only change we would like to have made is in Section 21-16, Focus of Commission. This Section presently reads as follows:

"In exercising its powers and carrying out its duties, the Commission on Aging shall place primary (but necessarily exclusive) emphasis on the needs of persons 50 years or older."

We wish to have this changed to:

"In exercising its powers and carrying out its duties, the Commission on Aging shall place primary (but necessarily exclusive) emphasis on the needs of persons 60 years or older."

As you will note, the only change is the age of persons on whom we should place primary emphasis in carrying out our duties from 50 to 60. The reason for this is that:

- the State of Connecticut defines an elderly person as being 60 years of age or older,
- the last paragraph of ARTICLE I of our bylaws states that we are to place our primary emphasis on the needs of person 60 years of age or older, and
- the Senior Center's informational pamphlet, which is readily available there, states that "any senior 60 years old, or 55 and disabled, is eligible to come to the Center".

Public Buildings and Site:

We feel that the Charter is too ambiguous and a much more defined application is needed. I believe that we have shown a clear and appropriate methodology to allow town projects to be delivered on time and within an appropriate budget. We need to be brought into the projects on day one.

PUBLIC BUILDINGS & SITE COMMISSION RECOMMENDATIONS FOR ROLES AND RESPONSIBILITIES

Types of Projects

1. New construction, renovations or maintenance projects regardless of costs; Public Works projects such as roads and sewers are excluded;
2. Projects which have a high visibility in Town regardless of cost;
3. Projects which require the coordination of two or more Town departments or agencies;
4. School projects which will obtain reimbursement from the State;
5. School projects which fall within the State guidelines requiring an independent Building Commission for oversight;
6. Projects on Brownfield sites;
7. All projects at FHH Campus;

Referral of Projects

1. Projects are referred to the PB&S Commission through the Board of Selectman. The BoS may make the determination of the projects to be referred directly or following a request by another Town agency.

Receipt of Projects

1. Projects should be referred to the PB&S Commission at the earliest possible time. The project does not necessarily need a confirmed funding source or all potential approvals. These may be developed through the PB&S process.
2. Potential projects should be presented to and reviewed by the BoS and if the project is deemed as a possible reality, referred to the PB&S Commission immediately for implementation.

Management of Projects

1. Each potential project will be reviewed by the PB&S Commission to determine if it is appropriate for management by PB&S.
2. If it is accepted, the project will be assigned to one of the Commission members who will take the lead in following the path of the project through the Town process. The lead member will make reports to the full Commission on the status of the project. The member will attend appropriate Town meetings, meetings with the project sponsors to obtain a thorough understanding on the scope and complexities of the project. The Commission will determine if an Ad Hoc committee of the Commission is required.
3. The Commission may determine that the project is not appropriate for the Commission. If this is the case, the lead will make a presentation to the BoS with the rationale for the determination. The BoS may then either keep the project with the Commission or determine that the Commission is not required for the project.

General Responsibilities

1. Review reports, preliminary studies, etc presented to Town agencies to request a project; make appropriate recommendations based on the reports;
2. Assist the Town or agencies in the selection of professional services firms required for the project. This would include architects, engineers, contractors, construction managers, and other consultants appropriate to the project; Prepare the Requests for Proposal or Qualifications (RFP and RFQ); Assist the Town with the preparation of the advertisement for bids;
3. Make a recommendation for selection; PB&S will chair the A/E/C interview process and document the interviews;
4. Review programs, plans, design documents, construction documents, cost estimates etc to determine if they are in keeping with the approved project scope;
5. Review bid documents;
6. Review construction bids and make recommendations in conjunction with the project professional consultants;
7. Review the progress and status of construction through a Clerk of the Works engaged by the Town;
8. Recommend payment of construction Application and Certifications of Payment in amount commensurate with the progress of construction;
9. Recommend acceptance of projects as Substantially Complete;
10. Recommend projects as ready for occupancy and acceptable to the Town;

Economic Development Commission

The only changes discussed were possible ones in Section 7-90—Acquisition or Disposition of Real Property controlled by the town.

It seems to us that the present process is much too cumbersome and outdated to be effective. As you know, that section of the charter provides that any such acquisition taken for non-payment of taxes may only be “reserved for 90 days.” That would be especially difficult to do in three months if the town acquired parcels (such as Batchelder or Sandy Hook Auto-Marine) with the intent of cleansing the property of pollution (via state or federal grants) before selling it for return to the tax rolls.

Beyond that problem -- and of much more concern-- is the process for selling or leasing town-owned land such as the Newtown Tech Park and those portions of the Fairfield Hills campus earmarked for commercial-industrial development. The present procedure demands that such real property shall be sold only by “sealed bid....or public auction.”

The EDC is tasked in our new Plan of Conservation and Development, as approved by the selectmen and Legislative Council in 2011, to raise the C-I portion of the Grand List within five years by one percent. That will be much more difficult if we have to encourage private developers interested in acquiring town-owned lands to work through the labyrinth of existing town regulations, procedures and permits required for those, and other such properties, with the hope that they can compete against latecomers to buy the property by sealed bid or auction. Potential buyers have expressed interest in the Tech Park and FFH only to walk away from the current situation.

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properties, with the hope that they can compete against latecomers to buy the property by sealed bid or auction. Potential buyers have expressed interest in the Tech Park and FFH only to walk away from the current situation.

There has to be a better way for the town to dispose of unneeded property while protecting residents' rights and we hope that a charter panel will be tasked with doing that.

Fwd: Security in our Schools

Thu 2/27/2014 4:46 PM

From: JOHN KORTZE

To: arlene.miles@newtown-ct.gov

Begin forwarded message:

From: Marabeth Pereira <marabeth1968@gmail.com>

Date: February 27, 2014 at 4:07:26 PM EST

To: JOHN KORTZE <jkortze@mac.com>, jkearney19 <jkearney19@aol.com>, james.filan@gmail.com, John Godin <jgodin1312@gmail.com>, Michael Portnoy <mike.e.portnoy@gmail.com>, "harrison.waterbury" <harrison.waterbury@sbcglobal.net>

Cc: newtownboe@newtown.k12.ct.us

Subject: Security in our Schools

Dear Board of Finance Members,

I will be attending tonight's meeting but thought it prudent to put my thoughts down in writing regarding school security.

My understanding is that the currently supported approach to school security for 2014-2015 will be:

- SROs at NHS, NMS, and RIS, as is the current model.
- SSOs will be assigned to Hawley, Head O' Meadow, and Middle Gate, which replaces the current model of having NPD staff on-site. The SSOs will be armed and have all the legal rights of police officers, except arrest. (The approach at Chalk Hill may be different which is why Sandy Hook is not included here.)
- Security Guards will be at all schools; the number will vary by school.

As a parent, PTA President, and school employee, I support the strength of this model. Costs aside, the need for a security plan like this is irrefutable.

As a Newtown taxpayer I believe it is within the town's purview to protect *all* its citizens, whether they be in the schools, in their homes, on the roads, etc. The fiscal responsibility for school security should be the onus of the town, not the Board of Education. The town budget has always included SROs, thus it makes sense that it now incorporate the costs for SROs and security guards as well.

I appreciate your taking the time to read through this.

Marabeth Pereira

Marabeth Pereira
33 Pocono Rd.
Newtown, CT 06470

Fwd: Head of Meadow 2nd graders

Thu 2/27/2014 10:42 AM

From: JOHN KORTZE**To:** arlene.miles@newtown-ct.gov

Correspondence

Begin forwarded message:

From: Kerry and Craig Knop <craigker@charter.net>**Date:** February 25, 2014 at 11:31:54 PM EST**To:** jkortze@mac.com, jkearney19@aol.com, james.filan@gmail.com, jgodin1312@gmail.com, mike.e.portnoy@gmail.com, harrison.waterbury@sbcglobal.net, mjacob4404@charter.net, nkc@thechaudharyfamily.com, tonyfiliato@ymail.com, amaralpoggy@aol.com, danielthonan@gmail.com, george-ferguson@earthlink.net, jgnewtownct@yahoo.com, lisa4ct@gmail.com, nkc@thechaudharyfamily.com, lundquist.paul@gmail.com, ppcarroll13@gmail.com, merola1lc@sbcglobal.net, ryan.w.knapp@gmail.com, newtownboe@newtown.k12.ct.us, pat.llodra@newtown-ct.gov, reedj@newtown.k12.ct.us**Subject:** Head of Meadow 2nd graders

Dear BOE, LC and BOF,

We are writing to you as concerned parents, taxpayers, a pediatric therapist, and a teacher. We do not agree with the situation that has arisen, at Head O' Meadow School, to consolidate 4 - second grade classes into 3- third grade classes, for the 2014-2015 school year. We believe that small classes are a critical part of recovery for the town and pivotal for the emotional/ mental development, for this particular class of students, throughout their educational careers. This years' second grade student body, has been impacted by the tragedy at Sandy Hook School. There are children, in the grade, that have lost friends and teammates. There are children in the second grade, who have been confused to hear new acquaintances' reactions after they innocently tell them where they are from. As the acquaintance reacts with sadness, disbelief, or "really?," our children recoil and turn inward. There are children in second grade, whose parents still fear sending them to school every morning. There are children in second grade, who have nightmares. There are children in the second grade, who still don't know exactly what happened at Sandy Hook and will discover it sooner or later. There are children who have not shown a reaction to the events of 12/14 and may show that reaction later. We can't anticipate how significant the needs of this class may grow, and yet the decision has been made to decrease the support and attention these students will receive. The proposed changes would increase the class sizes from 18 to 24/ 25 per class. The world is watching how we treat the children of this class; how these children grow, develop, mature, and succeed (or not). We want our child, and every child from Newtown, to thrive. You must give them every chance to show the world that they can. Drastically increasing class size at this pivotal time in their development is not wise. Even in this difficult economic climate, we are confident that you can find another way to save money, such as not purchasing a frame on a truck for \$40,000 or putting off that declining enrollment survey (costing \$17,500) for another year. As taxpayers, we recognize

that a nice tennis court doesn't make a great place to live, but a great school system, with successful students, helpful neighbors, and kind friends does.

With Trust, Respect, and Hope,

Kerry and Craig Knop

Fwd: Parent Concern

Thu 2/27/2014 10:43 AM

From: JOHN KORTZE**To:** arlene.miles@newtown-ct.gov

Begin forwarded message:

From: Lauren Wolfe <lauren_k_wolfe@yahoo.com>**Date:** February 25, 2014 at 9:11:42 PM EST**To:** "jkortze@mac.com" <jkortze@mac.com>, "jkearney19@aol.com" <jkearney19@aol.com>, "james.filan@gmail.com" <james.filan@gmail.com>, "jgodin1312@gmail.com" <jgodin1312@gmail.com>, "mike.e.portnoy@gmail.com" <mike.e.portnoy@gmail.com>, "mjacob4404@charter.net" <mjacob4404@charter.net>, "nkc@thechaudharyfamily.com" <nkc@thechaudharyfamily.com>, "tonyfiliato@ymail.com" <tonyfiliato@ymail.com>, "amaralpoggy@aol.com" <amaralpoggy@aol.com>, "danielthonan@gmail.com" <danielthonan@gmail.com>, "george-ferguson@earthlink.net" <george-ferguson@earthlink.net>, "jgnewtownct@yahoo.com" <jgnewtownct@yahoo.com>, "nkc@thechaudharyfamily.com" <nkc@thechaudharyfamily.com>, "lundquist.paul@gmail.com" <lundquist.paul@gmail.com>, "ppcarroll13@gmail.com" <ppcarroll13@gmail.com>, "merola1lc@sbcglobal.net" <merola1lc@sbcglobal.net>, "ryan.w.knapp@gmail.com" <ryan.w.knapp@gmail.com>, "newtownboe@newtown.k12.ct.us" <newtownboe@newtown.k12.ct.us>, "pat.llodra@newtown-ct.gov" <pat.llodra@newtown-ct.gov>**Subject:** Parent Concern**Reply-To:** Lauren Wolfe <lauren_k_wolfe@yahoo.com>

Dear Respected Community Leaders,

I write to you as a concerned parent. I have two children, my daughter attends Reed Intermediate School and my son attends Head O' Meadow Elementary School. I have been pleased by the high level of commitment from teachers and administrators since my children first began school here in Newtown in 2009. To date I have been very pleased with the education my children have been receiving.

I am very concerned that our current budget includes the reduction of 3rd Grade teachers at Head O' Meadow from 4 to 3. As I understand this could result in classes having as many as 25 students with one teacher. Though I understand this is within district guidelines I do not believe it is in the best interest of the students.

My son continues to **just** meet his benchmark goals in 2nd grade. He is a bright and creative child who has an I.E.P. for speech and who works with a private reading tutor. My son has had teachers who watch him carefully to make sure he stays at grade level and who communicate with me so that his father, tutor and I can also support him at home. My son could easily get lost in a class that has 25 students! The same risk would be there for another student who is struggling.

I work as a Family Therapist and specialize in working with children. My colleagues and I often refer to 3rd grade as The Defining Year. If a child has learning disabilities, social difficulties or attention issues it often shows itself in 3rd grade when many of the academic demands increase. 3rd grade is a particularly difficult year to increase class sizes. Adding an extra 7 or 8 students to a teacher's class will surely affect how she

is able to do her job and the level to which she is capable of supporting her students and their individual needs.

I hope that we will pass a budget that reflects the importance of educating our youth. I believe that this town values it's young people as well as it's educators and hope to pass a budget that gives a clear message of the importance of a strong education.

Thank you for your time and your commitment to our community.

With kind regards,

Lauren Abdulrahman

Newtown Board of Education

Enrollment Presentation

February 27, 2014

Total Elementary Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	2093	2031	1983	1915	1840	1723	1605	1465	1393
+/-		-62	-48	-68	-75	-117	-118	-140	-72
Staffing	186.37	185.03	185.62	180.69	169.45	154.75	153.53	154.74	147.18
+/-		-1.34	+0.59	-4.93	-11.24	-14.70	-1.22	+1.21	-7.56

➤ In 2013-2014 three elementary positions were not filled based on actual enrollment being lower than projected enrollment.

Hawley Elementary School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	431	418	403	420	416	384	361	349	345
+/-		-13	-15	+17	-4	-32	-23	-12	-4
Staffing	42.14	42.09	42.33	41.33	38.06	35.29	35.42	35.99	35.42
+/-		-0.05	+0.24	-1.00	-3.27	-2.77	+0.13	+0.57	-0.57

- In the past eight years 1.0 classroom teachers and 5.05 educational assistant positions have been reduced. Other staffing has remained relatively constant.
- Next year 1.0 classroom teachers will be reduced and a 0.49 educational assistant position will be added.
- Hawley's enrollment has declined by 82 students in the past eight years and is projected to decline another 4 in the coming year.

Middle Gate Elementary School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	516	531	516	495	480	476	451	418	384
+/-		+15	-15	-21	-15	-4	-25	-33	-34
Staffing	46.99	46.99	46.99	46.06	44.29	40.41	40.41	41.48	38.91
+/-		0	0	-0.93	-1.77	-3.88	0	+1.07	-2.57

- In the past eight years 0.35 classroom teachers and 5.16 educational assistant positions have been reduced. Other staffing has remained relatively constant.
- Next year 3.0 classroom teachers will be reduced and a 0.43 educational assistant position will be added.
- Middle Gate's enrollment has declined by 98 students in the past eight years and is projected to decline another 34 in the coming year.

Head O'Meadow Elementary School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	475	443	431	375	369	342	339	303	301
+/-	-32	-12	-56	-6	-27	-3	-36	-2	-2
Staffing	43.64	42.35	42.35	40.35	36.42	33.25	34.02	33.59	32.17
+/-	-1.29	0	-2.00	-3.93	-3.17	+0.77	-0.43	-1.42	-1.42

- In the past eight years 5.0 classroom teachers and 6.33 educational assistant positions have been reduced. Other staffing has remained relatively constant.
- Next year 2.0 classroom teachers will be reduced and a 0.44 educational assistant position will be added.
- Head O'Meadow's enrollment has declined by 172 students in the past eight years and is projected to decline another 2 in the coming year.

Sandy Hook Elementary School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	671	639	633	625	575	521	454	395	363
+/-		-32	-6	-8	-50	-54	-67	-59	-32
Staffing	53.60	53.60	53.95	52.95	50.68	45.80	43.68	43.68	40.68
+/-		0	+35	-1.00	-2.27	-4.88	-2.12	-1.57	-3.0

- In the past eight years 6.00 classroom teachers and 3.46 educational assistant positions have been reduced. In 2012-2013 school year the Assistant Principal position was reduced to a Lead Teacher position. 1.25 FTE reading teachers were added also. Other staffing has remained relatively constant.
- Next year 2.0 classroom teachers, a .43 LM clerk and a .57 clerical/secretarial position will be reduced.
- Sandy Hook's enrollment declined by 276 students in the past eight years and is projected to decline another 32 students in the coming year.

Reed Intermediate School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	911	886	902	861	895	878	819	788	715
+/-		-25	+16	-41	+34	-17	-59	-31	-73
Staffing	72.97	71.25	71.25	69.25	66.20	64.35	64.35	65.28	61.93
+/-		-1.72	0.00	-2.00	-3.05	-1.85	0.00	+0.93	-3.35

- In the past eight years 4.00 classroom teachers and 3.79 educational assistant positions have been reduced. 2.00 FTE reading teachers were added also. Other staffing has remained relatively constant.
- In the coming year an additional 4.00 classroom teachers, a 0.50 PE teacher and a .35 clerical/secretarial position will be reduced and a 0.05 educational assistant, a 0.80 reading teacher and 0.60 computer teacher will be added.
- Reed's enrollment declined by 123 students in the past eight years and it is projected to decline another 73 students in the coming year.

Newtown Middle School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	890	930	929	896	897	871	893	857	825
+/-		+40	-1	-33	+1	-26	+22	-36	-32
Staffing	74.21	75.80	76.04	75.47	74.50	74.48	74.48	74.48	70.48
+/-		+1.59	+0.24	-0.57	-0.97	-0.02	0.00	0.00	-4.00

- In the past eight years 1.00 classroom teachers (world language) has been reduced. Other staffing has remained relatively constant.
- In the coming year 4.0 classroom teachers will be reduced.
- Newtown Middle School's enrollment declined by 33 students in the past eight years and is projected to decline by an additional 32 students in the coming year.

Newtown High School

Enrollment/Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Enrollment	1714	1719	1704	1731	1731	1744	1764	1716	1717
+/-	+5	-15	+27	0	+13	+20	-48	+1	+1
Staffing	123.42	126.46	127.5	131.04	134.24	136.18	136.11	136.51	134.91
+/-	+3.04	+1.04	+3.54	+3.20	+1.94	-0.07	+0.40	-1.60	-1.60

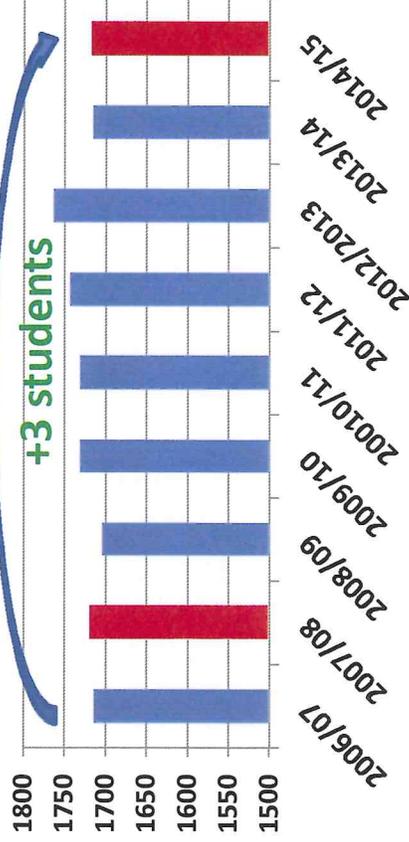
- In the past eight years 0.75 health teachers, 1 world language teacher, 0.85 family and consumer science teacher, 0.60 math teachers, 1.2 PE teachers, 4.8 science teachers, 2.26 history teachers, 1.20 tech ed teachers, and 2.00 flex/tap teachers were added. A 0.60 art teacher, 1.20 business ed teacher, were reduced.
- In the coming year 1.0 are teacher, 0.2 math teacher, history teacher and classroom teacher will be reduced
- Newtown High School’s enrollment rose by 3 students in the past eight years. It is projected to increase by 1 in the coming year.

STAFFING – HIGH SCHOOL

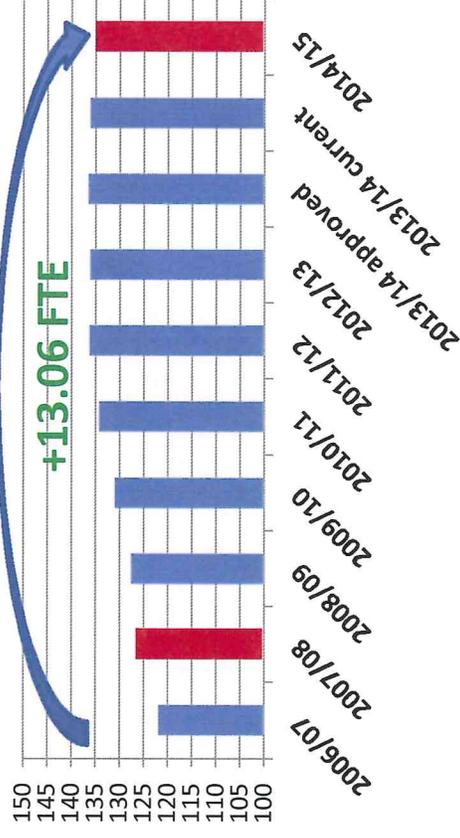
NEWTOWN HIGH SCHOOL STAFFING SUMMARY

SUPERINTENDENT'S PROPOSED STAFFING for the NEWTOWN PUBLIC SCHOOLS												
Classification	2006-07 Staffing	2007-08 Staffing	2008-09 Staffing	2009-10 Staffing	2010-11 Staffing	2011-12 Staffing	2012-13 Staffing	2013-14 Approved	2013-14 Current	2014-15 Estimated	Change	
111 Principals	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	
111 Teachers	103.85	108.40	109.44	114.17	116.30	118.24	118.17	118.57	118.17	116.97	(1.60)	
111 Specialists	2.15	2.15	2.15	2.15	2.15	2.15	2.15	2.15	2.15	2.15	0.00	
112 Clerical/Secretarial	8.28	8.28	8.28	8.00	8.00	8.00	8.00	8.00	8.00	8.00	0.00	
112 Educational Assistants	1.43	1.49	1.49	0.00	0.93	0.93	0.93	0.93	0.93	0.93	0.00	
112 School To Career Coordinator	Contracted	0.86	0.86	0.86	1.00	1.00	1.00	1.00	1.00	1.00	0.00	
112 Athletic Trainer	Contracted	Contracted	Contracted	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	
112 Job Coach	1.28	1.28	1.28	0.86	0.86	0.86	0.86	0.86	0.86	0.86	0.00	
Total	121.85	126.46	127.50	131.04	134.24	136.18	136.11	136.51	136.11	134.91	(1.60)	

High School Enrollment



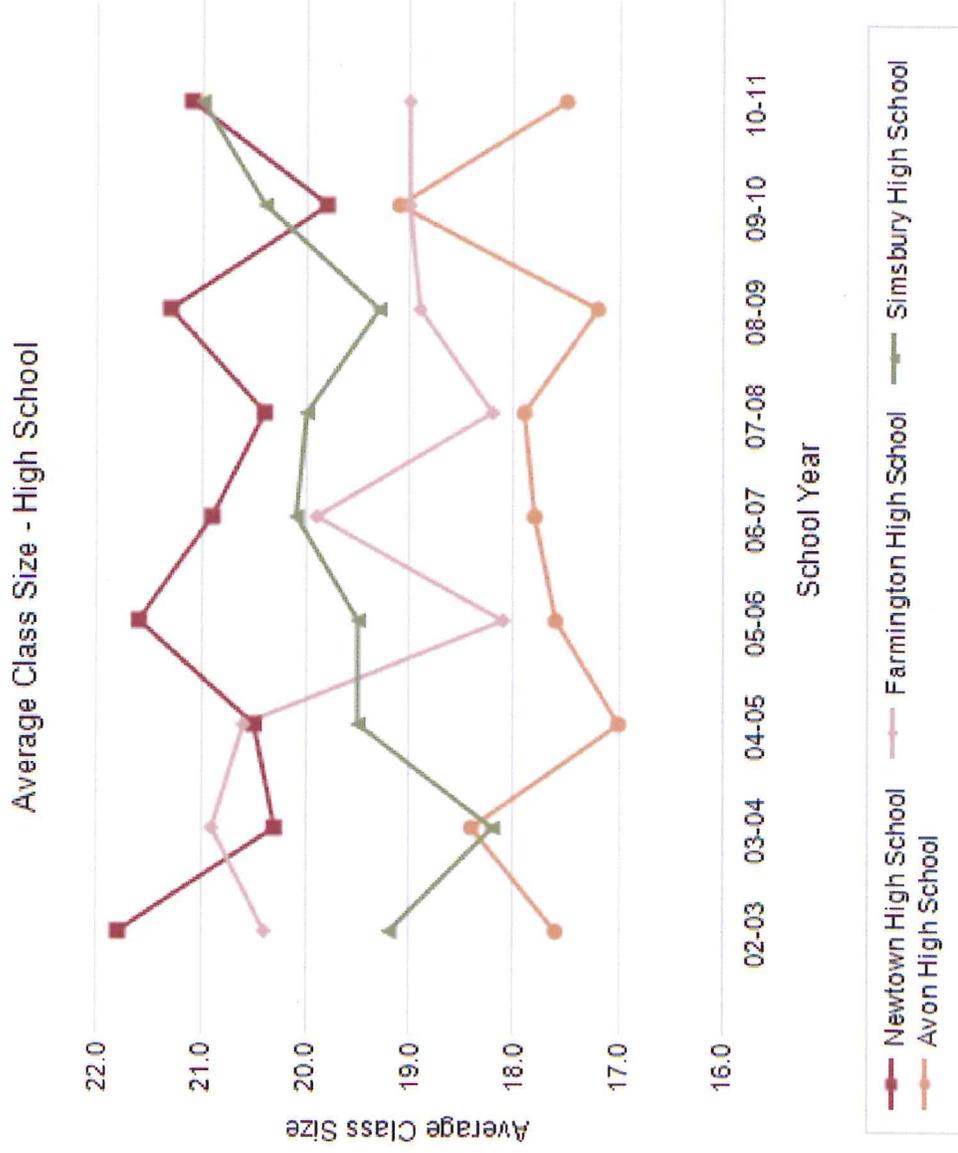
Staffing at High School



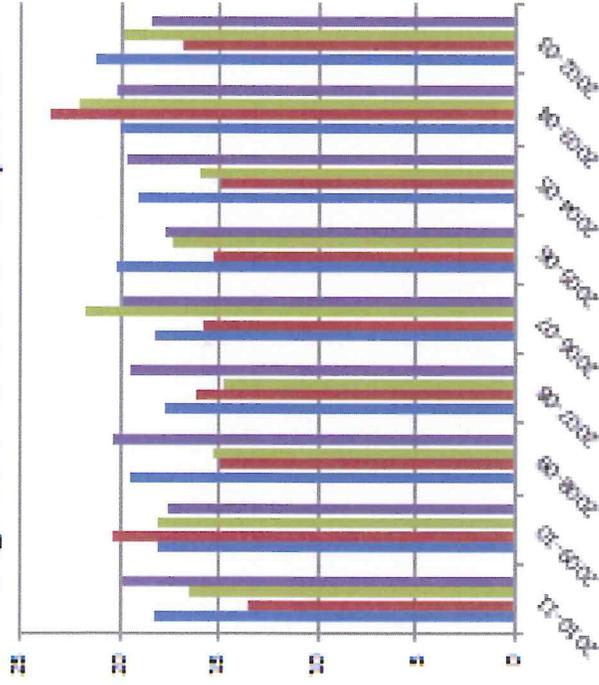
■ = graduation requirement increases for entering freshman:

2007, +1 credit 2014, +1 credit 2015, +1 credit 2016, +1 credit

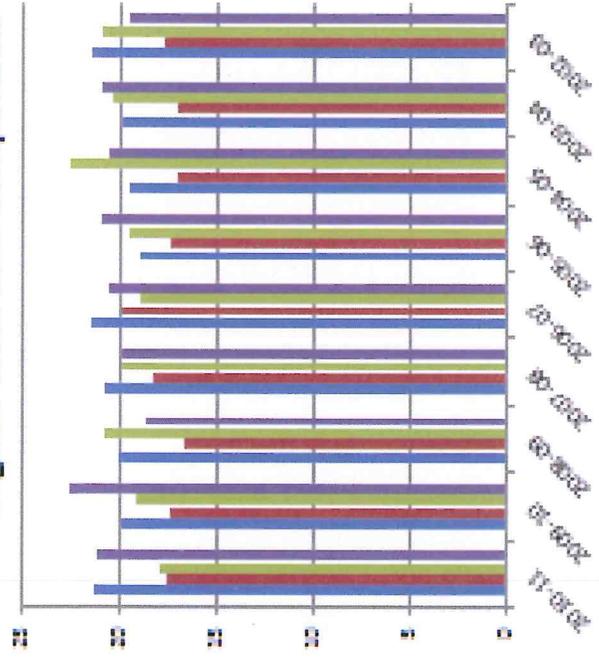
Average Class Size Comparison



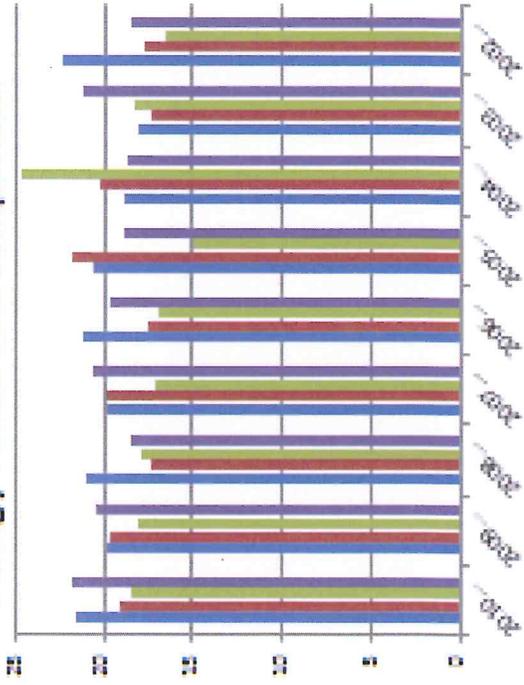
Algebra I Class Size Comparison



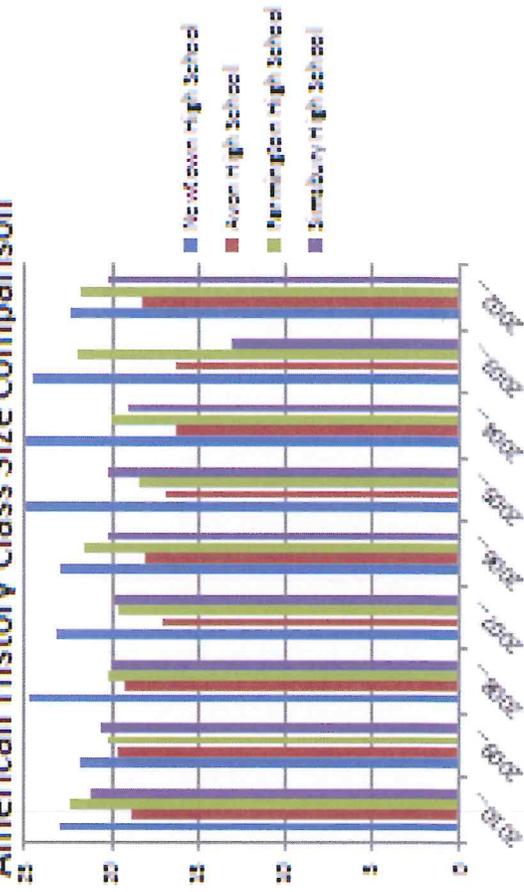
English Class Size Comparison



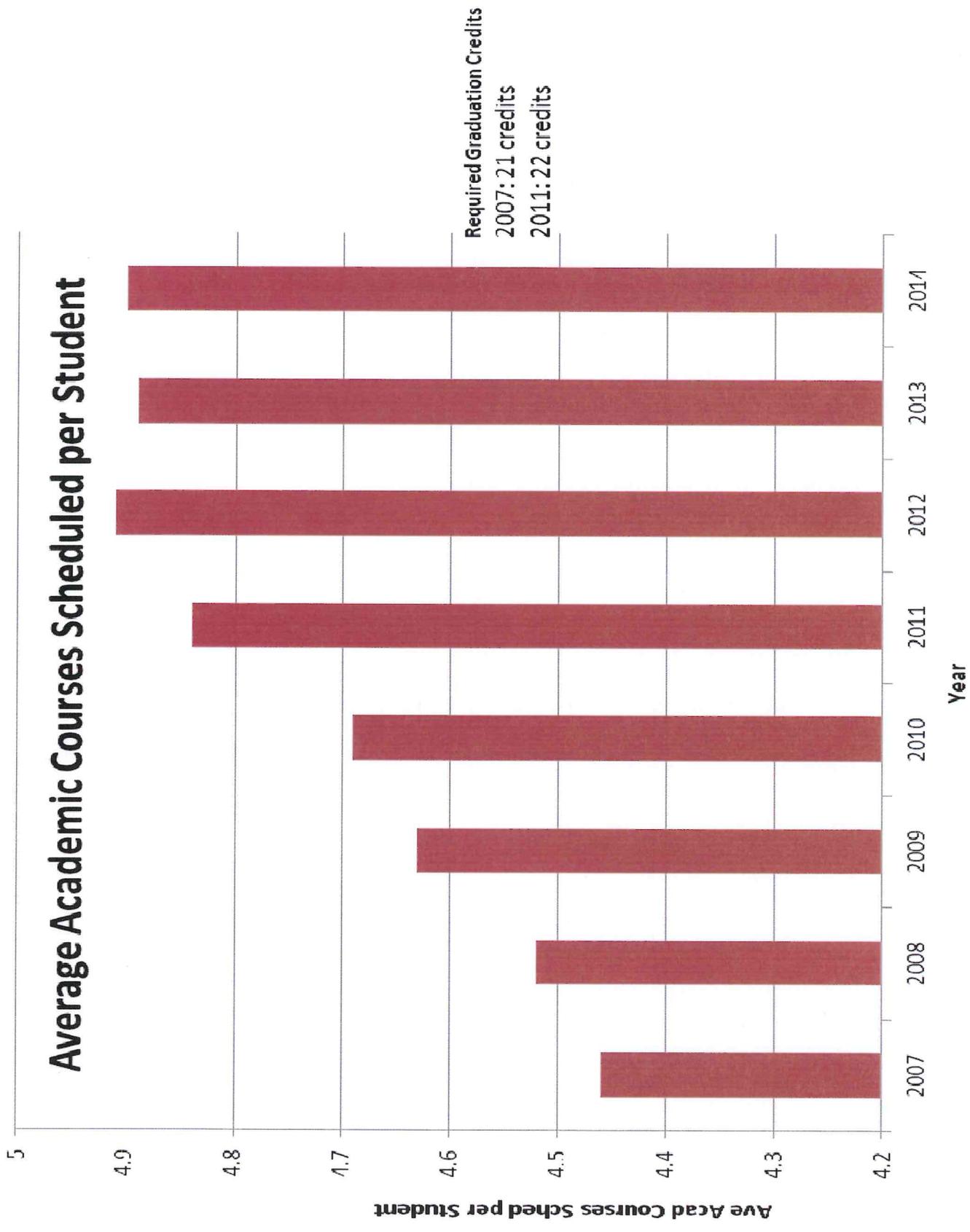
Biology I Class Size Comparison



American History Class Size Comparison

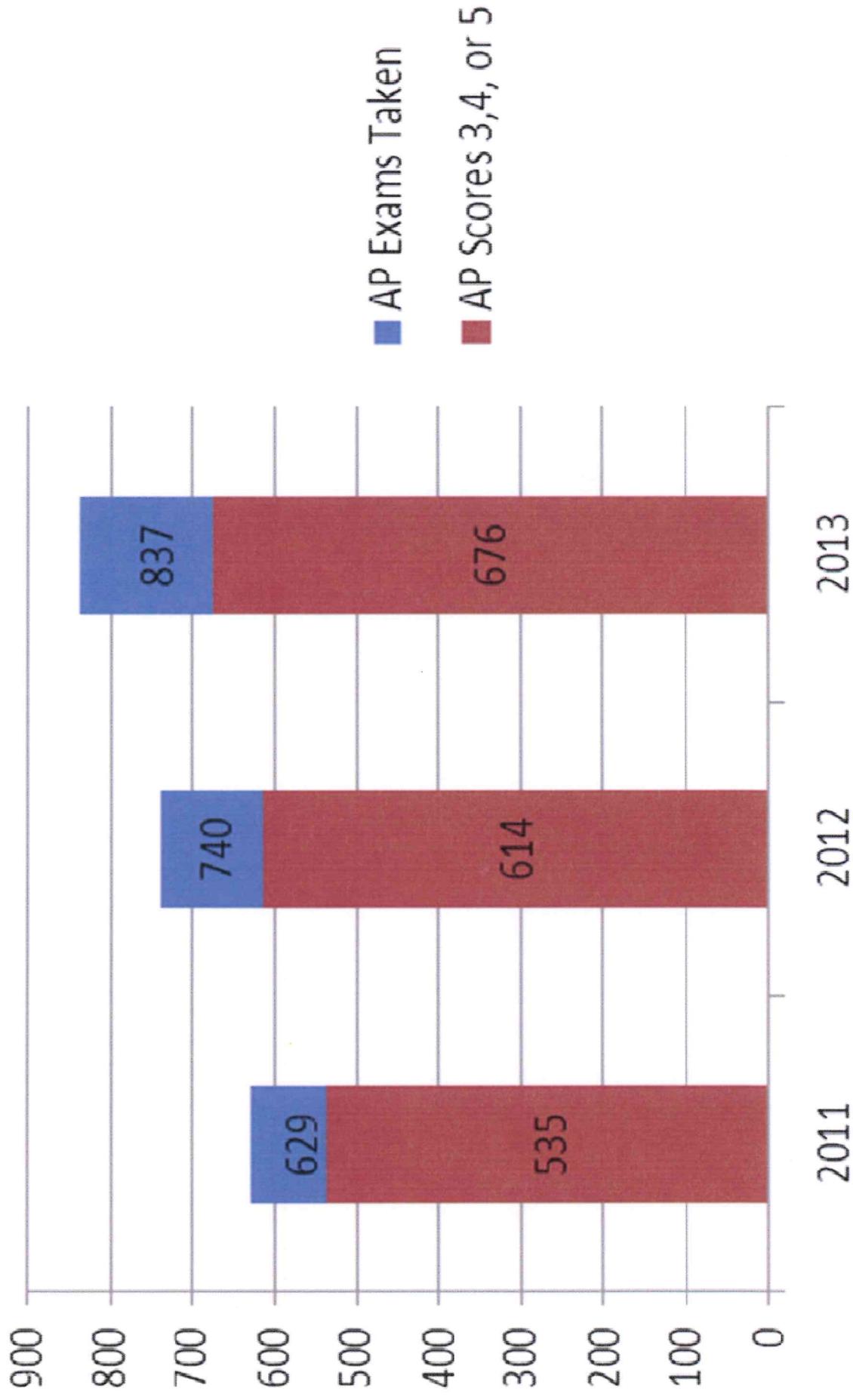


Average Academic Courses Scheduled per Student



Required Graduation Credits
2007: 21 credits
2011: 22 credits

AP Exams Taken - Scores 3 or Above



Special Education Staffing

	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Staffing	140.44	150.95	150.67	147.15	150.67	152.33	154.24	154.24	157.28
+/-		+10.51	-0.28	-3.52	+3.52	+1.66	+1.91	0.00	+3.04

- In the past eight years 16.84 staffing positions have been added to special education. 12.04 of those positions are educational assistants who work directly with students. 1.71 jobs coach are being added this year. Other staffing has remained relatively constant.

DRAFT #4

2/25/14

Communication to BOF Regarding Plans for Enrollment Forecasting and Technology

Both the Newtown Coherence Plan and the Board of Education goal statements which are part of the 2014-2015 budget have addressed the Board of Education's commitment to an enrollment study to be completed by November 1, 2014 and a comprehensive strategic plan which will be completed by March 15, 2015. It is likely that the firm of Milone and MacBroom will be selected to do the enrollment forecast. The study they recently completed last year in Ridgefield has been reviewed by the superintendent of schools and found to be very comprehensive. In conversations with Ridgefield's Superintendent of Schools Deborah Low, they felt that this firm was a very worthy successor to Dr. Chung, who has retired. It is planned that the arrangements with the consultant will be completed on or before May 1st with the contract finalized by May 15th so the firm may begin the collection of data that will be an important part of their analysis. They will include enrollment data from the end of the second full week of school next September rather than waiting for the October 1st data.

Another reason for choosing the same firm that has done Ridgefield's study is to gain some type of an insight which would help us understand why that district's enrollment is only down four students for this school year and Newtown's is down 248. It is understood that enrollment forecasting for the next five years tend to be a relatively straightforward job to do. The birth rate is known and you have established a historical pattern of in-and-out migration of residents. The forecast beyond five years in Newtown's case will be very important because it will be used to make decisions about future space needs involving some speculation. This is particularly true because Newtown is dealing with the variable of the tragedy at Sandy Hook School for which there is little in the way of precedents for enrollment forecasters to model the impact of this terrible event upon both short term (1 to 5 years) and long term (6 to 15 years) population change.

The consultant for the strategic plan will also be selected and hired by May 15th of this year. The purpose of a strategic plan is to identify the needs of the school system, prioritize them and establish plans for addressing those needs. One of the needs that will be addressed within the strategic plan is the study and identification of future space needs for the Newtown School System. Having the population projections completed will provide valuable assistance to this task.

- In identifying future space needs, many variables will be assessed including the evolving role of technology related to the use of computer labs using a full classroom versus utilization of technology within the individual classrooms.

An important part of this dialog will be whether available space will be leased to produce revenue for the Town, sold, or used by the Town of Newtown for other needs. If the answer is the space will be used by the Town of Newtown for other needs, a clear understanding should be reached as to whether this is a permanent decision or the plan contains the possibility that the building can revert to use as a school at some future time.

Once the ultimate decisions are made, it is likely that redistricting will be necessary for some students. It is important when addressing redistricting that it be well-planned and done infrequently during a student's elementary career. Planning for the impact of possible redistribution of staff, as well as parent and student orientation to possible changes, will be a part of the strategic plan. Throughout the process of strategic planning, it is the intention of the Board of Education to initiate a process that helps maximize public involvement which is very necessary because of the high stakes decisions within the strategic plan and the resulting action which will be undertaken to implement the structured changes deemed necessary for the school system.

Hi John:

Enclosed is some information that I had with me last night to share with the Board of Finance and thought I would just forward it to you. This information is in response to some inquiries that were made at our first meeting on Monday evening.

The first item was prepared by Dr. Gejda in response to the question about cost data for a slide Debbie used mentioning state mandates.

Exclusive of staff time, the following budget figures pertain to district-wide programs, professional development and resources supporting (see Curriculum: pg. 221-225) in the following areas:

Graduation requirements: Content areas requirements (see BOE policy #7-302 "Requirements for Graduation")

Teacher Evaluation (p. 225):

Professional Development: Inter-rater reliability training: \$5,000

Surveys: \$12,000

Northwest Evaluation Association: \$33,000

New statewide testing:

Technology: Infrastructure, hardware, support (see pp. 226-240)

Curriculum revision and resource adoption (including 9-12 science, World Language, business, PE, K-12 social studies, math, ELA: \$218,050)

Professional development (Readers/Writers summer workshops grades K-8: \$44,600)

Student Success Plans:

Naviance (grades 5-12): online program

Professional Development (\$500)

Safe School Climate

Surveys: \$10,000

The second pertains to the question asked about the amounts in the Board budget for anticipated savings from turnover. The column on the left was what was originally requested. The column on the right is sometimes a larger number such as last year when the Board gave me the responsibility of identifying approximately \$106,000 in cuts as a part of the final budget adoption. That amount was added to the budget for savings from turnover. We have met our targets for savings from turnover every year.

YEAR	BOE REQUESTED BUDGET	BOARD OF FINANCE ADJUSTMENT	BOARD OF EDUCATION ADJUSTMENT	APPROVED BUDGET *
2014-15	(\$325,000)			
2013-14	(\$200,000)	(\$17,950)	(\$88,217)	(\$306,167)
2012-13	(\$100,000)			(\$100,000)
2011-12	(\$150,000)		(\$75,110)	(\$225,110)
2010-11	\$0		(\$321,482)	(\$321,482)
2009-10	(\$25,000)		(\$30,316)	(\$55,316)
2008-09	(\$150,000)		(\$76,528)	(\$226,528)

* PRIOR TO ALLOCATION OF SAVINGS TO TEACHER LINES.

The next is a series of questions pertaining to security. Some of these may have been answered that evening.

Are the "net 18 people" (\$) still in the budget?

- In the 2014-2015 budget, we have 12 security personnel. The budgeted amount is \$305,843. We anticipate 6 security guards to be grant funded which brings our total to 18.

Where in the budget are the security people?

- The costs associated with security personnel can be found in general support services.

What is the change in security prior to 12/14 as compared to after 12/14?

- Prior to 12/14 the BOE had 3 security guards located at the high school and one director, totaling 4. During the 2012-13 budget process (January 2013), the BOE added 8 new positions totaling 12. The BOE cost for the additional positions was \$61,204.
- For the 2013-14 budget, the Superintendent increased the security personnel, adding 3 new positions totaling 15. However, we currently have 18 in place, 3 positions being funded by grants. The BOE cost for the additional positions was \$227,150.
- For the 2014-15 budget, the BOE has a total of 12 security personnel. We anticipate 6 to be funded by grants. The BOE cost for the additional positions is \$165,200. The overall reduction of costs is \$61,950 - \$2,690 for a net reduction of \$59,260.

How much of security \$\$ is in the 2013-14 budget?

- Security personnel budgeted costs total \$365,103.

The next pertains to your question about what the \$344,647 stood for in the financial report. The short answer is that was money encumbered for actual known transportation expenses which were deducted from the overall estimated excess cost.

Components of the Excess Cost Reimbursement Grant
2013-2014 excess cost grant was for \$1,452,304. The projected amount to be received is \$1,741,239. We currently have \$344, 647 encumbered in transportation which leaves a balance of \$1,396,592.

<u>Accounts</u>	<u>Tuition</u>	<u>Transportation</u>	<u>Total Grant</u>
Out of District	\$1,089,599	\$311,744	\$1,401,343
Local Special Ed		\$17,087	\$182,916
STARR		<u>\$15,816</u>	<u>\$156,980</u>
Totals		\$344,647	\$1,741,239

