



**Monthly Meeting**  
Avon Board of Education  
34 Simsbury Road, Avon, Connecticut

**Mission Statement**

*Our mission is to inspire in each student a joy and passion for learning and a commitment to excellence, personal integrity, and social responsibility.*

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Tuesday, January 19, 2021, 7:00 pm

via virtual meeting

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To join Zoom meeting, click on link below:

<https://avonk12ctus.zoom.us/j/88902313409?pwd=TmVYNmt6VW0rYUFoTlZNbUFGMQmpxQT09>

To dial in, call:

(646) 558-8656 or (301) 715-8592

Meeting ID: 889 0231 3409

Passcode: 404096

If you have a comment you would like to share with the Board of Education, please send an email with your comment no later than 4:00 pm, Monday, January 18, 2021 to [smoy@avon.k12.ct.us](mailto:smoy@avon.k12.ct.us). Please include your full name and address. Emails will be acknowledged during the Public Comment portion of the Board meeting. There will not be an opportunity to give live comments during the meeting.

**Agenda**

- I. Call to Order
- II. Pledge of Allegiance
- III. Avon Achievers

Jennifer King, Robin Lazinsk, Alexandra Pascale, Beth Tormay, Mary Tribuzio and Kelly Tubridy (AHS Staff) – As administrative assistants at Avon High School, these staff members have continuously stepped up to support not only administrators but the school community in each phase of the learning models in which we have been. All have gone above and beyond to ensure that the students and staff are well supported in each of the transitions and in the day to day operations.

Patricia Bialaski, Amanda Kosky and Robin Lazinsk (AHS Staff) – These staff members have been instrumental in the textbook barcoding process that started over the summer. They have made significant contributions to streamline the process to enhance accountability of materials and to simplify the distribution and collection system for teachers.
- IV. Approval of Minutes
  - A. Board of Education Regular Monthly Meeting, December 15, 2020
  - B. Board of Education Special Meeting, January 11, 2021
  - C. Board of Education Special Meeting, January 12, 2021
- V. Communication from Public

- VI. Items of Information and Proposals
  - A. Student Representative Report – Alvin Guo & Sawyer Hernandez, AHS Student Representatives
  - B. Financial Report – no report to be given
  
- VII. Committees & Liaison Reports
  - A. Committee Reports
    - 1. Curriculum & Professional Practices – Jackie Blea, Chair
    - 2. Finance – Jay Spivak, Chair
    - 3. Negotiations – Jason Indomenico, Chair
    - 4. Policy – Laura Young, Chair
  - B. Liaison Report
    - 1. Board Representative to Capital Region Education Council – Jackie Blea, Board Rep.
  
- VIII. Chair’s Report – Debra Chute, Board Chair
  - A. Board Chair Update
  
- IX. Superintendent’s Report – Dr. Bridget Heston Carnemolla
  - A. Hiring Report
  - B. Enrollment Report
  - C. Strategic Plan Update
  - D. Updates
    - 1. COVID-19, Vaccinations Update
  
- X. Consent Calendar
  - A. 20-21/50 Approval of Budget Transfers
  
- XI. Old Business
  - A. 20-21/48 Technology Protection Plan Policy
  
- XII. New Business
  - A. 20-21/51 Grade 6 Mathematics, Grade 11 Social Studies, and Grade 12 ELA Primary Instructional Materials
  - B. 20-21/52 Superintendent’s Proposed 2021-2022 Budget
  
- XIII. Communication from Avon Board of Education Members
  
- XIV. Adjournment

NOTE: If there is any person interested in an item that does not appear on the agenda, please arrange to speak with the Chair or the Superintendent of Schools before the meeting to discuss the matter.



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Tuesday, December 15, 2020, 7:00 pm

via virtual meeting

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**Avon Board of Education**  
**34 Simsbury, Avon, Connecticut 06001**  
**Via Zoom**

**Minutes**

**Attendance**

**Members Present:** Jackie Blea; David Cavanaugh; Board Chair, Debra Chute; Board Secretary, Jeffrey S. Fleischman; Jason Indomenico; Bogdan Oprica; Lisa Seminara; Board Vice Chair, Jay Spivak; Laura Young

**Members Absent:** none

**Administration Present:** Dr. Bridget Heston Carnemolla, Superintendent of Schools; Roberto Medic, Director of Human Resources; Donna Nestler-Rusack, Assistant Superintendent

- I. Call to Order  
*Deb Chute, Board Chair, called the meeting to order at 7:00 pm*
  
- II. Pledge of Allegiance  
After the Pledge of Allegiance, a roll call of Board members and administrators was taken. Chair Chute read the District's Mission Statement.
  
- III. Avon Achievers  
Jessica Buckle (TBS Staff) – In recognition of the outstanding job she has done filling in as Thompson Brook School's interim Assistant Principal. Ms. Buckle has made a positive impact since she started this summer; with her positive nature, commitment to students, support of the teachers, deep understanding of TBS and its curriculum and instruction she has been a go-to resource for everyone in the school. Ms. Buckle's "whatever it takes" attitude whenever necessary is appreciated by all.  
Sandy Phillips (TBS Staff) – In recognition of the phenomenal job she has done stepping up as the school's Reading Specialist without much notice. Ms. Phillips' ability and willingness to fill this position has enabled the school to continue its quality instructional support for intervention students without interruption. Her knowledge of literacy and abilities which have benefited our students tremendously is greatly appreciated  
Tom Kline, Ken Cowette, Jaime Fraga, Viseth Lay and Cynthia Feivelson (Districtwide Staff) – In recognition of their continued dedication to provide technology services and support for both in-person, and remote to students, families, and staff during the period of school closure in the Spring,

and throughout the current school year. Their skilled knowledge of technology and helpful service to staff and parents are greatly appreciated throughout the District.

IV. Approval of Minutes

A. Board of Education Special Meeting, November 17, 2020

***Jackie Blea moved to approve the Minutes of the Board of Education Special Meeting of November 17, 2020. Laura Young seconded the motion.***

***The motion passed unanimously.***

B. Board of Education Regular Monthly Meeting, November 17, 2020

***Lisa Seminara moved to approve the Minutes of the Board of Education Meeting of November 17, 2020. David Cavanaugh seconded the motion.***

***The motion passed unanimously.***

V. Communication from Public

VI. Items of Information and Proposals

A. Student Representative Report – Alvin Guo & Sawyer Hernandez, AHS Student Representatives  
Mr. Guo reported that it has been a tumultuous month at the high with the change from hybrid to remote learning and now back to hybrid learning. Mr. Guo reported that the Avon Club, Leo Club and Student Government conducted a successful clothing drive. Student Government also held a desk shield decorating contest as well as senior sunrise. Mr. Hernandez reported that many of the student clubs are flourishing and a few new clubs have been created. While there have been more students learning remotely Mr. Hernandez stated that the disposition at the high school has generally been positive.

B. Financial Report – Report to be given next month

VII. Committees & Liaison Reports

A. Committee Reports

1. Curriculum & Professional Practices – Jackie Blea, Chair

Chair Blea reported on the meeting held earlier this month where the course proposal recommendations were discussed as well as primary instructional materials which will now be open for a thirty day review. Also discussed was the high school course of studies which will also be presented during tonight's meeting. An update was also given on the Gifted process.

2. Finance – Jay Spivak, Chair

Chair Spivak informed the Board that the Finance Committee did not meet in December but has a meeting scheduled for January 12<sup>th</sup>.

3. Negotiations – Jason Indomenico, Chair

Chair Indomenico was happy to report that the Board will be discussing and voting on the tentative agreement reached with the Administrative Support Personnel tonight.

4. Policy – Laura Young, Chair

Chair Young stated that the Policy Committee did not meet but due to time constraints the Board will be discussing a policy tonight.

B. Liaison Report

1. Board Representative to Capital Region Education Council – Jackie Blea, Board Rep.

Ms. Blea reported that CREC did not meet this month and will resume in January.

VIII. Chair's Report – Debra Chute, Board Chair

A. Board Chair Update

Chair Chute reported that the Avon Boys Baseball team was featured on the news for their toy drive. Other groups are also having collections for which Ms. Chute is grateful that the students

are mindful of having at this time. Ms. Chute also acknowledged all the hard work of the administrators especially when having to fill in with all the staff absences.

IX. Superintendent's Report – Dr. Bridget Heston Carnemolla

A. Hiring Report

The Superintendent formally introduced and welcomed Susan Russo as the District's new Business Manager and will start officially on December 21<sup>st</sup>. Dr. Carnemolla also reviewed the new hires with a security guard at RBS, assistant cook and food service worker at TBS, and a paraeducator at AHS. Heather Michaud has left as the District's Finance Assistant and also resigning was the security specialist at AHS.

B. Enrollment Report

While the total number of students has not changed much from last month, the number of remote students have increased by almost 100 with the greatest increase in grades 6 to 12. There are also a number of students quarantining due to COVID. Dr. Carnemolla pointed out that the difference in student enrollment from last year is due to the high number of students who are now being homeschooled.

C. Strategic Plan Update

Dr. Carnemolla gave an update of the progress of the Strategic Plan stating that it has been difficult to find additional times to meet. The Superintendent reviewed with the Board the Blueprint for Excellence which is a three year plan.

- Focus Area 1 – Student Learning: to create multiple pathways to challenge students to think critically and creatively, persist in solving challenging problems, work collaboratively, communicate effectively (to build 21<sup>st</sup> century skills).
  - Goal 1 – To build our instructional capacity to consistently support and challenge all students with rigorous, meaningful work and provide feedback to support continuous growth.
    - General Instructional Focus
    - English Language Arts
    - School Counseling & Science revisions
    - Action Steps for 2020-2021
    - Enrichment
    - Student Supports
    - Course Pathways for Academics and Electives
  - Goal 2 – to collaboratively develop the district's capacity to collect, analyze, and interpret data/evidence at each level of the organization to inform and advance teaching and learning.
    - Data Teams & Assessments
- Focus Area 2 – Personal Growth & Relationships: to foster a safe learning community that empowers students to be self-directed, self-regulated, and resilient as they strive to advance their own personal and academic goals.
  - Goal 1 – Will commit to a philosophy of building relational capacity, developing student leadership skills, and supporting social emotional learning through the EXCEL Model.
    - EXCEL Model 2019-2020
    - Equity & Inclusion 2020-2021
  - Goal 2 – We will provide opportunities for students to acquire and effectively apply the knowledge, attitudes, and skills necessary to understand and manage emotions, set

and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

- Social Emotional Learning Work
  - Finalized & communicated Avon’s SEL Framework to all stakeholders
  - Piloted Pilot Second Step PK-4
  - Explored & adopted Second Step for grades 5-6 for implementation 2020-2021
  - Finalized & distributed SEL standards to all staff
  - Begin integration of SEL standards in PK & School Counseling units of study
  - Fully implement Second Step PK-4
  - Begin implementation of second Step in grades 5-6
  - Explore programmatic decision for 7-12 for 2021-2022
- Focus Area 3 – Communication & Partnerships: to continue to build internal and external partnerships in service to the district’s mission and beliefs for student learning through clear communication and transparent processes.
    - Goal 1 – Will streamline district and school communication systems to provide a user-friendly experience for all staff, students, families, and community members to ensure they have the information to be actively involved in supporting student learning.
      - Electronic Communications
      - Website
      - Developed an APS District Closure & Remote Learning Resources link on district website
      - Developed & populated resources on this link: Superintendent Communications, Remote Learning Plans, Documents, Schedules, Technology/Instructional Resources, Enrichment Opportunities, Covid-19 Resources, New Student Registration, Community Supports, etc.
      - Developed a Blueprint for Reopening 2020-2021 link on district website.
      - Convene various stakeholder to review usability of website
      - Compile feedback & develop plan to address identified needs
      - Begin addressing identified needs on current pages & links
      - Continue population of historical pages & links
    - Goal 2 – Will establish informal and formal partnerships with post-secondary institutions, local businesses, and community organizations to increase learning opportunities for students.
      - Develop Portrait of the Graduate with input from all stakeholders
      - Compile list of volunteers to support internships, enrichment clusters, guest speakers, etc.
      - Completed articulated agreement w/Tunxis Community College for some business courses (i.e., Accounting I, Advanced Accounting, Introduction to Business)
- Focus Area 4 – Systems: to maximize efficiencies and optimize resources through the ongoing creation, refinement and alignment of processes, procedures, and systems.
    - Goal 1 – Will develop a Five-Year Digital Learning Plan that clearly articulates how the acquisition, deployment, and instructional integration of digital tools and infrastructure will support the district’s goals for student learning.
    - Goal 2 – Will develop a long-range talent management and professional learning strategy that identifies and plans for the acquisition, support, and retention of the human resources required to implement this Blueprint for Excellence.
      - Hiring & On-Boarding Processes & Procedures

- Off-Boarding Processes & Procedures

- Recruitment & Retentions

Goal 3 – Will consistently review and adjust district policies, processes, procedures, and the deployment of district resources to ensure that they support the attainment of this Blueprint for Excellence.

- Policy & Legislative Updates

- Attendance

- Discipline

- Safety & Security

The Superintendent recognized the work of everyone in the district for the progress that continues to be made on the strategic plan. The Superintendent addressed questions from Board members including how social/emotional issues were being addressed in ELA and how they are being structured.

#### D. Updates

The Superintendent informed the Board about the low fill rate for teacher absences and while the district has been successful in filling the absences with administrators and staff there is the concern of increased absences in the upcoming days which may necessitate going to a full remote model. Staff are stretched to capacity, which is true in other districts as well and many have already decided to go to full remote before the holiday break – West Hartford, Farmington, Canton, Simsbury, and Granby. This will cause an issue as the district must allow staff time off when their own children's schools are closed due to a federal law. This is currently being monitored to better assess the situation. Mr. Medic thanked all the staff that has stepped up in helping cover absences. It was suggested that this be explained to parents to help them understand the reasoning behind the decision of going remote.

Dr. Carnemolla also spoke of the impending snowstorm predicted for Thursday. At the current time she was uncertain as to whether it would be called a true snow day where the day would need to be made up or whether it would be a remote day.

#### X. Consent Calendar

No items for Consent Calendar

#### XI. New Business

##### A. 20-21/46 Avon High School Course Proposal Recommendations

Dr. Rusack reviewed the various Course Proposal Recommendations which were discussed at the last Curriculum and Professional Practices meeting. The Course Proposal Recommendations include: Accounting 1; Advanced Accounting; Intro to Business; Business Communications; Treble Voice; Essential Harmony Singers; Music Technology II; Health and Safety 11; Health and Safety 12 and Mastery Based Learning. The Primary Instructional Material was also brought before the C&PP Committee and is now open for the 30 day review. Dr. Rusack gave further explanation as to the changes to the Mastery Based Learning as well as the courses associated with Tunxis Community College.

***Jackie Blea moved to approve the Avon High School Course Proposal Recommendations as presented. Laura Young seconded the motion.***

***The motion passed unanimously.***

##### B. 20-21/47 Avon High School 2020-2021 Course of Studies

Mr. Renkawitz, Avon High School Principal, thanked all the high school staff who worked on revising the Course of Studies. He went on to highlight the changes made with the major item

being the graduation requirements beginning with the class of 2023 as well as the courses recently approved by the Board. The Science prerequisites were reconfigured with the data of how students performed with certain background knowledge. Mr. Renkawitz spoke of the process and timeline as to how and when students choose their classes. Mr. Todd Dyer, Director of Guidance spoke of the Course Overview Night scheduled for February 3 for current 8<sup>th</sup> grade students and their parents. A representative from Tunxis College and UConn will also be on hand to explain the opportunity for college credits.

***Jay Spivak moved to approve the Avon High School 2020-2021 Course of Studies as presented.***

***Lisa Seminara seconded the motion.***

***The motion passed unanimously.***

C. 20-21/48 Technology Protection Plan Policy

Superintendent Carnemolla explained the promptness that was necessary to pass this policy. This policy was drafted under advisement from legal counsel to meet the requirements the district was asked to adhere to by the Town as well as to be in line with the district's other purchasing policies. The recent purchase of additional Chromebook to achieve the goal of true 1:1 has necessitated this policy to help families in the protection of the Chromebook as they travel back and forth from school. Due to the integral part of learning Chromebook have become during this time, the district's management of applications/software, the need of having students utilize a secure network and the ability for the district to sync their student google accounts and manage their devices means students may no longer utilize their own devices and must use a school provided device. This will also ensure students must have equitable access to technology. Grades 2, 5 and 9 will receive the new Chromebook due to a 4 year life cycle. This policy will help insure the Chromebooks by allowing the district to establish a fund to put the money into and it would be designated for the purpose of paying for repairs and purchasing replacement Chromebooks. This must still be approved on the Town side. This will offer parents the opportunity to not have to pay approximately \$300 to pay for damaged or lost Chromebooks. Parents will have the option to not pay the insurance but guarantee to pay for the damage. Any family with financial hardship will be exempt from the payment. Board members discussed the various potential issues of asking parents to pay this fee; the possibility of downloading textbooks; lost Chromebook; crafting of the policy and the specifics of the language; charging for devices that are needed for their education; potential financial hardship for families; use of the funds collected; bypassing the normal procedure to approve policies; is this a fee or a fund for the district; what other districts are doing with an average fee of \$31.00; outside insurance companies; the District's liability insurance; tighten up the policy to make it consistent regarding lost/stolen devices; life expectancy of devices; managed devices are common in the workplace; what the money of the fund can be used for is established in the policy; clear explanation needs to be given to parents. It is the understanding of the Board that the passing of the policy is to allow the Superintendent to reach out to the Town to establish the fund; the policy can be revisited and refined at a later time, no fees will be collected at this time. The Superintendent confirmed this and added that the Town may request changes be made to the policy. Ms. Young agreed and added that other technology policies may need to be reviewed as well.

***Jason Indomenico moved to approve the Policy for the Technology Protection Plan. Jeffrey Fleischman seconded the motion.***

***The motion passed unanimously.***

D. 20-21/49 Discussion and Possible Action Concerning the Tentative Agreement between the AFT CT on behalf of the Avon Educational Support Personnel

Mr. Indomenico, Chair of the Negotiations Committee shared how the Committee reached a



tentative agreement with the Support Personnel with a three year contract that begins July 1, 2020 through June 30, 2023. The agreement covers language changes that will run the three year duration of contract with a rate of pay increase only for the 2020-2021 year of 2.25% (retroactive to July 1, 2020). Insurance will increase the employee health and dental premium from 17.5% to 18% contribution for the 2020-2021 year. Both groups have agreed to meet again before June 30, 2021 to bargain wages and insurance for the last two years of the contract. The title of the group was also changed to Support Personnel which is a more accurate description of their role and job description. The Superintendent thanked everyone for the work they did in negotiating the contract.

***Jason Indomenico moved to approve the tentative Agreement between the AFT CT on behalf of the Avon Educational Support Personnel as described. Jackie Blea seconded the motion. The motion passed unanimously.***

XII. Communication from Avon Board of Education Members

There were no further comments from Board members.

XIII. Adjournment

***Jason Indomenico moved to adjourn; Jay Spivak seconded the motion. The meeting adjourned by unanimous consent at 10:15 pm.***

Minutes prepared by Shirley Moy, Board Recording Secretary

Minutes respectfully submitted by Jeffrey S. Fleischman, Board Secretary

*Jeffrey S. Fleischman, January 19, 2021*

***Board minutes are approved at the next regular monthly Board meeting, and any corrections to the minutes, if needed, will be made at that time.***



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Avon Board of Education  
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Monday, January 11, 2021, 7:00 pm

via Remote Meeting

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**Avon Board of Education**  
**34 Simsbury, Avon, Connecticut 06001**  
**Via Zoom**

**Minutes**

**Attendance**

**Members Present:** Jackie Blea; David Cavanaugh; Debra Chute; Jeffrey S. Fleischman; Jason Indomenico; Bogdan Oprica; Lisa Seminara; Jay Spivak; Laura Young

**Members Absent:** none

**Administration Present:** Dr. Bridget Heston Carnemolla, Superintendent of Schools; Roberto Medic, Director of Human Resources; Dr. Donna Nestler-Rusack, Assistant Superintendent of Schools; Susan Russo, Business Manager

- I. Call to Order  
*The meeting was called to order by Deb Chute, Board Chair, at 7:01 pm on January 11, 2021. A roll call of Board members and administrators was taken.*
- II. Pledge of Allegiance  
After the Pledge of Allegiance, Board Chair Chute read the District's Mission Statement.
- III. Communication from Public  
There was no communication from the public.
- IV. Discussion regarding Proposed 2021-222 Budget  
Superintendent Carnemolla opened the discussion by expressing her appreciation to the District administrators for their work and continued conversations in creating the budget being presented. Dr. Carnemolla also acknowledged the work of the District's new Business Manager, Susan Russo, for jumping right in with familiarizing herself with the budget and the development process, after only starting on Dec 20th. The Superintendent first reviewed the budget development process/timeline stating that the budget process began with two questions asked of administrators – What are our top priorities in this budget and how do the identified budget priorities support the Blueprint for Excellence. Discussions and subsequent discussions were had with each building principal or department head regarding each budget submission and recommendations for additions and

reductions. Discussions continued regarding potential reductions, reallocations and additions through January 7<sup>th</sup>. Dr. Carnemolla went on to review the priorities of Focus Areas and Goals for the 2021-2022 budget with Dr. Rusack adding information regarding the Teaching and Learning aspects:

- Focus Area 1 – Student Learning: To create multiple student learning pathways to challenge students to think critically, persist in solving challenging problems, work collaboratively, and communicate effectively
  - Curriculum Implementation – invest in 3 K-6 Curriculum Specialists
  - Business – invest in an additional 1.0 FTE Business Teacher
  - Wellness – invest in an additional 1.0 FTE Phys Ed/Health Teacher
  - Performing Arts – invest in an additional 1.0 Music Teacher
  - Computer Science & Robotics – create an intro computer science, coding & programming Unified Arts offering at AMS

The Superintendent and Dr. Rusack addressed questions from Board members including interaction between students and the curriculum specialists; overseeing Enrichment for All model; curriculum specialists at the three elementary schools and supported by the school administrators; upper grades have department coordinators for content and support within buildings; a consultant is coming in to train on Readers’/Writers’ Workshop; differentiated instruction; tracking and accountability; will report to Dr. Rusack, the District Program Director and building principals; and how curriculum specialists are common positions within other districts.

- Focus Area 2 – Personal Growth & Relationships: to foster a safe learning community that empowers students to be self-directed, self-regulated, and resilient as they strive to advance their own personal and academic goals.

Equity, Diversity & Inclusion – continued training for building-based and district wide teams; systematic rollout of professional development district wide for all staff.

The Superintendent explained how the District is developing a more systematic process in professional development for staff especially in the area of equity, diversity and inclusion. Dr. Rusack added that the District will use the trained trainer model and will continue to work with CREC as well. A Board member asked that this be a greater investment and commitment to build some supports back in for the entire District.

- Focus Area 3 – Communication & Partnerships: to continue to build internal and external partnerships in service to the district’s mission and beliefs for student learning through clear communication and transparent processes.

- Family Liaisons – designate a family liaison for each school & the district to provide families a point of contact if there are questions or issues; create resources and events that support families & build home/school partnerships; coordinate supports and services across buildings for families

Dr. Carnemolla clarified that this would be available to all Avon Public School families and will not be a new hire but appointing one of the social workers or school psychologists as the point of contact in each building. Adding the extra responsibility to staff was a concern of a Board member to which Dr. Carnemolla stated that it is all still being worked out.

- Focus Area 4 – Systems: to maximize efficiencies and optimize resources through the ongoing creation, refinement and alignment of processes, procedures, and systems.
  - Health Insurance – to increase the funding of the health/dental self-insurance fund over 5 years to a level that will sustain the fund moving forward
  - Pension & OPEB – due to actuarial changes resulted in decrease in projected fund growth and increased contribution requirements
  - Field Service Technician – to support & service the additional hardware and software acquisitions (approx. 5,400 devices) & address teacher/student needs

Susan Russo, informed the Board of the recent meetings she attended with the insurance broker, Lockton, to talk about health insurance. It was noted that the insurance funds were significantly underfunded. It is a priority to get these funds adequately funded. Ms. Russo confirmed that the District would like to increase the funds in a five-year period to address the gap with a CIGNA renewal of 7%; however, the District is currently out to bid for stop/loss and may be able to get a better package moving forward.

Ms. Russo went on to explain the pension and OPEB (post-employment) benefits with Milliman. The District was asked to relook at the interest rate, due to economic conditions, and mortality table. The District will go to the 6.25% recommendations to ensure adequate resources; effectively increasing contributions by 15% to bring to a proper operating level. The pension (Town of Avon pension that was offered in the past to certain staff categories) is healthy and funded at over 79% and we are in line with what the Town is doing.

The field technician position is to add or increase 1 FTE to support and service the increased device acquisitions in the District. Two technicians were requested last year to have one field technician at each school, which was cut; currently only asking for one technician. The increase is approximately \$56,000.

Dr. Carnemolla reviewed the following budget summaries:

The Superintendent stated the 2021/2022 Preliminary Budget Summary as:

2020/2021 Adopted Gross Budget	\$61,015,224.61
Principals/Department Head Proposed Budget	<u>\$63,136,693.22</u>
Difference in Dollars 2021 to 2022	\$ 2,121,468.61
Difference in Percent 2021 to 2022	3.47%

The Superintendent gave the 2021/2022 Initial Budget Reductions Summary:

2020/2021 Principal/Dept. Head Proposed Budget	\$63,136,693.22
Requested Additions Reductions	(\$407,314.08)
Other Reductions	(\$95,076.11)
FY 2021/2022 Working Preliminary Budget	\$62,634,303.03
Difference in Dollars 2021 to 2022	\$1,619,078.42
Difference in Percent 2021 to 2022	2.65%

In conclusion, Dr. Carnemolla explained the preliminary budget drivers as:

Salaries	\$496,957.72
Benefits	\$504,911.55
Utilities	(\$14,780.02)

Contracted Services	(\$35,411.21)
Transportation	\$58,063.45
Tuition	\$176,349.84
Supplies & Equipment	\$412,962.00
All Other	<u>\$20,025.09</u>
Total Preliminary Gross Budget Increase	\$1,619,078.42

Dr. Carnemolla clarified for Board members that 5 FTEs (Business, Wellness, Music and Field Tech) were being requested; the curriculum specialists as well as other needs are reallocations of positions. A floating nurse is needed that was discussed last year and will be added. Ms. Russo reviewed the salaries projected for the positions.

Ms. Russo also reviewed the technology leases, which made up a large portion of the supplies & equipment expense which include a \$74,000 increase for Chromebook leases; \$150,000 increase for technology equipment district wide (desktops; projector replacements; wifi access points; new staff tablet/laptops). Dr. Carnemolla explained the DLL (Distant Learning Lab) is used for students to listen and speak, which the computers need to be updated to allow current software to work. Ms. Russo added that software licenses and new software were also included in this line. Some of the lines are additions due to replacing cuts last year.

Ms. Russo gave detailed explanation to the salaries line with reallocation of some positions to different buildings. Dr. Carnemolla added the reduction of an administrative support position due to the resignation of a staff person that will not be replaced but reassignment of duties at the high school.

The impact of COVID funding, including the CARES Act, including freezing the budget was discussed by the Superintendent. Dr. Carnemolla added that this created a budget different and unique from any other budget ever seen in the District. Custodian and cleaning supply costs have increased due to COVID. But not anticipating any additional relief funds, the Superintendent wanted to be sure enough funds were set aside in the custodial/maintenance lines. Supplies were also increased due to the guidelines that students do not share. The District has made the assumption that athletics will continue in some fashion and hopefully back to normal in the coming school year. Substitute teaching line needed to be kept at a larger number to ensure adequate staffing.

Magnet school tuition was addressed by Ms. Russo. Currently there are 38 students attending CREC magnet schools and enrollment is steadily decreasing with more and more families coming back to Avon Public Schools.

Enrollment projections are currently being reviewed and kindergarten enrollment has not begun, but numbers will be provided during the Wednesday meeting.

Projections for the Open Choice program was reviewed by Ms. Russo. Ms. Russo also reviewed the budget drivers. Dr. Carnemolla stated that documents will be forwarded to Board members and is due to the Town necessitating the Board needing to take action at the next Board meeting. The Superintendent once again thanked all District administrators for their work on the budget.

V. Adjournment

***The Board adjourned by unanimous consent at 8:55 pm.***

Minutes prepared by Shirley Moy, Board Recording Secretary

Minutes respectfully submitted by Jeffrey S. Fleischman, Board Secretary

*Jeffrey S. Fleischman, January 19, 2021*

*Board minutes are approved at the next regular monthly Board meeting, and any corrections to the minutes, if needed, will be made at that time.*



**Special Meeting**  
Avon Board of Education  
34 Simsbury Road, Avon, Connecticut

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Tuesday, January 12, 2021, 7:00 pm

via Remote Meeting

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**Avon Board of Education**  
**34 Simsbury, Avon, Connecticut 06001**  
**Via Zoom**

**Minutes**

**Attendance**

**Members Present:** Jackie Blea; David Cavanaugh; Debra Chute; Jeffrey S. Fleischman; Jason Indomenico; Bogdan Oprica; Lisa Seminara; Jay Spivak; Laura Young

**Members Absent:** none

**Administration Present:** Dr. Bridget Heston Carnemolla, Superintendent of Schools; Roberto Medic, Director of Human Resources; Dr. Donna Nestler-Rusack, Assistant Superintendent of Schools

I. Call to Order

*The meeting was called to order by Deb Chute, Board Chair, at 7:00 pm on January 12, 2021. A roll call of Board members and administrators was taken.*

II. Executive Session

A. Interview of Candidate for Director of Pupil Services

*At 7:02 pm, Ms. Young moved, Mr. Spivak seconded, to leave Public Session and enter Executive Session for discussion regarding the interview of the candidate for Director of Pupil Services. Invited to join the Board in Executive Session were Superintendent, Dr. Bridget H. Carnemolla; Director of Human Resources, Roberto Medic; Assistant Superintendent, Dr. Donna Nestler-Rusack.*

*The motion carried 9-0-0*

*At 7:23 pm, the Candidate was asked to join the Board in Executive Session.*

III. Possible Appointment of Director of Pupil Services

*At 7:52 pm the Board exited Executive Session and returned to Public Session.*

Ms. Chute introduced the candidate for the Director of Pupil Services position as Tiffany Fox who served as Special Ed Supervisor within the District and as Interim Director of Pupil Services since the beginning of the current school year.

***Board Chair Chute moved, Ms. Young seconded, to appoint the candidate, Tiffany Fox, as Director of Pupil Services.***

***The motion carried 9-0-0***

Board members and the Superintendent congratulated and expressed well wished to Ms. Fox in her role as Director of Pupil Services.

***The Board adjourned by unanimous consent at 7:58 pm.***

Minutes prepared by Shirley Moy, Board Recording Secretary

Minutes respectfully submitted by Jeffrey S. Fleischman, Board Secretary

*Jeffrey S. Fleischman, January 19, 2021*

***Board minutes are approved at the next regular monthly Board meeting, and any corrections to the minutes, if needed, will be made at that time.***





**Minutes**  
**Curriculum & Professional Practices Committee**  
**Avon Board of Education**  
**34 Simsbury, Avon, Connecticut 06001**  
**Via Zoom**  
**Tuesday, December 8, 2020 - 7:00 p.m.**

**Attendance**

**Members Present:** Jackie Blea, Chair; Debra Chute; Jeffrey S. Fleischman; Bogdan Oprica

**Member(s) Absent:** none

**Administration Present:** Dr. Donna Nestler-Rusack, Assistant Superintendent; Mike Renkawitz, Avon High School Principal; Diana DeVivo, Avon High School Assistant Principal; Eileen O’Neil, Avon High School Assistant Principal

**Others Present:** Shirley Moy, Board Clerk; Jenna Aylsworth, Lisa Berliner, Andrew Brochu, Jaclyn Lawlor, Betsy Sanborn, John Salerni, Aaron Schrag, Samantha Spitzer, AHS Teachers and Dept. Coordinators; Todd Dyer, Director of Guidance

I. Call to Order

*Committee Chair Blea called the meeting to order at 7:00 pm*

II. Approval of October 27, 2020 Minutes

*Debra Chute moved, Jeffrey Fleischman seconded, to approve the October 27, 2020 Curriculum & Professional Practices minutes as presented. The motion carried 4-0-0.*

III. Communications from the Public

There was no communication from the public. Chair Blea reminded the public that the best way to communicate to the Board members during the pandemic was to email Shirley Moy prior to the meetings.

IV. Course Proposal Recommendations

Dr. Rusack explained to the Committee members the courses being recommended for change and introduced Avon High School staff members who would be giving further detail on the courses.

- Accounting 1; Advanced Accounting; Intro to Business (Business Courses) – Change in level from CP or Honors to CE (College Experience) due to the partnership with Tunxis University. Students can earn college credit for these courses.
- Business Communications (Business Course) – half year class to be added the next year that will book end with Intro to Business. It will be a CP/Honors level class. This is not in conjunction with Tunxis.
- Treble Voices (Music Course) – name change from Women’s Choir
- Essential Harmony Singers (Music Course) – name change from Men’s Choir

- Music Technology II (Music Course) – to expand the newly revived music technology program. The three mentioned music courses can be taken as CP or Honors levels.
- Health and Safety 11 and 12 (Wellness courses) – to meet the state requirement for a full credit of health and safety as well as a full credit of wellness. These are half credit courses and make a full credit when paired together. The wellness courses are being restructured so there are health and wellness courses for students each year in high school.
- Mastery Based Learning (Administration requirement) – to meet the state requirement for the classes of 2023 and beyond to have a mastery learning credit with Avon meeting this requirement through its half credit Capstone program, as well as a half credit through internships, work experience and community service (includes police and fire explorer programs), These are choice programs which allows students to choice how they meet the requirement.

These course recommendations will be brought to the Board for approval at the next Board meeting.

V. Primary Instructional Materials Recommendations

Dr. Rusack introduced Avon High School staff members who would be giving further detail on the primary instructional recommendations for textbooks/books to be used in the district. Dr. Rusack confirmed that digital versions of the textbooks were available.

- Big Ideas Math – Modeling Real Life Common Core Grade 6 Advanced – aligns with the State Math standards which was the basis for writing the grade 6 Math curriculum and works well with the district’s current Grade 7 textbook.
- American History: Reconstruction to the Present – to support the US History courses at the high school for both CP & Honors levels
- The Tenth of December – a collection of short stories for the ECE level course Post-9/11 Culture and is a recommendation from UConn.

***Jeffrey Fleischman moved, Bogdan Oprica seconded, to open the thirty day review period of the Primary Instructional Material Recommendations as presented. The motion carried 4-0-0.***

VI. Daft Avon High School Course of Studies 2021-2022

Mr. Renkawitz gave an overview of the changes made to the AHS Course of Studies for the upcoming year. Some notable changes include:

- Changes to the graduation requirements beginning with the class of 2023
- New courses that will be brought to the Board at the December Board meeting
- Revisions to course descriptions
- Defining Captstone as a course and requirement

Board members asked if all courses in the Course of Studies was approved by the Board to which Dr. Rusack confirmed yes. Also asked was whether the curriculum website would be updated to include all the courses to which Dr. Rusack said it was the intention to have the website update last Spring before COVID hit and now hopes to have the website updated by the end of the year. Parity in classes was also discussed where Dr. Rusack and teachers shared that common assessments and alignment is discussed during planning times and addressed through various processes. Mr. Salerni explained the placement process and requisites in regards to Science courses. Also discussed was the process of class changes/drops; how the

courses align with the district’s strategic initiatives; encouraging students to take college level classes; mastery based learning; and what courses are determined by the State, including the Civics course which is required.

The Committee Chair thanked the administrators, teachers and department chairs for the demanding work they have been doing which is appreciated by the Board as well as the community. Dr. Rusack also expressed her appreciation.

VII. Gifted Process Update

Dr. Rusack reminded the Committee that last year the gifted identification process was revamped, however, due to COVID, adjustments were made. In mid-Oct the OLSAT exam was administered to all identified fifth grade students, including students who were remote. Those who qualified were notified through the PPT process. The OLSAT will be administered to all fourth graders next week unless parents have opted their children out of the test. The second process for qualification will be looking at the students’ quantitative and qualitative data. It is hoped that all third graders can be assessed in the Spring as it is intended to be done. However, this is to identify students but there is no formalized program. To address a Committee member’s concerns, Dr. Rusack will ask the school administrators if they have heard any comments from parents. Dr. Rusack stated there were 15 students identified and eight qualified. Notifications are sent to parents prior to the assessment and to those who are identified and then qualified.

VIII. Adjournment

***The meeting was adjourned by unanimous consent at 7:10 pm.***

Minutes prepared by Shirley Moy, Board Recording Secretary

Minutes respectfully submitted by Jackie Blea, Curriculum & Professional Practices Chair

*Jackie Blea, January 15, 2021*

Minutes respectfully received by Jeffrey S. Fleischman, Board Secretary

*Jeffrey S. Fleischman, January 15, 2021*



## JANUARY 2021

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### New Hires- Non-Certified Staff

1/4/2021	Willhoft, Matthew	AMS	LT Sub Spanish
1/4/2021	Richardson, Lindsay	TBS	Para Educator

### Resignations

12/18/2020	King, Jennifer	AHS	Guidance Secretary
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### Retirements

1/12/2021	Ahlstrin, Carol	TBS	Para-Educator
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OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Dr. B. Heston Carnemolla • Superintendent

34 SIMSBURY ROAD • AVON • CONNECTICUT • 06001

TEL (860) 404-4700 • FAX (860) 404-4702

bhcarnemolla@avon.k12.ct.us

# ENROLLMENT REPORT

January 14, 2021

School	Grade	Jan 2020	# Sect	Average Class Size	Aug. 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	# Sect	Average Class Size
APS Pre-K	Pre-K	57			41	43	42	45	45	49		
PGS	K	140	8	17.50	107	109	108	107	106	112	6	18.67
PGS	1	109	6	18.17	145	143	142	142	142	143	8	17.88
PGS	2	118	6	19.67	111	110	109	110	109	109	6	18.17
PGS	3	133	6	22.17	118	116	115	114	113	116	6	19.33
PGS	4	137	6	22.83	133	131	130	131	130	129	6	21.50
Total in sch		637			614	609	604	604	600	609		
RBS	K	87	5	17.40	94	91	90	89	90	92	5	18.40
RBS	1	107	5	21.40	90	94	94	94	94	95	5	19.00
RBS	2	75	4	18.75	107	109	109	110	110	111	5	22.20
RBS	3	118	6	19.67	81	77	78	79	80	81	4	20.25
RBS	4	105	5	21.00	115	118	118	118	118	119	6	19.83
Total in sch		492			487	489	489	490	492	498		
TBS	5	263	12	21.92	243	241	240	240	241	239	12	19.92
TBS	6	238	12	19.83	267	265	263	264	264	266	12	22.17
Total in sch		501			510	506	503	504	505	505		
AMS	7	278			234	233	233	233	232	232		
AMS	8	248			280	278	277	278	278	279		
Total in sch		526			514	511	510	511	510	511		
AHS	9	233			232	228	227	227	226	225		
AHS	10	245			231	235	235	236	236	238		
AHS	11	251			242	239	238	239	240	239		
AHS	12	234			258	260	260	260	260	259		
Total in sch		963			963	962	960	962	962	961		Difference from 2019
<b>GRAND TOTAL</b>		<b>3176</b>			<b>3129</b>	<b>3120</b>	<b>3108</b>	<b>3116</b>	<b>3114</b>	<b>3133</b>		<b>-43</b>

**NOTES:**

(as of 1/14/21):

114 Choice students are included in enrollment counts.

22 Outplaced students were not included in enrollment counts.

40 Students are homeschooling - AHS 3; AMS 7; TBS 8; PGS 13; RBS 9; not included in counts.

Enrollment of students who have opted to remote learn will be provided during the Board meeting.

AVON PUBLIC SCHOOLS  
 BUDGET TRANSFER REQUEST  
 2020 - 2021

TRANSFER #

2021 - 013

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.5.1103.611	Instr Supplies/Math/TBS	\$88.81
TOTAL		\$88.81

FROM

82  
11/11/20

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.5.1102.611	Inst Supplies/Science/TBS	\$88.81
TOTAL		\$88.81

TO

**EXPLAIN THE REASON FOR THE TRANSFER:**

Cover expenses for 6th Gr. Science

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\*\*\*NET BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

ADMINISTRATOR/DIRECTOR APPROVAL \_\_\_\_\_ Date 11/10/20 Board of Education Approval \_\_\_\_\_ Date 11/10/2020

DIRECTOR OF FINANCE APPROVAL \_\_\_\_\_ Date \_\_\_\_\_

SUPERINTENDENT APPROVAL \_\_\_\_\_ Date Nov. 16, 2020

AVON PUBLIC SCHOOLS  
 BUDGET TRANSFER REQUEST  
 2020 - 2021

TRANSFER # 2021 - 014

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.2.1100.600	Gen Supplies/Instruction/AMS	\$522.00
TOTAL		\$522.00

FROM

✓  
B2  
11/16/20

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.2.2400.730	Equipment/Schools/AMS	\$502.00
01.2.1107.611	Instr Supplies/Tech Ed/AMS	\$13.00
01.2.1114.611	Instr Supplies/Enrichment/AMS	\$7.00
TOTAL		\$522.00

TO

**EXPLAIN THE REASON FOR THE TRANSFER:**  
 Equipment - to purchase a whiteboard  
 Supplies - to zero out negative balances

\*\*\*NET BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

\_\_\_\_\_  
 ADMINISTRATOR/DIRECTOR APPROVAL      11/13  
 Date

\_\_\_\_\_  
 Board of Education Approval      Date

\_\_\_\_\_  
 DIRECTOR OF FINANCE APPROVAL      Date

\_\_\_\_\_  
 SUPERINTENDENT APPROVAL      Nov. 16, 2020  
 Date



AVON PUBLIC SCHOOLS  
BUDGET TRANSFER REQUEST

2020 - 2021

TRANSFER #

2021 - 015

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.2.2230.650	Technology Supplies/Instr Rel/AMS	\$1,128.00
01.2.1105.611	Instr Supplies/Social Studies/AMS	\$1,130.00
01.2.1101.611	Instr Supplies/Reading/AMS	\$40.00
TOTAL		\$2,298.00

FROM

✓  
✓  
✓  
11-18-20

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.2.1107.730	Equipment/Tech Ed/AMS	\$1,918.00
01.2.1104.641	Textbooks/Language Arts/AMS	\$380.00
TOTAL		\$2,298.00

TO

**EXPLAIN THE REASON FOR THE TRANSFER:**

Equipment - To purchase tech ed equipment  
Textbooks - To purchase LA textbooks

\*\*\*NET BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

ADMINISTRATOR/DIRECTOR APPROVAL \_\_\_\_\_ Date 11/17/20 Board of Education Approval \_\_\_\_\_ Date \_\_\_\_\_

DIRECTOR OF FINANCE APPROVAL \_\_\_\_\_ Date \_\_\_\_\_

SUPERINTENDENT APPROVAL \_\_\_\_\_ Date Nov. 19, 2020





**AVON PUBLIC SCHOOLS**  
**BUDGET TRANSFER REQUEST**  
 2019-2020<sup>20</sup> 2021<sup>21</sup>

OPERATIONS DEPARTMENT

TRANSFER #

2021- 017

FROM:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.1.2600.430	Repairs & Svcs/Maint/Plant Operations/AHS	\$ 10,000.00
<b>TOTAL</b>		\$ 10,000.00

✓  
BA  
124.2

TO:

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
01.8.2600.430	Repairs & Svcs/Maint/Plant Operations/DW	\$ 10,000.00
<b>TOTAL</b>		\$ 10,000.00

EXPLAIN THE REASON FOR THE TRANSFER:

HVAC Repairs, to include coverage for Maintenance Tech when absent on extended sick leave (operation)

\*\*\*NET BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

ADMINISTRATOR/DIRECTOR APPROVAL	DATE	BOARD OF EDUCATION	DATE
<i>[Signature]</i>	1/13/21		
SUPERVISOR APPROVAL	DATE		
	1/4/2021		
SUPERVISOR APPROVAL	DATE		



**AVON PUBLIC SCHOOLS  
PINE GROVE SCHOOL  
BUDGET TRANSFER REQUEST**

2020 - 2021

Date: 12/22/2020  
 TRANSFER # 2021 - 019

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
FROM	01.6.2400.430	Repairs/Maintenance	\$1,930.00
<b>TOTAL</b>			<b>\$1,930.00</b>

✓  
12-23-20

	ACCOUNT NUMBER	DESCRIPTION	AMOUNT
TO	01.6.2400.734	Technology Equipment	\$1,930.00
<b>TOTAL</b>			<b>\$1,930.00</b>

RECEIVED  
 BY \_\_\_\_\_  
 DEC 23 2020

**EXPLAIN THE REASON FOR THE TRANSFER:**

This transfer will allow us to purchase the remaining camera docs for the second half of our staff.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*\*\*NFT BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

12-22-20  
 ADMINISTRATOR/DIRECTOR APPROVAL                      Date                      Board of Education Approval                      Date

1/13/21  
 DIRECTOR OF FINANCE APPROVAL                      Date

1/4/2021  
 SUPERINTENDENT APPROVAL                      Date





**AVON PUBLIC SCHOOLS**  
**BUDGET TRANSFER REQUEST**

2020 - 2021

TRANSFER #

2021 - 001

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	01.2.1101.611	Instr Supplies/Reading/AMS	\$5.00 ✓
F	01.2.1102.611	Instr Supplies/Science/AMS	\$51.31 ✓
R	01.2.1102.730	Equipment/Science/AMS	\$63.43 ✓
O	01.2.1106.730	Equipment/Music/AMS	\$34.25 ✓
M	01.2.1111.611	Instr Supplies/World Lang/AMS	\$357.38 ✓
	01.2.1187.611	Instr Supplies/ELL/AMS	\$1.44 ✓
	01.2.2120.611	Instr Supplies/Guidance/AMS	\$1.31 ✓
	01.2.2220.611	Instr Supplies/Library/Multimedia/AMS	\$34.00 ✓
	<b>TOTAL</b>		\$548.12

001  
1-7-21

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	01.2.2400.730	Equipment/Schools/AMS	\$188.00
	01.2.2400.690	Other Supplies/Schools/AMS	\$359.48
T	01.2.1100.600	Gen Supplies/Instruction/AMS	\$0.64
O			
	<b>TOTAL</b>		\$548.12

**EXPLAIN THE REASON FOR THE TRANSFER:**

Equipment Schools - to zero out a negative balance

Other Supplies - to purchase supplies

Gen Supplies - to zero out a negative balance

\*\*\*NET BALANCE "TO" AND "FROM" SHOULD EQUAL ZERO. ROUND TO THE NEAREST DOLLAR.\*\*\*

\_\_\_\_\_  
ADMINISTRATOR/DIRECTOR APPROVAL      1/5/21      Date      Board of Education Approval      Date

\_\_\_\_\_  
DIRECTOR OF FINANCE APPROVAL      1/13/21      Date

\_\_\_\_\_  
SUPERINTENDENT APPROVAL      1/7/21      Date



**Memo To:** Board of Education Members  
**Date:** January 15, 2021  
**From:** Bridget Heston Carnemolla, Ed.D., Superintendent of Schools  
**Subject:** Technology Protection Plan Update

Included within the 2019-2020 Blueprint for Excellence was a goal that speaks to developing a Five-Year Digital Learning Plan that clearly articulates how the acquisition, deployment, and instructional integration of digital tools and infrastructure will support the district's goals for student learning. One of the action steps contained underneath this goal was researching options, costs, etc. involved with secondary students taking chromebooks home. Since the creation of this goal the district has had to engage in both remote and hybrid learning, in response to COVID-19, necessitating the need for students to have access to district owned chromebooks PK-12. As a result of this need, it is imperative that the district creates appropriate policies and procedures to provide families with an optional technology protection plan that covers the cost of the device should it be accidentally damaged. Additionally, these measures provide the district with a means to collect funds which cover the cost of devices that are damaged or inoperable. At this point in time the district is incurring all related costs.

In order to move this initiative of providing each student PK-12 with a chromebook for home and school use forward, the following steps must be completed.

**1) Develop and Adopt a Technology Protection Plan Policy - Done**

- The auditors advised the Town that the Board should have a policy governing the use of the Student Technology Device Insurance/Device Protection Plan funds
- Attached is the policy that we approved on December 15, 2020
  - The sentence we discussed related to reporting on the fund monthly was added

**2) Establish a Special Revenue Fund**

- Request a Special Revenue Fund be established by the Town of Avon for the purpose of Student Technology Device Insurance/Device Protection Plan
  - I made the request on our behalf to the Town Manager's Office
  - The Town Manager requested Town Council schedule a Special Meeting to discuss establishment of the fund

- The Town Council Special Meeting has been scheduled for Tuesday, January 19, 2021 at 5:30. Mr. Robertson is preparing their materials, we have spoken several times, and I have reviewed information the Town Council will be receiving
- Likewise, Ms. Russo and Mr. DiStasio have been in communication to ensure the financial documents are finalized
- A Board of Finance meeting will need to be scheduled to discuss and potentially approve the fund as well. No part of the plan will be implemented until after the discussion under “Old Business” at our BOE meeting on January 19, 2021, followed by potential BoF meeting

**3) We have updated the accompanying documents that would be utilized if the plan and fund are approved.**

- Technology Device Protection Plan Overview (attached)
- Technology Device Protection Plan Form (attached)

**4) Set Insurance Premium for 2020-2021 and 2021-2022**

- We are proposing \$15 for the remainder of the 2020-2021 school year
- We are recommending that we wait to determine the premium for the 2021-2022 school year until after we establish the process this year
- The average annual charge in the Farmington Valley Area is \$30.10
- I have also attached a document to show the preliminary tracking of losses to the District related to “new” Chromebooks, as some had already been distributed to students who needed them
  - No bills were actually sent to families for the expenses, though families are typically billed for lost/damaged District-owned supplies or equipment (uniforms, textbooks, etc.)

**5) Establish Process for Economic Hardship Waivers**

- The same process that is used for field trips, pay to participate, etc. would be followed which is aligned with the free/reduced lunch criteria, **and occasionally, other extenuating circumstances**



## **Business/Non-Instructional Operations**

### **Technology Protection Plan Policy**

The Avon Board of Education (the “Board”) believes that access to technology is a fundamental element of education in the 21st Century. The Board may decide to provide devices to support learning (e.g., Chromebooks, laptop computers, tablets) to students in the Avon Public Schools (the “District”) for the students’ use during the academic year. Although the District emphasizes to the students the importance of proper care of such devices, the devices may become lost, damaged or inoperable. Students must promptly report when a device becomes damaged or inoperable, or is lost or stolen, to the building principal for the school that the student attends.

Generally, students and their parents/guardians are responsible for the cost to repair or replace a lost, damaged, or inoperable device. To ease the potential economic burden on Avon families experiencing a damaged or inoperable device, the Board has established a Technology Protection Plan (the “Plan”).

#### **Section 1. Technology Protection Plan**

Each school year, parents/guardians of District students who are loaned devices will be provided an opportunity to elect to participate in the Plan. Those who elect to participate in the Plan (a “participant”) will pay an insurance premium in a specified amount for full insurance coverage on the student’s assigned device during the school year. The insurance premium will be established by the Board each year. The Administration shall also establish a process by which families for whom payment of the insurance premium would present economic hardship may apply for a waiver of the insurance premium.

If a participant’s device becomes damaged or inoperable while on loan to the student, or a participant returns a damaged or inoperable device at the end of the school year, the participant will not be responsible for the cost to repair or replace the device. The Plan covers the repair or replacement of one (1) device per school year. If the student requires more than one (1) device repair or replacement during a school year, the cost shall be at the student’s sole expense. The Plan does not cover replacement of a device that is lost or stolen.

Participants must opt into the Plan and pay the insurance premium for each school year that the participant seeks coverage under the Plan. Participants must opt into the Plan and pay the insurance premium by the date established by the Administration in order to qualify for coverage under the Plan.

## **Business/Non-Instructional Operations**

### **Technology Protection Plan Policy (continued)**

#### **Section 2. Special Revenue Fund. Deposits.**

At the request of the Board, the Town of Avon (the “Town”) has created a Special Revenue Fund (the “Account”) for the purpose of managing the funding associated with the Plan. The Town shall maintain the Account on behalf of the Board, in accordance with this Policy.

All insurance premium payments collected by the District from participants in the Plan shall be deposited into the Account. No funding appropriated by the Town of Avon shall be deposited into the Account by the Board and/or the District. Deposits into the Account may accumulate over time if not expended or otherwise designated by the Board, and any balance of unexpended funds in the Account shall be maintained from fiscal year to fiscal year for use by the Board in accordance with this Policy.

The Board shall have the authority to designate funds in the Account in furtherance of the Plan but shall, at no time transfer any amount out from the Account or spend any amount for any purpose other than the implementation of the Plan without informing the Town of Avon. The Account shall not have an expiration date and shall remain active until all funds are expended or otherwise designated by the Board, upon notice to the Town of Avon.

#### **Section 3. Expenditures from the Account**

Funds may be expended from the Account:

- A. To repair or replace damaged or inoperable devices throughout the school year.
- B. To purchase new devices at the end of the school year.

The Board shall have control over the funds in the Account, and may access the funds in the Account at any time during any fiscal year in furtherance of the Plan.

The Administration shall have discretion to determine which type of device should be purchased and/or loaned to students for their use.

The Superintendent may authorize expenditures from the Account of up to \$25,000.00 without Board approval. Expenditures from the Account in excess of \$25,000.00 require Board approval. The status of the account shall be reported to the Finance Committee and/or Board of Education each month.

## Device Damage Report with Cost to Repair

thru Nov. 24, 2020

Description of Technology Issued	Serial Number of Technology Issued	Date Technology Returned	Description of Damage	Cost to Repair Technology
HP Chromebook 11 G6 EE			Water bottle leaked into device	\$297.00
Dell CB1C13			Screen broken and unable to repairable - OOW	\$297.00
Dell CB1C13			broken screen - unable to repair - OOW	\$297.00
Dell CB1C13			chassis and case are severely damaged beyond repair	\$297.00
HP Chromebook 11 G6 EE	5CD8242KXX	9/30/2020	Water bottle leaked into device	\$297.00
Dell 3120	8WTQ952	10/6/2020	LCD screen was replaced	\$100.00
HP Chromebook 11 G6 EE	5CD8242QQ5	10/8/2020	LCD screen was replaced, user caused the damage in his backpack	\$100.00
Dell 3120	35Y5LD2	10/14/2020	Broken Screen / Drop	\$100.00
HP Chromebook 11 G6 EE	5CD8242QQ4	10/16/2020	Broken Screen LCD was replaced	\$100.00
Dell 3120		11/6/2020	Broke his screen by slamming his chromebook on the ground. Chromebook had internal damage and needed to be replaced.	\$297.00
Dell 3120	CLR9B52	11/16/2020	Broken Screen LCD was replaced (user said he knocked it off a table)	\$100.00
Dell 3120	D3X5LD2	11/24/2020	Broken Screen LCD was replaced (user said he does not know how it had happened)	\$100.00
				<b>\$2,382.00</b>



**Technology Device Protection Plan**

**2020 - 2021**

## **Introduction**

In order to facilitate and enhance learning, students enrolled in the Avon Public Schools are assigned a chromebook for use at both school and home. It is the expectation of the district that the device provided will be the primary technology device for learning for the student it is assigned to for both in-person learning and remote learning. When using their school-issued device, students are expected to abide by the Responsible Use Policy. These devices are the property of the Avon Public Schools and are to be returned to the school at the end of the school year, or upon withdrawal from Avon Public Schools, in the same condition as they were assigned.

Students and their parents/guardians are responsible for the care and maintenance of any loaned device and are generally liable for the cost to repair and replace a device that is damaged, inoperable, lost, or stolen.

The Avon Board of Education has established a Technology Device Protection Plan (the “Plan”) as an optional insurance policy for students and their families. If the device of a student participating in the Plan (a “participant”) becomes damaged or inoperable, the student will not be responsible for the cost to repair or replace the device. The Plan covers the repair or replacement of one (1) device per school year. If a student requires more than one (1) device repair or replacement per school year, the cost shall be at the student’s sole expense. The Plan does not cover the replacement of a lost device. A stolen device is covered with a copy of the official police report.

If a student is not enrolled in the Plan they will be responsible for the full cost of all repairs not covered by the manufacturer’s warranty, or full replacement cost if the device is lost or stolen.

Questions about the Technology Protection Plan can be directed to the Director of Technology, Dr. Robert Vojtek at [rvojtek@avon.k12.ct.us](mailto:rvojtek@avon.k12.ct.us) or 860-404-4716.

## **Term and Cost**

The term of the Technology Device Protection Plan (Plan) aligns with the school year. The current Plan is for the remainder of the 2020-2021 school year. This will include a summer term for students participating in an Avon Public Schools summer program. A new term and Plan will begin at the start of the 2021-2022 school year. Policies purchased mid-year will not be prorated.

For each school-issued device the Plan will cost \$15.00 (non-refundable) for the remainder of the 2020-2021 school year. This is considered the insurance premium for the Plan and will be paid directly to Avon Public Schools. Parents/guardians may opt into the Plan by signing the attached form and paying the insurance premium by no later than ten (10) school days following the receipt of the Technology Device Protection Plan form. If the attached form is not submitted, or the entire insurance premium is not paid, within the ten (10) school days, you will no longer be able to opt into the Plan for the school year. Families for whom the premium payment would represent an economic hardship may apply for a waiver of the premium.

## **Coverage and Repairs**

Students must promptly report when a device becomes damaged, inoperable, or is stolen to the Information Technology Department through [it@avon.k12.ct.us](mailto:it@avon.k12.ct.us). Listed below are the items that are covered and not covered under the Plan:

### **COVERED**

- Cracked or broken screens
- Liquid spillage or submersion
- Missing keys
- Evidence of a drop
- Lost or damaged charger
- Accidental damage
- Theft, burglary, robbery (requires copy of official police report)
- Vandalism (requires official police report or school administrator report)
- Natural disaster including fire or flood
- Power surge
- Manufacturer defects covered under the manufacturer's warranty

### **NOT COVERED**

Avon Public School reserves the right to charge the student the entire replacement cost if negligence or intentional damage is determined to be the cause of the damage. This could include, but is not limited to:

- Not informing the Technology Department immediately of the damage to the device
- Intentional damage to the device, which may also be subject to disciplinary action
- Damage caused by using an inappropriate charger
- Marking or defacing the device (e.g., stickers, etching, writing on with marker)
- Theft not accompanied by a police report
- Repeated accidents of a similar nature may be viewed as the student not exercising proper care and/or reasonable precautions
- Corrosion and rust
- Unexplained loss or mysterious disappearance
- Government seizure

## Repair Costs

Listed below are the approximate repair costs associated with the current devices being issued to students. **The total replacement cost for a chromebook is currently \$325.00.**

<b>Dell Chromebook 3180</b>		<b>HP Chromebook 11 G3</b>	
Touchpad	\$129	Touchpad	\$120
Keyboard	\$144	Keyboard	\$240
Screen	\$155	Screen	\$185
LCD bezel	\$99	LCD bezel	\$100
AC Adapter	\$44 (no labor)	Power adapter	\$50 (no labor)
Hinges	\$114	Hinges	\$120
Back LCD cover	\$148	Motherboard	\$265
Motherboard	\$240	LCD back cover	\$165
Bottom case	\$99	Bottom case	\$135
Battery	\$125	Battery	\$135



**Technology Device Protection Plan Form**

Student Name: \_\_\_\_\_

Address: \_\_\_\_\_

School: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**PLEASE CHECK THE BOX BELOW FOR THE OPTION YOU SELECT & COMPLETE THAT SECTION**

**OPT-IN FOR TECHNOLOGY DEVICE PROTECTION PLAN**

The insurance premium for the Technology Device Protection Plan is \$15.00, Please remit a check made payable to **Avon Public Schools** and this form to the Director of Technology within ten (10) school days of issue. If this form is not submitted, or the entire insurance premium is not paid, within ten (10) school days of receiving this form, you will no longer be able to opt into the Technology Device Protection Plan.

By signing below, I acknowledge that I am opting into the Avon Public Schools' Technology Device Protection Plan (the "Plan"). I understand that in order to opt into the Plan, I must submit this form and the entire insurance premium amount listed above on or before the date listed above. Submission after this date will result in the insurance premium being returned to me and I will not have insurance coverage under the Plan. I further understand that the Plan covers the costs to repair or replace my student's device one (1) time per school year in the event the device becomes damaged or inoperable. If my student requires more than one (1) device repair or replacement per school year, I understand that the cost is my sole responsibility and is not covered by the Plan. I acknowledge that the Plan does not cover the cost to replace a lost device. A stolen device is covered with a copy of the official police report. This form and the insurance premium paid covers only the **2020-2021** school year.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Internal Use:

Date Issued: \_\_\_\_\_ Device Issued: Chromebook Asset Tag #: \_\_\_\_\_



**OPT-OUT OF TECHNOLOGY DEVICE PROTECTION PLAN**

By signing below, I acknowledge that I am opting out of the Avon Public Schools' Technology Device Protection Plan (the "Plan"). I understand that **I am responsible for 100% of any Damage or Loss** to the district issued Chromebook. The total replacement cost for the Chromebook is currently \$325.00. Should you opt-out of the Plan you will no longer be able to opt into the Plan for the **2020-2021** school year.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Internal Use:

Date Issued: \_\_\_\_\_ Device Issued: Chromebook Asset Tag #: \_\_\_\_\_

**REQUEST FOR ECONOMIC HARDSHIP WAIVER**

The payment of the insurance premium for the Avon Public Schools' Technology Device Protection Plan **would represent a significant financial hardship**, and I am requesting a waiver of the premium.

By signing below, I acknowledge that I am requesting a waiver of the Avon Public Schools' Protection Plan (the "Plan"). I understand that if granted this waiver, the Plan covers the costs to repair or replace my student's device one (1) time per school year in the event the device becomes damaged or inoperable. If my student requires more than one (1) device repair or replacement per school year, I understand that the cost is my sole responsibility and is not covered by the Plan. I acknowledge that the Plan does not cover the cost to replace a lost or stolen device. Should the waiver be granted, it covers only the **2020-2021** school year.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Internal Use:

Waiver Granted: Yes \_\_\_\_\_ No \_\_\_\_\_

Date Issued: \_\_\_\_\_ Device Issued: Chromebook Asset Tag #: \_\_\_\_\_

**CPDC Primary Instructional Materials Recommendations to BOE November 16, 2020**

<b>Department/ Proposed by:</b>	<b>Textbook / Materials</b>	<b>Author / Publisher</b>	<b>New/ Change</b>	<b>Recommend Approval Yes or No</b>	<b>Comments</b>
Mathematics Grade 6	Big Ideas Math - Modeling Real Life Common Core Grade 6 Advanced	Larsen and Boswell	New	26 Yes 0 No	Sounds like a good text Appropriately and meaningful with real-life connections
Social Studies Grade 11	American History: Reconstruction to the Present	Colon, et al.	New	26 Yes 0 No	Important to look at history through an evolving lens
English Grade 12	The Tenth of December	George Saunders	New	25 Yes 1 No	Worthwhile enhancement to the ELA curriculum Content not entirely appropriate for age range/maturity level

# Avon Public Schools

## Proposal for Textbooks and Instructional Materials

Proposed by: Jaclyn Lawlor

Department: Mathematics

Grade Level(s): Grade 6

Date: 6/15/20

Check one: New Textbook/Instructional Materials

Change in Textbook/Instructional Materials

1. Title: Big Ideas Math - Modeling Real Life Common Core Grade 6 Advanced

2. Author(s): Larsen and Boswell

3. Publication Date: Copyright 2019

Publisher: Cengage Learning

4. Correlation to District Strategic Plan:

We will create multiple student learning pathways to challenge students to think critically and creatively, persist in solving challenging problems, work collaboratively, and communicate effectively.

5. Correlation to approved district curriculum:

This textbook aligns with the State Math Standards which was the basis for writing the Grade 6 Math Curriculum. This textbook provides students with multiple ways to problem solve, use critical thinking, work collaboratively, and explore various ways in solving problems. Each chapter has a sample performance task, learning targets, and test questions. This textbook also aligns with the textbook used in 7th grade which ensures consistency in vocabulary, content, and review.

6. List of other textbooks or instructional materials considered:

None (Due to the fact that the 7th grade textbook has been used for the past few years and is well liked by the team.)

7. Short description or synopsis of textbook or instructional materials:

- Aligns to Grade 6 standards and curriculum
- Includes advanced chapters (preview of 7th grade)
- Performance tasks included for each unit
- Test bank
- Additional practice problems
- Spiral review problems
- Online resources for both teachers and students
- Videos included with each chapter
- Application problems included for each section
- Pacing guide
- Content connections between 5th grade, 6th grade, and 7th grade

8. List of other CT school districts using recommended textbooks or instructional materials:

Not known

9. Confirmation that the recommended textbooks have online/internet support or other such supports:

Yes

Curriculum Professional

Development Council Recommendation: Donna Nestle-Russell Date: 11/16/20

<sup>CPP</sup>  
Board of Education Notification: \_\_\_\_\_ Date: 12/8/20

30 Day Review Period: From: 12/9/20 To: 1/14/21

Board of Education Approval: Date: \_\_\_\_\_

# Avon Public Schools

## Proposal for Textbooks and Instructional Materials

Proposed by: Betsy Sanborn, Kyle Kramek, John McLaughlin, Lou Pellegrino

Department: Social Studies (AHS)

Grade Level(s): Grade 11

Date: 10/23/2020

Check one:  New Textbook/Instructional Materials

~~Change in Textbook/Instructional Materials~~

1. Title: American History: Reconstruction to the Present

2. Author(s): Colon, et al.

3. Publication Date: 2018

Publisher: Houghton Mifflin Harcourt

4. Correlation to District Strategic Plan:

The text supports the Avon Public Schools' Blueprint for Excellence, particularly Focus Area 1, Student Learning. The text will be used by College Prep and Honors U.S. History classes to provide students foundational knowledge so that they can apply information, make meaningful connections, think critically and make informed decisions. The U.S History course is required for graduation and knowledge of the U.S. History content is essential for productive citizenship in an ever evolving society.

5. Correlation to approved district curriculum:

The U.S. History course at Avon High School covers a span of American history from the Age of Big Business to the Present. The proposed text provides a comprehensive overview of the time periods that our curriculum covers. Additionally, the text provides assessment activities that build important skills like source analysis, understanding bias and perspective, and making connections between U.S. history and current events and issues.

6. List of other textbooks or instructional materials considered:

The American Pageant

American Through the Lens

United States: History and Geography

7. Short description or synopsis of textbook or instructional materials:

American History: Reconstruction to the Present is a traditional U.S. History textbook that provides an overview of American history supplemented with maps, primary sources, assessment activities and reading checks. Students taking the 11th Grade U.S. History course will use the text for building foundational knowledge that they will apply to historical events and contemporary events and issues.

8. List of other CT school districts using recommended textbooks or instructional materials:  
Waiting for response from HMH

9. Confirmation that the recommended textbooks have online/internet support or other such supports:  
Digital student edition available that includes videos related to each module

Curriculum Professional  
Development Council Recommendation: Donny Neatler-Russer Date: 11/16/20

CPP  
Board of Education Notification: \_\_\_\_\_ Date: 12/8/20

30 Day Review Period: From: 12/9/20 To: 1/14/21

Board of Education Approval: \_\_\_\_\_ Date: \_\_\_\_\_

# Avon Public Schools

## Proposal for Textbooks and Instructional Materials

Proposed by: J. Aylsworth

Department: English

Grade Level(s): 12

Date: 10.26.20

Check one:  New Textbook/Instructional Materials       Change in Textbook/Instructional Materials

1. Title: *The Tenth of December*

2. Author: George Saunders

3. Publication Date: 2014

Publisher: Random House

4. Correlation to District Strategic Plan:

From the APS Strategic Plan: Create multiple opportunities for students to engage in collaboration, problem solving, critical thinking, innovation, and creative expression. Develop and implement programs, activities, and experiences to ensure students are prepared for college, career, and life.

5. Correlation to approved district curriculum:

This text correlates specifically to the teaching of the Common Core State Standards where students make inferences, cite specific evidence, determine meanings of words and phrases, analyze how an author develops and contrasts point of view or narrators in the text.

This text will serve as the foundational text for the ECE level course Post-9/11 Culture. This collection of short stories combines sentiments and styles that emerged in the decade following 9/11; students will be able to come to conclusions about the way the past two decades have shaped artistic creation using this collection.

6. List of other textbooks or instructional materials considered:

The book selected to support the ELA units was selected based on extensive book searches (school and local libraries, teacher resource websites) and teacher recommendation. The book has been read and in some cases used in the past.

7. Short description or synopsis of textbook or instructional materials:

From Amazon: One of the most important and blazingly original writers of his generation, George Saunders is an undisputed master of the short story, and *Tenth of December* is his most honest,

accessible, and moving collection yet. Writing brilliantly and profoundly about class, love, loss, work, despair, and war, Saunders cuts to the core of the contemporary experience. These stories take on the big questions and explore the fault lines of our own morality, delving into the questions of what makes us good and what makes us human.

**8. List of other CT school districts using recommended textbooks or instructional materials:**

As these are non-traditional textbooks, the process of identifying these materials included a review of the current resources recommended and used by colleagues, the CSDE, renowned educational leaders, and publishers of educational materials.

**9. Confirmation that the recommended textbooks have online/internet support or other such supports:**

n/a

Curriculum Professional  
Development Council Recommendation:  Date: 11/16/20

Board of Education Notification: \_\_\_\_\_ Date: 12/8/20

30 Day Review Period: From: 12/9/20 To: 1/14/21

Board of Education Approval: \_\_\_\_\_ Date: \_\_\_\_\_



*Superintendent's Proposed Budget*

**FY 2021 / 2022**

*January 13, 2021*



# *Mission Statement*



*“Our mission is to inspire in each student a joy and passion for learning and a commitment to excellence, personal integrity, and social responsibility.”*

# Budget Process

- To begin budget process, each Principal and Department Head asked to answer the following two questions:
  1. *What are our top priorities in this budget?*
  2. *How do the identified budget priorities support the current district goals / school areas of focus?*
- Budget binders completed and submitted by Principals and Department Heads for review on October 21.
- Central Office leadership met with each building Principal or Department Head between October 26 and October 28.
- Central Office leadership discussed each budget submission, made recommendations for additions and reductions on November 2.
- Continued discussions regarding potential reductions, reallocations, and additions through January 7, 2021

# Budget Development Goals

## *Student Learning*

We will create multiple student learning pathways to challenge students to think critically, persist in solving challenging problems, work collaboratively, and communicate effectively.

## *Personal Growth & Relationships*

We will foster a safe learning community that empowers students to be self-directed, self-regulated, and resilient as they strive to advance their own personal and academic goals.

# Budget Development Goals

## *Communication & Partnerships*

We will continue to build internal and external partnerships in service to the district's mission and beliefs for the student learning through clear communication and transparent processes.

## *Systems*

We will maximize efficiencies and optimize resources through the ongoing creation, refinement, and alignment of processes, procedures, and systems.



FY 2011-2012

# Budget Drivers



- 1. Insurance & Benefits*
- 2. Increased Requirements for Teaching & Learning*
- 3. Technology Needs*

# District Wide Priorities

## ▶ Staffing

### ▶ 1.0 FTE Field Service Technician - \$56, 252

- ▶ To support & service the additional hardware and software acquisitions (approx. 5,400 devices) & address teacher/student needs

### ▶ 1.0 FTE Floating Nurse - \$63,826

- ▶ To support health services at each school as need & to serve as a substitute for existing building based nurses

# District Wide Priorities

## ▶ **Technology**

### ▶ Equipment - \$106,241

- ▶ Wi Fi Access Points, Projector Replacements & Presentation Pilot

### ▶ Chromebooks Leases \$74,562

- ▶ New lease in FY 20-21

### ▶ Supplies - \$12,500

- ▶ Increase in need of replacement parts including cameras, screens, docking stations, chargers, etc.

### ▶ Software - \$42,000

- ▶ Google Enterprise & Zoom – platforms needed to support distance & hybrid learning
- ▶ aimswebPlus– K-5 assessment platform



# District Wide Priorities

## ▶ **Operations**

### ▶ Custodial Supplies - \$19,500

- ▶ Increased supply needs for disinfecting

- ▶ Personal Protective Equipment (PPE)

### ▶ Maintenance Supplies - \$13,600

- ▶ Increased repairs/modifications anticipated to spaces to return to full in-person learning or to expand their use for COVID related restrictions

# Avon High School Priorities

## ▶ **Staffing**

- ▶ 1.0 FTE Physical Education/Wellness Teacher - \$56,252
  - ▶ Staffing needed to meet the new 1.0 credit Health & Safety graduation requirement
- ▶ 1.0 FTE Business Teacher - \$64,026
  - ▶ Staffing needed for Personal Finance graduation requirement & student elective requests (in 2020-2021 ten sections of classes did not run due to lack of staff)
- ▶ 0.5 FTE Music - \$36,008
  - ▶ To support current ensemble numbers & implement recently added courses (e.g., percussion ensemble, music technology II)

## ▶ **Equipment**

- ▶ Desktops for Distance Learning Lab - \$44,118
  - ▶ Replacement of 7 year old desktops. Software to support classes including AP Computer Science that cannot run on Chromebooks

## ▶ **Supplies**

- ▶ Physical Education/Health - \$5,000
  - ▶ Supplies needed for new Health & Safety course

# Avon Middle School Priorities

## ▶ **Staffing**

- ▶ 0.5 FTE Music - \$36,008
  - ▶ To support current numbers and scheduling needs

## ▶ **Supplies**

- ▶ Enrichment- \$13,200
  - ▶ Instructional materials to support introductory computer science, coding & programming course

# Thompson Brook School Priorities

## ▶ **Staffing**

### ▶ 1.0 Curriculum Specialist - \$0.00

- ▶ To support systemic implementation of elementary curriculum to ensure fidelity
- ▶ To assist with and support implement of new instructional models and/or programs (e.g., Reader's & Writer's Workshop)
- ▶ To assist with enrichment & support opportunities for all students

## ▶ **Supplies**

### ▶ Textbooks- \$4,750

- ▶ Additional texts to support the ELA curriculum

# Pine Grove School Priorities

## ▶ **Staffing**

### ▶ 1.0 Curriculum Specialist - \$0.00

- ▶ To support systemic implementation of elementary curriculum to ensure fidelity
- ▶ To assist with and support implement of new instructional models and/or programs (e.g., Reader's & Writer's Workshop)
- ▶ To assist with enrichment & support opportunities for all students

# Roaring Brook School Priorities

## ▶ **Staffing**

### ▶ 1.0 Curriculum Specialist - \$0.00

- ▶ To support systemic implementation of elementary curriculum to ensure fidelity
- ▶ To assist with and support implement of new instructional models and/or programs (e.g., Reader's & Writer's Workshop)
- ▶ To assist with enrichment & support opportunities for all students

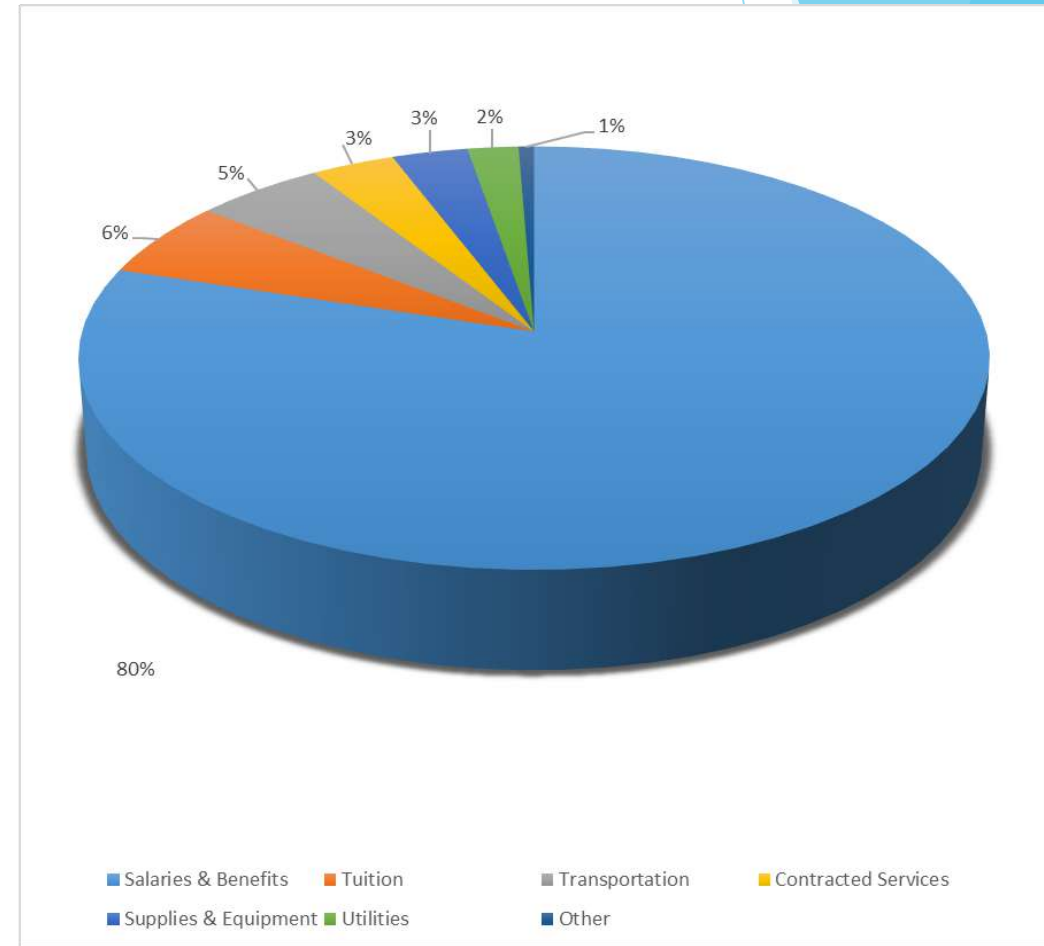
## ▶ **Supplies**

### ▶ Instructional/General Supplies - \$8,276

- ▶ Cumulative increase of all departments to adequately support curriculum
- ▶ Reductions made 20-21 for pre-purchases

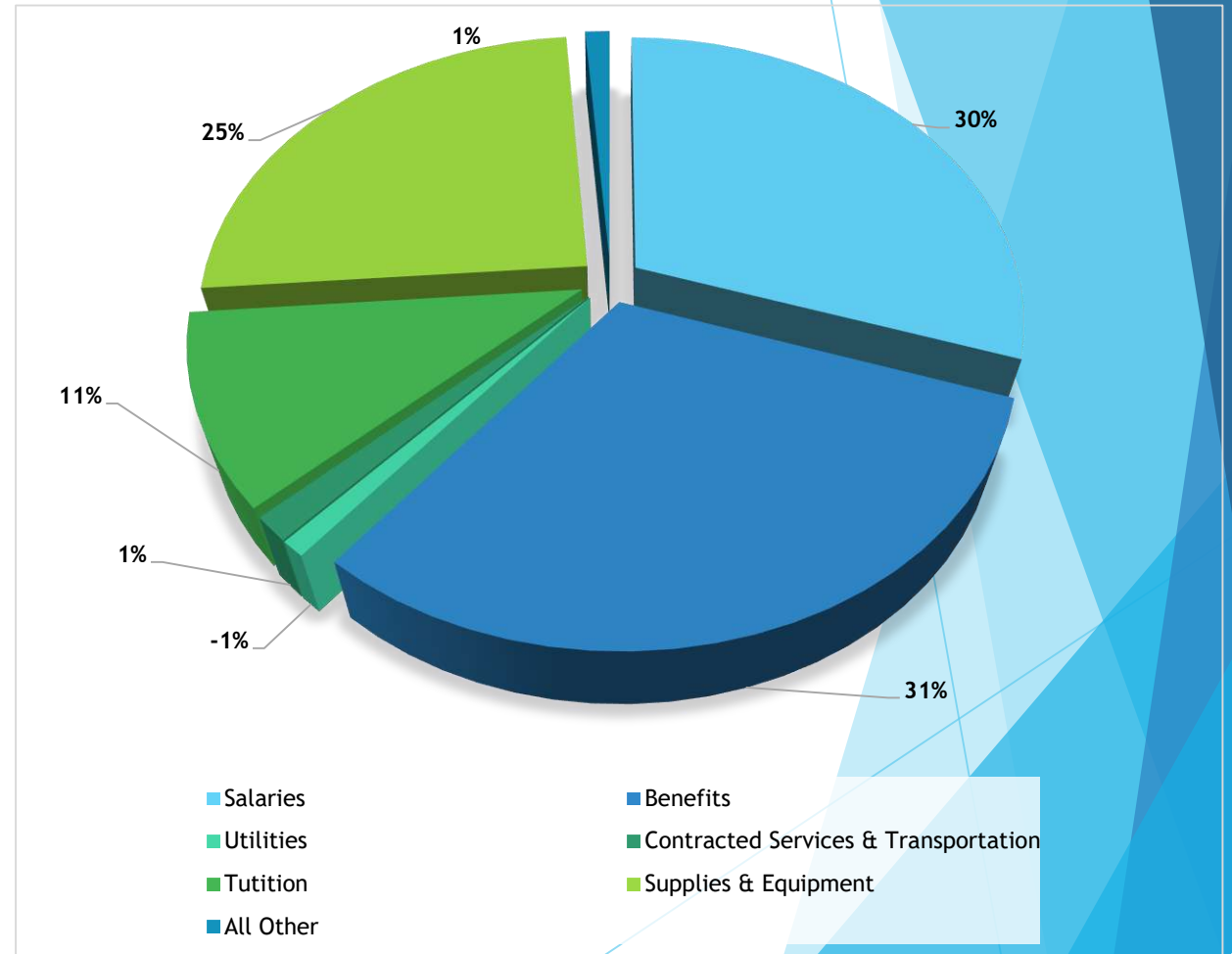
# Budget Distribution

Category	21/22 Budget	Percentage
<i>Salaries &amp; Benefits</i>	50,075,099.94	79.95%
<i>Transportation</i>	3,255,701.89	5.20%
<i>Utilities</i>	1,274,653.68	2.04%
<i>Contracted Services</i>	2,102,265.81	3.36%
<i>Tuition</i>	3,631,395.92	5.80%
<i>Supplies &amp; Equipment</i>	1,906,683.61	3.04%
<i>All Other</i>	388,502.18	0.62
<b><i>Total Gross Budget</i></b>	<b>62,634,303.03</b>	<b>100.00%</b>



# FY 2021/2022 Budget Drivers

Category	20/21 Budget	Percentage
<i>Salaries</i>	496,957.72	30.69%
<i>Benefits</i>	504,911.55	31.19%
<i>Utilities</i>	(14,780.02)	(0.91)%
<i>Contracted Services &amp; Transportation</i>	22,652.24	1.40%
<i>Tuition</i>	176,349.84	10.89%
<i>Supplies &amp; Equipment</i>	412,962.00	25.51%
<i>All Other</i>	20,025.09	1.24%
<i>Total Gross Budget Increase</i>	<b>1,619,078.42</b>	<b>100.0%</b>



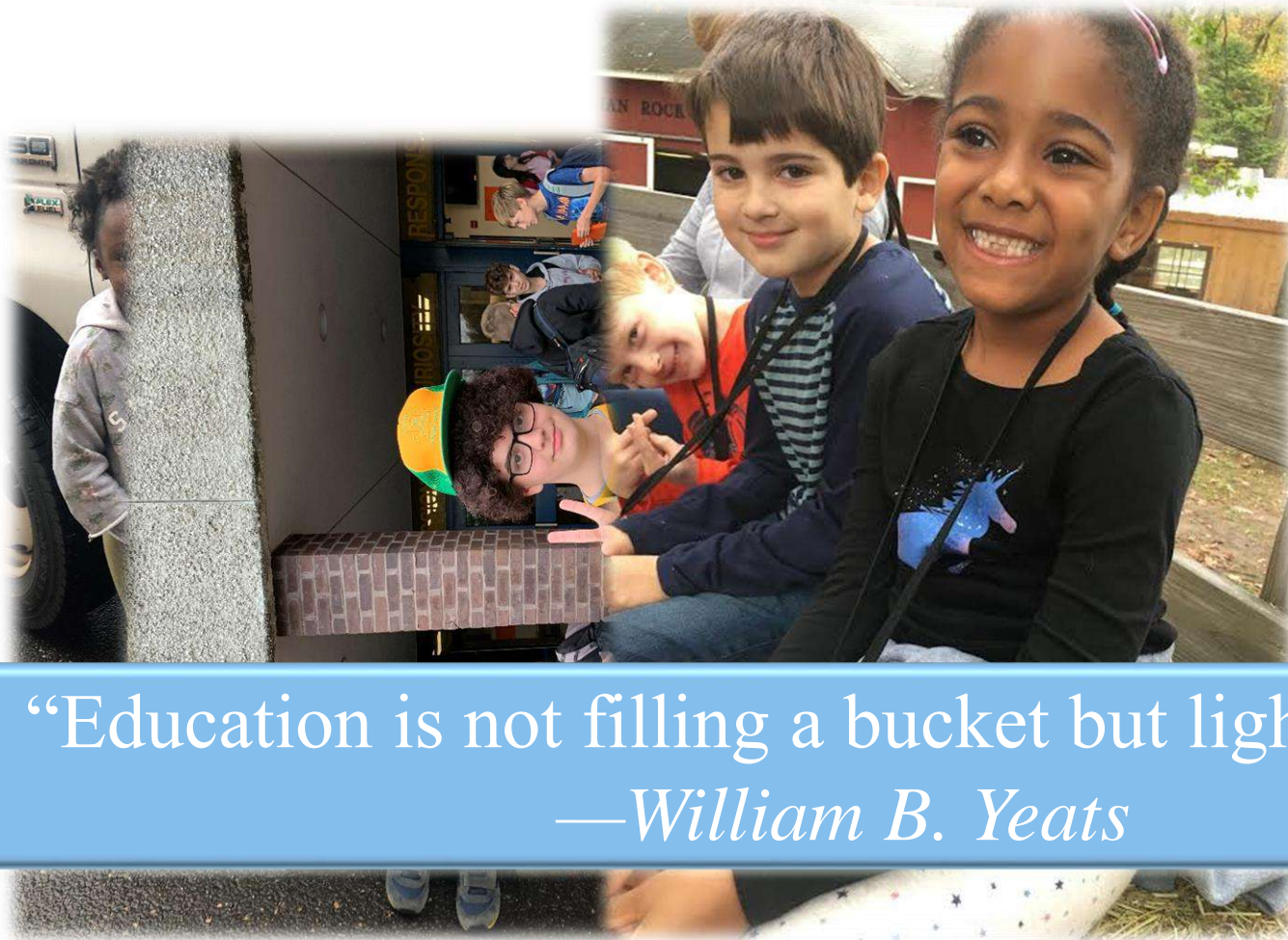


Y 2021/2022

# *Superintendent's Proposed Budget*



# *Budget Conclusion*



“Education is not filling a bucket but lighting a fire.”  
—*William B. Yeats*





*Great thanks is extended to both the staff and leadership for their countless contributions towards generating the Superintendent's Proposed Budget for FY 2021 / 2022.*



AVON PUBLIC SCHOOLS



The logo seal is circular with a green border. Inside, it says 'AVON CONNECTICUT INCORPORATED 1789'. Around the inner circle, it reads 'RESPECT RIGOR RESILIENT' at the top and 'KNOWLEDGE TRUTH' at the bottom.

*Superintendent's Proposed Budget*

**FY 2021 / 2022**

*January 13, 2021*



# FY Projected General Fund Revenues

General Fund Revenues	2019/2020 Actual	2020/2021 Expected	2021/2022 Projected
AHS Parking Fees	\$30,000.00	\$30,000.00	\$30,000.00
Athletic Gate Receipts	\$11,592.00	\$0.00	\$10,000.00
Athletic Pay to Play Receipts-AHS	\$67,300.00	\$67,300.00	\$100,000.00
Athletic Pay to Play Receipts-AMS	\$8,000.00	\$4,000.00	\$10,000.00
Early Beginnings Grant	\$115,500.00	\$90,000.00	\$90,000.00
Employee Dental Contributions	\$97,725.85	\$97,000.00	\$97,000.00
Employee Life Ins Contributions	\$13,474.21	\$13,500.00	\$13,500.00
Open Choice Attendance	\$751,028.00	\$672,000.00	\$672,000.00
Pre-K Program Tuition	\$116,319.00	\$106,154.00	\$111,320.00
Special Education Excess Cost	\$850,344.00	\$861,535.79	\$811,685.85
Special Education Tuition Reim.	\$986,544.00	\$1,540,000.00	\$1,450,000.00
<b>Total General Fund Revenues</b>	<b>\$3,047,827.06</b>	<b>\$3,481,489.79</b>	<b>\$3,395,505.85</b>

# Grant Financial Revenue Summary - 3 Years

Grant Description	2019/2020 Actual	2020/2021 Expected	2021/2022 Projected
Adult Education Cooperative	\$1,800	\$1,800	\$1,800
IDEA 611-Part B	\$602,438	\$603,794	\$603,794
IDEA 619 - Preschool	\$17,070	\$17,572	\$17,572
SHEFF Settlement	\$148,425	\$129,400	\$129,400
Title I Improving Basic Programs	\$108,104	\$100,685	\$100,685
Title II Part A Teachers	\$48,721	\$45,663	\$45,663
Title III	\$10,811	\$14,897	\$12,000
<b>Total Grants</b>	<b>\$937,369</b>	<b>\$913,811</b>	<b>\$910,914</b>
<b>Avon Public Schools</b>			
<b>Facilities Use Revenue Summary - 3 Years</b>			
	2019/2020 Actual	2020/2021 Expected	2021/2022 Projected
<b>Total Facilities Use Revenue</b>	<b>\$47,304</b>	<b>\$8,000</b>	<b>\$25,000</b>

# Budget Object Summary

Object	Account Description	FY 2018-19 YTD Expenditures	FY 2019-20 YTD Expenditures	FY 2020-21 Budget	FY 2021-22 Proposed Budget	Dollar Variance	Percent Variance
100	Salaries	35,572,413.34	36,542,907.87	38,718,888.47	39,215,846.19	496,957.72	0.81%
200	Employee Benefits	9,379,322.09	9,941,754.43	10,354,342.20	10,859,253.75	504,911.55	0.83%
300	Purchased Prof & Tech Services	1,379,618.59	1,365,086.53	1,449,368.17	1,393,370.14	(55,998.03)	-0.09%
400	Property Services	807,625.82	800,545.19	778,769.85	790,664.68	11,894.83	0.02%
500	Other Purchased Services	6,941,753.96	5,977,372.62	7,089,577.08	7,332,639.61	243,062.53	0.40%
600	General Supplies & Utilities	2,359,519.65	2,578,551.98	2,150,274.77	2,326,392.27	176,117.50	0.29%
700	Equipment	576,158.57	443,985.56	376,684.54	620,482.06	243,797.52	0.40%
800	Fees & Memberships	84,320.40	82,511.55	97,319.53	95,654.33	(1,665.20)	0.00%
<b>Total</b>		<b>57,100,732.42</b>	<b>57,732,715.73</b>	<b>61,015,224.61</b>	<b>62,634,303.03</b>	<b>1,619,078.42</b>	<b>2.65%</b>

## *Salary Highlights (Object 100)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Certified Administrators	2,198,669.00	2,288,893.00	90,224.00	4.10%
Certified Teachers	28,416,415.36	28,694,248.28	277,832.92	9.77%
Custodian / Maintainers	1,928,007.66	1,943,068.41	15,060.75	0.78%
Non-Affiliated	1,875,204.97	1,872,475.35	(2,729.62)	(0.15%)
Nurse	331,871.62	400,672.79	68,801.17	20.73%
Para-Educators	1,991,531.42	1,967,191.44	(24,339.98)	(1.22%)
Secretarial	812,959.20	771,845.49	(41,113.71)	(5.06%)
Safety & Security	223,387.12	226,996.25	3,609.13	1.62%
Tutors/Teaching Assistants	255,000.00	244,960.00	(10,040.00)	(3.94%)



## *Benefits Highlights (Object 200)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Health Insurance	5,444,835.87	5,615,761.47	170,925.60	3.13%
Administrative Fees	950,325.06	991,409.17	41,084.11	4.32%
Workers Compensation	266,228.48	271,133.38	4,904.90	1.84%
Pension Plan (Non Certified)	718,928.00	856,552.00	137,624.00	19.14%
Employer Annuities & 403B Contributions	204,617.47	189,058.0	(15,559.47)	(7.6%)
Post Retirement Benefits	922,682.00	1,066,000.00	143,318.00	15.53%

## *Contracted Services Highlights (Object 300)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Professional Development / DW	50,000.00	50,000.00	0.00	0.00%
Professional Development / Special Education	29,718.00	25,000.00	(4,718.00)	(15.87%)
World Language / DW	55,665.00	0.00	(55,665.00)	(100.00%)
Substitutes / DW	470,335.65	470,335.65	0.00	0.00%
Information Technology / DW	42,500.00	42,500.00	0	0.00%
Interscholastic Athletics / AHS	57,425.53	65,952.06	8,526.53	14.84%
Virtual High School/AHS	7,000.00	15,000.00	8,000.00	114.28%

## *Utilities Highlights (Objects 300, 500, 600)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Water	98,396.00	89,704.01	(8,691.99)	(8.83%)
Telephone	81,200.00	70,158.95	(11,041.05)	(13.60%)
Telecommunications	76,600.00	74,600.00	(2,000.00)	(2.61%)
Natural Gas	248,675.81	253,649.33	4,973.52	2.00%
Electric	749,561.89	751,541.39	1,979.50	0.26%

## *Transportation / Tuition Highlights (Object 500)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
SPED Tuition	2,985,233.33	3,283,347.33	298,114.00	9.98%
SPED Tuition - Summer	121,000.00	121,000.00	0.00	0.00%
SPED Transportation – In/Out of District	696,721.10	732,055.45	35,334.35	5.07%
Transportation – Reg. Ed	1,779,112.80	1,810,638.00	31,525.20	1.77%

## *Instructional Supplies Highlights (Code 600)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Instructional Supplies: General supplies & Textbooks	539,228.33	633,292.52	94,064.19	17.44%
Custodial Supplies	78,000.00	97,500.00	19,500.00	25.00%
Maintenance Supplies	118,000.00	131,600.00	13,600.00	11.53%
Software/Licenses/DW	381,808.74	423,809.03	42,000.29	11.00%

## *Equipment Highlights (Object 700)*

<b>Account Description</b>	<b>FY 2020-21 Budget</b>	<b>FY 2021-22 Proposed Budget</b>	<b>Dollar Variance</b>	<b>Percent Variance</b>
Technology Leases	272,208.22	346,770.06	74,561.84	27.39%
Technology Equipment	36,085.52	186,444.50	150,358.98	416.67%