

Southington Board of Education Meeting

Thursday, December 8, 2016 6:30 PM

John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, CT 06489

200 North Main Street
Southington, CT 06489



BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session to discuss Personnel ~ 6:30 p.m.
3. Celebration of Excellence for Captain Lowell DePalma and CAPSS Student Award Recipients ~ Michael Loose and Laura Calandra ~ 7:00 p.m.
4. Reconvene Meeting ~ Regular Session
5. Pledge of Allegiance
6. Approval of Minutes ~ November 10, 2016
 - a. Approval of Special Board Meeting Minutes ~ November 9, 2016
7. Communications
 - a. Communications from Audience
 - b. Communications from Board Members
 - c. Communications from Administration
 - d. Communications from Student Representatives
8. Superintendent's Report
 - a. Personnel Report
9. Committee Reports
 - a. Policy and Personnel Committee Meeting ~ November 14, 2016
 - b. Curriculum and Instruction Committee Meeting ~ November 29, 2016
 - c. Finance Committee Meeting ~ November 30, 2016
 1. Copier Proposal ~ 5-Year Lease
10. Old Business
 - a. Town Government Communications
 - b. Construction Update
11. New Business
 - a. Capital Plan 2017-2018 ~ Second Reading
 - b. 2017-2018 School Calendar ~ First Reading
 - c. Board of Education Policy Updates ~ First Reading (Policies: 5111, Admission; 5111.1, Foreign Exchange Students; 5112, Age of Attendance; 6163, Live Animals in Classroom; 6200, Adult Continuing Education)
 - d. Two Overnight / Out of State Field Trip Approvals
 - e. Stipend position ~ Indoor Track
12. Adjournment

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education meeting.

SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT
REGULAR MEETING
November 10, 2016

The regular meeting of the Southington Board of Education was held on Thursday, November 10, 2016 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:34 p.m.

Board members present: Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Terry Lombardi, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent for Curriculum and Instruction (arrived at 6:37 p.m.); and, Mrs. Sherri DiNello, Director of Business and Finance (left at 6:47 p.m.).

MOTION: by Mr. Derynoski, seconded by Mrs. Champagne:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Negotiations, Personnel, and Student Matters, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mr. Goralski excused himself from the meeting for SAA negotiations and returned to Executive Session at 6:41 p.m.

2. EXECUTIVE SESSION TO DISCUSS NEGOTIATIONS, PERSONNEL AND STUDENT MATTERS

Mr. Goralski declared Executive Session ended at 7:10 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

The regular session was reconvened at 7:15 p.m. by Mr. Goralski, Chairperson.

Board members present: Mr. Robert Brown, Mrs. Terri Carmody, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. Derynoski, Mrs. Terry Lombardi, Mr. Zaya Oshana, and Mrs. Patricia Queen.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent for Curriculum and Instruction; and Ms. Margaret Walsh, Director of Special Services. Administrator absent: Mrs. Sherri DiNello, Director of Business and Finance; and, Mr. Peter Romano, Director of Operations.

4. PLEDGE OF ALLEGIANCE

Mr. Goralski requested a moment of silence for a retired Southington Public Schools employee, Mr. Walter Walonoski. Mr. Walonoski began his employment with the Southington Public Schools in 1958 as an Industrial Arts Teacher. In 1981, he was appointed to the position of Guidance Counselor at Southington High School. He then retired in June 1991.

5. APPROVAL OF MINUTES ~ October 20, 2016

MOTION: by Mrs. Carmody, seconded by Mr. Derynoski:

“Move to approve the regular Board of Education minutes of October 20, 2016, as submitted.”

Motion carried unanimously by voice vote.

6. COMMUNICATIONS

a. Communications from Audience

There was no communication from the audience.

b. Communication from Board Members

Board members shared the following information:

- Mrs. Lombardi attended the State Computer Education Consortium with eight Southington Public Schools staff members. Technology infrastructure is a priority in Southington. The Board is pleased that the district recently hired an Instructional Technology Coordinator.
- Veterans Day was recognized throughout the district in all schools and included guest speakers and programs honoring all veterans.
- Mr. Goralski, Mr. Connellan, and Mr. Stranieri were invited to speak at the Veterans Day Ceremony being held on the Town Green on Friday, November 11, 2016.
- Mr. Goralski thanked the Board of Finance for meeting with the Board of Education to begin budget conversations. The relationship between the town Boards continues to grow and they both have the same vision.
- Mr. Derynoski was invited to attend the Kennedy Middle School Career Day on November 17.

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to add Student Expulsion 2016-17-01 as item 9 d. to the agenda.”

Motion carried unanimously by voice vote.

c. Communication from Administration

1. Professional Development Day Update: Mr. Madancy shared that last spring, the professional development committee agreed to dedicate two days to technology for staff. He recognized Rebecca Savelkoul, Instructional Technology Coordinator, for the work she did in organizing a personal learning day for staff that included collaboration, student data privacy, online personal learning courses, and other learning opportunities to further personal growth.
2. Inter-district Grant Update: On Saturday, October 29, Mr. Madancy visited a group of students and four staff who have been spending the last several Saturdays attending a program at the Hartford Science Center. The program will end on November 19 when the students will be showing the robots that they built and programmed. This opportunity was made possible through an inter-district grant that was awarded to the district for a second year. The teachers, Toni-Ann Rock, Tony Arru, Kim Kalat, and John Duffy, have been building robots and

working together with students from other districts. Mr. Madancy was very impressed with the commitment from the students and staff who are using technology to make a difference. The grant application was completed by Kim Kalat, Science Teacher at DePaolo Middle School. This was the second year that the district was awarded this opportunity.

d. Communication from Student Representatives

Miss Samantha Steeves reported on the following:

- Homecoming was scheduled for Friday, November 18, 2016.
- The next week is Theme Week at the high school and include: America Monday, Pajama Tuesday, Super Hero Wednesday, Tourist Thursday, and Blue-out Friday.
- Conferences at the high school are scheduled for November 17 and it will be a shortened day.
- Mr. Durbin, former teacher at Southington High School, visited the high school and did a book signing for the students.

Miss Samantha Martins reported on the following:

- Grades were finalized on November 10 for the first quarter.
- The marching band is performing at MetLife for Nationals on Saturday, November 12.
- The November 11, 2016 football game will be in honor of veterans.
- It was important to mention that the Southington High School Guidance Department has been extremely helpful to students who are applying for colleges. They helped many students get through a very difficult process with ease.

The administration reminded parents that if they aren't able to attend conferences, they should feel comfortable communicating through email or a phone conversation. If needed, parents can also schedule an appointment before or after school with teachers. Teachers are available any time throughout the year; not just during scheduled conferences.

7. SUPERINTENDENT'S REPORT

a. Personnel Report

MOTION: by Mrs. Carmody, seconded by Mr. Derynoski:

“Recommend that the Personnel Report be approved as submitted.”

Motion carried unanimously by voice vote.

8. OLD BUSINESS

a. Town Government Communications

Mrs. Queen shared details from the November 2, 2016 Facility Advisory Committee meeting.

- There are some cracks in the track; however, they are scheduled to be repaired.
- Warranty is good through 2022 and the prediction is that there will be an additional two-year extension of that warranty.
- The turf is in terrific shape.
- Advertising opportunities on the field and the turf fund balance report are attached (Attachment A).

b. Formation of a Committee to Address the Title IX Review by the State Department of Education

The Title IX Review was discussed at the October 20, 2016 Board of Education Meeting. It was agreed that a committee of five would be developed. Since that meeting, Mr. Goralski is requesting that the committee number increase to seven. The seven members would include: *Kevin Beaudoin, Garry Brumback, Timothy Connellan, Edward Pocock III, Patricia Queen, Peter Romano, and Mark Sciota*. Mr. Connellan will facilitate the work of the committee. The name of the committee will be the Civil Rights Action Plan Committee.

Mr. Goralski requested approval to have the charge of the committee be broken down as follows and:

1. Review and analyze the State Department of Education (SDE) report in detail.
2. Review and analyze information provided by Shipman and Goodwin.
3. Review and analyze information provided by other departments or individuals with specific expertise in the various areas addressed by the SDE report.
4. Draft a plan to address any areas of non-compliance that can be presented by the committee to the Town Council, Board of Finance, and Board of Education for review.
5. The goal date for completion of this work should be July 1, 2017.

MOTION: by Mrs. Carmody, seconded by Mrs. Clark:

“Move to appoint committee as stated.”

Motion carried unanimously by voice vote.

9. NEW BUSINESS

a. Draft Policy #6140, Curriculum ~ Second Reading

It was recommended by the Board that the administration consider one change to the regulation pertaining to the Curriculum and Instruction Committee scheduling meetings on a monthly basis. The recommendation was to change this reference to read: “The Curriculum and Instruction Committee *may* meet monthly,” as opposed to, “The Curriculum and Instruction Committee *will* meet monthly.”

MOTION: by Mrs. Queen, seconded by Mrs. Champagne:

“Move that the Board of Education approve draft policy #6140, Curriculum, as recommended by the Policy and Personnel Committee, as amended.”

Motion carried unanimously by voice vote.

b. Capital Improvement Plan 2017-2018 ~ First Reading

Mr. Connellan acknowledged Jennifer Mellitt, Accounting/Purchasing Manager, for her work on the Capital Improvement Plan. This plan is the first official piece of the budget process. There was some discussion pertaining to specific items within the plan, including air conditioning, roofing projects in some of the buildings, and the ten-year plan for projects. It was requested that any questions be directed to the administration. This is the first reading of the Capital Improvement Plan and it will be voted on at the December Board of Education meeting.

c. Southington Administrators Association (SAA) Contract

MOTION: by Mrs. Queen, seconded by Mr. Brown:

“Move that the Board of Education approve the tentative agreement between the Southington Administrators Association and the Southington Board of Education.”

Motion carried by voice vote; 8 in favor, 1 abstention.

d. Student Expulsion 2016-17-01

MOTION: by Mrs. Carmody, seconded by Mrs. Queen:

“Move to expel student 2016-17-01 as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote.

10. ADJOURNMENT

MOTION: by Mr. Oshana, seconded by Mrs. Champagne:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Michelle Passamano

Recording Secretary

Town of Southington



Facility Advisory Committee

Michael DeFeo, Chairman
Greg Ferry
Dave Lapreay
Dawn Miceli
Patricia Queen

November 2016

Dear Business Owner:

The Town of Southington's state-of-the-art artificial turf field and track is now offering businesses an advertising opportunity. This highly visible complex located at Southington High School is used by Southington residents, students, athletes and myriad outside groups. With the thousands of spectators who attend games and community events, your business will garner tremendous exposure.

Businesses have the opportunity to purchase a sign that will be installed at the top of the home and/or visitor side bleachers. Signs will be created by the Turf Advisory Committee with two options for advertisers:

Option 1 ~ 3' x 6' sign for \$2,000 for a two-year commitment.

Option 2 ~ 3' x 6' sign for \$2,500 for a three-year commitment.

Please consider purchasing a sponsorship sign for your business.

If you need further information or have questions, please do not hesitate to contact Mike Defeo at 860-770-0312.

Sincerely,

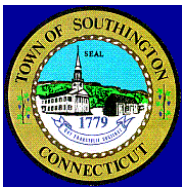
The Turf Field Advisory Committee

"City of Progress"

P.O. Box 610

75 Main Street

Southington, CT 06489



Southington Board of Education

Advertisement Banner Proposal Form

Please Print or Type

Agency/Business: _____

Description of Product or Service to Be Advertised:

3x6 banners displayed in the Community Turf Complex. The Facilities Advisory Committee is offering two options for local businesses. Option #1 offers a two-year commitment for \$2,000. Option #2 offers a three-year commitment for \$2,500.

Representative: _____

Address: _____

Town/City: _____ State _____ Zip _____

Day Telephone Number: _____

1) I want my banner(s) displayed for:

One Year Two Years Three Years Other _____

2) Location Preference: ***Not Applicable** ~ Location will be at the top of the home and/or visitor side bleachers and is subject to relocation at the discretion of the Superintendent.

Standard Premium

MY BANNER SHOULD LOOK LIKE THIS...

The Facilities Advisory Committee wishes to ensure uniformity in presentation. Therefore, all advertisements will be sure to capture the message and information businesses wish to share; however, the banners will be designed using a standard background of blue with white lettering.

**Attach Business Card
OR
Design Your Own**

3) I'm interested in a different form of advertising. Please describe:

Not applicable _____

.....

Approved _____ Please make checks payable to the Southington Board of Education

Denied _____

Signature of Superintendent, Southington Public Schools

Date

**Revenue Generated FY 2016
July 1, 2015 – June 30, 2016**

Turf Fund balance	\$49,844
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Total Revenue FY 2016	
Youth Lacrosse League	\$1,570
Youth Football (SMLF)	\$1,710
Youth Soccer League	\$2,445
Youth Soccer Club	\$1,120
Youth Football Football (SVMFL)	\$1,595
Turf Field Rental	\$3,260
SHS Fall Sports \$1.00 ticket	\$5,594
Band Backers	\$ 600
Brick Fundraiser	\$ 250
BOE contribution	\$25,000
Rhino maintenance program	-\$4,600

Total Revenue FY 2016	\$38,544
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**Revenue Generated FY 2017
July 1, 2016 – June 30, 2017**

Turf Fund balance	\$88,388
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Total Revenue FY 2017	
Youth Lacrosse League	\$1,520
Youth Football (SMLF)	
Youth Soccer League	
Youth Soccer Club	
Youth Travel Football	
Turf Field Rental	
SHS Fall Sports \$1.00 ticket	
Band Backers	
Brick Fundraiser	
BOE contribution	
Rhino maintenance program	-\$4,600

Total Revenue FY 2017	\$85,308
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Southington Board of Education Special Meeting
November 9, 2016

Board Members present:

Robert Brown
Terri C. Carmody
Juanita Champagne
Terry Lombardi
Brian S. Goralski

Approximately 9:10 a.m. Meeting called to order.

Motion to go into executive session made by Terri Carmody, Seconded by: Juanita Champagne - Motion Approved 5 - 0.

Moved that the Board enter executive session to discuss a confidential student matter.

The Board invited the following individuals (in addition to Board members and its counsel, (Jessica Ritter) into the executive session:

Timothy Connellan, Superintendent of Schools
Brian Stranieri, Principal, Southington High School
Elissa Bartlett, Attorney for the Administration
Attorney William Conti, Family Representative
The Student and his mother, father and grandmother
Officer Attarrato, Southington Police Department

Approximately 11:00 a.m. Everyone excused for Board deliberations, except for Board counsel, Jessica Ritter.

Approximately 11:30 a.m. Meeting resumes in open session. All meeting participants returned.

Terri Carmody makes the following motion in open session:

The Southington Board of Education finds, based on the evidence in the record, that the student who is the subject of this hearing did on or about October 19, 2016 possess marijuana off school grounds during the regular school day, which, among other considerations, was in proximity of a school and involved other Southington high school students. Such conduct violated a publicized policy of the Board and was seriously disruptive of the educational process. As a result of the above findings, the Southington Board of Education concludes that the student who is the subject of this hearing did commit an expellable offense.

Seconded by: Robert Brown – Motion Approved 5 - 0

Motion by: Terri Carmody – Seconded by: Juanita Champagne – Motion Approved 5 - 0
Approximately 11:35 a.m. that the Board re-convenes into executive session to enter executive session to discuss a confidential student matter. (Same attendees from above return).

Approximately 12:10 p.m.

Everyone excused for Board deliberations, except for Board counsel, Jessica Ritter.

Approximately 1:00 p.m.

Meeting resumes in open session. All meeting participants returned.

Motion by: Terri Carmody

That the student who is the subject of this hearing shall be expelled from the Southington Public Schools for one calendar year from the date of the incident, October 19, 2016 or upon graduation, whichever occurs first. During the period of the expulsion the student who is the subject of this hearing shall not be allowed to enter any school property and/or participate in any school-sponsored events and activities.

During the expulsion period, the Student shall receive an alternative educational opportunity as deemed appropriate by the Superintendent.

The Student may be permitted early readmission to school on November 28, 2016 if the Superintendent finds, in his sole discretion, that the Student has met the following conditions:

- 1) The Student regularly participates, is cooperative, and receives passing grades in the alternative education program;*
- 2) The Student avoids any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) The Student avoids any action that results in an arrest.*
- 4) The Student performs a total of 10 hours of community service. (*Note: Student has already performed 18 hours of community service).*

If readmitted early, the Student will be on probation for the remainder of the original expulsion period. During the probation period, the Student must:

- 1) Maintain passing grades;*
- 2) Avoid any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) Avoid any action that results in an arrest.*

4) During the probation period, the Student may not participate in extra-curricular activities until the first day of the second semester, assuming he complies with the aforementioned conditions.

If the Student violates any of the conditions of this probationary period, the Superintendent is authorized to reinstate the remaining term of his expulsion without the necessity of any further action by the Board.

Seconded by Robert Brown – Motion Approved 5 - 0.

Board moved to recess.

Continued Southington Board of Education Special Meeting
November 9, 2016

Board Members present:

Robert Brown
Terri C. Carmody
Juanita Champagne
Brian S. Goralski
Terry Lombardi

Approximately 1:50 p.m.

Meeting reconvened

Motion to go into executive session made by Terri Carmody, seconded by Juanita Champagne - Motion Approved 5 - 0.

Moved that the Board enter executive session to discuss a confidential student matter.

The Board invited the following individuals (in addition to Board members and its counsel, Rich Mills) into the executive session:

Timothy Connellan, Superintendent
Brian Stranieri, Principal, Southington High School
Elissa Bartlett, Attorney for the Administration
Attorney Andrew Feinstein, Family Representative
The Student and his family members
Officer Atterrato, Southington Police Department

Approximately 1:55 p.m.

Everyone excused for Board deliberations, except for Board Counsel, Richard Mills.

Approximately 2:15 p.m.

Meeting resumes in open session. All Meeting participants returned.

Terri Carmody makes the following motion:

The Southington Board of Education finds, based on the evidence in the record, that the student who is the subject of this hearing did on or about October 19, 2016 possess marijuana off school grounds during the regular school day, which, among other considerations, was in proximity of a school and involved other Southington high school students. Such conduct violated a publicized policy of the Board and was seriously disruptive of the educational process. As a result of the above findings, the Southington Board of Education concludes that the student who is the subject of this hearing did commit an expellable offense.

Motion by: Terri Carmody

That the student who is the subject of this hearing shall be expelled from the Southington Public Schools for one calendar year from the date of the incident, October 19, 2016 or upon graduation, whichever occurs first. During the period of the expulsion the student who is the subject of this hearing shall not be allowed to enter any school property and/or participate in any school-sponsored events and activities.

During the expulsion period, the Student shall receive an alternative educational opportunity as deemed appropriate by the Superintendent, consistent with his IEP.

The Student may be permitted early readmission to school on November 28, 2016 if the Superintendent finds, in his sole discretion, that the Student has met the following conditions:

- 1) The Student regularly participates, is cooperative, and receives passing grades in the alternative education program;*
- 2) The Student avoids any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) The Student avoids any action that results in an arrest.*
- 4) The Student performs a total of 25 hours of community service.*

If readmitted early, the Student will be on probation for the remainder of the original expulsion period. During the probation period, the Student must:

- 1) Maintain passing grades;*
- 2) Avoid any serious disciplinary incident that would result in an out of school suspension or expulsion as determined by the Superintendent;*
- 3) Avoid any action that results in an arrest.*
- 4) During the probation period, the Student may not participate in extra-curricular activities until the first day of the second semester, assuming he complies with the aforementioned conditions.*

If the Student violates any of the conditions of this probationary period, the Superintendent is authorized to reinstate the remaining term of his expulsion without the necessity of any further action by the Board.

Seconded by Robert Brown - Motion Approved 5-0.

Motion by: Terry Lombardi
To adjourn the meeting at approximately 2:20 p.m.

Seconded by: Robert Brown

Motion Approved 5 – 0

Board of Education

Administrative Report

December 8, 2016



- 1. Electronic report cards - investigation**
- 2. SPS Website - renewal**
- 3. Staff emergency notification – centralized**
- 4. District Technology Committee**

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date December 8, 2016

Decision Requested X Agenda Code 8. a.

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2016 – 2017.

Background: The attached report lists personnel activity from November 1, 2016, through November 30, 2016.

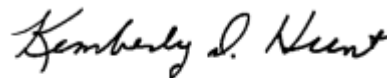
Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

Agenda –December 2016

PERSONNEL ACTIVITY REPORT

FOR: December 2016

APPOINTMENTS

Certified

Name	Position	School	FTE If Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
Zimmer, Kimberly	Literacy Specialist Change in FTE	South End	.80	October 24, 2016	MA	Central CT State University	\$85,367.00 prorated

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Ceruti, Bridget	Special Education Paraeducator	Hatton	25.00	TBD	\$15.36

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
Lepak, Patricia	Music Teacher	Hatton & Thalberg	December 4, 2016	1 year	No
Zaccardo, Janice	English Teacher	SHS	July 1, 2017	30 years	Yes
Jenkinson, Petra	Special Education Teacher	SHS	July 1, 2017	17 years	Yes
Miller, Lee Ann	Guidance Counselor	SHS	July 1, 2017	19 years	Yes
Maddalena, Marquerite	Physical Education Teacher	SHS	July 1, 2017	38 years	Yes
Garry, Nancy	Mathematics Teacher	SHS	July 1, 2017	36 years	Yes
Grant, Joanne	Special Education Teacher	JAD	July 1, 2017	14 years	Yes
Robertson, Julie	Director of the Guidance Dept.	SHS	July 1, 2017	5 years	Yes
Aylward, Carol	Health Teacher	SHS	July 1, 2017	18 years	Yes
Sieruta, LouAnn	Grade 3 Teacher	Kelley	July 1, 2017	38 years	Yes

Classified

Name	Position	School	Effective Date	Years of Service	Retire
No classified resignations in the month of November					

TRANSFERS

Certified

Name	From Position	From School	To Position	To School	Effective Date
No certified transfers in the month of November					

Classified

Name	From Position	From School	To Position	To School	Effective Date
No classified transfers in the month of November					

UNPAID LEAVES OF ABSENCE

Name	Position	School	Start Date	End Date	Reason
No unpaid leaves of absence in the month of November					

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
Sporbert, Marilyn	Assistant Coach, Gymnastics	SHS	November 16, 2016	\$3,243.00
Nobou, Patrick	Key Club Advisor	SHS	November 16, 2016	\$1,024.00
Vance, Sabina	Unified Sports Site Coordinator	DES	November 18, 2016	\$324.00
Walsh, Jeanne	Unified Sports Site Coordinator	DES	November 18, 2016	\$324.00

Resignations

Name	From Position	School	Effective Date
Borofsky, Mark	Assistant Coach, Boys Basketball	SHS	November 30, 2016
Parent, Mary Beth	Curriculum Specialist, Language Arts	JAD	December 1, 2016



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut
Policy and Personnel Committee Meeting
November 14, 2016

Committee chairperson, Mrs. Patricia Queen, called the Policy and Personnel Committee meeting to order at 5:35 p.m.

Committee Members Present: Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent: Mr. Zaya Oshana. Other Board Members Present: Mr. Robert Brown

Present from the Administration: Mr. Steven Madancy, Assistant Superintendent for Curriculum and Instruction.

Draft Policies for Review and Revision

The administration presented the following draft policies to the committee:

- #5111, Students ~ Admission
- #5111.1, Students ~ Foreign Exchange Students
- #5112, Students ~ Age of Attendance
- #6163, Instruction ~ live Animals in the Classroom
- #6200, Instruction, Adult Continuing Education
- #8322, Bylaws ~ Public and Executive Sessions
- #8325, Bylaws ~ Meeting Conduct

Each of the aforementioned policies were reviewed and discussed.

The committee accepted the recommended edits and revisions that were presented from the administration for Policies 5111, 5111.1, 5112, 6163, and 6200. These changes ensure that the district is in compliance with state statutes. It was the recommendation of the Policy and Personnel Committee to bring these descriptions forward for full Board approval.

The committee requested that Policies 8322 and 8325 be tabled.

MOTION: By Mrs. Champagne, seconded by Mrs. Clark
“Move that the Policy and Personnel Committee meeting be adjourned.”

Motion carried unanimously by voice vote.

The meeting was adjourned at 7:10 p.m.

Respectfully Submitted,

Steven G. Madancy
Assistant Superintendent for Curriculum and Instruction

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
FOR CURRICULUM AND
INSTRUCTION

BOARD OF EDUCATION

BRIAN S. GORALSKI
BOARD CHAIRPERSON

TERRI C. CARMODY
VICE CHAIRPERSON

COLLEEN W. CLARK
SECRETARY

ROBERT S. BROWN

JUANITA CHAMPAGNE

DAVID J. DERYNOSKI

TERRY G. LOMBARDI

ZAYA G. OSHANA

PATRICIA A. QUEEN

200 NORTH MAIN STREET
SOUTHINGTON, CT
06489

WWW.SOUTHINGTONSCHOOLS.ORG

OFFICE TELEPHONE
(860) 628-3202

FAX
(860) 628-3205



SOUTHINGTON PUBLIC SCHOOLS

Southington, Connecticut
Curriculum and Instruction Committee Meeting
November 29, 2016

Committee chairperson, Mrs. Terri Carmody, called the Curriculum and Instruction Committee meeting to order at 9:33 a.m.

Committee Members Present: Mr. Robert Brown, Mrs. Terri Carmody, Patricia Queen.

Administration Present and Faculty Present from Southington High School: *Mr. Steven Madancy, Assistant Superintendent; Mr. Brian Stranieri, Principal.*

Arrived at 10:20, left at 10:45 a.m.: *Mr. Rich Aroian, Assistant Principal; Mr. Justin Mirante, Technology Education Department Chair; Ms. Heather Allenback, Social Studies Department Chair.*

Arrived at 10:45 a.m.: *Mr. Michael Halloran, Assistant Principal; Mrs. Tina Riccio, World Language Department Chair.*

Collapsing at Levels

The administration presented the concept of combining CP and CCP levels in elective courses only and offering these courses at the CCP level. This would only occur in courses where both CP and CCP curriculum currently exist. The rationale behind this concept is to consolidate smaller class sizes where possible, which will maximize the efficiency of staff allocation and gain classroom space. Currently, classroom space is at a premium given the recent and projected future increase in enrollment. Additionally, there is thought that this practice would further motivate students to take advantage of the vast amount of electives being offered at a comprehensive high school, such as Southington High. Many students hesitate to take courses at the CP level because of the impact it has on their class rank and GPA when they take a course at that level.

The committee members sought assurance that appropriate differentiation would occur for all students, especially in courses where only a CCP level may be offered. It was agreed and recognized that CP courses would still exist where current CCP levels of that elective are not currently offered. Pertaining to core content areas, CP level courses that are needed for graduation would also not be impacted by this practice. The committee supported the administration's proposal regarding this practice.

New Course Proposals

The administration and department chairs sought approval for the following courses:

1. Introduction to Machine Technology (Technology Education)
2. Engineering Drawing and Autodesk Inventor (Technology Education)
3. Current Issues CCP (Social Studies)

The technology education courses would be part of a partnership agreement with Middlesex Community College. They would be the first college credit opportunities for students in Technology and Engineering Department courses and would be offered at the CCP level. Textbook costs are nominal and there would be no need for additional staffing as the department chair would work with existing staff to determine what courses these new classes could potentially replace based on past and current enrollment trends.

The committee supported the addition of the two technology education courses.

TIMOTHY F. CONNELLAN
SUPERINTENDENT OF
SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
FOR CURRICULUM AND
INSTRUCTION

BOARD OF EDUCATION

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BOARD CHAIRPERSON

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Ms. Allenback presented the Current Issues CCP course and explained that this is a half-year course that currently only exists at the CP level and fulfills the requirement of civics needed for graduation. Adding a CCP level opportunity for this social studies elective would further support increased academic rigor and opportunities for students who are seeking more relevant and current topics for study within the social studies department.

Committee members sought assurance that appropriate differentiation and support occur for students who might have taken this as a CP level course in the past. This course would not require the purchase of new textbooks. Teachers will use current media sources and information as the academic tools to teach the content and ideas that are related to the curriculum of this course.

The committee supported the addition of a CCP level of this course.

World Language Expansion

Presented to the committee were documents and findings relative to the continued exploration of World Language expansion at the elementary level. The understanding was that the most logical model continues to be initial implementation in Grades 4 and 5 only. It would include one, 40-minute class per week for the conversational instruction and integrating online learning opportunities for the vocabulary acquisition portion of the course. Mrs. Riccio, who teaches the FLES program at South End Elementary School, had recently attended a conference and shared that she had learned of multiple free platforms that could support this model. She was confident that the district could integrate this type of learning into the existing FLES program. In addition, research surrounding the ideal ages for language acquisition was shared along with documents used to synthesize what districts in Hartford County and DRG D currently offer in their World Language programs at both the elementary and middle school level.

The administration and committee discussed their concerns in finding a certified replacement for a pending retirement of a Southington High School German teacher. The committee supported the idea of exploring potential online/blended learning opportunities that might exist in the event that a long-term substitute could not be secured. It's important that the district ensures that the students enrolled in the German course have an opportunity to earn credit for the successful completion of the course. It was agreed that, given the shortage and difficulty in finding certified German teachers, German I would not be included in the upcoming Program of Studies. The administration will continue to pursue instructional opportunities for students currently enrolled in German who wish to complete either their second or third year of this language while enrolled at Southington High School. These potential alternatives will be shared at future meeting.

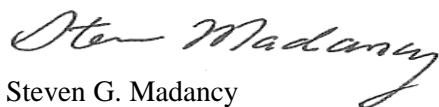
By Mr. Brown, seconded by Mrs. Queen

“Move that the Curriculum and Instruction Committee meeting be adjourned.”

Motion carried unanimously by voice vote.

The meeting was adjourned at 11:30 a.m.

Respectfully Submitted,



Steven G. Madancy
Assistant Superintendent for Curriculum and Instruction



SOUTHTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING

Wednesday, November 30, 2016, 6:00 p.m.
Municipal Center Conference Room #2
200 North Main Street, Southington, CT 06489

Board Members Present: Colleen Clark, Zaya Oshana, Brian Goralski
Present from Administration: Sherri DiNello, Director of Business & Finance and Jennifer Mellitt,
Accounting Manager

The Finance Committee meeting was called to order at 6:07 p.m.

1. **SELF INSURANCE REPORT:**

Mrs. DiNello reviewed the Self Insurance Report with the Committee.

2. **COPIER PROPOSAL ~ 5-YEAR LEASE:**

Mrs. DiNello provided a brief update on the previous lease agreement. Mrs. Mellitt shared that she toured every school with Mr. Todd Fitzsimons from Network Imaging to determine building needs. She reviewed with the committee the two (2) proposals from Network Imaging for Canon and Sharp copiers. The Canon proposal will be \$104 less per month and was recommended by Mr. Fitzsimons because of the inexpensive paper used by the district. Pricing is based on the National Joint Powers Alliance (NJPA) contract or better. We will receive 45 new Canon copiers for the schools, two (2) production copiers, and repurpose 27 copiers.

The committee recommends to move forward with the Canon proposal and to bring it to the full Board at their next meeting.

3. **ELECTRICITY CONTRACT:**

Mrs. DiNello shared the bid results of the recent electricity bid completed by Titan Energy. The Town and Board of Education entered a 24-month contract with Blue Rock Energy beginning December 2017 for \$0.00745, which will provide a savings to the Board of Education.

4. **CONTACT LISTING UPDATE ~ DISCUSSION:**

Mrs. DiNello and Mrs. Mellitt shared a draft of the work being done to develop a Master Contract List that includes bid information, price, and length of contract. They explained the level of detail included to assist in budget development and eventually the new legislation regarding student privacy and background checks on contractors interacting with students. The committee liked the format and agreed that it will be helpful in a variety of areas and understand including the detail level will take time.

5. **FINANCIAL UPDATE ~ DISCUSSION:**

Mrs. DiNello gave a very brief overview of a number of uncertainties in the current budget regarding magnet school tuitions and special education. She explained that the district began the year in a good place because new textbooks were purchased with prior year funds and turnover savings was positive.

Mrs. DiNello shared that Mr. Connellan will be requesting an additional Assistant Track Coach at the December 8, 2016 Board of Education meeting due to the increased number of athletes competing.

6. MISCELLANEOUS:

There was nothing to discuss under miscellaneous.

The meeting adjourned at 6:55 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'S. DiNello', with a stylized flourish at the end.

Sherri P. DiNello
Director of Business & Finance

Southington Board of Education

Copiers for School System

Vendor: Network Imaging

Existing Equipment: Combination of Sharp and Kyocera equipment

Lease Information:

Lease #1

Lease Company: GE Capital

Monthly Payment: \$9,236.08

Monthly Service Agreement: \$6,685.00 per month. Includes all parts, labor and supplies except paper and staples.

Total Monthly Cost: \$15,921.08

Term: 60 Months

Equipment:

(3) Sharp MX-M363N

(10) Sharp MX-M453N

(11) Sharp MX-M503N,

(14) Sharp MX-M904

(1) Sharp MX-M1054

Installation Date: December 21, 2012

Lease #2

Lease Company: US Bank

Monthly Payment: \$1,994.06 per month

Monthly Service Agreement: Lease includes first 184,000 pages per month. Additional pages billed monthly at \$0.0048 per click. Includes all parts, labor and supplies except paper and staples. Average Monthly Volume: 476,659 pages.

Average Monthly Cost: \$3,398.82

Term: 60 months

Equipment: (2) Sharp MX-M1204

Installation Date: December 5, 2013

When your business depends on documents, depend on us.

Proposed Solutions:

We are able to utilize the Consortiums through Sharp (NJPA), and Canon (E&A) Programs to provide you with Group purchase discounts to upgrade the equipment for the Southington Board of Education as well as the Town of Southington. We are providing (2) two options to consider. One option with all Canon equipment and a separate option with Sharp equipment for the schools and Board of education and (2) two Canon machines in the copy rooms at the High School and Board of Education Copy Rooms.

Option #1 (Canon only):

We would like to propose a replacing all the older Kyocera machines that were re-deployed in 2012. These machines are approaching (8) years old and with the change in technology for printing and scanning, Kyocera has not supported Windows and Mac drivers to support these older devices and the IT Department has had challenges with being able to print and scan with these devices.

We will provide (47) New Canon machines to replace the existing machines and re-deploy (27) of the existing machines that still have low volume and a useful life remaining in locations that produce low average monthly volumes. The Sharp MX-M1204 machines, in the higher volume areas such as the Copy Room at the High School and the Board of Education, will be replaced with Canon varioPRINT 120's. These are High volume production machines that can easily handle the significant workload placed on them much more efficiently than the Sharp MX-M1204 machines that are in service now.

This upgrade will provide all locations with equipment with Copy, Print and Scan Capability. Also, we will provide the Board of Education Purchasing Department with a machine that will be used as a copier, printer, scanner and fax to eliminate the need to leave the office and go to the office next door each time copying or scanning is required. We will also install a fax system on the machine so that faxes can be received and sent from the machine or from an individual workstation electronically. The current Brother Fax machine has been having service issues recently. This solution will be a great improvement with no additional cost to the Board of Education.

Proposed Canon Solution:

Equipment:

- (6) Canon imageRUNNER ADVANCE 4235 (35 pages per minute)
- (20) Canon imageRUNNER ADVANCE 4245 (45 pages per minute)
- (3) Canon imageRUNNER ADVANCE 6555i (55 pages per minute)
- (3) Canon imageRUNNER ADVANCE 6565i (65 pages per minute)
- (1) Canon imageRUNNER ADVANCE 6575i (75 pages per minute)
- (4) Canon imageRUNNER ADVANCE 8585i (85 pages per minute)
- (3) Canon imageRUNNER ADVANCE 8595i (95 pages per minute)
- (5) Canon imageRUNNER ADVANCE 8505i (105 pages per minute)
- (2) Canon varioPRINT 120 (120 pages per minute)

Canon projected monthly cost: \$19,263.05

Current average monthly cost : \$19,319.90

Projected Monthly Savings: \$56.85

Option #2 (Sharp for Schools and (2) Canon varioPRINT for SHS and BOE copy rooms):

We would like to propose a replacing all the older Kyocera machines that were re-deployed in 2012. These machines are approaching (8) years old and with the change in technology for printing and scanning, Kyocera has not supported Windows and Mac drivers to support these older devices and the IT Department has had challenges with being able to print and scan with these devices..

We will provide (45) New Sharp machines to replace the existing machines and re-deploy (27) of the existing machines that still have low volume and a useful life remaining in locations that produce low average monthly volumes. The Sharp MX-M1204 machines, in the higher volume areas such as the Copy Room at the High School and the Board of Education, will be replaced with Canon varioPRINT 120's. These are High volume production machines that can easily handle the significant workload placed on them much more efficiently than the Sharp MX-M1204 machines that are in service now.

This upgrade will provide all locations with equipment with Copy, Print and Scan Capability. Also, we will provide the Board of Education Purchasing Department with a machine that will be used as a Copier, Printer, scanner and fax to eliminate the need to leave the office and go to the office next door each time copying or scanning is required. We will also install a fax system on the machine so that it faxes can be received and sent from the machine or from an individual workstation. The current Brother Fax machine has been having service issues recently. This solution will be a great improvement with no additional cost to the Board of Education.

Proposed Sharp and Canon Solution:

Equipment:

- (6) Sharp MX-M365N (36 pages per minute)
- (20) Sharp MX-M465N (46 pages per minute)
- (3) Sharp MX-M565N (56 pages per minute)
- (3) Sharp MX-M654N (65 pages per minute)
- (1) Sharp MX-M754N (75 pages per minute)
- (7) Sharp MX-M904 (90 pages per minute)
- (5) Sharp MX-M1055 (105 pages per minute)
- (2) Canon varioPRINT 120 (120 pages per minute)

Sharp projected monthly cost: \$19,332.35

Current average monthly cost : \$19,319.90

Projected Monthly Additional Cost: \$12.45

Summary:

- Upgrade equipment to newer equipment with a reduction in cost for Canon or minimal increase for Sharp.
- All machines will have Copy, Print and Scan. Not all machines currently do have these functions.
- Machine for Purchasing Dept to eliminate need to leave office to copy, print, scan and fax.
- Major improvement in machines for Copy Rooms at High School and Board of Education.
- Canon will provide heavier duty machines in Higher volume environments.
- Kelley School will have two machines on Main Floor outside of office with overall increase in pages per minute.
- Set up FM Audit at no cost to schools to monitor toner levels on each machine and automatically ship toner when 25% is remaining in the machine.
- All machines will have Finishers to staple and collate sets.
- All machines will have color scanning capability.

As both the Sharp and Canon programs provide a significant improvement for the schools, the Canon equipment will represent a cost reduction for the schools and I believe to be heavier duty equipment than the Sharp equipment. The Sharp equipment will not reduce costs as the Canon equipment will, but will be a product that the staff is currently familiar with and the IT Department has worked with their drivers for printing and scanning. Whichever solution that you select, Network Imaging will provide training to all staff on the operation of the equipment to provide comfort for all users and support personnel.

If there are any questions that I can answer, please feel free to contact me. My cell number is 860-681-5376.

You are appreciated.



Todd J. Fitzsimons

Note: Pricing is based on purchase commitment to order equipment in 2016 under NJPA or E&A Program and installed during the week of December 26th.

Southington High School	Guidance	Dell Workgroup Laser Printer							
Southington High School	Guidance	Kyocera Km-4050	40	10,265	MX-M365N	36	(4) IRA-4235	35	(5)
Southington High School	Library	Kyocera Km-2560	25	17,797	MX-M453N	45	20 MX-M453N	45	20 Derynoski School Office
Southington High School	Main Office	Sharp Mx-M904n	90	24,430	MX-M904N	90	0 MX-M904N	90	0 Keep
Southington High School	Nurses Office	Kyocera Taskalfa 181	18	1,444	MX-M453N	45	27 MX-M453N	45	27 South End School Supply 5S
Southington High School	Room 221	Kyocera Km-4050	40	2,298	MX-M503N	50	10 MX-M503N	50	10 South End School Staff Workroom
Southington High School	Room C105	Kyocera Km-2560	25	5,860	MX-M453N	45	20 MX-M453N	45	20 Thalberg School Office
Southington High School	Screening Room C352	Kyocera Taskalfa 221	22	1,547	MX-M453N	45	23 MX-M453N	45	23 Plantsville School Workroom 2nd Floor
Southington High School	VO-AG	Hp LaserJet Pro 200 Color							
Southington High School	VO-AG	Kyocera Km-4050	40	12,154	MX-M465N	46	6 IRA-4245	45	5
Strong School	Computer Lab	Kyocera Km-4050	40	3,691	MX-M503N	50	10 MX-M503N	50	10 Strong School Near Main Office
Strong School	Library	Sharp Mx-M904n	90	40,060	MX-M754N	75	(15) IRA-6575	75	(15)
Strong School	Lower Level Workroom	Sharp Mx-M363n	36	12,616	MX-M363N	36	0 MX-M363N	36	0 Keep
Strong School	Near Main Office, Front Door	Sharp Mx-M503n	50	19,468	MX-M465N	46	(4) IRA-4245	45	(5)
Strong School	Office	Dell Color Laser 3130Cn							
Strong School	Office	Sharp Mx-M453n	45	11,255	MX-M453N	45	0 MX-M453N	45	0 Keep
Thalberg School	Community Room	Sharp Mx-M904n	90	62,026	MX-M904N	90	0 IRA-8585	85	(5)
Thalberg School	Computer Lab	Sharp Mx-M453n	45	25,225	MX-M465N	46	1 IRA-4245	45	0
Thalberg School	Library Workroom	Kyocera Km-4050	40	3,028	MX-M503N	50	10 MX-M503N	50	10 Plantsville School Workroom 1st Floor
Thalberg School	Office	Sharp Mx-M453n	45	14,950	MX-M904N	90	45 MX-M904N	90	45 Thalberg Community Room
Thalberg School	Room 26	Kyocera Taskalfa 221	22	3,212	MX-M453N	45	23 MX-M453N	45	23 Kelley School 2nd Floor Washroom

Existing Lease #1	Current Monthly Lease	\$9,236.08
39 new Sharp copiers Dec 2012	Current Monthly Maintenance Agreement	\$6,685.00
	Total Monthly	\$15,921.08

Sharp Proposed	Canon Proposed
Equipment Lease	Equipment Lease
\$9,050.00	\$8,980.70
Maintenance Agrmt	Maintenance Agrmt
\$6,685.00	\$6,685.00
Total Monthly	Total Monthly
\$15,735.00	\$15,665.70
Sharp Savings	Canon Savings
\$186.08	\$255.38

Existing Lease #2			Equipment Lease	Average Monthly Volume	Cost per page	Total Monthly Maintenance	Total Monthly Average
Current							
Sharp MX-M1204	Copy Room Sue Seeger	Southington High School	\$555.43	340940	0.0048	\$1,636.51	\$2,191.94
Sharp MX-M1204	Mail Room	Board of Education	\$555.43	135719	0.0048	\$651.45	\$1,206.88
			\$1,110.86	476,659		\$2,287.96	\$3,398.82

Proposed Replacement Solution			Equipment Lease	Average Monthly Volume	Cost per page	Total Monthly Maintenance	Total Monthly Average
Canon varioPRINT 120	Copy Room Sue Seeger	Southington High School	\$869.19	340940	0.0038	\$1,295.57	\$2,164.76
Canon varioPRINT 120	Mail Room	Board of Education	\$869.19	135719	0.0038	\$515.73	\$1,384.92
			\$1,738.38	476,659		\$1,811.30	\$3,549.68

(\$150.86) Higher Production Copier Costs

Sharp (schools) Canon production rooms Monthly savings \$35.22 All New Canon Machines Monthly Savings \$104.52

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date December 8, 2016

Decision Requested _____ Agenda Code 10 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ X _____

Board Meeting Date _____ December 8, 2016 _____

Decision Requested _____

Agenda Code _____ 10 b. _____

AGENDA REPORTING FORM

Agenda Topic: _____ **Construction Update** _____

Summary of Issue: _____ The District's Phase II Construction and Renovation/Expansion of buildings are listed below with their current status. _____

Phase II Construction Projects: _____

South End Elementary School - New Construction: _____

_____ All outstanding work is completed. We are working with the town to verify financials. We will be asking the BOE to accept the school within the next several months to start the state closeout process. _____

Kennedy & DePaolo Middle School - Renovation/Expansion: _____

_____ Building construction at both schools has been completed. _____

Other Construction Projects: _____

Solar Projects (Town Initiative): _____

_____ JAD/JFK- Construction work is completed. Eversource will complete a witness test and the system should be live in early December. _____

_____ HES - Roof repairs have been completed. The solar racking and panels are intended to be installed on the roof during the holiday break. _____

Background: _____ At the September 14, 2000 Board of Education meeting, Chairman, David Derynoski, requested a permanent agenda report for school construction projects. _____

Cost (if applicable): _____ \$16,860,000 - South End _____ \$89,725,000 - Middle Schools _____

Funding Source: _____ State & Local _____

Beginning Date of Program/Project: _____ Varied _____ **Ending Date of Program or Project:** _____ Varied _____

Recommendation or Comment: _____



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools



SOUTHTON PUBLIC SCHOOLS

**Capital Improvement Plan
Five-Year Projection
2017/2018 to 2021/2022**

INTRODUCTION

This document represents the Capital Improvement Plan developed for the Southington Public School district. This document is a fiscal and planning tool that provides a five-year coordinated sequence for carrying out the proposed projects.

This document was revised to conform to the request of the Town of Southington that projects must:

- ❖ have a five year life;
- ❖ be over \$50,000; and
- ❖ not be considered maintenance.

The Capital Improvement Plan document is divided into two sections described below:

Summary: The items in the summary are listed alphabetically by project. The summary provides a matrix of the requests included in the Capital Improvement Plan.

Detail: This section provides a description of each of the requests included in the Capital Improvement Plan. The format was requested by the Town Finance Director so that she can combine the projects requested by the Town and Board of Education into one document.

**Southington Board of Education
Proposed Capital Improvement Projects
Five Year Plan - By Project
2017/18 THROUGH 2021/22**

Project Type / Site / Description	Year Of Request	2017/18	2018/19	2019/20	2020/21	2021/22	Total Request
Air Conditioning - Elementary	Pending		TBD				TBD
Athletic Facility Plan	Pending		TBD				TBD
Auditorium Project							
SHS Stage Lighting Upgrade (updated 2016/17)	2012/13			232,810			232,810
Subtotal		-	-	232,810	-	-	232,810
Bleacher Replacement Project							
DES Gymnasium Bleacher Replacement	2001/02				130,185		130,185
Subtotal		-	-	-	130,185	-	130,185
Door Projects - Exterior							
SHS Replace Door Hardware (Excluding Locks)	2006/09			158,050			158,050
Subtotal		-	-	158,050	-	-	158,050
Elevator Project							
SHS Elevator Hydraulic Modernization Package	2016/17	139,565					139,565
Subtotal		139,565	-	-	-	-	139,565
Fire Alarm System Replacement Projects							
KES Install Updated Fire Alarm System	2014/15				168,096		168,096
FES Install Updated Fire Alarm System	2008/09				168,096		168,096
Subtotal		-	-	-	336,192	-	336,192
Flooring Project							
SHS Replace Carpet in Library and Classrooms	2016/17		59,528				59,528
Subtotal		-	59,528	-	-	-	59,528
Heating Project							
SHS Heating Units and Pumps Replacement	2003/04	84,048					84,048
Subtotal		84,048	-	-	-	-	84,048
Masonry Project - Exterior							
SHS Silicon/Sealing Masonry	2006/09		97,465				97,465
Subtotal		-	97,465	-	-	-	97,465

**Southington Board of Education
Proposed Capital Improvement Projects
Five Year Plan - By Project
2017/18 THROUGH 2021/22**

Project Type / Site / Description		Year Of Request	2017/18	2018/19	2019/20	2020/21	2021/22	Total Request
Paving Projects								
SHS	Parking Lot Expansion/Repaving, revised 2017/18	2007/08		201,000				201,000
SHS	Rear Parking Lots and Driveways	2017/18			350,000			350,000
DES	Playground and Pyne Ctr Rear Parking	2006/07				383,751		383,751
FES	Parking Lot Expansion	2008/09				301,494		301,494
KES	Parking Lot Expansion	1998/99				271,400		271,400
HES	Reconstruct Paved Playground for Parking	2008/09					120,627	120,627
SES	Parking Lot Expansion	2008/09					75,345	75,345
HES	Student Access Walks	2017/18					55,760	55,760
	Subtotal		-	201,000	350,000	659,645	251,732	1,759,377
Phase III: Darynoski, Flanders, & Kelley Building Projects								
		2012/13		TBD				TBD
Roofing Projects								
SHS	Replace 1988 PVC Roofing, 70,800 SF	2017/18		2,206,176				2,206,176
SHS	Replace 1996 Built-Up Roofing, 120,857 SF	2017/18				3,988,281		3,988,281
HES	Replace 1996 Roofing, 27,000 SF	2017/18					907,200	907,200
	Subtotal		-	2,206,176	-	3,988,281	907,200	7,101,657
School Fixture Replacement Projects								
FES	Lavatory & Classroom Fixtures	2008/09				59,841		59,841
KES	Lavatory & Classroom Fixtures	2008/09				59,841		59,841
	Subtotal		-	-	-	119,682	-	119,682
Security Project								
SHS	Security Cameras & Monitoring System Upgrade (Updated 2016/17)	2003/04	105,752					105,752
	Subtotal		105,752	-	-	-	-	105,752
VoAg Renovation Project								
SHS	Renovate Original Vo-Ag Space Into Classrooms	2007/08					1,150,137	1,150,137
	Subtotal		-	-	-	-	1,150,137	1,150,137
Window Replacement Project								
DES	Cafeteria Window Wall	2009/09				63,197		63,197
	Subtotal		-	-	-	63,197	-	63,197
Total Board of Education Capital Improvement Plan			329,366	2,564,169	740,660	6,594,183	2,309,069	11,537,446

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	AIR CONDITIONING - ELEMENTARY
		FISCAL YEAR PROPOSED:	TBD

DESCRIPTION:

The Board of Education Administrators are developing a plan to provide air conditioning or cooling stations at the Elementary Schools.
The pricing and scope of this project have not yet been determined.

PROJECT COST: **TBD**

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	ATHLETIC FACILITY PLAN
		FISCAL YEAR PROPOSED:	TBD
DESCRIPTION: The Administrators of the SPS are identifying the need for improvements to the Athletic Facilities. A plan is being prepared by Mr. Brian Stranieri, SHS Principal, Mr. Greg Ferry, Athletic Director, and Mr. Peter Romano, Director of Operations.			
			PROJECT COST: TBD

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT: BOARD OF EDUCATION	PROJECT TITLE: AUDITORIUM PROJECTS
	FISCAL YEAR PROPOSED: 2019/20

DESCRIPTION:

2018/20

SHS: Updated 2018/17: This project will replace the aging Stage Light Dimming System, DMX Control System, Electrical Distribution, House Lighting System, and Stage Light Fixtures & Accessories.

PROJECT COST: 232,610

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	BLEACHER REPLACEMENT PROJECT
		FISCAL YEAR PROPOSED:	2020/21

DESCRIPTION:

2020/21
DES - This project would replace existing bleachers in the gymnasium which date back to the original High School, with state-of-the-art aluminum/plastic.

PROJECT COST: 130,185

TOWN OF SOUTHINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT: BOARD OF EDUCATION	PROJECT TITLE: DOOR PROJECTS - EXTERIOR
	FISCAL YEAR PROPOSED: 2019/20

DESCRIPTION:
2019/20
SHS - This project would replace existing exterior door hardware, closers, panic bars, etc. (excluding locks)

PROJECT COST: 158,060

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT: BOARD OF EDUCATION	PROJECT TITLE: ELEVATOR PROJECT
	FISCAL YEAR PROPOSED: 2017/18

DESCRIPTION:

2017/18

SHS - This project would perform an overhaul of the existing elevator and modernize its hydraulic system. This elevator has been repaired many times over the years and the parts are becoming difficult to obtain.

PROJECT COST: 139,565

**TOWN OF SOUTHWINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	FIRE ALARM SYSTEM REPLACEMENT PROJECTS
		FISCAL YEAR PROPOSED:	2020/21

DESCRIPTION:

2020/21

KES: The current fire alarm system at KES is vintage and in need of upgrading.
This project would update and replace the existing system which dates back to 1966.

FES: The current fire alarm system at FES is vintage and in need of upgrading.
This project would update and replace the existing system which dates back to 1966.

PROJECT COST: 336,192

**TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	FLOORING
		FISCAL YEAR PROPOSED:	2018/19

DESCRIPTION:
2018/19
SHS - This project would remove and replace deteriorated carpeting in the main library and four classrooms connected to the library (1,420 sq ft.)

PROJECT COST: 59,528

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	HEATING PROJECT
		FISCAL YEAR PROPOSED:	2017/18
DESCRIPTION: 2017/18 SHS - Project includes the replacement of five (5) water source heat pump units. The Norasco project replaced 36 of 41 heat pumps as a part of their work in 2014. This project was previously listed on the Capital Improvement Plan at the cost of \$661,789.			
			PROJECT COST: 84,048

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	MASONRY PROJECTS - EXTERIOR
		FISCAL YEAR PROPOSED:	2018/19

DESCRIPTION:

2018/19

SHS - This project would provide masonry work and silicon sealing of the original 1874 facility which is approximately 200,000 square feet, as well as the auditorium and art wing.

PROJECT COST: 97,465

**TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	PAVING PROJECTS
		FISCAL YEAR PROPOSED:	2018/19 THROUGH 2021/22

DESCRIPTION:	<p>2018/19 SHS - Parking at the high school is inadequate. This project would expand the existing lot and provide ninety-four (94) additional spaces. \$201,000</p> <p>2019/20 SHS - This project would replace the asphalt paving in the rear of the high school (excluding the Ag-Science Building) from Pleasant Street through the back lot. \$360,000</p> <p>2020/21 DES - The playground is in need of repaving, there are many cracks and separations. Staff parking is also in need of repaving at the JV Pyne Center. The asphalt paving has deteriorated over the years and has become difficult to plow and maintain. FES - This expansion of the existing front parking lot would provide approximately forty-seven (47) additional spaces for staff and parents. KSS - The construction of a 2,400 square foot parking area in front of the building. \$856,645</p> <p>2021/22 HES - Reconstruct paved playground for parking off the east wing and driveway access to existing visitors parking lot and drop off area. SES - This project would provide an additional fifteen (15) parking spaces in the front parking lot along Marlon Avenue. HES - This project would remove and repair existing access walks at the school. \$251,732</p>
	PROJECT COST: 1,759,377

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	PHASE III-DERYNOSKI, FLANDERS, AND KELLEY BUILDING PROJECTS
		FISCAL YEAR PROPOSED:	TBD

DESCRIPTION:
The Board of Education is identifying the need for these sites as future building renovation projects.
The pricing and scope of these projects have not yet been determined.

PROJECT COST: **TBD**

**TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	ROOFING PROJECTS
		FISCAL YEAR PROPOSED:	2018/19 THROUGH 2021/22
DESCRIPTION:			
<p>2018/19 SHS - This project would replace the 1988 PVC roofing, 70,800 SF \$2,206,176</p> <p>2020/21 SHS - This project would replace the 1985 Built-Up roofing, 120,867 SF \$3,986,281</p> <p>2021/22 HES - This project would replace the 1986 roofing, 27,000 SF \$907,200</p>			
<p>NOTE: An evaluation of the roofing on all school buildings was performed during 2016. The recommended replacement schedule for all roofs can be found on the following page. The schedule shows the replacements recommended for the next five years and those required beyond the five year cycle.</p>			
			PROJECT COST: 7,101,657

**SOUTHINGTON PUBLIC SCHOOLS
5-YEAR ROOF REPLACEMENT SCHEDULE**

REPLACEMENT YEARS	SCHOOL	YEAR INSTALLED	SF	REPLACEMENT COST ESTIMATE
2018-2019	SHS - PVC	1988	70,880	\$2,206,176
	Subtotal			\$2,206,176
2020-2021	SHS - Built Up	1995	120,857	\$3,988,281
	Subtotal			\$3,988,281
2021-2022	HES	1996	27,000	\$907,200
	Subtotal			\$907,200
Grand Total				\$7,101,657

BEYOND 5-YEARS

REPLACEMENT YEARS	SCHOOL	YEAR INSTALLED	SF	REPLACEMENT COST ESTIMATE
2023-2024	DES - Built Up	1993	38,692	\$1,310,400
	DES - Shingle	1993	49,164	\$495,573
	Subtotal			\$1,805,973
2027-2028	ALTA	2002	7,000	\$235,200
	JES	2002	62,000	\$2,083,200
	Subtotal			\$2,318,400
2028-2029	HES	2003	45,000	\$1,350,001
	SES	2003	55,370	\$1,860,432
	Subtotal			\$3,210,433
2030-2031	FES	2000	31,663	\$1,310,400
	KES	2000	31,663	\$1,310,400
	Subtotal			\$2,620,800
2034-2035	Ag - scl	2009	(blank)	
	PES - Shingle	2009	26,000	\$780,001
	SEES - Shingle	2009	52,500	\$147,000
	SEES - Built up	2009	5,227	\$114,845
	Subtotal			\$1,041,846
2039-2040	JAD	2014	90,690	\$2,031,456
	JPK	2014	90,690	\$2,031,456
	Subtotal			\$4,062,912
Grand Total				\$15,060,384

1. Roofs are scheduled for replacement on a 25-year cycle (typical unless otherwise noted)
2. Roofs should be re-evaluated yearly after 20 years for the opportunity to extend the life to a 30-year term
3. DES, FES & KES are currently scheduled for replacement at 30 years on this schedule

printed 11/2/2016

**TOWN OF SOUTHWINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT: BOARD OF EDUCATION	PROJECT TITLE: SCHOOL FIXTURE REPLACEMENT PROJECTS
	FISCAL YEAR PROPOSED: 2020/21

DESCRIPTION:

FES - The existing fixtures are 1960's vintage and are showing their age. Surfaces of fixtures are scratched, corroded, showing wear, and there is some cracking. The faucets are also showing wear from years of exposure to cleaning agents and use. The water usage of the existing toilets is 4.5 gallons per flush compared to the new standard toilets that use 1.6 gallons per flush.

KES - The existing fixtures are 1960's vintage and are showing their age. Surfaces of fixtures are scratched, corroded, showing wear, and there is some cracking. The faucets are also showing wear from years of exposure to cleaning agents and use. The water usage of the existing toilets is 4.5 gallons per flush compared to the new standard toilets that use 1.6 gallons per flush.

PROJECT COST: 119,682

**TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22**

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	SECURITY PROJECT
		FISCAL YEAR PROPOSED:	2017/18

DESCRIPTION:
2017/18
Updated 2016/17: SHS - This project would replace the existing security systems at SHS. This project will install a network video recording system, indoor and outdoor security cameras (53) and allow for future expansion. The system will also allow a license for the Southington Police Department.

PROJECT COST: 105,752

TOWN OF SOUTHLINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	VO-AG RENOVATION PROJECT
		FISCAL YEAR PROPOSED:	2021/22

DESCRIPTION:

2021/22

This project would renovate the original Vo-Ag space at SHS into classrooms. The areas included are the previous Vo-Ag Labs, mechanics, woodshop, small animal labs, and the plant labs.

PROJECT COST: 1,150,137

TOWN OF SOUTHWINGTON
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2017/18 THROUGH FISCAL YEAR 2021/22

DEPARTMENT:	BOARD OF EDUCATION	PROJECT TITLE:	WINDOW REPLACEMENT PROJECT DERYNOSKI ELEMENTARY
		FISCAL YEAR PROPOSED:	2020/21

DESCRIPTION:
2020/21
The wall of windows in the Derynoski school's cafeteria create excessive heat between the months of May and October.
The window project would include insulating and reflecting panels to reduce area temperatures and to minimize heating requirements.

PROJECT COST: 63,197



SOUTHINGTON PUBLIC SCHOOLS

**Capital Improvement Plan
Five-Year Projection By School
2017/2018 to 2021/2022**

**Southington Board of Education
Proposed Capital Improvement Projects
Five Year Plan - By School
2017/18 THROUGH 2021/22**

Project Type / Site / Description		Year Of Request	2017/18	2018/19	2019/20	2020/21	2021/22	Total Request
DES	Gymnasium Bleacher Replacement	2001/02				130,185		130,185
DES	Playground and Pyne Ctr Rear Parking	2006/07				383,751		383,751
DES	Cafeteria Window Wall	2008/09				63,197		63,197
	Subtotal Derynoski		-	-	-	577,133	-	577,133
FES	Install Updated Fire Alarm System	2008/08				168,096		168,096
FES	Parking Lot Expansion	2008/09				301,494		301,494
FES	Lavatory & Classroom Fixtures	2008/09				59,841		59,841
	Subtotal Flanders		-	-	-	629,432	-	629,432
HES	Reconstruct Paved Playground for Parking	2008/09					120,627	120,627
HES	Student Access Walks	2017/18					55,780	55,780
HES	Replace 1998 Roofing, 27,000 SF	2017/18					907,200	907,200
	Subtotal Halton		-	-	-	-	1,083,587	1,083,587
KES	Install Updated Fire Alarm System	2014/15				168,096		168,096
KES	Parking Lot Expansion	1998/99				271,400		271,400
KES	Lavatory & Classroom Fixtures	2008/09				59,841		59,841
	Subtotal Kelley		-	-	-	499,338	-	499,338
SES	Parking Lot Expansion	2008/09					75,345	75,345
	Subtotal Strong		-	-	-	-	75,345	75,345
SHS	Elevator Hydraulic Modernization Package	2016/17	139,565					139,565
SHS	Security Cameras & Monitoring System Upgrade	2003/04	105,752					105,752
SHS	Heating Units and Pumps Replacement	2003/04	84,048					84,048
SHS	Replace 1988 PVC Roofing, 70,800 SF	2017/18		2,208,176				2,208,176
SHS	Parking Lot Expansion/Repaving, revised 2016/17	2007/08		201,000				201,000
SHS	Silicon/Sealing Masonry	2008/09		57,465				57,465
SHS	Replace Carpet in Library and Classrooms	2016/17		59,528				59,528
SHS	Rear Parking Lots and Driveways	2017/18			350,000			350,000
SHS	Stage Lighting Upgrade (updated 16/17)	2012/13			232,610			232,610
SHS	Replace Door Hardware (Excluding Locks)	2008/09			158,050			158,050
SHS	Replace 1995 Built-Up Roofing, 120,857 SF	2017/18				3,988,281		3,988,281
SHS	Renovate Original Vc-Ag Space Into Classrooms	2007/08					1,150,137	1,150,137
	Subtotal Southington High		329,365	2,564,169	740,660	3,988,281	1,150,137	8,772,612
TBD	Air Conditioning - Elementary	Pending						TBD
TBD	Athletic Facility Plan	Pending						TBD
TBD	Phase III: Derynoski, Flanders, & Kelley Building Projects	2012/13						TBD
Total Capital Improvement Plan			329,365	2,564,169	740,660	5,594,183	2,309,069	11,537,446

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date December 8, 2016

Decision Requested _____ Agenda Code 11 b.

AGENDA REPORTING FORM

Agenda Topic: Proposed 2017-2018 School Calendar ~ First Reading

Summary of Issue: The attached school calendar is provided to the Board for their comments and recommendations.

Background: The calendar will be brought back to the Board for approval at the January 12, 2017 Board meeting.

Alternative Strategies: 1) Modify starting date; 2) Modify recess periods; 3) Modify professional development days

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: _____

Ending Date of Program or Project: _____

Recommendation or Comment: Board members may wish to comment on the Proposed School Calendar for the 2017-2018 School Year.

Title of Attachment

1. Proposed School Calendar for the 2017-2018 School Year

Timothy J. Connellan

Signature of Superintendent of Schools

Southington Public Schools

2017



2018

FIRST DAY OF SCHOOL: AUG 31

PROPOSED SCHOOL CALENDAR

SCHOOL ENDS: JUNE 12

M	T	W	TH	F
AUGUST 2017 1 DAY				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
WD	PD	PD	FD	

AUG 28	Convocation/Work Day
AUG 29	Professional Development Day
AUG 30	Professional Development Day
AUG 31	FIRST DAY OF SCHOOL ~ FULL DAY
SEPT 4	Labor Day
SEPT 19	Professional Development Day--Early Dismissal
OCT 9	Columbus Day
OCT 17	Professional Development Day--Early Dismissal
NOV 7	Election Day/Prof. Dev. Day
NOV 10	Veterans Day
NOV 15 *	Middle School Conferences - Early Dismissal
NOV 16 *	High School Conferences - Early Dismissal
NOV 22-24	Thanksgiving Recess
DEC 5	Professional Development Day--Early Dismissal
DEC 6-7*	Elementary School Conferences - Early Dismissal
DEC 22	Early Dismissal for Students
DEC 25 -	Holiday Recess
JAN 1	(Includes Christmas and New Year's Day)
JAN 15	Martin Luther King Day
JAN 23	Professional Development Day--Early Dismissal
FEB 16	Professional Development Day - Early Dismissal
FEB 19	Presidents' Day
FEB 20	Professional Development Day
MAR 19-20*	Elementary School Conferences - Early Dismissal
MAR 27	Professional Development - Early Dismissal
MAR 30	Good Friday
APR 9-13	Spring Break
APR 24	Professional Development - Early Dismissal
MAY 15	Professional Development - Early Dismissal
MAY 28	Memorial Day
JUNE 12	Projected Last Day

M	T	W	TH	F
18 DAYS FEBRUARY 2018				
			1	2
5	6	7	8	9
12	13	14	15	<PD>
19	PD	21	22	23
26	27	28		

SEPTEMBER 2017 20 DAYS				
				1
4	5	6	7	8
11	12	13	14	15
18	<PD>	20	21	22
25	26	27	28	29

21 DAYS MARCH 2018				
			1	2
5	6	7	8	9
12	13	14	15	16
19*	20*	21	22	23
26	<PD>	28	29	30

OCTOBER 2017 21 DAYS				
2	3	4	5	6
9	10	11	12	13
16	<PD>	18	19	20
23	24	25	26	27
30	31			

16 DAYS APRIL 2018				
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	<PD>	25	26	27
30				

NOVEMBER 2017 17 DAYS				
		1	2	3
6	PD	8	9	10
13	14	15*	16*	17
20	21	22	23	24
27	28	29	30	

22 DAYS MAY 2018				
		1	2	3
7	8	9	10	11
14	<PD>	16	17	18
21	22	23	24	25
28	29	30	31	

DECEMBER 2017 16 DAYS				
				1
4	<PD>	6*	7*	8
11	12	13	14	15
18	19	20	21	<22>
25	26	27	28	29

8 DAYS JUNE 2018				
				1
4	5	6	7	8
11	<LD>	13	14	15
18	19	20	21	22
25	26	27	28	29

JANUARY 2018 21 DAYS				
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	<PD>	24	25	26
29	30	31		

SCHOOL ENDS JUNE 12
 If weather or other emergencies require the closing of school, these days will be made up after the projected last day to June 29th. If additional weather related days are needed beyond these 13 days we will begin with April 13th and move backward.

- = Holiday/School Recess - No School for Students and Staff
- PD = Professional Development - No School for Students
- <PD> = <PD> Professional Development - Early Dismissal for Students
- < > = Early Dismissal for Students
- * = Early Dismissal Only for Designated School

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ **X** _____

Board Meeting Date December 8, 2016

Decision Requested _____

Agenda Code 11 c

AGENDA REPORTING FORM

Agenda Topic: Board of Education Policy Updates ~ First Reading

Summary of Issue: After a review of current policies in the 5000 and 6000 series, the Policy and Personnel Committee and the administration agreed to make some necessary updates to ensure the district is in compliance with state statutes.

Policies:

#5111 ~ Students, Admission, **#5111.1** ~ Foreign Exchange Students, **#5112** ~ Age of Attendance, **#6163** ~ Live Animals in the Classroom, **#6200** ~ Adult Continuing Education

Background: The Board of Education approves all policy adoptions and revisions.

Alternative Strategies: Request additional revisions to the attached, draft policies.

Cost (if applicable): N/A

Funding Source: N/A

Beginning Date of Program or Project: N/A

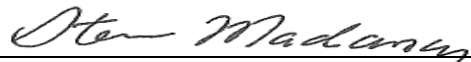
Ending Date of Program or Project: N/A

Recommendation or Comment: _____

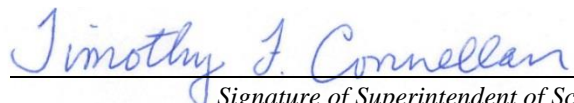
Titles of Attachments:

1. Draft Policies

mp\Board\12.8.16, DraftPolicies.doc



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Policies Revised

BOE Approval Requested

5000 Series, Students

- 5111 ~ Admission
- 5111.1 ~ Foreign Exchange Students
- 5112 ~ Age of Attendance

6000 Series, Instruction

- 6163 ~ Live Animals in the Classroom
- 6200 ~ Adult Continuing Education

POLICY

5111

Attendance

(Current Policy and Draft Policy)

Series 5000: StudentsAttendanceAdmission

The schools shall be open to all children who are five years of age or older on or before January 1 of the school year.

Children who apply for initial admission to the district's schools by transfer from non-public schools or from schools outside the district will be placed at the grade they would have reached elsewhere. If deemed necessary, such placements will be verified by observation and evaluation by classroom teachers, guidance personnel, and the school principal. After such observations and evaluations have been completed, the principal may modify the grade placement of the children.

Legal Reference:

Connecticut General Statutes

10-261, Definitions

10-15, Towns to maintain schools

10-15c, School attendance by five year olds State Board of Education Regulations

10-76d-7, Admission of student requiring special education

Policy Adopted: February 1989

Policy Revised: August 2002

Students**Admission/Placement****Admission**

District schools shall be open to all children five years of age and over who reach age five on or before the first day of January of any school year. Each such child shall have, and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the program and activities of the school system without regard to race, color, religion, ancestry, national origin, gender, age, pregnancy, marital status, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical appearance, mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics. Students who are classified as homeless under federal law, and therefore do not have a fixed residence, will be admitted pursuant to federal law. Exceptions from routine admission may be made by the school Principal on the basis of supporting evidence from physical and psychological examinations.

The parent/guardian of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

Each year, the parent/guardian choosing to exercise this option must personally appear at the school district office and sign an option form. The district shall provide the parent/guardian with information on the educational opportunities available in the school system.

According to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education. If a special education student is being considered for an exception, the Planning and Placement Team (PPT) will make a recommendation to the administrator in charge of special education.

Each child entering the district schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations. If the parents or guardians of any children are unable to pay for such immunizations, the expense of such immunizations shall on the recommendation of the Board, be paid by the town. Proof of domicile may also be requested by the Building Principal.

Any child entering or returning to the district from placement in a juvenile detention school, the Connecticut Juvenile Training School, or any other residential placement, shall have the educational records of such child provided to the

Students**Admission/Placement**

Superintendent of Schools by the Department of Children and Families (DCF) and the Judicial Department. Such information will be shared with the Principal of the school to which the student is assigned. The Principal can disclose them to the staff who teach or care for the child.

The District will immediately enroll any student who transfers from Unified District No. 1 or Unified District No 2. A student transferring from the Unified School Districts who had previously attended school in the local District shall be enrolled in the school such student previously attended, provided such school has the appropriate grade level for the student.

The parent/guardian of a child seventeen years of age may consent to such child's withdrawal from school. The parent/guardian of a child seventeen years of age shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor or school administrator of the school that the district has provided the parent or person with information on the educational options available in the school system and in the community.

Children who have attained the age of seventeen and who have terminated enrollment in the district's schools with parental permission as described previously and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination, unless such child seeks readmission to a district school not later than ten days after such termination. In such case the child will be provided school accommodations not later than three days after the requested readmission.

Note: *When a student is enrolling in a new school district or new state charter school, written notification of such enrollment shall be provided to the previous school district or charter school not later than two business days after the student enrolls.*

Children who apply for initial admission to the district's schools by transfer from nonpublic schools or from schools outside the district will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school Principal. After such observations and evaluations have been completed, the Principal will determine the final grade placement of the children.

Children who have attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if they cannot acquire a sufficient number of credits for graduation by age twenty-one.

Students**Admission/Placement**

(cf. 0521 - Nondiscrimination)
(cf. 5112 - Ages of Attendance)
(cf. 5118.1 - Homeless Students)
(cf. 5141 - Student Health Services)
(cf. 6171 - Special Education)
(cf. 6146 - Graduation Requirements)

Legal Reference:

Connecticut General Statutes

10-15 Towns to maintain schools
10-15c Discrimination in public schools prohibited. School attendance by five-year olds, as amended by PA 97-247
10-76a - 10-76g re special education
10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive) - as amended by PA 98-243, PA 00-157 and PA 09-6 (September Special Session)
10-186 Duties of local and regional boards of education re school attendance. Hearings. Appeals to state board. Establishment of hearing board. Readmission, as amended.
10-220h Transfer of student records, as amended.
P.A. 11-115 An Act Concerning Juvenile Reentry and Education
10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils
10-233c Suspension of pupils
10-233d Expulsion of pupils
10-233k Notification of school officials of potentially dangerous students. (as amended by PA 01-176)
10-261 Definitions

State Board of Education Regulations

10-76a-1 General definitions (c) (d) (q) (t)
10-76d-7 Admission of student requiring special education (referral)
10-204a Required immunizations (as amended by PA 98-243)
McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.
Plyler vs. Doe, 457 U.S. 202 (1982)

Policy adopted:

Policy Revised: 6/00, rev 7/01, rev 10/02, rev 11/07, rev 11/09, rev 7/11

Policy Revised:

POLICY

5111.1

Foreign Exchange Students

Students**Foreign Exchange Students**

The Board of Education recognizes that international understanding can be advanced by having individuals live, for a period of time, in a foreign country. The Board encourages the participation of Southington High School students in foreign exchange programs which are duly authorized by the National Association of Secondary School Principals. High school credit for appropriate courses taken in a school in a foreign country may be granted if the returning student meets the performance standards of the Southington School System.

The Board further encourages foreign students to attend Southington High School as part of recognized exchange programs and directs the Superintendent to work cooperatively with such groups in arranging student placements.

Foreign students entering Southington High School or any other Southington Public School are subject to federal laws and regulations regarding immigration.

Students entering the United States on F-I visas, may enter the local school system, only upon payment of the full, unsubsidized public education costs before entering the United States. Further, students on F-I visas may remain in the United States for no more than twelve (12) months. The local district, is prohibited by law, from waiving the tuition fee of students on F-I visas.

Exchange students must comply with immunization requirements set forth in state law. Once admitted, exchange students become subject to all District policies and regulations governing students.

The Superintendent of Schools shall develop regulations to implement all aspects of this policy.

Legal Reference:

Illegal Immigration Reform and Immigration Responsibility Act of 1996

Connecticut General Statutes

**10-27 International studies, exchange programs. Advisory committee.
(amended by PA 04-153, An Act Encouraging International Students
Programs)**

***Plyler vs. Doe*, 457 U.S. 202 (1982)**

Policy adopted:

Policy revised: December 8, 2016 (was policy 6145.9; recodified to 5111.1)

REGULATION

****The regulation is informational for the BOE.***

5111.1

Foreign Exchange Students

Students**Foreign Exchange Students**

In order for a foreign exchange student to be eligible for enrollment in the Southington Public Schools, the following criteria must be met:

- A. The student may not be a graduate of the school system in the country in which he/she is a native.
- B. The student must be sufficiently fluent in English so that he/she would not require any special services such as ESL.
- C. The application for admission must be reviewed by the appropriate school administrator before July 1 of the school year for which the student wishes to enroll.
- D. The school must ascertain that the living situation that the student would be living in the local community is appropriate.
- E. The school must have room for the student and be able to accommodate him/her without incurring additional costs or burden.
- F. The student may not be enrolled more than one year.
- G. The student is not eligible to receive a diploma but can receive an honorary diploma.
- H. The student may be eligible to play interscholastic sports if he/she meets the CIAC criteria.
- I. If the student is not participating in and attending the school program or is disruptive to the smooth and efficient operation of the school, the student may be dis-enrolled.
- J. This program is designed for foreign students who enter the country on one-year J-I visas through established exchange programs designated by the United States Information Agency and the Department of State and officially recognized by the Board.

Students**Foreign Exchange Students** (continued)

- K. The student or sponsoring organization will provide all dues and fees.
- L. All international exchange students shall meet state and District immunization requirements.

Note: Students entering the United States on F-I visas may attend schools in the district only upon full payment of tuition before entering the United States. This tuition fee may not be waived due to federal legislation. Students attending school on an F-I visa are limited to a period of attendance not to exceed 12 months.

District staff shall provide relevant counseling to District students who wish to study in a foreign country. District credit for courses successfully completed in the foreign country shall be granted in accordance with Board policy and administrative regulation.

Regulation approved:

POLICY

5112

Ages of Attendance

Series 5000: Students**Ages of Attendance**

According to Connecticut General Statute 10-186 the Board of Education shall provide education for all persons five years of age and older and under twenty-one years of age who have not graduated from a high school or vocational school, except as provided in Connecticut General Statutes 10-233c and 10-233d. According to Connecticut General Statute 10-76d (b2), special education will be provided for children who have not attained school age but have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

Parents/guardians of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent/guardian of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. The parent/guardian of a child sixteen or seventeen years of age must consent to such child's withdrawal from school. The parent/guardian shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor or school administrator of the school that this district has provided the parent/guardian with information on the educational opportunities options available in the school system and in the community.

The parent/guardian of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent/guardian of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

Each year, the parent/guardian must personally appear at the school district office and sign an option form. The district shall provide the parent/guardian with information on the educational opportunities available in the school system.

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the district's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

Series 5000: Students

Ages of Attendance (continued)

Parents/**guardians** ~~and those who have the care~~ of children seven years of age and older and under eighteen years of age are obligated by Connecticut law to cause any such child to attend public day school or its equivalent.

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

Legal Reference:

Connecticut General Statutes

10-15, Towns to maintain schools

10-15c, Discrimination in public schools prohibited. School attendance by five-year-olds

10-76ca – 10-76g, re: special education

10-184, Duties of parents (re: mandatory schooling for children age seven or older and under eighteen years, inclusive) as amended by PA-98-243, PA 00=157 and PA 09-6 (September Special Session)

10-186, Duties of local and regional boards of education re: school attendance.

Hearing. Appeal to state board. Establishment of hearing board.

10-233c, Suspension of pupils

10-233d, Expulsion of pupils

State Board of Education Regulations

10-76a-1, General definitions (c) (d) (q) (t)

Policy Adopted: February 1989

Policy Revised: August 2002

Policy Revised:

POLICY

6163

Live Animals in the Classroom

Instruction**Live Animals in the Classroom**

No student shall bring any live animal, whether pet or wild, to any classroom without prior consent of the teacher and the Principal, in order to protect both the animal and the students.

Teachers may bring and maintain goldfish or tropical fish in suitable bowls or tanks, but turtles, birds, snakes, or other animals which might present a health hazard shall not be allowed without the approval of the Principal, and then only for class observation and study for a limited period of time.

Science teachers may have animals such as rats, mice and frogs in appropriate facilities in or adjacent to laboratories for the purpose of class study and experimentation, provided that the utmost care is taken to prevent accident and/or suffering to the animals.

Seeing-eye (Guide), hearing and service dogs are permitted on school buses and in school facilities to perform the functions for which they are trained. Such animal must wear a “harness or an orange-colored leash and collar which makes it readily identifiable as a guide dog” that is licensed. Fees cannot be assessed due to the presence of the dog, but if the dog causes any damage to the premises, the dog user or his/her parents/guardians are liable.

The School Principal, prior to authorizing a program involving the exhibition of wild animals, shall request and review the following documents:

- **Exhibitor’s license issued by the United States Department of Agriculture (mammals only).**
- **An official interstate health certificate signed by a veterinarian and dated no earlier than 60 days prior to entry into Connecticut (mammals only).**
- **Permit from the DEP Wildlife Division authorizing the exhibitor to import or possess a wild bird, wild mammal, reptile, amphibian or invertebrate (where applicable).**
- **Exhibitor’s certificate of liability insurance to cover the specific event (typically for \$1 million).**
- **List and description of the animals to be exhibited.**
- **Exhibitor’s written statement that describes how the animals will be exhibited and how the animals will be securely confined when not on display. The statement should address safety concerns to prevent wild animals from having direct contact with people and to preclude the public from approaching wild animals.**

Instruction

Live Animals in the Classroom

Legal References:

Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures

46a-42 Mobility impaired person

46a-44 through 46a-64 Public accommodations and transportation, admittance to

Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b)

American Disability Act of 1989

Policy adopted:

Policy revised: December 8, 2016

POLICY

6200

Adult Continuing Education

Instruction**Adult Continuing Education**

The Board recognizes that education is a lifelong process. Therefore, the Board of Education shall establish and maintain a program of adult education classes. The program shall offer a variety of subjects to serve civic, cultural, vocational and avocational needs of the community. Course offerings shall be determined by response to courses previously given and by newly arising needs and interests, subject to limitations of the plant, personnel and equipment. The mandated adult education program shall be open to all residents over age 16, not attending any public or private elementary, middle or high school. **A student, who is under age 16 and a parent, may attend adult education classes if such request is approved by the Board.**

The District, as permitted by statute, shall determine the minimum number of weeks per semester the adult education program will operate. Certified counseling staff shall be provided to assist adult education program students with educational and career counseling.

A student enrolled in a District public school in a full-time program of study may enroll in an adult education activity provided the student receives the approval of the Principal of the school in which he/she is enrolled in a full-time program or such student is enrolled in an adult education activity as part of an alternative educational opportunity during a period of expulsion.

Classes shall be made available at fees to be established by the Board of Education. No tuition shall be charged for residents who enroll in mandated adult classes for elementary and high school completion, Americanization and United States citizenship and English for adults with limited English proficiency. Other courses may be given only when the number of interested adults is sufficient to form a class of proper size, and when a qualified teacher, adequate facilities and appropriate supervision can be made available.

In addition, college preparatory classes may be offered for adults who have earned a high school diploma or its equivalent and require postsecondary developmental education that will enable such adults to enroll directly in a program of higher education, as defined in C.G.S. 10a-34, at an institution of higher education upon completion of such classes. A fee may/shall be charged for these classes.

The District shall grant an adult education diploma to those adult education program participants who have satisfactorily completed a minimum of twenty (20) adult education credits, of which not fewer than four shall be in English; not fewer than three in mathematics; not fewer than three in social studies, including one in American History and at least one-half credit course in civics and American government; not fewer than two in science; and not fewer than one in the arts or vocational education.

Instruction**Adult Continuing Education** (continued)

The District, in determining the satisfactory completion of needed credits for an adult education diploma shall award, subject to any State Board of Education regulations:

- 1. Credit for experiential learning, including:**
 - a. Not more than two non-required credits for military experience, including training;**
 - b. Not more than one vocational education non-required and one required or not more than two non-required credits for occupational experience, including training; and**
 - c. Not more than one non-required credit for community service or avocational skills;**
- 2. Credit for successful completion of courses taken for credit at state-accredited institutions, including public and private community colleges, technical colleges, community-technical colleges, four-year colleges and universities and approved public and private high schools and technical high schools;**
- 3. Up to six credits for satisfactory performance on subject matter tests demonstrating prior learning competencies; and**
- 4. Up to three credits for independent study projects, provided no more than one such credit shall be applied to each required subject area.**

Adults in Day Secondary School Programs

Adults who are residents of the school district may enroll in day classes at the high school level on a space available basis. The selection of classes available to adults will be determined by the high school Principal, in consultation with the Superintendent. A registration fee will be charged and applications will be processed through the Assistant Principal or designee and Guidance Offices of the high school. Adults enrolled in day secondary classes will abide by all student rules and regulations established by the high school.

Instruction**Adult Continuing Education****Legal Reference: Connecticut General Statutes****10a-34 Ability to confer academic degrees****10-67 Adult education-definitions (as amended by P.A. 03-100)****10-69 (as amended by P.A. 03-100, P.A. 11-126 and P.A. 13-121)****10-71 (as amended by P.A. 03-100)****10-71a State grants for adult education programs.****10-73a Adult education****10-73b Grants for adult education services of programs conforming to state plan.****10-73c Basic adult education programs.****10-233d Expulsion of students****P.A. 96-244 An Act Concerning Technical Revision to the Education Statutes.****P.A. 97-290 An Act Enhancing Choices and Opportunities****P.A. 03-102 An Act Concerning Adult Education and Workforce Development****P.A. 13-121 An Act Concerning Adult Education and Transition to College**

Policy adopted:

Policy revised:

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date December 8, 2016

Decision Requested X

Agenda Code 11 d

AGENDA REPORTING FORM

Agenda Topic: Out of State: Field Trip Approvals

Summary of Issue: The Board of Education must give approval to field trips that are over 200 miles in distance from Southington, trips to foreign countries, or overnight field trips. Presented with this packet are three trips:

- SHS Agriculture/FFA Students ~ Indianapolis, IN ~ October 16-22, 2017
- SHS US History & AP Human Geography Students ~ Panama ~ April 7-14, 2018

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

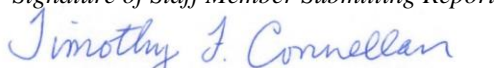
Recommendation or Comment: Move that the Board of Education approves the field trip requests for the Agriculture Future Farmer Association students to travel to Indianapolis, Indiana and the Southington High School US History and AP Human Geography Students to take a Foreign Field trip to Panama as presented by the administration.

Titles of Attachments:

1. Field Trip Applications (2)



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

SHS Future Farmers of America (FFA)
Indianapolis, IN
October 16-22, 2017

Application for Out-of-State/In-State/Overnight Field Trip

Submit to Assistant Superintendent

Date: 9/28/16

Out of State: Yes No

Overnight: Yes No

Miles Round Trip: 1,650

Southington High School Agriculture/FFA Students October 16-22, 2017
School Class/Group Date of Trip

Name and Address of Destination National FFA Convention, Indianapolis, IN

Reasons for Field Trip Participate in National FFA Competitions for their leadership organization (FFA) and attend the Career and College Expo.

Itinerary (attach if needed) _____

Departure Date/Time 10/16/17; Time TBD Return Date/Time 10/22/17; Time TBD

of Students 8 # of Teacher/Chaperones 1 # of Buses N/A

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.
Nurse's Signature _____ Date _____

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

Destination is handicap accessible: Yes No Lift Van Needed? Yes No

COST AND FINANCING

<u>Source of Funds</u>	<u>Totals</u>	<u>Additional Notes</u>
TOTAL Anticipated Cost of Trip	<u>\$8,000</u>	<u>All expenses included</u>
Board of Education Contribution	<u>\$0</u>	
Other	<u>(\$2,000)</u>	<u>Agriculture Field Trip Account</u>
Fundraising Activity	<u>(\$2,000)</u>	<u>Anticipated amount after fundraising</u>
BALANCE	<u>\$4,000</u>	
Student Contribution		
Transportation	<u>\$3,200</u>	<u>8 Students @ \$400</u>
Entrance Fees, Room & Board	<u>\$800</u>	<u>8 Students @ \$100</u>
TOTAL Cost of Trip to Each Student	<u>\$500</u>	

SIGNATURES

Teacher Patrick O'Keefe (signature on original) Date 10/5/16

Dept. Head Marion Stannard (signature on original) Date 10/5/16

Principal Brian Stranieri (signature on original) Date 10/7/16

Comments This is an annual trip for the FFA Convention. The itinerary will be available within the next couple months and can be viewed on the website: <https://www.ffa.org/home>

Assistant Superintendent *Steve Madigan* Date 11/30/16 Approved Not Approved

Board of Education Approval*** YES NO Date _____

***Approval of all school-sponsored foreign field trips will be conditional and may be revoked if a change in circumstances, whether man-made or natural, would warrant cancellation of the trip in the interest of the safety of the students and staff of the Southington Public Schools. The Board of Education will not be responsible for any financial obligations incurred as a result of the planning of the school sponsored foreign field trips or for any monies that are non-refundable or are otherwise lost due to the subsequent cancellation of the school-sponsored foreign field trips. The district will make every effort to secure financial assistance for those students whose families have demonstrated financial hardship and are unable to afford the cost of the program. The Board of Education will not be responsible for any student who participates in a travel study program that the Board of Education has not specifically approved.*

SHS US History and AP Human Geography Students
Panama
April 7-14, 2018

Panama High School Trip

**Saturday, April 7, 2018
through
Saturday, April 14, 2018**

**Southington High School
Coordinators: Nick Vargas Kevin
Curtiss**

Tentative Trip Schedule:

Saturday: April 7, 2018 *Panama City

Depart from SHS and take bus to JFK Airport in NYC (possibly Newark Airport in NJ)
Depart JFK Airport in NYC and arrive in Panama City
Meet Tour Director at Airport and tour Panama City (tour depends on time of arrival)

Sunday: April 8, 2018 * Panama City

Visit Panama Viejo Ruins and Museum
Take a tour of Panama City and visit the city's historic district, Panama Viejo or Old Panama
Take in the Panama City skyline from the Amador Causeway
Visit the Biomuseo

Monday: April 9, 2018 * Panama City

Travel on the Panamericana Highway
Explore hiking trails in El Valle de Anton
Visit La Piedra Pintada rock wall with Pre-Columbian stone carvings
Visit local artisans from El Aguila and Membrillo
Visit Panama's only soapstone mine

Tuesday: April 10, 2018 * Panama City/Gatun Lake

Visit Soberania National Park
Enjoy a hike at the park
Take a boat tour of Gatun Lake

Wednesday: April 11, 2018 * Panama City/Panama Canal

Visit a school in Panama City
Visit the Miraflores Locks Visitor Center and take an in-depth look at the Panama Canal

Thursday: April 12, 2018 *Panama City/Rio Chagres National

Park Visit Rio Chagres National Park
Enjoy a canoe ride on the Rio Chagres
Visit an Embera Indigenous Village

Friday: April 13, 2018 * Panama City

Experience a canopy tour
Visit the Portobelo Ruins

Saturday: April 14, 2018

Depart for home Panama City to JFK or Newark Airport

PANAMA INTERNATIONAL TRIP CONTRACT

In order to participate in the Panama international trip, the following criteria must apply to all applicants:

- The student is in good academic standing according to the Southington Board of Education student handbook rules.
- The student currently enrolled in a Social Studies course.
- The student has a 80% average in their Social Studies classes
- The student has completed the "Panama makeup work packet" and has signatures and makeup work from all teachers.

N.B. No student will be considered for this program if he or she does not meet the above criteria.

Parents please be aware of the following stipulations:

- Your student can be *removed from* the Panama study abroad program if there are any academic, legal or school related problems. If this does occur all payments made are non-refundable.
- The students participating in this program will be chosen on the basis of academic, social and emotional stability.
- The teacher has the right to use personal discretion when choosing the participants in this high school immersion.
- Due to the uncertain nature of world security and other unforeseeable *events*, field trip participants must understand that the Board of Education reserves the right to cancel field trips at any time prior to the time of departure of the trip. The Southington Board of Education or its agents will not be responsible for any financial losses or penalties incurred as a result of the cancellation of any field trip
- At the highest [red] alert, no field trips will be allowed out of the City of Southington for any reason

Please sign and return by _____

Parent's signature _____

Student's signature _____

Program Outline:

Education First Educational Tours offers a unique learning opportunity for teachers and students interested in immersing themselves in Panamanian history and culture. During the tour students explore Panama's cultural, financial and political capital, Panama City. This bustling metropolis is nestled between the Pacific Ocean and a tropical rainforest and serves as an extraordinary contrast between the natural and built environment. Students will travel through Panama's Old City which dates back to 1519 and was the first Spanish city founded on the Pacific Coast of the Americas. It is now a UNESCO World Heritage Site and a renowned stopover point on one of the most important trade routes in the history of the American continent.

The tour will also expose students to Panama's natural environment through trips to El Valle de Anton, Gatun Lake, Soberania National Park and Rio Chagres National Park. During the trip to Rio Chagres National Park they will learn about the biodiversity of the Rio Chagres Watershed and visit an Embera' Indigenous Village. The tour will also provide students with numerous opportunities to interact with native Panamanians. Students will visit a school in Panama City as well as an indigenous village that is home to the Embera people. Both of these experiences will provide students with a valuable cultural interaction. The crowning jewel of the tour will be a trip to the Miraflores Locks of the Panama Canal which is one of the most influential engineering projects ever undertaken.

The students will learn all about this modern marvel and will see it in action at its Pacific entrance. The visit will also feature a detailed presentation on the canal's future, including the \$5.2 billion expansion plan that was put into place when Panama assumed control over the waterway in 1999.

The focus of this program is to enhance cultural understanding and appreciation with the intensity that only international travel can provide. The students from SHS will have the opportunity to experience the natural environment of Panama while also learning about its history and culture.

The Benefits of this Experience:

In an ever-changing society, our school system must remain on the cutting edge of education. This program provides the opportunity for our classroom curriculum and 21st century global education to merge. This opportunity will allow learners of all levels and styles to see and experience Panamanian history and culture.

It is not realistic to expect that all SHS students will be able to have the opportunity to study travel internationally and this program will allow students to experience Panamanian history and culture for a reasonable price. The importance of international travel for students is a topic being discussed in classrooms across the nation. The following list was compiled by Diversity Abroad (a website) that discussed the importance of a study abroad experience. This list highlights the effectiveness of an international travel experience and the fact that it is changing the face of education across the nation.

When studying abroad students will have the opportunity to gain skills such as:

- The ability to adapt to unfamiliar environments
- The ability to learn from different teaching styles
- The opportunity to learn to effectively communication among diverse groups
- The willingness to challenge oneself and comfort zones
- The knowledge of a foreign language

By studying abroad students will benefit from many unique experiences unavailable at the high school level. Such experiences include:

- Learning from students from different cultural, ethnic and national backgrounds
- Honing cross-cultural communication skills
- Mastering a foreign language
- Exposure to new ideas and philosophies

For many students, study abroad is a life-changing experience. Students come back from study abroad more independent, confident and eager to take on any challenge, academic, professional or personal. There are many personal benefits to study abroad. Some of these benefits include:

- Increased self-confidence
- Independence and maturity
- Global networking of friends
- Appreciation of other cultures as well as appreciation for the American Culture
- Ability to face challenges in the future
- Learn to creatively solve problems
- Better understanding of personal strengths and weaknesses

The entire experience during this study abroad course can be transferred to the students of Southington High School. The knowledge gained during this program will continue far beyond the week time frame for both the students and the teacher. The knowledge that the students will receive from this experience is directly linked to the AP Human Geography and U.S. History Curriculum.

Connections to U.S. History Curriculum:

The trip connects directly to the Imperialism Unit in U.S. History which looks at the building of the Panama Canal as an extension of American power and innovation in the early 20th century. The unit covers the political, geographical and environmental challenges surrounding the building of the Panama Canal in the early 1900's and its role in today's global economy.

Connections to AP Human Geography Curriculum:

The trip connects to several units in the AP Human Geography curriculum. The human-environment interaction that occurs due to the site characteristics of Panama City are an excellent example how the natural world impacts human civilization and vice versa. The Panama Canal is crucial to global trade and transportation and thus directly connects to the diffusion of culture, goods and people.

Connections to World Language Curriculum:

Throughout the trip students will be exposed to Spanish language, architecture and culture. There will be numerous opportunities to interact with native Spanish speakers and develop a deeper understanding of Panamanian culture.

Connections to Ecology-Natural Science Curriculum:

Students will visit the Rio Chagres National Park and take a boat trip where they will learn about the region's biodiversity and interact with the Embera people. This will provide them with an opportunity to learn about how an indigenous interacts with the natural environment.

Connections to Environmental Science Curriculum:

This trip will provide students with an opportunity to "identify and analyze the environmental problems both natural and human-made" that are posed through the human-environment interaction that takes place in Panama. Throughout the trip students will be exposed to a variety of natural and manmade environments. Panama City is a major urban center that is surrounded by a tropical rainforest and the Panama Canal is a modern marvel that serves as a perfect example of human-environment interaction.

Connections to the Agriculture Science and Technology Content Areas

"Natural Resources-Environmental Science involves the study of forestry, wildlife conservation and management, aquaculture and water resources. The curriculum also addresses economic and social issues related to the environment including conservation of open space and farmland, energy resources and human impact on the environment."

Connections to International Business

This trip will provide students with an "awareness of cultural diversity, political, legal, and economic factors" of the Panamanian economy and the Panama Canal. The canal has long played an integral role in the global economy by facilitating transportation and trade.

Connections to Technology and Engineering Education

Students enrolled in Transportation and Project Lead the Way courses will have a unique opportunity to discover the possibilities of technology. During a visit to the Panama Canal, students will see the intricate lock system in action and learn how engineers designed one of the world's most impressive construction projects. Students will also witness the multi-billion-dollar expansion project, currently under way in the Canal zone.

Connections to NEASC:

This program can help the school achieve its maximum potential. The goals set by NEASC states that the curriculum must emphasize depth of understanding and application of knowledge through:

- Inquiry and problem-solving
- Higher order thinking
- Cross-disciplinary learning
- Authentic learning opportunities both in and out of school
- Informed and ethical use of technology.

This program focuses on higher order thinking and cross disciplinary learning. This is an opportunity that will set us apart from the masses; we will be focusing on **authentic** learning opportunities in the target language and the epicenter of culture and traditions. The students will be pushed beyond their comfort zones and will be forced to inquire about new topics and problem solve to express themselves in a foreign country.

NEASC also states that the district must provide the school's professional staff with sufficient personnel, time, and financial resources for ongoing and collaborative development, evaluation, and revision of the curriculum using assessment results and current research. This opportunity will allow the teacher to delve deeper into the study of history and culture.

In conclusion:

This experience will bring a new vision to the U.S. History and AP Human Geography classrooms at Southington High School. The historical stories, cultural interactions and geographical studies one reads about in the textbook text will be brought to life. This groundbreaking educational jump will prove more valuable than simply retelling students about a specific city, concept or tradition; the students will be able to live it. The opportunity to see the Panama Canal in operation is truly a once in a lifetime experience that cannot be replicated by photo or film. This trip will lead to a deep and enduring understanding of the United States' role as a technological superpower and world leader in innovation.



Southington High School

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Principal
Brian Stranieri

Athletic Director
Greg Ferry

BLUE KNIGHTS

Memo: Regarding Additional Indoor and Outdoor Track Stipends

Indoor Track Request:

For the last two years, the indoor track team has averaged 76 student-athletes. We have 6 specialty areas to coach; distance, vertical jumps, horizontal jumps, shot put, hurdles and sprints. Within these specialty areas there are 11 individual events and 4 relays. In a given practice we have each of these groups with separate schedules, requiring our coaches to stagger the athlete's workouts. Since most of the athletes participate in 1 or 2 groups, they often have athletes that have to halt practice and wait for a coach to supervise their workout. This inefficiency leads to a gross misuse of valuable training time and significant degradation in the development of athletes that participate in technical events, i.e. high jump, shot put. Very often the athletes are lucky to get specialty training 1 out of every 3 days- meaning that kids are sent home at the mid-point of practice so that the coaches can give another group attention.

The National Center for Education Statistics reports that the average teaching ratio in the United States is around 16:1. From an educational perspective alone, the athlete to coach ratio of 38:1 is untenable. From a safety perspective, the coaches have to forego a significant amount of training to ensure that the athletes are properly supervised. During the inclement weather, we have to train in multiple rooms in the school for each specialty area. This means that athletes that should be in the fitness center have to hang out or go home while the remainder of the athletes are being coached.

If you look around other teams in our Division of the Central Connecticut Conference, we are at a significant disadvantage to developing a competitive program. Here are the totals for other schools in our Division for indoor coaches on staff. (The information was obtained by contact with other AD/Head Indoor Coaches).

- Glastonbury- 6 Coaches
- Simsbury – 5 Coaches
- Hall-3 Coaches
- Wethersfield- 4 Coaches
- Bristol Central- 4 Coaches

It is requested that the program have a staffing increase from 2 paid coaching stipends to 4 paid coaching stipends. In our current 38:1 Ratio, we are pushing the limits of our two coach's ability to properly and safely supervise the athletes on hand. As we continue to grow the program, this ratio will increase, further degrading our ability to maintain a safe environment. The increase in stipends will have two major benefits. The first benefit would be that we would reduce our student-athlete to coach ratio allowing for better safety and supervision of our student-athletes. The second benefit would allow us to become more competitive in the specialty event areas.

Outdoor Track Request:

For the past two years, the combined boys and girls program has averaged 185 athletes total. Similar to indoor track, there are 6 event groups to coach, however there are significantly more events and numbers of outside areas where the athletes need supervision. In outdoor track the number of events increases to 17 with 3 relays- 5 extra events to coach. As well, in outdoor track, they have athletes working in areas that are geographically separated by distance. There is the enclosed track, the discus and javelin area, the fitness center and off campus distance runs. Even with the confines of the gated track, it is imperative to have a dedicated coach at the hurdles, long jump, pole vault and high jump-all separate areas within the track that require a coach to observe and supervise. With a coach to athlete ratio of 46:1 they are a significantly under the national average for teaching. Add to the equation a geographically dispersed classroom the size of 3 football fields, there becomes a significant challenge to effectively coach and provide the safest environment for our student-athletes.

Looking around the Central Connecticut Conference, here are the outdoor coaching staffs for schools we compete against:

- Glastonbury- 6 Coaches
- Simsbury- 6 Coaches
- Conard- 5 Coaches
- Hall – 6 Coaches
- Wethersfield- 7 Coaches
- Bristol Central - 5 Coaches

It is requested that the Southington High School Outdoor Track Program have a staffing increase from 4 paid stipends to 6 paid stipends allowing us to have the following division of staffing responsibilities that is in line with other schools allowing us for better safety and supervision throughout our program.

- Distance Coach
- Boys Sprint Coach
- Girls Sprint Coach
- Throws Coach
- Hurdles Coach
- Jump Coach

Respectfully,



Gregory J. Ferry
Athletic Director

