

Southington Board of Education Meeting

Thursday, March 12, 2020 6:30 PM

John Weichsel Municipal Center 200 North Main Street Southington, CT

06489 COMMITTEE OF THE WHOLE ~ OPERATIONS

200 North Main Street

Southington, CT 06489



BOARD OF EDUCATION REGULAR MEETING

1. CALL TO ORDER
2. Executive Session
 - a. Unaffiliated Benefits
 - b. School Safety and Security
3. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
4. Pledge of Allegiance
5. Approval of Minutes ~ February 27, 2020
6. Public Communications
 - a. Communications from Public
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Student Representatives
7. Superintendent's Report
 - a. Personnel Report
8. Old Business
 - a. Town Government Communications
 - b. Primary Election
 - c. SHS Partial Roof Replacement, Project Close-Out (131-0129RR)
9. New Business
 - a. YMCA Lease at Oshana Elementary School
10. 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

FEBRUARY 27, 2020

The regular meeting of the Southington Board of Education (Committee of the Whole – Operations) was held on Thursday, February 27, 2020, at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut and an Executive Session was held at 6:30 p.m.

1. CALL TO ORDER

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:32 p.m.

Board members present were Mr. Joseph Baczewski (*arrived at 6:34 p.m.*), Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano, Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana.

Administration present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance.

2. EXECUTIVE SESSION ~ STUDENT MATTERS, UPSEU AND AFSCME CONTRACT NEGOTIATIONS, SCHOOL SAFETY AND SECURITY

MOTION: by Mr. Derynoski, seconded by Mr. Brown:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student Matters, UPSEU and AFSCME Contract Negotiations, School Safety and Security, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mrs. Carmody recessed Executive Session at 7:15 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mrs. Carmody reconvened the Board of Education Regular Session at 7:19 p.m.

Board members present were Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano, Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana.

Administration present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance, and Ms. Margaret Walsh, Director of Special Services.

Student representatives present were Mr. Brett Sheldrick and Miss Amrit Kaur.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting of the Pledge of Allegiance.

Mrs. Carmody called for a moment of silence in memory of Lorraine DeCarlo who was a paraeducator in the library at Hatton School and retired in 1994 after working for the Southington Public Schools for 20 years.

5. APPROVAL OF MINUTES ~ January 23, 2020

MOTION: by Mr. Derynoski, seconded by Mr. Brown:

“Move to approve the regular Board of Education minutes of January 23, 2020, as submitted.”

Motion carried unanimously by voice vote.

6. PUBLIC COMMUNICATION

a. Communications from Public

There was no public communication.

b. Communications from Board Members

Board members discussed the following:

- A breakfast event at DePaolo Middle School on Wednesday, February 26 was held to honor students nominated by teachers for citizenship or academic accomplishments and their parents were invited to attend.
- Megan Albanese and Kelly Leppard from STEPS gave a presentation at Rotary last week regarding vaping.
- The Social Justice Committee has been meeting and was slowly making progress.

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

“Move to move Agenda Item 10.b ‘Approval of Out of State / Overnight Field Trips’ to Agenda Item 6.e.”

Motion carried unanimously by voice vote.

- The SMSAA (Southington Middle School Athletic Association) held their annual “Taste of Southington” event in the high school cafeteria Friday night, which was

packed with people and showed the commitment that the community has to the middle school sports program to raise money.

- Mr. Baczewski thanked his fellow Board members who supported him on the passing of his mother and contributed to the Glioblastoma Foundation.
- Hatton School Principal, Mr. Bob Garry, was on Channel 3 News, which highlighted the “Friday Phone Calls” that he makes to parents.
- Mr. Baczewski and Mrs. Clark spent a day traveling around the district to observe the various Special Education Programs offered to students.

Mrs. Carmody addressed a memo from Mr. Connellan regarding the disposition of the elementary schools that have yet to be renovated. They have the enrollment projections from Milone and MacBroom and need to move the discussion forward. Mrs. Carmody appointed an ad hoc committee to examine data, explore options, and bring the information to the full Board. Appointed Board Members are Mrs. Clark, Chair; Mr. Oshana, Mr. Brown and Mr. Chrzanowski. Ex-officio members are Mrs. DiNello, Mr. Connellan and Mr. Romano.

c. Communication from Administration

Administration reported on the following:

1. School Security Grant: Mr. Connellan reported that it was the third year that the school district received a school security grant from the Schaller Auto World Fund of the Community Foundation of Greater New Britain in the amount of \$5,000. It will be used to continue to expand the two-way radios.
2. Update on Coalition for Social Justice: Mr. Madancy reported that the Coalition for Social Justice was formed one-year ago. They met Tuesday, February 25 and looked at a comprehensive plan that included an asset inventory of what they have already done, were current doing, and what they hoped to do in the next year to make progress in being a more inclusive community and to recognize the diversity that exists. It is a volunteer coalition comprised of different sub-committees. The goal is to bring to the full Board a copy of the plan that the coalition developed for endorsement and adoption.
3. Graduation Date – March Agenda: Mr. Connellan stated that the Board could decide graduation at the March 12th Board meeting. Currently, the graduation date would be June 16, 2020, depending on weather events.
4. Special BOE Meeting – March 26, 2020: Mr. Connellan noted that this meeting would be for the appointment of a new Director of Pupil Personnel Services.
5. Grant for Stop Bleed Kits: Mr. Connellan explained that the Interagency Safety & Security Committee has met every month for two years. The Stop the Bleed Program was highly recommended by Homeland Security and the FBI. The YMCA is sponsoring a Grant Writer, Dave Donnelly, with the intent to fund enough kits in all the schools, on all the floors, the YMCA, town buildings, and in police and fire department control cars. The School Nurses have already been trained. The biggest advantage was that anyone can use the Stop the Bleed kits because it walks people through the process.

d. Communication from Students Representatives

Miss Amrit Kaur read a note from student representative, Trevor Messina, who was absent from the meeting because he was recovering from appendix surgery.

Miss Amrit Kaur reported on the following:

- NGSS Testing started on Friday, February 21 and will end on Monday, March 2.
- Junior Prom tickets are on sale and Friday, February 21 was the last day to purchase tickets.
- SATs will be held on March 25, 2020.
- The #1 state ranked Blue Knights Girls Gymnastics Team will be competing in the Class L championships meet on Saturday, February 29 at Jonathan Law High School in Milford at 9:00 a.m.
- The Wrestling Team finished third in the CIAC Class LL Championship last weekend at Trumbull and will compete in the CIAC State Open Championship at Hillhouse High School in New Haven on Friday, February 28 at 3:00 p.m.
- The Girls Co-op Ice Hockey Team at Hall High School qualified for the Division III Championships starting Monday, March 9. The Ice Hockey Team is playing Avon, Wethersfield and Newington in the Championship game on Friday, February 28 in the Trinity College ice rink at 7:00 p.m. This co-op team started at SHS as a club sport.
- The Boys Basketball Team was playing Thursday, February 27 at Manchester High School in the first round of the CCC Championship Tournament. They also qualified for the Class LL Championship Tournament on Tuesday, March 10.

Mr. Brett Sheldrick reported on the following:

- The Multicultural Student Union Executive Officers had their third training session with SERC.
- The high school Marching Band traveled to Disney World in Florida for a concert.
- The Unified Basketball Team played during half-time of the Boys Basketball game between Southington vs. Cheshire.
- The Drama Show production of “All Shook Up” will be held on March 6 and 7, 2020 at the high school.
- The Girls Indoor Track CIAC Class LL Shot-put State Champion senior Trinity Cardillo and CIAC State Open High Jump Champion, senior Sydney Garrison, and the Relay Team have qualified for and will participate in New England Championship on Saturday, February 29 at the Reggie Lewis Center in Boston.
- The SHS Swimming and Diving Team will be competing at the CCC West Championships on Thursday, March 5, 2020.
- The Girls Basketball Team qualified for Class LL Championship Tournament and will play at home on March 2 against Middletown High School for the first round.

e. Approval of Out of State / Overnight Field Trips (formerly Agenda Item 10.b)

Mrs. Carmody explained that the field trips on the agenda were for the New England Key Club Convention in Springfield, Massachusetts for April 5, 2020 to April 5, 2020, FIRST Robotics Competition in Detroit, Michigan on April 28, 2020 to May 3, 2020 and the International Field Trip to Scotland, Stratford-on-Avon, and London for next year on April 8-10, 2021 to April 16-18, 2021.

MOTION: by Mr. Oshana, seconded by Mr. Derynoski:

“Move to approve the field trips as submitted with the standard caveat that the Board of Education has the prerogative to cancel the trips in the event of national emergency and travel alerts at no expensive to the Board of Education.”

Mr. Brown had some serious concerns about the field trips planned this year for Italy. Board members pointed out that the motion on the floor for discussion was for the International Field Trip next year in 2021, not this year, and for out of state field trips this year.

Motion carried unanimously by voice vote.

7. COMMITTEE REPORTS

a. Finance Committee Meeting ~ February 19, 2020

Mr. Oshana, Chairperson of the Finance Committee, reported that the committee met and continued discussion from the last meeting on the organic waste recycling with a presentation from HQ Dumpsters & Recycling and extending the program into other schools in the district. Mr. Oshana gave an overview of the committee discussions on the Self Insurance Report, Transfer of Funds, Preschool Regular Education Tuition Rates, YMCA Contract Extensions, YMCA Before and After Care Program Rates for 2020-2021, Painting at Southington High School, Bid Award #2020-15 for Lawn Mowing, Bid Award #2020-101 to Replace Auditorium Stage Curtains at the high school, Project Award for Flooring Replacement at the high school and Custodial Contracts that were expiring June 30, 2020 at the Municipal Center, DePaolo and Kennedy Middle Schools and Derynoski Elementary School.

7.a.1 Transfer of Funds:

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to approve the Transfer of Funds for Kennedy Middle School for purchasing a laminator.”

Motion carried unanimously by voice vote.

7.a.2 Preschool Regular Education Tuition Rates:

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to approve the 2020-2021 Preschool Tuition Rates, as presented.”

Motion carried with eight in favor and Mrs. Clark abstaining.

7.a.3 YMCA Contract Extensions:

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to approve the five-year leases for the use of six elementary schools by the Southington YMCA School-Aged Childcare Program from August 2020 through June 2025.”

Mr. Derynoski questioned the five-year extension and costs for custodial, electricity and supply costs. Mrs. DiNello explained in detail the language in the five-year lease contract and that the rates for reimbursement were adjusted on an annual basis. Language was in the contract to terminate it if the YMCA and the BOE could not agree on the reimbursement rates.

Motion carried with eight in favor and Mrs. Clark abstaining.

7.a.4 YMCA Before & After Care Program Rates 2020-2021:

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to approve the 2020-2021 YMCA Lease Rates, as presented.”

Motion carried with eight in favor and Mrs. Clark abstaining.

Mr. Oshana explained that the committee discussed painting across the district and at the high school and that the 2020-2021 BOE budget included \$100,000 for the painting. Since the budget would not be finalized until May 2020, they were requesting a commitment from the BOE that the funds would remain in the budget to paint the rooms at SHS. The committee recommended that the BOE commit to keep a minimum of \$50,000 in the new year budget even if a reallocation was necessary if the operating budget was reduced. The committee was looking for a consensus from the full Board.

CONSENSUS: To commit that the 2020-2021 BOE Operating Budget will include a minimum of \$50,000 for painting even if reallocation is needed.

Mr. Derynoski was in favor of a consensus with the understanding that depending on where the BOE stands with funds, there were no guarantees.

AMENDED CONSENSUS: Mrs. Carmody stated that the consensus would be that the BOE agrees to it, unless the money is not there.

The Board members approved the amended consensus.

7.a.5 Bid Award #2020-15: Lawn Mowing & Debris Clean-up:

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

“Move to award the Lawn Mowing and Debris Clean-up bids, as presented.”

Motion carried unanimously by voice vote.

7.a.6 Bid Award #2020-101: Replace Auditorium Stage Curtain – SHS:

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

“Move to award Bid #2020-101 for Replacement of SHS Auditorium Stage Curtain to Walker Specialties, as presented.”

Motion carried unanimously by voice vote.

7.a.7 Project Award: Flooring Replacement at SHS:

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

“Move to approve the Flooring Replacement work at SHS to Bartholomew Contract Interiors (BMC) in the amount of \$39,789 for VCT tile and \$80,334 for carpeting.”

Motion carried unanimously by voice vote.

Contract: Rubbish Removal:

Mr. Oshana stated that the consensus of the Finance Committee regarding rubbish removal was to recommend waiving the bid process and allow administration to work with HQ Rubbish & Recycling to work out a new five-year contract that would include expanding the organic recycling program with a clause to opt out, if needed. There would be a review in the spring of year two to determine if this program was something that the district wanted to continue.

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to expand organic recycling to all schools during the 2020-2021 school year.”

Motion carried unanimously by voice vote.

7.a.8 Contracted Custodial:

Mr. Oshana explained that contracted custodial services expires on June 30, 2020 at the Municipal Center, DePaolo and Kennedy Middle Schools and Derynoski Elementary School. He explained the custodial services at the high school this year by part-time employees during the school year and contractors for summer cleaning. Mr. Oshana and Mrs. DiNello explained the contracted custodial services in detail.

MOTION: by Mr. Oshana, seconded by Mr. Baczewski:

“Move to waive the bid process on the contracted custodial services and allow administration to work directly to get that work done.”

Motion carried unanimously by voice vote.

Mrs. DiNello acknowledged and appreciated all the work that was done behind the scenes by Mrs. Jennifer Mellitt, Accounting Manager, and Mr. Peter Romano, Director of Operations, for their work in putting together these agenda items.

8. SUPERINTENDENT’S REPORT

a. Personnel Report

MOTION: by Mr. Oshana, seconded by Mr. Derynoski:

“Move to approve the Personnel Report, as presented.

Motion carried unanimously by voice vote.

9. OLD BUSINESS

a. Town Government Communications

Mrs. Carmody reminded the Board members and public of the following budget dates:

- Monday, March 2, 2020, Board of Finance 2020-2021 Public Budget Hearing, 7:00 p.m. at DePaolo Middle School.
- Wednesday, March 25, 2020, Board of Finance recommends 2020-21 Budget.

10. NEW BUSINESS

a. Leonard and Gladys Joll Scholarship Committee Appointment

Mrs. Carmody appointed the following Board members to serve on this committee: Mr. Derynoski, Mr. Falvo and Mrs. Cipriano.

b. Approval of Overnight/Out of State and Foreign Field Trips (*Moved to Agenda Item 6.e*)

c. New Britain Transportation Contract Approval

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

“Move to contract Addendum #1 between the Southington Board of Education and New Britain Transportation Company for 2020-2025.

Mrs. DiNello shared that administration had been working with New Britain Transportation since October on the contract extension and was proud of the collaboration with Mr. Peter Agostini, President of NBT, Rich Spencer, CFO, and Katie Valenti, Operations Manager, who had been a pleasure to work with throughout the process.

Motion carried with eight in favor and Mr. Falvo abstaining.

At 8:06 p.m., Mrs. Carmody recessed the regular meeting and the Board members returned to Executive Session.

Mrs. Carmody ended Executive Session at 8:58 p.m. and the Board members returned to Regular Session to adjourn.

11. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

Board of Education

Administrative Report

March 12, 2020



1. Update COVID-19

- a. What we know as of today**
- b. State guidance**
- c. District preparations**
- d. Forecast**

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 12, 2020

Decision Requested X Agenda Code 7 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 the 2019-2020 school year. This report includes activity for the month of February 2020.

Background: The human resource department provides the Board of Education with a monthly update of personnel additions/reductions/changes.


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 Board of Education approve the Personnel Report as submitted by the human resource department.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Included:

1. Personnel Report

**Personnel Report
February 2020**

APPOINTMENTS

	NAME	POSITION	SCHOOL	FTE	EFFECTIVE	DEGREE	SALARY
Class	Costantini, Kristen	COTA	HES	1.00	3/2/2020	N/A	\$33.92
Cert	Hill, Shannon	Special Education Teacher	SES/District	1.0	1/27/2020	BA	\$48,462
Class	Martin, Deborah	Paraeducator	HES	.38	2/24/2020	N/A	\$17.03
Class	Muli, May	Payroll/Benefits Secretary	CO	1.0	2/24/2020	N/A	\$25.96
Class	Roman, Jeffrey	Custodian	SHS	.49	2/10/2020	N/A	\$15.32

RESIGNATIONS/RETIREMENTS

CERT	NAME	POSITION	SCHOOL	EFFECTIVE	YRS	RET/RES
Class	Barnes, Allan	Custodian	JAD	1/29/2020	1 mo.	Resign
Cert	Michaelson, Keith	Teacher	SHS	2/1/2020	19	Resign
Class	Haddad, Jamie	Part-time Paraeducator	HES	2/15/2020	4	Resign
Class	Harrold, Tricia	Part-time Paraeducator	HES	2/20/2020	5	Resign
Class	Izdebski, Eric	Technology Analyst	JFK/JAD	2/22/2020	4	Resign
Class	Kozlowski, Peter	Mail Courier/ Custodian	CO	2/14/2020	20	Resign
Class	Mukai, Rachele	Part-time Paraeducator	HES	2/4/2020	*	Resign
Class	Pelton, Lisa	Full-time Paraeducator	TES	2/1/2020	20	Retire
Cert	Shea, Donna	Teacher	JAD	7/1/2020	40	Retire
Class	Snow, Nancy	Full-time ABA Therapist	DES	2/22/2020	7	Retire
Class	Vogt, Brittany	Part-time Paraeducator	SES	2/19/2020	**	Resign
Cert	Walsh, Margaret	Dir of Pupil Services	ADMIN	7/1/2020	6	Retire

**Transfer to Food Service*

***Day Care issue*

ASSIGNMENT CHANGE

NAME	FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)		
	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE
Ceruti, Bridget	Paraeducator/HES	.80	ABA Therapist/HES	.79	2/28/2020
Cortes, Ashley	Paraeducator/STELLAR	.88	Paraeducator/STELLAR	1.0	2/26/2020
Marek, Christine	Paraeducator/HES	.50	Paraeducator/OES	.88	2/21/2020
Parisi, Bria	ABA Therapist/HES	.79	Paraeducator/HES	1.0	2/21/2020

TRANSFERS

CERT NAME	FROM (PREVIOUS ASSIGN)		TO (NEW ASSIGN)		
	POSITION/SCHOOL	FTE	POSITION/SCHOOL	FTE	EFFECTIVE

None to report

UNPAID LEAVE OF ABSENCE

None to report

COACHING / STIPENDS

Coaching Stipends

Murphy, Colleen	JV Girls Basketball	SHS	Resign
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MS/HS Stipends

None to report

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 12, 2020

Decision Requested _____ Agenda Code 8 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 _____ Board Meeting Date March 12, 2020

Decision Requested _____ Agenda Code 8 b.

AGENDA REPORTING FORM

Agenda Topic: Primary Election

Summary of Issue: The Presidential Primary will be held on Tuesday April 28, 2020. This will be an early release day for all grade levels in the Southington Public Schools. Voting takes place in almost all of our schools. The intent of this item is to revisit the discussion that was held earlier in the school year to refresh memories and share information regarding safety accommodations that will be in place.

Background: _____

Alternative Strategies: Cancel school for that day. (not recommended)

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: No change in the school calendar.



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 12, 2020

Decision Requested X Agenda Code 8 c.

AGENDA REPORTING FORM

Agenda Topic: SHS Partial Roof Replacement, Project Close-Out (131-0129RR)

Summary of Issue: The acceptance of the Southington High School Partial Roof Replacement Project.

Background: The Educational Specifications were adopted February 13, 2019. Construction began June 27, 2019

Alternative Strategies: N/A

Cost (if applicable): Final Cost \$1,815,549.06

Funding Source: State 54.64 % Reimbursement Rate

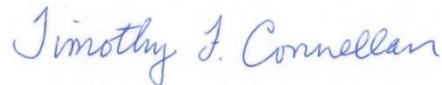
Beginning Date of Program or Project: June 27, 2019

Ending Date of Program or Project: December 31, 2019

Recommendation or Comment: Motion that the Board of Education accepts the Southington High School Partial Roof Replacement Project No. 131-0129 RR as completed and directs the administration to close-out the project with the Town's Finance Department and the Department of Administrative Services.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT

Informational Only _____ Board Meeting Date March 12, 2020

Decision Requested X Agenda Code 9.a

AGENDA REPORTING FORM

Agenda Topic: YMCA Lease at Oshana Elementary School

Summary of Issue The Southington YMCA has been leasing space at Oshana Elementary School for their School Age Child Care (SACC) program. This lease is up for renewal.

Background: The Board of Education approved six new leases at their meeting on February 27, 2020. The Oshana Elementary School lease was omitted in error.

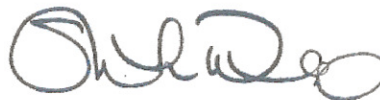
Alternative Strategies: N/A

Cost (if applicable): _____ **Funding Source:** _____

Beginning Date of Program or Project: August 2020

Ending Date of Program or Project: June 2025

Recommendation or Comment: To approve a five-year lease with the Southington YMCA from August 2020 to June 2025 for the School Age Child Care program at Oshana Elementary School and the 2020-2021 reimbursement rates.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Oshana Elementary School Lease

2. _____

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**AGREEMENT FOR
YMCAs SCHOOL-AGE CHILD CARE PROGRAM
AUGUST 2020 – JUNE 2025
OSHANA ELEMENTARY SCHOOL – P.M.**

THIS AGREEMENT made by and between the SOUTHWINGTON PUBLIC SCHOOL SYSTEM, hereinafter referred to as the "LESSOR", and THE SOUTHWINGTON-CHESHIRE COMMUNITY YMCAs, INC., a corporation with a principal place of business in the Town of Southington, County of Hartford and State of Connecticut, hereinafter referred to as the "LESSEE":

WITNESSETH

WHEREAS, the purpose of the YMCAs School-age Child Care Program (SACC) is to provide childcare services to the residents of the Town of Southington, Connecticut; and

WHEREAS, the LESSOR wishes to cooperate with and encourage such programs developed by the YMCAs School-age Child Care Program.

NOW, therefore, for mutual consideration, it is hereby agreed as follows:

1. The Lessor hereby permits and grants to the YMCAs SACC Program the use of the **Oshana Elementary School** cafeteria (exclusive of the kitchen area, except for the area where the refrigerator is to be stored and excluding use of the stage and back hall entries), the gymnasium, and one teachers restroom (to be used by adult staff only) and makes available normal ingress and egress to that part of the building. The art room and media/library room will be alternative space made available only when a conflict arises with the use of the cafeteria and gymnasium and with prior approval.

The children shall have adult supervision at all times in all areas of the building.

The Lessee shall have use of the following:

- one set of restrooms, one for boys and one for girls;

- storage area for program supplies (any bin to store supplies shall be furnished by the Lessee);
- storage area for refrigerator for children's snacks. Refrigerator for same to be supplied by Lessee;
- access to tables and chairs for cafeteria use only; and not for use in the gymnasium.
- use of the school's outdoor play area.

2. This agreement shall be for a period of five (5) years from the start of the school year in August 2020 through the completion of the school year in June 2025. This agreement shall allow for a date to be determined prior to August 31, each school year for parent orientation. It is the Lessee's obligation at all times to maintain the minimum requirements required by the State of Connecticut to maintain this program. The Lessor reserves the right to terminate this Agreement if the Lessee, for a substantial period of time, falls under the minimum requirements and puts the Lessor at risk by falling under the minimum requirements.

This agreement shall remain in full force and effect for the three (3) year period unless the Board of Education concludes that, due to unforeseen circumstances, the agreement is not in the best interest of the education of the students of the Town of Southington.

The parties agree that at least one (1) year prior to the termination of the five (5) year period, they shall either negotiate a five (5) year extension or shall notify the other that the agreement shall terminate at the end of the initial five (5) year period.

For the period of August 2020 through June 2021, the YMCA will reimburse the Board of Education for custodial costs in the amount of \$910.00 for the P.M. services monthly. Said costs will be adjusted based upon contract negotiations with the AFSCME union. The YMCA will also reimburse the Board of Education \$450.00 for P.M. services for electricity,

supplies and wear and tear on the building. Reimbursed payments will be made in ten (10) monthly installments of \$1,360.00 for the P.M. program to:

Southington Board of Education
Sherri-Lin DiNello, Director of Business and Finance
200 North Main Street
Southington, CT 06489

This agreement provides for the reimbursement rates to be adjusted annually.

3. The program will follow the Southington Public School System calendar. The hours of operation at Plantsville Elementary School will be from the close of school until 6:00 p.m. In the event that a child is still on-site at 6:45 p.m., the YMCA will contact the Southington Police. Two staff members will remain on the site with the child until the situation is resolved. Whenever there is early dismissal for inclement weather, or a planned shortened day, that is the hour that the day care begins.

It is understood between the parties that the use of the cafeteria or gymnasium is only during the time period specified in this Agreement and excludes use of the stage and back hall entries. If one area is not available, the lessor will make every effort to provide advance notice to program staff and an alternative space will be made available.

If **Oshana Elementary School** is not open due to weather or an event beyond control of the Lessor, the child care program shall not be in operation.

4. The Lessee shall be responsible to furnish to the Lessor proof of insurance, including employee malfeasance, workers compensation and liability insurance on or before August 1 each year of the agreement. Said liability insurance to have limits at least to the following:

\$1,000,000	per occurrence
\$2,000,000	aggregate
\$5,000,000	umbrella

All insurance certificates shall name the Town of Southington as well as the Board of Education as additional insured with the following language:

“But only as responsible to loss or damage arising out of negligence, acts or omissions of the Southington YMCA in connection with use of said premises.”

Said proof of insurance is to be approved by the Director of Business and Finance for the Board of Education.

5. The Lessee shall be responsible to furnish the Lessor a copy of the approval by the State of Connecticut and any local department approvals on or before August 1 each year of the agreement. Said approvals shall be submitted to the Director of Business and Finance for the Board of Education.

The Lessee is solely responsible for any and all costs associated with the licensing procedures, both state and local, for obtaining any and all permits to operate a before and after school childcare program.

All renovations are to be authorized by the Board of Education.

6. The Lessee will be responsible for any snow removal costs associated with snow plowing that may be necessary on early dismissal or delayed opening school days.

7. If the Lessee leaves the premises in a condition whereby additional clean-up is necessary, the Lessee shall be responsible for any additional custodial costs pursuant to clean up and will be billed directly.

8. The Lessee shall be responsible for ordering the telephone line with direct billing to the YMCA and all associated costs being paid by the Lessee.

9. If any one of these clauses does not apply, it will not negate the other clauses.

10. No change or modification of this Agreement shall be valid unless the same is in writing and signed by Lessee and Lessor.

11. It in the event that any dispute shall arise between the parties to this Agreement, it is hereby agreed that such dispute shall be referred to the local Arbitration Association and that its decision shall be final and binding upon the parties.

Witness:

SOUTHINGTON BOARD OF EDUCATION

By _____
Timothy F. Connellan, Superintendent
Southington Public Schools

Date: _____

Witness:

**THE SOUTHINGTON-CHESHIRE
COMMUNITY YMCAs, INC.**

By _____
Mark Pooler, Executive Director
Duly authorized

Date: _____