

Southington Board of Education Meeting



Thursday, March 25, 2021 6:30 PM

This meeting will convene virtually. Instructions to access the BOE meeting in real time via teleconference are noted below: 1. Call 1-646-558-8656 2.

Follow the prompts. 3. The Meeting ID: 869 0411 4644 4. Passcode:

800683 5. Please mute your phone. 6. Refrain from using the "speaker

phone". 7. Public comments on the agenda items may be submitted via email and will be read

into the record. Email comments to: tconnellan@southingtonschools.org COMMITTEE OF THE

WHOLE ~ OPERATIONS

200 North Main Street

Southington, CT 06489

SOUTHINGTON BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session
 - a. Contract Negotiations - NIPSEU
3. Reconvene Meeting - Regular Session - 7:00 p.m.
4. Pledge of Allegiance
5. Appointment of Assistant Principal - Southington High School
6. Approval of Minutes
 - a. February 25, 2021
 - b. March 11, 2021 Special Meeting
 - c. March 18, 2021 Special Meeting
7. Public Communications
 - a. Communications from Public
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Student Representatives
8. Committee Reports
 - a. Finance Committee Meeting - March 16, 2021
 1. Transfer of Funds
 2. Preschool Regular Education Tuition Rates 2021-2022
 3. YMCA Before & After Care Program Rates 2021-2022
 4. Bid Award #2021-05: Lawn Mowing & Trimming Services and Ground Debris Clean up & Removal Services
 5. Loan Food Service Program
9. Superintendent's Report
 - a. Personnel Report
10. Old Business
 - a. Town Government Communications
11. New Business

- a. Leonard & Gladys Joll Scholarship Recipient
 - b. Southington High School Graduation Date
12. Adjournment

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 25, 2021

Decision Requested X Agenda Code 5

AGENDA REPORTING FORM

Agenda Topic: Appointment of Assistant Principal - Southington High School

Summary of Issue: The Assistant Principal position at Southington High School will become vacant due to Dianne Holst-Grube's resignation to take the position of Director of Teaching and Learning for Secondary Education effective July 1, 2021.

Background: The Board of Education interviewed candidates for the position of Assistant Principal of Southington High School on Wednesday, March 24, 2021.

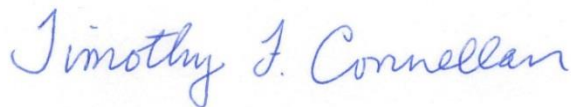
Alternative Strategies: N/A

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

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move to appoint Mrs Erica Northcutt to the position of Assistant Principal of Southington High School, at a salary of \$139,219, prorated to a starting date which will be determined by the administration.



Signature of Superintendent of Schools

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 25, 2021

The regular meeting of the Southington Board of Education (Committee of the Whole – Operations) was held on Thursday, February 25, 2021, at 7:00 p.m. as a Zoom and teleconference meeting with an Executive Session held prior as a Zoom video meeting at 6:30 p.m.

1. CALL TO ORDER

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:30 p.m.

Board members present were Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano (*arrived at 6:38 p.m.*), Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana.

Cabinet members present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance (*left at 6:47 p.m.*).

2. EXECUTIVE SESSION ~ CONTRACT NEGOTIATIONS

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

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

Motion carried unanimously by voice vote.

Mrs. Carmody declared Executive Session ended at 7:08 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mrs. Carmody reconvened the Board of Education Regular Session at 7:13 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.

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

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

4. PLEDGE OF ALLEGIANCE

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

5. APPOINTMENT OF SUPERINTENDENT OF SCHOOLS

Mrs. Carmody explained that she formed a Search Committee of the entire Board of Education when Mr. Connellan announced that he was retiring, and that the Board was very happy to make an appointment tonight.

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

“In accordance with Section 10-157 of the Connecticut General Statutes, the Board of Education appoints Mr. Steven Madancy as Superintendent of Schools effective July 1, 2021 at an annual base pay of \$196,095 and that the Board Chairperson is authorized to execute the proposed contract on behalf of the Board with respect to Mr. Madancy’s employment as Superintendent of Schools.”

ROLL CALL VOTE: YES: Mr. Baczewski, Mr. Brown, Mr. Chrzanowski, Mrs. Clark, Mr. Derynoski, Mr. Falvo, Mr. Oshana, Mrs. Carmody and Mrs. Cipriano.

Motion carried unanimously.

Mrs. Carmody stated that the unanimous vote was indicative of the Board’s confidence and appreciation for the leadership that Mr. Madancy demonstrated for the last six year’s as Southington’s Assistant Superintendent. He brought many innovative ideas and policies to the school system. She was very happy and proud that Mr. Madancy would be the next Superintendent of Schools. All the Board members congratulated Mr. Madancy and spoke highly of his impressive accomplishments, outstanding leadership, enthusiasm, passion for education and dedication in his different roles as principal at John F. Kennedy Middle School and then as Assistant Superintendent of Curriculum and Instruction. Mr. Oshana stated that a solid succession plan is a sign of a very well managed team and thanked Mr. Connellan.

Mrs. Marilyn Kahl, Principal of Kelley Elementary School, thanked Mr. Connellan for his continued leadership over the years and spoke on behalf of the elementary principals stating that they were thrilled that Mr. Madancy would continue with the district’s goals and achievements. Mr. Mark Pooler, Executive Director of the YMCA, was very pleased and thankful to continue the partnership between the school district and YMCA working with Mr. Madancy. Ms. Valerie DePaolo, Town Councilor, Mrs. Michelle Passamano, Human Resource Manager, Mr. Madancy’s sister, Lorraine, and his mother-in-law, Sue Economopoulos, all spoke and congratulated Steve.

Mr. Madancy thanked the Board, his family members, and Mr. Connellan for their support. He noted that he did not take the responsibility lightly and did a lot of thinking and reflecting especially when he moved to central office because he enjoyed the daily interaction

with students. He stated that he had been blessed to work alongside Mr. Connellan who was a great mentor and demonstrated the traits and characteristics that he admired and subscribes to. Mr. Madancy acknowledged that the administrative team was talented, the staff works tirelessly and go above and beyond expectations, he loved the town, and that was what helped him make the decision to take advantage of the timing and opportunity to be the next Superintendent of the Southington Public Schools. He was humbled and a little embarrassed by all the compliments and was grateful for the opportunity.

6. STEPS PRESENTATION

Mrs. Meghan Albanese, STEPS Prevention Coordinator, and Mrs. Christina Simms, Director of Youth Services, introduced students Sophia LeBlanc and Soph Sciascia, Youth Council Executive Committee members, who gave the STEPS (Southington's Town-wide Effort to Promote Success) presentation on the success of the STEPS Substance Misuse Prevention Coalition.

Miss LeBlanc explained that STEPS started in 2009 focusing on underage drinking, tobacco, marijuana, and prescription drug prevention and follow the Search Institute's 40 Developmental Asset Model. The more assets that that a student had, the more likely they will grow up to be caring, competent and successful individuals. She spoke in detail on the STEPS current initiatives/prevention efforts that are: Misuse prevention of alcohol, tobacco/vaping, prescriptions, marijuana, and Asset Building. Miss LeBlanc explained that they get their data from the Search Institute's Attitudes and Behaviors Survey, Southington specific student survey questions, and survey demographics. Every two years students in grades seven, nine and 11 take the survey at SHS, DePaolo and Kennedy Middle Schools. The survey data compared 2009 to 2020 results. She addressed in detail External and Internal Assets such as support, empowerment, boundaries and expectations, constructive use of time, commitment to learning, positive values, social competencies, and positive identity. The more assets a student had the more successful and less likely the student would engage in risky behaviors.

Miss Sciascia stated that the STEPS Coalition had made prevention a priority with Southington youth making healthier choices and that most risk-taking behaviors were decreasing. She spoke in detail on the survey results. Students who reported having a trusted adult, felt that they could go to a parent for help, succeeded in school, had low to moderate stress levels around academics and that their parents disapproved of substance abuse had low past 30-day substance use rates. Students with higher 30-day use rates identified as bisexual, gay, or lesbian, Hispanic or Latino/Latina and reported feeling sad, depressed, attempting suicide, did not have a trusted adult in their life, had an eating disorder, gamble, ditched schools, stole, had sex, or vandalized. She addressed vaping devices and use and its popularity. Miss Sciascia addressed survey results on students perceived risk of harm, which is lower around marijuana use. The survey data indicated academics caused the most day-to-day stress among students, and that 56% of Southington youth reported having a trusted adult in their life with 44% reporting that they did not have a trusted adult. Alcohol is still the main substance of abuse among youth. The STEPS trademark Liquor Stickers had been a successful method aiding with youth alcohol prevention and is used by many other districts in the state.

Mrs. Cipriano was very proud of the STEPS youth team and their growing leadership abilities working for change now and planning for the advancement for the future. She applauded Sophia LeBlanc and Soph Sciascia for their presentation.

Mr. Oshana pointed out that the state was leaning toward legalizing recreational marijuana and questioned the impact that it would have going forward with substance abuse prevention. Sophia LeBlanc stated that it was a different story medically but was concerned for her peer's health if it was made legal for recreational use. She thought that it could easily get out of hand with the perceived risk of harm. She would worry for the health of her peers. Soph Sciascia agreed and added that it could be dangerous if used while driving when students are high. Mrs. Albanese explained from the STEPS prevention perspective it was a substance and a danger to the underdeveloped brain and the longer that any substance is kept away from youth, the better the chance of never developing a substance use disorder. It was going to be a challenge. Mr. Oshana stated that it was unfortunate that tax dollars were more important than the protection and safety of the Connecticut citizens.

Mr. Brown thought the students did a terrific job with their presentation. He announced that Mrs. Albanese was inducted as a member of the Rotary Club Wednesday night. He stated that the presentation showed how important the Assets were from the factual survey statistics in preventing or reducing the abuse of different substances. He questioned if Heroin use was on the decline in Southington because it was not on the list of substances. Mrs. Albanese explained that when STEPS looks at their prevention methods, they focus mainly on prescription drugs. Heroin was not on the survey. However, it is known that heroin is an abused substance. They are seeing a small decline in overdose rates for ages 18 and under, but a huge increase in ages 21 to 41. STEPS has an amazing partnership with the Southington Police Department, which helps them focus on substance abuse. If a student is abusing heroin, then the problem started sooner than that, which STEPS was trying to prevent before it got that far.

Mr. Mark Pooler stated that he was the chairperson of the STEPS Coalition and was proud of the work that the Megan Albanese and Kelly Leppard, former STEPS Coordinator, had done for 11 years working with students on substance abuse prevention. He stated that other communities across the state and country look at Southington as a leader in substance abuse prevention.

7. APPROVAL OF MINUTES ~ January 28, 2021

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

“Move to approve the regular Board of Education minutes of January 28, 2021, as submitted.”

Motion carried unanimously by voice vote.

8. PUBLIC COMMUNICATION

a. Communications from Public

Mrs. Clark received an email (*Attachment #1*) from Kevin Guy of 485 Berlin Street that she read regarding sidewalk snow clearing and the path to Hatton Elementary School. He was concerned for the safety of walkers because the sidewalks were not being maintained this year after 32 years of snow removal and safe passage. On behalf of the families on Butternut Lane, Stonegate Road, and Berlin Streets and surrounding neighborhoods, he requested that the path to Hatton School continue to be maintained. He thanked the Board for their time. Mr. Connellan explained that he spoke to Mr. Guy and pointed out that the snow removal on the school access

sidewalks was not under the umbrella of the Board of Education, which Mr. Guy understood. Also, the path that runs from Berlin Street to the back of Hatton School was not an access walkway and fell into disrepair years ago. At that time, there were many complaints about the decision made at a meeting of the “Town Committee of the Chairs” to remove the path. The path is town property and years ago the decision was to allow the path to return to its natural state. Mr. Connellan stated that he spoke to Mr. Guy about the safety of his children and that a crossing guard could not be added to the area of Arlington Drive because of the slope of Berlin Street and the sight line was not conducive for pedestrians and cars for a crosswalk there. The police department was consulted and stated a crosswalk could not be put there. There is a crosswalk farther down the street with a crossing guard. However, the sidewalks were not under the Southington Public Schools or Board of Education authority. He acknowledged that Mr. Peter Romano, Director of Operations, suggested that the students in that area could hop on a bus to Hatton School.

b. Communications from Board Members

Board members discussed the following:

- Mrs. Cipriano thanked all the administrators for the care given to families during the pandemic. She noted that there were many families that have been struggling and the schools have stepped up to take care of these families in different ways in their time of need. She stated that she had heard from very happy parents and students that sports were opening for the student-athletes. Mrs. Cipriano reported that Oshana Elementary School held a competition regarding Super Bowl that raised over \$900 for Bread for Life in one day. She thanked them for their efforts. Mrs. Cipriano reported that Steven, a student at Strong School, made fudge for 192 people and packaged it with a disclaimer that it was not made in a professional kitchen for Bread for Life to distribute.
- Mr. Brown thanked Mr. Connellan for his leadership during the pandemic. He was happy to virtually see Mr. Brian Goralski, former Board of Education Chairman and his wife Cathy, at the Zoom Board meeting during the appointment of Mr. Madancy.

c. Communication from Administration

Mr. Connellan announced that Mr. Brett Sheldrick, student representative and a member of the Southington Boy’s Swim and Dive Team, was back in the pool and doing very well this season along with the success of entire team. All the meets were virtual.

Administration reported on the following:

1. Blue Knights Marching Band: Mr. Connellan reported that the Blue Knights Marching Band was nominated by the Lincoln Memorial Centennial Committee to represent Connecticut at their celebration, which commemorates the 100th anniversary of the Lincoln Memorial. The program is scheduled for dates in March, April, and November of 2022 depending on the pandemic situation.
2. Southington DECA: Mr. Connellan reported that DECA was recognized for Outstanding School-based Enterprise and achieving Gold-level Certification for an entrepreneurial operation in a school that provides goods and services to meet the needs of the market.
3. District-base Vaccine Distribution: Mr. Connellan announced that information was released from the Governor’s Office on Monday regarding the policy change of

vaccine eligibility for educators starting March 1, 2021, along with those aged 55 and over. The district, with the help of the Health Director, Mr. Shane Lockwood, and Mrs. Cathy O'Hara, Nurse Supervisor, were working 24/7 on the way to hold a clinic for the district. Hartford HealthCare offered to partnership with the Southington Public Schools and to set aside times after work hours and on Saturdays for educational staff members to participate in dedicated clinics so appointment times could be set aside for educational staff. Hartford HealthCare will send a link to Mrs. Passamano, Human Resource Manager, who will distribute it to staff members to be able to schedule a date and time. Bus drivers, bus monitors, and people engaged in the childcare programs in the schools will be included. It will encompass about 1,400 individuals and the Vaccine Clinic will take place at this time at the Oakdale Theater in Wallingford.

Mrs. Clark questioned if the Early Childhood Educators in town would be included in the vaccinations because the information was constantly changing regarding it. Mr. Connellan stated that it would fall under the responsibility of the Health Director or a third-party agency to arrange. The Health Director was still working on that scenario.

4. Polar Plunge: Mr. Madancy was relieved that he did not have to jump in the Sloper's Polar Plunge this year because he would be jumping as the Superintendent in the next several years. Mr. Connellan stated that Mr. Bob Lasbury, Assistant Principal at DePaolo Middle School, had done a tremendous job over the years attaining support and with his efforts as cheerleader to get jumpers involved with currently 40 jumpers from the school district.

d. Communication from Students Representatives

Miss Jhalissa Vincent reported on the following:

- She congratulated Mr. Madancy and looked forward to work with him next year as a student representative serving on the Board of Education.
- Lisa, Incorporated donated 40 student Mindfulness Bags in collaboration with STEPS and would be distributed through the SHS Student Support Center. The Mindfulness Bags include items such as Mindfulness Teen book, journal, fidget toys, prevention materials, gum and Chapstick. She thanked STEPS and Lisa, Inc.
- She was in the final stages of presenting a student-led podcast "You can Sit with Me" at SHS the beginning of March.
- The CIAC Class L State Open Champion Girl's Gymnastics team had an undefeated 3-0 start with the Senior Day meet scheduled on Saturday, February 27 at 4:30 p.m. at American Gymnastics. The meet versus Wethersfield will be live streamed on the SHS YouTube channel.
- Girls' Basketball had a 4-1 record going into a game against Farmington on Friday, February 26 at 6:00 p.m. that will be live streamed on the SHS YouTube channel.

Mr. Brett Sheldrick reported on the following:

- He thanked Mr. Connellan for the shout out for his success on the Boy's Swim and Dive team. He thanked Mr. Steve Risser, Athletic Director, on behalf of all the SHS student-athletes for the opportunity to compete this year with the burden of the pandemic. Competing was a stress reliever and something he loved to do. He gave a shout out to Coach Tuttle for an amazing Swim and Dive year.
- The Boys Basketball team has an undefeated home record this season including a 42-38 victory over Avon on Tuesday night. The team will play at Farmington on Friday, February 26 at 6:45 p.m.

- The Blue Knight Cheerleading team provided plenty of enthusiasm at both the Girls and Boys Basketball games.
- SHS Dance Team will have their first performance of the season Friday evening during half-time of the Girls Basketball game vs. Farmington.
- The Boy's Swim and Dive team was undefeated 3-0 after defeating the Platt and Maloney High School Co-op team last night 97-79 in Meriden.
- The Boy's Hall-Southington Co-op team in ice hockey had a record of 3-1-1 on the season with senior night on Monday at the Veterans Memorial Rink in West Hartford at 7:00 p.m.
- The SHS club sport of Girl's Ice Hockey and the Co-ed Ski team were enjoying successful seasons.

Miss Amrit Kaur reported on the following:

- SHS has a YouTube page that live streams all sports events. The basketball games have been viewed about 340-400 times on average with 500 subscribers. They hope to live stream multiple sporting events and other school activities in the spring. They are also partnering with Mrs. Brooks Sports Entertainment Marketing class to look for ways to expand the offerings for the students and community to watch SHS sports.
- During second period on Friday, February 26, there will be a student survey for all students at SHS to obtain data on the emotional status of the student body at the current time. Wednesdays are half-day's for SHS students for a digital break and to get any help that they need.

Mr. Oshana asked what some of the questions were on the student survey. Mr. Frank Pepe, SHS Principal, stated that the survey was based around Dr. Mark Bracket's work from Yale University and references the Mood Meter about school, the workload, number of hours on the computer, and if what students overall were feeling was due to the amount of work or due to their current condition and context surrounding the pandemic. He would share the survey with the Board members and the next action steps to be taken based on the survey data.

9. COMMITTEE REPORTS

a. Elementary Facilities Committee ~ Collier's Presentation

Mr. Connellan reported that on March 11, 2021 at 6:00 p.m. there would be a Special Board meeting via Zoom with representatives from the Collier's group to talk about the information that they shared with the committee on the financial aspects and costs involved.

10. SUPERINTENDENT'S REPORT

a. Personnel Report

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

“Move to approve the Personnel Report, as presented.”

Motion carried unanimously by voice vote.

11. OLD BUSINESS

a. Town Government Communications

Mrs. Carmody stated that the Town Council held a public hearing on the Southington Country Club on Monday with a wonderful presentation regarding the town purchasing the land. The Town Council will be holding a referendum on May 4 at Derynoski Elementary School only. She told the Town Council of the Board of Education's consensus to support the purchase. Mr. Christopher Palmieri, Principal of DePaolo Middle School, and a Town Councilor, thanked the Board of Education and Mr. Connellan for supporting this important asset for the community.

Mrs. Carmody asked if the PTOs at the schools were meeting. Mr. Connellan replied that they were meeting virtually.

Mr. Connellan stated that the Board of Finance was meeting on Monday, March 1 and holding a public hearing on the total budget that will be virtual. The link to access could be found on the town website community calendar. The Board of Finance invited the Board of Education to have a virtual workshop discussion on Thursday, March 4 on the budget.

12. NEW BUSINESS

a. Leonard & Gladys Joll Scholarship Committee Appointment

Mrs. Carmody appointed Mr. Derynoski, Mr. Falvo and Mrs. Cipriano to the Leonard & Gladys Joll Scholarship Committee and would be contacted by Mrs. Teresa Colegrove, Executive Assistant to the Superintendent.

13. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 8:42 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

ATTACHMENT #1

From: kevin guy <krgy1661@yahoo.com>

Date: February 25, 2021 at 7:00:33 PM EST

To: "COLLEEN W. CLARK" <CWCLARK@southingtonschools.org>

Subject: Sidewalk snow clearing and path to Hatton elementary

Good evening, my name is Kevin Guy and I live at 485 Berlin Street. As of this year the snow removal that has been done for the past 32 YEARS, that allows for safe passage on a main road through town, for students of Hatton Elementary School is not being done. The sidewalk is from the corner of Butternut Street to Stonegate Road.

Along with the Berlin Street cut through not being maintained anymore to save around \$40,000 on the high end for a "replacement". The use of the Berlin Street cut through had kids walking LESS than 1/4 of a mile in the snowy conditions but are now forced to walk close to 3/4 of a mile. All to save around \$40,000 and yet raise the budget over 3 Million dollars!

Please keep in mind that this is a MAIN road used through the town of Southington "Route 364", the entire street of Berlin Street has had snow removal until now. Also, all the cars that are now being funneled down Arlington Drive to Berlin Street to save time at drop off for Hatton and all the cars that use this neighborhood as a cut through during pick up has increased the danger of this road significantly.

The higher rate of speed in which the vehicles travel on Berlin Street, the Berlin Street cut through not being maintained/replaced to save money, an already busy street with the added cars from drop off and pick up, snow removal from sidewalks NOT being done after 32 years, crossing guard complaining about unsafe conditions, and EVERY study shows walkers are the most likely to be injured.

I have now spoken with people from butternut ln, Berlin st. And Stonegate rd. and discovered that no one was notified of this change until a police officer told them to clear the snow or be fined. I have also talked to even more of the people in these neighborhoods and everyone is in an agreement to have the path from Berlin street to Hatton redone and maintained.

Kevin Guy

485 Berlin street

Southington, CT 06489

Cell - 860-777-8406

Email - krgy1661@yahoo.com

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**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

SPECIAL MEETING

MARCH 11, 2021

The special meeting of the Southington Board of Education was held on Thursday, March 11, 2021, at 6:00 p.m. as a Zoom and teleconference meeting with an Executive Session following the special meeting.

1. CALL TO ORDER

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:04 p.m.

Board members present were Mr. Joseph Baczewski (*arrived at 6:10 p.m.*), Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Colleen Clark, Mr. David Derynoski, and Mr. Zaya Oshana. Board members absent were Mrs. Missy Cipriano and Mr. David Falvo.

Cabinet Administrators present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; Ms. Rebecca Cavallaro, Director of Pupil Services; and Mr. Peter Romano, Director of Operations.

Also present were Mr. Charles Warrington and Mr. John Koplas, Senior Project Managers at Colliers.

2. PLEDGE OF ALLEGIANCE

Mr. Derynoski led in the reciting of the Pledge of Allegiance.

3. Colliers Presentation

Mrs. Carmody explained that she appointed an Ad Hoc Facilities Committee in November 2020 chaired by Mrs. Clark with Mr. Oshana, Mr. Brown, and Mr. Chrzanowski committee members. They met with representatives from Colliers who were invited to speak to the full Board.

Mr. Warrington and Mr. Koplas introduced themselves to the Board members and spoke in detail of their professional backgrounds. They are Senior Project Leaders with Colliers, which is based in Madison, Connecticut, specializing in school construction K-12 Division market.

Mr. Warrington gave a PowerPoint presentation on the Southington Public Schools Elementary School Program (*Attachment #1*). He discussed in detail the services that Colliers, which is an OPM, provides, including the following:

- An OPM (Owner’s Project Manager) is part of the project team under contract with the owner. They are responsible for providing management and oversight over Capital Projects on behalf of the owner throughout the planning, design, construction, commissioning, occupancy, and closeout phases. They are not a Construction Manager. He discussed, at length, the responsibilities that the OPM oversees and manages. They have 140 professionals at Colliers main office.
- Mr. Warrington discussed the State of Connecticut guidelines and reports needed for new projects including the factors for eligibility such as enrollment projections, budgets, special education programs, etc.
- Space Standard Calculations “Right-sizing of schools” was discussed in detail, which is the statutory calculation the state uses to determine the rate/percentage of reimbursement given to the school district. The size of the school is based on the space standard calculation. The state also looks at programming and would be taking into account the learning environment in 2021.
- Mr. Warrington discussed OSCG&R (Office of School Construction, Grants, and Review) Renovation Status, which is also known as “Renovate Like New”. He noted that Statute 10-282, Section 18, defines what renovation means, which is very specific. The key point looked at is that a building being renovated must have 75% of it 30 years old or older. The project application would have to be approved by the state. He spoke in detail about what is needed to apply for renovation status with the state including ineligible costs.
- Discussed in detail were three (3) draft scenarios based on earlier enrollment studies from Milone and MacBroom, the age of the buildings, and assumptions for range of budgets. The scenarios are:
 1. Renovation of Derynoski, Flanders and Kelley Elementary Schools.
 2. Renovation of Derynoski, new 600-student elementary school to replace Kelley School, and close Flanders School.
 3. Replace Kelley and Flanders with new 600-student elementary schools each, close Derynoski School and return it to the town.
- Reimbursement rates for 2021 are 45% for new and 55% for renovation/alteration.
- Renovation budgets do not include temporary portables.
- Renovation costs were discussed for each scenario. The cost to the district is always subject to state audit. The State of Connecticut Office of School Construction Grants will not allow the district to cap bonding costs.

Mr. Derynoski questioned the fee to the town for an OPM (Owner’s Project Manager). Mr. Warrington stated that there was a fee. There is the Pre-referendum Services phase to assist with the planning of the project. He clarified that any services by an OPM or architect up to the referendum are not eligible for reimbursement. They are eligible after referendum. The cost ranges from \$60,000-\$100,000 depending on the level of services and specifics of a program. Colliers fees in Connecticut range approximately one percent (1%). In Connecticut, an OPM is not required, but many districts use them.

Mrs. Carmody stated that the Board was in the preliminary stages of discussing this and thanked the Collier representatives for their presentation. Mr. Connellan stated that it was important for people to understand that these costs were estimates only and that the Board members have an important decision to make in terms of their recommendation to the town and community for the schools for the next 50 years. It is a huge responsibility.

4. 2020-2021 Healthy Food Certification

a. Rescind the May 28, 2020 Healthy Food Certification Motion

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

“Move to rescind the May 28, 2020 Healthy Food Certification motion voted on by the Board of Education.”

Mr. Derynoski questioned why this was being rescinded. Mrs. DiNello explained that the Board of Education voted on May 28, 2020 to participate in the Healthy Food Certification program for the 2020-2021 school year. However, the motions did not include all the required language pursuant to C.G.S. Section 10-215f and the Connecticut State Department of Education requested revised motions. The two motions made in May 2020 need to be rescinded and two new motions are needed. These minutes are then sent to the State Child Nutrition Program in order to participate. Everything in the new motions is exactly the same but includes more language for clarification purposes. Mrs. DiNello pointed out that in a couple of months these motions would need to be made for the 2021-2022 school year.

ROLL CALL VOTE: YES: Mr. Brown, Mr. Chrzanowski, Mrs. Clark, Mr. Derynoski, Mr. Oshana, Mrs. Carmody. Mr. Baczewski was absent for this vote.

Motion carried 6-0.

b. 2020-2021 Healthy Food Certification

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

“Pursuant to C.G.S. Section 10-215f, the Board of Education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2020, through June 30, 2021. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.”

ROLL CALL VOTE: YES - Mr. Brown, Mr. Chrzanowski, Mrs. Clark, Mr. Derynoski, Mr. Oshana, Mrs. Carmody. Mr. Baczewski was absent for this vote.

Motion carried 6-0.

c. Rescind the May 28, 2020 Food Exemption Motion

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

“Move to rescind the May 28, 2020 Food Exemption motion voted on by the Board of Education.”

ROLL CALL VOTE: YES - Mr. Baczewski, Mr. Brown, Mr. Chrzanowski, Mrs. Clark, Mr. Derynoski, Mr. Oshana, Mrs. Carmody.

Motion carried unanimously.

d. 2020-2021 Food Exemption

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

The Board of Education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

ROLL CALL VOTE: YES - Mr. Baczewski, Mr. Brown, Mr. Chrzanowski, Mrs. Clark, Mr. Derynoski, Mr. Oshana, Mrs. Carmody.

Motion carried unanimously.

5. EXECUTIVE SESSION – PERSONNEL MATTERS AND CONTRACTS

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

“Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Personnel Matters and Contracts, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

The Special Board of Education Meeting ended at 6:52 p.m.

6. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The executive session adjourned at 7:55 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

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**

SPECIAL MEETING

MARCH 18, 2021

The special meeting of the Southington Board of Education was held on Thursday, March 18, 2021, at 6:00 p.m. as a Zoom and teleconference meeting.

1. CALL TO ORDER

Mrs. Terri Carmody, Chairperson, called the meeting to order at 6:02 p.m.

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

Cabinet Administrators present were Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; Mrs. Sherri DiNello, Director of Business and Finance; and Ms. Rebecca Cavallaro, Director of Pupil Services.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. Appoint BOE Members as Search Committee for the position of Assistant Superintendent

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

“Move to appoint all Board of Education members as the Search Committee for the position of Assistant Superintendent.”

Motion carried unanimously by voice vote.

4. Appoint BOE Members as Search Committee for the position of Director of Business & Finance

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

“Move to appoint all Board of Education members as the Search Committee for the position of Director of Business & Finance.”

Motion carried unanimously by voice vote.

5. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The special meeting adjourned at 6:04 p.m.

Respectfully submitted,

Linda Blanchard

Recording Secretary

Board of Education
Administrative Report
March 25, 2021



1. Southington Education Foundation Awards
2. Southington DECA Student Competition Awards
3. STEPS Partnership – Prevention Grant Through the State Department of Mental Health and Addiction Services
4. South End Elementary School Roof Repair Schedule
5. District-base vaccine distribution

Mr. Tim Connellan, Superintendent
Mr. Steve Madancy, Assistant Superintendent for Curriculum and Instruction
Southington Public Schools
200 North Main Street Southington, CT 06489

Dear Mr. Connellan and Mr. Madancy:

On behalf of the Southington Education Foundation, we thank you for assisting us in our support of our district teachers through the mini grant program. As you may recall, the primary focus of these grants is on digital needs and diversifying classroom libraries.

We humbly request that you share information of these three grant awards with staff and parents through a central office communication and with Board of Education members. Attached are the three grant applications. Enclosed for your review are the following:

Elizabeth Curtin at DePaolo Middle School was awarded funding for the grant, ***Diversifying Our Libraries.***

- The purpose of this project is for students to develop a more inclusive, compassionate view of the world around them.
- The project calls on students to reflect on their personal experiences and the importance of reading diverse young adult fiction.
- Ninety-two seventh graders will read books about characters of diverse racial and ethnic backgrounds.
- The SEF funded \$438.06 for this program.
- Both Mr. Palmieri and Mr. Lasbury have been notified of this award.

Jessica Fletcher and Gina Krar, first grade teachers at Oshana Elementary School were awarded funding for the grant, ***Multicultural Mentor Texts.***

- The purpose of this project is to expose students to diverse cultures they are not familiar with and/or to reaffirm the value of cultures they are personally familiar with.
- Through the teachers' oral reading of Multicultural Mentor Texts, the students will hear stories with characters of various racial and ethnic backgrounds.
- After listening to the stories, students will share their thoughts through discussion.
- The project will impact approximately 30 to 40 first grade students yearly.
- The SEF funded \$495.20 for this project.
- Ms. Rogala has been notified of this award.

Jessica Fletcher and Gina Krar were awarded funding for a second grant, ***Multicultural Libraries.***

- The purpose of this project is to expose students to diverse cultures they are not familiar with and/or to reaffirm the value of cultures they are personally familiar with.
- This grant will allow first graders to independently read books with characters of different races, cultures, and ethnic backgrounds.
- Students will write book reviews using evidence to support their opinions.
- The SEF funded \$524.97 for this project.
- Ms. Rogala has been notified this awarded grant.

Sincerely,

Paula Knight
Paula Knight, Chair
Southington Education Foundation

SOUTHINGTON EDUCATION FOUNDATION

Mini grant Application Elizabeth Curtin JA DePaolo

Submit the application as a WORD document, not as a PDF. The cover page with the principal's signature should be scanned and submitted separately as a PDF.

DIRECTIONS WHEN REQUESTING TECHNOLOGY:

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Please submit a letter from the SPS Director of Technology with your application stating this.
- Obtain district technology pricing from the SPS Director of Technology for inclusion in your budget.
- Consider the computing hardware currently available in your school before submitting a request for such equipment.

This Box is for Committee Use Only: Grant Number:

PROJECT TITLE: Diversifying Our Shelves

AMOUNT OF FUNDING REQUESTED:

\$438.06

CHECK OFF AREA OF FOCUS: DIGITAL NEEDS
 DIVERSIFYING CLASSROOM LIBRARIES
 STEAM
 OTHER (list area:)

THIS PROJECT WILL BE FOR: CLASSROOM USE
 DISTANCE LEARNING
 BOTH

NUMBER OF STUDENTS IMPACTED BY THIS GRANT:

94 (and will continue to benefit more students in the years to come)

GRADE LEVEL(S) OF STUDENTS IMPACTED BY THIS GRANT:

7

TIMELINE:

START DATE: Once books are received

END DATE: End of the year: June 18, 2021

SUMMARY OF THE PROJECT: (Clearly and succinctly summarize the project so that the reader can fully understand the project. Be brief – one to two paragraphs)

This Box is for Committee Use Only: Grant Number:

For this project, students will be able to access age-appropriate, award winning fiction from minority authors and/or about a character from a minority background and participate in a variety of activities and reflections about the importance of diverse young adult literature. I am applying for this grant because when I look at my students in their desks, I see a diverse set of learners hungry for new novels and realistic storylines about the world that is blooming around them. But when I look at my classroom library, I see a lack of books about characters of color, characters from different cultural backgrounds, and LGBTQ+ characters. When students are presented with more diverse book choices, they will explore characters whose struggles may be similar or different than their own, which is an important reminder that each person's life, whether fictional or real, is one of value. This will help our students craft a more inclusive, compassionate view of the world around them. This classroom library upgrade is the perfect complement to the district's diversity curriculum, emotional intelligence goals, STEPS program, and Vision of a Graduate.

I developed the attached book list using the Nutmeg Award Winners list for Middle Grades 6-8, National Book Award finalists, Prinz Award Winners, Morris Award Winners, and YALSA recommendations. I carefully selected books appropriate for middle school students and would be happy to have the Language Arts department review the list prior to purchase if I am awarded this grant. I realize the delicate balance of exposing young readers to important current issues while making sure the titles are developmentally appropriate.

MEASURABLE LEARNER OBJECTIVES: The Learner Objective(s) must be (1) specific, (2) measurable, (3) achievable, (4) realistic, and (5) timely. List assessment method(s) specifically.

By June 2021, 94 students on the Grade 7 Gold Team will read at least one book by a minority author and/or about a character from a minority background. After carefully analyzing the book, students will create a digital book review using Flipgrid to be shared with their fellow students.

By June 2021, 94 students on the Grade 7 Gold Team will increase their awareness of minority authors and/or characters from a minority background and be able to explain the importance of purposefully reading diverse literature as shown by the results of a digital student survey and anecdotal data from a classroom reflection.

STUDENT ACTIVITIES: Provide a list of specific student activities to be completed as part of this project.

1. Teach a two-day lesson on the concept of "windows and mirrors" in young adult literature to introduce this reading project. (A "mirror" is an opportunity for a student to read about a character that they personally relate to, while a "window" is the opportunity to look into the life of a character with a different personal history, allowing the student to develop their understanding and compassion for those of different backgrounds.)
2. While reading, students will complete weekly written responses to teacher prompts, including an analysis of the author's life, the text's big issues, and the theme.
3. Students will create a graphic organizer and written script to prepare for their book review.
4. Students will create a one to two minute video book review using Flipgrid, an online video creator.

This Box is for Committee Use Only: Grant Number:

5. Students will participate in a digital sharing activity, which will allow them to leave positive feedback for their classmates' videos while expanding their knowledge of diverse authors and book titles.
6. Students will reflect on the experience and importance of reading diverse young adult fiction via a digital student survey and a classroom discussion.

Note: Since there will not be enough books for all the students to complete this activity at the same time, I will use a rolling schedule to eventually do these activities with each of my classes by the end of the year.

EVALUATION: List the student data and/or student work product(s) which will be used to assess student learning/mastery of the objective(s). Samples of the data and/or work products will need to be presented to the Foundation at completion of the project.

1. Flipgrid digital book reviews
2. Book review script/graphic organizer
3. Weekly written responses about the author, important issues, and themes of their book (2-3 responses total per student)
4. Results from the student survey at the end of the project
5. Anecdotal information from the students' classroom discussion at the end of the project

SUSTAINABILITY: Explain how the project will be sustained after funding from the Foundation ends.

The good thing about this project is that it will last as long as the books do, which will be many years. The more times the books are read and students share feedback with me, the better understanding I will have of which titles resonate with this age group. This will help me develop my book recommendations for students in the future and enable me to get more "just right" books into the hands of students.

BUDGET: Please complete the attached budget summary. Be specific and detailed. (Instructional materials, equipment, etc.)

BUDGET SUMMARY

This Box is For Committee Use Only: Grant Number:		
Project Title:	Diversifying Our Shelves	
Amount Requested:	\$438.06	
	Start Date	End Date
Budget Period:	One time purchase	
<u>Itemized Expenses:</u>		
List quantity, item name, cost per unit, total cost for quantity Include shipping/handling costs The SEF will not fund costs for food Do not include sales tax Provide the TOTAL cost for all items at the bottom of the last column		

Quantity	Item Name	Author	Cost Per Unit	Total Cost for Item
2	Other Words for Home	Jasmine Warga	\$10.79	\$21.58
	All America Muslim Girl	Nadine Jolie Courtney	10.99	10.99
	Count Me In	Varsha Bajaj	7.99	7.99
	All American Boys	Jason Reynolds	5.07	5.07
	March: Book One	John Lewis, Andrew Aydin, Nate Powel	10.93	10.93
	IF I Ever Get Out of Here	Eric Gansworth	8.99	8.99
	We are Not Free	Traci Chee	13.68	13.68
2	The Stars Beneath our Feet	David Barclay Moore	7.99	15.98
	Illegal	Eoin Colfer	11.99	11.99
	Piecing Me Together	by Renee Watson	9.89	9.89
2	Lily and Dunkin	Donna Gephart	7.99	15.98
2	The Epic Fail of Arturo Zamora	Pablo Cartaya	6.29	12.58
2	The New Kid	Jerry Craft	8.64	17.28
	The House That Lou Built	Mae Respico	6.99	6.99
	The Only Black Girls in Town	Brandy Colbert	15.81	15.81
2	George	Alex Gino	6.99	13.98
	Rick	Alex Gino	15.99	15.99
	Efren Divided	Ernesto Cisneros	15.29	15.29

2	When You Trap a Tiger	Kae Keller	15.29	31.96
	Stand Up, Yumi Chung!	Jessica Kim	14.99	14.99
2	Blended	Sharon Draper	8.99	17.98
	This Book is Anti Racist	Tiffany Jewell	5.87	5.87
	Stamped: Racism, Antiracism, and You: A Remix of the National Book Award-winning Stamped from the Beginning	Ibram Kendi and Jason Reynolds	8.99	8.99
2	Becoming Muhammad Ali	Kwame Alexander and James Patterson	6.74	13.78
	Black Brother, Black Brother	Jewell Parker Rhodes	13.88	13.88
	Before the Ever After	Jacqueline Woodson	14.99	14.99
	Crossover (3 book set)	Kwame Alexander	32.99	32.99
	Long Way Down	Jason Reynolds	6.79	6.79
	Ghost Boys	Jewell Parker Rhodes	6.89	6.89
	Clean Getaway	Nic Stone	7.99	7.99
	To Night Owl from Dogfish	Holly Goldberg Sloan	8.99	8.99
	Genesis Begins Again	Alicia Williams	11.99	11.99
	Tristan Strong	Kwame Mbalia	8.99	8.99
	INCLUDE SHIPPING AND HANDLING COSTS			0
FINAL TOTAL				438.06

***NOTE: All the prices above are the listed prices on Amazon.com as of 2/7/21.**

Application approved by the SEF Board of Directors 7.14.2020.

Application revision approved by the SEF Board of Directors 10.13.2020.



Our mission: The Southington Education Foundation, Inc. is committed to instilling a life-long love of learning in all children through innovative, creative learning experiences that expand upon existing educational opportunities. The foundation will partner with the community to secure resources, inspire excellence, and enrich student achievement.

(Established 2009, Revised 2015)

TYPE OF GRANTS:

Mini Grants – The Southington Education Foundation will award up to \$500 to SPS educators for innovative and creative student learning experiences that expand existing educational opportunities. Suggested areas of focus (1) Digital Needs, (2) Diversifying Classroom Libraries and/or (3) STEAM. Other areas will be considered.

FUNDING GUIDELINES:

1. Projects must align with the SEF mission as well as the goals and curriculum of the Southington Public Schools.
2. The SEF will not fund programs or supplies traditionally funded by the Board of Education (BOE), fund an existing BOE program, or supplant programs traditionally funded by the BOE.
3. Funds will not be awarded for multiple applications from an individual school to fund an entire program.
4. The SEF will not fund compensation for substitute teachers, salaries, or stipends, or food.
5. Proposals for new programs are preferred over repeat requests for an already awarded program.
6. SEF will give preference to grants that impact the largest number of students.
7. Grant applicants must be involved in all stages of the project from planning through evaluation.
8. All funded materials are the property of the Southington Public Schools.
9. If for any reason a grant recipient is unable to administer the approved project, the grant recipient will return all allocated funds to the SEF.
10. The Applicant must submit a *Project Evaluation* with copies of all receipts and invoices 30 days after project completion.
11. The Building Principal must approve and sign the application.

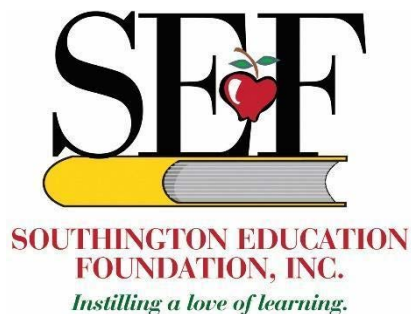
GRANT SUBMISSION:

1. The Applicant must answer all the questions on the application.
2. TECHNOLOGY:
 - When technology is requested, applicants must obtain the approval of the SPS Director of Technology to ensure that all equipment and technical aspects of program are compatible with the school network/equipment and that chosen technology is the most suitable, and cost-effective means of carrying out the project. **Please submit a letter from the SPS Director of Technology with your application stating this.**
 - Obtain district technology pricing from the SPS Director of Technology for inclusion in your budget.
 - Consider the computing hardware currently available in your school before submitting a request for such equipment.
3. Submit the application as a WORD document, not as a PDF. The cover page with the principal’s signature should be scanned and submitted separately as a PDF.
4. Submit the application and any questions to: sef.inc.grants@gmail.com
5. Please anticipate confirmation of receipt within one week of submission.

GRANT TIMELINES:

GRANT DUE DATE	NOTIFICATION OF AWARD/REJECTION
August 11, 2020	September 9, 2020
September 15, 2020	October 14, 2020
October 12, 2020	November 11, 2020
November 17,2020	December 16, 2020

Thank you for your interest and support of the SEF mission. Through creative and innovative learning experiences, student learning is enriched.



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(Established 2009, Revised 2015)

APPLICATION FOR MINI-GRANT FUNDING	
The grant committee will use a “blind” review process in evaluating each proposal. In order to maintain the integrity of the process, DO NOT include the names of the applicants, schools, or other identifying features in the Grant Application found on the next page. Please submit a typed, complete application electronically to sef.inc.grants@gmail.com	
AMOUNT OF FUNDING REQUEST	
\$524.97	
PROJECT TITLE	
Multicultural Libraries	
CONTACT PERSON(S)	EMAIL
Jessica Fletcher and Gina Krar	jfletcher@southingtonschools.org and gkrar@southingtonschools.org
SCHOOL:	
Oshana Elementary School	
PRINCIPAL’S ENDORSEMENT:	
As the building principal, I have reviewed this application. By signing this application, I indicate my support for the application and the project.	
_____	_____
Print Name	Principal’s Signature
APPLICANT’S STATEMENT:	
The information in this application is accurate. I understand that I will be required to submit a Project Evaluation with copies of all receipts and invoices 30 days after project completion. The Project Evaluation Form may be found on the SEF website on the Grants and Programs page.	
_____	_____
Print Name	Applicant’s Signature

SOUTHINGTON EDUCATION FOUNDATION

Mini grant Application

Submit the application as a WORD document, not as a PDF. The cover page with the principal's signature should be scanned and submitted separately as a PDF.

DIRECTIONS WHEN REQUESTING TECHNOLOGY:

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This Box is for Committee Use Only: Grant Number:

PROJECT TITLE:

Multicultural Libraries

AMOUNT OF FUNDING REQUESTED:

CHECK OFF AREA OF FOCUS: DIGITAL NEEDS
 DIVERSIFYING CLASSROOM LIBRARIES
 STEAM
 OTHER (list area:)

THIS PROJECT WILL BE FOR: CLASSROOM USE
 DISTANCE LEARNING
 BOTH

NUMBER OF STUDENTS IMPACTED BY THIS GRANT:

We have about 30 students this year but we typically have 40 students across both of our classrooms each year. Books in our libraries have lasted for 10-20 or more years so the number of students it can impact would be hundreds.

GRADE LEVEL(S) OF STUDENTS IMPACTED BY THIS GRANT:

1

TIMELINE:

START DATE: As soon as the books are received into our classrooms.

END DATE: June 2021

SUMMARY OF THE PROJECT: (Clearly and succinctly summarize the project so that the reader can fully understand the project. Be brief – one to two paragraphs)

Southington's classrooms are growing more diverse each year and we want to be sure our libraries reflect that diversity. An August 27, 2020 article by the American Psychological Association entitled, *Children Notice Race Several Years Before Adults Want to Talk About It*, says "some infants are aware of race and preschoolers may have already developed racist beliefs" yet adults are not ready to talk about race until children are about five years old.

<https://www.apa.org/news/press/releases/2020/08/children-notice-race>

We want our students to have a variety of characters with different cultural, racial, and ethnic backgrounds in their independent reading leveled books so that our students develop cultural competence even at a young age.

At the beginning of the year, Jessica read the book The Day You Begin, by Jacqueline Woodson. One of her students who is African American, said with a big smile on her face, "Wow, she looks just like me." After sharing this with Gina, we looked at our classroom libraries and realized that it is important that we increase the amount of books with multicultural characters so that ALL of our students see themselves in the pictures and experiences in our books. Having diverse characters in our libraries will also allow students to become more knowledgeable and comfortable with diversity. This will create opportunities for rich partner discussions on making connections with characters of all races and ethnic backgrounds and celebrating their uniquenesses as well.

In our first grade classrooms students may read anywhere from a level A through a level K. This book collection includes 72 books across all of these levels. We will share the books between us and incorporate these new books into every fiction reading bin in our libraries. This would mean we would be adding three or more books per reading level in each of our classrooms. Students shop for books each week and can self select any multicultural book that interests them.

We are first grade teachers at Oshana Elementary School and are collaborating across two grant requests - this one for classroom library books, and another for mentor texts. We consulted with Stephanie Lawlor, Language Arts Coordinator, and through the Teachers College Reading and Writing Project we found this comprehensive realistic fiction, multicultural, leveled set of 72 books that we can share across our classrooms. You will see in our other mini grant request, complimentary mentor texts.

MEASURABLE LEARNER OBJECTIVES: The Learner Objective(s) must be (1) specific, (2) measurable, (3) achievable, (4) realistic, and (5) timely. List assessment method(s) specifically.

By June 1, 2021 students in first grade will read at least 4 multicultural books at their independent level and write a book recommendation for each book.

STUDENT ACTIVITIES: Provide a list of specific student activities to be completed as part of this project.

Students will communicate their opinion of new books to their classmates by writing book recommendations. Students will rate each book they read on a scale of 1 star to 5 stars and give a reason to support their opinion as taught in our spring Opinion Writing Unit.

EVALUATION: List the student data and/or student work product(s) which will be used to assess student learning/mastery of the objective(s). Samples of the data and/or work products will need to be presented to the Foundation at completion of the project.

Teacher will create a 2 point rubric to evaluate the book recommendation:

- The student will rate the book.
- The student will provide evidence for their opinion.

Teacher will provide students with a book recommendation form to complete for each book read and a place to display the recommendations.

SUSTAINABILITY: Explain how the project will be sustained after funding from the Foundation ends.

These books are a one time purchase and do not require additional funding. These books may last 10-20 years.

BUDGET: Please complete the attached budget summary. Be specific and detailed. (Instructional materials, equipment, etc.)



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(Established 2009, Revised 2015)

TYPE OF GRANTS:

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4. The SEF will not fund compensation for substitute teachers, salaries, or stipends, or food.
5. Proposals for new programs are preferred over repeat requests for an already awarded program.
6. SEF will give preference to grants that impact the largest number of students.
7. Grant applicants must be involved in all stages of the project from planning through evaluation.
8. All funded materials are the property of the Southington Public Schools.
9. If for any reason a grant recipient is unable to administer the approved project, the grant recipient will return all allocated funds to the SEF.
10. The Applicant must submit a *Project Evaluation* with copies of all receipts and invoices 30 days after project completion.
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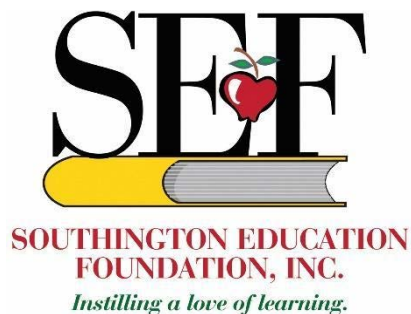
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GRANT TIMELINES:

GRANT DUE DATE	NOTIFICATION OF AWARD/REJECTION
August 11, 2020	September 9, 2020
September 15, 2020	October 14, 2020
October 12, 2020	November 11, 2020
November 17,2020	December 16, 2020

Thank you for your interest and support of the SEF mission. Through creative and innovative learning experiences, student learning is enriched.



Our mission: The Southington Education Foundation, Inc. is committed to instilling a life-long love of learning in all children through innovative, creative learning experiences that expand upon existing educational opportunities. The foundation will partner with the community to secure resources, inspire excellence, and enrich student achievement.

(Established 2009, Revised 2015)

APPLICATION FOR MINI-GRANT FUNDING	
<p>The grant committee will use a “blind” review process in evaluating each proposal. In order to maintain the integrity of the process, DO NOT include the names of the applicants, schools, or other identifying features in the Grant Application found on the next page. Please submit a typed, complete application electronically to sef.inc.grants@gmail.com</p>	
AMOUNT OF FUNDING REQUEST	
\$495.20	
PROJECT TITLE	
Multicultural Mentor Texts	
CONTACT PERSON(S)	EMAIL
Jessica Fletcher and Gina Krar	jfletcher@southingtonschools.org and gkrar@southingtonschools.org
SCHOOL:	
Oshana Elementary School	
PRINCIPAL’S ENDORSEMENT:	
As the building principal, I have reviewed this application. By signing this application, I indicate my support for the application and the project.	
_____	_____
Print Name	Principal’s Signature
APPLICANT’S STATEMENT:	
The information in this application is accurate. I understand that I will be required to submit a Project Evaluation with copies of all receipts and invoices 30 days after project completion. The Project Evaluation Form may be found on the SEF website on the Grants and Programs page.	
_____	_____
Print Name	Applicant’s Signature

SOUTHINGTON EDUCATION FOUNDATION

Mini grant Application

Submit the application as a WORD document, not as a PDF. The cover page with the principal's signature should be scanned and submitted separately as a PDF.

DIRECTIONS WHEN REQUESTING TECHNOLOGY:

- When technology is requested, applicants must gain approval of the SPS Director of Technology to ensure that all equipment and technical aspects of program are compatible with the school network/equipment and that chosen technology is the most suitable, and cost-effective means of carrying out the project. **Please submit a letter from the SPS Director of Technology with your application stating this.**
- Obtain district technology pricing from the SPS Director of Technology for inclusion in your budget.
- Consider the computing hardware currently available in your school before submitting a request for such equipment.

This Box is for Committee Use Only: Grant Number:

PROJECT TITLE:

Multicultural Mentor Texts

AMOUNT OF FUNDING REQUESTED:

CHECK OFF AREA OF FOCUS: DIGITAL NEEDS
 DIVERSIFYING CLASSROOM LIBRARIES
 STEAM
 OTHER (list area:)

THIS PROJECT WILL BE FOR: CLASSROOM USE
 DISTANCE LEARNING
 BOTH

NUMBER OF STUDENTS IMPACTED BY THIS GRANT:

We have about 30 students this year but we typically have 40 students across both of our classrooms each year. Books in our libraries have lasted for 10-20 or more years so the number of students it can impact would be hundreds.

GRADE LEVEL(S) OF STUDENTS IMPACTED BY THIS GRANT:

1

TIMELINE:

START DATE: As soon as the books are received into our classrooms.

END DATE: June 2021

SUMMARY OF THE PROJECT: (Clearly and succinctly summarize the project so that the reader can fully understand the project. Be brief – one to two paragraphs)

Southington's classrooms are growing more diverse each year and we want our mentor texts that we read aloud to students reflect that diversity. An August 27, 2020 article by the American Psychological Association entitled, *Children Notice Race Several Years Before Adults Want to Talk About It*, says "you can have a conversation with a toddler about race that is meaningful to them on their level. Parents, especially white parents, need to become comfortable talking about race or it will only get more difficult as their children get older."

<https://www.apa.org/news/press/releases/2020/08/children-notice-race>

We want to read books to our students that have a variety of characters with different cultural, racial, and ethnic backgrounds so that our students develop cultural competence even at a young age. It is important that ALL of our students see themselves in the pictures and experiences in our books. Having diverse characters in our mentor texts allows students to become more knowledgeable and comfortable with diversity. This will create opportunities for rich group discussions on making connections with characters of all races and ethnic backgrounds and celebrating our uniquenesses as well.

We are first grade teachers at Oshana Elementary School and are collaborating across two grant requests - this one for mentor texts, and another for classroom library books. We consulted with Stephanie Lawlor, Language Arts Coordinator, as well as searched a variety of sources including Teachers College Reading and Writing Project, Scholastic, and other online teacher sources to create this mentor text list.

MEASURABLE LEARNER OBJECTIVES: The Learner Objective(s) must be (1) specific, (2) measurable, (3) achievable, (4) realistic, and (5) timely. List assessment method(s) specifically-

By June 1, 2021 students in first grade will be read at least 6 books which represent a variety of people from different races and ethnic backgrounds and be able to make connections with a character from a different background by drawing a picture and writing how they are similar or different.

STUDENT ACTIVITIES: Provide a list of specific student activities to be completed as part of this project.

Students will communicate their understanding of their new learning through pictorial and written presentations to their classmates. Students will engage in oral discussions that will require critical thinking to develop their own cultural competence.

By complementing our classroom libraries with multicultural just right leveled books (see our other mini grant request), students will have multiple exposures to a variety of characters and experiences.

EVALUATION: List the student data and/or student work product(s) which will be used to assess student learning/mastery of the objective(s). Samples of the data and/or work products will need to be presented to the Foundation at completion of the project.

Teacher will create a 3 point rubric for scoring student work:

- The student can identify a similarity or difference with a character from one of the mentor texts being read.
- The student can provide evidence from the text and their own life of how they are the same or different than that character.
- The student can draw the connection being made.

Student work will be compiled into a class book which can be presented to the SEF for final evaluation.

SUSTAINABILITY: Explain how the project will be sustained after funding from the Foundation ends.

These books are a one time purchase and do not require additional funding. These books may last 10-20 years.

BUDGET: Please complete the attached budget summary. Be specific and detailed. (Instructional materials, equipment, etc.)

BUDGET SUMMARY

This Box is For Committee Use Only: Grant Number:			
Project Title:		Multicultural Mentor Texts	
Amount Requested:		\$495.20	
Budget Period:		Start Date March 2021	End Date June 21, 2021
<u>Itemized Expenses:</u>			
List quantity, item name, cost per unit, total cost for quantity			
Include shipping/handling costs			
The SEF will not fund costs for food			
Do not include sales tax			
Provide the TOTAL cost for all items at the bottom of the last column			
Quantity	Item Name	Cost per Unit	Total Cost for item
2	Freedom on the Menu	6.99	13.98
2	All Because You Matter	15.04	30.08
2	Black is a Rainbow Color	13.89	27.78
2	From Maybe to Forever	17.30	34.60
2	If Dominican Were a Color	16.99	33.98
2	Our Favorite Day of the Year	10.79	21.58
2	Evelyn Del Rey is Moving Away	12.19	24.38
2	Separate is Never Equal	14.99	29.98
2	Grandpa Grumps	13.79	27.58
2	Me & Mama	16.99	33.98
2	Mango Moon	13.69	27.38
2	All Different Now	14.99	29.98
2	Juneteenth for Maize	5.95	11.90
2	I, Too, Am America	16.49	32.98
2	Carter Reads the Newspaper	15.79	31.58
2	Chocolate Me	7.99	15.98
2	Hair Love	6.90	13.80
2	I Am Enough	12.45	24.90
2	Eyes That Kiss in the Corners	14.39	28.78
	INCLUDE SHIPPING & HANDLING COSTS		0.00
FINAL TOTAL			495.20

Application approved by the SEF Board of Directors 7.14.2020.

Application revision approved by the SEF Board of Directors 10.13.2020.

Good morning!

We wanted to share Southington DECA's recent success from the 69th Annual Connecticut Career Development Conference. We were proud to have 14 students represent Southington DECA:

Tia Guay and Isabella Guay- Buying and Merchandising Team Decision Making
Sadie Garfinkel and Amrit Kaur- Marketing Management Team Decision Making
Alyssa Petrone and Brooke Daigle- Travel and Tourism Team Decision Making
Drew Belcourt and Josh Gregory- Entrepreneurship Team Decision Making
Max Hotchkiss and Rory Missal- Sports and Entertainment Marketing Team Decision Making
TOP 5 FINISHERS- Cooper Burdette and Joe Keating- Sports and Entertainment Marketing Team Decision Making

Jack Hurley- Sports and Entertainment Individual Series

TOP 3 FINISHER- AJ Colwick- Restaurant and Food Service Management Individual Series

Four students will move on to the first (and we hope last!) virtually held DECA International Career Development Conference starting April 19th:

AJ Colwick, Cooper Burdette, and Max Hotchkiss will represent the chapter's Gold-Certified School Based Enterprise entry in the School-Based Enterprise Academy and Competitive Event. Rory Missal will also join Max Hotchkiss in the Leadership Academy where they will be able to attend various leadership workshops on demand throughout the conference.

As always, thank you for your continued support!

Kindest regards,

Teresa Brooks and Sandy Spinello

Business & Marketing Teachers

DECA Advisors

"DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe. Our student members leverage their DECA experience to become academically prepared, community oriented, professionally responsible, experienced leaders."

Southington High School

720 Pleasant Street

Southington, CT 06489

860-628-3229 x11348



SOUTHINGTON PUBLIC SCHOOLS



TIMOTHY F. CONNELLAN
SUPERINTENDENT OF
SCHOOLS

STEVEN G. MADANCY
ASSISTANT SUPERINTENDENT
OF SCHOOLS

SHERRILIN P. DiNELLO
DIRECTOR OF BUSINESS &
FINANCE

PETER J. ROMANO, JR.
DIRECTOR OF OPERATIONS

REBECCA J. CAVALLARO
DIRECTOR OF PUPIL SERVICES

MICHELLE PASSAMANO
HUMAN RESOURCE MANAGER

JENNIFER S. MELLITT
ACCOUNTING MANAGER

200 NORTH MAIN ST.
SOUTHINGTON, CT
06489

WWW.SOUTHINGTONSCHOOLS.ORG

OFFICE TELEPHONE
(860) 628-3200

HUMAN RESOURCE FAX
(860) 628-3211

GENERAL FAX
(860) 621-8056

BOARD OF EDUCATION FINANCE COMMITTEE MEETING

Tuesday, March 16, 2021, 6:00 p.m.

Video Conference

This meeting will convene as a combined video and teleconference. Instructions to access the BOE Finance Committee Meeting in real time via teleconference are noted below:

1. Call 1-646-558-8656
2. Follow the prompts.
3. The Meeting ID: 839 8950 1985
4. Passcode: 303516
5. Please mute your phone.
6. Refrain from using the "speaker phone".

AGENDA

1. Self-Insurance Report
2. Transfer of Funds
3. Preschool Regular Education Tuition Rates
4. YMCA Before & After Care Program Rates 2021-2022
5. Bid Award #2021-05: Lawn Mowing & Trimming Services and Ground Debris Clean Up & Removal Services
6. Food Service Financial Update - Loan
7. Financial Update 2020-21/Non-Lapsing Account Update
8. Miscellaneous



SOUTHTON BOARD OF EDUCATION
Southington, Connecticut

FINANCE COMMITTEE MEETING

Tuesday, March 16, 2021, 6:00 p.m.

Video Conference

Board Members Present: Zaya Oshana, Chair; Colleen Clark; Joseph Baczewski; James Chrzanowski
Present from Administration: Sherri DiNello, Director of Business & Finance; Jennifer Mellitt, Accounting Manager; Nya Welinsky, Food Service Manager (left at 7:00)

The Finance Committee meeting was called to order at 6:00 p.m.

1. SELF-INSURANCE REPORT:

The committee reviewed the Board of Education Claims Report through January. Mrs. DiNello shared they are running \$2.1 million under budget and that February claims are very low as well. She shared that the consultant plans to share updated renewal information with the Self Insurance Committee at their meeting on March 17th.

2. TRANSFER OF FUNDS:

The committee recommends the Board of Education approve the transfer requests as submitted.

3. PRESCHOOL REGULAR EDUCATION TUITION RATES:

Mrs. DiNello reviewed the memo and information regarding area preschool rates. In addition, she shared there is still room in the three-year-old program and no waiting list for the first time in many years. The committee agreed to recommend keeping the 2020-21 tuition rates for the 2021-22 school year and not requesting an increase based on the data provided.

4. YMCA BEFORE & AFTER CARE PROGRAM RATES 2021-2022:

Mrs. DiNello reviewed the spreadsheet calculating the 2021-22 reimbursement rates proposed for the Before & After Childcare Program run by the YMCA in seven of our eight elementary schools. She explained an estimate was included for custodial wage increases because the contract expires in June of 2021. The increased MERS employer contribution rate of 16.44% was added. The committee recommends approval of the reimbursement rates as proposed to the full Board of Education.

5. BID AWARD #2021-05: LAWN MOWING & TRIMMING SERVICES AND GROUND DEBRIS CLEAN UP & REMOVAL SERVICES:

Mrs. Mellitt reviewed the memo and bid compilations for lawn mowing and trimming along with ground debris clean up and removal services for three years at four school locations. She explained in detail the rationale behind the recommendations, including the

outstanding service provided by the current vendor, BMS, at Flanders Elementary School. The recommendation is to award the sites to the following vendors:

Flanders: BMS
Hatton: Little K's
Strong: Little K's
Thalberg: Little K's

The committee members agreed and recommended that the Board of Education award the bid as presented by the administration.

6. FOOD SERVICE FINANCIAL UPDATE – LOAN:

Mrs. Mellitt reviewed the Food Service Balance Sheet as of February 28, 2021 and the comparative income statement for the eight months of July-February 2021, along with the previous year's information. The year-to-date loss in the program is over \$243,000. She also explained the bullets outlined in her memo dated March 11, 2021, including the \$65,597 reimbursement from the Coronavirus Relief Fund grant for food packaging costs and additional labor hours for the Grab-and-Go program and social distancing with added lunch waves.

Mrs. DiNello explained that there is new COVID related grant funding available to Southington Public Schools; however, there continues to be limited information in regard to how the funds can be used to help offset losses sustained in the Food Service Program. The Connecticut State Department of Education is working on issuing specific guidance on the use of COVID related grant funds for Food Service Programs. Mrs. Welinsky shared some of the challenges they are facing with continued school closures due to staff shortages and the number of students choosing remote learning.

Mrs. Mellitt went on to recommend a \$500,000 loan to the program this spring from the Education Non-lapsing Account FYE 2020. The need for the loan is supported by the following:

- a) Low cash balance
- b) Anticipated loss at year end
- c) Increasing cost of paper products after 7/1/21
- d) Cash flow concerns in the fall to cover operating costs until government reimbursements occur

Mrs. DiNello shared that she supports the loan amount; however, suggested that the terms of the repayment differ from the motion made by the Board of Education when the \$300,000 loan was made in the fall of 2020. Currently, there is a high probability that grant funding for the program is forthcoming, but there is no information on the amount. The motion for the \$300,000 loan was: *“Move to approve that the \$300,000 payment to the Food Service Program is a loan and the repayment of principal will be considered if the program has a profit of more than \$30,000 at the end of any fiscal year. The Finance Committee of the Board of Education will review the financial statements and cash balance and make a recommendation to the full Board of Education on the amount of an installment payment.”*

She suggested language for the repayment of the \$500,000 loan not be based on the program running a profit like the previous motion, but include language that the Finance Committee

will review the financial statements of the program in the spring of 2022 and COVID related grant receipts to determine a recommendation on a principal repayment amount to the full Board of Education for approval. Discussion took place on this concept and the committee supports the amount of the loan and asked the administration to draft a motion for them to review prior to the Board of Education meeting on March 25th.

7. **FINANCIAL UPDATE 2020-21/NON-LAPSING ACCOUNT UPDATE:**

Mrs. DiNello shared a financial update through February 28, 2021. She explained that accounts with an anticipated surplus or deficits are highlighted. The analysis shows a projected surplus of \$1,250,000 without using ESSER II funds for further reimbursement of COVID expenses. The surplus also assumes 50% of the remaining supply accounts will not be utilized.

Mrs. DiNello also updated the committee on the Non-lapsing Account FYE 2020. She reminded the committee of our January 28th discussion which considered using approximately \$1.3 million of the FY20 Non-lapsing Funds to reimburse the Operating Budget for COVID related school reopening costs and a second loan to Food Services in the amount of \$300,000.

The current update on the Non-lapsing Fund suggests not utilizing the Non-Lapsing Fund to reimburse the Operating Account for the COVID related school opening costs due to the anticipated surplus in the Operating Budget. As noted above, a second loan to Food Services is being requested at \$500,000. If this approach is agreeable, this will make approximately \$1,163,000 available for Capital Projects and Major Projects & Equipment. A discussion was had about which projects should be considered. There is no action needed at this time; however, the administration will begin reviewing the list of projects and bring a revised, prioritized listing back to the Board of Education for review. The committee agrees the administration should work to maximize available funds for the Non-lapsing Account and grants.

8. **MISCELLANEOUS:**

a. **Copier Lease:**

Mrs. Mellitt shared a proposal from Automated Business Solutions (ABS), our current copier vendor. The initial proposal from ABS is for a new five-year lease to begin this summer with a reduction in our monthly cost estimated at \$1,143. The proposal includes 63 new Canon machines and will reuse 14 of the current Canon machines. The proposal was developed using the Canon PEPPM Consortium Pricing.

The proposal includes an option to install uniFLOW on all the copiers. UniFLOW is a print management system which would require users to scan a badge to pick up printouts thereby reducing wasteful printing and saving on paper costs. Users can print to any printer around the district if the uniFLOW system is installed. The uniFLOW system would add \$744/mo to the lease payment.

The proposal with new machines and the uniFLOW system will still reduce the monthly payment by about \$400. Mrs. Mellitt explained there are still some open items, but she will be meeting with the new Network Manager to resolve if the committee supports the idea of not going out for a formal bid and work with our current vendor for a new lease.

A discussion took place and the committee agreed that it makes sense to move forward given the new equipment, the print management system, and the monthly savings. The administration will bring a final proposal back to the Finance Committee in May.

b. Purchasing Policies:

Mrs. DiNello shared that she and Mrs. Mellitt completed their review of the purchasing policies with the attorney from Shipman & Goodwin. The new policy will be brought to the Personnel & Policy Committee meeting on March 22, 2021. She explained that the purchasing policies were in different sections and the new policy consolidates all purchasing language into one policy and includes an appendix for the Uniform Guidance that the auditors recommended.

The meeting adjourned at 7:26 p.m.

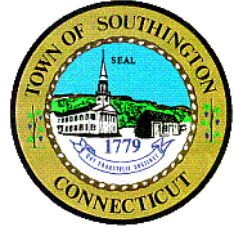
Respectfully submitted,



Sheri DiNello
Director of Business & Finance

Southington Public Schools

200 North Main Street
Southington, CT 06489



To: **Board of Education Finance Committee**

From: Sherri DiNello, Director of Business & Finance

Location: Central Office

Subject: **REQUEST FOR TRANSFER OF FUNDS**

Please authorize the following transfers within the accounts assigned to my program location:

	FUND	ACCOUNT NUMBER	NAME OF ACCT.	OBJECT CODE	FUNCTION	SITE CODE	KEY #	AMOUNT
FROM:	10	32200	Contracted Custodial – High School	400	2600	462	1260	\$50,400
FROM:	10	32200	Contracted Custodial – DePaolo	400	2600	351	1261	\$14,750
FROM:	10	32200	Contracted Custodial – Kennedy	400	2600	353	1264	\$14,750
FROM:	10	32200	Contracted Custodial – Derynoski	400	2600	215	1262	\$7,380
TO:	10	11810	Custodial Salaries	112	2600	462	0230	\$87,280

BRIEFLY JUSTIFY YOUR REASONS FOR MAKING THE ABOVE REQUEST.

Due to the COVID-19 school closures, the summer cleaning services were performed using our in-house staff (instead of contracted custodial vendors). Funds are being transferred from contracted custodial services at DES, JFK, JAD, and SHS, to the custodial salary line item.

Signature: Principal/Administrator

Date

BUSINESS OFFICE USE ONLY

Approved

Denied

COMMENTS

- _____ Insufficient balance
- _____ Outstanding encumbrance
- _____ Other (See COMMENTS)

Director of Business & Finance

March 12, 2021
Date



SOUTHTINGTON PUBLIC SCHOOLS

Sherri DiNello
Director of Business & Finance

MEMO

TO: Board of Education Finance Committee
DATE: March 16, 2021
RE: **PRESCHOOL REGULAR EDUCATION TUITION**

Annually, the Finance Committee reviews the preschool fee structure and makes recommendations to the full Board of Education. Attached is comparative data from area preschools for the 2020-2021 school year along with a history of fee increases.

The administration is not recommending an increase in tuition for the 2021-2022 school year.

**PRESCHOOL FEES
2020-2021**

Preschool Name	# of hrs per day	YEARLY FEE 2 DAY	YEARLY FEE 3 DAY	YEARLY FEE 4 DAY	YEARLY FEE 5 DAY
Current Fees					
Southington Integrated Preschool	2.66	\$1,705	\$2,070	\$2,495	N/A

Bright Beginnings Child Care Center	2.5	\$ 1,300	\$ 1,500	N/A	N/A
St. Dominic Nursery School (Full time only)	2.5	N/A	N/A	N/A	\$ 9,360
Southington Catholic PK Half Day	3.75	N/A	N/A	N/A	\$ 5,185
Southington Catholic PK Full Day	6.25	N/A	\$ 4,560	N/A	\$ 6,330
Village Green Nursery School	3	\$ 1,800	\$ 2,200	N/A	N/A
Village Green Nursery School Extended Day	4.5	N/A	\$ 3,350	N/A	N/A
YMCA (Y member)	2.5	\$ 1,650	\$ 2,040	N/A	N/A
YMCA (non Y member)	2.5	\$ 1,900	\$ 2,300	N/A	N/A
Zion Lutheran Nursery School	2.5	\$ 1,650	\$ 1,850	N/A	\$ 2,400

(For entire day of daycare)

TOTALS		\$ 8,300	\$ 17,800	\$ -	\$ 23,275
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Average Monthly Fee (not including SPS)		\$ 1,660	\$ 2,543	\$ -	\$ 5,819
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	No Increase Recommended	2020-21 Current Year Fees
Integrated Preschool Revenue		
2 day program (6 students)	\$10,230.00	\$10,230.00
3 days program (17 students)	\$35,190.00	\$35,190.00
4 day program (8 students)	\$19,960.00	\$19,960.00
	\$65,380.00	\$65,380.00

	Proposed Fee Increase	2019-2020 Current Year Fees
Integrated Preschool Revenue		
2 day program (7 students)	\$11,935.00	\$11,375.00
3 days program (16 students)	\$33,120.00	\$31,520.00
4 day program (12 students)	\$29,940.00	\$28,500.00
	\$74,995.00	\$71,395.00

	Proposed Fee Increase	2018-2019 Current Year Fees
Integrated Preschool Revenue		
2 day program (9 students)	\$14,625.00	\$13,905.00
3 days program (13 students)	\$25,610.00	\$24,375.00
4 day program (15 students)	\$35,625.00	\$33,975.00
	\$75,860.00	\$72,255.00

	Proposed Fee Increase	2017-2018 Current Year Fees
Integrated Preschool Revenue		
2 day program (3 students)	\$4,635.00	\$4,410.00
3 days program (22 students)	\$41,250.00	\$39,270.00
4 day program (12 students)	\$27,180.00	\$25,860.00
	\$73,065.00	\$69,540.00



SOUTHTON PUBLIC SCHOOLS

Sherri DiNello
Director of Business & Finance

MEMO

TO: Board of Education Finance Committee
DATE: March 16, 2021
RE: YMCA RATES 2021-2022

Annually, the Finance Committee recommends reimbursement rates for the use of our buildings by the YMCA for their School-Age Child Care Program. The rates reflect estimated contractual wage increases along with the increased MERS pension contributions.

**YMCA Proposed Rate Calculations for
2021-2022**

Reg Hourly rate		FLANDERS 1 hour	DERYNOSKI 1.5 hours	STRONG 1.25 hours	THALBERG 1.25 hours	HATTON 1.25 hours	KELLEY 1 hour	DERYNOSKI AM .5 hours	KELLEY AM .5 hours	Oshana 1 hour	
PAYROLL		7,549.06	11,421.33	9,486.21	9,386.43	9,386.43	7,549.06	3,807.11	3,674.75	7,549.06	
	SOCIAL SEC/MEDICARE	577.50	873.73	725.70	718.06	718.06	577.50	291.24	281.12	577.50	
(rate incr to 16.44%)	MERF	1,241.07	1,877.67	1,559.53	1,543.13	1,543.13	1,241.07	625.89	604.13	1,241.07	
	TOTAL MONTHLY (10)	9,367.63	14,172.72	11,771.44	11,647.63	11,647.63	9,367.63	4,724.24	4,560.00	9,367.63	
Monthly Custodial reimbursement		937	1,417	1,177	1,165	1,165	937	472	456	937	
Wear & Tear		80	80	80	80	80	80	70	70	80	
Electricity		123	128	333	333	333	342	128	128	333	
Supplies (incr by 4%)		34	35	34	34	34	33	35	35	35	
	PER YMCA AGREEMENT	120	120	120	120	120	120				
		1,294	1,780	1,744	1,732	1,732	1,512	705	689	1,385	12,572.65
Proposed Rates 21-22	TOTAL MONTHLY (10)	1,295	1,780	1,745	1,730	1,730	1,515	705	690	1,385	12,575.00
	2020-2021	1,265	1,745	1,710	1,700	1,700	1,485	695	675	1,360	12,335.00
	2019-2020	1,230	1,690	1,655	1,645	1,645	1,440	670	655	1,310	11,940.00



SOUTHINGTON PUBLIC SCHOOLS

*JENNIFER MELLITT
ACCOUNTING MANAGER
PURCHASING DEPARTMENT*

MEMO

TO: Board of Education Finance Committee

Date: March 9, 2021

RE: **Recommendation for Bid Award for BID 2021-05**
Lawn Mowing and Trimming Services and
Grounds Debris Clean up and Removal Services at four sites

BID 2021-05 sought pricing for Lawn Mowing and Trimming Services and optional pricing on Grounds Debris Clean up and Removal Services at four school (4) sites. The bid was opened on February 26, 2021. Eight vendors submitted bids. The bid compilations for the Lawn Mowing Services and Grounds Debris Clean-up are attached.

Our goal in combining the two services in this bid (mowing and clean up) was to allow one vendor to be accountable for the grounds of a school site. In the past, some of our schools did not have the Fall clean up performed due to the late leaf drops and the limits on not performing the work while school is in session. Our lawn mowing bid allows for two mowings during October and one mowing in November. Awarding both services to one vendor may allow the vendor to address a portion of the Fall grounds debris clean up during their normal mowing visits. Similarly, in the Spring, three April mowings would allow a vendor to address the spring clean-up work during those site visits.

BID 2021-05's pricing falls within our budgeted amounts for these sites, therefore we recommend awarding the Lawn Mowing and Trimming Services and the Grounds Debris Clean up and Removal Services for the three-year growing seasons of 2021-2023 as follows:

Site	Lawn Mowing and Trimming Services	Grounds Debris Clean up and Removal Services
Flanders Elementary	BMS Property Maintenance	BMS Property Maintenance
Hatton Elementary	Little K's Landscaping	Little K's Landscaping
Strong Elementary	Little K's Landscaping	Little K's Landscaping
Thalberg Elementary	Little K's Landscaping	Little K's Landscaping

NOTE: The remaining seven (7) school sites (not part of the current bid) are entering year two of three on their previously awarded Bid 2020-15 for lawn mowing, trimming and grounds debris clean-up services bid. These sites are being serviced by:

Little K's (5 sites) - Southington High, DePaolo, Kennedy, Derynoski and Kelley
SM Lawn Care (2 sites) - Oshana and South End

**SOUTHINGTON PUBLIC SCHOOLS
LAWN MOWING AND TRIMMING SERVICES & GROUNDS DEBRIS CLEAN UP AND REMOVAL
BID 2021-05 COMPILATION**

LAWN MOWING AND TRIMMING SERVICES							
SITE	VENDOR (Listed in order of receipt)	2021 GROWING SEASON	2022 GROWING SEASON	2023 GROWING SEASON	Growing Season 2021 Cost (Based on 24 mowings)	THREE YEAR MOWING COST (Based on 24 mowings per year)	Recommended Bidder

FLANDERS	BMS PROPERTY MAINT	\$104	\$104	\$104	\$2,496	\$7,488	BMS (A)
	DESOCIO'S LLC	\$135	\$140	\$145	\$3,240	\$10,080	
	LITTLE K'S	\$100	\$100	\$100	\$2,400	\$7,200	
	CHESHIRE CONCRETE	\$265	\$275	\$285	\$6,360	\$19,800	
	JACE LANDSCAPING	\$9,480	\$9,811	\$10,154	\$227,520	\$706,680	
	L&G LANDSCAPE	\$178	\$178	\$178	\$4,272	\$12,816	
	COCCHIOLA LANDSCAPING	\$3,096	\$3,096	\$3,096	\$74,304	\$222,912	
	SM LAWNCARE	\$100	\$100	\$100	\$2,400	\$7,200	

HATTON	BMS PROPERTY MAINT	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	\$145	\$150	\$155	\$3,480	\$10,800	
	LITTLE K'S	\$100	\$100	\$100	\$2,400	\$7,200	
	CHESHIRE CONCRETE	\$235	\$235	\$255	\$5,640	\$17,400	
	JACE LANDSCAPING	\$8,040	\$8,321	\$8,612	\$192,960	\$599,352	
	L&G LANDSCAPING	\$149	\$149	\$149	\$3,576	\$10,728	
	COCCHIOLA LANDSCAPING	\$3,360	\$3,360	\$3,360	\$80,640	\$241,920	
	SM LAWNCARE	\$115	\$115	\$115	\$2,760	\$8,280	

STRONG	BMS PROPERTY MAINT	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	\$145	\$150	\$155	\$3,480	\$10,800	
	LITTLE K'S	\$100	\$100	\$100	\$2,400	\$7,200	
	CHESHIRE CONCRETE	\$265	\$265	\$265	\$6,360	\$19,080	
	JACE LANDSCAPING	\$6,000	\$6,210	\$6,427	\$144,000	\$447,288	
	L&G LANDSCAPING	\$155	\$155	\$155	\$3,720	\$11,160	
	COCCHIOLA LANDSCAPING	\$3,312	\$3,312	\$3,312	\$79,488	\$238,464	
	SM LAWNCARE	\$110	\$110	\$110	\$2,640	\$7,920	

THALBERG	BMS PROPERTY MAINT	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	\$130	\$135	\$140	\$3,120	\$9,720	
	LITTLE K'S	\$100	\$100	\$100	\$2,400	\$7,200	
	CHESHIRE CONCRETE	\$185	\$185	\$185	\$4,440	\$13,320	
	JACE LANDSCAPING	\$7,200	\$7,452	\$7,712	\$172,800	\$536,736	
	L&G LANDSCAPING	\$145	\$145	\$145	\$3,480	\$10,440	
	COCCHIOLA LANDSCAPING	\$3,000	\$3,000	\$3,000	\$72,000	\$216,000	
	SM LAWNCARE	\$100	\$100	\$100	\$2,400	\$7,200	

TOTAL YEAR 2021 GROWING SEASON COST (@ 24 MOWINGS/SITE)	<u>\$9,696</u>
TOTAL LAWN MOWING AND TRIMMING SERVICES THREE YEAR COST	<u><u>\$29,088</u></u>

BOLD = Recommended Bidder

Low Bidder

(A) - In accordance with the Bid Terms and Conditions #24 in Part II of the bid document: "In determining the lowest or highest responsible bidder, the BOE reserves the right to consider, in addition to price,quality, ...experience of the bidder... ". BMS has been providing excellent service at the Flanders site for mowing and clean up for the past three years. Although the bid price is not the lowest bid, the vendor held his prices from the previous three years and the Administration supports awarding the Flanders site to BMS.

Vendors:			
BMS Property Maintenance LLC 2030 Mount Vernon Rd Southington, CT 06489	Cheshire Concrete 87 Chapel Hill Plantsville, CT 06479	Cocchiola Landscaping LLC 50 Mapleview Dr Wolcott, CT 06716	DeSocio's LLC 976 Wolcott Rd Wolcott, CT 06716
Jace Landscaping 228 East Rd Bristol, CT 06010	L&G Landscape LLC 35 Eastwood Drive Plantsville, CT 06479	Little K's Landscaping 2 Autumn Leaves Rd Wallingford, CT 06492	SM Lawncare & Maintenance LLC 157 Meriden Ave Southington, CT 06489

**SOUTHINGTON PUBLIC SCHOOLS
LAWN MOWING AND TRIMMING SERVICES & GROUNDS DEBRIS CLEAN UP AND REMOVAL
BID 2021-05 COMPILATION**

SITE	VENDOR (Listed in order of receipt)	Did Vendor bid on Lawn Mowing?	GROUNDS DEBRIS CLEAN UP AND REMOVAL					Fall 2023	Growing Season 2021 Cost	Total Cost 2021-2023	Recommended Bidder
			Spring 2021	Fall 2021	Spring 2022	Fall 2022	Spring 2023				
FLANDERS	BMS PROPERTY MAINT	Yes	\$530	\$530	\$530	\$530	\$530	\$530	\$1,060	\$3,180	BMS (A)
	DESOCIO'S LLC	Yes	\$560	\$560	\$570	\$570	\$580	\$580	\$1,120	\$3,420	
	LITTLE K'S	Yes	\$510	\$510	\$510	\$510	\$510	\$510	\$1,020	\$3,060	
	CHESHIRE CONCRETE	Yes	\$965	\$965	NO BID	NO BID	NO BID	NO BID	\$1,930	\$1,930	
	JACE LANDSCAPING	Yes	\$500	\$500	\$517	\$517	\$536	\$536	\$1,000	\$3,106	
	L&G LANDSCAPE	Yes	\$775	\$775	\$775	\$775	\$775	\$775	\$1,550	\$4,650	
	COCCHIOLA LANDSCAPING	Yes	\$580	\$580	NO BID (B)	NO BID (B)	NO BID (B)	NO BID (B)	\$1,160	\$1,160	
	SM LAWN CARE	Yes	\$530	\$530	\$530	\$530	\$530	\$530	\$1,060	\$3,180	
HATTON	BMS PROPERTY MAINT	No	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	Yes	\$435	\$480	\$445	\$490	\$455	\$500	\$915	\$2,805	
	LITTLE K'S	Yes	\$400	\$430	\$400	\$430	\$400	\$430	\$830	\$2,490	
	CHESHIRE CONCRETE	Yes	\$850	\$850	NO BID	NO BID	NO BID	NO BID	\$1,700	\$1,700	
	JACE LANDSCAPING	Yes	\$400	\$400	\$414	\$414	\$428	\$428	\$800	\$2,484	
	L&G LANDSCAPING	Yes	\$750	\$750	\$750	\$750	\$750	\$750	\$1,500	\$4,500	
	COCCHIOLA LANDSCAPING	Yes	\$455	\$500	NO BID (B)	NO BID (B)	NO BID (B)	NO BID (B)	\$955	\$955	
	SM LAWN CARE	Yes	\$400	\$450	\$400	\$450	\$400	\$450	\$850	\$2,550	
STRONG	BMS PROPERTY MAINT	No	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	Yes	\$650	\$650	\$660	\$660	\$670	\$670	\$1,300	\$3,960	
	LITTLE K'S	Yes	\$600	\$600	\$600	\$600	\$600	\$600	\$1,200	\$3,600	
	CHESHIRE CONCRETE	Yes	\$1,025	\$1,025	NO BID	NO BID	NO BID	NO BID	\$2,050	\$2,050	
	JACE LANDSCAPING	Yes	\$600	\$600	\$621	\$621	\$642	\$642	\$1,200	\$3,726	
	L&G LANDSCAPING	Yes	\$750	\$750	\$750	\$750	\$750	\$750	\$1,500	\$4,500	
	COCCHIOLA LANDSCAPING	Yes	\$670	\$670	NO BID (B)	NO BID (B)	NO BID (B)	NO BID (B)	\$1,340	\$1,340	
	SM LAWN CARE	Yes	\$600	\$600	\$600	\$600	\$600	\$600	\$1,200	\$3,600	
THALBERG	BMS PROPERTY MAINT	No	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	NO BID	LITTLE K'S
	DESOCIO'S LLC	Yes	\$680	\$680	\$690	\$690	\$700	\$700	\$1,360	\$4,140	
	LITTLE K'S	Yes	\$625	\$625	\$625	\$625	\$625	\$625	\$1,250	\$3,750	
	CHESHIRE CONCRETE	Yes	\$1,200	\$1,200	NO BID	NO BID	NO BID	NO BID	\$2,400	\$2,400	
	JACE LANDSCAPING	Yes	\$615	\$615	\$636	\$636	\$658	\$658	\$1,230	\$3,818	
	L&G LANDSCAPING	Yes	\$825	\$825	\$825	\$825	\$825	\$825	\$1,650	\$4,950	
	COCCHIOLA LANDSCAPING	Yes	\$700	\$700	NO BID (B)	NO BID (B)	NO BID (B)	NO BID (B)	\$1,400	\$1,400	
	SM LAWN CARE	Yes	\$650	\$650	\$650	\$650	\$650	\$650	\$1,300	\$3,900	

TOTAL DEBRIS CLEAN UP AND REMOVAL GROWING YEAR 2021 COST \$4,340
TOTAL DEBRIS CLEAN UP AND REMOVAL SERVICES THREE YEAR COST 2021-2023 \$13,020

BOLD = Recommended Bidder
Low Bidder

(A) - In accordance with the Bid Terms and Conditions #24 in Part II of the bid document: "In determining the lowest or highest responsible bidder, the BOE reserves the right to consider, in addition to price,quality, ...experience of the bidder... ". BMS has been providing excellent service at the Flanders site for mowing and clean up for the past three years. Although the bid price is not the lowest bid, the vendor held his prices from the previous three years and the Administration supports awarding the Flanders site to BMS.

(B) - Cocchiola Landscaping only filled out individual site bid amounts for Spring/Fall 2021. Spring/Fall 2022 & 2023 were left blank with a grand total. We cannot accept yearly totals as bid pricing. These years were noted as no bid.

Vendors:

BMS Property Maintenance LLC
2030 Mount Vernon Rd
Southington, CT 06489

Cheshire Concrete
87 Chapel Hill
Plantsville, CT 06479

Cocchiola Landscaping LLC
50 Mapleview Dr
Wolcott, CT 06716

DeSocio's LLC
976 Wolcott Rd
Wolcott, CT 06716

Jace Landscaping
228 East Rd
Bristol, CT 06010

L&G Landscape LLC
35 Eastwood Drive
Plantsville, CT 06479

Little K's Landscaping
2 Autumn Leaves Rd
Wallingford, CT 06492

SM Lawn care & Maintenance LLC
157 Meriden Ave
Southington, CT 06489

**Southington Public Schools
Purchasing Department**

**BID AWARD REQUEST – BID 2021-05
LAWN MOWING AND TRIMMING SERVICES and
GROUNDS DEBRIS CLEAN UP AND REMOVAL SERVICES**

The above bid is submitted for AWARD by the Superintendent of Schools

PROPOSED SUMMARY: This request seeks to award Lawn Mowing and Trimming services and Grounds Debris Clean up and Removal services at four (4) sites. The bid was advertised in the newspaper and posted to the website of the Town of Southington and the Southington Public Schools. Eight vendors submitted bids, including three vendors new to the Southington Public Schools. The bid was opened on February 26, 2021. The award recommendation memo and bid compilations are attached.

The recommendation is to award the bid for three years as follows:

SITE	Lawn Mowing and Trimming Services	Grounds Debris Clean up and Removal Services
Flanders Elementary	BMS Property Maintenance	BMS Property Maintenance
Hatton Elementary	Little K's Landscaping	Little K's Landscaping
Strong Elementary	Little K's Landscaping	Little K's Landscaping
Thalberg Elementary	Little K's Landscaping	Little K's Landscaping

Beginning Date of Project:	April 2021	Ending Date of Project:	November 2023
Funding Sources:	Accounts 32900	Proposed Cost of Project:	Growing Season 2021 (April-November) \$14,036 Three year cost - \$42,108
		Budgeted Amount	Growing Season 2021-\$17,261 Three year budget – Not Available

Signature of Accounting Manager

Date

Superintendent's Direction:

Approved As Submitted

Hold (pending future action)

Rejected _____ all _____ part (adjust as directed below)

Direction:

Signature of Superintendent of Schools

Date

Finance Committee's Direction:

Approved As Submitted

Hold (pending future action)

Rejected _____ all _____ part (adjust as directed below)

Direction:

Signature of Finance Committee Chairperson

Date

Board of Education's Direction:

Approved As Submitted

Hold (pending future action)

Rejected _____ all _____ part (adjust as directed below)

Direction:

Signature of Board of Education Chairperson

Date



SOUTHINGTON PUBLIC SCHOOLS

*JENNIFER MELLITT
ACCOUNTING MANAGER
PURCHASING DEPARTMENT*

MEMO

TO: Board of Education Finance Committee
Date: March 11, 2021
RE: Southington Food Services Financial Update

Attached are the Food Services Balance Sheet as of February 28, 2021 and a comparative income statement for the eight months ending February 2021 and 2020.

A few key items to note on the Financial Statements as of February 2021:

- Cash on hand is \$79,858.35 and the government reimbursement receivables are \$451,884.
- Student prepaid lunch funds are \$116,690.
- A loan of \$300,000 was made in November 2020 using the Non-Lapsing FY20 funds.
- Net loss from operations was (\$243,749) for eight months.
- The net loss was offset by a reimbursement for COVID expenses from the CRF grant in the amount of \$65,597 for packaging, extra staff at lunch waves and for staff handing out to go meals.

To support the Food Services Operations, **we recommend another loan from the Non-Lapsing FY20 fund to Food Services in the amount of \$500,000.** The recommendation is based on the following:

- Additional anticipated losses through the end of the school year.
- Uncertainty surrounding the use of ESSR II funds to support food services revenues lost due to COVID.
- Confirmation from vendors of significant price increases for paper products for the 2021-22 school year.
- The government reimbursement for meals from September and October 2021 is not anticipated to be received until December 2021. This loan would allow the Food Service department to cover payroll and food purchases to begin the 2021-22 school year.

The CSDE held a one-hour webinar today to provide guidance on the roll out and uses of the ESSR II grant. Many districts asked questions about using ESSR II funds to assist Food Service operations. The state indicated more time is needed to determine the proper use of ESSR II funds for Food Services. If we are advised that the ESSR II funds can be used to support losses being experienced by our food service operations, a portion of the loan from the Non-Lapsing FY20 funds could be reimbursed at that time.

SOUTHINGTON PUBLIC SCHOOLS FOOD SERVICES
Comparative Income Statement

Account Year: 21 Ending Period: 08

	Feb 2021	Revised Feb 2020	Inc (Dec)
98100 - SALES FULL PRICE LUNCH	\$6,536.50	\$448,353.25	(\$441,817)
98110 - SALES REDUCED LUNCH	\$110.00	\$6,719.60	(\$6,610)
98120 - SALES FULL PRICE BREAKFAST	\$148.00	\$27,865.50	(\$27,718)
98130 - SALES REDUCED BREAKFAST	\$6.90	\$1,105.50	(\$1,099)
98150 - MISC & A LA CARTE	\$75,008.24	\$303,758.64	(\$228,750)
05- SUBTOTAL - CASH SALES	\$81,809.64	\$787,802.49	(\$705,993)
98200 - REIMBURSEABLE FED LUNCH	\$686,049.69	\$346,233.79	\$339,816
98210 - REIMBURSEABLE FED BREAKFAST	\$48,228.79	\$59,461.70	(\$11,233)
98220 - REIMBURSEABLE KINDERGARTEN MILK	\$0.00	\$47.60	(\$48)
98300 - OTHER GOVERNMENT REIMBURSEABLE	\$281.34	\$7,127.56	(\$6,846)
98400 - GOV'T \$0.07 REIMBURSEABLE LUNCHES	\$13,814.85	\$16,212.28	(\$2,397)
98500 - SALES SEVERE NEED BREAKFAST	\$98,411.04	\$1,773.20	\$96,638
10 - SUBTOTAL - GOVERNMENT REIMBURSEABLE MEALS	\$846,785.71	\$430,856.13	\$415,930
98510 - CHILD NUTRITION & STATE BKFST GRANTS	\$29,872.00	\$35,328.00	(\$5,456)
98520 - HEALTHY FOOD INITIATIVE	\$0.00	\$20,835.00	(\$20,835)
98550 - DONATION INCOME	\$0.00	\$5,523.44	(\$5,523)
98600 - COVID REIMBURSEMENTS	\$65,597.14	\$0.00	\$65,597
20 - SUBTOTAL - GRANT REVENUE	\$95,469.14	\$61,686.44	\$33,783
98140 - CATERING SALES/MISC	\$111.96	\$496.96	(\$385)
98160 - SALES DAY CARE	\$0.00	\$18,543.75	(\$18,544)
98530 - REBATES & MISC	\$2.30	\$216.32	(\$214)
40 - SUBTOTAL - OTHER REVENUE	\$114.26	\$19,257.03	(\$19,143)
TOTAL	\$1,024,178.75	\$1,299,602.09	(\$275,423)
11111 - SALARIES - DIRECTOR	(\$53,525.77)	(\$47,586.61)	(\$5,939)
11112 - SALARIES - BOOKKEEPER	(\$31,006.86)	(\$30,740.25)	(\$267)
11114 - SALARIES - SCHOOL PERSONNEL	(\$429,302.30)	(\$434,587.66)	\$5,285
20110 - CT MUNICIPAL RETIREMENT	(\$43,758.25)	(\$50,941.20)	\$7,183
20210 - FICA	(\$17,156.14)	(\$16,980.10)	(\$176)
20230 - MEDICARE	(\$7,001.79)	(\$6,912.58)	(\$89)
20310 - ACCIDENT AND HEALTH	(\$113,368.80)	(\$113,368.80)	\$0
50 - SUBTOTAL - SALARIES & BENEFITS	(\$695,119.91)	(\$701,117.20)	\$5,997
40000 - PURCHASES - LUNCH FOOD	(\$385,426.42)	(\$478,402.24)	\$92,976
40010 - PURCHASES - BREAKFAST FOOD	\$0.00	(\$23.98)	\$24
40050 - PURCHASES - PIZZA	\$0.00	(\$36,283.96)	\$36,284
40100 - PURCHASES - LUNCH SNACKS	(\$963.52)	(\$5,925.81)	\$4,962
40150 - PURCHASES - LUNCH MILK	(\$60,142.28)	(\$60,737.03)	\$595
40200 - PURCHASES - ICE CREAM	(\$7,555.48)	(\$15,095.36)	\$7,540
60 - SUBTOTAL - FOOD EXPENSES	(\$454,087.70)	(\$596,468.38)	\$142,381
40020 - SUPPLIES - KITCHEN	(\$78,075.11)	(\$35,672.50)	(\$42,403)
40030 - SUPPLIES - OFFICE	(\$489.22)	(\$2,170.22)	\$1,681
40400 - PURCHASES - SMALL WARES/KITCHEN	(\$2,087.16)	(\$3,208.51)	\$1,121
70 - SUBTOTAL - KITCHEN SUPPLIES	(\$80,651.49)	(\$41,051.23)	(\$39,600)
30000-50100 - EQUIPMENT AND MAINTENANCE	(\$29,294.29)	(\$15,173.92)	(\$14,120)
80 - SUBTOTAL - EQUIPMENT & REPAIRS	(\$29,294.29)	(\$15,173.92)	(\$14,120)
33930 - MILEAGE REIMBURSEMENT	(\$493.44)	(\$1,636.08)	\$1,143
54300 - TECHNOLOGY / SOFTWARE	(\$1,980.08)	(\$9,587.52)	\$7,607
64000 - UNEMPLOYMENT & OTHER FEES	(\$6,498.97)	(\$2,207.40)	(\$4,292)
64100 - OTHER MISC INCOME/EXPENSES	\$198.50	\$1,560.44	(\$1,362)
90 - SUBTOTAL - OTHER EXPENSES	(\$8,773.99)	(\$11,870.56)	\$3,097
TOTAL	(\$1,267,927.38)	(\$1,365,681.29)	\$97,754
Net Income (Loss)	(\$243,748.63)	(\$66,079.20)	(\$177,669)

Period Ending 02/28/21

Fund Range 30-30

Balance Sheet Summary

FJBAS01A

Account Period 08 Year 21

Account No/Description	Beginning Balance	Current Balance	YTD Balance	Ending Balance
Fund 30				
SOUTHINGTON FOOD SERVICES				
1-30-10100-000-0000-000-0000 Cash in Bank - Payroll	510.23	.00	-425.25	84.98
1-30-10120-000-3100-500-3600 Cash Checking - Accounts Payable	360,232.02	-157,959.14	-280,373.67	79,858.35
1-30-10300-000-0000-000-0000 OTHER ACCOUNTS RECEIVABLE	9,500.00	.00	-9,500.00	.00
1-30-10400-000-0000-000-1100 GOVERNMENT RECEIVABLES	99,900.13	134,971.85	351,984.20	451,884.33
1-30-10450-000-0000-500-1120 INVENTORY - FOOD	42,777.44	.00	.00	42,777.44
1-30-10200-000-0000-000-0000 INTERFUND CASH	.00	.00	.00	.00
Total Assets	512,919.82	-22,987.29	61,685.28	574,605.10

Period Ending 02/28/21

Fund Range 30-30

Balance Sheet Summary

FJBAS01A

Account Period 08 Year 21

Account No/Description	Beginning Balance	Current Balance	YTD Balance	Ending Balance
Fund 30				
SOUTHINGTON FOOD SERVICES				
1-30-10600-000-0000-000-0000 ACCOUNTS PAYABLE	.00	.00	.00	.00
1-30-10605-000-0000-000-2100 STUDENT PREPAID BALANCES	111,256.37	-1,714.03	5,433.91	116,690.28
1-30-10610-000-0000-000-0000 FEDERAL TAXES PAYABLE	.00	.00	.00	.00
1-30-10612-000-0000-000-0000 STATE TAXES PAYABLE	.00	.00	.00	.00
1-30-10615-000-0000-000-0000 FICA PAYABLE	.00	.00	.00	.00
1-30-10620-000-0000-000-0000 RETIREMENT CONTRIBUTIONS	.00	.00	.00	.00
1-30-10625-000-0000-000-0000 BLUE CROSS EMPLOYEE MEDICAL BENEFIT	.00	.00	.00	.00
1-30-10635-000-0000-000-0000 INSURANCE PAYABLE	.00	.00	.00	.00
1-30-10640-000-0000-000-0000 OTHER VOLUNTARY DEDUCTION	.00	.00	.00	.00
1-30-10650-000-0000-000-0000 ANNUITIES PAYABLE	.00	.00	.00	.00
1-30-10608-000-0000-000-2200 SPS FOOD SERVICE SUBSIDY	.00	.00	300,000.00	300,000.00
Total Liabilities	111,256.37	-1,714.03	305,433.91	416,690.28
1-30-10800-000-0000-000-0001 UNRESTRICTED DONATED RESERVE FUND	.00	.00	.00	.00
1-30-10920-801-0000-000-0000 BUD FUND BAL	.00	.00	.00	.00
1-30-10900-000-0000-000-0000 FUND BALANCE	401,663.45	.00	.00	401,663.45
Total Equity	401,663.45	.00	.00	401,663.45
1-30-10930-803-0000-000-0000 EST REVENUE	.00	.00	.00	.00
1-30-10940-805-0000-000-0000 REVENUE CONTROL	.00	177,836.07	1,024,178.75	1,024,178.75
1-30-10910-800-0000-000-0000 APPROPRIATIONS	.00	.00	.00	.00
1-30-10950-804-0000-000-0000 EXPEND CONTROL	.00	-199,109.33	-1,267,927.38	-1,267,927.38
1-30-10510-802-0000-000-0000 ENCUMB CONTROL	.00	.00	.00	.00
1-30-10500-000-0000-000-0000 ENCUMBRANCE PAYABLE	.00	.00	.00	.00
Total Controls	.00	-21,273.26	-243,748.63	-243,748.63
Total Equity and Controls	401,663.45	-21,273.26	-243,748.63	157,914.82
Total Liabilities, Equity and Controls	512,919.82	-22,987.29	61,685.28	574,605.10
*Fund is in Balance	.00			

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 25, 2021

Decision Requested X Agenda Code 9 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 2020-2021 school year. This report includes activity for the month of February 2021.

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

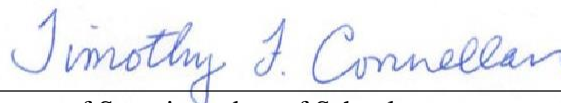
Beginning Date of Program or Project: N/A

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:
Personnel Report

Agenda –February 2021

**Personnel Report
February 2021**

APPOINTMENTS

	NAME	POSITION	SCHOOL	FTE	EFFECTIVE	DEGREE	SALARY
CLASS	Colucci, Jillian	Paraeducator	DES	.88	2-22-2021	N/A	\$17.03
CLASS	Gould, Ashley	Paraeducator	JAD	.88	2-9-2021	N/A	\$17.03
CLASS	Marks, Spencer	Paraeducator	HES	.88	2-8-2021	N/A	\$17.03
CLASS	McCaw, Taneta	Secretary, Class I	CO	1.0	2-24-2021	N/A	\$24.41
CLASS	McClaren, Katie	Tutor, Lit/Numeracy	Remote	1.0	2-8-2021	N/A	\$20.93
CERT	McDonald, Colin	Special Ed Teacher	JAD	1.0	2-22-2021	BA	\$48,462
CLASS	Nichols, Lara	Executive Assistant	CO	1.0	2-16-2021	N/A	\$32.32
CLASS	Queen, Patricia	Secretary, Class II	CO	1.0	2-16-2021	N/A	\$23.51
CLASS	Pelarinos, Leah	Paraeducator	DES	.88	2-1-2021	N/A	\$17.03
CLASS	Savage, Tyler	Network Manager	District	1.0	2-8-2021	N/A	\$100,000
CLASS	Sherman, Kristie-Lee	Paraeducator-LIDS	HES	.88	2-1-2021	N/A	\$17.03
CLASS	Tiscione, Aaron	ABA Therapist	HES	1.0	2-8-2021	N/A	\$17.03
CERT	Viviano, Kayla	Interim Teacher, Gr 4	TES	1.0	1-2-2021	MA	\$51,065

RESIGNATIONS/RETIREMENTS

	NAME	POSITION	SCHOOL	EFFECTIVE	YRS	RET/RES
CERT	Connellan, Timothy	Superintendent of Schools	District	6-30-2021	7 yrs.	RETIRE
CLASS	Cortes, Ashley	Paraeducator	STELLAR	2-27-2021	2 yrs.	RESIGN
CLASS	Dera, John	Technology Analyst	District	2-18-2021	2 yrs.	RESIGN
CERT	DiNello, Sherri	Director Business/Finance	CO	6-30-2021	21 yrs.	RETIRE
CERT	Gamzon, Allison	Science Teacher	SHS	6-30-2021	6 yrs.	RESIGN
CERT	Shurtleff, Christian	Social Studies Teacher	SHS	2-5-2021	7 yrs.	RESIGN
CLASS	St. Pierre, Patricia	Production Secretary, Class II	CO	2-27-2021	20 yrs.	RETIRE
CLASS	Valentine, Kyrsten	Paraeducator	DES	2-6-2021	2 yrs.	RESIGN

ASSIGNMENT CHANGE

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

TRANSFERS

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

None to report

COACHING / STIPENDS

Coaching Stipends

Green, Michael	Interim Indoor Track Asst. Coach	STIPEND	SHS
Marquardt, Alexa	Assistant JV Girls' Lacrosse Coach	RESIGN	SHS
Palmieri, Kevin	Assistant Girls' Tennis Coach	STIPEND	SHS
Shurtleff, Christian	Freshman Girls Soccer Coach	RESIGN	SHS
Wojsnarowicz, Gerald	Head Middle School Baseball Coach	RESIGN	JAD

Other

Soltys, Katherine	Stock Market Club Advisor	STIPEND	JFK
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**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only: _____

Board Meeting Date: March 25, 2021

Decision Requested: X

Agenda Code: 12 a

AGENDA REPORTING FORM

Agenda Topic: Leonard and Gladys Joll Scholarship Recipient

Summary of Issue: The Leonard and Gladys Joll Scholarship applications were reviewed by the appointed committee and a recipient was selected to be recommended for Board approval.

Background: Annually, the Board of Education selects a recipient for the Leonard and Gladys Joll Scholarship. The recipient's name will not be announced at this meeting, so it will be kept confidential until the Southington High School Awards Ceremony.

Alternative Strategies: Reject

Cost (if applicable): \$300.00 Scholarship

Funding Source: \$300 from the Leonard and

Gladys Joll Scholarship Fund.


Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: The Board of Education approves the recipient recommended by the Leonard and Gladys Joll Scholarship subcommittee.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date March 25, 2021

Decision Requested X Agenda Code 11 b.

AGENDA REPORTING FORM

Agenda Topic: Southington High School Graduation Date

Summary of Issue: The high school graduation date is traditionally set once the last day of school is determined.

Background: The Southington Public Schools were closed four days due to weather and other issues:

October 1, 2020 – District-wide Power Outage
December 17, 2020 and February 2, 2021 – Snow Days
March 15, 2021 – Schools Closed following Vaccination Clinic

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: To approve Friday, June 18, 2021 as the date for the Southington High School graduation ceremony.



Signature of Superintendent of Schools