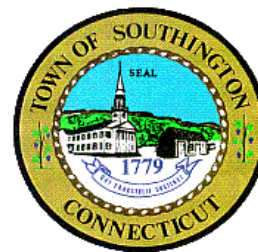


## Southington Board of Education Meeting



Thursday, May 27, 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](mailto: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. Unaffiliated
  - b. Student Matters
3. Reconvene Meeting - Regular Session 7:00 p.m.
4. Pledge of Allegiance
5. Celebration of Excellence
  - a. SHS Scholar Athletes
  - b. Invention Convention National Finalists
6. Approval of Minutes - May 13, 2021
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. Elementary Facilities Committee Report - May 18, 2021
  - b. Finance Committee Meeting - May 19, 2021
    1. Bid award RFP 2021-101 - Replacement of SHS Auditorium Sound System
    2. Five-year Copier Lease
    3. SHS Marching Band Uniforms
    4. CNC MiniMill Simulator
9. Old Business
  - a. Town Government Communications
  - b. 2021-2022 Operating Budget Reallocation/Adoption
10. New Business
  - a. Appointment of SEA Negotiating Committee
  - b. Action on Non-Lapsing Education Fund FY20

- c. SHS Fitness Center
11. Adjournment

*The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at [www.southingtonschools.org](http://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**

**MAY 13, 2021**

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The regular meeting of the Southington Board of Education was held on Thursday, May 13, 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 6:32 p.m.

Board members present were Mr. Joseph Baczewski, Mr. Robert Brown, Mrs. Terri Carmody, Mr. James Chrzanowski, Mrs. Missy Cipriano (*arrived at 6:44 p.m.*), Mrs. Colleen Clark, Mr. David Derynoski, Mr. David Falvo, and Mr. Zaya Oshana.

Cabinet administrators present were Mr. Timothy Connellan, Superintendent of Schools and Mr. Steven Madancy, Assistant Superintendent.

#### **2. EXECUTIVE SESSION ~ STUDENT MATTERS**

**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 student matters and upon conclusion reconvene to public session."**

**Motion carried unanimously by voice vote.**

*Executive Session ended at 6:51 p.m.*

#### **3. RECONVENE MEETING ~ REGULAR SESSION**

*Mrs. Carmody reconvened the Board of Education Regular Session at 7:01 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 administrators 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 DIRECTOR OF BUSINESS & FINANCE**

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

**“Move to appoint Mrs. Jennifer Mellitt as Director of Business and Finance, effective July 1, 2021 at a salary of \$139,000.”**

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

**Motion carried unanimously 9-0.**

Mrs. Carmody and the Board congratulated and welcomed Mrs. Mellitt to her new position as Director of Business and Finance effective July 1, 2021 after serving the Southington Public Schools as Accounting Manager under the mentorship of Mrs. DiNello since March of 2015. Mrs. Mellitt thanked the Board and administration for their support and introduced her family members who were virtually present.

**6. CELEBRATION OF EXCELLENCE**

**a. FBLA State Competition Winners**

Ms. Joy Cooney, FBLA Advisor, explained that 28 FBLA chapter members competed virtually with 21 winners at the state level. At the end of June 15 FBLA chapter members will be competing at the National level. She hoped that next year’s competition would be in person. Mr. Oshana read the names of the FBLA State Competition Winners with Mrs. Teresa Colegrove, Executive Assistant to the Superintendent, virtually holding up the framed Certificates of Excellence that the winners would be receiving (*Attachment #1*).

**b. CCC Champion SHS Girls Gymnastics Team**

Mrs. Carmody read the names of the CCC Champion SHS Girls Gymnastics Team while Mrs. Colegrove held up their framed Certificate of Excellence that they would be receiving (*Attachment #2*). Mr. Steve Risser, Athletic Director, thanked the Board for the special presentation and explained that the CCC Championship was the only competition that the Girls Gymnastics Team was able to compete in this year after following CDC guidelines for indoor sports. Mr. Risser also thanked Assistant Coach, Marilyn Sporbert, who stepped in when Coach Chamberland was quarantined. He introduced Coach Cassidy Chamberland who explained that the team did not know if they were going to have a season this year but still worked out and conditioned with the biggest team in school history of 18 girls. She congratulated the team for going undefeated for the second year in a row and recognized the six seniors on the team who were graduating.

**7. APPROVAL OF MINUTES – April 22, 2021**

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

**“Move to approve the regular Board of Education meeting minutes of April 22, 2021, as submitted.”**

**Motion carried unanimously by voice vote.**

**8. PUBLIC COMMUNICATION**

**a. Communications from Public**

**1. Alpha Gamma Chapter of Alpha Delta Kappa Organization Presentation**

Mrs. Joyce McAloon, Alpha Gamma President and retired Southington teacher, explained the mission of the local chapter, which is part of an international organization, that is comprised of women educators (*Attachment #3*). She pointed out the different community activities that the local chapter supports. Mrs. McAloon presented 11 books that the chapter was donating to be used as resources by teachers at the high school, middle schools, and elementary levels promoting world understanding. The books will be delivered the first week of June to each of the respective schools.

Mrs. Clark noted that there were no email communications from the public.

**b. Communications from Board Members**

Mrs. Carmody read a statement that she received from Mrs. Rachel Wache, STEPS board member. *“On March 10, 2021, 65 Army National Guard Troops left from Southington Armory for a tour of duty in Africa. The STEPS Coalition initiated the task of sending boxes to them in May. In addition, the American Legion Auxiliary Kiltonic Post 72 has kindly donated \$500 towards the mailing expenses of these boxes. We are now reaching out to our community to help fill these boxes, which are located at several locations in town including the YMCA, Southington Municipal Center, Southington Town Hall, Southington Public Library, Calendar House Senior Center, Southington High School and Fancy Bagels on Queen Street. A list of the most needed food, hygiene and miscellaneous items will be shared with the Southington Public Schools staff and families. We will send a flyer to all of them telling them of our needs.”*

Mrs. Carmody stated that the SEA (Southington Education Association) Contract Negotiations would be starting in August 2021 and asked for Board members who would like to serve on the teachers negotiating committee to please email her of their interest and she would name the committee at the next Board meeting. Mrs. DiNello stated that the negotiations run until the end of October and by state statute negotiations must be wrapped up in November.

Mr. Brown addressed the puzzling comment that a Town Councilor made Monday night and misconceptions when the Town Council passed the 2021-2022 Budget regarding the need for the Board of Education to show more transparency. Mr. Brown wanted the public to be aware that the Board of Education held a number of public workshops going page by page discussing the proposed school budget in which elected officials were invited; however, few of them

attended. A Question-and-Answer grid was set-up for elected officials to ask questions and unlike past years, there was not a single question asked.

Mr. Brown explained how contracts and salaries work and that most of the Board of Education employees work under contracts. There are statutes that govern how those contracts are negotiated. Because of collective bargaining, the Board cannot tell union employees that they cannot have raises or freeze their salaries for a couple of years. The Board of Education (BOE) is obligated to pay whatever those contracts say the increases are to be. He remarked that nobody was getting rich through collective bargaining in Southington. He hoped that the public was aware that by the Town Council cutting the Board of Education budget as much as they did, they were creating a financial cliff. The BOE will need to use federal and state money that will disappear in three years and when that money disappears there will be a huge gap between the BOE budget and what the town's tax dollars would cover. He thought it would have been better to have incremental increases every year rather than make a draconian cut to the 2021-2022 BOE Budget like what was done by the Town Council on Monday night. He did not know how the BOE was going to reallocate the money and, if possible, they may have to use some of the ESSR (*Elementary & Secondary School Emergency Relief*) federal funds to cover some of the salaries of existing staff. The Board planned to use those funds to do some mitigation for the students to get social and emotional services because of the difficulty people were experiencing due to the pandemic. It is now difficult for the Board to provide those services because that money would be used instead to pay for the operating budget.

Mr. Oshana reported that the Drama Club at the middle schools and high school were putting on a virtual show called, "Many Ways to Survive Life in Quarantine." He thanked Mr. Christopher Palmieri, Principal of DePaolo Middle School, for his work with the Drama Club.

Mr. Oshana agreed with Mr. Brown and did not know how the BOE could have been more transparent with the 2021-2022 operating budget request. He noted that the BOE and Town Board of Finance members held multiple workshops and shared questions and answers and worked as a team. There was also a Town Council Public Hearing on the budget and that several members of the BOE members and administration attended but there was no questions or comments, which is why he found it very disturbing that the Town Council would say that there was no transparency on the budget. He agreed that the financial cliff issue was huge and was like kicking the can down the road. Three years from now they were going to be in a very deep hole. He noted that the administration was currently working on reallocation and did not know what the outcome would be. Mr. Oshana explained that the Board of Education could not cover their contractual responsibilities with just a \$300,000 increase over the current year's budget. He stated that the BOE budget number was presented to the Town Council by the bipartisan Town Board of Finance who did their research and held significant discussions with central office administration and the BOE members. He noted that the BOE and administration was blindsided by the Town Council with a cut to the 2021-2022 proposed school budget of \$1.5 million without asking what the impact would be on the school system. He remarked that by doing that there was no transparency by the Town Council. Mr. Oshana thought that it was fiscally irresponsible for the Town Council members to significantly cut the budget without questioning the impact on the school district and wanted the public to know what happened during the budget process.

**c. Communication from Administration**

Administration reported on the following:

1. STEPS – DMHAS Grant Award: Mr. Connellan reported that the administration collaborated with the STEPS (*Southington Town-wide Effort to Promote Success*) who was successful in obtaining the DMHAS (*Department of Mental Health and Addiction Services*) Grant with the Southington Public Schools acting as the fiscal agent, which has been a partnership between STEPS and the school district for the past 10 years starting with the original STEPS grant. This grant provides preventive and educational services for youth and teens in the community.

2. Handwritten Thank You Cards for Staff: Mr. Madancy announced that the Grace United Methodist Church congregation took on the task of handwriting 1,300 personalized thank you cards for every person who was affiliated with the school system for their efforts during the pandemic. He thanked Grace Methodist Church for their kind and caring gesture to the school system.

3. STEM Without Boundaries: Mr. Madancy announced that Ms. Victoria Bogdanski, Southington High School science teacher affiliated with STEM (*Science, Technology, Engineering & Math*) Without Boundaries held a STEM event on a Saturday night for students. Ms. Bogdanski wanted to recognize the Club President, Kay Cotillion, who is a biology student, that deserved special praise for an outstanding job of planning and executing the STEM event. Through the efforts of Miss Cotillion, STEM Without Boundaries is an official Southington High School Club with 35 members and Ms. Bogdanski as Club Advisor. Mr. Madancy also recognized the club officers. Ms. Bogdanski is also engaged in credit recovery for Southington students and is the epitome of a professional.

4. Senior Class Events - Update: Mr. Connellan deferred to the student representatives to give the update in their report.

Mr. Madancy thanked Mrs. Teresa Colegrove for staying late after work hours to hold up the Certificates of Excellence for the students, who were recognized earlier, to see. He noted it was testament to the dedication of the employees in the school district who go the extra mile for the students. Mr. Connellan acknowledged that when people ask him how Southington students do so well, because the per pupil funding is not adequate given that the town’s wealth rank, which is in the middle according to state data, and that the Southington per pupil funding is continually on the bottom. He answers them that it was because they have dedicated families, teachers, and staff that support the students.

**d. Communication from Students Representatives**

Mr. Brett Sheldrick reported on the following:

- The Robotics Team was planning their end of the year awards night after working extremely hard within the pandemic restrictions and still accomplishing an enormous number of activities.
- The full spring sports season returned this year after a lost season last year due to the pandemic. The Blue Knight’s spring sports teams were enjoying a terrific season heading into the final two weeks of the regular season before CIAC postseason tournaments begin on Tuesday, June 1.
- With the final third of the spring season still to be played, interscholastic athletic programs have qualified for CIAC postseason tournament play led by the baseball, softball, girl lacrosse, boys volleyball and girls outdoor track and field teams that have outstanding records of 13 to 1, 11 to 1, 10 to 1, 8 to 1, and 5 to 1 respectively.
- Scholarship Night will be held on May 21 at 6:00 p.m. on Fontana Field.
- Class Night will be held on May 27 at the high school at 6:00 p.m.

Miss Jhalissa Vincent reported on the following:

- The SHS girls and boys track and field program celebrated Senior Day on the turf field before their final home meet versus Simsbury and recognized 53 female and male track and field seniors.
- On Saturday, the Blue Knights freshmen and senior varsity meet, called the “Froshmore Meet” will be held for upcoming CIAC Track and Field athletes throughout the state.

*At this point, transmission was lost with Miss Vincent and Miss Kaur resumed the reporting.*

Miss Amrit Kaur reported on the following:

- The Diamond Club was holding a pre-sale of tickets in advance of the baseball game with tickets available on site for purchase as well.
- Class Day will be held on May 28 at High Meadows in North Granby.
- Senior Prom will be held at Lake Compounce.
- Awards Night was held on May 6 on Fontana Field.
- National Honor Society and the World Language Honor Society Inductions were held on May 11 on Fontana Field,
- AP (Advance Placement) testing were half-way through and end on May 28.
- The Spring Drama Show will be held on May 22 and 23.
- The Senior Motorcade will take place on June 15 with more information forthcoming.

Mr. Connellan added that the Military Luncheon that has been held over the years will be reinstated this year to celebrate and thank the SHS students entering the military services after graduation. Students entering the military from other schools will be invited as well. It will be held outside in the pavilion at the Back Nine, which is a change in venue, on May 27 at noon. Mr. Connellan announced that The Torch Run for Special Olympics will be held on May 17 with the course reversed this year starting on the Cheshire-Southington town line to the Berlin town line. He and his son, Jonathan, will be running the 11 miles. The Southington High School graduation will be held on Friday, June 18 starting at 4:00 p.m., which is earlier this year and will give the seniors extra time for their Graduation Party to be held at Lake Compounce.

## **9. COMMITTEE REPORTS**

### **a. Elementary Facilities Committee Report ~ April 27, 2021**

Mrs. Clark reported that the committee discussed the Collier presentation and that there were no questions received from other Board of Education members. The committee decided that they needed additional input and dialogue and discussed a presentation before the Town Council. The location of the Karen Smith Academy was discussed along with the possibility of developing education specifications for analysis and project costs. The superintendent will discuss with the Town Manager about a presentation at a Town Council meeting and the administration will continue to work with Colliers regarding additional information. The next virtual committee meeting will be Tuesday, May 18 at 4:00 p.m.

## **10. SUPERINTENDENT’S REPORT**

**b. Personnel Report**

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

**“Move to approve the Personnel Report, as submitted.”**

**Motion carried unanimously by voice vote.**

**11. OLD BUSINESS**

**a. Town Government Communications**

There was no communication.

**b. Appointment of Representative on the Town Cable Advisory Council**

Mrs. Carmody appointed Mr. Derynoski who volunteered to serve as a representative on the Town Cable Advisory Council.

**c. Policy 3281- Code of Conduct, Child Nutrition Programs – Second Reading**

**MOTION:** by Mrs. Clark, second by Mr. Derynoski:

**“Move to approve Policy 3281- Code of Conduct, Child Nutrition Programs, as recommended by the Policy & Personnel Committee.”**

**Motion carried unanimously by voice vote.**

**d. Policy 3320 – Purchasing Procedures – Second Reading**

**MOTION:** by Mrs. Clark, second by Mr. Baczewski:

**“Move to approve Policy 3320 – Purchasing Procedures, as recommended by the Policy & Personnel Committee.”**

**Motion carried unanimously by voice vote.**

**e. SHS Mandarin 2, 3, 4 Course Proposal and Curriculum Review – Second Reading**

**MOTION:** by Mr. Brown, second by Mr. Baczewski:

**“Move to approve SHS Mandarin 2, 3, 4 Course Proposal and Curriculum Review, as recommended by the Curriculum & Instruction Committee.”**

**Motion carried unanimously by voice vote.**

**12. NEW BUSINESS**

**a. 2021-2022 Operating Budget Reallocation / Adoption**

Mr. Connellan stated that the Board needed to table the adoption portion because it was a surprise to everyone that the budget was reduced by such a significant amount by the Town Council. He noted that Mrs. DiNello was working on scheduling a BOE Finance Committee meeting on Wednesday.

Mrs. DiNello took the opportunity to congratulate Mrs. Mellitt in her new role as Director of Business and Finance. She had all the confidence in the world that she would do an amazing job after transitioning six years ago into the business world of education and stepped up to every challenge.

Mrs. DiNello addressed the difficulty they were having with the budget reallocation. Administration had every intention that the BOE would be adopting a draft plan this evening and had it ready to share. However, after the Monday Town Council meeting, they had no idea on Tuesday morning that they would be looking at an additional \$1.5 million reduction to the proposed 2021-2022 BOE operating budget. They met on Tuesday morning to start coming up with a plan and would like to bring a draft of a reallocation plan to the BOE Finance Committee on Wednesday, May 19 at 6:30 p.m. following the Self-Insurance Committee Meeting. She explained that it was going to be a challenge and that the only way they were going to be able to balance this budget was to tap into the ARP / ESSR (*American Rescue Plan / Elementary & Secondary Schools Emergency Relief*) Funds. Those funds were clearly set up for learning loss. Twenty percent (20%) of the \$4.1 million specifically needed to be used for learning loss. When she, Mr. Connellan, and Mr. Madancy sat for a webinar with the Commissioner of Education earlier in the week, they learned how the state wanted those funds to be used and how it was going to transform education. The ESSR I funding that became available last summer was to help education districts survive. The ESSR II funding were to help districts thrive with education and provide some programming. The state's goal with the new ESSR III funding was to transform education to bring new programs into the schools. Unfortunately, Southington will be in a position where close to \$1 million will be needed to account for the \$1.5 million in reductions to balance this budget and use the ESSR III funds to make that happen, which will set up a funding cliff. Mrs. DiNello acknowledged that there was one provision in the language in the grant that provides an out, which was supposed to be for town and cities that had suffered severe revenue losses. To not have to increase the mill rate because of revenue losses, the state left in a statement that the ESSR III funding could be used for other activities that are necessary to maintain operations and continuity of services including continuing to employ existing or hiring new staff. Because of that statement, the district was going to have to consider funding the new staff that the BOE thought was important within the special education portion of the budget and reallocate current FTEs to be funded with the ESSR III funds in an effort to maintain the current level of services. The Board will have serious decisions to make moving forward on how to mitigate the fiscal cliff that will occur.

Mrs. DiNello wanted the community to know that the Board of Education was going to be able to adopt a 2021-2022 operating budget on May 27, 2021 and hoped they were going to be in a position where everybody who is currently employed by the Southington Public School system will continue to be employed. It does not mean the school district did not need the \$1.5 million. It means that the students of Southington are missing out on opportunities they could have had for the next three years by transforming education using the ESSR III funds. She stated that was what the community, students and families need to understand that the action of the Town Council on Monday night created. Three years from now, when the community is dealing with significant tax increases because of the fiscal cliff that was created, they will understand what a poor decision was made on Monday by the Town Council.

Mr. Madancy added that the irony of asking for transparency when the Town Council drops a \$1.5 million cut at the 11<sup>th</sup> hour on the Board of Education without any dialogue, was troubling. There was no dialogue regarding the BOE plans for the use of those funds. He noted that they don't know what all the rules are for use of the ESSR III funds except for a one-page bulleted document received on May 17 from the state. In addition, there is a requirement that this plan be developed, and the public has an opportunity to provide feedback over a 30-day period, before the administration can submit anything for approval, which is going to be after the adoption of the 2021-2022 budget would have occurred. For people to think the Board would have been able to set-up a plan and share it publicly is just a lack of understanding as to the process and regulations that were tied to the use of these funds.

Mrs. Carmody added that the message that they needed to get out to the public was how this reduction in funding was going to hurt the students.

Mr. Connellan followed up that he heard from a Board of Finance member today that the administration was being criticized for not having a "Plan". He reiterated that the webinar with the State Department of Education was just held on Monday, May 10 at 10:00 a.m. when the state started to disclose some of the requirements, which was two-days ago. Administration has not even received the grant "Assurances" that need to be signed off on before it could be moved forward. He thought it was complete and total nonsense for people to say the Board did not have a plan. The information administration would have shared with the Board of Finance and Town Council, if anyone bothered to ask, would have been that the school district did not have the information from the State Department of Education because the State did not have it from the Federal Government. The State Department of Education is still putting together the grant application and the district does not even have guidelines yet. He thought that it was an unfair criticism and a huge injustice to the families in this community for the Town Council to make a horrendous cut to the proposed budget without any dialogue or discussion. He asked the families to speak out because the BOE operating budget supports the students in the community. Administration's recommendation will be to use the federal funds to plug the holes in the 2021-2022 operating budget because that will be the only way to provide the services to students and maintain jobs.

Mr. Madancy added that at a workshop a Board of Finance member recommended cutting \$1 million from the proposed budget before ESSR I, II or III funds were even announced, and the school administration knew they were getting it. For someone to say that there were federal funds, and a plan was not in place even before anyone knew the grants were coming and proposing a cut of \$1 million was interesting timing. Once the funding was announced, which was before the Town Council adopted the 2021-2022 budget, someone at a workshop asked what the school district planned to do with the \$1.8 million. At that time, Mr. Madancy explained a list of items such as interventionists, credit recovery, reducing section numbers, reducing class sizes, technology, etc. He did not know what else school administration could have done differently.

Mrs. DiNello summarized the timeline regarding the ESSR III Funds:

- May 9: The letter from the State Dept. of Education regarding the webinar was dated May 9.
- May 10: The webinar with the State Dept. of Education that administration attended.
- May 13: Tonight's BOE Meeting
- May 17: BOE is expecting to see the grant Assurances that need to be signed off on.

- May 24: Administration anticipates the grant application to be available. The other ESSR grants were always delayed.
- June 07: Conn. State Department of Education expecting to have information that was due to the U. S. Department of Education.
- Mid-August: Grant application due.

Mrs. DiNello stated that the state was giving the school districts the opportunity to try to create thoughtful, well thought out plans when talking about how to utilize \$4.1 million over three years because the funding is three years through September of 2024. Administration does not know what to include in the application because they have not yet seen it and the actual date of availability is not until mid-August.

Brett Sheldrick stated that his knowledge of the subject was limited but thought that it was important to say that from a student standpoint it is unfortunate to see a town governing body pull money out of the school district as education is the silver bullet when it comes to crime, poverty, innovation, and succeeding in the future. He thought that taking a total of \$1.8 million out of the proposed education budget directly and indirectly affects students specifically and is a disappointment regarding town priorities.

Mr. Baczewski stated that the Town Council rolled a proverbial grenade into the room and that there will be consequences. He noted that the Board always figures out a way to continue quality education for the students, but there will be issues down the road.

**MOTION:** by Mr. Brown, second by Mr. Oshana:

**“Move that the Board of Education table the adoption of the 2021-2022 Operating Budget until the next scheduled Board of Education meeting.”**

**Motion carried unanimously by voice vote.**

**b. Exemptions for Vaccines - Discussion**

Mr. Baczewski addressed the legislative debate the past couple of weeks regarding ending the religious exemption for vaccines and he wanted to know what the plan was for the Southington school district. Mr. Connellan explained that the Tuesday webinars he continues to have with the State Department of Public Health and local health officials and State Dept. of Education addressed this briefly. They would be receiving some additional guidance now that the statute has been passed. It does not go into effect until the 2022-2023 school year. All school districts are waiting for guidance from the State Department of Education and then Southington will review it with legal counsel from Shipman & Goodwin. In the 2017-2018 school year, approximately 1.75% of the Southington student population had either a medical exemption or a religious exemption. Medical exemptions are still covered under the statute that was passed. The religious exemption is something new and it is too early for discussion without the guidance from the state, which could change again.

**c. Return to Full In-person Learning – Fall, 2021**

Mr. Madancy explained that the Hartford area superintendents, comprising of 39 school districts, met last week and along with guidance from the State Dept. of Education were all in

agreement that no school district was planning on offering remote options next year for students. They are all planning for a full in-person return to school of students. The only remote learning that may occur is where it has occurred for medically fragile or homebound students and will be reviewed on a case-by-case basis determined by a 504 Plan, Americans with Disabilities Act (ADA), IDEA, and students with IEPs. It is something that students cannot opt into or opt out of. He added that it has been a tough year for students in terms of screen time, being isolated from peers, and being pulled in and out of school. Students were using it more of a convenience rather than a necessity with students oversleeping and instead of going into school would hop on the computer and turn on the camera. They have had students streaming while on vacation and on road trips, which are not ideal learning environments without the interaction, inquiry, and exposure that students need. He noted that quarantining and risk continues to gradually decline and the recent availability of the vaccine for younger students.

In the near future, Mr. Madancy will be sending something out to families that based on state guidance, and with a consensus of the Board members, administration supports a full in-person return to school in September 2021. He noted that a requirement of the ESSR III grant is once Southington's plan for the safe return to in-person instruction and continuity of services is available, that it is to be posted on the district's website.

Mr. Baczewski agreed with the state's recommendation that students need to return to school for attendance, instruction, and accountability.

### **13. ADJOURNMENT**

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

**“Move to adjourn.”**

**Motion carried unanimously by voice vote.**

The Regular Board of Education meeting adjourned at 8:32 p.m.

Respectfully submitted,  
*Linda Blanchard*  
Recording Secretary

## ATTACHMENT #1

<b>BOE Meeting - Celebration of Excellence - FBLA State Competition Winners</b>			
Melaina	Coleman	First Place	Local Chapter Annual Business Report
Eli	Culotta	Third Place	Intro to Public Speaking
Grace	DellaVecchia	Fourth Place	Cyber Security
Abby	Galvin	Third Place	Publication Design
Jasiah	Greene	First Place	Intro to Business Presentation
Remsha	Hussain	First Place	Intro to FBLA
Sophie	Kastner	First place	Intro to Business Presentation
Erika	Kusiak	Second Place	Agribusiness
Kayla	Nguyen	Fifth Place	Business Communication
Ryan	Ogren	First Place	E-Business
Bianca	Olchanowski	Third Place	Social Media Strategies
Harshita	Rayapureddy	Second Place	Business Communication
Saisarat	Rayapureddy	Fourth Place	Intro to FBLA
William	Reeves	First Place	E-Business
Kelsey	Salerno	Fourth Place	Intro to Business Communication
Delaney	Sicotte	First Place	Job Interview
Benjamin	Thomas	Fourth Place	Intro to Business
Matthew	Walling	Third Place	Intro to Information Technology
Evelyn	Wirkowski	Third Place	Social Media Strategies
Sarah	Wirkowski	Third Place	Social Media Strategies
Riley	Wolf	Third Place	Publication Design

**ATTACHMENT #2**

**CCC GYMNASTICS CHAMPIONS**

Madison Allister  
Elizabeth Beaulieu  
Katherine Beaulieu  
Riley Corr  
Haley Derwin  
Gabrielle Ferreira  
Samantha Freyler  
Kacie Fusco  
Taylor Gaudiosi  
Tori Harrington  
Taylor Kelly  
Kelsey Lamson  
Rylee LeClair  
Kaylin Leifert  
Jillian Miller  
Kelly Perrotti  
Natalie Reeves  
Kelsey Salerno

Coach Cassidy Chamberland  
Asst. Coach Marilyn Sporbert

## ATTACHMENT #3

Thursday, May 13, 2021

Good Evening

I would like to take this opportunity to introduce myself, as well as others, and give some information about our organization.

My name is Joyce McAloon, President of Alpha Gamma and a retired teacher of this town. Here tonight with me are a few of my sisters in Alpha Gamma – Retired teachers – Cheryl Robertson, Ellen Bellinger, Donna McBride, and an active teacher Bri Reney.

Alpha Gamma Chapter is part of an organization that is called Alpha Delta Kappa. Alpha Delta Kappa is an international honorary organization of women educators dedicated to educational excellence, altruism and world understanding throughout the United States as well as 5 countries Canada, Jamaica, Australia, Mexico, and Puerto Rico.

Alpha Delta Kappa provides the opportunity to make a difference. Around the world, Alpha Delta Kappa members combine their energies and talents to enrich their lives and the lives of others through thousands of heartwarming, community-based altruistic projects.

To go along with our mission, our organization provides different activities within our community. To name a few that we support in our town are:

- Each month, we provide snacks for Southington Community Services for the Alpha Gamma Snack Shelf
- In addition to providing snacks each month, during our Alpha Delta Kappa Month in October --- we honored our Southington Public School staff with an additional donation to Community Services for a job well done during this pandemic.
- Each May, we give a scholarship to a young lady who is going into the field of education.

Now, we are providing resources for our teachers to use with the topic of world understanding. We hope that these books will provide additional support for understanding the world around us.

Each elementary school will receive 4 books titled-----

- The Rabbit Listened by Cori Doerrfeld
- You are Enough - A book about Inclusion – by Sofia Sanchez
- The Little Red Kite by Ellie Brown
- Empathy is your Super Power – A book about understanding the feelings of others – by Cori Buysolari

Each middle school will receive 4 books titled-----

- The Boy, the Mole, the Fox, and the Horse by Charlie Mackery
- The Skin I'm In by Sharon G. Flake
- George by Alex Gino
- Drita My Homegirl by Jenny Lombard

High School will receive the following 3 books-----

- Under the Mesquite by Guadalupe Garcia McCall
- The Namesake by Jhumpa Lahiri
- Homecoming by Cynthia Voigt

Inside each book is written ---A gift to ----- School to promote World Understanding from Alpha Gamma, the Southington Chapter of Alpha Delta Kappa.

We are hoping that our schools' principals will share this information about the donated books to each of their staff members, so that they are aware of new resources available to them for promoting world understanding.

During the first week of June, I will deliver our donation of books to each of the schools.

Alpha Gamma Chapter thanks you and appreciate your time and support with our presentation of these books.

Joyce McAloon  
President – Alpha Gamma Chapter of Alpha Delta Kappa

Board of Education  
Administrative Report  
May 27, 2021



1. Pupil Personnel Services – State Department of Education Grant/Stipend
2. Military Luncheon
3. SHS Student Ceremonies



# SOUTHINGTON PUBLIC SCHOOLS

Board of Education Elementary Facilities Committee  
Meeting Minutes Tuesday May 18, 2021

Call to Order: 4:05 p.m.

Members Present: Colleen Clark, Committee Chairperson, Zaya Oshana, Robert Brown, Terri Carmody, Board Chairperson

Administration Present: Timothy Connellan, Superintendent, Steven Madancy, Assistant Superintendent, Sherri DiNello, Director of Business and Finance, Peter Romano, Director of Operations

The Committee discussed input from the Administration's meeting with Colliers which included the Town Manager. During the Colliers meeting there was a discussion of an additional scenario using the Derynoski Elementary School site. It was agreed that information would be developed and included in the Colliers material to address that possibility.

Additional discussion ensued regarding work that would be needed to accommodate the Karen Smith Academy whether on the current site or on a different site. The overall structure of the Flanders Elementary School property was discussed, noting that it is approximately 18 acres and of course is located on the east side of town along with Hatton Elementary and Thalberg Elementary schools. The Committee did note that any form of a project would by necessity account for both educational and geographic factors, but that the financial impact is of critical importance. One additional note is that the testing required by the EPA for the middle schools was supposed to be for only five years but has been extended. There is a similar concern regarding ongoing costs for required testing for any renovation.

The discussion/presentation with the Town Council will occur on Monday May 24<sup>th</sup>. The administration will continue to work with Colliers regarding additional information needed.

Meeting adjourned 4:45 p.m.

Submitted,

Timothy F. Connellan  
Superintendent of Schools

*A graduate of the Southington Public Schools will be college or career ready and prepared for life beyond by mastering the knowledge and demonstrating the skills to communicate effectively, think creatively and critically, and contribute to the global community.*

**TIMOTHY F. CONNELLAN**  
SUPERINTENDENT OF SCHOOLS

**STEVEN G. MADANCY**  
ASSISTANT SUPERINTENDENT  
FOR CURRICULUM AND  
INSTRUCTION

## BOARD OF EDUCATION

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BOARD CHAIRPERSON

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SOUTHINGTON BOARD OF EDUCATION  
Southington, Connecticut

**FINANCE COMMITTEE MEETING**

Wednesday, May 19, 2021, 6:30 p.m.

Video Conference

Board Members Present: Zaya Oshana, Chair; Colleen Clark; Joseph Baczewski; James Chrzanowski; Terri Carmody; Robert Brown; David Derynoski  
Present from Administration: Sherri DiNello, Director of Business & Finance; Jennifer Mellitt, Accounting Manager; Steve Madancy, Assistant Superintendent

The Finance Committee meeting was called to order at 6:31 p.m.

1. **SELF-INSURANCE REPORT:**

Mrs. DiNello reviewed the claims report through March.

2. **AWARD OF RFP 2021-101: REPLACEMENT OF AUDITORIUM SOUND SYSTEM AT SOUTHTON HIGH SCHOOL:**

Mrs. Mellitt reviewed the memo and award recommendation for replacing the auditorium sound system at Southington High School. She explained that Sara Ossias, Director of Bands, and Rit Campbell, Technology Analyst, were involved in the review process. The recommendation will meet ADA requirements and the sound system will be upgraded to a 64 channel digital mixer. Funding for this project is part of the Capital Budget.

The committee agrees to award the RFP to Sound Stage Systems in the amount of \$118,439.

3. **BOE OPERATING BUDGET REALLOCATION PLAN-DRAFT:**

**a. ARP ESSER III:**

Mrs. DiNello reviewed a draft of the proposed reallocation plan with the committee. She explained that the additional \$1.5m in reductions made by the Town Council action will require use of the ARP ESSER funds to pay for new personnel as well as existing teachers. In addition, many reductions are recommended to be funded by the Non-Lapsing Education Fund FY20. The Non-Lapsing funds were intended for one-time expenditures, not recurring operating costs; therefore, items from the Major Projects and Equipment section are being moved to this account for funding. A variety of supply line items would be purchased with 2020-21 Operating Budget funds.

Committee members had questions that were discussed, including the funding cliff being created by funding FTE's with grant funds. Mrs. DiNello and Mr. Madancy shared an example of how annually future operating budgets will add FTE's to reduce the cliff over a three-year period. Discussion also took place regarding the services that will not be provided to students if the grant funds are used for salary costs.

The committee supports the administration's recommended reallocation plan.

**b. Non-Lapsing Education Funds FY 2020:**

The committee reviewed the proposed use of projects to be completed with the Non-Lapsing Funds FY2020. Mrs. DiNello explained that the \$500,000 loan to the Food Service Program will be repaid using ESSER II funds, increasing the available funds. Committee members asked for a better explanation of the surplus operating budget from YE2020 and anticipated surplus FY2021. Mrs. DiNello welcomed the question and made it very clear that the surplus was a result of the COVID-19 pandemic. Schools closing in March of 2020 reduced utility and supply costs and the cancellation of activities provided additional savings along with the negotiated savings in transportation.

Details regarding the anticipated surplus for the current school year will be provided once the year is closed out. However, the pandemic resulted in fewer students attending school, and reduced activities once again resulted in savings to the operating budget. Mrs. DiNello shared with the committee that the Board should not expect to see these types of surpluses moving forward. The Board of Education budget has traditionally ended the year on budget and the pandemic was the root cause of two years of surpluses.

The consensus of the committee is to recommend approval of the projects funded with the non-lapsing funds. Mrs. DiNello also explained that Mrs. Mellitt plans to utilize state contract and consortium bids when available.

**4. COPIER LEASE – FIVE YEAR RENEWAL:**

Mrs. Mellitt reviewed the memo and excel document outlining the renewal of a five-year lease for districtwide copiers. The proposal includes adding uniFLOW, a print management system to the copiers. The plan includes 61 new copiers, including two large production copiers, and 17 copiers will be repurposed within the district. The district will also keep the three Sharp copiers we own. Pricing is from the Canon PEPPM Consortium and results in annual savings to the operating budget of \$11,574.

The committee plans to recommend to the Board of Education approval of the five-year copier lease with Automated Business Solutions.

**5. BAND UNIFORMS – REQUEST TO WAIVE BID PROCESS:**

Mrs. Mellitt reviewed the memo requesting that the Board of Education waive the bid process for the purchase of new Southington High School Marching Band Uniforms. The last purchase of uniforms for the band was in 2008. Band Director, Sara Ossias, was disappointed in the quality of the last purchase. She consulted with many other programs and has recommended to source the new uniforms with the Fred J. Miller Uniform Company. The quote for the purchase of 100 uniforms is \$56,220 and the administration recommends the Board of Education fund 100% of the cost. Funding would be from the Non-Lapsing Education Funds YE 2020.

The committee recommends waiving the bid process and purchasing the uniforms from Fred J. Miller Uniform Company.

**6. CNC MINI MILL SIMULATOR – PERKINS – REQUEST TO WAIVE BID PROCESS (SOLE SOURCE VENDOR):**

Mrs. Mellitt explained that the Perkins Grant funds were awarded in April this year and includes funding for a CNC Mini Mill with Simulator for use in the Technology and

Engineering Department at Southington High School. The purchase price is \$37,258 and Trident Machine Tools in Windsor is the exclusive Haas distributor in New England. The committee supports the purchase of the machine and was happy with how it aligns with the mission statement to have our students college and career ready.

The committee recommend the bid process be waived and the grant funded purchase be awarded to Trident.

7. **FITNESS CENTER PLANS – SHS:**

Mrs. Mellitt explained that funding for the Southington High School Fitness Center has moved from the operating budget to the non-lapsing fund due to budget cuts. The project includes equipment, demolishing and replacing the concrete floor, along with installation of rubber flooring. Mr. Romano, Director of Operations, is waiting for pricing proposals for this work. Mrs. Mellitt explained that state contract pricing is available for the equipment and flooring.

Pricing information was not available in time for the finance meeting; however, in an effort to move these projects along, if all pricing is completed before the Board of Education meeting, the administration plans to have it on the agenda for May 27th.

8. **MISCELLANEOUS:**

**a. Food Service Loan Repayment:**

Mrs. DiNello explained that she had a pre-audit planning meeting with Blum Shapiro this week along with the Finance Director, Mrs. Portelinha. She shared information on the loans provided to the Food Service Program and the plan to use ESSER II funding to repay the \$500,000 loan. Mrs. Portelinha explained it would be easier to make the repayment in the current year so the funds can easily be placed back into the Non-Lapsing Fund. Mrs. DiNello explained the timing will be based on when the ESSER II grant application is approved and the funds are made available to draw upon.

The meeting adjourned at 7:39 p.m.

Respectfully submitted,



Sheri DiNello  
Director of Business & Finance



# 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

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## BOARD OF EDUCATION FINANCE COMMITTEE MEETING Wednesday, May 19, 2021, 6:30 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: 859 7783 5277
4. Passcode: 068083
5. Please mute your phone.
6. Refrain from using the "speaker phone".

### AGENDA

1. Self-Insurance Report
2. Award of RFP 2021-101 - Replacement of Auditorium Sound System at Southington High School
3. BOE Operating Budget 2021-22 Reallocation Plan-Draft
  - a. ARP ESSER III
  - b. Non-Lapsing Education Funds FY2020
4. Copier Lease - Five Year Renewal
5. Band Uniforms - Request to Waive Bid Process
6. CNC Mini Mill Simulator-Perkins-Request to Waive Bid Process (Sole Source Vendor)
7. Fitness Center Plans SHS
8. Miscellaneous

## SELF INSURANCE REPORT 2020 - 2021

MONTH	EXPENDED 2013-2014	EXPENDED 2014-2015	EXPENDED 2015-2016	EXPENDED 2016-2017	EXPENDED 2017-2018	EXPENDED 2018-2019	EXPENDED 2019-2020	EXPENDED 2020-2021	BUDGET 2020-21	DIFFERENCE
JULY	\$1,351,706	\$1,514,828	\$1,764,257	\$1,686,316	\$1,235,711	\$1,306,866	\$1,314,315	\$1,045,232	\$1,430,741	-\$385,509
AUGUST	\$1,392,286	\$1,432,398	\$1,587,964	\$1,587,262	\$1,324,171	\$1,186,051	\$1,087,177	\$994,301	\$1,256,678	-\$262,377
SEPTEMBER	\$1,078,073	\$1,524,216	\$1,474,616	\$1,265,835	\$1,275,578	\$1,086,364	\$1,053,259	\$1,091,963	\$1,300,535	-\$208,572
OCTOBER	\$1,101,366	\$1,215,201	\$1,591,362	\$1,075,191	★ \$854,136	\$1,205,599	\$1,626,434	\$1,066,433	\$1,360,092	-\$293,659
NOVEMBER	\$1,228,738	\$1,415,951	\$1,263,294	\$985,379	★ \$1,097,630	\$1,809,636	\$1,163,788	\$1,097,005	\$1,498,491	-\$401,486
DECEMBER	\$1,282,740	\$1,381,212	\$1,518,739	\$1,466,642	\$1,298,221	\$1,317,294	\$1,302,337	\$1,253,814	\$1,579,721	-\$325,907
JANUARY	\$1,452,421	\$1,444,475	\$1,416,196	\$1,243,015	\$1,204,486	\$1,466,110	\$937,459	\$1,038,830	\$1,320,501	-\$281,671
FEBRUARY	\$1,136,094	\$1,447,108	\$1,568,068	\$1,422,170	\$1,304,195	\$1,117,236	\$1,256,166	\$972,240	\$1,342,174	-\$369,934
MARCH	\$1,583,852	\$1,116,093	\$1,852,432	\$1,439,232	\$1,229,781	\$1,379,452	\$1,422,185	\$1,438,426	\$1,524,089	-\$85,663
APRIL	\$1,405,964	\$1,597,620	\$1,322,714	\$1,345,051	\$1,408,738	\$1,306,666	★★ \$862,293		\$1,328,351	
MAY	\$1,537,366	\$1,312,435	\$1,733,603	\$1,537,182	\$1,403,504	\$1,528,585	★★ \$1,157,030		\$1,500,197	
JUNE	\$1,277,079	\$1,170,294	\$1,586,850	\$1,507,263	\$1,485,232	\$1,495,801	★★ \$1,098,531		\$1,623,580	
<b>TOTALS</b>	<b>\$15,827,684</b>	<b>\$16,571,831</b>	<b>\$18,680,094</b>	<b>\$16,560,539</b>	<b>\$15,121,383</b>	<b>\$16,205,659</b>	<b>\$14,280,972</b>	<b>\$9,998,243</b>	<b>\$17,065,150</b>	<b>-\$2,614,780</b>
<b>HSA/HRA Employer contributions</b>				\$864,858	\$1,119,339	\$1,251,049	\$1,241,908	\$1,333,122	\$1,317,250	\$15,872
<b>HSA/HRA fees</b>				\$328	\$624	\$1,300	\$1,406	\$1,036	\$2,000	-\$964
<b>Consultant</b>				\$58,765	\$45,300	\$45,600	\$45,600	\$34,200	\$45,600	-\$11,400
<b>TOTALS</b>				<b>\$17,484,490</b>	<b>\$16,286,646</b>	<b>\$17,503,608</b>	<b>\$15,569,886</b>	<b>\$11,366,601</b>	<b>\$18,430,000</b>	<b>-\$2,611,271</b>

**Claims Percentage increase/(decrease) over previous year**      7.01%      4.70%      12.72%      -11.35%      -8.69%      7.17%      -11.88%

**Claims \$ increase/(decrease) over previous year**                     -\$2,119,556      -\$1,439,156      \$1,084,276      -\$1,924,687

**Expenditures Percentage increase/(decrease) over previous year**      -6.40%      -6.85%      7.47%      -11.05%

**Expenditure \$ increase/(decrease) over previous year**      -\$1,195,604      -\$1,197,844      \$1,216,962      -\$1,933,722

**Year Staff changing to HDHP**      Administrators      Teachers      Paras      Secr/Food serv  
    Nonunion Adm.      Nurses      Nonunion      Maint/Custodians

★ Anthem did not process Hartford Healthcare claims while out of network. Anticipate high claims in December when they do process those claims.

★★ Due to COVID19 and Elective procedures being stopped and dental offices closed claims reduced

**Southington Public Schools  
Purchasing Department  
RFP AWARD REQUEST**

**RFP 2021-101 Replacement of Auditorium Sound System  
at Southington High School**

The above RFP is recommended for by the Superintendent of Schools, Board of Education Finance Committee, and the Board of Education.

PROPOSED SUMMARY: This RFP sought pricing for the replacement of the high school auditorium sound system including a new assistive listening system. The RFP was advertised and had a mandatory walk through at the high school on April 1, 2021. Please see the attached memo to the Finance Committee and the RFP Compilation for details on the award.

The recommendation is to award RFP 2021-101 to Sound Stage Systems of North Haven, Connecticut, in the amount of \$118,439.35.

This project is being funded through the Town of Southington's Capital Improvement Plan.

Beginning Date of Project:	June 2021	Ending Date of Project:	August 2021
Funding Sources:	TOS Capital Improvement Plan	Proposed Amount	\$118,439.35
		Budgeted Amount	\$118,090

*John Mellitt* \_\_\_\_\_ Date 4/29/21  
 Signature of Accounting Manager

Superintendent's Direction:

**Approved as Submitted**  
 **Hold** (pending future action as noted)  
 **Rejected** \_\_\_\_\_ all \_\_\_\_\_ part (adjust as directed below)

Direction: \_\_\_\_\_  
*Timothy J. Conellan* \_\_\_\_\_ Date 4-29-21  
 Signature of Superintendent of Schools

Finance Committee's Direction:

**Approved as Submitted**  
 **Hold** (pending future action as noted)  
 **Rejected** \_\_\_\_\_ all \_\_\_\_\_ part (adjust as directed below)

Direction: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Finance Committee Chairperson

Board of Education's Direction:

**Approved as Submitted**  
 **Hold** (pending future action as noted)  
 **Rejected** \_\_\_\_\_ all \_\_\_\_\_ part (adjust as directed below)

Direction: \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_  
 Signature of Board of Education Chairperson



# SOUTHINGTON PUBLIC SCHOOLS

*JENNIFER MELLITT  
ACCOUNTING MANAGER  
PURCHASING DEPARTMENT*

## **MEMO**

TO: Board of Education Finance Committee

Date: April 29, 2021

RE: **Recommendation for Award of RFP 2021-101  
Replacement of High School Auditorium Sound System and  
Installation of a New ADA Assistive Listening System**

This Request for Proposal (RFP) sought pricing for the replacement of the auditorium sound system at Southington High School including a new ADA Assistive Listening System. The RFP was advertised and a mandatory walk through was held at the high school on April 1, 2021. Seven vendors attended the walk-through. RFPs were received from two vendors, Sound Stage Systems and HB Communications, both of North Haven, CT. HB provided two RFPs using two different speaker systems. A compilation of the RFPs is attached.

Sara Ossias, our Director of Bands, and Rit Campbell, Technology Analyst at the high school evaluated the three proposals. After their review, both agreed the proposal from Sound Stage Systems included all the requested specifications and included good quality equipment.

References for Sound Stage Systems were checked with positive feedback including other high school and middle school sound system replacements in North Haven, Wallingford and Vernon. The band director and head of the drama program at Lyman Hall in Wallingford recommended upgrading from the 32 channel digital mixer console to a 64 channel model. He had situations where they ran out of channels on their 32 channel mixer.

Our recommendation is to award RFP 2021-101 to Sound Stage Systems of North Haven in the amount of \$118,439.35 which includes an upgrade to the 64 channel digital mixer.

The project is being funded through the Town of Southington Capital Improvement Plan.

Southington Public Schools  
 Compilation for RFP 2021-101  
 Southington High School Auditorium Sound System Replacement and Assistive Listening System Installation

Vendor Name	Total Cost	Items Excluded from Proposal (Y/N)	Lead Time Needed	Weeks Needed to Complete Job	Total RFP price with upgrade from 32 channel to 64 channel digital mixing console
<b>Sound Stage Systems</b>	<b>\$ 106,371</b>	<b>N</b>	<b>2 Weeks</b>	<b>Approx 2 weeks</b>	<b>118,439.35</b>
HB - Option 1- Bose Speakers	\$ 127,555	Y	did not use Addendum #3 paperwork		
HB - Option 2 - QSC Speakers	\$ 136,144	Y	did not use Addendum #3 paperwork		

RESPONDING VENDORS

**HB Communications, Inc.**

60 Dodge Ave  
 North Haven, CT 06473  
 P: 203-747-7071  
 E: brian.metcalf@hbcommunications.com  
 E: matt.rose@hbcommunications.com

**Sound Stage Systems**

358 Sackett Point Rd  
 North Haven, CT 06473  
 P: 203-623-3912  
 E: kurt@soundstagesystems.com

VENDORS ATTENDED WALK-THRU WITH NO RFP SUBMITTED:

**DNR Laboratories**

76 Westbury Park Rd, Suite 101e  
 Watertown, CT 06795  
 P: 203-263-0007  
 E: rob@dnrlabs.com

**Insight Plus Technology**

191 Redstone Hill Rd  
 Bristol, CT 06010  
 P: 860-854-8564  
 E: ryan@insightpustech.com

**Environmental Systems Corporation**

18 Jansen Court  
 West Hartford, CT 06110  
 P: 860-709-5653  
 E: d.kelly@escontrols.com

**Open Systems Metro**

258 Rte 117 Bypass Rd  
 Bedford Hills, NY 10507  
 P: 914-241-0057  
 E: kryan@osmetro.com



# SOUTHINGTON PUBLIC SCHOOLS

*Jennifer Mellitt*  
*Accounting Manager*

## MEMO

**TO:** BOE Finance Committee  
**DATE:** May 17, 2021  
**RE:** Renewal of Five-Year Lease for Districtwide Copiers

The SBOE is currently in a five-year lease which expires in December 2021 with Automated Business Solutions (“ABS”). The Administration is recommending a new five-year lease with ABS beginning in July 2021. The new lease will upgrade 61 copiers with brand new Canon copiers, including two production copiers, and repurpose 17 existing Canon copiers. (NOTE: Three Sharp copiers from separate leases are owned by the SBOE. These will stay in the district as they are in good working order.) The timing of the new lease will allow us to transition our copiers during the summer months while school is not in session instead of during the winter break as we have done in the past.

As part of the new lease, uniFLOW, a print management system, will be installed on copiers at the schools. uniFLOW will allow users to send their print job to the server and pick up their printout at any copier by swiping their badge. The new print management system will allow teachers and staff to pick up their printouts when it is convenient for them. In the past, printouts may have been lost or tossed out if not picked up quickly.

The proposed pricing is based on the Canon PEPPM Consortium. Our current equipment lease is \$10,719.08/month. The proposed equipment lease will be \$9,145.53/month for a monthly savings of \$1,573.55. Adding the uniFLOW paper management system will increase the monthly cost by \$674.24/mo.

The Maintenance Agreement includes all parts, labor, toner and supplies except paper and staples. Maintenance costs will be consistent with our current districtwide agreement. Additional savings of \$65/mo for maintenance on the current HR Lexmark owned copy will be realized by upgrading this copier.

Description	Current Dec-16	Proposed Jul-21	Projected Savings
Equipment Lease	10,719.08	9,145.53	1,573.55
Varioprint maintenance	1,140.00	1,140.00	-
Maintenance	6,685.00	6,685.00	-
Maintenance on HR Lexmark	65.21	Included	65.21
Subtotal Costs before uniFLOW	18,609.29	16,970.53	1,638.76
New - uniFLOW on 67 devices	N/A	674.24	(674.24)
Grand Total - Monthly	18,609.29	17,644.77	964.52
Projected Annual Savings			11,574.24

ABS has a local office on Captain Lewis Drive in Southington and has always been very responsive to our service needs.

The Administration recommends approval of the new five-year lease for districtwide copiers with ABS beginning in July 2021.

Southington Public Schools  
Proposed New Lease Copier Placement  
May 2021

Keep/ Replace or Move	Location	Department	Fax #	Current Manufacturer	Notes	Model	Current PPM	Current Meter	Monthly avr Nov 2018 to Nov 2019	Monthly avr Sept 2020 to Mar 2021	Model	Proposed PPM	Increase (Decrease) in PPM	uniFlow
Replace	Southington Board of Education	Pupil Services	860-628-3332	Canon		iR 4245i	45	534,404	12,525	8,249	iR DX 4745i	45	0	No
Replace	Southington Board of Education	Copy Room		Canon		varioPRINT 120	120	3,097,489	72,923	62,192	varioPRINT 130	130	10	No
Keep	Southington Board of Education	Payroll		Canon		iR 4245i	45	328,355	6,529	5,958	iR 4245i	45	0	No
Replace	Southington Board of Education	Business Office / Operations		Sharp		MX-M503N	50	306,076	4,373	2,293	iR DX 4745i	45	(5)	Yes
Replace	Southington Board of Education	HR/Personnel	860-628-3211	Lexmark	Owned by SBOE	XM-3150	50	303,590	3,632	4,658	iR DX C5735i	35	(15)	No
Keep	Southington Board of Education	IT Department		Sharp	Owned by SBOE	MX-3640n	36	71,175/98,772	614/1603	794/690	MX-3640n	36	0	No
Replace	Southington Board of Education	Purchasing	860-621-8056	Sharp		MX-M503N	50	1,369,553	4,035	3,261	iR DX 4745i	45	(5)	No
Replace	Southington Board of Education	Asst Superintendent	806-628-3205	Sharp		MX_M503N	50	998,442	1,777	637	iR DX 4745i	45	(5)	No
Replace	Southington Board of Education	Superintendent		HP	Owned by SBOE	HP CLJ CP 4025	35				iR DX C357iF	36	1	No
Replace	Southington High School	Faculty Blue		Canon		iR 8505i	105	3,989,295	101,602	19,112	iR DX 8705i	105	0	Yes
Replace	Southington High School	2nd Floor Faculty Room		Canon		iR 8505i	105	4,047,122	102,402	8,880	iR DX 8705i	105	0	Yes
Replace	Southington High School	Downstairs Faculty Green		Canon		iR 8505i	105	3,287,319	81,934	13,605	iR DX 8705i	105	0	Yes
Replace	Southington High School	Guidance	860-620-1509	Canon		iR 4235i	35	339,321	7,354	2,699	iR DX 4745i	45	10	Yes
Replace	Southington High School	Faculty Blue		Canon		iR 4235i	35	616,142	15,959	4,150	iR DX 4745i	45	10	Yes
Replace	Southington High School	Freshman Academy	860-628-3105	Canon		iR 4245i	45	196,785	4,865	2,452	iR DX 4745i	45	0	Yes
Keep	Southington High School	Agricultural		Canon		iR 4245i	45	284,802	6,457	142	iR 4245i	45	0	Yes
Replace	Southington High School	Copy Room		Canon		varioPRINT 120	120	10,383,368	249,461	77,893	varioPRINT 140	140	20	No
Replace	Southington High School	Office		Sharp		MX-M904	90		21,799	10,019	iR DX 8786i	86	(4)	Yes
Replace	Southington High School	Room C105		Sharp		MX-M453N	45		8,400		iR DX 4745i	45	0	Yes
Keep	Southington High School	IT Department		Sharp	Owned by SBOE	MX-M266N	26	92,163	1,366	1,255	MX-M266N	26	0	No
Move	Southington High School	Athletic Director Office		Sharp	Move from South End Supply Room 1S	MX-M503N	50	1,460,337	1,425	725	iR 4235i	35	(15)	Yes
Move	Southington High School	Room 221		Sharp	Move from Freshman Academy	MX-M503N	50	1,147,993	2,814	289	iR 4245i	45	(5)	Yes
Replace	Southington High School	Library		Sharp		MX-M453N	45	890,662	9,202	868	iR DX 4745i	45	0	Yes
Replace	Southington High School	Faculty Blue Special Education		Sharp		MX-M453N	45	1,037,223	4,880	3,709	iR DX 4745i	45	0	Yes
Move	Southington High School	DECA		Sharp	Move from South End Supply Room 5S	MX-M453N	45	814,602	3,992	205	iR 4245i	45	0	Yes
Move	Southington High School	Room 204 Across from Office		Sharp	Move from Faculty Blue	MX-M453N	45	1,135,043	831	473	iR 4235i	35	(10)	Yes
Move	Southington High School	Nurse	860-628-3399	Sharp	Move from Guidance include fax unit	MX-M453N	45	1,178,106	954	1,313	iR 4235i	35	(10)	Yes
Move	Southington High School	Physical Education		None	Move Owned machine from Kelley	None	n/a				MX-M266n	26	26	No
Replace	DePaolo Middle School	Teachers Room D210		Canon		iR 6555	55	1,584,611	36,662	19,827	iR DX 8786i	86	31	Yes
Replace	DePaolo Middle School	2nd Floor Top of Stairs		Canon		iR 8505i	105	3,337,817	75,237	34,152	iR DX 8795i	95	(10)	Yes
Replace	DePaolo Middle School	Media Center		Canon		iR 8595i	95	2,648,359	67,349	7,127	iR DX 8795i	95	0	Yes
Replace	DePaolo Middle School	Media Center - Students		Canon		iR 4245i	45	404,953	10,330	0	iR 4745i	45	0	Yes
Replace	DePaolo Middle School	Office		Canon	move 4245i to Oshana Stephanie Lawlor	iR 4245i	45	604,174	13,919	8,089	iR 4745i	45	0	Yes
Replace	Derynoski School	Outside Main Office		Canon		iR 8595i	95	2,050,352	45,433	49,382	iR DX 8795i	95	0	Yes
Replace	Derynoski School	2nd Floor Hallway		Canon		iR 8595i	95	2,646,167	58,538	45,412	iR DX 8795i	95	0	Yes
Replace	Derynoski School	1st Floor Hallway		Canon		iR 8595i	95	2,387,090	45,997	52,740	iR DX 8795i	95	0	Yes
Keep	Derynoski School	2nd Floor Teachers Room		Canon		iR 4235i	35	232,446	3,541	4,441	iR 4235i	35	0	Yes
Replace	Derynoski School	Office		Canon		iR 4245i	45	405,103	7,535	7,226	iR DX 4745i	45	0	Yes
Move	Derynoski School	School Lunch Program		Sharp		MX-M453N	45	1,110,638	2,394	2,231	iR 4245i	45	0	No
Move	Maintenance (Behind Derynoski)			Kyocera							iR 4245i	45	45	No
Move	Karen Smith Academy	Maintenance		Sharp		MX-M503N	50	1,171,164	950	1,732	iR 4235i	35	(15)	No
Replace	Karen Smith Academy	Workroom	860-628-3458	Sharp		MX-M363N	36	975,272	10,070	3,117	iR DX 4745i	45	9	Yes

Southington Public Schools  
Proposed New Lease Copier Placement  
May 2021

Keep/ Replace or Move	Location	Department	Fax #	Current Manufacturer	Notes	Model	Current PPM	Current Meter	Monthly avr Nov 2018 to Nov 2019	Monthly avr Sept 2020 to Mar 2021	Model	Proposed PPM	Increase (Decrease) in PPM	uniFlow
Replace	Flanders School	Office		Canon		iR 4235i	35	215,849	5,669	2,540	iR DX 4745i	45	10	Yes
Replace	Flanders School	Server Room		Canon		iR 4245i	45	774,097	15,339	15,489	iR DX 6860i	60	15	Yes
Replace	Flanders School	Server Room		Canon		iR 4245i	45	600,944	12,174	13,663	iR DX 4745i	45	0	Yes
Replace	Flanders School	Room 116 Upstairs		Canon		iR 4245i	45	954,776	20,695	24,282	iR DX 6860i	60	15	Yes
Replace	Hatton School	Workroom Left		Canon		iR 8585i	85	1,771,413	36,617	26,509	iR DX 8786i	86	1	Yes
Replace	Hatton School	Library		Canon		iR 4245i	45	824,617	18,053	17,672	iR DX 4745i	45	0	Yes
Replace	Hatton School	Staff Workroom		Canon		iR 6565i	65	1,660,964	37,331	41,328	iR DX 8786i	86	21	Yes
Replace	Hatton School	Office		Sharp		MX-M503N	50	730,856	6,606	4,586	iR DX 4745i	45	(5)	Yes
Replace	Kelley School	2nd Floor Workroom		Canon		iR 4245i	45	777,537	17,015	15,627	iR DX 4745i	45	0	Yes
Replace	Kelley School	1st Floor Hallway		Canon		iR 6565i	65	1,469,947	34,397	32,242	iR DX 8786i	86	21	Yes
Replace	Kelley School	1st Floor Hallway		Canon		iR 6565i	65	872,089	15,616	18,036	iR DX 6870i	70	5	Yes
Replace	Kelley School	Office	860-628-3335	Sharp	move owned unit to SHS PE office	MX-M266N	26	181,395	2,743	2,656	iR DX 4745i	45	19	Yes
Replace	Kennedy Middle School	Media Center		Canon		iR 8595i	95	2,300,999	71,322	19,084	iR DX 8795i	95	0	Yes
Replace	Kennedy Middle School	2nd Floor Teachers		Canon		iR 8505i	105	3,200,188	70,183	18,186	iR DX 8795i	95	(10)	Yes
Replace	Kennedy Middle School	Room 114 Hallway		Canon		iR 6555i	55	1,740,893	29,579	3,157	iR DX 6870i	70	15	Yes
Replace	Kennedy Middle School	Office		Canon		iR 4245i	45	547,316	13,727	6,059	iR DX 4745i	45	0	Yes
Replace	Kennedy Middle School	Media center- students		Kyocera		KM-5050	50	780,354	1,316	321	iR DX 4745i	45	(5)	Yes
Move	Kennedy Middle School	Nurse		Sharp		MX-M503N	50	736,011	568	678	iR 4245i	45	(5)	Yes
Move	Kennedy Middle School	Tech Education		Sharp		MX-M453N	45	866,277	2,605	1,248	iR 4245i	45	0	Yes
Replace	Oshana School	Workroom 2nd Floor		Canon		iR 4245	45	940,109	21,967	16,291	iR DX 6860i	60	15	Yes
Keep	Oshana School	OT/ PT Off Gym		Canon		iR 4245i	45	553,737	8,944	20,074	iR 4245i	45	0	Yes
Replace	Oshana School	Workroom 1st Floor		Canon		iR 4245i	45	641,882	14,062	10,766	iR DX 4745i	45	0	Yes
Replace	Oshana School	Office	860-620-1620	Sharp		MX-M363N	36		3,502		iR DX 4745i	45	9	Yes
Move	Oshana School	Stephanie Lawlor		Sharp	from DePaolo Media ctr Students	MX-M503N	50	767,298	1,906	1,767	iR 4245i	45	(5)	Yes
Replace	South End School	Staff Workroom		Canon		iR 6555i	55	892,900	19,616	18,088	iR DX 6860i	60	5	Yes
Replace	South End School	Supply Room 1S		Canon	move to 4235i to SHS Athletic Dir	iR 4235i	35	430,698	9,125	9,210	iR DX 4745i	45	10	Yes
Keep	South End School	Main Office		Canon		iR 4235i	35	279,315	6,343	6,181	iR 4235i	35	0	Yes
Replace	South End School	Supply Room 5S		Canon	move to 4245i to SHS DECA	iR 4245i	45	772,886	16,340	14,825	iR DX 4745i	45	0	Yes
Keep	South End School	Math Coordinator		Canon		iR 4245i	45	343,548	6,418	5,056	iR 4245i	45	0	Yes
Replace	Strong School	Library		Canon		iR 6575i	75	1,549,710	30,581	48,599	iR DX 8786i	86	11	Yes
Replace	Strong School	Near Main Office		Canon		iR 4245i	45	797,713	16,530	15,713	iR DX 4745i	45	0	Yes
Replace	Strong School	Lower Level Workroom		Sharp		MX-M453N	45		8,076	1,911	iR DX 4745i	45	0	Yes
Replace	Strong School	Computer Lab		Sharp		MX-M503N	50	1,252,501	7,179	5,083	iR DX 4745i	45	(5)	Yes
Replace	Strong School	Office		Sharp		MX-M453N	45	729,934	6,797	2,826	iR DX 4745i	45	0	Yes
Replace	Thalberg School	Community Room		Canon		iR 8585i	85	1,576,649	35,727	22,842	iR DX 8786i	86	1	Yes
Replace	Thalberg School	Computer Room		Canon		iR 4245i	45	935,402	17,426	18,977	iR DX 4745i	45	0	Yes
Replace	Thalberg School	Main Office		Sharp		MX-M904	90	2,927,653	11,198	10,134	iR DX 6860i	60	(30)	Yes
Replace	Thalberg School	Room 26		Sharp		MX-M503N	50	1,323,944	4,597	5,229	iR DX 4745i	45	(5)	Yes
Replace	Thalberg School	Library Workroom		Sharp		MX-M503N	50	1,475,718	13,021	13,990	iR DX 4745i	45	(5)	Yes



# SOUTHINGTON PUBLIC SCHOOLS

*JENNIFER MELLITT  
ACCOUNTING MANAGER  
PURCHASING DEPARTMENT*

## **MEMO**

TO: Board of Education Finance Committee

Date: May 14, 2021

RE: Request to Waive Bid Process for Purchase of SHS Marching Band Uniforms

The Southington High School Marching Band requested new uniforms for the 2021-22 season. The Board of Education previously approved the project in the amount of \$50,000 as part of the operating budget for 2021-22.

The last purchase of marching band uniforms was in July 2008. The Band Director, Sara Ossias, has been disappointed in the quality of the uniforms purchased in 2008. In the past several years she has inquired with other band directors about their source of uniforms and the quality. Based on these discussions, Sara has chosen to work with Fred J. Miller Uniform Company to source the new uniforms for the Marching Band. Please see her letter attached.

The company recommends purchasing 20% more uniforms than the current enrollment to allow for future expansion and various sizing choices. The price of the new uniforms is \$56,219.90 which includes 100 uniforms and two cases to store the feather plumes.

The administration is requesting a waiver of the bid process based on the belief that only one qualified source can be identified for the purchase of these uniforms. The Administration also recommends funding the entire purchase in the amount of \$56,219.90.



**Fred J. Miller Inc.**  
 8765 Washington Church Rd  
 Miamisburg Ohio, 45342

**Full Order Cesario Uniform Quote**

Quote #: FJM4103  
 Buy Board / Co-Op ID

**Southington High School**

Attn: Sara Ossias  
 720 Pleasant St.  
 Southington CT, 06489

Item & Description	Quantity	List Price	Amount
<b>Cesario Jacket</b> Custom Print Gemini Jacket	100	\$ 173.00	\$ 17,300.00
<b>Cesario Dress Shirt</b> Undershirt with Poly gabardine sleeves	100	\$ 77.00	\$ 7,700.00
<b>Cesario Lycra Shirt</b> Black Lycra Undershirt	100	\$ 45.00	\$ 4,500.00
<b>Cesario Gauntlet</b> White gauntlets with 3 silver accent buttons	100	\$ 48.00	\$ 4,800.00
<b>Cesario Hat Wrap</b> Custom Hat Wrap w 3 silver accent buttons	100	\$ 58.00	\$ 5,800.00
<b>Cesario Bib Pants</b> Black Bib Pants with adjust-a-cuff feature	100	\$ 68.00	\$ 6,800.00
<b>Shako</b> Black Vinyl Shako	100	\$ 45.00	\$ 4,500.00
<b>Shako Boxes</b>	100	\$ 12.00	\$ 1,200.00
<b>Plume</b> 14" Black French Upright Plume with Silver Mylar	100	\$ 22.00	\$ 2,200.00
<b>Plume Case</b> Includes Shipping	2	\$ 109.95	\$ 219.90
<b>Shipping</b> Shipping per uniform for all uniform parts	100	\$ 12.00	\$ 1,200.00

<b>Sub Total</b>	<b>\$ 56,219.90</b>
Adjustment	\$ 0.00
<b>Grand Total</b>	<b>\$ 56,219.90</b>

**Terms & Conditions**

A 50% deposit or an official school purchase order and completed sizing charts along with confirmed prototype will be required for order to be placed on production schedule. **Delivery time is approximately 160-180 days.** Balance is to be paid in upon completion of the order. If you have any questions contact your sales rep. Thank you!



# SOUTHINGTON PUBLIC SCHOOLS

*JENNIFER MELLITT  
ACCOUNTING MANAGER  
PURCHASING DEPARTMENT*

## **MEMO**

TO: Board of Education Finance Committee

Date: May 14, 2021

RE: Request to Waive Bid Process for Perkins Grant Purchase of Mini Mill with Simulator for High School Technology Education Program

The Technology & Engineering Education Department of Southington High School requested the purchase of a CNC Mini Mill with Simulator for use in their classes using the Perkins Grant funds. Per Mary-Lynne Osborn, SHS Department Leader, the machine will be used by students to learn metal milling. The students will also produce parts as needed to repair other machines in the Technology & Engineering Education Department. This particular machine is specified for educational settings. The purchase price of the mini mill with simulator is \$37,257.96 plus an estimated rigging/shipping cost of \$1,000.

The vendor for this unit is Trident Machine Tools ("Trident") in Windsor, CT. Trident is the exclusive Haas distributor for the six New England states. The Administration is requesting a waiver of the bid process as this item is available only from a single source (in accordance with our purchasing policies and the Code of Federal Regulations 2CFR 200.320(c)). A letter from the Haas Automation, Inc. in Oxnard, CA is attached documenting that Trident is the exclusive distributor in our area.

The Perkins Grant application was approved by the state on April 30<sup>th</sup> and the grant funds need to be expended by June 30, 2021.



May 4, 2021

Dear Jennifer Mellitt,

This letter is in regards to the exclusivity of our Haas Factory Outlets, regarding Sales and Service. Haas Automation Sells and Services our CNC equipment through our extensive and exclusive Haas Distributor Network. This network is based on geographic regions. All Haas Factory Outlets support unique territories. These Outlets are all Haas Certified and must adhere to stringent Haas Automation requirements for Sales, Service and Application support.

All of the Haas CNC machines and support equipment has controlled pricing by Haas Automation. All factory outlets sell the Haas equipment at these controlled prices. Our pricing is transparent and can be viewed on the Haas Website, [www.haascnc.com](http://www.haascnc.com).

For Southington, CT, our Exclusive Haas Distributor is Trident Machine Tools. Trident is a shining star in the Haas Factory Outlet program. With a combination of world class Salesmen and Service Technicians, Trident continues to perform as a 'Best in Class' Factory Outlet, year after year.

If there is any additional information that you need regarding Haas Automation, please do not hesitate to contact me.

Thank you,

A handwritten signature in blue ink that reads 'Chris McHugh'.

Chris McHugh  
Haas Business Manager  
Haas Automation, Inc.  
805-278-8577

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date May 27, 2021

Decision Requested X Agenda Code 9 b.

**AGENDA REPORTING FORM**

**Agenda Topic:** 2021-2022 Operating Budget Reallocation/Adoption

**Summary of Issue:** The Town Council adopted the Board of Education budget on Monday, May 10, 2021 for the 2021-2022 school year. The administration shared a draft of the reallocation plan with the BOE Finance Committee on 5/19/21 and additional BOE members were in attendance to hear about the plan. The unanimous consensus of the committee was to approve the reallocation plan as submitted.

**Background:** \_\_\_\_\_

**Alternative Strategies:** N/A

**Cost (if applicable):** \$100,592,626 **Funding Source:** Operating Budget

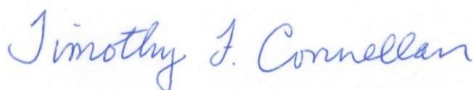
**Beginning Date of Program or Project:** July 1, 2021

**Ending Date of Program or Project:** June 30, 2022

**Recommendation or Comment:** Recommend that the Board of Education adopt the 2021-2022 Operating Budget Reallocation Plan as presented.



\_\_\_\_\_  
Signature of Staff Member Submitting Report



\_\_\_\_\_  
Signature of Superintendent of Schools

Titles of Attachments:

1. 2021-2022 Budget Recommended Adjustments

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date May 27, 2021

Decision Requested X Agenda Code 10 a.

**AGENDA REPORTING FORM**

**Agenda Topic:** Appointment of SEA Negotiating Committee

**Summary of Issue:** The Board of Education will enter into contract negotiations with the Southington Education Association (SEA) bargaining unit this summer.

**Background:** During the May 13, 2021 Board of Education meeting, the Board of Education Chair requested that any BOE member interested in participating in contract negotiations for the SEA should contact her.

**Alternative Strategies:** N/A

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

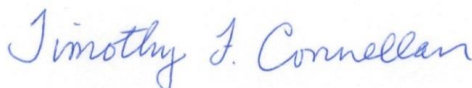
**Beginning Date of Program or Project:** July 1, 2022

**Ending Date of Program or Project:** June 30, 2025

**Recommendation or Comment:** The Board of Education Chair will appoint BOE members to the negotiating committee.



\_\_\_\_\_  
Signature of Staff Member Submitting Report



\_\_\_\_\_  
Signature of Superintendent of Schools

Titles of Attachments:

1. \_\_\_\_\_

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date May 27, 2021  
Decision Requested X Agenda Code 10 b.

**AGENDA REPORTING FORM**

**Agenda Topic:** Action on Non-Lapsing Education Fund FY20

**Summary of Issue:** The plans for projects to fund with the Non-Lapsing Education Fund were put on hold until the district was certain that funds would not be needed to cover COVID related expenses. The administration has provided a plan use of funds and the Finance Committee of the Board reviewed the list at their meeting on May 19, 2021. The consensus was to approve the plan.

**Background:** C.G.S. Sec. 10-248a provides an opportunity to create a Non-Lapsing Account of unexpended funds from the prior fiscal year from the budgeted appropriation for education, provided such amount does not exceed 2% of the total budget appropriation. The Non-Lapsing Education account FY20 was created in the amount of \$1,963,779.

**Alternative Strategies:** \_\_\_\_\_

**Cost (if applicable):** \_\_\_\_\_ **Funding Source:** Non-Lapsing Fund FY20

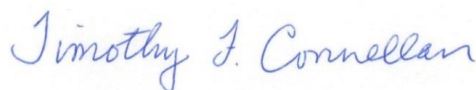
**Beginning Date of Program or Project:** 7/1/2020

**Ending Date of Program or Project:** N/A

**Recommendation or Comment:** Recommend that the Board of Education approve the projects listed on the Non-Lapsing Education Fund FY20 as presented.



\_\_\_\_\_  
Signature of Staff Member Submitting Report



\_\_\_\_\_  
Signature of Superintendent of Schools

Titles of Attachments:

1. Non-Lapsing Summary as of 5-12-21

**BOARD OF EDUCATION  
SOUTHINGTON, CONNECTICUT**

Informational Only \_\_\_\_\_ Board Meeting Date May 27, \_\_\_\_\_  
Decision Requested     X     2021 Agenda Code     10 c.    

**AGENDA REPORTING FORM**

**Agenda Topic:**     Southington High School Fitness Center Projects    

**Summary of Issue:**     Funding is available in the Nonlapsing FY20 Account for three projects related to the SHS Fitness Center. The Fitness Center is used by the physical education classes for all high school students as well as the interscholastic and club sport teams.    

**Background:**     The Administration hopes to complete the three projects for the SHS Fitness Center during the Summer of 2021. The Administration recommends using buying consortiums and State of CT contract pricing to complete the three projects for the SHS Fitness Center.    

    At the time of this writing, the Administration is waiting for pricing which is being developed by Gordian EZIQC for the demolition and replacement of the concrete flooring. EZIQC is a construction job order contracting procurement service for government agencies. The Town of Southington is a member of CRCOG (Capitol Region Council of Governments) so the Southington Public Schools are able to use the Gordian EZIQC service. The Administration recommends approval to award the demolition and replacement of the concrete flooring using the EZIQC pricing in an amount TBD on 05/28/2021 (Note: The budgeted amount for the concrete flooring project is \$38,000).    

    The Administration also recommends awarding the purchase of Tarkett Interlocking Rubber Tile from Bartholomew Contract Interiors in the amount of \$32,640 with an add/alternate for installation of \$14,847.60 based on the Sourcewell Cooperative Purchasing Consortium #080819-TFU. The add/alternate will only be used if SBOE Maintenance is unable to perform the installation due to timing or summer scheduling concerns.    

    Finally, the Administration recommends awarding the purchase of new fitness equipment to Johnson Health Tech North America (Matrix Fitness) in the amount of \$51,449.11 with pricing based on the State of CT Contract #18PSX0320.    

    Concrete Work: TBD based on EZIQC pricing expected on 05/28/2021  
    Rubber Flooring: \$32,640 plus add/alternate of \$14,848 for installation  
**Cost (if applicable):**     Equipment: \$51,449.11          **Funding Source:**     Non-Lapsing Fund FY20    

**Beginning Date of Program or Project:**     Summer 2021    

**Ending Date of Program or Project:**     Fall 2021    

**Recommendation or Comment:**     Move to award purchase of concrete demolition and replacement based on EZIQC pricing and to award the purchase of rubber flooring and fitness center equipment based on State Contract and Sourcewell Consortium pricing as noted above.    



\_\_\_\_\_  
Signature of Staff Member Submitting Report



\_\_\_\_\_  
Signature of Superintendent of Schools