

Southington Board of Education Meeting

Thursday, May 12, 2022 7:00 PM

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

200 North Main Street

Southington, CT 06489



COMMITTEE OF THE WHOLE - OPERATIONS

1. CALL TO ORDER
2. Pledge of Allegiance
3. Approval of Minutes - April 28, 2022
4. Public Communications
 - a. Communications from Student Board Representatives
 - b. Communications from Board of Education
 - c. Communications from Administration
 - d. Communications from Public
5. Committee Reports
 - a. Elementary Facilities Committee Report - April 25, 2022
6. Superintendent's Report
 - a. Personnel Report
7. Old Business
 - a. Town Government Communications
 - b. Athletic Facilities Update
 - c. Policy 4118.4 - Staff Ethics - Revision - Second Reading
 - d. Policy 5145.2 - Freedom of Speech/Expression - Revision - Second Reading
 - e. Policy 6162 - Care of Instructional Materials - Revision - Second Reading
8. New Business
 - a. Town Maintained School Access Sidewalks - First Reading
 - b. Unaffiliated Compensation
 - c. Out of State/Overnight Field Trip Approval
 - d. Technology Department Presentation
 - e. 2022-2023 Operating Budget Reallocation/Adoption
9. Adjournment

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

**SOUTHINGTON BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT
REGULAR MEETING**

APRIL 28, 2022

The regular meeting of the Southington Board of Education (Committee of the Whole - Operations) was held on Thursday, April 28, 2022, at 7:00 p.m. as a public meeting in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with an Executive Session preceding at 6:00 p.m.

1. CALL TO ORDER

Mrs. Colleen Clark, Chairperson, called the meeting to order at 6:30 p.m.

Board members present were Mrs. Dawn Anastasio, Mr. Sean Carson, Mr. James Chrzanowski (*arrived at 6:55 p.m.*), Mrs. Colleen Clark, Mr. David Derynoski and Mr. Zaya Oshana. Absent were Mr. Joseph Baczewski, Mrs. Terri Carmody, and Mr. Jasper Williams.

Cabinet administrators present were Mr. Steven Madancy, Superintendent of Schools, and Mr. Frank Pepe, Assistant Superintendent (*arrived at 6:55 p.m.*).

2. EXECUTIVE SESSION – Unaffiliated Compensation and 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 Unaffiliated Compensation and Student Matters, and upon conclusion reconvene to public session.”

Motion carried unanimously by voice vote.

*Mrs. Clark ended Executive Session at 7:02 p.m.
The Regular Board Meeting was reconvened at 7:05 p.m.*

3. RECONVENE MEETING – REGULAR SESSION

Board members present were Mrs. Dawn Anastasio, Mr. Sean Carson, Mr. James Chrzanowski, Mrs. Colleen Clark, Mr. David Derynoski and Mr. Zaya Oshana. Absent were Mr. Joseph Baczewski, Mrs. Terri Carmody and Mr. Jasper Williams.

Cabinet administrators present were Mr. Steven Madancy, Superintendent of School; Mr. Frank Pepe, Assistant Superintendent; and Mrs. Jennifer Mellitt, Director of Business & Finance.

Student Representatives present were Jhalissa Vincent, Ethan Solury, and Angelina Micacci.

4. PLEDGE OF ALLEGIANCE

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

5. CELEBRATION OF EXCELLENCE

For the Celebration of Excellence, Mr. Madancy stated that he, Mrs. Clark, and Mr. Michael Crocco, SHS Principal, were judges for the 2022 Oratorical Contest at Southington High School. He gave an overview of the academic speaking challenge of the contest that includes the history of our nation's laws. Mr. Madancy introduced Southington High School student Elise Jamharian who was the 2022 Oratorical Contest Winner of the competition sponsored by the Southington American Legion Kiltonic Post 72. Ms. Jamharian came to the podium and gave a speech on the Preamble of United States Constitution "We the People." Mr. Madancy stated that the judges were very impressed with her communication and critical thinking skills as well as her knowledge of the Constitution. Mrs. Clark presented Elise with a Certificate of Excellence. Board member and attorney Sean Carson, who studied Constitutional Law, personally offered Ms. Jamharian a scholarship if she went to law school.

Mrs. Clark called for a short recess 7:20 p.m. - 7:28 p.m.

6. SOUTHINGTON STEPS PRESENTATION

Mrs. Megan Albanese, Southington Youth Prevention Coordinator who serves on the STEPS Coalition Advisory Board (Southington Town-wide Effort to Promote Success) in partnership with Deputy Police Chief Bill Palmieri of the Southington Police Department, gave a PowerPoint presentation overview on the results of the "2022 Search Institute Attitudes and Behaviors Survey" that was administered to Southington students in grades 7, 9 and 11 (*Attachment #1*). They explained the organizations and stakeholders who comprise the STEPS Coalition which was formed in 2007 due to suicides of youth in Southington. They discussed the coalition's Mission, the Asset Building Classroom Model (ABC) to support prevention efforts and gave a detailed and lengthy presentation on the Search Institute Attitudes & Behaviors Survey. It is an accredited survey that has surveyed over six million youth across the U.S. and the world. They discussed the purpose of the survey, who is surveyed, subjects that the survey asks about, which includes Risk-Taking Behaviors (substance use or misuse, sexual activity, violent behavior, self-harm or self-injurious acts). The noteworthy results of the survey showed 76% of students felt that their family supported them and 36% reported having positive self-esteem. To celebrate from the survey was that 84% of students felt they have positive peer influences, 15% of students read for pleasure and 79% showed school engagement and completed the survey. Negative results from the survey showed that only 19% of Southington students feel valued by the community. Critical concern from the survey was that 57 grade 7 students, 71 grade 9 students and 90 grade 11 students reported that they have attempted suicide. Twenty-four percent (24%) of students felt sad or depressed in the last month with 6% sad or depressed all the time and 18% most of the time. Mrs. Albanese and Deputy Chief Palmieri discussed the next steps and how families and the community can help students. The survey and results will be shared with the community through "Coffee and Conversation" on Saturday, June 4, 2022, 9:00-11:00 a.m., at the Calendar House. Babysitting will be provided.

7. APPROVAL OF MINUTES – March 24, 2022

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

“Move to approve the Regular Board of Education Minutes of March 24, 2022, as submitted.”

Motion carried by voice vote with Mr. Oshana and Mr. Derynoski abstaining.

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

“Move to move Agenda Item 12.c ‘Out of State/Overnight Field Trip Approval’ to Agenda Item 7.a.”

Motion carried unanimously by voice vote.

a. Out of State/Overnight Field Trip Approval *(formerly Agenda Item 12.c)*

Mrs. Clark noted that this was a DePaolo Middle School eighth grade field trip to Ellis Island and the Statue of Liberty in New York City.

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

“Move to approve the Out of State/Overnight Field Trip, as presented.”

Motion carried unanimously by voice vote.

8. PUBLIC COMMUNICATIONS

a. Communications from Student Board Representatives

Ethan Solury reported on the following:

- The SHS Robotics “CyberKnights” Team 195 has been a part of the FIRST Robotic competition since 1998 and has accumulated 33 blue banners, qualified and attended World Championships 16 times. The CyberKnights rank 20th out of 180 teams in New England for the 2022 season that resulted in them becoming eligible for the World Championship in Houston, Texas with over 400 teams representing 13 countries. In 2019, the CyberKnights won the World Championship. They have qualified for the World Championship Competition for 11 years in a row and are ranked 40th in the world for the 2022 season.
- SHS DECA (Distributive Education Clubs of America) returned home from the World Championships in Atlanta, Georgia and are awaiting their world ranking.
- There was a student Coin Challenge at Derynoski School to start the Book Fair with the PTA (Parent-Teacher Association) raising over \$3,000 in change. Grades 3 and 4 won the challenge. Derynoski also held their first Cultural Arts Program singing group.
- The annual DePaolo and Kennedy Middle School Drama Club production this year was “School of Rock” and the shows were all well attended.
- Sixth grade students worked on various Earth Day activities last Friday.

Jhalissa Vincent reported on the following:

- Monday was the first Silver Star Concert for fifth grade students.
- Concert Choir, Band Ensemble, and Orchestra were split between Tuesday and Wednesday.
- The SHS Marching Band went to Washington, D.C. on April 28 to play at the Jefferson Memorial. The performance will be livestreamed on the SHS YouTube channel.
- Saturday, May 21 is Senior Prom at the Aqua Turf Club with over 400 tickets sold.
- She reported on the spring athletic sports season results to date for the following sports teams: SHS Baseball, Girls Softball, Boys and Girls Tennis, Boys and Girls Lacrosse teams, Boys Volleyball, Girls and Boys Outdoor Track & Field teams.
- On May 4 at 3:00 p.m., the SHS Unified Track & Field team will host the CIAC Invitational Meet with over 150 special athletes from around the state competing at the Fontana Stadium Track and Field facilities.

Angelina Micacci reported on the following:

- The National Honor Society and World Language Honor Society held their induction ceremony on April 21.
- SHS Academic Award Ceremony is May 4 at 7:00 p.m. in the auditorium.
- The SHS Art Show will be held on May 9 at the high school from 5:00-7:00 p.m.
- Advance Placement (AP) exams are Monday, May 3 through Friday, May 13.
- Thursday, March 17, the Recreational Director at the Summit of Plantsville spoke to Kennedy Middle School students about staying connected to veterans and senior citizens. Students will be making 150 sensory blankets for the Summit of Plantsville. The project will be funded from the State of Connecticut Council for the Social Studies Special Project Award.
- On May 6 and 7, South End School will hold their 4th and 5th grade Drama Club production of “Frozen”. Students in grades 3-5 will participate in the chorus.
- As the junior class Board of Education Student Representative, she noted that her peers would be grateful if the Board members voted to make the official last day of school for all students on Friday, June 17 and not Monday, June 20.

b. Communications from Board Members

Mr. Oshana explained that the Board of Finance cut \$500,000 from the proposed 2022-2023 Board of Education Operational Budget, which had nothing new in it and was a maintenance of the current budget with nothing added. Any increase in the budget was contractual. He addressed the Federal Covid Funds and the funding cliff that will result next school year when those funds end. Mr. Oshana hoped that the Town Council would restore the \$500,000 and not cut the Board of Education budget any further to maintain the status quo and not use the federal funds earmarked for other items to fund the operating budget. A cut of \$500,000 in the budget is truly a cut and not a reduction on the increase because there is nothing new in the budget.

c. Communications from Administration

Administration reported on the following:

1. NEASC Visit: Mr. Madancy announced that next week a visiting team from NEASC (New England Association of Schools and Colleges) would be at the high school hosted

by the town for an accreditation visit, which is a long and arduous process with focus groups and evaluations. The Board, as one of the focus groups, was invited to a conversation with the NEASC Visiting Committee on Monday evening. Accreditation is extremely important to student admittance to higher education and indicates that the high school has met standards. He acknowledged teachers Mrs. Kari Luise-Peschel and Mr. Michael Gagnon who are the NEASC Co-chairs at the high school and have been working on the process since before the pandemic.

2. Elementary Robotics and CFGNB Grant: Mr. Madancy reported that he received a notice from the Greater Foundation of Greater New Britain that Southington received a grant to fully fund Elementary Robotics next school year. They will pay a stipend for one staff member at each elementary school and materials.

3. FBLA State Level Competition Results: Mr. Madancy announced that 22 out of the 27 students that competed at the FBLA (Future Business Leaders of America) State Championship won in the various competition areas and continue to proudly represent Southington High School and the community.

4. Erin Caouette, Fund for Teachers Grant: Mr. Madancy reported SHS English teacher, Erin Caouette, who applied for and received a Fund for Teachers Grant that allows teachers to customize a professional development experience of their choosing. Ms. Caouette was chosen out of a pool of many applicants. In the summer, she will be traveling to the Pacific Northwest (California, Oregon, Washington state) to study the history and culture of Asian American and Pacific Islanders in the United States to incorporate in her classes.

5. UConn ECE Growth Graph for SHS: Mr. Pepe distributed a graph (*Attachment #2*) which demonstrates the increase over time from 2011-2012 to 2020-2021 of students enrolled and participating in the UConn ECE (Early College Experience) courses at SHS. A number of course offerings continue to be added, which exceeds other high schools in the DRG (District Reference Group). He noted that it was a testament to the dedicated staff and students who continue to challenge themselves.

6. SEF Gala: Mr. Madancy reminded the Board that the Southington Education Foundation (SEF) Gala fundraiser will be held on Saturday, May 7, 2022, from 6:00-10:00 p.m. in the Pavilion at the Back Nine at the Southington Country Club. The SEF gave two grants to Southington Public Schools teachers 1) Robot Programming at Flanders Elementary School, and 2) Dash Robots at South End School.

d. Communication from Public

Mrs. Clark read the Policy and Bylaw regarding public comments and clarified that it is not a question-and-answer session and not the time to make personal complaints and comments against staff or employees of the Board. All charges or complaints of employees should be submitted to the Board of Education. No Boisterous conduct would be permitted and would result in removal from the premises. Mrs. Clark allotted five minutes per speaker.

There were a number of residents (*Attachment #3*) who came to the podium to voice their comments, recommendations, requests, concerns, and appreciation regarding the following: Thanking the Board for daughters good experience at SHS, Outside influencers/organizations working with students on Diversity, Equity and Inclusion, STEPS Survey questions, Parental access to STEPS Survey, Opting in to surveys and not opting out, sexuality should be addressed by parents and not the school district, taking politics and special interest groups out of the schools and focusing on education, BOE Policy on Rights and Responsibilities for Employees regarding acceptable Computer and Internet Use, student suspended for filming a student bullying her, teachers making 24 TikTok videos with students, double standards applied, Board of Education members should go into schools and see what is happening, BOE should put the

STEPS survey data results to good use, appreciation for the STEPS Program, parents reluctance to speak at BOE meetings because they don't want to become involved with politics, school budget, why no pushback from BOE about \$500,000 cut from BOE 2022-23 budget, why Southington students not worth the same per pupil expenditure as Cheshire or Wallingford, people should not be afraid to speak at BOE meetings.

9. COMMITTEE REPORTS

a. Policy & Personnel Committee Meeting – April 20, 2022

Mr. Derynoski reported that the committee addressed and reviewed the following policies: Policy 4118.4 revision - Staff Ethics; Policy 4118.5 – Acceptable Computer, Network, and Internet Use; Policy 4118.10 – Misconduct of Staff Members; Policy 5121 revision – Examination/Grading/Rating; Policy 5145.2 Revision – Freedom of Speech/Expression; and Policy Revision 6162 – Care of Instructional Materials. Mr. Derynoski requested a review of policies related to cycle replacement of technology to be presented at the May 11 meeting.

10. SUPERINTENDENT’S REPORT

a. 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

Mrs. Clark stated that there was nothing to report.

b. Science – Grade 2 Units – Second Reading

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

“Move to approve the Grade 2 Science Units.”

Motion carried unanimously by voice vote.

12. NEW BUSINESS

a. Southington Public Schools Last day of School 2022

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

“Move to approve Friday, June 17, 2022, as the last day of school for all Southington Public Schools.”

Motion carried unanimously by voice vote.

b. Adoption of 2023 Board of Education Meeting Dates

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

“Move to approve the proposed schedule of regular Board of Education meeting dates, as submitted.”

Motion carried unanimously by voice vote.

c. Out of State/Overnight Field Trip Approval (*Moved to Agenda Item 7.a*)

d. Policy 4118.4 – Staff Ethics – Revision – First Reading

e. Policy 5145.2 – Freedom of Speech/Expression – Revision – First Reading

f. Policy 6162 – Care of Instructional Materials – Revision – First Reading

These agenda items were first reads and will be brought to the Board at their next meeting for action. Mr. Derynoski recommended that the Board members peruse them and thanked Mr. Pepe.

13. ADJOURNMENT

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

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 8:27 p.m.

Respectfully submitted,

Linda Blanchard

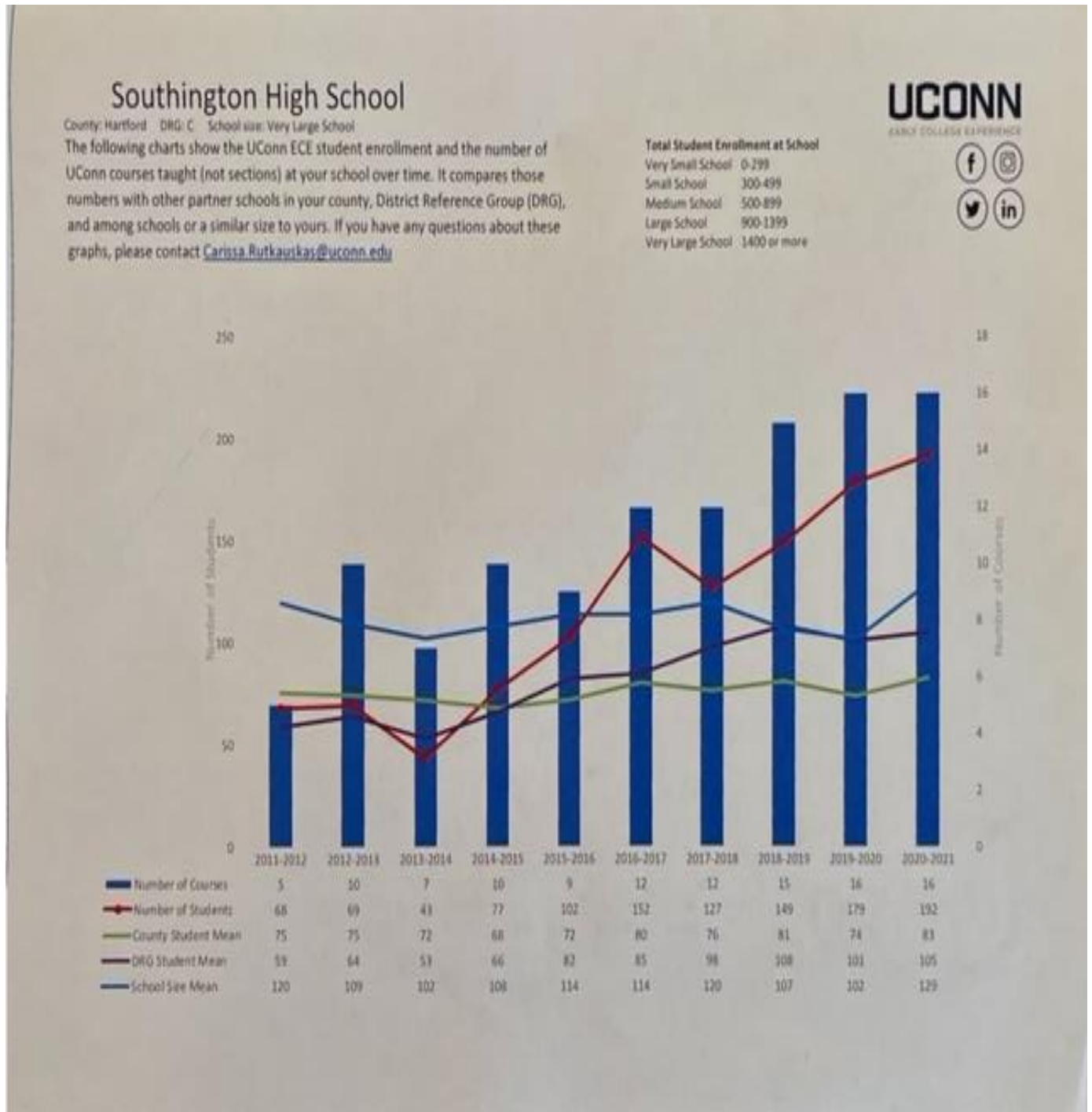
Recording Secretary

ATTACHMENT #1 – STEPS SURVEY RESULTS



STEPS Presentation
Attachment #1.pdf

ATTACHMENT #2 – SHS UCONN ECE GRAPH



Courses Offered & Active Faculty at Southington High School:

AH2001 (E Proctor); CAMS3102 (A Foresman); ECON1000 (H Jayne); ECON1202 (H Jayne); FREN3268 (M Fall); HDF51070 (M Osborn); ILCS3239 (K Tavera Collins); LLAS1190 (K Stevens); NRE1000E (K Radziwon); SPAN3178 (T Riccio); SPSS1110 (M Stannard); SPSS1150 (M Stannard); FREN3250 (M Fall); ILCS3240 (K Tavera Collins); SPAN3179 (T Riccio); SPSS2520 (M Stannard)



Participation

- 9.7% school-wide participation by Southington High School students (based on 2020-21 Enrollment)
- 7.3% student growth
- 0% course growth
- 10.8% average participation (partner schools)

Southington High School

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Number of Courses	5	10	7	10	9	12	12	15	16	16
County Course Mean	6	6	6	6	6	7	7	7	7	8
DRG Course Mean	5	5	5	6	7	9	10	10	10	11
Size Course Mean	9	9	9	9	8	10	10	10	9	11

Southington High School

ATTACHMENT #3 – PUBLIC COMMUNICATIONS

Timestamp	Name	Address	Reason to speak
2022/04/28 7:48:23 PM	michael kryzanski	27 hitching post drive	steps survey, pride week
2022/04/28 7:48:44 PM	shawn irwin	32 vermont ave	?
2022/04/28 7:49:07 PM	riley irwin	none	because
2022/04/28 7:50:34 PM	Richard Thomas Cooper	79 Barbara Lane	Still deciding; BOE leadership/accountability/safety
2022/04/28 7:51:27 PM	Katherine Wade	39 Madalyn Ln	Budget

Board of Education

Administrative Report

May 12, 2022



1. No new information to report



SOUTHINGTON PUBLIC SCHOOLS

Southington Board of Education Elementary Facilities Committee Meeting Minutes

The meeting will be in a virtual format via Zoom
Monday, April 25, 2022 – 3:00 p.m.

STEVEN G. MADANCY
SUPERINTENDENT OF SCHOOLS

FRANK M. PEPE
ASSISTANT SUPERINTENDENT
OF SCHOOLS

BOARD OF EDUCATION

COLLEEN W. CLARK
BOARD CHAIRPERSON

JOSEPH BACZEWSKI
VICE CHAIRPERSON

DAWN L. ANASTASIO
SECRETARY

TERRI C. CARMODY

SEAN M. CARSON

JAMES J. CHRZANOWSKI

DAVID J. DERYNOSKI

ZAYA G. OSHANA

JASPER P. WILLIAMS

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MINUTES

Meeting called to order at 3:05 p.m.

Members Present: Colleen W. Clark, Chair, Zaya Oshana, Jasper Williams

Absent: Joseph Baczewski

Administration Present: Steven Madancy, Peter Romano

Guests: Charles Warrington and John Koplak from Colliers

- Representatives from Colliers Group discussed, and reconstituted timelines and actions associated with pre-referendum work leading up to a November, 2023 referendum
- Scheduled the recently completed enrollment study to be presented to the full Board at the second board meeting in May.
- Discussed state advocacy relative to current transitions occurring at the state level and decided to hold off on contacting the state for further dialogue relative to the elementary facilities project until permanent leadership is assigned to the state agency overseeing school construction.

Future meetings for Committee discussed/set – next meeting will be on June 1, 2022 at 3:00 p.m. via Zoom.

Meeting Adjourned at 3:45 p.m.

Respectfully Submitted,

Steven Madancy

**CERBOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 6 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 2021-2022 school year. This report includes activity for the month of April 2022.

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

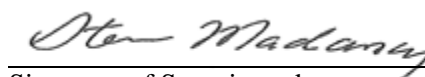
Beginning Date of Program or Project: N/A

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

Included:
Personnel Report
Agenda –April 2022

**Personnel Report
April 2022**

APPOINTMENTS

	NAME	POSITION	SCHOOL	FTE	EFFECTIVE	DEGREE	SALARY
CLASS	Barrows, Connor	Tech Asst.	JAD/JFK	1.0	4-11-2022	N/A	\$20.00
CLASS	Cappellino, Dawne	Paraeducator, FT	SHS	1.0	4-4-2022	N/A	\$17.67
CLASS	Colon, Angel	Custodian, PT	SHS	.50	4-4-2022	N/A	\$15.63
CERT	Day, Amanda	English	JFK	1.0	4-1-2022	BA	\$48,462
CERT	Evans, Christopher	English Teacher	JAD	1.0	4-25-2022	MA+30	\$75,593
CLASS	LeBlanc, Sophia	Youth Peer Advocate	STEPS		4-4-2022	N/A	\$13.50

RESIGNATIONS/RETIREMENTS

	NAME	POSITION	SCHOOL	EFFECTIVE	YRS	RET/RES
CLASS	Aresco, Darlene	Paraeducator, FT	HES	4-9-2022	2	RESIGN
CLASS	Baker, Maura	Secretary, Class II	JAD	6-30-2022	17	RETIRE
CLASS	Butlien, Jeremie	Paraeducator, FT	JAD	6-30-2022	9	RETIRE
CLASS	Carlson, Mallory	Custodian, PT	STELLAR	4-9-2022	3 mo.	RESIGN
CLASS	Cloutier, Linda	Paraeducator, FT	JAD	6-21-2022	23	RETIRE
CLASS	Esmail, Jonathan	Paraeducator, FT	JAD	4-23-2022	6	RESIGN
CLASS	Gollnick, Richard	Custodian, PT-full year	DES	5-21-2022	18	RETIRE
CLASS	Levesque, Barbara	Paraeducator, FT	TES	6-30-2022	20	RETIRE
CERT	Sullivan, Mary Jane	Music	SES	6-21-2022	23	RETIRE
CLASS	Tycz, Carol	Paraeducator, FT	SES	6-30-2022	22	RETIRE

ASSIGNMENT CHANGE

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

None to report

TRANSFERS

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

None to report

STIPENDS

Coaching Stipends ~ Resignations/Non-Renewals

Borofsky, Mark	Boys Basketball, Assistant	SHS
Cessario, John	Boys Basketball, Head	SHS
Charamut, Alexa	Girls Field Hockey, Head	SHS
McMillian, Jarrod	Boys Basketball, Freshmen	SHS

Coaching Stipends ~ Appointments

Hamel, Steven	Boys Lacrosse, Assistant	SHS	STIPEND
Sagar, Zachary	Boys Basketball, Freshmen	SHS	STIPEND

Other Stipends ~ Resignations/Non-Renewals

Bass Lamberto, Heidi	Honor Society Advisor	JFK	RESIGN
Durso-Smith, Margaret	Unified Sports Site Co-Coordinator	JFK	RESIGN
Lefkowitz, Matthew	Unified Sports Site Co-Coordinator	JFK	RESIGN

Other Stipends ~ Appointments

Perry, Amy	Honor Society Advisor	JFK	STIPEND
Sheldon, Grace	Unified Sports Site Coordinator	JFK	STIPEND

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 7 c.

AGENDA REPORTING FORM

Agenda Topic: Policy 4118.4 – Staff Ethics – Policy Revision - Second Reading

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 4118.4 – Staff Ethics.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

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: Move that the Board of Education approve the Policy 4118.4 Revision as recommended by the Policy & Personnel Committee

Titles of Attachments:

1. DRAFT Policy 4118.4



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Policy 4118.4
Staff Ethics – Policy Revision
Draft

Series 4000: Personnel

Personnel – Certified/Classified

Staff Ethics

An effective educational program requires the service of men and women of integrity, high ideals and human understanding. To maintain and promote these essentials, the Board of Education expects all employees of the Southington Public Schools to maintain high standards of personal and professional behavior. Among those standards which the Board expects its staff members to maintain are the following:

1. Make the well-being of students the fundamental value of all decision-making and actions;
2. Fulfill professional responsibilities with honesty and integrity;
3. Support the principle of due process and protect the civil and human rights of all individuals;
4. Honor all contracts until fulfillment, release, or dissolution mutually agreed upon by all parties to the contract;
5. Exhibit candor with supervisors and report to a supervisor any arrest or conviction of the employee that could erode the public's trust in the employee's ability to fulfill his/her professional duties;
6. ~~To m~~Maintain fair and courteous relationships with students, parents, staff members and others;
7. ~~To t~~Transact all official business with the properly designated authorities of the school district;
8. ~~To r~~Represent the school district in such a manner that the contributions of the school district are recognized;
9. ~~To p~~Place the welfare of children as the first concern of the school district;
10. ~~To r~~Restrain from using school contacts and privileges to promote partisan politics and sectarian religious views;
11. ~~To d~~Direct any criticism of other staff members or of any department of the school district only towards the improvement of the school district. Constructive criticism is to be made first directly to the particular school administrator who has the responsibility for evaluating the situation and then to the Superintendent of Schools;
12. ~~To k~~Keep confidential such information as may be secured in confidence unless disclosure serves professional purposes or is required by law;
13. ~~To p~~Properly use and protect all school properties, equipment, and materials;
14. ~~To a~~Avoid conduct which will result in discredit or a lack of confidence in themselves, their colleagues, or the school district.

Teachers must adhere to the Connecticut Code of Professional Responsibility for Teachers (Regulations of Connecticut State Agencies Section 10-145d-400a), which Code is incorporated herein by reference.

Administrators must adhere to the Connecticut Code of Professional Responsibility for School Administrators (Regulations of Connecticut State Agencies Section 10-145d-400b), which Code is incorporated herein by reference.

Violations of this policy may result in disciplinary action, up to and including termination of employment.

Policy adopted: December 1988

Policy reviewed: April 2003

Policy reviewed: May 2022

Legal References:

Regulations of Connecticut State Agencies, § 10-145d-400a Code of Professional Responsibility for Teachers; Connecticut Code of Professional

Regulations of Connecticut State Agencies, § 10-145d-400b, Code of Professional Responsibility for School Administrators

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 7 d.

AGENDA REPORTING FORM

Agenda Topic: Policy 5145.2 – Freedom of Speech/Expression – Policy Revision-Second Reading

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 5145.2 – Freedom of Speech/Expression.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

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

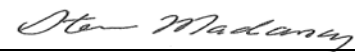
Recommendation or Comment: Move that the Board of Education approve the Policy 5145.2 Revision as recommended by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 5145.2



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Policy 5145.2
Freedom of Speech/Expression – Policy Revision
Draft

Series 5000: Students**Welfare****Civil and Legal Rights and Responsibilities****Freedom of Speech/Expression**

It shall be the policy of the Southington Board of Education to recognize and protect the rights of student expression. This right shall be protected to the extent that it does not substantially interfere with the school board's mission in providing an orderly and efficient educational process and school environment. ~~Printed~~ material distributed on school district property shall meet the following criteria:

1. Material shall be non-commercial.
2. Material shall not be obscene.
3. Material shall not advocate unlawful action.
4. Material shall not be libelous or contain false statements or innuendo that would subject any person to hatred, ridicule, contempt, or injury to reputation.
5. Material shall not create an immediate threat to or create a substantial disruption of the educational process.

~~Printed~~ material may not be sold on school property nor may material be distributed which seeks a donation or solicits funds.

Students who are responsible for a substantial distribution of ~~printed~~ material in contravention of this policy may be subject to discipline in accordance with board policy no. 5114.

In the event that a student or students question whether ~~printed~~ material to be distributed will violate this policy, such student or students may consult with the building administration to determine whether distribution of ~~printed~~ material would contravene this policy. Such consultation with the building administration shall be at the option of the student or students who seek to distribute the material.

- (cf. 1220 – Citizens' Advisory Committees)
- (cf. 1312 – Public Complaints)
- (cf. 6144 – Controversial Issues)
- (cf. 6161 – Equipment, Books, Materials: Provision/Selection)

Policy Adopted: November 1989 **Policy Revised May 2022**

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 7 e.

AGENDA REPORTING FORM

Agenda Topic: Policy 6162 – Care of Instructional Materials – Policy Revision - Second Reading

Summary of Issue: The Policy & Personnel Committee has reviewed Policy 6162 – Care of Instructional Materials.

Background: The Policy and Personnel Committee reviews policies with the administration to ensure they are current and appropriate.

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

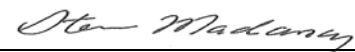
Recommendation or Comment: Move that the Board of Education approve the Policy 6162 Revision as recommended by the Policy & Personnel Committee.

Titles of Attachments:

1. DRAFT Policy 6162



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Policy 6162
Care of Instructional Materials – Policy Revision
Draft

Series 6000: Instruction**Instructional Services****Care of Instructional Materials****Damaged or Lost Instructional Materials**

The Board of Education may impose sanctions against students who lose or damage textbooks, **devices**, and other educational materials. The Superintendent is authorized by the Board to set regulations and adopt any guidelines necessary to carry out the wishes of the Board.

Legal Reference: Connecticut General Statutes

10-221 (c): Boards of Education to prescribe rules

Policy adopted: May 1989

Policy revised: **May 2022**



SOUTHINGTON PUBLIC SCHOOLS

Peter J. Romano, Jr.
Director of Operations

MEMO

To: Steven G. Madancy, Superintendent

Date: April 12, 2022

Re: **Town Maintained School Access Sidewalks**

At the request of the Town of Southington Public Works Committee, the Operations Department performed an audit of the town-maintained school access sidewalks. The town sought confirmation that the Highway Department should be removing snow from these walks.

We reviewed the location of the walks, confirmed that they are used by students, checked if the walks met the parameters of an arterial roads, and verified the sidewalks are within the walking distance to each school. The audit results concluded that the town-maintained school access walks are correct with the exception of two locations.

1. Mulberry Street – Currently the full length of Mulberry Street is considered a town-maintained school access walk. The students for SHS and SEES are transported by buses. The students that attend JFK from house #263 and lower are considered walkers. The students that attend JFK from house #264 and above receive bus transportation. For reference, students between Old Turnpike Road and South End Road are transported. Therefore, the town should not be maintaining the sidewalks above house #264. The sidewalks between Old Turnpike Road and South End Road should be maintained by residents similar to other locations throughout the town.
2. Parkview Drive – Its unclear why this street is on the town-maintained school access walks list. While the students that live on Parkview Drive and the five short side streets of it are walkers, it is not an arterial road. It is a dead-end road. The traffic is limited to those that live in the neighborhood. Not meeting the criteria for an arterial road, these sidewalks should be maintained by the residents.

The Board of Education should consider recommending to the town that the responsibility for the maintenance of the portion of Mulberry Street and all of Parkview Drive should reside with the residents at those locations. I will be glad to meet with the Board of Education to discuss this further.

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 8 b.

AGENDA REPORTING FORM

Agenda Topic: Unaffiliated Compensation

Summary of Issue: The Board of Education annually determines compensation for Unaffiliated Staff.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): Varies **Funding Source:** Operating budget

Beginning Date of Program or Project: July 1, 2022

Ending Date of Program or Project: June 30, 2023

Recommendation or Comment: Motion: To approve compensation for Unaffiliated staff for the 2022-2023 school year as proposed by the administration.



Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date May 12, 2022

Decision Requested X

Agenda Code 8 c.

AGENDA REPORTING FORM

Agenda Topic: Out of State: Approval of Out of State/Overnight Field Trip

Summary of Issue: The Board of Education must give approval for field trips that are over 200 miles in distance from Southington, trips to foreign countries, or overnight field trips. Presented here is the following trip:

- SHS- 9th-12th Grades – EF Tour - England and France
April Vacation 2023 (4/6/2023 - 4/15/2023)

Background: N/A

Alternative Strategies: N/A

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

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A


Recommendation or Comment: Move that the Board of Education approve the field trip request as presented by the administration.

Titles of Attachments:

1. Field Trip Application



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

**Southington High School
9th – 12th Grades**

EF Tour – England and France

April Vacation 2023 (4/6/2023 - 4/15/2023)

**Southington Public Schools
Southington, Connecticut**

**Application for Out-of-State/In-State/Overnight Field Trip
Submit to Assistant Superintendent**

Date: 4/22/2022

Out of State: Yes No

Overnight: Yes No

Miles Round Trip: Approximately 3.459

Southington High School Grades 9, 10, 11, 12 Students April Vacation 2023 (4/6/2023 – 4/15/2023)
interested in foreign travel

School Class/Group Date of Trip
Name and Address of Destination Name of EF Tour: England and France

Reasons for Field Trip To provide students with an opportunity to explore the culture and history of England and France. There will be special focus on historical events of WWI and WWII.

Itinerary (attach if needed)

Departure Date/Time PM Departure on 4/6/2023 Return Date/Time PM Arrival on 4/15/2023

of Students Estimated 20 # of Teacher/Chaperones 1 for every 6 # of Buses 1
students

Have definite arrangements been made at the field trip destination? Yes No
 Have met with nurse to address student health needs.

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

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

COST AND FINANCING

<u>Source of Funds</u>	<u>Totals</u>	<u>Additional Notes</u>
TOTAL Anticipated Cost of Trip	\$4,280.00	EF Tour Price: \$3,365.00 Cancel-at-any-time Insurance \$460.00 Bus to U.S. airport \$150.00 Tips for tour guide and bus driver \$100.00 Added Excursions \$205.00
Board of Education Contribution	\$ 0	
Other	\$ 0	
Fundraising Activity	(\$ TBD)	Once we are able to discuss this trip with students, we will determine interest in appropriate fundraising.
BALANCE	\$85,600.00	Estimated cost based on approximate number of students.
Student Contribution		
Transportation	\$3,000.00	20 Students @ \$150.00 around trip transportation to New York area airport. Price will depend on the number of students.
Entrance Fees, Room & Board	\$	20 Students@\$85,600 cost includes round trip plane tickets, full-time tour director, sightseeing with local tour guide (3);entrance fee: Windsor Castle,Versailles, Canterbury Cathedral, Caen Memorial, St. Vincent Cathedral, Mont St. Michel, Chartres Cathedral; motorcoach transportation on tour; ferry between France & England; overnight stay in hotels, breakfast and dinner daily
TOTAL Cost of Trip to Each Student	\$ 4,280.00	Estimated cost based on approximate number of students

SIGNATURES

Teacher Karen Cavanaugh Date 4/22/2022
Dept. Head [Signature] Date 4/22/22
Principal [Signature] Date 4/25/2022
Comments Teachers coordinating the trip: Heather Allenback, Karen Cavanaugh, Patrica Pettit

Assistant Superintendent Frank M. Rip Date 4/27/22 Approved Pending
Not Approved COVID

Board of Education Approval*** YES NO Date _____

Curricular Connection to England and France

A graduate of the Southington Public Schools will be college or career ready.

England and France

Student travel squarely aligns with our district's Vision of a Graduate by expanding participants' world views through firsthand experiences. It allows students to learn beyond the classroom, which pushes them to step outside of their comfort zone and to gain a new perspective on other cultures, language and environment. Travel teaches students to appreciate difference and diversity. This trip will provide students with a better understanding and appreciation for Western European countries. They will have the opportunity to witness a completely new way of life. Global travel also enhances a student's college application,

The district's Vision of a Graduate calls for graduates of the Southington Public Schools to 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." Certainly, traveling abroad provides students with enriching experiences and opportunities that have a lifelong impact.

EF description of tour: Separated by the English Channel, these two countries share a long, storied history. See remnants from the distant past at Buckingham Palace, Canterbury Cathedral, and Notre Dame. In more modern times, the echoes of D-Day linger at the beaches in Normandy, and the bustle of London's Piccadilly Circus rivals the always-fashionable Champs-Élysées in Paris.

Relevant National Council for the Social Studies Thematic Standards:

NCSS #1: Culture: *Understanding a people's way of life, language, customs, arts, belief systems, traditions, and how they evolve over time.*

NCSS #2: Time, Continuity, and Change: *Understanding the importance of understanding the past and key historical concepts, analytically and from various perspectives.*

NCSS #3: People, Places, and Environment: *Understanding the complex relationship between human beings and the environments within which they live and work.*

NCSS #5: Individuals, Groups, and Institutions: *Understanding the impact of educational, religious, social, and political groups and institutions and the integral roles they play in people's lives.*

NCSS #6 Power, Authority, and Governance: *Understanding the complex purposes and features of individuals and groups with respect to issues of power and government.*

NCSS #8: Science, Technology, and Society: *Understanding the significance of scientific discovery and technological change on people, the environment, and other systems.*

NCSS #9: Global Connections: *Understanding the critical importance of knowledge and awareness of politics, economics, geography, and culture on a global scale.*

Grade 10 World History

Unit I: Industrial Revolution

Relevant Curricular Enduring Understandings:

- Not all countries of the world have the same potential for change.
- An idea and/or a person can change the world.
- Change increases global interaction.

Relevant Curricular Essential Question(s):

Where do new ideas come from? (England was the birthplace for the industrial revolution.)

Relevant Curricular Content Vocabulary:

Industrial Revolution

Domestic vs factory system

Assembly line

Unit 4: World War I

Relevant Curricular Enduring Understandings:

- There is interconnectivity between technology (Industrial Rev) and warfare
- Wars often lead to unintended consequences
- Desperate times propel desperate actions

Relevant Curricular Essential Question(s):

- What causes people to embrace war?
- How does technology affect warfare?
- Is war worth the cost?
- What causes people to seek change?

Relevant Curricular Content Vocabulary:

- Triple Alliance (Germany, Austria Hungary, Italy)
- Triple Entente (Great Britain, France, Russia)
- Allied Powers
- Central Powers
- Treaty of Versailles

Unit 6: World War II

Relevant Curricular Enduring Understandings:

- In certain circumstances, war is unavoidable
- Necessities dictate alliances
- Winners dictate the peace
- That war does not solve all problems.

Relevant Curricular Essential Questions:

- How does technology impact warfare?
- How did WWII alter the world's power structure?

Relevant Curricular Content Vocabulary:

- Big Three (US, Soviet Union, Great Britain)
- Operation Overlord (D-Day)
- French Resistance
- Blitzkrieg
- Battle of Britain (including the London Blitz)
- Axis v. Allies

Relevant Curricular Skill:

- Compare maps from different times during the war and make inferences based on the maps (1939-1942-1945)

Grade 9 Modern U.S. History WWII

Unit 4: World War II

Relevant Curricular Enduring Understandings:

- Totalitarian states threatened democracy around the world, which led to the U.S. assuming its role as a super power by becoming involved in World War II.
- The victories in Europe and the Pacific, along with the use of the Atomic Bomb allowed the United States to assume its new and powerful role as the supreme power on the world stage.

Relevant Curricular Essential Questions:

- How & why did conflict and cooperation develop during the 1940s?
- How did the rise of totalitarian states around the world lead to United States involvement in World War II?
- How did World War II prompt the changes that would significantly impact social, cultural, political, and economic advancements in society?
- How did World War II explain yet limit human rights at the same time? What is the human cost of war?
- How did World War II affirm the United States' role as a Superpower?

Relevant Curricular Content Vocabulary:

- Allies v. Axis
- Big Three (Churchill, Roosevelt, Stalin)
- D-day/Normandy Invasion/Creation of national military cemeteries
- Victory in Europe Day

Unit 5: The Post War Foreign Policy/Domestic 1945-1963

Relevant Curricular Enduring Understandings:

- The decisions of our leaders can impact our relationship with other countries later on
- After WWII the U.S. emerged as a superpower, drawing the country into prolonged entanglement with world affairs.

Relevant Curricular Essential Questions:

- How did the United States lead the world in the battle against communism?
- To what extent was containment a success?

Relevant Curricular Content Vocabulary:

- Iron Curtain
- NATO
- Cold War
- Containment

Connections to other disciplines:

English: CCSS.ELA-LITERACY.RL.11-12.7

Analyze multiple interpretations of a story, drama, or poem (e.g., recorded or live production of a play or recorded novel or poetry), evaluating how each version interprets the source text. (Include at least one play by Shakespeare and one play by an American dramatist.)

Westminster Abbey - tour will include the South Transept of Westminster Abbey has become known as Poets' Corner as over 100 poets and writers are buried or memorialized here.

Numerous writers are interred here, including 'father of English literature' Geoffrey Chaucer (1343–1400), and Charles Dickens (1812–70). Many others have memorials including William Shakespeare, Jane Austen, the Brontë sisters (Charlotte, Emily and Anne), TS Eliot, William Wordsworth, Elizabeth Browning, Robert Burns, CS Lewis, Oscar Wilde and John Keats.

- Students will identify one favored piece of literature by a British writer buried or memorialized at Westminster Abbey and explore multiple interpretations of the work.
- Students will identify symbols of the multiple Shakespeare's works they've encountered through analysis of the memorial statue at Westminster Abbey.

Math:

- Students will convert U.S. currency to Euro and pound sterling, weight/measurements, temperature
- Students will budget money for souvenirs
- Students will use 24-Hour Clock (Military Time)

Business:

Business Communication: Grades 11-12

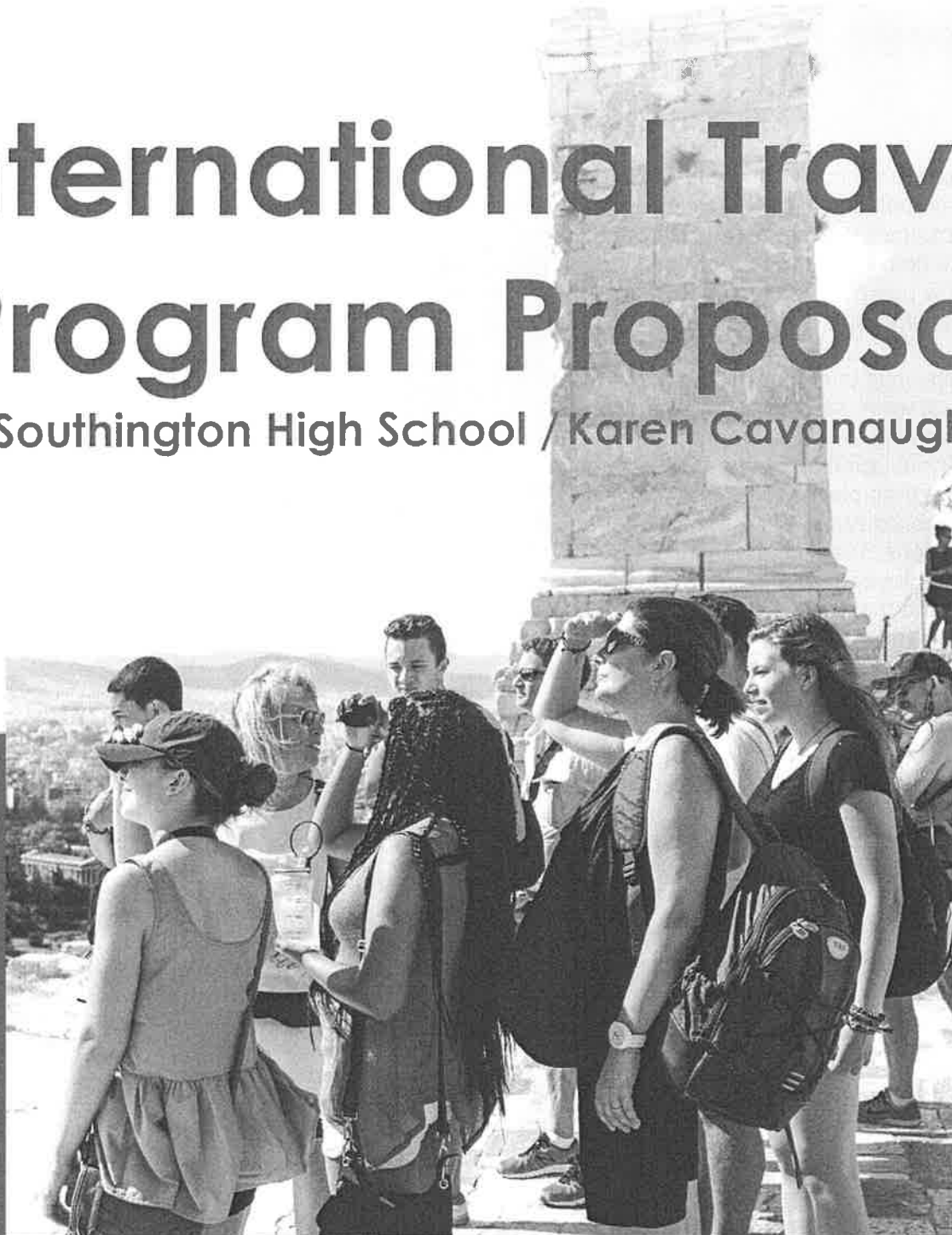
- Students will communicate nonverbally in an international environment given a specific situation.



EDUCATIONAL
TOURS

International Travel Program Proposal

Southington High School / Karen Cavanaugh



England and France - Spring 2023

eftours.com/EAF

Your partner in travel-based learning

EF Education First is the world leader in international education. For over 55 years, we've partnered with educators around the world to help more than 15 million students gain new perspectives and build skills for the future through experiential learning.

Our mission is to empower educators to do their best work. At EF Educational Tours, we're working to define the modern educational tour experience. Our itineraries are more than places to go and things to see. We build programs that challenge assumptions, spark connections, and inspire curiosity in young students. Students will expand their knowledge of the world around them, discover more about themselves, grow more confident and independent, and understand new people, places, and cultures.

We take care of every last detail of the tour experience—transportation and lodging, meal reservations and menus, museum tickets and local tour guides, and much more. That also includes behind-the-scenes elements, like safety checks at hotels and background checks on adult travelers. With all that taken care of, educators and students can focus on the bigger picture.

You'll find all the details and more on the next few pages.

What's contained in this document

- Pg. 2 **Safety**
- Pg. 4 **Liability protection**
- Pg. 6 **Affordability**
- Pg. 7 **Educational value**
- Pg. 8 **Itinerary specifics**
- Pg. 8 **Cost and payment options**
- Pg. 9 **Sample hotels**
- Pg. 10 **Sample meals**
- Pg. 11 **Next steps**

This proposal is property of EF Education First and the educator/school for which it was intended. Distributing, copying, and/or sharing it are prohibited. The proposal, including pricing, is valid for the educator, tour, and date(s) specifically mentioned herein. For additions, subtractions, or modifications, please contact your EF Tour Consultant.

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Safety

Your students' safety is our number one priority. We would never send a traveler to a location we believe to be unsafe—and with our extensive global presence, our best-in-the-industry experience, and our close working relationships with U.S. and international authorities, that's a statement we can back up with real insight. Whether it's a worldwide pandemic or a sprained ankle, a missed flight or confusing medical paperwork, we make sure every situation is taken care of.

***For specific information on EF's response to COVID-19, visit [effours.com/covid](https://www.effours.com/covid)**

Worldwide presence

EF's global presence is truly unmatched. We have staff on the ground 365 days a year in over 50 countries. And we don't just work in those countries—we call them home. EF team members live in nearly every one of our tour destinations, meaning we have the local knowledge to help keep our groups safe. That presence allows us to be there to support you on the ground wherever and whenever you need us.

24/7 emergency support

In the event that anything on tour goes wrong, EF staff is always available to help. Your Tour Director is your group's constant companion and first point of contact in an emergency. Additionally, our fully trained support teams are on hand 24/7 to walk teachers through any issues and provide the resources necessary to get things back on track. Our Safety and Incident Response Team—comprised of industry experts, healthcare experts, and even former FBI personnel—is ready to spring into action 24 hours a day, 365 days a year. And when they aren't directly helping EF travelers, they're actively innovating on and shaping the new worldwide standards for cleanliness and safety.

Your team

This group is fully committed to your school's trip and the safety of every traveler.

Operations Safety & Incident Response Team – This team is strategically based in our Boston, Panama, Tokyo, and Zurich offices to accommodate for all time zones. Available 24 hours a day, every day of the year, they are trained to react quickly if travelers need help. The team uses a combination of extensive training, simulations, incident response planning, and previous experience to manage emergencies. As needed, they can facilitate additional support for groups on tour, solve operational issues, arrange assistance from outside specialists, and liaise with local and international authorities.

Emergency Services & Support Team – Our support team is available 24/7 to help resolve any issue, from a missed flight to a lost passport to more serious on-tour incidents. They also facilitate communication between travelers and families in the event of an emergency at home. The team is made up of highly trained and dedicated EF staff in our Boston and Denver offices who are equipped to solve problems and answer questions that may come up, even outside of regular business hours.

Tour Director – Assigned exclusively to your tour for the length of the stay at your destination, your Tour Director meets your group at the airport and travels with you until your departure. All Tour Directors undergo a background check as permissible by local law every two years and are required to participate in ongoing EF safety trainings. They're the first point of contact in an emergency and also communicate information to help travelers stay safe in a foreign destination. Tour Directors assist Group Leaders with hotel check-ins, coordinate meals, facilitate excursions with local guides, and much more. They're also culturally connected and expertly trained to support impactful learning experiences.

Tour Consultant – This itinerary expert is devoted to the growth of your students. They are your school's partner, working with you on everything from finding the perfect tour and enrolling students to offering fundraising advice and creating long-term travel programs for your school community. They work directly alongside the Group Leader (a.k.a. local teacher), right up until the moment of departure to make sure everything goes smoothly.

Traveler Support – Our team of support specialists are readily available to walk families through insurance inquiries, payment plans, food allergy issues, and any other topics that arise.

Chaperones – For every six travelers who enroll on your school's tour, your group is eligible to bring along a chaperone for free (the first spot goes to the Group Leader). This allows for a 6:1 ratio of students to chaperones, who assist Group Leaders with supervision of students to help keep them safe.

Protection for travelers, schools, and districts

We understand that unpredictable things can happen, either on tour or before departure. We offer a variety of protections, programs, and policies to make sure that, no matter what happens, travelers, schools, and districts are covered. We're doing everything we can to make planning for the future as flexible as possible.

General liability insurance

All Group Leaders, schools, and districts who travel with EF are automatically added as additional insureds under our **\$50 million General Liability Policy**, regardless of whether or not the tour is affiliated with the school. EF's liability coverage is primary and non-contributory for covered third-party claims. The policy helps safeguard Group Leaders and their schools for covered third-party claims related to bodily injury or property damage, which includes providing a legal defense and covering legal costs for such claims. In addition, all travelers are required to sign EF's Release and Agreement, which includes a release of liability of their Group Leader, school, and school board.

Flexibility to change tours

The world is always changing. And while our belief in the positive impact of travel is unwavering, it can feel hard to predict what life, here in the U.S. and abroad, will look like several months, a year, or even two years from now. When you decide to travel with EF, we want you to feel secure in that decision. That's why these benefits are built into every EF program.

Peace of Mind

Provided to all groups

We understand that plans can change due to unforeseen circumstances. EF provides this exclusive program to account for such situations. It provides groups with flexibility to change the dates and destination of their tours in uncertain times. This program accounts for such circumstances and can be enacted up to 45 days prior to departure at the group level for any reason, including terrorism or other world events.

COVID Peace of Mind

Provided to groups departing before October 1, 2022

In addition to our standard Peace of Mind Program, EF provides an exclusive COVID-19 Peace of Mind Program to account for situations related to the COVID-19 pandemic. This program is automatically included for all travelers and can be enacted up to 45 days prior to departure at the group level, while specific options can be implemented at the individual level.

COVID Care Promise

Provided to all groups

If your child is diagnosed with COVID-19 while on tour, we will coordinate and facilitate support services and logistics including translation services, connections with local health care providers, communication with family, and flights home at no additional cost.

Protection for individual travelers

Travelers can help protect their investment and themselves from certain unexpected events and expenses while on tour with the Global Travel Protection Plan and Global Travel Protection Plan Plus.

Global Travel Protection Plan

Available to all travelers

Designed specifically with EF travelers in mind, this plan provides both pre-departure and post-departure benefits, including medical expense coverage that may apply on tour and tour cancellation for specified reasons.

Global Travel Protection Plan Plus

Available to all travelers

To further protect your investment from the unexpected, this plan provides all of the benefits included in the Global Travel Protection Plan as well as expanded cancellation protection.

Background checks for adult travelers

EF requires all adults (18 years and older) to pass a criminal background check before traveling on our student tours. This provides a safer tour experience for all travelers and aligns with the process and expectations of many school districts for adults who volunteer in schools or chaperone school activities. The secure process, provided by a leading professional provider, only identifies those individuals who could present a risk to student travelers while on tour.

Affordability

We believe every student should have the opportunity to travel. That's why we're dedicated to providing the lowest prices possible and giving travelers multiple resources for managing payments.

Tour Consultants work closely with teachers to build a tour that's exactly right for your students. Through discussions with your teacher, they take into account learning objectives, cost, timing considerations, and any other factors to craft a tour that's accessible to as many students as possible.

Resources for managing cost and payments

Automatic Payment Plan – Our recommended payment plan offers the ability to break the tour fee into smaller installments. With most tours planned well in advance, travelers can enroll for only \$95, then pay over a long period of time—often up to 18 months or two years—with final payment due 30 days before departure. Families make payments directly to EF, with no payments going through the school.

Donation pages – Each student has access to their own unique and customizable donation page. The easy-to-share page makes it simple for friends and family to contribute a little something that is automatically applied to the balance of the tour, with no fees whatsoever.

Global Citizen Scholarship Fund – EF Educational Tours provides \$100,000 worth of scholarships to students across the country every year. Any student is able to apply for the Global Citizen Scholarship, which is awarded on both a merit and need basis.

Risk-free enrollment period - New travelers who enroll by June 1, 2022 can cancel for any reason 30 days after enrollment for a full refund of 100% of the money paid to EF. To be eligible, the traveler must enroll on a tour with a scheduled departure date between October 1, 2022 and September 30, 2023.

Educational value

Our tours help prepare students for the future by teaching them more about the world, themselves, and the impact they can have on the world. Combining the power of experiential learning with the thrill of global travel, our tours help students:

- **Expand their knowledge of the world around them**
- **Grow more confident and independent**
- **Understand new people, places, and cultures**
- **Discover more about themselves**

To learn more about EF's educational philosophy, visit
<https://www.ef-tours.com/our-story/educational-approach>

EF is an accredited institution

We echo your commitment to education. Our travel-based learning approach is designed to blend classroom and experiential learning. This allows us to meet the same rigorous standards as schools like yours, ensuring students gain valuable experiences that transform the way they look at the world.



Earning credit for new experiences

EF makes it easy for students to turn their tour experience into high school credit, college credit, or to get a head start on their college essays—all while making their travel experience even more engaging.

- Students in grades 6 - 12 can earn .5 elective high school credit by successfully completing the final project as part of EF's Personalized Learning Guide. Tuition is free.
- Students in grades 9 - 12 can earn 3.0 undergraduate credits, along with the confidence that comes with taking a college course, by completing a series of assignments and a final research project with our partner, Southern New Hampshire University—all for just \$215.
- Educators traveling on student tours may earn up to 45 free hours toward relicensure OR 3 or 6 graduate level credits (\$285/\$450) through Southern New Hampshire University.

Itinerary specifics

For more robust details, the complete itinerary is attached to this document. It includes specific locations, each day's activities, travel plans, and more.

Price of the proposed tour

The tour program price covers a wide range of services that ensure students have an incredible experience. It includes all the planning and preparation that leads up to departure, travel and accommodations, plus logistical support and details once the group reaches their destination.

Program Price ¹ \$3,365

Includes:

- Round-trip airfare and on tour transportation
- Hotels with private bathrooms
- Breakfast and dinner (see your itinerary for meal details)
- Full-time Tour Director
- Daily activities, tours and entrances to attractions

Quote created on 4/22/2022

Versailles \$110

Windsor \$95

Global Travel Protection Plus Plan \$460

EF's Peace of Mind Program * Free

Total for Students (under 20) **\$4,030**
11 monthly payments \$358/mo

Adult Supplement ² \$500

Total for Adults **\$4,530**
11 monthly payments \$404/mo

¹ Program price valid for today. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at eftours.com/baggage. All prices subject to verification by EF Tour Consultant. To view EF's Booking Conditions, visit eftours.com/bc. Some countries may require aircraft insecticide treatment for in-bound foreign flights. Such countries can be found at eftours.com/insecticide.

² Adult supplement required for travelers age 20 and older at the time of travel.

* We understand that plans sometimes change due to unforeseen circumstances. EF's Peace of Mind Program allows your entire group to change your tour or departure date. Your group can feel secure planning your trip, knowing that your plans are flexible.

Itinerary shown is for 2023 travel. Itineraries are subject to change biannually, please call for more details

Sample hotels

Every hotel we work with must meet our high standards for safety, quality, and cleanliness. Hotels are vetted by our team to make sure they meet our requirements and are subsequently inspected regularly to ensure they continue to satisfy those parameters. Please note that hotels abroad may have different amenities than travelers are accustomed to in the United States.

Here are some examples of hotels students might stay in on tour:

PI Croydon | London

www.premierinn.com

Just a 15-minute train journey to Central London, this hotel is within walking distance of East Croydon Train Station. Whitgift Shopping Centre is also nearby. Our Croydon Town Centre Premier Inn has everything you'd expect: incredibly comfy beds in every room, the on site Thyme Restaurant and free Wi-Fi for 30 minutes in every bedroom.

Chateau du Baffy | Normandy

www.chateaudubaffy.com

The Château du Baffy lies on the edge of the small village of Colombiers, situated between Caen and Bayeux, just 6km or so from the seaside resort of Courseulles. Guests can enjoy both countryside views and nearby beaches. The tranquil lounge overlooks the sun terrace and gardens, and the elegant specialty restaurant features excellent cuisine. All bedrooms have en-suite facilities, including those in the adjacent Villa Mathilde with its courtyard setting.

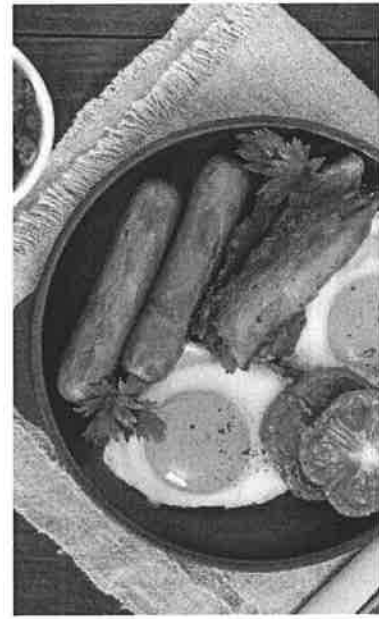
Hotel Novotel Marne La Vallee Collegie | Paris

www.novotel.com/gb/hotel-0385-novotel-marne-la-vallee-collegien/index.shtml

The 4-star Hotel Novotel Marne La Vallee Collegie is just a 30-minute drive from the center of Paris. Contemporary yet comfortable in design, all of its 193 spacious rooms include air conditioning, complementary Wi-Fi, flat-screen TVs and queen-size beds. Guests can challenge each other to a game of outdoor table tennis or basketball, relax on the terrace or take a dip in the pool.

Sample meals

Meals are selected to establish a more immersive cultural experience and give students an idea of how locals eat. Below are some examples of what travelers can expect at the destination that your teacher has chosen, but please note that meals can vary from tour to tour.



France: Sample Meals

- Cheese quiche
- Turkey with rice, mushroom and beans
- Couscous with vegetables and meat

The United Kingdom: Sample Meals

- Chicken with mashed potatoes and gravy
- Fish and chips
- Naan bread and chicken curry

How I can help with next steps

My name is Kelly Harris and I am Southington High School's dedicated Tour Consultant. That means I'll be working with Karen Cavanaugh every step of the way to make sure everything is perfectly planned.

I hope this overview has given you the information you need to feel confident in EF as an educational travel provider. Should you have any questions or need any additional information, please don't hesitate to reach out to me directly. EF is excited to partner with your school to bring this life-changing experiential learning opportunity to your students.

Sincerely,

Kelly Harris

860-352-6675

kelly.harris@ef.com

“I am now more confident than ever in the safety and experiences of my students after working with EF on this trip. As a leader, I am committed to ensuring a global mindset throughout my district and student/teacher travel.”

Angela M., Administrator, Brunswick, ME

“I advocate for travel because the world is vast and diverse. If we want to truly understand our neighbors in other states or countries, we must reach out and meet them where they live. Travel provides a glimpse into another world that our students may have Googled or watched on a device, but living it with the smells, food, smiles, and various challenges teaches flexibility, tolerance, understanding, and empathy.”

- Chuck C., Group Leader, Central, SC

From a single tour to a whole program

A single tour can open up endless possibilities for a small group of students. Our goal at EF is to bring that experience to as many students as possible, including the broadest collection of students at your school. By progressing from a single tour to a consistent travel program, you'll not only build a culture of exploration, but you'll provide the opportunity of travel to even more students. We can work directly with you and your staff to establish a framework for your travel program that's tailored specifically to your school's needs and goals.

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date May 12, 2022

Decision Requested X Agenda Code 8 e.

AGENDA REPORTING FORM

Agenda Topic: 2022-2023 Operating Budget Reallocation/Adoption

Summary of Issue: The Town Council adopted the Board of Education budget on May 9, 2022 for the 2022-2023 school year.

Background: Administration will provide their recommended reallocation cut list to the Board under separate cover.

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, 2023

Recommendation or Comment: Recommend that the Board of Education adopt the 2022-2023 Operating Budget with adjustments.



Signature of Superintendent of Schools

Titles of Attachment:

1. SHS Operating Budget Reallocation Plan Draft 2022-2023
(under separate cover)