

**BOE Meeting Template**  
**Monday, August 31, 2009 7:00 PM**

Mabelle Avery Middle School District Offices Board Room, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES 3
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
  1. Approval of Summer Bills-\$621,845.48 8
  2. Retirement Notification (B. Shea) 26

Barbara Shea, MBA SPED paraprofessional has submitted her retirement notice effective 8/31/09. Barbara has been a paraprofessional in the district since 1983.
8. NEW BUSINESS
  1. Second Warning/Adoption of DBS Code: 5141.5-Suicide Prevention 27

This revised policy was first warned at the 7/13/09 meeting and is now being second warned for adoption.
  2. Second Warning/Adoption of DBS Code: 6145.21-Extra Class Activities-Interscholastic Competition 28

This revised policy was first warned at the 7/13/09 meeting and is now being second warned for adoption.
  3. Second Warning/Adoption of DBS Code: 6145.2-Extra Class Activities-Interscholastic Competition  
The elimination of this policy was first warned at the 7/13/09 meeting and is now being second warned for adoption. The policy has been incorporated into DBS Code: 6145.21.
  4. Approval of SHS World Language Trip 30

Ms. Gustafson, SHS World Language teacher, is requesting to take her students to Paris, France in the Spring of 2010. The itinerary is attached along with the projected cost for this trip. The trip must follow all district guidelines in order to receive approval. Ms. Gustafson will be available to answer any questions that you may have.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
  1. Back-to-School Update  
The superintendent will give an overview on building conditions, staffing, and the opening ceremony.
  2. Summer School Report 34

A breakdown has been provided for this year's summer school enrollment. Seventeen students did enroll in summer school programs with two taking for the first time on-line courses. Beginning this year summer school notification and all pertinent information will be sent out earlier in order that all students receive information in a more timely manner.
11. COMMITTEE REPORTS
  1. Budget
  2. Curriculum
  3. Policy
  4. Salary & Negotiations
  5. Planning
  6. Other Committees

12. OTHER
13. ADJOURNMENT
14. Approved 8/31/09 Minutes

**SOMERS BOARD OF EDUCATION**

Ninth District Road

Somers, CT 06071

[www.somers.k12.ct.us](http://www.somers.k12.ct.us)

**MINUTES OF THE MEETING – July 13, 2009**

**Members Present:** T.Henderson, M.Marquardt, D.Atkinson, A.Kirkpatrick, J.Formeister, D.Palmer, T.Potrikus, E.Boucher, R.Lees

**Members Absent:**

**Administrators Present:** M.Suffredini, B.Boutwell

**Staff Present:** None in attendance

**Citizens Present:** None in attendance

**Students Present:** None in attendance

**Student Representatives:** None in attendance

**Others:**

**1.0 CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:05 p.m. by Chairman Henderson in the Mabelle B. Avery Middle School-BOE Board Room.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 APPROVAL OF MINUTES**

**3.1** June 8, 2009 Regular Meeting – It was MOVED (T.Potrikus) SECONDED (E.Boucher) to approve the June 8, 2009 Board of Education regular meeting minutes as presented.  
PASSED 9-0

**4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS**

**5.0 CORRESPONDENCE**

Chairman Henderson reported receipt of the following:

- A copy of the *MBA Advocate*.
- A letter of appeal from a teacher.
- Safe Graduation press release.
- A letter from the Commissioner of Education requesting additional Choice seat.
- A letter from the Commissioner of Education regarding mediation with the administrator's union.
- A thank you note from Dr. Houle.
- A packet of letters in support of a staff member.

**6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

**7.0 CONSENT AGENDA**

**7.1** Approval of 6/25/09 Bills (\$225,990.89) and the 7/13/09 Bills (\$344,186.64)  
It was MOVED (J.Formeister) SECONDED (D.Atkinson) to approve the 6/25/09 bills in the amount of \$225,990.89 and the 7/13/09 bills in the amount of \$344,186.64.  
PASSED 9-0

- 7.2** Approval of 2008-2009 Budget Transfers  
It was MOVED (J.Formiester) SECONDED (D.Atkinson) to approve the 2008-2009 Operating Budget Transfers totaling \$416,659.00 as presented. PASSED 9-0

A question was raised regarding the amount reported in the salary transfer line. Mr. Boutwell explained that this money was used for retirement pay-offs.

- 7.3** Approval of Summer Bills  
It was MOVED (J.Formeister) SECONDED (D.Atkinson) to approve the processing and payment of bills during the summer. PASSED 9-0

A complete list of summer bills will be presented to the BOE on August 31<sup>st</sup> for approval.

- 7.4** Student Activity Fund Report  
A summary and detail reports for the Student Activity Fund were presented for the Board's information.

A question was raised regarding the large amount of money in the high school general account. Mr. Boutwell explained that this account balance reflects funds left by past graduating classes and these funds have not been claimed. Class officers and advisors will be contacted regarding the amounts left in these accounts and they will be requested to move these funds into a separate account not affiliated with Somers High School or Somers Public Schools.

- 7.5** Retirement Notification (J.Jamroz)  
It was MOVED (J.Formeister) SECONDED (D.Atkinson) to accept the retirement notification submitted by J.Jamroz effective June 30, 2009. PASSED 9-0

## **8.0 NEW BUSINESS**

- 8.1** Second Warning/Adoption of DBS Code: 5131.81-Use of Portable Communication Devices
- 8.2** Second Warning/Adoption of DBS Code: 5125-Student Records; Confidentiality
- 8.3** Second Warning/Adoption of DBS Code: 6146.2-Statewide Proficiency/Mastery Examinations
- 8.4** Second Warning/Adoption of DBS Code: 6171-Special Education
- 8.5** Second Warning/Adoption of DBS Code: 6172.3-Curriculum Extensions
- 8.6** Second Warning/Adoption of DBS Code: 6180-Evaluation of the Instructional Program
- 8.7** Second Warning/Adoption of DBS Code: 9000-Role of Board and Members
- 8.8** Second Warning/Adoption of DBS Code: 9322- Public and Executive Sessions

It was MOVED (D.Atkinson) SECONDED (T.Potrikus) to adopt policies listed as 8.1 through 8.8 as presented. PASSED 9-0

- 8.9** First Warning of DBS Code: 5141.5-Suicide Prevention  
The Policy Committee has reviewed this policy and determined that it should be revised as shown to reflect current practice. The legal references have also been updated as recommended by CABE.
- 8.10** First Warning of DBS Code: 6145.21-Extra Class Activities-Interscholastic  
The Policy Manual currently contains two policies: DBS Code 6145.2 and 6145.21. DBS Code 6145.2 has now been incorporated into DBS Code 6145.21. It is not required as a separate policy. As well, portions of DBS Code 6145.21 (the Program Guidelines) have been taken out of the

policy and made into an Administrative Regulation which is more appropriate. The Administrative Regulation will also now include new language regarding sports physicals. The Administrative Regulation has been provided for informational purposes only.

A question was raised regarding the requirement that the physical examination form provided by Somers Public Schools is the only physical form that may be submitted as documentation that a physical examination has been done. This question will be reviewed and clarified before the Second Warning and Adoption at August 31<sup>st</sup> BOE meeting.

- 8.11** First Warning of DBS Code: 6145.2-Extra Class Activities-Interscholastic  
The Policy Manual currently contains two policies: DBS Code 6145.2 and 6145.21. DBS Code 6145.2 has now been incorporated into DBS Code 6145.21. It is not required as a separate policy. Therefore DBS Code 6145.2 has been included for deletion.

Policies listed as 8.9 – 8.11 will be presented at the August 31<sup>st</sup> BOE meeting for approval and adoption.

**9.0 OLD BUSINESS – None**

**9.1** Chairman Henderson requested an updated uniform replacement schedule. Boys and girls soccer uniforms will be donated this year and Chairman Henderson would like to see how this will affect the uniform replacement rotation. Dr. Suffredini will follow-up on this request.

**9.2** Dr. Suffredini will follow-up on the request for an update on what Life Skills classes are being taught at the high school. This request was made at the June 8, 2009 BOE meeting.

**10.0 ADMINISTRATIVE REPORTS**

**10.1** Superintendent's End-of-the-Year Report

Dr. Suffredini presented an overview of his end-of-the-year report highlighting major points during the year.

Dr. Suffredini stated that everyone's efforts this year to increase student learning have been extraordinary. Dr. Suffredini thanked everyone for their work this year.

Dr. Suffredini also acknowledged and thanked the Board of Education's Policy Committee for all the work they did this year on revising the Board's Policy Manual.

**10.2** Director of Curriculum Search Update

Dr. Suffredini informed the Board that eight candidates were selected to be interviewed from the seventeen applications that were received. Three finalists were selected from the eight candidates who met with the interview committee. The three finalists were interviewed by the committee today. Dr. Suffredini and the interview committee are in the process of checking references and anticipate making a recommendation to the Board next week. Dr. Suffredini asked the Board how they would like to proceed. The Board agreed that they did not need to interview the finalists. Upon completion of the reference checks, the Board authorized Dr. Suffredini to offer the position of Director of Curriculum to the candidate who, in the opinion of the Superintendent and the interview committee, is the best fit for Somers Public Schools.

The Board will meet the new Director of Curriculum and validate the appointment at the Board's retreat on August 3<sup>rd</sup>.

**10.3 Additional Choice Student Request**

Dr. Suffredini received a request from the Commissioner of Education to enroll an additional Choice student for the 2009-2010 school year. This student would be entering kindergarten. Dr. Suffredini will earmark this spot and confirm with the Commissioner that this kindergartener is, in fact, a sibling of a Choice student who is presently attending Somers Public Schools. The Board had voted not to add any additional Choice students for the 2009-2010 school year unless the child is a sibling of a currently enrolled student or at the discretion of the Superintendent. The Commissioner of Education was notified of this decision prior to his request for an additional seat.

**11.0 COMMITTEE REPORTS**

**11.1 Budget**

B.Boutwell reported that the 2009-2010 fiscal year is starting out well. Mr. Boutwell will present revised budget figures at the second BOE meeting in September.

Mr. Boutwell reported that Payroll Facilitator, Paul Noury, will be leaving the district on July 24, 2009. The Business Office is currently preparing for this change in personnel.

**11.2 Curriculum – No report**

**11.3 Policy**

A short meeting was held this evening prior to the start of the regular Board of Education meeting.

Several policies reflecting legal reference revisions or additions were presented for the Board's information. Typos or grammatical errors have been corrected as needed. These revisions do not require Board approval.

Policy Committee Chairman, D.Atkinson, reported that the policy audit is just about completed. Codification alignment needs to be completed and once that is done, the finished product will be delivered to CABA. It is anticipated that CABA will put the Policy Manual on-line and maintain and update the document from that point on.

**11.4 Salary & Negotiations**

Chairman of the Salary & Negotiations Committee, D.Palmer, reported that the committee met with the custodial union and they have an agreement, which will be presented in Executive Session following the regular BOE meeting.

Dialogue with the administrator's union will begin the first week of October.

**11.5 Planning – No Report**

**11.6 Other Committees – No Report**

**12.0 OTHER**

**12.1** Chairman Henderson thanked the high school and Dr. Suffredini for the list of colleges that this year's graduates will be attending.

- 12.2 The Year End Report for the town's Annual Report is almost completed.
- 12.3 Dr. Suffredini is reviewing the Board's Reporting Schedule.
- 12.4 Chairman Henderson provided information from CABE to the policy chair listing those policies that require annual notifications to parents, guardians and/or students. It is anticipated that CABE will maintain such policies on line, once the audit is complete. Dr. Suffredini will ensure policies are included in the handbooks as appropriate.
- 12.5 Chairman Henderson requested a report on the number of students who attended summer school. This report should include how many students were sent letters, how many students attended summer school, and how many students took on-line courses. This report will be presented at the August 31<sup>st</sup> BOE meeting.
- 12.6 A.Kirkpatrick suggested that all candidates who will be running for the Board of Education in the fall be invited to attend BOE meetings in August, September and October. Chairman Henderson will coordinate this with Su Selley.

**13.0 U.F.C.W.U. CONTRACT RATIFICATION/SUPERINTENDENT'S EVALUATION/STAFF EVALUATIONS (Executive Session anticipated)**

It was MOVED (D.Palmer) SECONDED (R.Lees) to move into Executive Session for the purpose of ratification of the U.F.C.W.U Contract, the Superintendent's/Staff evaluations at 8:42 p.m. PASSED 9-0

The Board came out of Executive Session at 9:10 p.m.

It was MOVED (D. Palmer) SECONDED (T. Potrikus) to accept the contract provisions as negotiated by the Salary and Negotiations sub-committee with the U.F.C.W.U including a wage increase of 2% during the 2009-2010 school year and 2% during the 2010-2011 school year. PASSED 9-0

**14.0 ADJOURNMENT**

It was MOVED (D. Palmer) and SECONDED (T. Potrikus) to adjourn the regular meeting of the Somers Board of Education at 9:12 p.m. PASSED 9-0

Respectfully submitted,

Debra Atkinson, Secretary  
Joan Jaquith, Recording Secretary

These minutes are not official until approved at a subsequent meeting.

8/27/09

To: Board of Education  
Fr: Bill Boutwell

Re: Approval of Bills

On July 1<sup>st</sup> we transitioned our accounts payable and payment processes to our new financial software. We have been using the software since January for payroll.

As with any software change, we are still getting used to working with the system. This includes the system's reporting capabilities. We are working to develop a "warrant" that will be similar to the one produced under the old system, however, we are not at that point yet.

Enclosed are reports for the five payment batches processed this summer. Each batch includes a general journal report and a general budget treasury warrant. The system does produce a detail report as well but for the 8/31/09 payment batch the report is 76 pages long.

7/24/09	\$58,962.55
8/11/09	\$2,308.78
8/24/09	\$2,098.33
8/25/09	\$200.00
8/31/09	\$558,275.82

If anyone has specific questions please do not hesitate to contact me. I will have backup information with me at the meeting for all payments.

We will continue to work with the software vendor to enhance reporting capabilities. Thank you for your support and cooperation.

# GENERAL BUDGET FINANCIAL REPORT

**2009-2010**

**August 31, 2009**

## ACCOUNTS PAYABLE

CHECK DATE:	7/24/09	\$ 58,962.55
	8/12/09	\$ 2,308.78
	8/24/09	\$ 2,098.33
	8/25/09	\$ 200.00
	8/31/09	\$ 558,275.82
TOTAL:		<b>\$ 621,845.48</b>

## PAYROLL

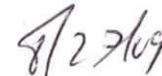
PAYROLL DATE:	7/10/09	\$ 92,346.58
	7/24/09	\$ 87,292.02
	8/07/09	\$ 84,888.19
	8/21/09	\$ 91,761.18
TOTAL:		<b>\$ 356,287.97</b>

**GRAND TOTAL EXPENDITURES: \$ 978,133.45**

APPROVED BY:



**WILLIAM B. BOUTWELL**



**DATE:**

# Somers Board of Education General Budget Treasury Warrant

Report # 1735

Check Batch: 733  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Number:  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  Date: 7/24/09  
 \_\_\_\_\_  
 William B. Boutwell, Director of Business Services

733	13	07/24/2009	V58674	Department of Labor	0.00	1,320.00
	14	07/24/2009	V00015	Aherns, Fuller, St. John & Vincent Inc.	0.00	8,719.00
	15	07/24/2009	V60014	Ashford, Town of	0.00	500.00
	16	07/24/2009	V00555	AT&T	0.00	1,065.84
	17	07/24/2009	V53390	CIRMA	0.00	14,497.00
	18	07/24/2009	V53439	Group Dynamic	0.00	111.00
	19	07/24/2009	V52705	MIRMA	0.00	17,422.25
	20	07/24/2009	V53987	Office Equipment Finance Services	0.00	2,842.10
	21	07/24/2009	V02129	SONITROL	0.00	521.16
	22	07/24/2009	V02225	Dept.51 - 7820770526	0.00	134.63
	23	07/24/2009	E00322	Suffredini, Dr. Maynard	0.00	8,000.00
	24	07/24/2009	V21164	Unum Life Insurance Company of America	0.00	3,829.57
<b>Totals:</b>					0.00	\$58,962.55

12 Checks Listed.

# Somers Board of Education General Journal Register

Report # 1838  
Batch: 730  
Transaction: N/A  
Show Summary Only: Yes

<b>Batch #</b>	<b>Control Total</b>	<b>Status</b>	<b>Created By</b>	<b>Created On</b>	<b>Last Updated By</b>	<b>Last Updated On</b>
730	\$58,962.55	Posted	kvamvilis	07/24/2009	kvamvilis	07/24/2009

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>July, 2010</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			134.63	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	134.63
		Total Generated Distributions			<b>\$134.63</b>	<b>\$134.63</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	58,962.55
	10-100-2-4-66-730-730-01-5-00616	HS - TECH ED REPLACEMENT		Yes	500.00	0.00
	10-231-6-5-82-820-529-13-5-00521	SCHOOL BOARD LEGAL			2,503.00	0.00
	10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES			134.63	0.00
	10-232-6-5-66-830-440-04-5-00525	CO - COPIER RENTAL			710.53	0.00
	10-240-6-2-66-830-440-04-5-00523	K-5 - COPIER RENTAL			710.53	0.00
	10-240-6-3-66-830-440-03-5-00527	MA - COPIER RENTAL			710.52	0.00
	10-240-6-4-66-830-440-04-5-00763	HS - COPIER RENTAL			710.52	0.00
	10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE			283.03	0.00
	10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE			119.21	0.00
	10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE			348.21	0.00
	10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE			315.39	0.00
	10-260-6-5-62-722-430-04-5-00452	SW - MAINTENANCE CONTRACTS			521.16	0.00
	10-260-6-5-82-820-520-13-5-00515	PROPERTY/LIABILITY INSURANCE			17,053.00	0.00
	10-280-6-5-82-820-200-13-5-00508	ANNUITIES			8,000.00	0.00
	10-280-6-5-82-820-200-13-5-00509	SW - FLEXIBLE SPENDING ACCT			111.00	0.00
	10-280-6-5-82-820-200-13-5-00513	L.T.D.			3,829.57	0.00
	10-280-6-5-82-820-200-13-5-00516	WORKER'S COMPENSATION			17,422.25	0.00
	10-280-6-5-82-820-200-13-5-00517	UNEMPLOYMENT INSURANCE			1,320.00	0.00
	10-280-6-5-82-820-520-13-5-00520	UMBRELLA LIABILITY INSURANCE			3,660.00	0.00
		Total User-Entered Distributions			<b>\$58,962.55</b>	<b>\$58,962.55</b>
		Total for July, 2010			<b>\$59,097.18</b>	<b>\$59,097.18</b>
		<b>Grand Total for Batch # 730</b>			<b>\$59,097.18</b>	<b>\$59,097.18</b>

# Somers Board of Education General Journal Register

Report # 1838

<b>Batch #</b>	<b>Control Total</b>	<b>Status</b>	<b>Created By</b>	<b>Created On</b>	<b>Last Updated By</b>	<b>Last Updated On</b>
730	\$58,962.55	Posted	kvamvilis	07/24/2009	kvamvilis	07/24/2009

21 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 1771

Check Batch: 738  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Number:  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  Date: 8/11/09  
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 William B. Boutwell, Director of Business Services

738	25	08/11/2009	V58674	Department of Labor	0.00	1,056.00
	26	08/11/2009	V51359	Bibliomation	0.00	500.00
	27	08/11/2009	V53588	CIT Technology Fin Serv, Inc.	0.00	408.00
	28	08/11/2009	V00945	UPS	0.00	13.09
	29	08/11/2009	V54059	Verizon Wireless	0.00	331.69
<b>Totals:</b>					0.00	\$2,308.78

5 Checks Listed.

# Somers Board of Education General Journal Register

Report # 1838  
Batch: 737  
Transaction: N/A  
Show Summary Only: Yes

<b>Batch #</b> 737	<b>Control Total</b> \$2,308.78	<b>Status</b> Posted	<b>Created By</b> kvamvilis	<b>Created On</b> 08/11/2009	<b>Last Updated By</b> kvamvilis	<b>Last Updated On</b> 08/12/2009
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General Ledger Distribution Summary						
Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits	
<b>August, 2010</b>						
<b>Generated Distributions</b>						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			500.00	0.00	
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	500.00	
	Total Generated Distributions			<b>\$500.00</b>	<b>\$500.00</b>	
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	2,308.78	
10-232-1-5-72-132-530-04-5-00039	CO - POSTAGE			13.09	0.00	
10-240-6-2-66-830-440-04-5-00523	K-5 - COPIER RENTAL			136.00	0.00	
10-240-6-3-66-830-440-03-5-00527	MA - COPIER RENTAL			136.00	0.00	
10-240-6-4-66-830-440-04-5-00763	HS - COPIER RENTAL			136.00	0.00	
10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE			68.64	0.00	
10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE			58.26	0.00	
10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE			58.26	0.00	
10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE			146.53	0.00	
10-260-5-6-62-722-430-08-5-01645	SW - BIBLIOMATION			500.00	0.00	
10-280-6-5-82-820-200-13-5-00517	UNEMPLOYMENT INSURANCE			1,056.00	0.00	
	Total User-Entered Distributions			<b>\$2,308.78</b>	<b>\$2,308.78</b>	
	Total for August, 2010			<b>\$2,808.78</b>	<b>\$2,808.78</b>	
	<b>Grand Total for Batch # 737</b>			<b>\$2,808.78</b>	<b>\$2,808.78</b>	

6 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 1798

Check Batch: 749  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Number:  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  Date: 8/24/09  
 William B. Boutwell, Director of Business Services

749	30	08/24/2009	V52670	Amazon	0.00	1,470.73
	31	08/24/2009	V53511	Hall, Robert	0.00	400.00
	32	08/24/2009	V02225	Dept.51 - 7820770526	0.00	227.60
<b>Totals:</b>					0.00	\$2,098.33

3 Checks Listed.

# Somers Board of Education General Journal Register

Report # 1838  
Batch: 748  
Transaction: N/A  
Show Summary Only: Yes

<b>Batch #</b> 748	<b>Control Total</b> \$2,098.33	<b>Status</b> Posted	<b>Created By</b> kvamvilis	<b>Created On</b> 08/24/2009	<b>Last Updated By</b> kvamvilis	<b>Last Updated On</b> 08/24/2009
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General Ledger Distribution Summary						
Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits	
<b>August, 2010</b>						
<b>Generated Distributions</b>						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			2,051.10	0.00	
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	2,051.10	
	Total Generated Distributions			<b>\$2,051.10</b>	<b>\$2,051.10</b>	
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	2,098.33	
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			1,006.24	0.00	
10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			400.00	0.00	
10-212-2-4-46-242-611-02-5-00178	HS - GUIDANCE SUPPLY			29.83	0.00	
10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			188.90	0.00	
10-222-2-4-52-231-642-03-5-00143	HS - NEWSPAPERS/MAGAZINES			25.35	0.00	
10-222-2-4-52-233-611-03-5-00147	HS - A.V. MATERIALS			250.24	0.00	
10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES			45.87	0.00	
10-240-1-4-40-258-690-04-5-00304	HS - OFFICE SUPPLIES			98.42	0.00	
10-259-1-5-72-123-590-04-5-00019	CO - FORMS & PRINTING			53.48	0.00	
	Total User-Entered Distributions			<b>\$2,098.33</b>	<b>\$2,098.33</b>	
	Total for August, 2010			<b>\$4,149.43</b>	<b>\$4,149.43</b>	
	<b>Grand Total for Batch # 748</b>			<b>\$4,149.43</b>	<b>\$4,149.43</b>	

22 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 1803

Check Batch: 754  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Number:  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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**Approved by:**  **Date:** 8/25/09  
 \_\_\_\_\_  
 William B. Boutwell, Director of Business Services

754	33	08/25/2009	E00300	Selley, Su
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	0.00	200.00
<b>Totals:</b>	0.00	\$200.00

1 Check Listed.

## Somers Board of Education General Journal Register

Report # 1826  
Batch: 753  
Transaction: N/A  
Show Summary Only: Yes

<b>Batch #</b>	<b>Control Total</b>	<b>Status</b>	<b>Created By</b>	<b>Created On</b>	<b>Last Updated By</b>	<b>Last Updated On</b>
753	\$200.00	Posted	kvamvilis	08/25/2009	kvamvilis	08/25/2009

General Ledger Distribution Summary						
Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits	
<b>August, 2010</b>						
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	200.00	
10-232-1-5-72-134-690-04-5-00031	CO - PETTY CASH			200.00	0.00	
	Total User-Entered Distributions			<b>\$200.00</b>	<b>\$200.00</b>	
	Total for August, 2010			<b>\$200.00</b>	<b>\$200.00</b>	
	<b>Grand Total for Batch # 753</b>			<b>\$200.00</b>	<b>\$200.00</b>	

1 Transaction Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 1839

Check Batch: 763  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Number:  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:

Date:

William B. Boutwell

8/27/09

William B. Boutwell, Director of Business Services

763	34	08/31/2009	V60020	3H Back Flow Device Testing, Inc.	0.00	80.00
	35	08/31/2009	V60028	Airex Filter Corporation	0.00	85.08
	36	08/31/2009	V02185	Allston Supply Co. Inc.	0.00	843.86
	37	08/31/2009	V00023	American Business Machines	0.00	41.97
	38	08/31/2009	V60041	Anthem Blue Cross and Blue Shield	0.00	410,573.51
	39	08/31/2009	V60040	Anthem Life Insurance Company	0.00	6,295.16
	40	08/31/2009	V02704	The Arc of Greater Enfield	0.00	1,500.00
	41	08/31/2009	V00555	AT&T	0.00	1,013.97
	42	08/31/2009	V54164	Autotek	0.00	26.99
	43	08/31/2009	V01308	Bacher Corp. of Conn.	0.00	8,200.64
	44	08/31/2009	V00139	C.E.C.	0.00	214.00
	45	08/31/2009	V21118	C.E.S.	0.00	425.00
	46	08/31/2009	M52866	CAPP Inc.	0.00	511.35
	47	08/31/2009	V51942	CBS	0.00	890.00
	48	08/31/2009	V00159	Connecticut Light & Power	0.00	19,790.85
	49	08/31/2009	V02367	ConnCASE	0.00	185.00
	50	08/31/2009	V02474	CONNECTICUT RADIO, INC.	0.00	1,645.00
	51	08/31/2009	V02547	Connecticut Schools Building/Grounds	0.00	300.00
	52	08/31/2009	V02198	The Connecticut Water Company	0.00	2,937.22
	53	08/31/2009	V60027	Connecticut Stakes, Inc.	0.00	109.96

## Somers Board of Education General Budget Treasury Warrant

Report # 1839

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	54	08/31/2009	V60030	Connecticut, State of	0.00	1,440.00
	55	08/31/2009	V60030	State of Connecticut	0.00	80.00
	56	08/31/2009	V00204	CREC	0.00	240.40
	57	08/31/2009	V54321	Custom Printing & Copy, Inc.	0.00	722.07
	58	08/31/2009	V21146	Daigle's Welding Services, LLC	0.00	311.50
	59	08/31/2009	V54377	Delta-T Refrigeration, LLC	0.00	445.20
	60	08/31/2009	V02751	Dependable Ductwork Co.	0.00	1,275.00
	61	08/31/2009	V00242	Dinn Brothers, Inc.	0.00	70.30
	62	08/31/2009	V52297	E-filliate Incorporated	0.00	184.14
	63	08/31/2009	V00264	EASTCONN	0.00	75.00
	64	08/31/2009	V60032	Eastfield Glass Co., Inc.	0.00	679.63
	65	08/31/2009	V21165	Edward Connors Insurance	0.00	6,099.00
	66	08/31/2009	V02193	Flail-Master	0.00	147.50
	67	08/31/2009	V53357	Flame Out LLC	0.00	485.00
	68	08/31/2009	V02461	Michael N. Fulco, Ph.D	0.00	2,850.00
	69	08/31/2009	V60035	Google, Inc.	0.00	7.66
	70	08/31/2009	V00511	GRAINGER	0.00	1,327.73
	71	08/31/2009	V53439	Group Dynamic	0.00	105.45
	72	08/31/2009	V00514	Harland Technology Services	0.00	559.00
	73	08/31/2009	V00407	The Hartford Courant	0.00	940.00
	74	08/31/2009	V51232	Hartford Hospital	0.00	1,524.00
	75	08/31/2009	V21219	HARTFORD SPRINKLER CO.	0.00	349.00
	76	08/31/2009	V00402	Hopkins Audiometer	0.00	225.00
	77	08/31/2009	V54063	HSABank	0.00	11.25
	78	08/31/2009	V60039	Information Opportunities, Inc.	0.00	1,500.00
	79	08/31/2009	V52848	Intensive Education Academy, Inc.	0.00	3,147.00
	80	08/31/2009	V00516	J.A. SEXAUER	0.00	358.59
	81	08/31/2009	V00999	J.W. Pepper & Son, Inc.	0.00	39.00
	82	08/31/2009	V60029	Janet's Sweeping & Property Care LLC	0.00	5,000.00
	83	08/31/2009	V02093	JCN Services	0.00	3,646.00
	84	08/31/2009	V02206	John's Lock Shop	0.00	962.00
	85	08/31/2009	V00438	Journal Publishing Co.	0.00	222.86
	86	08/31/2009	V02625	K & S Distributors	0.00	585.63
	87	08/31/2009	V00665	KELLY-FRADET LUMBER	0.00	330.47
	88	08/31/2009	V60036	The Learning Curve	0.00	450.00
	89	08/31/2009	V00378	Leland R. Hawthorne & Son, Inc.	0.00	92.91
	90	08/31/2009	V00378	Leland R. Hawthorne & Son, Inc.	0.00	13.96

## Somers Board of Education General Budget Treasury Warrant

Report # 1839

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	91	08/31/2009	V00039	LEONARDS AUTO PARTS CO.	0.00	76.44
	92	08/31/2009	E00189	Dana Levesque	0.00	100.49
	93	08/31/2009	V52107	MAJOR ELECTRIC SUPPLY	0.00	2,145.54
	94	08/31/2009	V60637	Marsh Consumer Connexions	0.00	81.00
	95	08/31/2009	V54312	My Suply Depot, Inc.	0.00	250.38
	96	08/31/2009	V54465	Nationwide Envelope Co.	0.00	450.50
	97	08/31/2009	V21006	NEW ENGLAND MAINTENANCE DEPOT	0.00	140.00
	98	08/31/2009	V53987	Office Equipment Finance Services	0.00	1,662.97
	99	08/31/2009	V53849	NCS Pearson, Inc.	0.00	145.00
	100	08/31/2009	V53849	NCS Pearson, Inc.	0.00	168.85
	101	08/31/2009	V53914	Pitney Bowes, Inc.	0.00	105.00
	102	08/31/2009	V52686	Plimpton & Hills	0.00	954.84
	103	08/31/2009	E00265	Lori Polis	0.00	67.63
	104	08/31/2009	V52381	Premier School Agendas, Inc.	0.00	700.00
	105	08/31/2009	V52074	REALLY GOOD STUFF	0.00	2,463.40
	106	08/31/2009	V51134	Richco Products, Inc.	0.00	413.34
	107	08/31/2009	V01292	School Specialty, Inc.	0.00	947.49
	108	08/31/2009	V53590	Shemin	0.00	115.00
	109	08/31/2009	V51324	The Sherwin-Williams Co.	0.00	601.90
	110	08/31/2009	V60031	SNE Building Systems	0.00	1,170.00
	111	08/31/2009	V02404	Somers Ace Hardware	0.00	573.66
	112	08/31/2009	V00548	Somers Sanitation Service, Inc.	0.00	2,419.40
	113	08/31/2009	V01591	Town of Somers	0.00	2,532.27
	114	08/31/2009	V02758	St. Joseph College	0.00	12,150.00
	115	08/31/2009	E00322	Dr. Maynard Suffredini	0.00	31.90
	116	08/31/2009	V00547	Sullivan, Schoen, Campano & Connon, LLC	0.00	702.00
	117	08/31/2009	V51353	Supreme Forest Products, Inc.	0.00	2,619.75
	118	08/31/2009	M02015	T. J. Conway Company	0.00	3,936.00
	119	08/31/2009	V02782	T.D. Curran, Inc.	0.00	970.60
	120	08/31/2009	V52968	Tech Depot	0.00	530.95
	121	08/31/2009	V51174	Therapro, Inc.	0.00	232.15
	122	08/31/2009	V54065	THOMAS R. MEHL	0.00	470.00
	123	08/31/2009	M01554	Tolland County Mutual Aid Fire Service,	0.00	600.00
	124	08/31/2009	V53945	Transcanda Power Marketing LTD	0.00	16,127.50
	125	08/31/2009	V00051	USPS	0.00	185.00
	126	08/31/2009	V53413	W. B. Mason	0.00	1,548.86
	127	08/31/2009	V01239	Waldman MD, William	0.00	500.00

# Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	128	08/31/2009	V01445	Whalley Computer Associates	0.00	198.70
	129	08/31/2009	M02418	Willco Sales and Service, Inc.	0.00	7,015.50
<b>Totals:</b>					0.00	\$558,275.82

96 Checks Listed.

# Somers Board of Education General Journal Register

Report # 1826

Batch: 755

Transaction: N/A

Show Summary Only: Yes

<b>Batch #</b> 755	<b>Control Total</b> \$558,275.82	<b>Status</b> Posted	<b>Created By</b> kvamvilis	<b>Created On</b> 08/26/2009	<b>Last Updated By</b> kvamvilis	<b>Last Updated On</b> 08/27/2009
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<b>General Ledger Distribution Summary</b>						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>August, 2010</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			61,151.96	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	61,151.96
		Total Generated Distributions			<b>\$61,151.96</b>	<b>\$61,151.96</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	558,275.82
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			2,463.40	0.00
	10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			39.00	0.00
	10-100-2-4-48-242-611-01-5-00721	HS - HEALTH ED SUPPLIES			400.00	0.00
	10-100-2-4-48-243-611-01-5-00972	HS - HEALTH WORKBOOKS			300.00	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			184.14	0.00
	10-120-9-9-50-137-810-05-5-00059	SP ED - INSTITUTIONAL DUES			399.00	0.00
	10-120-9-9-98-123-590-04-5-00020	SP ED - FORMS & PRINTING			232.61	0.00
	10-120-9-9-98-214-111-01-5-00889	SW - Sp ED SUMMER PROGRAMS			450.00	0.00
	10-120-9-9-98-241-611-01-5-00160	SP ED - GENERAL SUPPLIES			234.89	0.00
	10-120-9-9-98-242-611-01-5-00212	SP ED - K-5 SUPPLIES			67.63	0.00
	10-120-9-9-98-242-611-01-5-00215	MA - RESOURCE ROOM SUPPLIES			100.49	0.00
	10-120-9-9-98-242-611-01-5-01332	OCC. THERAPY SUPPLIES			137.15	0.00
	10-120-9-9-98-242-611-01-5-01333	PHYSICAL THERAPY SUPPLIES			142.32	0.00
	10-120-9-9-98-243-611-01-5-01002	SP ED - TESTING			408.85	0.00
	10-120-9-9-98-258-690-04-5-00307	SP ED - OFFICE SUPPLIES			213.22	0.00
	10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			2,850.00	0.00
	10-212-2-4-46-242-611-02-5-00178	HS - GUIDANCE SUPPLY			187.50	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING			559.00	0.00
	10-213-3-4-48-411-330-06-5-00313	HS - PHYSICIAN'S SALARIES			500.00	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			225.00	0.00
	10-222-2-5-14-233-611-03-5-00150	SW - COMPUTER SOFTWARE			729.65	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			702.00	0.00
	10-231-1-5-74-134-590-10-5-00049	B.O.E. - PRINTING			70.30	0.00
	10-232-1-5-50-137-810-05-5-00057	CO - INSTITUTIONAL DUES			300.00	0.00
	10-232-1-5-72-132-530-04-5-00039	CO - POSTAGE			185.00	0.00

## Somers Board of Education General Journal Register

Report # 1826

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
755	\$558,275.82	Posted	kvamvilis	08/26/2009	kvamvilis	08/27/2009
		CO - ADVERTISING			1,587.86	0.00
		CO - TRAVEL/IN-SERVICE			31.90	0.00
		CO - OFFICE SUPPLIES			2,449.19	0.00
		CO - COPIER RENTAL			415.75	0.00
		CO - POSTAGE METER			105.00	0.00
		MA - OFFICE SUPPLIES			41.97	0.00
		HS - OFFICE SUPPLIES			187.50	0.00
		K-5 - COPIER RENTAL			415.74	0.00
		K-5 - COPIER SUPPLIES			890.00	0.00
		MA - COPIER RENTAL			415.74	0.00
		HS - COPIER RENTAL			415.74	0.00
		MA - FORMS & PRINTING			347.07	0.00
		SW - COMMUNICATION SUPPLIES			1,645.00	0.00
		K-5 BUILDING REPAIRS			1,528.19	0.00
		K-5 - TELEPHONE			272.05	0.00
		MA - TELEPHONE			108.86	0.00
		HS - TELEPHONE			333.49	0.00
		CO - TELEPHONE			299.57	0.00
		SW - CUSTODIAL SUPPLIES			5,303.90	0.00
		SW - COMPUTER MAINTENANCE			970.60	0.00
		MA - BUILDING MAINTENANCE			1,195.66	0.00
		SW - THERMOSTAT/CONTROLS			3,151.89	0.00
		HS - BUILDING MAINTENANCE			13,098.39	0.00
		SW - EQUIPMENT REPAIR			351.92	0.00
		SW - GROUNDS KEEP			5,128.96	0.00
		SW - RUBBISH REMOVAL			2,419.40	0.00
		SW - TOOL SUPPLY			92.91	0.00
		SW - GENERAL REPAIR			414.11	0.00
		SW - FIRE/VANDALISM			679.63	0.00
		SW - MOWER MAINTENANCE		Yes	8,424.58	0.00
		SW - GENERAL PAINT			761.45	0.00
		SW - PLUMBING SUPPLIES			714.43	0.00
		K-5 - ELECTRICITY			12,502.79	0.00
		MA - ELECTRICITY			10,572.61	0.00
		HS - ELECTRICITY			12,492.67	0.00
		MAINTENANCE - ELECTRICITY			350.28	0.00
		SW - WATER			2,937.22	0.00
		SW - PLAYGROUND MAINTENANCE		Yes	2,619.75	0.00

## Somers Board of Education General Journal Register

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
755	\$558,275.82	Posted	kvamvilis	08/26/2009	kvamvilis	08/27/2009
					6,254.20	0.00
					7.66	0.00
					2,305.89	0.00
					226.38	0.00
					105.45	0.00
					30,387.72	0.00
					6,295.16	0.00
					107,804.03	0.00
					264,086.00	0.00
					8,307.01	0.00
					81.00	0.00
					6,099.00	0.00
					240.40	0.00
					12,150.00	0.00
					6,171.00	0.00
					<u>\$558,275.82</u>	<u>\$558,275.82</u>
				Total User-Entered Distributions		
				Total for August, 2010	<u>\$619,427.78</u>	<u>\$619,427.78</u>
				<b>Grand Total for Batch # 755</b>	<u><b>\$619,427.78</b></u>	<u><b>\$619,427.78</b></u>

294 Transactions Listed.



# SOMERS PUBLIC SCHOOLS

47 Ninth District Road, Somers, Connecticut 06071

(860) 749-2270 • Fax (860) 763-0748

"Our commitment to the future"

Dr. Maynard M. Suffredini, Jr.  
Superintendent of Schools

8/14/09

I Barbara Shea am retiring  
from the Somers Public Schools as  
of August 31, ~~08~~ 09.

Barbara M. Shea

cc: Su  
Nancy  
PcF

8/14/09  
WBB

STUDENTS:

Suicide Prevention:

The Somers Board of Education acknowledges that suicide is a complex issue and, while the school may recognize potentially suicidal youth, it cannot make clinical assessment of risk and provide in-depth counseling but must refer the youth to an appropriate resource for such assessment and counseling.

Any school employee, including professionals, paraprofessionals, support staff, and volunteers, who may have knowledge or information of suicide risk must report this information immediately to the building principal or his/her designee who shall follow the Suicide Prevention Procedure.

~~The Suicide Prevention Policy Procedure will be reviewed on an annual basis by the superintendent or his/her designee.~~

~~Further, all school employees will receive in-service training in suicide prevention policy and procedure.~~

Legal Reference: Connecticut General Statutes

10-221(e) Boards of education to prescribe rules.

Adopted: June 25, 1990

Revised: July 9, 2009

INSTRUCTION:

Curriculum - Extra Class Activities - Interscholastic Competition:

Somers Schools Athletic Policy:

The purpose of school athletics is both educational and recreational. Athletics can play an important role in the learning and growth process of the student and in his/her character development, encouraging the acceptance of responsibility to self, team, and school.

The athletic program should encourage participation by as many boys and girls as possible and should be carried out with the best interests of the participants as the primary consideration. This should be done without unreasonable interference with other school obligations. The program should discourage any pressures which might tend to neglect good sportsmanship, good mental health, and the development of good attitudes.

Each level of sports in the Somers Public Schools has a certain purpose in the development of the athlete and team.

The role of the middle school level is to:

- develop skills and learn the sport;
- enable the student to determine if he/she wants to continue in the sport; and
- provide fair playing time for all on the team.

The role of Junior Varsity sports is to:

- further develop skills;
- increase the intensity of competition;
- prepare athletes for varsity sports and competition; and
- place more emphasis on winning.

The role of Varsity sports is to:

- develop the skills and physical conditioning of the athlete to the fullest potential;
- allow the talented athlete to excel and to reach a higher level of competition;
- be a role model for younger athletes; and
- have more focus on winning, but not at the expense of good sportsmanship, character building, and enjoyment.

Physical Requirement

Athletes are required to show proof of having had a physical prior to participation in a scheduled practice or game. This physical will be valid for one calendar year provided the athlete sustains no serious illness or injury during that period of time.

Parents will be required to sign a statement that the athlete has sustained no serious injury or illness during the past sport season and gives permission for participation in the next sport season.

Any student who does sustain a serious injury or illness must present a doctor's statement giving permission for the student to return to participation.

The following guidelines will be followed in the implementation of the school athletic program:

1. Rules and regulations in the Somers High School handbook shall be adhered to by all coaches and students.
2. Academics will take precedence over sports' schedules and activities. Whenever possible, students will notify coaches when academic issues may impact the student's full participation in a sport.
3. Coaches will develop a written set of expectations and schedule of practices and games, to be followed as closely as possible, to give to athletes and parents. Orientation meetings with parents are encouraged to provide more explanations concerning the needs of each particular team.
4. Six days shall be the maximum number of days per week for practices, games, meetings, etc. A seventh day may be approved in unusual circumstances by the Manager of Athletic Programs and Principal.
5. The length of practices should not exceed 2 ½ hours; exceeding the limit should be pre-approved by the Manager of Athletic Programs and Principal. Practices should end promptly at the scheduled time. If the practice time has been exceeded, notification should be given to the Athletic Facilitator and Principal within twenty-four hours.
6. Sunday practices will be avoided. If necessary, they may be scheduled after 12:00 p.m. with approval from the Athletic Facilitator and Principal. Allowances must be made for athletes with religious or family obligations.
7. During vacations or holidays students may have academic or family obligations. The coach should be notified at the beginning of the season or as soon as an absence is anticipated. While emphasizing the importance of commitment to team, students will not be excluded from a team for meeting these obligations but can expect that their absence away from the team may affect playing time, position, etc. when they return.
8. Participation in other school extracurricular activities is encouraged. Athletes must notify the coach ahead of time and report to practice as soon as the other activities have concluded. Abuse of this guideline may result in disciplinary consequences for the athlete.
9. The following are not tolerated in any athletic activity: demeaning, abusive, or profane language (coach or student), disrespect toward coaches, athletes, officials, or spectators, and any physical force beyond what is involved in the normal playing of the sport.

Adopted: January 25, 1999  
Revised: April 12, 2006  
Revised:

FIELD TRIP REQUEST

School: Somers High School Date: 6/15/09  
 Requested by: Cheryl Gustafson Department: World Language  
 Destination: Paris, France Date of trip: 4/16 - 4/21/2010  
 Departure time: TBA Approximate time of return: TBA  
 Number of students involved: 20-25 Number of chaperones: 3-4

Type of transportation: Bus to Air

Expense to students: \$ 2538

Expense to school system: possible price of substitutes (1 day).

Written Objectives/Relationship to curriculum:

To study Parisian landmarks, artwork & architecture, prior to departure and to provide an experience where students may apply their cultural & linguistic knowledge outside the classroom walls.

Comments:

In the event of low-enrollment, we will plan to travel to Quebec City's winter carnival in early February.

## TRIP LOG

Approved by: \_\_\_\_\_



(Signature of Principal)

# Group Organizer Cost Breakdown

Itinerary The Best of Paris  
Departing April 16, 2010  
Departure City Boston, MA  
Prorate 1:6  
Program Cost 15-19 payees \$2,149  
20-24 payees \$1,989 *\*primary bracket*  
25-29 payees \$1,909  
*Add \$95 lifetime membership/registration fee*  
*Add \$469 airline fees*  
*Add \$40 for weekend flights*  
Total Cost \$2,593  
Estimated Monthly Payment \$420

*\*The above total cost is based on the primary bracket and is valid for participants who enroll with the \$495 deposit before September 15, 2009 and pay in full by the published final payment deadline (December 1, 2009). Estimated monthly payment for enrollments before July 15, 2009 after \$495 deposit.*

Optional Add-ons Double rooms: \$40 per person per night  
*(not included in price)*

## TRAVEL PAK BENEFITS PACKAGE

Life, health, and accident insurance, and trip interruption/cancellation coverage. Optional at \$149, pre-billed (may be declined in writing by individual traveler.)

If fewer than 15 payees enroll, your group may be offered the option to travel on an alternate or modified program, or to travel on this program with the addition of a small-group supplement.

For a land-only price for your tour, please deduct \$300 from the prices quoted. (Airline fees and weekend supplement are not applicable.)

Additional:

\$50.00 per student  
for transportation to  
and from Logan  
Airport.



# passports

educational group travel

## The Best of Paris

*An itinerary prepared for  
Ms. Cheryl Gustafson  
departing from Boston, MA*

*6 days*

### Basic Inclusions

Services of a specially-trained **passports** courier throughout • Accommodations in centrally-located three-star or four-star hotels • Rooming on a triple basis

### Overnights

Paris 4

### Meals

All breakfasts • One lunch • All dinners

### Transit Summary

Round-trip transportation on scheduled airline • Airport arrival transfer on Days 1-2 • Bateaux-Mouches on Day 3 • Airport departure transfer on Day 6

## Tour Highlights

Courier-led walking tour of Montmartre  
Visit to the *Sacré-Coeur* Basilica

Half-day city sightseeing in Paris  
Services of a specially-trained half-day local guide in Paris

Entrance and reservation to the Louvre

Visit to the Notre Dame Cathedral

Bateaux-Mouches cruise  
Illuminations drive

Full-day excursion to the Loire Valley  
Visit to the *château* of Chenonceau  
Chenonceau Headsets  
Lunch in Chenonceaux  
Visit to the *château* of Chambord  
Chambord headsets

Full-day coach excursion to Giverny and Versailles  
Visit Monet's House and Gardens in Giverny  
Visit to the State Apartments and the Hall of Mirrors  
Audio-guide headsets  
Visit to the Main Gardens  
Guide for Versailles

Ascent to the third level of the Eiffel Tower

Dinner on the Eiffel Tower  
Ascent to the third level of the Eiffel Tower  
Dinner at *58 Tour Eiffel*



# The Best of Paris

## DAYS 1-2: ARRIVAL, MONTMARTRE WALKING TOUR

Weeks, or even months of preparation come to fruition at last as you board your airplane bound for Europe and the glittering jewel at her heart, Paris, the "City of Light."

Bienvenue!

Settle into your centrally-located hotel, then set out to explore one of the world's most beautiful capital cities.

You may want to head to Montmartre, Paris' highest hill and its most celebrated bohemian district. Artists still flock to the charming *Place du Tertre*, as they did when Toulouse-Lautrec painted the French Cancan dancers at the famous *Moulin Rouge* cabaret. Enjoy panoramic views of the city as you make your way to the *Sacré-Coeur*, the white-domed basilica that anchors the Parisian skyline.

Courier-led walking tour of Montmartre • Enjoy a walking tour of Montmartre, Paris' highest hill and its most celebrated bohemian district. Artists still flock to the charming *Place du Tertre*, as they did when Toulouse-Lautrec painted the French Cancan dancers at the famous *Moulin Rouge* cabaret. *Sacré-Coeur* Basilica • Enjoy panoramic views of the city as you visit the *Sacré-Coeur*, the white-domed basilica anchoring the Parisian skyline.

*Meals included: Dinner*  
*Overnight: Paris*

## DAY 3: PARIS CITY SIGHTSEEING, LOUVRE, NOTRE DAME, BATEAUX-MOUCHES

Half-day city sightseeing • Set out on a coach tour of the city. On the Right Bank of the River Seine, see Napoléon's *Arc de Triomphe*, the *Champs-Élysées*, the *Place de la Concorde*, and the exuberant *Opéra Garnier*. On the Left Bank, discover the Eiffel Tower, the Invalides, the Latin Quarter and *Saint-Germain-des-Prés*. Local Guide • A local guide, well-educated and specially-trained on the history and culture of Paris, will accompany your group.

Louvre Museum • Visit the Louvre Museum to explore its restored galleries and their ancient treasures, as well as the modernistic underground galleria beneath I. M. Pei's glass pyramid. You will see Leonardo da Vinci's *Mona Lisa* and the

*Vénus de Milo*, among countless other masterpieces.

Notre Dame Cathedral • Make your way to the *Ile de la Cité*, the very heart of the ancient city which the Romans called Lutetia, for a visit to Notre-Dame. This cathedral has presided over centuries of glorious and somber French history, from its construction in the Middle Ages to the French Revolution and the coronation of Napoléon in 1804 (the 35-year-old upstart crowned himself emperor!). Admire the bas-reliefs, statuary, gargoyles and remarkable rose windows.

Bateaux-Mouches • See Paris transformed into a wonderland like no other during a *Bateaux-Mouches* cruise along the River Seine. Illuminations drive • Your day ends with an illumination drive past the most famous monuments of the French capital.

*Meals included: Breakfast, Dinner*  
*Overnight: Paris*

## DAY 4: EXCURSION TO THE LOIRE VALLEY

Excursion to the Loire Valley • An excursion takes you into the very essence of the history and culture of France. See two of France's loveliest *châteaux*, which define the sophistication of the Renaissance.

Chenonceau Chateau • Visit the castle of Chenonceau, the prettiest of the *châteaux*, reflecting in the waters of the river Cher. A century before Versailles was begun, King Henri II gave this property to his mistress, Diane de Poitiers. On her orders, splendid gardens were added and a bridge was built to link the castle to the other bank of the Cher. The famous gallery erected upon that bridge by Queen Catherine de Medici served as an escape route between Nazi-occupied northern France and unoccupied southern France during WWII. Lunch in Chenonceaux • Enjoy lunch in Chenonceaux, which is included on this excursion. Chambord Chateau • Visit the breathtaking *Château de Chambord*, the largest of them all with its 440 rooms and 80 staircases. At the age of 25, flamboyant King François I decided to build this sumptuous residence, but over the 32 years of his reign he spent only 42 days in Chambord! This is *your* day to admire the park (enclosed by a wall 18 miles long), the grand façade and the

spirals of *le Grand Escalier*, which cross and recross as they rise from the *Salle des Gardes* to a 100-foot turret crowning a roof adorned with 365 chimneys!

*Meals included: Breakfast, Lunch in Chenonceaux, Dinner*  
*Overnight: Paris*

## DAY 5: EXCURSION TO GIVERNY AND VERSAILLES, EIFFEL TOWER ASCENT, EIFFEL TOWER DINNER

Excursion to Giverny and Versailles • Monet's House • You are in the *Normandie* village of Giverny, where Claude Monet lived from 1883 until his death in 1926. Tour his carefully-designed gardens (which include the waterlily pond and the Japanese bridge often featured in his paintings) as well as the artist's famous pink house, a mecca for devotees of Impressionist art. Versailles Castle • A bit of relevant French history today where the Sun King, Madame de Pompadour and Queen Marie-Antoinette all come to life. In this ultimate example of Baroque architecture, you will marvel at the lavish decoration, abundant gilding and exuberant ornamentation, particularly in the Royal Apartments of Louis XIV and in the Hall of Mirrors. Imagine the sense of self-importance that must have inflated the egos of these kings and queens.

Audio-guide headsets are included.

Take a stroll around the Main Gardens. Local Guide • A guide will accompany your during your visit to Versailles.

Eiffel Tower Ascent • Ascend by elevator to the third level of the most famous structure ever built, *la Tour Eiffel* for an unforgettable panorama of Paris.

Dinner on the Eiffel Tower • Ascend by elevator to the third level of the most famous structure ever built, *la Tour Eiffel* for an unforgettable panorama of Paris.

After the ascent, enjoy a three-course dinner at the restaurant *58 Tour Eiffel*, located on the first level of the Eiffel Tower.

*Meals included: Breakfast, Dinner on the Eiffel Tower*  
*Overnight: Paris*

## DAY 6: DÉPARTURE

Depart Paris • *Most* good things must come to an end. Your suitcase full of memorabilia and of photos ready to be processed, you'll arrive home later today, eager to share your discoveries with family and friends.

*Meals included: Breakfast*

Somers High School  
Summer School Data  
2008-2009  
BOE Executive Summary

Twenty-Eight (28) summer school letters were sent out to students who failed one or more classes or needed a better grade due to prerequisite requirements.

Seventeen of those students elected to attend a program over the summer.

5	attended Rockville
10	attended Enfield
2	CREC On-line Course

Fifteen students passed with a C- or better.

CREC courses are still on-going therefore we do not have grades at this time.

The new summer school policy has us sending out letters at the beginning of the 4<sup>th</sup> marking period. We will be contacting all students who are in jeopardy of failing and follow-up with additional contact as the school year closes.

**SOMERS BOARD OF EDUCATION**

Ninth District Road

Somers, CT 06071

[www.somers.k12.ct.us](http://www.somers.k12.ct.us)

**MINUTES OF THE MEETING – August 31, 2009**

**Members Present:** T.Henderson, M.Marquardt, D.Atkinson, A.Kirkpatrick, J.Formeister, T.Potrikus, E.Boucher (arrived at 7:15 p.m.), R.Lees  
**Members Absent:** D.Palmer  
**Administrators Present:** M.Suffredini, B.Boutwell, K.Pezza, G.Cotzin  
**Staff Present:** C.Gustafson  
**Citizens Present:** B.Devlin, J.McNerney, C.Collins, Mary Kay Sloan  
**Students Present:** None in attendance  
**Student Representatives:** None in attendance  
**Others:**

**1.0 CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:09 p.m. by Chairman Henderson in the Mabelle B. Avery Middle School-BOE Board Room.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 APPROVAL OF MINUTES**

**3.1** July 13, 2009 Regular Meeting – It was MOVED (J.Formeister) SECONDED (R.Lees) to approve the July 13, 2009 Board of Education regular meeting minutes as presented.  
PASSED 7-0

**4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS**

**5.0 CORRESPONDENCE**

Chairman Henderson reported receipt of the following:

- A letter from a parent regarding the increase in cost for students to participate in the Ellington cooperative football program.
- A new CABA Directory
- Notification of CABA seminars scheduled for the year.
- Information from CABA regarding their annual awards for excellence.
- A letter from CPR O Heart, LLC regarding automated external defibrillators.

**6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

**7.0 CONSENT AGENDA**

**7.1** Approval of Summer Bills (\$621,845.48)

Questions regarding specific line items were directed to Mr. Boutwell. Mr. Boutwell answered these questions to the Board's satisfaction.

It was MOVED (T.Potrikus) SECONDED (M.Marquardt) to approve the summer bills in the amount of \$621,845.48. PASSED 8-0

Mr. Boutwell stated that a complete budget comparison report will be presented to the Board at the second meeting in September.

Mr. Boutwell stated that all purchase orders that were received in the Business Office were processed; however, the staff was instructed to use only 75% of the amount budgeted for each account unless otherwise directed.

**7.2 Retirement Notification (B.Shea)**

It was MOVED (T.Potrikus) SECONDED (M.Marquardt) to approve the retirement notification submitted by B.Shea effective August 31, 2009. PASSED 8-0

**8.0 NEW BUSINESS**

**8.1 Second Warning/Adoption of DBS Code: 5141.5 Suicide Prevention**

It was MOVED (M.Marquardt) SECONDED (D.Atkinson) to adopt DBS Code: 5141.5 Suicide Prevention as presented. PASSED 8-0

**8.2 Second Warning/Adoption of DBS Code: 6145.21 Extra Class Activities-Interscholastic Competition**

It was MOVED (M.Marquardt) SECONDED (D.Atkinson) to adopt DBS Code: 6145.21 Extra Class Activities-Interscholastic Competition as presented. PASSED 8-0

**8.3 Second Warning/Adoption of DBS Code: 6145.2 Extra Class Activities-Interscholastic Competition.**

It was MOVED (M.Marquardt) SECONDED (D.Atkinson) to eliminate DBS Code: 6145.2 Extra Class Activities-Interscholastic Competition. PASSED 8-0

This policy has been incorporated into DBS Code: 6145.21.

**8.4 Approval of SHS World Language Trip**

SHS World Language teacher, C.Gustafson, informed the Board that the trip to Paris, France had to be cancelled due to low enrollment. Mrs. Gustafson was able to schedule an alternate trip to Quebec City for early February. Mrs. Gustafson presented information about this trip to the Board. The Board will review the information and take action at the September 14th BOE meeting.

**9.0 OLD BUSINESS – None**

**10.0 ADMINISTRATIVE REPORTS**

**10.1 Back-to-School Update**

Dr. Suffredini reported that the opening of school went smoothly with the exception of some bus glitches that will be addressed.

Dr. Suffredini reported that the Commissioner of Education, Dr. McQuillan, spoke at Convocation.

The staff worked with our new Director of Curriculum, Kathleen Pezza, on analyzing the new test data during the August 27 and 28 professional development days.

Dr. Suffredini commended the custodians for the exceptional job they did in getting the buildings ready for opening day.

Dr. Suffredini distributed copies of an update on class sizes.

**10.2** Cooperative Sports

Dr. Suffredini explained to the Board the circumstances that caused Ellington to significantly increase the fee charged to students who participate in the football cooperative program. The program will run this year but may not next year.

Dr. Suffredini reported that the Enfield swim program will be run this year and Somers' students may continue to participate.

**10.3** H1N1 Update

Dr. Suffredini reported that the state recommends that schools stay open if possible and precautions put in place to deal with sick children and parents. The staff was informed at Convocation what precautions will be taken and a packet of information will be sent to parents. Dr. Suffredini asked that the staff be flexible regarding deadlines if a child is out of school due to illness.

Dr. Suffredini will meet with the school nurses to formulate a plan for readmitting students who have been out of school due to illness.

The custodians have been instructed to clean all surfaces well.

**10.4** Summer School Report

Dr. Suffredini and Mr. Cotzin presented a breakdown of this year's summer school enrollment. Twenty-eight students were notified that they failed one or more classes or needed a better grade due to prerequisite requirements. Seventeen of these students elected to attend a program during the summer. Two students took CREC online courses.

The online grades have not been received; however, the students who participated in other programs did very well, passing their courses with a C- or better.

Students who are in jeopardy of failing will be contacted earlier next year.

Dr. Suffredini stated that the district has been promoting the use of CREC online courses; however, the online fee has increased significantly and may not be an affordable alternative for students. Dr. Suffredini will follow-up with Bruce Douglas from CREC to discuss this situation.

Summer School Update will be added to the Board's Reporting Schedule for the first meeting in September to assess how the Summer School Policy is working.

**10.5** Green Cleaning Products

Dr. Suffredini reported that he received a *Summary of 2009 Connecticut Legislative Enactments Affecting the Public Schools and Public Sector Employers* from Sullivan, Schoen, Campana & Connon, LLC. One of the mandates listed in this document, Public ACT 09-81, requires each board of education to adopt a "green cleaning program" for cleaning and maintaining school buildings and facilities with environmentally preferable cleaning products. A written statement of the district's green cleaning program must be available by October 1, 2010 and provided annually to staff and, upon request, to parents and guardians. This notice must also be available on the school websites. This program must be totally implemented by July 1, 2011.

**11.0 COMMITTEE REPORTS**

**11.1 Budget**

B.Boutwell reported that the Account's Payable position has been filled and the person started today.

Mr. Boutwell reported that a total of nine students are attending Cheney Tech this school year. Four of these students are freshmen.

**11.2 Curriculum – No report**

**11.3 Policy**

A meeting will be scheduled for September.

**11.4 Salary & Negotiations**

The committee has received two requests to open negotiations.

**11.5 Planning**

Capital Projects update is due September 14<sup>th</sup> and Long Range Plan requests are due September 28<sup>th</sup>.

**11.6 Other Committees – No Report**

**12.0 OTHER**

**12.1** M. Marquardt reported that there were some incidents that occurred during the high school parking permit “camp out” that need to be addressed. The high school administrators will review these incidents and determine other methods for distribution of parking permits in the future.

**12.2** Chairman Henderson stated that Convocation went very well. The Commissioner's message focused on developing connections and relationships with students.

**12.3** Chairman Henderson introduced BOE candidates Bruce Devlin, John McNerney, Cathy Collins and Mary Kay Sloan who attended the meeting.

**13.0 ADJOURNMENT**

It was MOVED (T.Potrikus) and SECONDED (R.Lees) to adjourn the regular meeting of the Somers Board of Education at 8:05 p.m. PASSED 8-0

Respectfully submitted,

Debra Atkinson, Secretary  
Joan Jaquith, Recording Secretary

These minutes are not official until approved at a subsequent meeting.