

BOE Meeting Template
Monday, October 26, 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 2
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
 - 1. Building/Department Goals Presentation 6
A presentation on building/department goals as submitted by the building administrators will be made. The administrators will be available to respond to any questions.
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
 - 1. Approval of Bills - \$284,535.01 24
8. NEW BUSINESS
 - 1. First Warning of DBS Code: 3541.21 - Transportation 32
Transportation-related policies were recently reviewed by the BOE Policy Committee and Bill Boutwell, Director of Business Services. As a result changes were recommended for approval by the board. Second warning/adoption will be included on the 11/9/09 agenda.
 - 2. Approval of Long-Range Plan Requests 33
The long-range planning subcommittee has met with the administration to review the items submitted for the new Long-Range Plan. The plan presented this evening has been reviewed and finalized for approval. Any questions that board members may have can be asked at the meeting.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
 - 1. SHS Exit Surveys 41
Gary Cotzin, SHS Principal will give an overview of the SHS exit survey conducted last spring. Questions can be asked by board members at the meeting. Should anyone need specific information feel free to request it and we will get it for you.
11. COMMITTEE REPORTS
 - 1. Budget
 - 2. Curriculum
 - 3. Policy
 - 1. DBS Code 3541.3, 3541.4, 3541.34, 5117.1 43
The legal references for these policies have been updated as recommended by CABA. No action is required.
 - 4. Salary & Negotiations
 - 5. Planning
 - 6. Other Committees
12. OTHER
13. EXECUTIVE SESSION - Negotiations
14. ADJOURNMENT
15. 10/26/09 Minutes 47

SOMERS BOARD OF EDUCATION

Ninth District Road

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING –October 14, 2009

Members Present: T.Henderson, M.Marquardt, D.Atkinson, A.Kirkpatrick, J.Formeister, E.Boucher, R.Lees, D.Palmer
Members Absent: T.Potrikus
Administrators Present: M.Suffredini, B.Boutwell, K.Pezza, R.Riola, N.Barry, P.Collin, G.Cotzin
Staff Present:
Citizens Present: J.McNerney, C.Manning, C.Nason
Students Present: A.Reutter, K.Tomes, T.Gay, B.Krzynawek, J.Wiese, M.Nason, K.Suschana
Student Representatives: None in attendance
Others:

Note: The above list does not reflect all those who were in attendance.

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:01 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 September 28, 2009 Regular Meeting – It was MOVED (M. Marquardt) SECONDED (D. Atkinson) to approve the September 28, 2009 Board of Education regular meeting minutes as presented. PASSED 8-0

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

Cathie Manning addressed the Board to ask about a suggestion made previously for Board of Finance and Board of Education meetings to be held on different dates. Discussion was held regarding the difficulties of changing the Board of Education meeting schedule. Chairman Henderson will contact the Board of Finance to inquire further.

4.1 CMT/SAT/CAPT Results

Director of Curriculum, K. Pezza, provided an overview of the 2008-2009 CMT/SAT/CAPT/ACT results. CMT results often fell below the DRG's goal and proficient categories in reading, writing and math at the elementary levels, with improvements made throughout the middle school grades. Tenth grade CAPT scores generally meet or exceed DRG comparisons. Average SAT scores far exceed state and national comparisons. ACT scores exceed state comparisons.

K. Pezza described the efforts currently being made to enhance results, particularly at the elementary levels. Professional development is now available once per month for staff in the area of literacy. Software is now being used that provides immediate assessment after testing students on standardized testing strands to further identify individual student issues in a more timely manner. Growth in math at the elementary levels has been realized after

implementation of a new math program. Efforts toward enhancing results will continue to be a focus of the district.

5.0 CORRESPONDENCE

Chairman Henderson reported receipt of the following:

- A bus stop appeal request.
- A letter from the Ellington/Somers Football Boosters requesting financial assistance.
- Information regarding the 2009 CABA convention.

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

It was MOVED (D. Palmer) SECONDED (M. Marquardt) to add the request for financial assistance from Ellington/Somers Football Boosters to the agenda under item 8.4. PASSED 8-0

7.0 CONSENT AGENDA

7.1 Approval of 10/1/09 Bills (\$2420.67)

It was MOVED (R. Lees) SECONDED (D. Palmer) to approve the 10/1/09 bills in the amount of \$2420.67. PASSED 8-0

Approval of 10/6/09 Bills (\$123,569.41)

It was MOVED (R. Lees) SECONDED (D. Palmer) to approve the 10/06/09 bills in the amount of \$123,569.41. PASSED 8-0

8.0 NEW BUSINESS

8.1 Second Warning/Adoption of DBS Code: 2120 Organization Chart

It was MOVED (R. Lees) SECONDED (E. Boucher) to approve DBS Code 2120 as presented. PASSED 8-0

8.2 Second Warning/Adoption of DBS Code: 9120 Officers

It was MOVED (M. Marquardt) SECONDED (D. Palmer) to approve DBS Code 9120 as presented. PASSED 8-0

8.3 BOE 2010 Meeting Schedule

The 2010 BOE meeting schedule has been formed in accordance with DBS Code 9321 and past practice. Meetings are held at 7:00 p.m. in the MBA BOE meeting room unless specified otherwise on the meeting agenda.

It was MOVED (D. Palmer) SECONDED (E. Boucher) to approve the BOE meeting schedule as presented. PASSED 8-0

8.4 Ellington/Somers Football Boosters Request

Due to budget concerns, the Town of Ellington is seeking financial assistance in the amount of \$7,000 to cover next seasons' expenses. Participants were required to pay an additional \$250 (a total of \$500) this year to cover this seasons' expenses. Discussion was held and both support for the program and concerns over the cost during these uncertain economic times were raised. It was determined that the Board would table the issue and make a final decision during the next budget cycle. Dr. Suffredini will obtain information on how the other cooperative sports programs the district is involved with are operating so that comparisons can be made at the time of decision. Chairman Henderson will respond to the Boosters.

9.0 OLD BUSINESS – None

10.0 ADMINISTRATIVE REPORTS

10.1 Superintendent’s Report

10.1.1 Open Choice Academic and Social Supports Grant

Dr. Suffredini reported that Director of Curriculum, Kathleen Pezza, has sought and received an Open Choice Academic and Social Supports grant in the amount of \$26,850. The grant will be used to support Open Choice and resident students in four major areas including an after school mentor program, professional development, cultural awareness assemblies, and supplies and bussing. Dr. Suffredini thanked K. Pezza for her efforts.

10.1.2. BOE ROOM Audio System

An outline of a proposed audio system for the BOE meeting room as provided by Peter Stone, Media Specialist, was reviewed and discussed. The system he is proposing can be installed either permanently or used as a portable system. Some of the components from the SHS board room can be used, but new equipment is also required.

The Board requested further research be conducted on other available options, including any wireless options. Dr. Suffredini will follow-up.

10.2 Enrollment 10/1/09

The enrollment figures reflect a drop in enrollment by four students, two at SES and two at SHS. The changes are due to families moving out of town. Dr. Suffredini stated that actual birth rates were 50% of the 2006 state projected birth rates for Somers. This trend may continue and, therefore, impact future enrollment rates.

11.0 COMMITTEE REPORTS

11.1 Budget

Mr. Boutwell reported no significant changes in the budget at this time.

11.2 Curriculum

No report.

11.3 Policy

The Policy Committee will meet on October 15th.

11.4 Salary & Negotiations

A meeting with the SAA will be held on October 15th. Two meetings are scheduled to be held next week with the SESA. The SESA has provided two proposals to date on contract language only.

11.5 Planning

The committee met prior to the regular BOE meeting. A final long range plan will be prepared and included on the next agenda for a vote.

11.6 Other Committees – No Report

12.0 OTHER

12.1 Chairman Henderson asked about the statement regarding adjustments that would be made to ECS funding on a letter received by the district from the State Department of Education. Mr. Boutwell explained that each year, after final expenditures have been made, the ECS funding is adjusted by the State. Adjustments usually amount to approximately \$10,000.

12.2 Chairman Henderson reported on a request by the Citizens for Somers Educational Excellence for the BOE to hold a discussion forum to allow for a more informal discussion on topics of interest. Chairman Henderson suggested a forum be held with new board members after they have had some time in position, potentially in February. This would provide an opportunity to discuss budget issues.

12.3 Chairman Henderson mentioned the beer/wine/food tasting event being held on Saturday, October 17th by the Somers Education Foundation.

13.0 ADJOURNMENT

It was MOVED (R. Lees) and SECONDED (M. Marquardt) to adjourn the regular meeting of the Somers Board of Education at 8:26 p.m. PASSED 8-0

Respectfully submitted,

Debra Atkinson, Secretary

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

Somers Public Schools

Building and Department Goals 2009-2010 Academic Year

An Overview of the Strategic Plan and Building/Department Goals

	Goal 1 Linking Local and State Programs	Goal 2 Technology Integration
SES	✓	
MBA	✓	✓
SHS	✓	
Technology and Info. Services		✓
Pupil Services and Curriculum	✓	

Somers Elementary School Building Goal: 2008-2010

To align instruction with the Connecticut Mastery Test's strands and objectives by focusing on writing across all curricular areas in order to improve student achievement.

Rationale

- 2009 CMT scores indicate a need to improve student performance in the area of writing
- Single focus on writing will improve student performance in other academic areas, such as reading

Indicators of Success

- Improved scores over time: formative & summative
- Teachers aligning professional goals with building goal
- Monthly assessment data on writing prompts & question stem responses
- Collaboration of teachers to address student needs & develop strategies to improve student learning and performance
- Increased endurance during writing prompt time
- Trimester Data Analysis Review with grade level teams

Mabelle B. Avery Middle School

Broad Goal: 2009-2010

To effectively build strategies, interventions and assessments to address individual students academic needs through a proactive process which promotes Scientifically Research Based Instructional (SRBI) practices.

Rationale

- CMT scores remain solid with continued improvement 6 to 8; analysis shows need to address individual students that fall below goal
- SRBI's three tiered framework model
 - Tier 1: Differentiated Instruction; Universal Screening (CBAS)
 - Tier 2: Progress Monitoring (EasyCBM.com); Intervention (SMART goals); 6 weeks review
 - Tier 3: More intensive interventions; instructional programs

Indicators of Success

- Improved scores over time through progress monitoring of students through CBAS; easycbm.com; other programs and assessments
- Grade level and vertical data teams for individual students will monitor progress and adjust instruction and goals
- CMT analysis 2010-2011

Somers High School Building Goal

To improve student achievement through the use of differentiated instruction (DI), data analysis and/or common formative assessments (CFA) within the classroom.

Rationale

- Enable teachers to diversify their instruction in order to meet the needs of all students in the classroom
- Not all students in a given class acquire the same knowledge at the same rate in the same way
- Should provide our students with needed elements to perform better on national, state and local assessments.
- Common formative assessments will enable teachers to gather relevant data thus aiding teachers in creating lessons using the differentiated instruction model that will incorporate targeted areas of need

Indicators of Success

- An increase in overall student achievement as measured by state and local assessments:
 - CAPT
 - SAT Exams
 - AP Exams
 - Mid-Term/Final Exams
 - Student academic improvement in the classroom

Technology and Information Services Goal

To work with the 4-12 staff, students, and parents to successfully implement and manage the Somers Parent Portal. The portal promises to be a great asset for all stake holders and it is important that we address and resolve all issues so that the resource has maximum impact on student learning.

Rationale

- PowerSchool Parent Portal gives stakeholders access to real-time attendance, grades and detailed assignment descriptions.
- Everyone stays connected
 - Students stay on top of assignments
 - Parents are able to participate more fully

Indicators of Success

- Positive feedback from stakeholders
- Steady increase in use of portal

Pupil Services/Curriculum Goal

To develop and implement an effective Response to Intervention process that ensures a continuum of support to maximize the learning of all students.

Continuum of Support

Tier 3 Intensive
1-7% of students with
Specialized/Individual
Support System

Tier 2 Intervention
5-15% of students needing
Supplemental, Small Groups

Tier 1
80-90% of students supported by
District, School-Wide, & Classroom Systems

Individual Sup

School-Wide

Rationale

- Overall state test score data indicates a need to more efficiently and effectively meet students' academic and behavioral needs
- Need to maximize human and monetary resources

Indicators of Success

- Increase in overall student achievement as measured by state and local assessments
- Decrease number of inappropriate referrals to special education

Somers Board of Education General Budget Treasury Warrant

Report # 2369

Check Batch: 943
 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
---------	---------	------------	-------------	-------------	----------------------	-----------------

Approved by:  Date: 10/14/09
 William B. Boutwell, Director of Business Services

943	394	10/14/2009	V54065	Thomas R Mehl
-----	-----	------------	--------	---------------

	0.00	2,350.00
Totals:	0.00	\$2,350.00

1 Check Listed.

Somers Board of Education General Journal Register

Report # 2371
Batch: 943
Transaction: N/A
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
943	\$2,350.00	Posted	lbergamini	10/14/2009	lbergamini	10/14/2009

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
October, 2010						
Generated Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			2,350.00	0.00
	10-000-0-0-99-000-101-00-0-00000	GENERAL FUND CASH	Yes		0.00	2,350.00
					Total Generated Distributions	\$2,350.00
					Total for October, 2010	\$2,350.00
					Grand Total for Batch # 943	\$2,350.00

1 Transaction Listed.

Somers Board of Education General Budget Treasury Warrant

Report # 2526

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	416	10/26/2009	V02186	Flinn Scientific, Inc.	0.00	30.31
	417	10/26/2009	V02461	Michael N. Fulco, Ph.D	0.00	3,000.00
	418	10/26/2009	V54081	Graduate Pest Solutions	0.00	135.00
	419	10/26/2009	V53761	GraybaR	0.00	605.60
	420	10/26/2009	E00126	Grenier, Lisa	0.00	41.80
	421	10/26/2009	V60071	Hampden Engineering	0.00	350.00
	422	10/26/2009	V51232	Hartford Hospital	0.00	16,821.00
	423	10/26/2009	V01109	HASA WINDSOR LOCKS SCHOOLS	0.00	350.00
	424	10/26/2009	V60070	Healthcheck Systems Inc.	0.00	192.55
	425	10/26/2009	V60090	High Grade Gas Service, Inc	0.00	1,114.76
	426	10/26/2009	V54063	HSABank	0.00	9.00
	427	10/26/2009	V52848	Intensive Education Academy, Inc.	0.00	3,147.00
	428	10/26/2009	V00999	J.W. Pepper & Son, Inc.	0.00	57.24
	429	10/26/2009	V02206	John's Lock Shop	0.00	1,701.74
	430	10/26/2009	E00170	Kenneson, Elizabeth	0.00	140.00
	431	10/26/2009	V02035	Lloyd's Power Equipment	0.00	51.05
	432	10/26/2009	V60063	Mar.Co Products, Inc.	0.00	80.03
	433	10/26/2009	V54159	Vernon Printing Co, Inc.	0.00	63.00
	434	10/26/2009	E00447	Mozak-Pezza, Kathleen	0.00	135.00
	435	10/26/2009	V01013	NASCO Fort Atkinson	0.00	140.30
	436	10/26/2009	V01911	NATCHAUG HOSPITAL SCHOOL PROGRAM	0.00	10,800.00
	437	10/26/2009	V54465	Nationwide Envelope Co.	0.00	384.80
	438	10/26/2009	V02444	NELSON JR PHD, W. J.	0.00	1,200.00
	439	10/26/2009	E00247	Oliver, Jennifer	0.00	37.95
	440	10/26/2009	V00206	Pearson Education, Inc.	0.00	550.46
	441	10/26/2009	V00206	Pearson Education, Inc.	0.00	316.94
	442	10/26/2009	V60068	Pro-Ed, Inc.	0.00	172.70
	443	10/26/2009	V53356	ProCom Telecommunications Corp	0.00	970.50
	444	10/26/2009	V02834	R. PETTEE ELECTRIC	0.00	2,171.43
	445	10/26/2009	V60086	Regional School District #17	0.00	24.00
	446	10/26/2009	E00288	Roberts, Steven	0.00	71.13
	447	10/26/2009	V01292	School Specialty, Inc.	0.00	21.70
	448	10/26/2009	E00300	Selley, Su	0.00	55.00
	449	10/26/2009	V60056	Sexauer	0.00	24.80
	450	10/26/2009	V60031	SNE Building Systems	0.00	843.00
	451	10/26/2009	V02404	Somers Ace Hardware	0.00	756.55
	452	10/26/2009	V00886	Somers Lunch Program	0.00	10.50

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	453	10/26/2009	V02225	Staples Credit Plan	0.00	54.78
	454	10/26/2009	E00321	Sudarsky, Dana	0.00	20.71
	455	10/26/2009	V60022	Sunshine Discount Crafts	0.00	67.75
	456	10/26/2009	V02183	Super Duper Publications	0.00	185.00
	457	10/26/2009	M02015	T. J. Conway Company	0.00	267.00
	458	10/26/2009	V52968	Tech Depot	0.00	182.80
	459	10/26/2009	V54356	Tyler Technologies, Inc.	0.00	10,660.18
	460	10/26/2009	V00766	Valley Communications Systems, Inc.	0.00	192.00
	461	10/26/2009	V53413	W. B. Mason	0.00	26.56
Totals:					0.00	\$284,535.01

67 Checks Listed.

Somers Board of Education General Journal Register

Report # 2531
Batch: 969
Transaction: N/A
Show Summary Only: Yes

Batch # 969	Control Total \$284,535.01	Status Posted	Created By lbergamini	Created On 10/19/2009	Last Updated By lbergamini	Last Updated On 10/21/2009
----------------	-------------------------------	------------------	--------------------------	--------------------------	-------------------------------	-------------------------------

General Ledger Distribution Summary						
Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits	
October, 2010						
Generated Distributions						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			25,224.31	0.00	
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	25,224.31	
	Total Generated Distributions			\$25,224.31	\$25,224.31	
User-Entered Distributions						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	284,535.01	
10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			140.30	0.00	
10-100-2-2-08-242-611-01-5-01580	SES - WORLD LANGUAGE			21.70	0.00	
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			19.33	0.00	
10-100-2-2-30-242-611-01-5-00208	K-5 - SOCIAL STUDIES SUPPLIES			88.46	0.00	
10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			57.24	0.00	
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			30.31	0.00	
10-120-9-9-98-241-611-01-5-00160	SP ED - GENERAL SUPPLIES			26.56	0.00	
10-120-9-9-98-243-611-01-5-01002	SP ED - TESTING			1,225.10	0.00	
10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			4,200.00	0.00	
10-212-2-4-46-242-611-02-5-00178	HS - GUIDANCE SUPPLY			59.12	0.00	
10-214-2-3-56-242-611-07-5-01027	SW - SCHOOL PSYCHOL. SUPPLIES			80.03	0.00	
10-221-1-2-50-251-580-05-5-00260	K-5 - PRINCIPAL'S TRAVEL			37.95	0.00	
10-221-1-3-50-251-580-05-5-00263	MA - TRAVEL/IN-SERVICE			140.00	0.00	
10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			74.80	0.00	
10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			103.95	0.00	
10-222-2-5-14-233-611-03-5-00150	SW - COMPUTER SOFTWARE			58.00	0.00	
10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			667.00	0.00	
10-231-1-5-74-134-590-10-5-00049	B.O.E. - PRINTING			111.00	0.00	
10-231-1-5-74-134-690-10-5-00047	B.O.E. - SUPPLIES			10.50	0.00	
10-232-1-5-50-137-810-05-5-00057	CO - INSTITUTIONAL DUES			693.40	0.00	
10-232-1-5-72-251-580-05-5-00271	CO - TRAVEL/IN-SERVICE			214.00	0.00	
10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES			33.79	0.00	
10-259-1-5-72-123-590-04-5-00019	CO - FORMS & PRINTING			447.80	0.00	
10-260-1-5-64-642-530-04-5-01217	SW - COMMUNICATION SUPPLIES			1,576.10	0.00	
10-260-5-2-62-722-430-08-5-01141	K-5 BUILDING REPAIRS			4,222.61	0.00	

Somers Board of Education General Journal Register

Report # 2531

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
969	\$284,535.01	Posted	lbergamini	10/19/2009	lbergamini	10/21/2009
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			291.79	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			126.70	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			572.89	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			114.78	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE			1,466.75	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			50.00	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			1,227.00	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			78.04	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			737.51	0.00
10-260-5-6-62-722-430-08-5-00467		SW - GENERAL PAINT			19.04	0.00
10-260-5-6-62-722-430-08-5-00471		SW - FIRE ALARMS & BELLS			720.00	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			135.00	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			418.60	0.00
10-260-5-6-62-722-430-08-5-00886		SW - PLUMBING SUPPLIES			24.80	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			2,982.93	0.00
10-260-5-6-64-630-620-05-5-00357		MAINTENANCE - FUEL #2			300.26	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			3,108.63	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			166.44	0.00
10-260-5-6-64-643-690-05-5-00369		K-5 - PROPANE GAS			343.92	0.00
10-260-5-6-64-643-690-05-5-00371		MA - PROPANE GAS			352.03	0.00
10-260-5-6-64-643-690-05-5-00372		HS - PROPANE GAS			418.81	0.00
10-260-5-6-64-722-690-05-5-00373		SW - WATER			1,964.11	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			8,160.18	0.00
10-260-6-9-62-722-590-08-5-00453		SW - SOFTWARE MAINT CONTRACTS			2,500.00	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE			5,205.00	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			13,596.54	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,178.29	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE			5,373.81	0.00
10-280-6-5-82-820-200-13-5-01185		SW - HEALTH MAINTENANCE ORG.			50,721.77	0.00
10-280-6-5-82-820-200-13-5-01186		SW - PREFERRED PROVIDER ORG.			97,105.91	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			3,603.53	0.00
10-320-7-3-42-880-690-06-5-00594		MA - ATHLETIC SUPPLIES			192.55	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			1,034.96	0.00
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET			27,728.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			30,768.00	0.00
10-613-9-9-88-955-561-14-5-01144		SPED-OUT-OF-STATE PLACEMENTS			6,407.39	0.00
Total User-Entered Distributions					\$284,535.01	\$284,535.01

Somers Board of Education General Journal Register

Report # 2531

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
969	\$284,535.01	Posted	lbergamini	10/19/2009	lbergamini	10/21/2009
					Total for October, 2010	\$309,759.32 \$309,759.32
					Grand Total for Batch # 969	<u>\$309,759.32</u> <u>\$309,759.32</u>

127 Transactions Listed.

NON-INSTRUCTIONAL OPERATIONS:

Transportation:

Responsibilities and Duties of Board of Education:

The Board of Education shall comply with state law by providing reasonable transportation for school children.

Negotiations for the bus contract shall be delegated to the Superintendent or his designee, except that an Ad Hoc Committee of the Board may be appointed, if requested by the Chairman or Superintendent, to aid in negotiations. Final selection of the bus contractor will be made by the Board of Education.

Bus contracts may be for a maximum period of five years, subject to renegotiation.

~~When specifications for bus contracts are drawn up, the age of buses that are to be used shall be specified.~~

~~Bus contracts shall be figured on a minimum base mileage. All additional mileage shall be computed at a definite rate per mile.~~

The Board may award bus contracts to one or more contractors.

<u>Legal Reference:</u>	<u>Connecticut General Statutes</u>
	<u>10-186 Duties of local and regional boards of education</u>
	<u>10-220 Duties of boards of education</u>
	<u>14-275 Equipment and color of school buses</u>
	<u>14-275a Use of standard school bus required, when.</u>
	<u>14-275b Transportation of handicapped students</u>
	<u>14-275c Regulations re school buses and motor vehicles used to transport special education students.</u>
	<u>14-276a (c) Town/school district may require its school bus operators to have completed a safety training course.</u>
	<u>14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles.</u>
	<u>United States Code, Title 49</u>
	<u>2717 Alcohol and controlled substances testing (Omnibus Transportation Employee Testing Act of 1991)</u>

Adopted: September 8, 1980

Revised: November 27, 2000

FALL 2009 LONG RANGE PLAN SUMMARY

	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
Staffing	\$32,000	\$0	\$30,000	\$0	\$0
Textbooks	\$86,000	\$83,000	\$80,000	\$80,000	\$80,000
Programs	\$104,400	\$6,100	\$9,500	\$99,300	\$8,200
Facilities/Capital Planning	\$127,000	\$34,200	\$118,900	\$258,500	\$93,200
Equipment/Technology	\$113,500	\$113,500	\$134,800	\$141,600	\$155,000
Total	\$462,900	\$236,800	\$373,200	\$579,400	\$336,400

SHS Roof (20 yrs) original

590,000-1,155,000

Somers Public Schools
Long-Range Plan – FY2011-FY2015

Textbooks

School/Department: Curriculum Date: Fall 2009

<u>Item/Project</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
Mathematics	35,000	31,000	6,000		
English/Language Arts	5,000		40,000	55,000	20,000
Science					26,000
TIDE	3,000	12,500		13,500	4,000
World Language					
Social Studies	13,000	3,500			22,000
Physical Education					
Art	5,000	7,000	6,500		
Music	5,000	7,000	6,500		
Business		5,000	7,000		
Food Service	4,000	2,000		6,500	
Health/Life Skills	5,000	4,000	3,000		3,000
Guidance		3,000	6,000		
Replacement	5,000	5,000	5,000	5,000	5,000
SUBTOTAL	80,000	80,000	80,000	80,000	80,000
Test Protocols	6,000	3,000			
TOTAL	86,000	83,000	80,000	80,000	80,000

Somers Public Schools
Long-Range Plan – FY2011-FY2015

Facilities/Capital Planning

School/Department: _____ Date: Fall 2009

<u>Item/Project</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
SES Media Center Floor Replacement					
SES Office Floor Replacement	6,000				
SES Classroom Floor Replacement (7 areas)		3,000	3,000	3,000	
SES Gym Doorway		7,000		5,000	
SES Courtyard Doorway			3,500		
SES Security Camera	2,000				
SES Bleacher Replacement			50,000		
SES Media Center Roof	78,000 (see note below)				
SES Gym Roof				182,000 (see note below)	
SES Auditorium Screen		8,200			40,000
SES Auditorium Air Conditioning					
SES Media Center Air Conditioner	25,000				
SHS Art (tables/chairs)					
SHS Food Service (oven/refrigerator)			1,100	3,500	1,500
SHS Science (1992 classrooms)				6,000	6,000
SHS Baseball Field				3,000	
SHS Unified Sports Program			30,000		
SHS Outdoor Bleachers				40,000	5,700
SHS Wrestling Mats			14,300		40,000
SW Digital Sound Field Systems		16,000			
SW Network Upgrade (2018 \$50,000)	16,000			16,000	
TOTAL	127,000	34,200	118,900	258,500	93,200
SHS Roof			590,000-1,155,000		

Somers Public Schools
Long-Range Plan – FY2011-FY2015

Facilities/Capital Planning

SES Media Center & Gym Roofs
\$132,000 previously approved funding

	<u>Cost</u>	<u>Funded</u>	<u>Addtl Funding</u>
Media Center	\$78,000	\$78,000	\$0
Gym	\$182,000	\$54,000	\$128,000
Total	\$260,000	\$132,000	\$128,000

Replacement of Additional Roof Components (based upon Dept of Ed 20 yr life reimbursement)

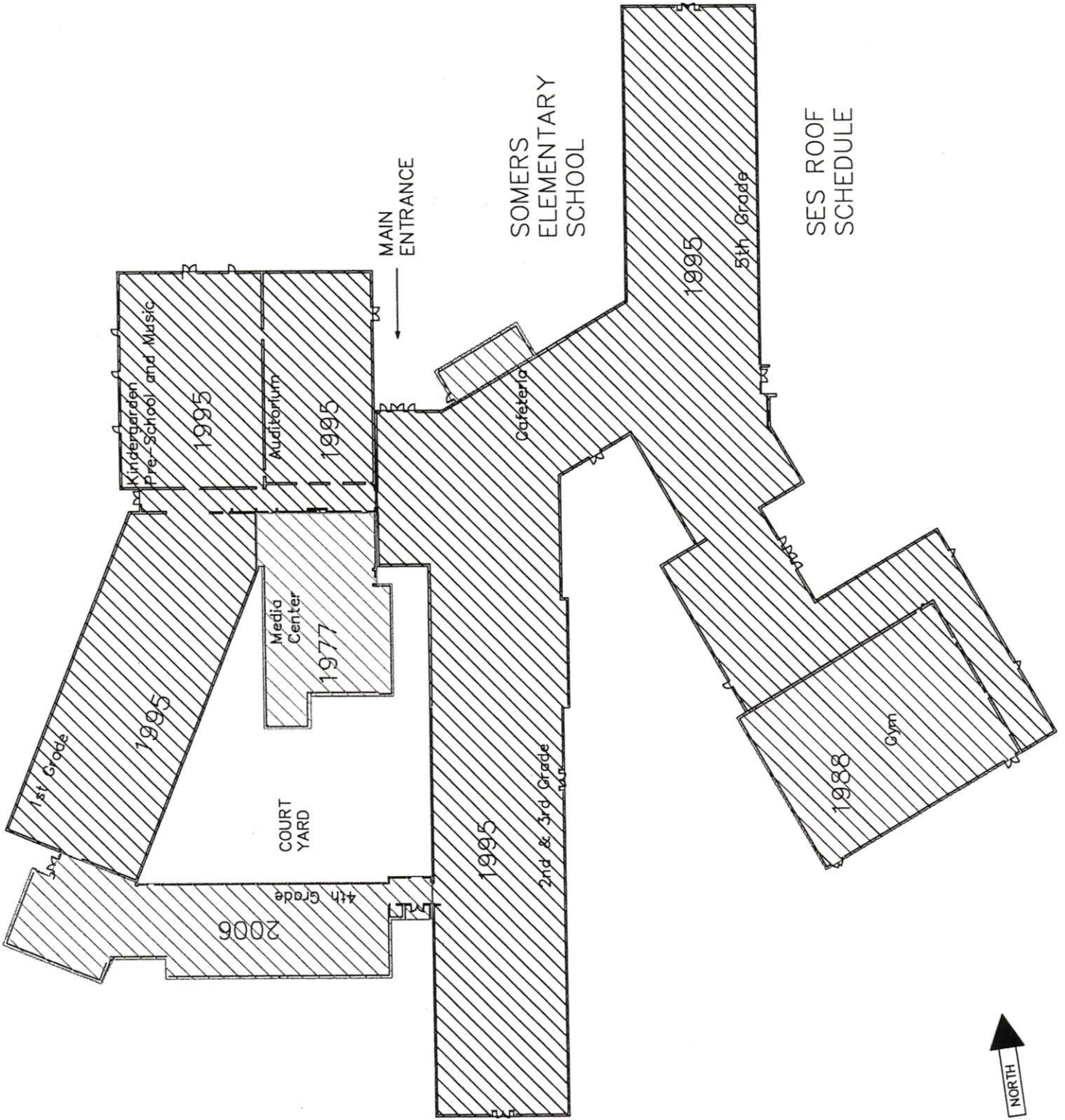
SES (see attached diagram)
 2015-16 1st/2nd/3rd/5th grades; kindergarten/preschool/music/auditorium; cafeteria/office
 2026-27 4th grade

MBA
 2019-20 middle school
 2026-27 central office

SHS
 2012-13 original (cost range included in table above)
 2026-2027 addition

SOMERS
ELEMENTARY
SCHOOL

SES ROOF
SCHEDULE



MAIN
ENTRANCE

Kindergarten
Pre-School, and Music
1995

Auditorium
1995

Media
Center
1977

Cafeteria
1995

1st Grade
1995

COURT
YARD

2006
4th Grade

1995
2nd & 3rd Grade

1988
Gym

1995
5th Grade



Somers Public Schools
Long-Range Plan – FY2011-FY2015

Equipment/Technology

School/Department: _____ Curriculum _____ Date: Fall 2009

Item/Project	FY2010-11	FY2011-12	FY2012-13	FY2013-14	FY2014-15
MBA Classroom Projectors			4,800		
SHS PE/Health (fitness rm/heart monitors)			8,000	10,400	8,000
SHS Social Studies (cameras/printers)			200	600	
SHS Art (clay wheels/printers)			3,600	3,600	3,600
SHS Food Service (stove/chairs/tables)			1,200	5,700	3,100
SHS Science (microscopes/scales/software)			1,100	3,300	3,300
SHS English (CD players)				200	200
SHS Math (software/projectors)			1,000	2,000	2,800
SHS Music (instruments)			2,800	1,300	6,000
SHS English Writing Lab					12,000
SHS Classroom Projectors, DVD/VCR			1,000	3,400	4,900
SHS Smartboards	1,100	1,100	1,100	1,100	1,100
SHS CCC (computers)	2,400	2,400			
SW Computer Replacement	80,000	80,000	80,000	80,000	\$80,000
New Technology	SES 15,500 SHS 14,500	30,000	30,000	30,000	30,000
TOTAL	113,500	113,500	134,800	141,600	155,000



From the desk of:
Gary M. Cotzin
Principal, Somers High School
Phone: 860.749.2270 x4103
Email: gary.cotzin@somers.k12.ct.us

“One School, One Voice, One Belief, One Outcome”

Memorandum

To: Somers Board of Education
Dr. Maynard Suffredini, Superintendent of Schools

From: Gary M. Cotzin

Re: Senior Exit Survey 2009

Attached you will find the senior exit survey for the class of 2009. Over the past year, a group of staff members, with input from all departments, worked to modify the existing survey so that it could provide us with greater pinpoint data. This is our second year using the new Naviance program. The overall results were fairly consistent and appropriate conclusions could be garnished from those that completed the process. The survey has been disseminated to all departments. They have been asked to review the data and incorporate the findings accordingly. I have summarized some of the results below.

This year, we completed an on-line alumni survey that will reach out to former students one and two years removed from high school. We expect to send out this new survey in January with a follow-up over the summer. This will enable us to make conclusions about our efforts to prepare students for post-secondary life.

Strengths:

- 96.4% of our students felt safe in the building. Bullying does not seem to be an issue and school spirit is alive and well.
- Extra-curricular activities, teacher respect and overall student satisfaction scored very well on the survey.
- Students rarely or never experienced discrimination, in any form, at Somers High School.
- All departments received favorable reviews by our students though none reached the excellent (5) level.

- Most students agree or strongly agree that the core concepts are being taught with clarity.
- 94% of those surveyed felt that teachers had high expectations for them. 68% felt teachers were accessible to them.
- The media center and the health center received good marks on the survey.
- Majority of respondents felt that we prepared them well for post-secondary life and that the school's Mission and Expectations were met.

Areas for Consideration:

- 65% of our seniors worked 8 hours or more per week. 19% worked more than 17 hours per week. However, they did not feel this hindered their success at school.
- Most questions were answered with agreement but the number responding with strong agreement was lower than we would have liked.
- 69% of our students reported never using the CCC website. Teacher web pages were also not being accessed to the degree we would like to see (53%).
- 75% feel that alcohol is an issue amongst students with 18% reporting it to be a serious problem. However, these numbers are down from the previous year.
- 53% reported that academic dishonesty is a problem with 18% stating the problem is serious. Cheating on tests was highly noted by respondents.
- 73% felt the work was somewhat challenging while 17% felt challenged all the time.
- Although all academic departments received favorable scores, very few of the focus areas within the department received an average score of 4 or greater. This is a decrease from last year. However, 36 more students completed the survey this year.

10-220c Transportation of children over private roads. Immunity from liability.

10-221 Development of policy for reporting complaints re school transportation safety. Reporting of accidents at school bus stops.

10-273a et seq. Reimbursement for transportation to and from elementary and secondary schools.

10-280a Transportation for students in non-profit private schools outside school district.

10-281 Transportation for students in non-profit private schools within school district.

Chapter 248 Vehicle Highway Use

14-275a Use of standard school bus required, when.

14-275b Transportation of handicapped students

14-275c Regulations re school buses and motor vehicles used to transport special education students.

14-280 Letters and signals to be concealed when not used in transporting children. Signs on other vehicles.

Adopted: September 8, 1980

Reviewed: December 18, 2000

Revised: October 13, 2009

NON-INSTRUCTIONAL OPERATIONS:

Non-Public School Transportation:

The Somers Board of Education may provide transportation to accredited non-public elementary and/or secondary schools located out of the district, providing requests for such transportation satisfy the following criteria:

1. There is no additional cost to the Board of Education.
2. School of destination is on direct route of regular bus routes.
3. IN EXPLANATION: At the discretion of the Superintendent, availability of transportation to East Catholic shall be on a seats available basis on the regular bus route going directly to Howell Cheney Regional Vocational Technical School.

Legal Reference: Connecticut General Statutes
10-280a Transportation for students in nonprofit private schools outside school district.
10-281 Transportation for students in nonprofit private schools within school district.

Adopted: December 22, 1980
Reviewed: December 18, 2000
Revised: October 13, 2009

NON-INSTRUCTIONAL OPERATIONS:

Transportation Equipment:

No buses or other transportation vehicles shall be used for transporting school children to and from school or on school-sponsored activities which do not conform to the requirements of law and the regulations of the Commissioner of Education except as otherwise provided in law.

Legal Reference:

Connecticut General Statutes

14-257 Crowded seats; riders on outside of vehicle. Aisle seats.

14-262 Width and length of vehicles.

14-273 Operation of public service motor vehicles

14-274 Hours of operation of public service and commercial motor vehicles

14-275 Equipment and color of school buses et al.

Adopted: September 8, 1980

Reviewed: October 16, 2000

Revised: October 13, 2009

SOMERS BOARD OF EDUCATION

Ninth District Road

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING –October 26, 2009

- Members Present:** T.Henderson, M.Marquardt, D.Atkinson, A.Kirkpatrick, J.Formeister, E.Boucher, R.Lees, D.Palmer, T.Potrikus (attended BOF meeting prior to the BOE meeting - arrived at 7:53 p.m.)
- Members Absent:**
- Administrators Present:** M.Suffredini, K.Pezza, P.Collin, J.Morrow, J.Oliver, R.Riola, N.Barry, S.Muirhead, G.Cotzin, B.Boutwell (attended BOF meeting prior to the BOE meeting - arrived at 7:53 p.m.)
- Staff Present:**
- Citizens Present:** C.Collins, E.Beebe, D.Jones, C.Manning, J.Griger
- Students Present:** M.Simons, R.Donovan, K.Richards, N.Wylot, J.Folger, A.White, J.Piscottano, D.Bell, T.Geas, G.Ficara, S.Ladue, T.Anderson, L.Furnari, J.Liquori
- Student Representatives:** None in attendance
- Others:**

Note: The above list does not reflect all those who were in attendance.

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:03 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** October 14, 2009 Regular Meeting – It was MOVED (A.Kirkpatrick) SECONDED (M.Marquardt) to approve the October 14, 2009 Board of Education regular meeting minutes as amended. PASSED 8-0

The October 14, 2009 BOE Regular Meeting minutes were amended as follows:

11.4 Delete “The SESA has provided two proposals to date on contract language only.”

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

4.1 Building/Department Goals Presentation

Administrators and directors presented their building and department goals highlighting the areas of focus for 2009-2010. All building and department goals are aligned with the Strategic Plan.

SES continues to work on their two-year goal focusing on improving student writing. Teachers are aligning their professional goals with the building’s goals. The 2009 CMT scores indicate a need to improve student performance in the area of writing.

MBA is focusing on building strategies, interventions and assessments to address individual student academic needs promoting SRBI practices. 2009 CMT scores indicated a need to address individual students that fall below goal.

SHS continues to work on using differentiated instruction, data analysis and/or common formative assessments within the classroom to improve student achievement.

The building administrators reported on the various teaching and assessment methodologies being used to improve student performance. Several professional development workshops are being offered to help teachers implement teaching and assessment strategies.

Technology:

Mr. Morrow reported that implementing and managing the Somers Parent Portal is the goal of the technology department. Mr. Morrow stated that the Parent Portal opens up a new means of communication between school and home, allowing parents to participate in the education process.

Mr. Morrow is tracking usage of the Parent Portal and will be able to report on participation at the end of the school year.

Pupil Services/Curriculum:

Dr. Collin and K.Pezza reported they are continuing to work on developing and implementing an effective Response to Intervention process to maximize the learning of all students and to decrease the number of inappropriate referrals to special education. This goal has multiple layers to it and is starting to work its way into the schools at different levels.

The focus for the past year has been on using SRBI for academic interventions. Work will begin using SRBI for behavioral issues.

5.0 CORRESPONDENCE

No correspondence received.

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7.0 CONSENT AGENDA

7.1 Approval of 10/14/09 Bills (\$2,350.00) and 10/26/09 bills (\$284,535.01)

It was MOVED (R.Lees) SECONDED (T.Potrikus) to approve the 10/14/09 Bills in the amount of \$2,350.00 and the 10/26/09 bills in the amount of \$284,535.01 as presented.

PASSED 9-0

8.0 NEW BUSINESS

8.1 First Warning of DBS Code: 3541.21 - Transportation

The BOE Policy Committee and Director of Business Services, Bill Boutwell, reviewed the Board's transportation policies and recommended changes to DBS Code: 3541.21. Two sentences have been deleted from the policy because these items are included in the bus contractor's contract.

This policy will be added to the November 9th BOE meeting agenda for a Second Warning and Adoption.

- 8.2** Approval of Long-Range Plan Requests
The Long-Range Plan presented this evening has been reviewed and finalized by administration and the Board's Planning subcommittee.

It was MOVED (T.Potrikus) SECONDED (M. Marquardt) to approve the FY2011-FY2015 Long-Range Plan as presented. PASSED 9-0

The approved FY2011-FY2015 Long-Range Plan will be submitted to the Board of Finance to make them aware of the district's needs.

T.Potrikus stated that the Board of Education needs to take ownership of the district's technology needs and strongly recommended that funding be included in the 2010-2011 school budget. Mr. Potrikus stated that we can no longer depend on the town to fund the school's technology capital investment.

9.0 OLD BUSINESS

- 9.1** Sound System for BOE Meeting Room
A report and recommendation will be presented at the November 9, 2009 BOE Meeting.

10.0 ADMINISTRATIVE REPORTS

- 10.1** Superintendent's Report
Dr. Suffredini reported that he has been meeting with civil preparedness personnel, town officials, and administration to discuss strategies to develop a flu inoculation clinic when the H1N1 vaccine becomes available. Currently there has not been much information coming from the state and there is no timeline for when the vaccine will arrive. Information will be sent out to parents and the town's reverse 911 calling system will be utilized when the dates and locations for the clinics are known. Dr. Suffredini urged people to contact their primary physicians now and schedule appointments for their H1N1 inoculations if the vaccine is available.

- 10.2** SHS Exit Surveys
Gary Cotzin, SHS Principal, presented an overview of the SHS exit survey conducted last spring by the 2009 graduating class. The original exit survey was modified and the Naviance program was used to compile the data. Mr. Cotzin stated that the results were fairly consistent and overall the students are content with what goes on at the high school. The survey has been given to all departments and they have been asked to review the data and incorporate the findings accordingly.

Mr. Cotzin reported the following:

- All academic departments received favorable scores; however, he would like to see improvement in this area.
- Students reported that cheating on tests and academic dishonesty are serious problems.
- Use of alcohol and drugs is still an issue.
- Students working 8 hours or more a week is high but is consistent with other schools.
- Use of the CCC website and teacher web pages is low.

An on-line alumni survey has been developed and will be sent out in January to former students one and two years removed from high school.

11.0 COMMITTEE REPORTS

11.1 Budget

Mr. Boutwell reported the State Department of Education has indicated the state excess cost grant may only be funded at 70% of what was initially expected. This means that approximately \$150,000 will be needed out of 2009-2010 school budget that was not anticipated. Next year the grant may only be funded at 60%, which will add approximately \$170,000 to the school budget. Mr. Boutwell informed the BOF of this development.

Mr. Boutwell reported no significant changes in the budget at this time.

11.2 Curriculum

No report.

11.3 Policy

11.3.1 DBS Code 3541.3, 3541.4, 3541.34, 5117.1

The legal references for these policies have been updated as recommended by CABA. No action is required.

11.4 Salary & Negotiations

Will be discussed in EXECUTIVE SESSION.

11.5 Planning

The FY2011-FY2015 Long-Range Plan will be sent to the Board of Finance.

Bill Boutwell will follow-up with the BOF on the status of the air handlers for the high school.

11.6 Other Committees – No Report

12.0 OTHER

13.0 EXECUTIVE SESSION – Negotiations

It was MOVED (D.Palmer) and SECONDED (J.Formeister) to move into EXECUTIVE SESSION at 8:42 p.m. for the purpose of negotiations. PASSED 9-0

The Board moved out of EXECUTIVE SESSION at 9:34 p.m.

It was MOVED (D. Palmer) and SECONDED (J. Formeister) to approve a one year contract with the Somers Administrators Association for the period July 1, 2010 to June 30, 2011 with no increase in salaries and no changes to contract language. PASSED 9-0

14.0 ADJOURNMENT

It was MOVED (D. Palmer) and SECONDED (J. Formeister) to adjourn the regular meeting of the Somers Board of Education at 9:35 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.