

**BOE Meeting Template**  
**Monday, June 14, 2010 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 Bills 7
  2. Resignation (K. Chung) 17

Kate Chung, MBA World Language teacher (.4 FTE) has submitted her resignation effective at the end of the 2009-2010 school year. Ms. Chung has been employed by the district since 2005.
8. NEW BUSINESS
  1. Approval of Math Curriculum  
The proposed math curriculum represents an update of the 2006 curriculum. It has been revised to include the 2009 grade level expectations in grades K-8 and realigned to match the State's pacing guides. The link to the curriculum is <http://www.somers.k12.ct.us/district/curriculum/mathwebsite/>
  2. Approval of Transition Program for Students 18-21 18

Currently in the Long Range Plan as proposed in September 2009, the district has committed to develop its own community-based transition program for eligible students with special needs as an alternative to contracting with other public and/or private organizations. Somers is mandated to provide these services under IDEA. The proposed program would allow students to participate in a local program while also realizing significant savings compared to out-of-district programs.

The costs affiliated with the program include 1.0 FTE special education/vocational education teacher, 0.8 FTE (25-hour/week) paraprofessional/job coach (no benefits), transportation, and curriculum materials. A minimum savings of \$45,000 is anticipated (See attached sheet).
  3. First Warning of DBS Code: 4131 - Professional Development 19

The Policy Committee is proposing a revision to this policy to include the change in state law requiring a Professional Development Committee to include staff. Second warning/adoption will be on the 6/28/10 BOE agenda.
  4. First Warning of DBS Code: 5144.1 - Physical Restraint 32

The Policy Committee has reviewed this policy and revised to include recommended changes from CABA. Second warning will be on the 6/28/10 agenda.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
  1. Building Goal Results 38

Administrators will present their building goals report for the 2009-2010 school year. Any questions the board may have can be directed to the applicable building administrator at the meeting.
  2. Staff Evaluations  
Evaluations are in the process of being completed with all staff and will be concluded by within the next couple of weeks.
11. COMMITTEE REPORTS
  1. Budget
  2. Curriculum

3. Policy
4. Salary & Negotiations
5. Planning
6. Other Committees
12. EXECUTIVE SESSION - Superintendent's Evaluation & Legal Matters
13. OTHER
14. ADJOURNMENT
15. Minutes 6/14/2010

**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 – May 24, 2010**

**Members Present:** D.Palmer, R.Lees, B.Devlin, A.Kirkpatrick, M.Marquardt, S.Bollinger, J.Taylor  
**Members Absent:** T.Potrikus, J.Formeister  
**Administrators Present:** M.Suffredini, P.Collin, K.Pezza, N.Barry, B.Boutwell  
**Staff Present:** None in attendance  
**Citizens Present:** None in attendance  
**Students Present:** A.Hailer, A.Braica, A.Kinney, S.Zawistowski, B.Roberts, A.Roberts, A.Portal  
**Student Representatives:** None in attendance  
**Others:**

**1.0 CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:04 p.m. by Chairman Palmer in the Mabelle B. Avery Middle School BOE meeting room.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 APPROVAL OF MINUTES**

**3.1** May 10, 2010 Regular Meeting Minutes – It was MOVED (B.Devlin) SECONDED (M.Marquardt) to approve the May 10, 2010 Board of Education regular meeting minutes as presented. PASSED 7-0

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

**4.1** Curriculum Presentations

**4.1.1** Social Studies

Director of Curriculum, Kathleen Pezza, presented an overview of the K-12 Social Studies program by grade levels, including the recent changes made by the Connecticut State Department of Education to the Social Studies Framework.

Mrs. Pezza stated that the biggest changes to the curriculum were made in the area of American History in grades 5, 8, 10 and 11. It will take a few years to integrate the new frameworks.

Social Studies is required in grades 9, 10 and 11. Social Studies electives are options in grades 11 and 12.

Geography is integrated throughout the Social Studies curriculum.

**4.2.2** Director of Curriculum, Kathleen Pezza, presented a summary of the K-12 Physical Education and Health program at all grade levels.

Students take physical education twice every six days for 30 minutes at the elementary school. The students also have 30 minutes of playground time each day. Health topics are taught in grades two and five.

The elementary school started a Mileage Club for students to participate in during recess. Students, who choose to participate, do laps around the playground and earn tokens depending on the number of laps they complete. They can redeem their tokens for in-class rewards.

A student Personal Fitness Center was set-up in the gym during CMTs. Student rotated between centers to work different parts of the body.

Students at the middle school take Physical Education twice in every six-day cycle. The Health curriculum is integrated into a class called “Life Skills” which also addresses areas like computer skills and information literacy.

The Somers Lacrosse Association donated 20 lacrosse sticks to the middle school, allowing the middle school program to expand its unit on lacrosse.

The middle school physical education teacher received a grant from the Somers Education Foundation to purchase an ipod touch. Using FitStats, Mr. McCarthy, enters student fitness scores during testing on the field. Student scores from past years will be available to show growth and improvement.

In grade 7, students learn about nutrition during health classes and apply their understanding to process menu planning for people with special dietary needs. Students in grade 8 health classes create a daily social networking public service announcement that explains the dangers of social networking sites to their peers.

Physical Education teachers at the high school have been focusing on recreational sports to increase student interest in sports outside of school. Student scores on the Physical Fitness tests were very good this year.

Students in health classes at the high school are using the information provided in the book *The 7 Habits of Highly Effective Teens* by Sean Convey, to assess their own choices and determine where they can make improvements.

Students in grades 11 and 12 have the opportunity to learn and be certified in CPR.

## **5.0 CORRESPONDENCE**

The following correspondence was reported as received:

- A notice from CABA on collective bargaining.
- Thank you cards from retirees.
- A letter from the Somers Little League Association stating that they are donating \$1000.00 to the high school softball program. These funds will go into the high school softball activity fund. Athletic Director, Alan Walker, will look into the needs of the softball program and make recommendations for the use of these funds. The Board will send a thank you note to the Somers Little League Association for this generous donation.
- Somers High School student, Molly Rockett, is coordinating a visit from Congressman, Joe Courtney on June 2<sup>nd</sup>.

- Notification from CABE announcing the winner of the CABE Leadership Award. This award will be given out at graduation from the Board of Education.
- Congratulatory letters will be sent to all 2010 Somers High School graduates.

## 6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

### 7.0 CONSENT AGENDA

#### 7.1 Approval of Bills 5/24/10 (\$240,575.41)

It was MOVED (B.Devlin) SECONDED (J.Taylor) to approve the 5/24/10 Bills in the amount of \$240,575.41 as presented. PASSED 7-0

#### 7.2 Resignation (K.Hamylak)

It was MOVED (B.Devlin) SECONDED (J.Taylor) to accept the resignation submitted by K.Hamylak effective at the end of the 2009-2010 school year as presented. PASSED 7-0

### 8.0 NEW BUSINESS

#### 8.1 Second Warning/Adoption of DBS Code 3541.31/3541.32/3541.34/3541.35 – Transportation Policies

The deletion of the Non Public School transportation policy was clarified. Transportation will still be available to public technical and vocational schools.

It was MOVED (A.Kirkpatrick) SECONDED (B.Devlin) to adopt DBS Codes 3541.31/3541.32/3541.34/3541.35 – Transportation Policies as presented. PASSED 7-0

Only the polices listed under 8.1 require BOE approval. The Board does not approve Administrative Regs.

Mrs. Kirkpatrick stated that she would have a one-page summary of the policies received from CABE available for the Board in June or before the start of school.

#### 8.2 Second Warning/Adoption of Grade 6 Social Studies Textbooks

Curriculum Director, Kathleen Pezza, stated that this textbook will be used for the grade 6 Ancient Civilizations Course and does align with the current state frameworks. The cost is \$10,917.00 for 150 textbooks. Although the funding for these textbooks was part of the 2009-2010 budget, they will not be purchased this year. The funding will come out of the 2010-2011 budget. The state still has not finalized and approved the Social Studies Frameworks and there is a chance that there may be changes made to the curriculum. The Curriculum Director wants to ensure that there are no changes in the curriculum before purchasing this specific textbook.

It was MOVED (J.Taylor) SECONDED (S.Bollinger) to approve the Grade 6 Social Studies Textbook, *Journey Across Time – The Early Ages*, as presented. PASSED 7-0

#### 8.3 First Warning of K-12 Math Curriculum

Curriculum Director, Kathleen Pezza, explained that the Mathematics curriculum has been revised to align with the GLEs and pacing guides provided by the State. The completed document has been converted into a website that can be accessed by everyone once it is approved. Having the math curriculum on a website will ensure that it is always current.

Second Warning/Adoption scheduled for the June 14<sup>th</sup> BOE meeting.

**9.0 OLD BUSINESS**

**10.0 ADMINISTRATIVE REPORTS**

**10.1** Dr. Suffredini reported that there is no update on the status of the Race to Top Grant.

**11.0 COMMITTEE REPORTS**

**11.1 Budget**

B.Boutwell presented a budget summary to the Board and explained that the accounts are still being worked down now that the freeze has been lifted.

**11.2 Curriculum**

The Curriculum Committee will meet before the next BOE meeting to review the Social Studies Curriculum.

**11.3 Policy**

The Policy Committee has scheduled the following meetings: June 14<sup>th</sup> at 6:00 p.m. and June 21<sup>st</sup> at 7:00 p.m.

**11.4 Salary & Negotiations – No Report**

**11.5 Planning Committee – No Report**

**11.6 Other Committees – No Report**

**12.0 OTHER**

**12.1** Chairman Palmer thanked the Board for their agenda suggestions for the BOE Summer Retreat on July 8<sup>th</sup>. A draft of the agenda is being prepared.

**13.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (J.Taylor) to adjourn the regular meeting of the Somers Board of Education at 8:30 p.m. PASSED 7-0

Respectfully submitted,

Rick Lees, Jr., Secretary  
Joan Jaquith, Recording Secretary

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

# Somers Board of Education General Budget Treasury Warrant

Check Batch: 2154  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (N/A)  
 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: 6/8/10  
 William B. Boutwell, Director of Business Services

2154	1294	06/14/2010	V58674	Administrator, Unemployment Compensation	0.00	62.00
	1295	06/14/2010	V52670	Amazon	0.00	1,460.55
	1296	06/14/2010	V00023	American Business Machines	0.00	48.00
	1297	06/14/2010	V01281	Amsterdam Printing & Litho	0.00	57.16
	1298	06/14/2010	V60041	Anthem BCBS	0.00	193,474.51
	1299	06/14/2010	V60040	Anthem Life Insurance Company	0.00	2,151.62
	1300	06/14/2010	V02141	Apple Inc.	0.00	159.00
	1301	06/14/2010	V60291	AW Gifford Locksmiths	0.00	235.70
	1302	06/14/2010	V51604	Awards & More	0.00	592.16
	1303	06/14/2010	V51683	Barnes & Noble	0.00	473.42
	1304	06/14/2010	V54306	Blue Raven Technology, Inc.	0.00	594.09
	1305	06/14/2010	E00025	Boutwell, Bill	0.00	34.00
	1306	06/14/2010	V60178	Building Specialties	0.00	391.68
	1307	06/14/2010	V00121	Publications Department	0.00	7,765.00
	1308	06/14/2010	E00046	Calnen, Jean	0.00	50.00
	1309	06/14/2010	V60085	Camphill Special School, Inc.	0.00	10,352.73
	1310	06/14/2010	V01823	CAPSS	0.00	2,485.00
	1311	06/14/2010	V02442	CASBO	0.00	260.00
	1312	06/14/2010	V60302	Chestnut Hill Nursery LLC	0.00	766.70
	1313	06/14/2010	V53588	CIT Technology Fin Serv, Inc.	0.00	408.00

## Somers Board of Education General Budget Treasury Warrant

Report # 6518

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	1314	06/14/2010	V00159	Connecticut Light & Power	0.00	10,880.31
	1315	06/14/2010	E00070	Cole, Margaret	0.00	101.42
	1316	06/14/2010	E00038	Collin, Patricia	0.00	511.47
	1317	06/14/2010	V01669	Connecticut Assoc of Schools	0.00	5,635.00
	1318	06/14/2010	E00076	Cotzin, Gary	0.00	122.15
	1319	06/14/2010	V60205	CPI Qualified Plan Consultants, Inc.	0.00	33.00
	1320	06/14/2010	V60017	Creative Therapy Store	0.00	46.45
	1321	06/14/2010	V00204	CREC	0.00	68,340.68
	1322	06/14/2010	V00236	Demco, Inc.	0.00	100.61
	1323	06/14/2010	V00251	Dept. of Public Safety-Bureau of Elevato	0.00	240.00
	1324	06/14/2010	V00242	Dinn Brothers, Inc.	0.00	24.60
	1325	06/14/2010	V52297	E-filliate Incorporated	0.00	412.32
	1326	06/14/2010	V60252	EAI	0.00	371.74
	1327	06/14/2010	V51734	Educational Innovations, Inc.	0.00	70.95
	1328	06/14/2010	V60185	Ellington Agway Power Equipment	0.00	200.00
	1329	06/14/2010	V00290	Town of Enfield	0.00	3,248.00
	1330	06/14/2010	V54168	First Student, Inc	0.00	12,880.61
	1332	06/14/2010	V02186	Flinn Scientific, Inc.	0.00	663.56
	1333	06/14/2010	V01563	Follett Educational Services	0.00	300.15
	1334	06/14/2010	V00314	Follett Library Resources	0.00	1,374.54
	1335	06/14/2010	V60301	Follett Software Company	0.00	5,225.25
	1336	06/14/2010	V53718	Free Spirit Publishing	0.00	40.85
	1337	06/14/2010	V60243	Futures, Inc	0.00	2,794.80
	1338	06/14/2010	V01830	Gerry's Music Shop, Inc.	0.00	683.20
	1339	06/14/2010	V00907	Geyer Instructional Aids Co., Inc.	0.00	161.13
	1340	06/14/2010	V02603	Gopher Sport	0.00	374.80
	1341	06/14/2010	E00126	Grenier, Lisa	0.00	20.00
	1342	06/14/2010	V53439	Group Dynamic	0.00	105.45
	1343	06/14/2010	V00407	Hartford Courant	0.00	1,315.00
	1344	06/14/2010	V51232	Hartford Hospital	0.00	14,952.00
	1345	06/14/2010	V60290	Highsmith	0.00	80.16
	1346	06/14/2010	V00891	Hm Receivables Co LLC	0.00	468.46
	1347	06/14/2010	V60039	Information Opportunities, Inc.	0.00	300.00
	1348	06/14/2010	V54227	Institute for Multi-Sensory Education	0.00	31.60
	1349	06/14/2010	V51979	Integrated Systems Services, LLC	0.00	226.70
	1350	06/14/2010	V52848	Intensive Education Academy, Inc.	0.00	6,130.80
	1351	06/14/2010	V53221	iParadigms, LLC	0.00	1,200.00

## Somers Board of Education General Budget Treasury Warrant

Report # 6518

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	1352	06/14/2010	V02093	JCN Services	0.00	758.00
	1353	06/14/2010	V51502	Jostens	0.00	211.66
	1354	06/14/2010	V02625	K & S Distributors	0.00	456.60
	1355	06/14/2010	E00163	Kapner, Rob	0.00	48.50
	1356	06/14/2010	V00665	Kelly-Fradet Lumber	0.00	36.74
	1357	06/14/2010	V20929	Kelvin LP	0.00	205.26
	1358	06/14/2010	V00451	Kittredge Equipment Company, Inc.	0.00	360.70
	1359	06/14/2010	E00177	Kmon, Patricia	0.00	75.00
	1360	06/14/2010	V60292	KTM Industries Inc.	0.00	103.03
	1361	06/14/2010	E00195	Loughlin, Claire	0.00	47.59
	1362	06/14/2010	E00199	Lurate, Michael	0.00	25.41
	1363	06/14/2010	V02898	MAGNAKLEEN	0.00	325.50
	1364	06/14/2010	V52107	Major Electric Supply	0.00	556.10
	1365	06/14/2010	V21325	Marsh Media	0.00	351.78
	1366	06/14/2010	V01370	McGraw Hill Companies	0.00	116.37
	1367	06/14/2010	V01766	Metalcraft, Inc.	0.00	247.06
	1368	06/14/2010	V60294	MHS	0.00	259.30
	1369	06/14/2010	V60242	Monoprice, Inc.	0.00	19.72
	1370	06/14/2010	E00234	Morrow, Jim	0.00	100.00
	1371	06/14/2010	V02671	NAESP	0.00	42.50
	1372	06/14/2010	V01013	NASCO Fort Atkinson	0.00	35.90
	1373	06/14/2010	V53537	NASSP/NHS/NJHS	0.00	440.00
	1374	06/14/2010	V60256	National AV Supply	0.00	63.50
	1375	06/14/2010	V54465	Nationwide Envelope Co.	0.00	1,131.99
	1376	06/14/2010	V00536	NEAS&C	0.00	2,805.00
	1377	06/14/2010	V53987	Office Equipment Finance Services	0.00	1,662.67
	1378	06/14/2010	V60146	Parent Magic, Inc.	0.00	95.35
	1379	06/14/2010	V60186	PC Mall Gov	0.00	126.95
	1380	06/14/2010	V53849	NCS Pearson, Inc.	0.00	184.97
	1381	06/14/2010	V00206	NCS Pearson, Inc.	0.00	92.00
	1382	06/14/2010	V00206	NCS Pearson, Inc.	0.00	844.20
	1383	06/14/2010	V00206	Pearson Education, Inc.	0.00	219.99
	1384	06/14/2010	V00206	Pearson Education, Inc.	0.00	38.47
	1385	06/14/2010	E00371	Poole, Stephanie	0.00	50.00
	1386	06/14/2010	V53356	ProCom Telecommunications Corp	0.00	55.00
	1387	06/14/2010	V53994	Queue, Inc	0.00	1,115.84
	1388	06/14/2010	V54315	Quia Subscription Department	0.00	49.00

## Somers Board of Education General Budget Treasury Warrant

Report # 6518

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	1389	06/14/2010	V02834	R. Pettee Electric L.L.C.	0.00	351.42
	1390	06/14/2010	V52074	Really Good Stuff	0.00	485.01
	1391	06/14/2010	V51134	Richeo Products, Inc.	0.00	71.80
	1392	06/14/2010	V51762	RUGG'S Recommendations	0.00	30.00
	1393	06/14/2010	V60289	Safariland, LLC	0.00	221.96
	1394	06/14/2010	V01354	Scholastic, Inc.	0.00	621.20
	1395	06/14/2010	V02901	School Furnishings, Inc.	0.00	1,377.60
	1396	06/14/2010	V60259	School Nurse Supply Inc.	0.00	1,512.00
	1397	06/14/2010	V01292	School Specialty, Inc.	0.00	1,518.32
	1398	06/14/2010	V60297	Science Purchase. Com	0.00	275.00
	1399	06/14/2010	E00300	Selley, Su	0.00	60.00
	1400	06/14/2010	E00301	Senecal, Dina	0.00	40.00
	1401	06/14/2010	V60056	Sexauer	0.00	200.68
	1402	06/14/2010	V02325	Sheffield Pottery, Inc.	0.00	207.00
	1403	06/14/2010	E00309	Slater, Roy	0.00	55.00
	1404	06/14/2010	V60031	SNE Building Systems	0.00	999.00
	1405	06/14/2010	V02404	Somers Ace Hardware	0.00	190.59
	1406	06/14/2010	V00886	Somers Lunch Program	0.00	10.50
	1407	06/14/2010	V00548	Somers Sanitation Service, Inc.	0.00	1,189.70
	1408	06/14/2010	V01591	Town of Somers	0.00	13,504.79
	1409	06/14/2010	V02758	St. Joseph College	0.00	4,700.00
	1410	06/14/2010	V52913	Town of Stafford	0.00	3,804.57
	1411	06/14/2010	V02782	T.D. Curran, Inc.	0.00	904.50
	1412	06/14/2010	E00328	Targonski, Stanley	0.00	52.82
	1413	06/14/2010	V01307	Teacher's Discovery	0.00	114.13
	1414	06/14/2010	V51174	Therapro, Inc.	0.00	123.75
	1415	06/14/2010	E00399	Tomson, Catherine	0.00	40.00
	1416	06/14/2010	V53945	Transcanda Power Marketing LTD	0.00	19,297.45
	1417	06/14/2010	M53099	Tull Brothers, Inc.	0.00	694.00
	1418	06/14/2010	V00051	USPS	0.00	132.00
	1419	06/14/2010	V00766	Valley Communications Systems, Inc.	0.00	163.00
	1420	06/14/2010	E00336	Vamvilis, Kathleen	0.00	42.00
	1421	06/14/2010	V54059	Verizon Wireless	0.00	342.41
	1422	06/14/2010	V00616	Vernon Public Schools	0.00	11,988.00
	1423	06/14/2010	V53413	W. B. Mason	0.00	763.67
	1424	06/14/2010	V00882	West Music Company	0.00	742.58
	1425	06/14/2010	V60268	World Book Online	0.00	438.00

**Somers Board of Education  
General Budget Treasury Warrant**

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
<b>Totals:</b>					0.00	\$442,111.18

131 Checks Listed.

# Somers Board of Education General Journal Register

Report # 6517

Batch: 2145

Transaction: N/A

Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
2145	\$442,111.18	Posted	lbergamini	06/07/2010	lbergamini	06/08/2010

## General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>June, 2010</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			373,255.89	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	373,255.89
	Total Generated Distributions			<b>\$373,255.89</b>	<b>\$373,255.89</b>
<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	442,111.18
10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			121.42	0.00
10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			171.34	0.00
10-100-2-2-14-242-611-01-5-00846	K-5 - THIRD GRADE SUPPLIES			89.94	0.00
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			1,131.08	0.00
10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			742.58	0.00
10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES		Yes	1,370.99	0.00
10-100-2-2-30-242-611-01-5-00208	K-5 - SOCIAL STUDIES SUPPLIES			883.33	0.00
10-100-2-3-08-242-611-01-5-00816	MA - FOREIGN LANGUAGE SUPPLIES			49.00	0.00
10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			205.26	0.00
10-100-2-3-14-220-641-01-5-01140	MA - REPLACEMENT TEXTS			298.70	0.00
10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			322.00	0.00
10-100-2-3-18-242-611-01-5-00189	MA - MATH SUPPLIES			371.74	0.00
10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			603.20	0.00
10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES		Yes	665.02	0.00
10-100-2-3-28-242-611-01-5-01150	SW - SCIENCE SUPPLIES			400.00	0.00
10-100-2-3-30-242-611-01-5-00210	MA - SOCIAL STUDIES SUPPLIES			468.46	0.00
10-100-2-3-30-243-611-01-5-01074	MA - SOCIAL STUDIES WORKBOOKS			154.84	0.00
10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES		Yes	207.00	0.00
10-100-2-4-08-220-641-01-5-00130	HS - FOREIGN LANGUAGE TEXTBOOK		Yes	197.45	0.00
10-100-2-4-08-242-611-01-5-00175	HS - FOREIGN LANGUAGE SUPPLIES		Yes	100.05	0.00
10-100-2-4-08-243-611-01-5-01581	HS - WORLD LANGUAGE			100.05	0.00
10-100-2-4-12-220-641-01-5-00131	HS - TECH ED TEXT			492.60	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			296.63	0.00
10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			80.00	0.00
10-100-2-4-16-220-641-01-5-00120	HS - ENGLISH TEXTBOOKS			518.00	0.00



## Somers Board of Education General Journal Register

Report # 6517

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
2145	\$442,111.18	Posted	lbergamini	06/07/2010	lbergamini	06/08/2010
					170.65	0.00
					22.27	0.00
					100.61	0.00
					39.90	0.00
					111.55	0.00
					253.00	0.00
					92.00	0.00
					78.00	0.00
					37.45	0.00
					446.18	0.00
					71.90	0.00
					80.16	0.00
					1,326.95	0.00
					175.00	0.00
					7,765.00	0.00
					568.00	0.00
					24.60	0.00
					10.50	0.00
					2,485.00	0.00
					1,315.00	0.00
					496.00	0.00
					1,049.40	0.00
					415.67	0.00
					2,224.16	0.00
					350.00	0.00
					675.00	0.00
					92.00	0.00
					201.20	0.00
					7,855.00	0.00
					551.66	0.00
					551.67	0.00
					551.67	0.00
					48.00	0.00
					57.16	0.00
					55.00	0.00
					226.70	0.00
					73.71	0.00
					80.00	0.00

## Somers Board of Education General Journal Register

Report # 6517

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On	
2145	\$442,111.18	Posted	lbergamini	06/07/2010	lbergamini	06/08/2010	
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			Yes	58.74	0.00
10-260-5-4-02-722-430-01-5-00391		HS - ART MAINTENANCE				75.20	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE				104.74	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.				360.70	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE				59.69	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE				190.27	0.00
10-260-5-6-44-722-430-03-5-00404		SW - A.V. MAINTENANCE				226.50	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES				1,611.90	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE				1,910.91	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			Yes	391.68	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			Yes	1,764.24	0.00
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL				1,189.70	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR				190.59	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			Yes	556.10	0.00
10-260-5-6-62-722-430-08-5-00886		SW - PLUMBING SUPPLIES			Yes	200.68	0.00
10-260-5-6-62-722-430-08-5-01645		SW - LIBRARY AUTOMATION				5,225.25	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY				7,526.64	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY				8,457.07	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY				14,194.05	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS				240.00	0.00
10-270-4-5-84-521-627-12-5-00327		BUS FUEL				11,051.30	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE				5,761.50	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE			Yes	10,662.07	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS				3,799.61	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES				229.33	0.00
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT				105.45	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			Yes	14,077.62	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			Yes	2,151.62	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE				62.00	0.00
10-280-6-5-82-820-200-13-5-01185		SW - HEALTH MAINTENANCE ORG.				53,809.89	0.00
10-280-6-5-82-820-200-13-5-01186		SW - PREFERRED PROVIDER ORG.				121,138.61	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			Yes	4,448.39	0.00
10-320-2-4-54-880-690-07-5-00602		HS - ACADEMIC AWARDS				803.82	0.00
10-320-7-3-42-880-690-06-5-00594		MA - ATHLETIC SUPPLIES				374.80	0.00
10-320-7-4-42-880-690-06-5-01220		HS - ATHLETIC UNIFORMS				52.82	0.00
10-611-6-5-88-950-560-14-5-00621		VO-AG -TUITION			Yes	11,988.00	0.00
10-611-6-5-88-960-560-14-5-00638		ENFIELD ADULT EDUCATION				3,248.00	0.00
10-611-9-9-88-955-560-14-5-00813		SP ED - CREC HEARING PROGRAM			Yes	7,966.90	0.00

## Somers Board of Education General Journal Register

Report # 6517

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2145	\$442,111.18	Posted	lbergamini	06/07/2010	lbergamini	06/08/2010
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET		Yes	46,680.86	0.00
10-613-9-9-88-955-561-14-5-00670		SP ED - GENGRAS			4,700.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION		Yes	34,032.52	0.00
10-613-9-9-88-955-561-14-5-01144		SPED-OUT-OF-STATE PLACEMENTS		Yes	10,352.73	0.00
Total User-Entered Distributions					<b>\$442,111.18</b>	<b>\$442,111.18</b>
Total for June, 2010					<b>\$815,367.07</b>	<b>\$815,367.07</b>
<b>Grand Total for Batch # 2145</b>					<b>\$815,367.07</b>	<b>\$815,367.07</b>

441 Transactions Listed.

May 20, 2010

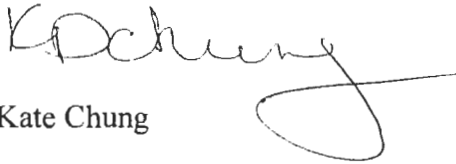
Dr. Maynard Suffredini  
Superintendent  
Somers Public School  
Somers, CT

Dear Dr. Suffredini,

This is to inform you that I will not be renewing my contract as a .4 Spanish teacher at MBA next year. I intend to stay at home with my two young children, ages 1 and 2, for the next few years.

I have enjoyed my five years in Somers and would welcome the opportunity to work here again.

Sincerely,

A handwritten signature in black ink that reads "Kate Chung". The signature is written in a cursive style with a long, sweeping underline that loops back under the name.

Kate Chung

cc: Nancy Barry

**Somers Public Schools Transitional Program**

	Salary	Benefits	Total
Special/Vocational Education Teacher	63,136	22,000	85,136
Paraprofessional (25 hrs/wk)	14,706		14,706
Transportation	13,500		13,500
Curriculum Materials	3,000		3,000
Total	94,342	22,000	116,342

**Out of District Placement**

	Tuition	Transp	Total
Student A	37,570	18,000	55,570
Student B	35,450	18,000	53,450
Student C-Part One	12,294	18,000	30,294
Student C-Part Two	23,760		23,760
Total	109,074	54,000	163,074

PERSONNEL - CERTIFIED:

Professional Development:

“Staff development” is viewed by the Board of education as a continuous systematic effort to improve educational programs in this school district through (1) staff involvement in organized program planning, implementation and evaluation efforts, and (2) activities to upgrade the skills, knowledge and ability of educators to improve student learning.–The Board of Education supports the principle of continuing training of educators for the improvement of instruction.

~~In our rapidly changing society educators must constantly review curricular content, teaching methods and materials, education philosophy and goals, social change and other topics related to education. The Board of Education recognizes that it shares with its certified staff the responsibility for upgrading and updating staff performances and attitudes.~~

~~Professional development is viewed by the Board of Education as a continuous effort to promote the growth of professional skills in order to improve student learning. The Board of Education recognizes its responsibility to provide adequate resources for a continuing effective program of professional development. The Board of Education with the advice and assistance of the professional staff shall plan and implement this program.~~

The Board shall establish a professional development committee, consisting of certified employees, including their union representatives, and other school personnel the Board deems appropriate. The duties of the committee shall include, but not be limited to, the development, evaluation and annual updating of a comprehensive local professional development plan for certified employees of the District. Such plan shall (1) be directly related to the educational goals proposed by the Board pursuant to C.G.S. 10-220(b) and (2) on or after July 1, 2011 be developed with full consideration of the priorities and needs related to student outcomes as determined by the State Board of Education, and (3) provide for the ongoing and systematic assessment and improvement of both teacher evaluation and professional development. The Board of Education delegates the responsibility to the Superintendent for establishing the professional development committee in accordance with the law. Members will be chosen for the Professional Development Committee by the Superintendent.

Legal Reference: Connecticut General Statutes  
10-27 Exchange of professional personnel and students  
10-220a. In-service training. (amended by PA 04-227, PA 08-160 and  
June 19 Special session, Public Act No. 09-1)  
10-153b Selection of teachers’ representatives  
10-226f Coordinator of intergroup relations  
10-226g Intergroup relations training for teachers  
10-145b Teaching certificates (as amended by PA 01-173)  
~~PA 95-58 An Act Concerning Teacher Evaluations, Tenure and Dismissal~~

Adopted: March 10, 1986  
July 9, 2009

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## STUDENTS

### Use Of Physical Force And Seclusion Policy

#### Physical Restraint(s)

The Board of Education believes that maintaining an orderly, safe environment is conducive to learning and is an appropriate expectation of all staff members within the district. To the extent that staff actions comply with all applicable statutes and Board policy governing the use of physical force, ~~the Board recognizes that there are times when it becomes necessary for staff to use restraint to protect a student from harming him/herself or to protect others from harm.~~ including physical restraint of students, staff members will have the full support of the Board of Education in their efforts to maintain a safe environment.

The Board recognizes that there are times when it becomes necessary for staff to use reasonable restraint to protect a student from harming him/herself or to protect others from harm.

~~Physical restraint is defined as any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. Reasonable restraint is defined as immobilization of the student's opportunity for movement by staff members through direct physical contact, using established intervention techniques designed to control acute aggressive behavior. Such restraint will be used only as long as necessary to control the situation. The degree of physical restraint will be sufficient to ensure the safety of the student and others in the immediate vicinity, yet will protect the student from undue physical harm. The use of physical restraint will be used as a last resort after other intervention strategies have been tried and deemed ineffective or inadequate to address the risk of psychological or physical harm to the student or others in the environment.~~

~~The term does not include: (A) Briefly holding a person in order to calm or comfort the person; (B) restraint involving the minimum contact necessary to safely escort a person from one area to another; (C) medical devices, including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; (D) helmets or other protective gear used to protect a person from injuries due to a fall; or (E) helmets, mitts and similar devices used to prevent self injury when the device is part of a documented treatment plan or individualized education program and is the least restrictive means available to prevent such self injury.~~

Physical restraint means any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head. Excluded from this definition is the use of helmets, or other protective gear used to protect a person from injuries due to a fall, mitts and similar devices used to prevent special education students from hurting themselves if their use is documented in their Individualized Education Program (IEP), pursuant to Connecticut's special education laws and is the least restrictive means available to prevent self-injury.

Reasonable restraint is defined as immobilization of the individual's opportunity for movement by a staff member(s) through direct physical contact, using devices and techniques designed to control acute or incidental aggressive behaviors or to control involuntary movements or lack of muscular control due to organic causes or conditions. Such constraint will not be used except as necessary to ensure a student's safety and that of others, and then only for as long as is necessary for control of the situation. Such restraint is not to be used as a disciplinary measure. Restraint includes "aversive techniques" which are defined as deliberate activities designed to establish a negative association with a specific behavior. Prohibited is any physical restraint or hold of a person that restricts the flow of air into a person's lungs, whether by chest compression or any other means.

Restraint does not include briefly holding a person in order to calm or comfort the person; restraint involving the minimum contact necessary to safely escort a person from one area to another; or medical devices including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance.

Such restraint will be used only as long as necessary to control the situation. The degree of physical restraint will be sufficient to ensure the safety of the student and others in the immediate vicinity, yet will protect the student from undue physical harm. The use of physical restraint will be used as a last resort after other intervention strategies have been tried and deemed ineffective or inadequate to address the risk of psychological or physical harm to the student or others in the environment.

The term does not include: (A) Briefly holding a person in order to calm or comfort the person; (B) restraint involving the minimum contact necessary to safely escort a person from one area to another; (C) medical devices, including, but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; (D) helmets or other protective gear used to protect a person from injuries due to a fall; or (E) helmets, mitts and similar devices used to prevent self injury when the device is part of a documented treatment plan or individualized education program and is the least restrictive means available to prevent such self injury.

#### Seclusion

Seclusion is defined as the confinement of a person in a room, whether alone or with staff supervision, in a manner that prevents the person from leaving. In the case of students identified as eligible for special education services or who are in the process of being evaluated to determine such eligibility, seclusion may not be utilized except as specified in Procedures on the Use of Seclusion of Persons at Risk.

Corporal punishment is strictly prohibited.

#### Seclusion

Seclusion is defined as the confinement of an individual in a room, with or without staff supervision, in a manner that prevents the person from leaving, provided such seclusion does not include any confinement of a person at risk in which the person is physically able to leave the area of confinement, including, but not limited to, in-school suspension and time-out. Time-out is not considered seclusion. Involuntary seclusion is permitted in accordance with the student's

IEP or in an emergency to prevent immediate or imminent injury to he person or others, so long as it is the least restrictive alternative.

With the exception of special education students, restraint or seclusion may only be utilized by staff members on students under the following circumstances:

1. Protect himself/herself or others from immediate physical injury.
2. Obtain possession of a dangerous instrument or controlled substance, upon or within the control of such student.
3. Protect property from physical damage.
4. Restrain such minor or remove such minor to another area, to maintain order.

### Use of Physical Force

Physical restraint may be used on a person at risk only as an emergency intervention to prevent immediate or imminent injury to the person or others. It may not be included as a behavior modification strategy in the IEP of a special education student.

Physical restraint may be used by staff members to:

1. Quell a disturbance threatening injury to others.
2. Obtain possession of weapons or other dangerous objects, including a controlled substance upon or within the control of such student.
3. Protect other persons or property.
4. Direct the movement or actions of a student to avoid undue or deliberate disruption of the classroom and/or other parts of the school.
5. Protect an individual from his/her own actions.

In the case of students with disabilities, any restraint used beyond the specific situations listed above shall be identified on the student's Individual Education Plan (IEP) as a form of intervention. All less restrictive alternatives must be explored prior to using physical restraint. The student being restrained must be constantly monitored through direct observation or through video monitors within physical proximity sufficient to provide aid as may be needed.

Such acts shall not be construed to constitute corporal punishment within the meaning and intent of this policy.

Staff using such constraint shall be subject to the following:

1. Such use of physical restraint shall not be used as punishment, discipline or for the convenience of staff.
2. Staff using restraint shall complete an incident report with the principal or his/her designee justifying the use of such measures. The administration shall notify the parent(s)/guardian(s) of the incident by any reasonable method, including telephone or e-mail.

3. Restraint, including restraint devices, shall be applied only by staff who have completed necessary and appropriate training.
4. Staff shall maintain continuous visual supervision on any student upon which restraint or devices have been used to ensure the student's health and safety.
5. A student's respiration and/or circulation shall not be restricted.
6. A staff member acting alone shall not be expected to use force or restraint when the risk of harm to the student or staff member would likely result from the use of force which outweighs the risk of harm presented by the student's conduct.

District personnel who transport special education students to and from off-campus facilities and consider the use of a physical restraint device to control physical activity or aggression of a special education student shall follow these guidelines:

1. The parent/guardian must be notified of the intended use prior to use of the physical restraint device. Parent/guardian input will be a major factor in determining whether to use the device. If there is a difference of opinion between district personnel and the parent/guardian with regard to the use of a physical restraint device, the Superintendent will determine whether the device is to be used.
2. Once authorization to use a restraint device is obtained, the Director of Pupil Services is to ensure that a written plan for the use of the device is prepared. The written plan is to be in place prior to the use of the device and is to include:
  - a) the purpose/goal for utilization of the device;
  - b) the specific type and model number of the restraint device to be used;
  - c) the specific times it is to be used;
  - d) a method of assessing the effectiveness of its use.
3. District employees and substitutes must be trained in the proper use of the restraint prior to its use.
4. Under no conditions may a student secured by a restraint device be left unattended.

In the case of an emergency involving the threat of immediate and significant harm to the special education student or to other persons in the proximity of the student, a district employee may use a restraint device prior to receiving the above required approval, provided that such use is only for the minimum time required until the threat of immediate and significant harm is removed. The student's parent/guardian, principal and the Superintendent must immediately be notified of the reason for the use of the device and the length of time the student was in restraint.

An act of a staff member shall not be considered child abuse if the act was performed in good faith and in compliance with Board policies and procedures. Such acts shall not be construed to constitute corporal punishment.

Seclusion may be used for a person at risk only as an emergency intervention to prevent immediate or imminent injury to the person or others or in a non-emergency situation if (1) it is

specified in the student's IEP and (2) other less restrictive, positive behavior interventions appropriate to the behavior exhibited by the person at risk have been implemented but were ineffective.

Generally, the seclusion may not exceed the time necessary to allow the person at risk to compose himself/herself and return to the educational environment. It may not exceed one (1) hour unless extended through the written authorization of a building principal or designee in order to prevent immediate injury to the person at risk or others.

A room is required for seclusion, which fulfills the following regulatory requirements:

1. Size chronologically and developmentally appropriate;
2. Ceiling height comparable to other ceiling heights in the building;
3. Comparable heating, cooling, ventilation, and lighting systems;
4. Free of any item that would pose a danger;
5. Any lock must be equipped with a device that automatically disengages the lock in an emergency; (on or after January 1, 2014, the locking mechanism of any room used for seclusion must be a pressure sensitive plate); and
6. Must have an unbreakable observation window.

#### Reporting/Notification Requirements

1. Injuries caused by the use of restraints and/or seclusion in schools may be reported to the State Department of Education.
2. The parents/guardians of a special education student must be notified of each incident within 24 hours in which their child was placed in physical restraints or seclusion. The District must also send a copy of the incident report home no later than two (2) business days after the restraint or seclusion.
3. The Board shall keep records and compile annual reports of each instance and the underlying emergency that necessitated the use of physical restraints or seclusion.
4. Parents, guardians and other persons standing in place of parents shall be notified by the Board of the laws and regulations governing the use of physical restraints and seclusion, pursuant to chapter 814e, related to student and parental rights at the first PPT involving the student's Individualized Education Program (IEP).
5. After each physical restraint or seclusion, the incident must be documented by using the State's standardized incident reporting form. It must be completed no later than the school day following the incident.
6. At each initial PPT meeting, the District must inform the child's parent/guardian of the laws and their rights relating to physical restraint and seclusion. This information shall be provided at each annual review along with the procedural safeguards.

#### **Regular Education Students**

~~In the case of students identified as eligible for special education services or who are in the process of referral for consideration of such eligibility, physical restraint may not be utilized except as specified in Procedures on the Use of Physical Restraint of Persons at Risk.~~

A student **who is** not eligible for special education and is not being evaluated for eligibility is not covered by this policy. CGS 53a-18 permits a teacher or other person entrusted with the care and supervision of a minor for school purposes to use reasonable physical force upon such minor when and to the extent he/she reasonably believes such to be necessary to (1) protect himself/herself from immediate physical injury; (2) obtain possession of a dangerous instrument or controlled substance; (3) protect property from physical damage; or (4) restrain such minor or remove such minor to another area to maintain order.

(cf. 4148/4248 - Employee Protection)  
(cf. 5141.23 - Students With Special Health Care Needs)  
(cf. 5144 - Use of Physical Force)

Legal Reference: Connecticut General Statutes  
10-76b State supervision of special education programs and services.  
10-76d Duties and powers of boards of education to provide special education programs and services.  
46a-150 Definitions. (as amended by PA 07-147)  
46a-152 Physical restraint, seclusion and use of psychopharmacologic agents restricted. Monitoring and documentation required.  
46a-153 Recording of use of restraint and seclusion required. Review of records by state agencies. Reviewing state agency to report serious injury or death to Office of Protection and Advocacy for Persons with Disabilities and to Office of Child Advocate.  
53a-18 Use of reasonable physical force or deadly physical force generally.  
53a-19 Use of physical force in defense of person.  
53a-20 Use of physical force in defense of premises.  
53a-21 Use of physical force in defense of property.  
PA 07-147 An Act Concerning Restraints and Seclusion in Public Schools.  
State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

Adopted: January 12, 2009  
Revised:

# **Somers Public Schools**

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## **Building and Program Goals 2009-2010 Academic Year**

# SES Building Goal

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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

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

# Indicators of Success

- 100% of our classroom teachers focused their professional growth goal on the improvement of student writing.
- Teachers at all grade levels participated in PD to develop strategies for use in Writer's Workshop.
- Newberry Award-Winning Author, Ingrid Law, along with other local authors of children's literature, provided direct writing instruction as part of our First Annual Writer's Palooza Celebration.
- Grade levels are reaching benchmarks at a higher percentage than in previous years, and the amount of growth that students made is greater than it has been in recent years.

# Mabelle B. Avery Middle School

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 the 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

- Three days of professional development training with entire staff: RtI / SRBI
  - **CREC staff: Julie Giaconne, Craig Celler.**
- Universal Screeners required by all staff.
  - **CBAS assessments by Math and L. A. (3)**
- Progress Monitoring - Reading Inventory
- Smart Goals: growth indicators
- CMT: Editing, Revising, Reading, Reader Text Connection

# Somers High School Building Goal

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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 them in the creation of lessons using the differentiated instruction model that will incorporate targeted areas of need

# Indicators of Success

1. All building based Professional Development time was used to strengthen staff skills in DI lesson/unit development.
2. Some collaboration time was used to work on DI lessons, curriculum development, mid-term analysis and Pre-Capt scoring. Some faculty meeting time was also used by departments to work on goal objective.
3. Survey to be distributed to staff on DI growth and data collection skills. Common formative assessments were not addressed this year.
4. Team leader meetings were used to share information on department growth in attaining goal objective.
5. Staff growth goals were aligned with the building goal. Many of these goals required teachers to develop DI lessons for their classes. Data needed to be collected and scrutinized in order to determine if we are meeting the needs of all learners.
6. CAPT (July 2010), SAT (September 2010), AP (June/July 2010) and Mid-term/Final exam (June 2010) growth will not be evident until all data is available.

# Technology and Information Services

## Goal 2008-09

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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

## Monthly averages

Avg total logins	547	3305	8276
% Accessed	42	77	82
Avg logins/day	18	107	271
Avg length	19	19	21
% regular reports	37	47	33

# Pupil Services/Curriculum Goal

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

# Rationale

## Overall state test score data:

- Need to more efficiently and effectively meet students' academic and behavioral needs
- Need to maximize human and monetary resources

# Indicators of Success

- An increase in overall student achievement as measured by state and local assessments (TBD);
- A slight increase in the number of inappropriate referrals to special education was noted (and may be attributed to various stages of implementation);
- Progress monitoring data indicates effectiveness of interventions; and
- Mid-year program review of Open Choice grant participants indicates an increase in grades across almost all subject areas as well as a decrease in negative behaviors.

## 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 – June 14, 2010

**Members Present:** D.Palmer, R.Lees, B.Devlin (arrived at 7:07 p.m.), A.Kirkpatrick, M.Marquardt, S.Bollinger, J.Taylor, T.Potrikus, J.Formeister

**Members Absent:**

**Administrators Present:** M.Suffredini, P.Collin, K.Pezza, J.Morrow, B.Boutwell, N.Barry, S.Muirhead, G. Cotzin, R.Kapner, J.Oliver, R.Riola

**Staff Present:** M. Maciolek

**Citizens Present:** C.Manning

**Students Present:** R.Lees, S.Killoh, M.Traceski, B.Coope, J.Scheuer, K.Huang

**Student Representatives:** None in attendance

**Others:**

#### 1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:03 p.m. by Chairman Palmer in the Mabelle B. Avery Middle School BOE meeting room.

#### 2.0 PLEDGE OF ALLEGIANCE

#### 3.0 APPROVAL OF MINUTES

3.1 May 24, 2010 Regular Meeting Minutes – It was MOVED (R.Lees) SECONDED (S.Bollinger) to approve the May 24, 2010 Board of Education regular meeting minutes as presented. PASSED 8-0

#### 4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

##### 4.1 2010-2011 Somers Teacher of the Year

Dr. Suffredini announced that Somers Elementary School fourth grade teacher, Mark Maciolek, has been selected as the Somers Teacher of the Year for 2010-2011. The Board extended their congratulations and best wishes to Mr. Maciolek as he moves on to compete for Teacher of the Year for the State of Connecticut.

Mr. Macholek has been involved with several after school programs at the elementary school, one of which took place this year. Mr. Macholek was in charge of the Choice after school mentoring program this year and involved the students in creating a garden in the back of the building. Mr. Macholek was awarded \$500.00 from the Gayle DeBortoli grant and the PTA matched the grant. Kevin Sullivan, from Chestnut Hill Nursery, volunteered many hours helping the students and donated many supplies. Barnes Pool & Stones and Frank's Landscaping also helped with the project and donated time and materials. Terry Siver, a master gardener, volunteered many hours helping the students with creating the garden. The garden is named Jinan City Garden in honor of the Somers Elementary School's Chinese Sister School. There are many Chinese proverbs on signs throughout the garden. All the signs and some of the pavers were made out of recycled materials. Mr. Macholek said the students have taken

complete ownership of the care of the garden. The garden project has become so popular that everyone wants to be involved.

Mabelle B. Avery School Principal, Nancy Barry, informed the Board about the courtyard beautification program that took place this spring. The courtyard will be dedicated in memory of Jane Tyler who taught at MBA for many years. Mrs. Tyler passed away in 2008 and the money that was donated in her memory was used for this project. A weathervane and weather station have been installed because of Mrs. Tyler's love of science. A dedication ceremony will be held on June 18<sup>th</sup>.

## **5.0 CORRESPONDENCE**

Chairman Palmer reported that he received a telephone call regarding the location of the Roy Newsom memorial. Mr. Newsom lost his life serving in the Vietnam War. The caller requested that the memorial be moved to a high profile area.

Chairman Palmer reported receipt of several emails regarding Congressman Courtney's visit to Somers High School.

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

It was MOVED (R.Lees) SECONDED (B.Devlin) to add as a First Warning, approval of the Health textbook, *Lifetime Health*. PASSED 9-0

## **7.0 CONSENT AGENDA**

### **7.1 Approval of Bills 6/14/10 (\$442,111.18)**

It was MOVED (J.Taylor) SECONDED (B.Devlin) to approve the 6/14/10 Bills in the amount of \$442,111.18 as presented. PASSED 9-0

### **7.2 Resignation (K.Chung)**

It was MOVED (J.Taylor) SECONDED (B.Devlin) to accept the resignation submitted by K.Chung effective at the end of the 2009-2010 school year as presented. PASSED 9-0

## **8.0 NEW BUSINESS**

### **8.1 Approval of Math Curriculum**

The proposed Math Curriculum was presented at the May 24, 2010 meeting as a First Warning. The curriculum represents an update of the 2006 curriculum. It has been revised to include the 2009 grade level expectations put out by the state in grades K-8 and realigned to match the State's pacing guides. The frameworks have not changed.

It was MOVED (A.Kirkpatrick) SECONDED (J.Taylor) to approve the Math Curriculum as presented. PASSED (9-0)

The approved Math Curriculum will be available on the district's website so that it may be easily accessed and current. Hard copies of the original approved document will be archived for future reference.

### **8.2 Approval of Transition Program for Students 18-21**

The district's Long Range Plan committed development of a community-based transition program for eligible students with special needs as an alternative to contracting with other public and/or private organizations. Somers is mandated to provide these services under IDEA. The proposed Transition Program will allow students to participate in a local program while also realizing significant savings compared to out-of-district programs. The

costs affiliated with the program include 1.0 FTE special education/vocational education teacher, 0.8 FTE paraprofessional/job coach, transportation, and curriculum materials. A minimum savings of \$45,000 is anticipated.

It was MOVED (R.Lees) SECONDED (B.Devlin) to approve the Transition Program for Students 18-21 as presented. PASSED 9-0

There will be three students in the program next year. The Board requested that an update on the program be added to the Board's Reporting Schedule for May or June. The report should include actual cost savings and an enrollment update.

Chairman Palmer will inform the Board of Finance the details of the program because of the additional staffing required.

- 8.3** First Warning of DBS Code: 4131 – Professional Development  
The Policy Committee is proposing a revision to this policy to include the change in state law requiring a Professional Development Committee to include staff. Second Warning/Adoption will be on the 6/28/10 BOE meeting agenda.

- 8.4** First Warning of DBS Code 5144.1 Physical Restraint  
The Policy Committee has reviewed this policy and revised it to include recommended changes from CAFE and current state amendments.

Staff will be trained in the new de-escalation, psychological and physical restraint procedures in August.

Second Warning/Adoption will be on the 6/28/10 BOE meeting agenda.

- 8.5** First Warning Health Textbook for Grades 9/10  
Director of Curriculum, K.Pezza, presented the textbook, *Lifetime Health*, which was selected by the high school physical education and health teachers to be used in the grades 9/10 health classes. The textbook will be purchased this year following Board approval.

Second Warning/Adoption will be on the 6/28/10 BOE meeting agenda.

## **10.0 ADMINISTRATIVE REPORTS**

### **10.1 Building Goal Results**

Administrators presented their building goals report for the 2009-2010 school year.

The Somers Elementary administrators reported that the 2009 CMT scores indicated a need to improve student performance in the area of writing. The instruction was aligned with the CMT strands and objectives and the focus was directed on writing across all curricular areas. One hundred percent of the elementary school classroom teachers focused their professional growth goal on the improvement of student writing. Teachers at all grade levels participated in professional development focused on writing and literacy. Mrs. Oliver reported that grade levels are reaching benchmarks at a higher percentage than in previous years, and the amount of growth that students made is greater than it has been in recent years.

Mabelle B. Avery administrators reported that the student's CMT scores have remained solid with continued improvement; however, analysis of the scores revealed a need to

address individual students that fall below goal.

The entire staff was trained in the RtI/SRBI three-tiered framework model. Universal Screeners were developed and will be used by all teachers three times a year next year. Math and Language Arts teachers used CBAS assessments in the fall, winter and spring. These assessments identified specific needs of individual students who received very targeted instruction over a 6-10 week period and reassessed to determine the student's progress.

Training in the behavioral component of SRBI was started this year and will continue next year.

Somers High School administrators reported that the high school teachers worked on improving student achievement through the use of differentiated instruction within the classroom. This is the second year of this two-year goal. Teachers continued training on how to diversify their instruction to meet the needs of all students in the classroom. A survey will be distributed to staff on DI growth and data collection skills. Common Formative Assessments will be addressed next year.

Director of Technology, J.Morrow, reported that this year was spent working with the 4-12 staff, students and parents to implement and manage the Somers Parent Portal. Mr. Morrow presented a chart that showed how often the Parent Portal was accessed. The numbers indicated that the Parent Portal has been very successful. School administrators stated that they use it quite often to check student performance and find it extremely helpful.

Although most comments regarding the portal have been positive, Mr. Cotzin reported that some parents are using the information in ways that are causing stress for some students. A use of the Parent Portal information session will be held for parents next year to address this concern.

Mr. Morrow reported that he plans to initiate single sign-in for parents with more than one child in the district.

Midterm appraisal and report cards could be eliminated in the future.

Dr. Collin, Director of Pupil Services, and K.Pezza, Director of Curriculum, reported that their goal was to develop and implement an effective Response to Intervention process that ensures a continuum of support to maximize the learning of all students.

Progress monitoring data indicates effectiveness of interventions and mid-year program review of Open Choice grant participants indicates an increase in grades across almost all subject areas and a decrease in negative behaviors.

## **10.2 Staff Evaluations**

Dr. Suffredini reported that all staff evaluations will be completed by the next BOE meeting on June 28<sup>th</sup>.

## **11.0 COMMITTEE REPORTS**

### **11.1 Budget**

Mr. Boutwell reported that the issues regarding textbook money are being addressed.

Mr. Boutwell will present an update of the 2009-2010 budget at the June 28<sup>th</sup> meeting.

Dr. Suffredini reported that he has received information that the state may not cut the Education Cost Sharing funding as anticipated.

**11.2 Curriculum**

The Curriculum Committee met prior to the BOE meeting and reviewed the Social Studies Curriculum and the Health textbook, *Lifetime Health*.

The new Social Studies Curriculum will be on the June 28, 2010 BOE agenda as a First Warning.

**11.3 Policy**

The Policy Committee met prior to the BOE meeting and will meet again on June 22<sup>nd</sup> at 7:00 p.m.

**11.4 Salary & Negotiations – No Report**

**11.5 Planning Committee – No Report**

**11.6 Other Committees – No Report**

**12.0 OTHER**

**13.0 EXECUTIVE SESSION – Superintendent’s Evaluation & Legal Matters**

It was MOVED (B.Devlin) SECONDED (J.Taylor) to move into Executive Session at 9:16 p.m. for the purpose of the Superintendent’s Evaluation and Legal Matters. PASSED 9-0

The Board came out of Executive Session at 10:46 p.m.

**14.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (J.Taylor) to adjourn the regular meeting of the Somers Board of Education at 10:47 p.m. PASSED 9-0

Respectfully submitted,

Rick Lees, Jr., Secretary  
Joan Jaquith, Recording Secretary

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