

**BOE Meeting Template**  
**Tuesday, October 12, 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 2
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
  - 1. CMT/SAT/CAPT Results 6  
A presentation on the recent CMT/SAT/CAPT test results will be made by the building principals and the Director of Curriculum. Questions regarding any aspect of the test results can be directed to the administration.
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
  - 1. Approval of Bills 19
8. NEW BUSINESS
  - 1. Second Warning/Adoption of DBS Code: 3511 - Compliance with 504 Regulations 25  
The Policy Committee is recommending changes to this policy due to state law revisions. Second warning/adoption will be on the 10/12/10 agenda.
  - 2. Second Warning/Adoption of DBS Code: 5145 - Section 504: Civil and Legal Rights and Responsibilities 28  
The Policy Committee is presenting this new policy to be in compliance with state law as recommended by CABE. Second warning/adoption will be on the 10/12/10 agenda.
  - 3. 2011 BOE Meeting Schedule 31  
The 2011 BOE Meeting Schedule has been developed as per DBS Code: 9321.1-Bylaws of the Board.
  - 4. Field Trip Request - SHS Drama Club 33  
Mrs. Welch, Drama Advisor is requesting permission to take 5 students to the New England Theatre Conference in New Haven, CT for an overnight field trip. Details of the trip are included.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
11. COMMITTEE REPORTS
  - 1. Budget
  - 2. Curriculum
  - 3. Policy
  - 4. Salary & Negotiations
  - 5. Planning
  - 6. Other Committees
12. OTHER
13. ADJOURNMENT 38

## 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 – September 27, 2010

<b>Members Present:</b>	D.Palmer (arrived at 7:07 p.m.), J.Formeister, A.Kirkpatrick, B.Devlin, J.Taylor, T.Potrikus (attended the BOF meeting and arrived at 7:14 p.m.), S.Bollinger
<b>Members Absent:</b>	R.Lees, M.Marquardt
<b>Administrators Present:</b>	M.Suffredini (attended the BOF Meeting and arrived at 7:19 p.m.), K.Pezza, B.Boutwell (attended the BOF meeting and arrived at 7:19 p.m.), N.Barry, G.Cotzin, J.Oliver, R.Riola, P.Collin
<b>Staff Present:</b>	P.Stone
<b>Citizens Present:</b>	D.Stone, (M.Cormier, K.Murdoch & Kim Roberts - Tri-Town Hockey parents)
<b>Students Present:</b>	M.Driscoll
<b>Others:</b>	Erin Quinian ( <i>Journal Inquirer</i> )

#### 1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:02 p.m. by Vice Chairman Formeister in the Mabelle B. Avery Middle School-BOE Board Room.

#### 2.0 PLEDGE OF ALLEGIANCE

#### 3.0 APPROVAL OF MINUTES

**3.1** September 13, 2010 Regular Meeting Minutes – It was MOVED (B.Devlin) SECONDED (J.Taylor) to approve the September 13, 2010 Board of Education regular meeting minutes as presented. PASSED 5-0

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

##### 4.1 Tri-Town Hockey Association

Karen Murdoch, from Tri-Town Hockey, addressed the Board regarding financial support for the Tri-Town Hockey program. Mrs. Murdoch asked the Board to consider creating a line item in the BOE budget for Tri-Town Hockey to help defray player individual costs.

Mrs. Murdoch explained that currently the Tri-Town Hockey Team is 100% funded by the S.E.E. Booster Club at a cost of approximately \$1600.00 per player each season.

Tri-Town Hockey is also asking for assistance in reigning in excessive costs for transportation and officials. Mrs. Murdoch stated that these costs are significantly higher than for other sports that are managed by the Athletic Manager and supported by the Board of Education.

The Board will discuss these requests and respond to the hockey association following their discussion.

**4.2 Media Presentation**

Peter Stone, AV Media Specialist, presented an overview of a new media website called The School Video Page. Mr. Stone explained that he created this site using videos made by students in his Video Producers Workshop class.

Videos created by Pat Clark and Becky Leiphart at the elementary school called Week in Review are also embedded in this website. Mr. Stone explained that Mrs. Clark and Mrs. Leiphart have been creating videos for public access television for several years and also do a Week in Review video each week that is seen by the whole school on Fridays. All of these videos would be available on The School Video Page. Videos from graduation and other school events would be available as well.

Mr. Stone explained that this website is still a work in progress and the goal is to be able to create a link to this website from the district’s web page. There are copyright and disclaimer issues that need to be resolved before this can be done.

Mr. Stone stated that he hoped this website would generate more student interest in video production. If there is enough interest, creation of a video production media program could be an option in the future.

**5.0 CORRESPONDENCE**

Chairman Palmer reported receipt of correspondence from CABA.

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

**7.0 CONSENT AGENDA**

**7.1** Approval of Bills 9/27/10 (\$297,841.00)  
It was MOVED (B.Devlin) SECONDED (J.Taylor) to approve the 9/27/10 Bills in the amount of \$297,841.00 as presented. PASSED 6-0

**8.0 NEW BUSINESS**

**8.1** Final Budget Approval  
Director of Business Services, Bill Boutwell, presented the final 2010-2011 budget and explained that this is an annual revision process that reflects a better picture of the district’s actual expenses.

Mr. Boutwell reviewed the seven major categories where changes were made and explained why they were adjusted.

It was MOVED (T.Potrikus) SECONDED (J.Taylor) to approve the final 2010-2011 budget as presented by the Director of Business Services. PASSED 7-0

**8.2** First Warning of DBS Code: 3511 – Compliance with 504 Regulations  
The Policy Committee recommends changes to this policy due to state law revisions. Second Warning/Adoption will be scheduled for the October 12, 2010 BOE meeting.

A.Kirkpatrick reported that the Policy Committee met with Dr. Collin while reviewing this policy.

- 8.3** First Warning of DBS Code: 5145 – Section 504: Civil and Legal Rights and Responsibilities  
The Policy Committee presented this new policy to be in compliance with state laws as recommended by CAFE. Second Warning/Adoption will be scheduled for the October 12, 2010 BOE Meeting.

**9.0 OLD BUSINESS**

**10.0 ADMINISTRATIVE REPORTS**

**10.1** Long-Range Plan Requests

Dr. Suffredini and B. Boutwell presented the Long-Range Plan Summary to the BOE. Dr. Suffredini explained that the Long-Range Plan was developed from requests submitted by administration and working within the anticipated funding projections for the next few years.

Dr. Suffredini stated that over the next three years creation of an all-day kindergarten program will be explored and studied. Dr. Suffredini explained that this concept is in the early stages of discussion. The Long-Range Plan Committee, along with other committees and administration, will start exploring what impact an all day kindergarten will have on students, future budget, curriculum changes, staffing and facilities.

The Long-Range Plan Committee will review the Long-Range Plan Summary that was presented this evening and will come back to the Board with recommendations.

The members of the Long-Range Plan Committee suggested going back to the summary sheet process that was used in the past in the development of the Long-Range Plan.

**11.0 COMMITTEE REPORTS**

**11.1** Budget

Dr. Suffredini, T.Potrikus and B.Boutwell attended the BOF meeting this evening. Dr. Suffredini reported that he notified the BOF how the BOE intended to use the Education Job Funds for this year and next year. Dr. Suffredini informed the BOF that there is a hiring freeze in place for the rest of this year and next except for mandated programs or for essential services.

B.Boutwell will send the BOF a list of the district's budget transfers.

**11.2** Curriculum – No Report

**11.3** Policy

A.Kirkpatrick stated that she would provide a policy quarterly report to the Board in November.

**11.4** Salary & Negotiations

B.Devlin reported that the Salary & Negotiations Committee met with Attorney Bill Connon last week. A ground rules meeting is scheduled with the SEA for September 30<sup>th</sup>.

**11.5** Planning Committee

The Planning Committee will review the Long-Range Plan Summary and report back to the Board with their recommendations.

**11.6 Other Committees**

Chairman Palmer reported that a Tech Committee has been created. Chairman Palmer, Dr. Suffredini, J.Morrow, B.Devlin and R.Lees will serve on this committee.

**12.0 OTHER**

**12.1** Chairman Palmer distributed copies of changes he made in the Board member's committee assignments. These assignments will become effective after the October 12<sup>th</sup> meeting.

**13.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (T.Potrikus) to adjourn the regular meeting of the Somers Board of Education at 8:28 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.



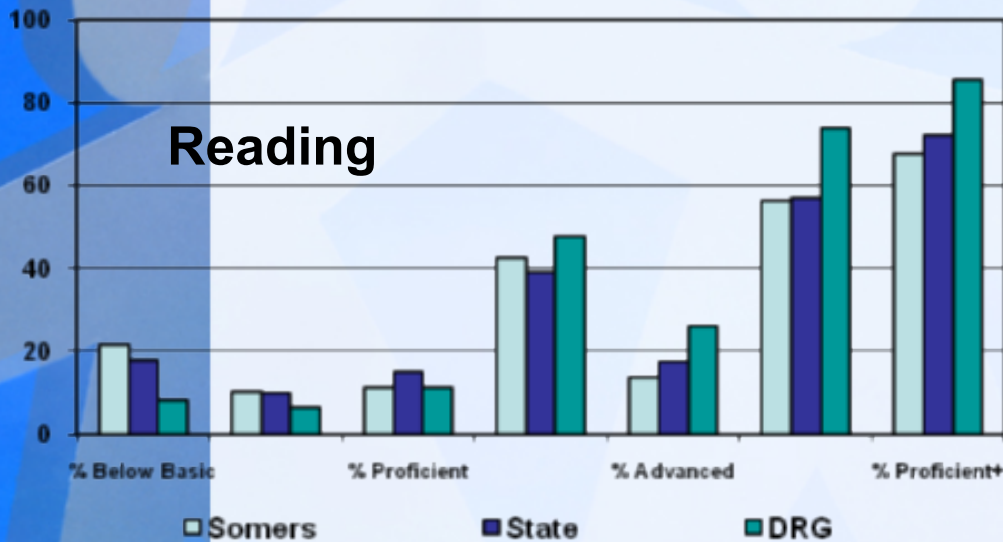
# 2010 CMT & CAPT

## Score Report

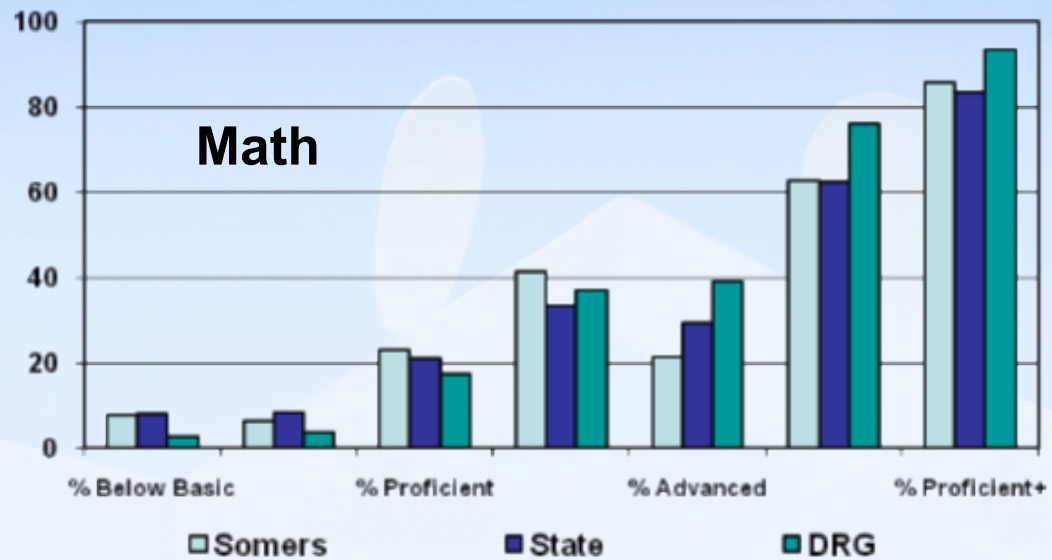
# Grade 3 CMT Results



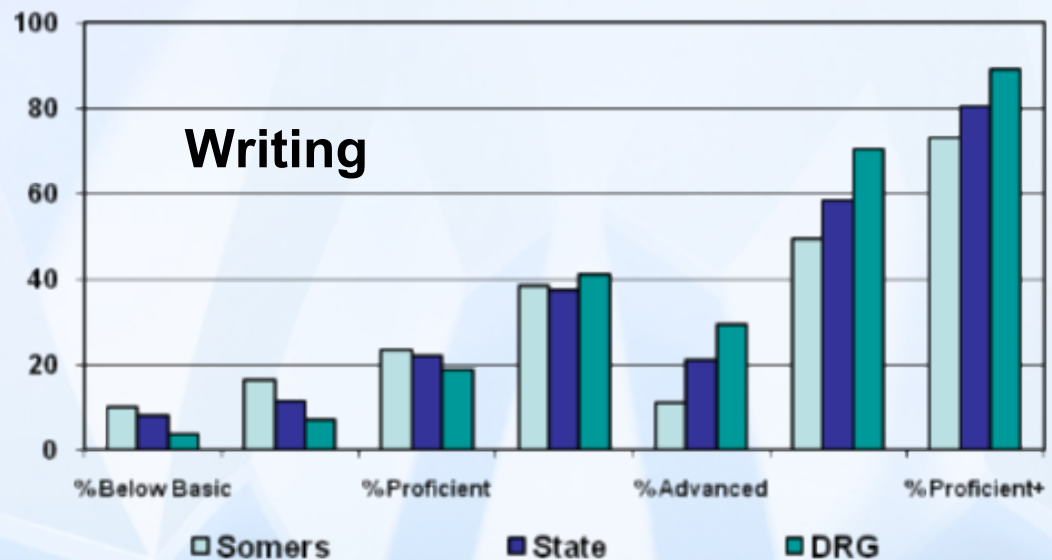
## Reading



## Math



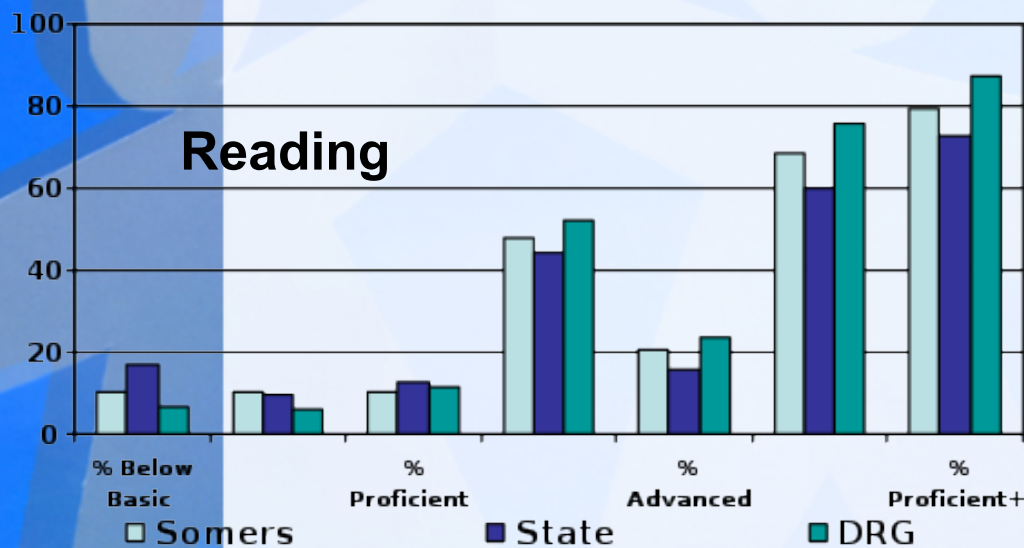
## Writing



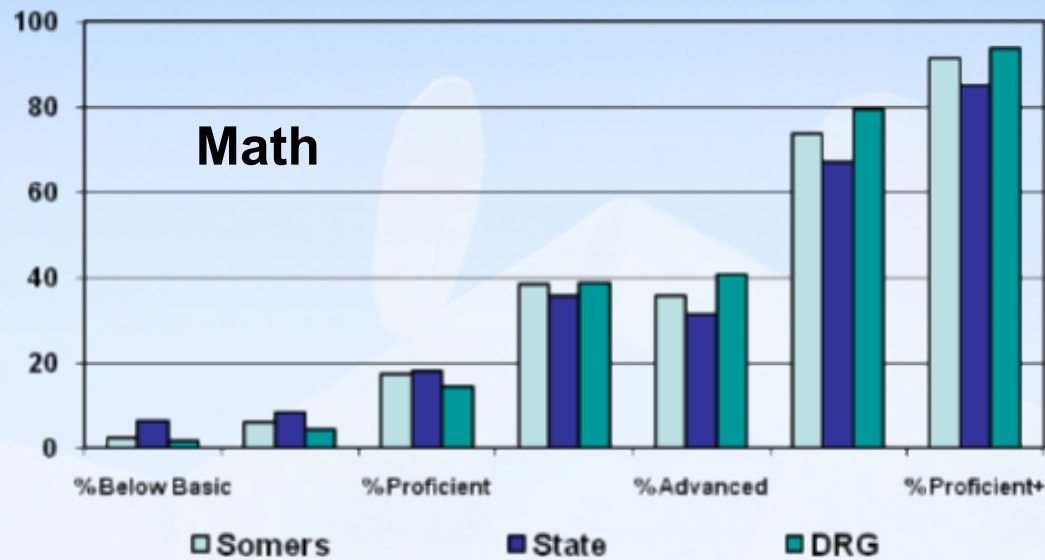
# Grade 4 CMT Results



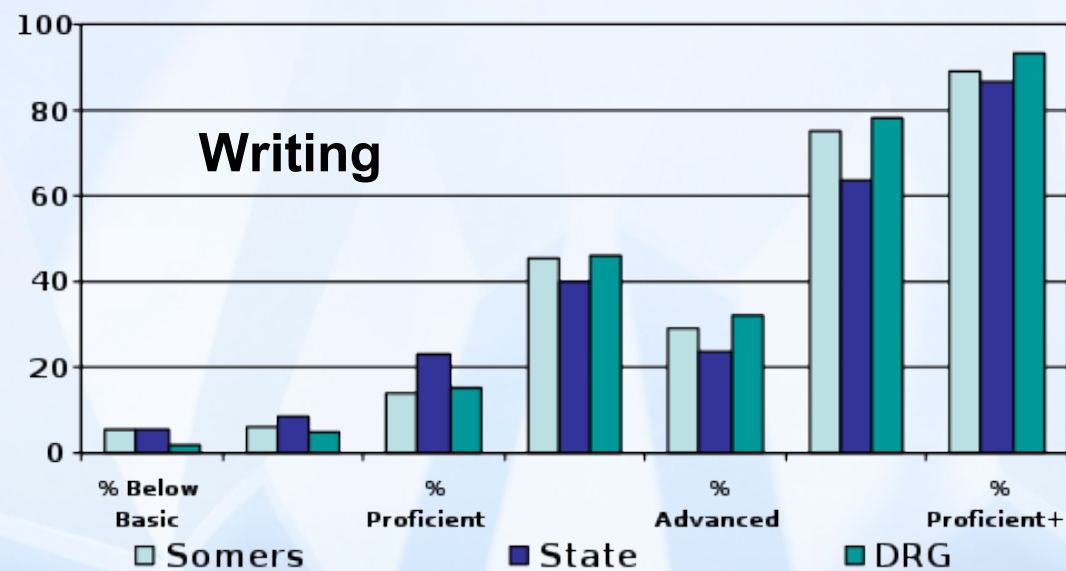
## Reading



## Math



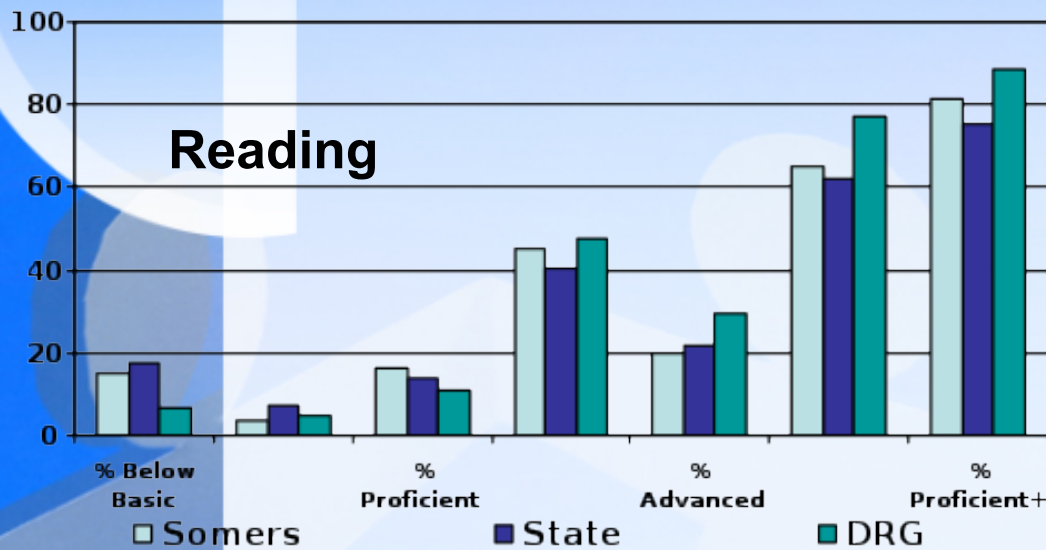
## Writing



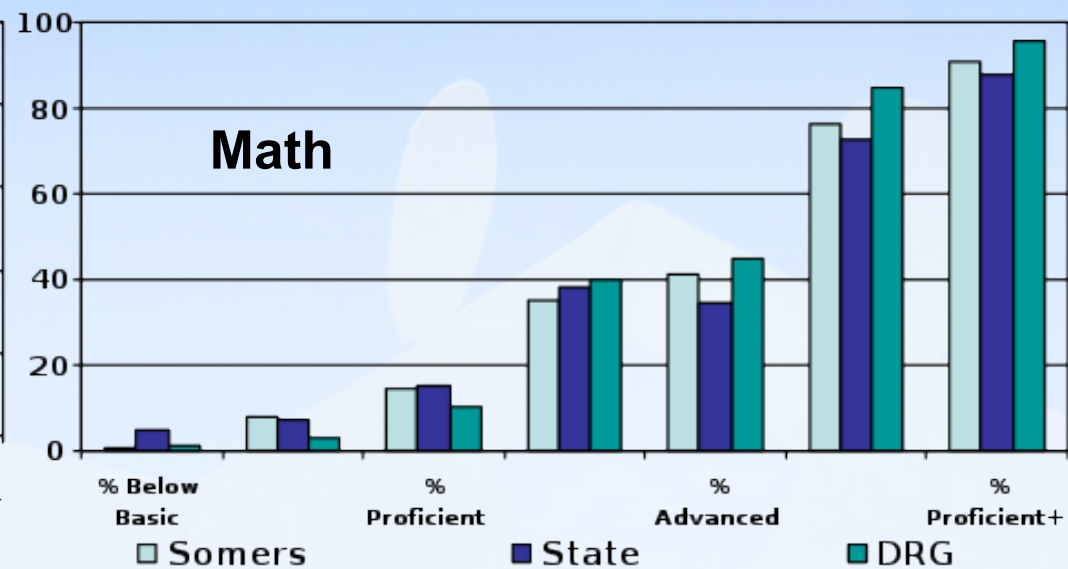
# Grade 5 CMT Results



## Reading



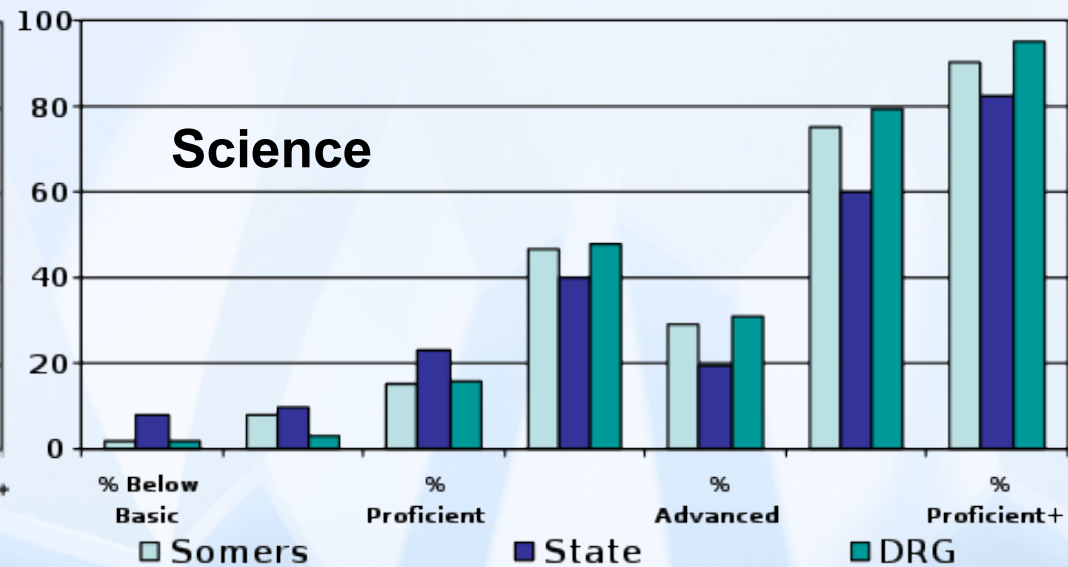
## Math



## Writing



## Science



# SES Action Plan



**Goal:** Raise reading proficiency scores every year for the next three years. (Grade 3 - 8%, Grade 4 - 4 %, Grade 5 - 3%)

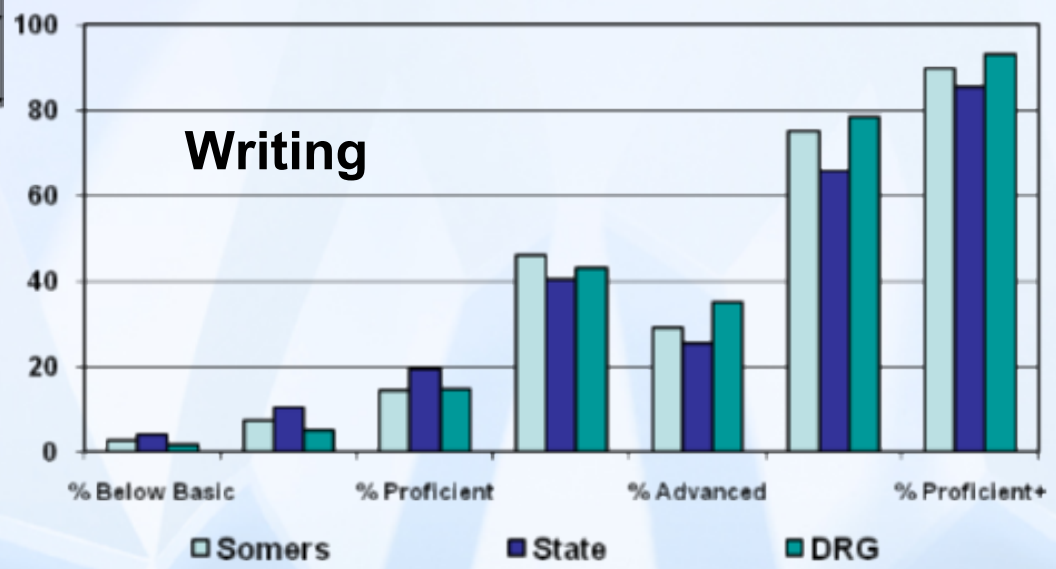
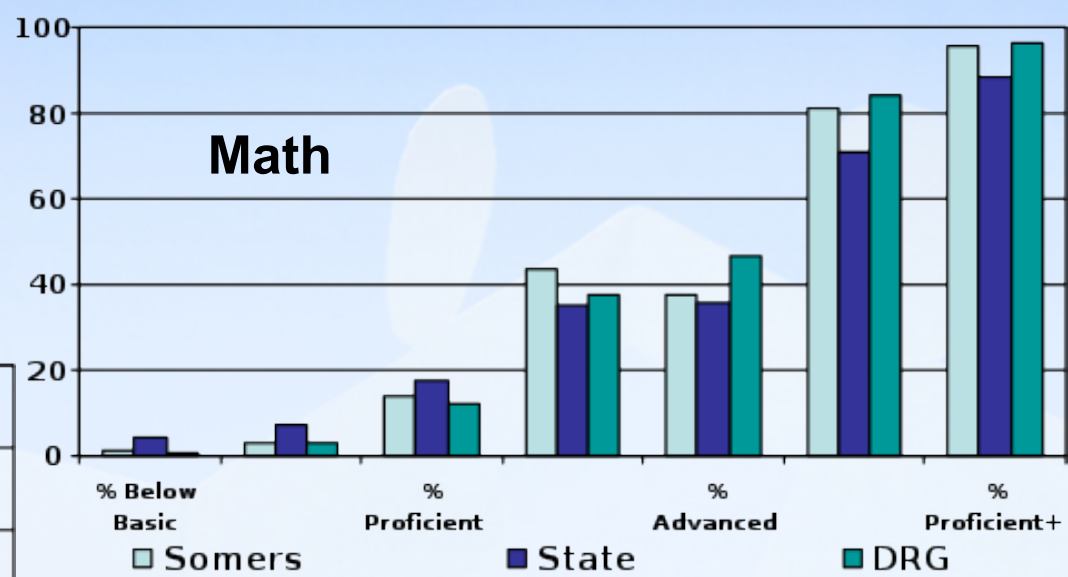
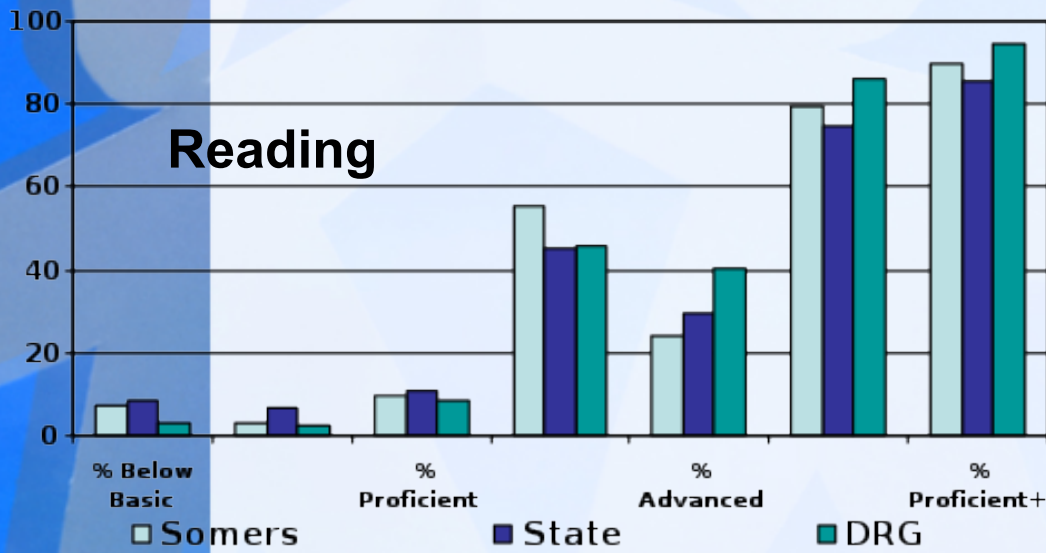
**Time Usage:** 90 minute uninterrupted block of literacy time daily.

**Parent Involvement:** Parent survey regarding reading at home. Annual notification to parents about tracking and convergence.

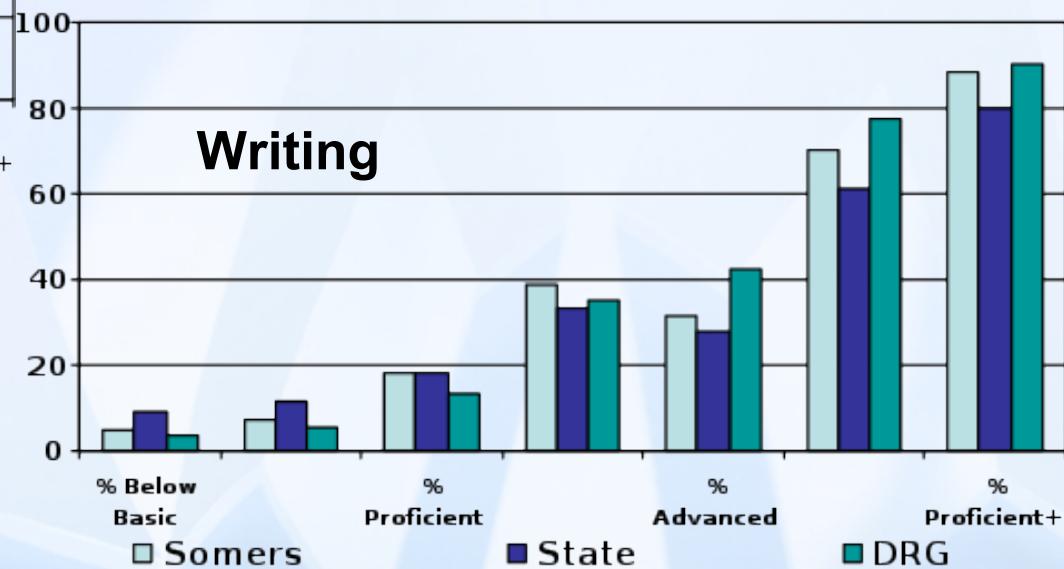
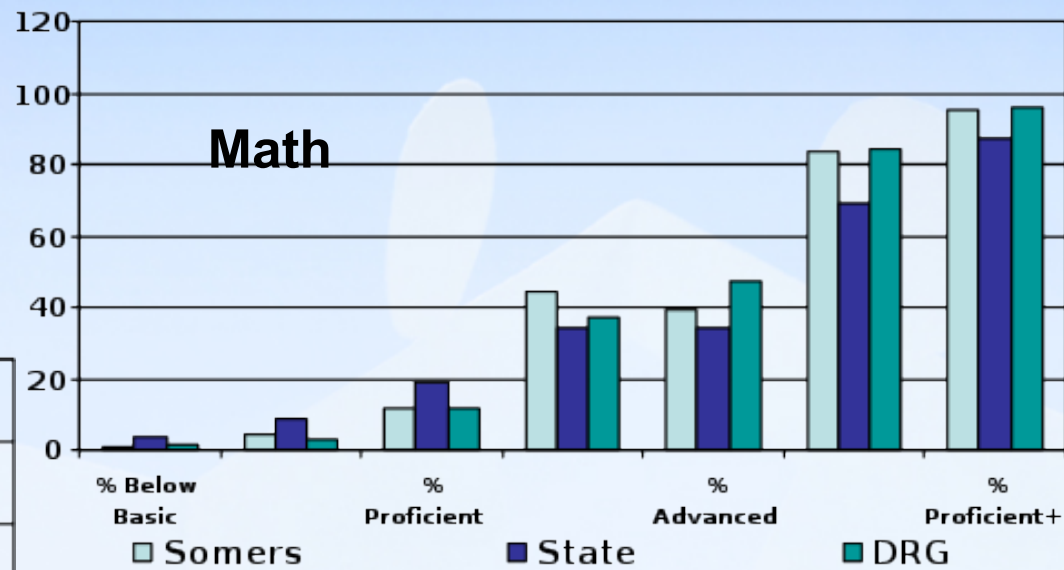
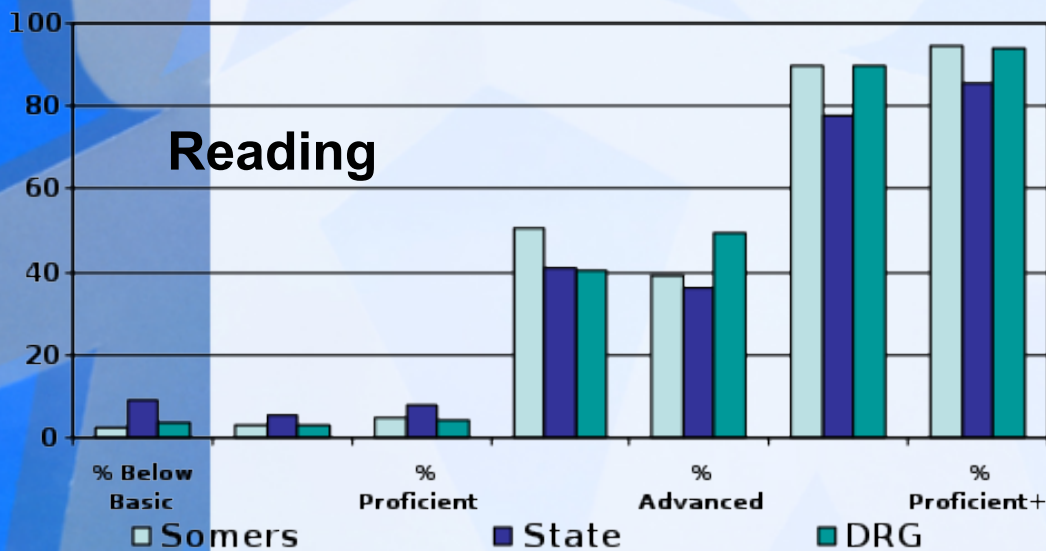
**Professional Development:** Columbia Teacher's College (August) with three days of technical assistance.

**Assessments:** DRA & DRP fall and spring, CBAS fall, winter, and spring, DIBELS twice a month K - 2, MAZE Grades 3 - 5 twice a month.

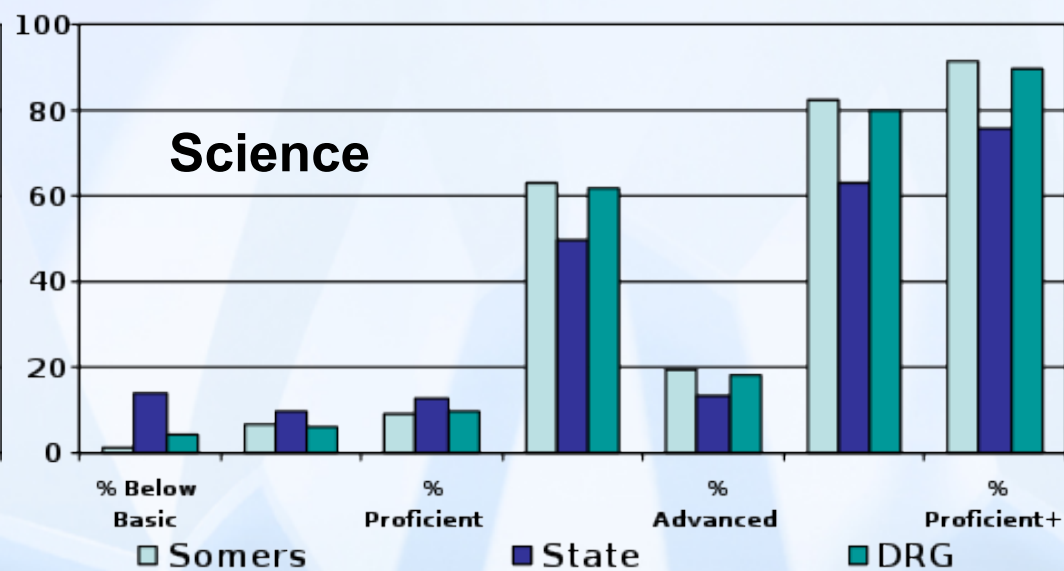
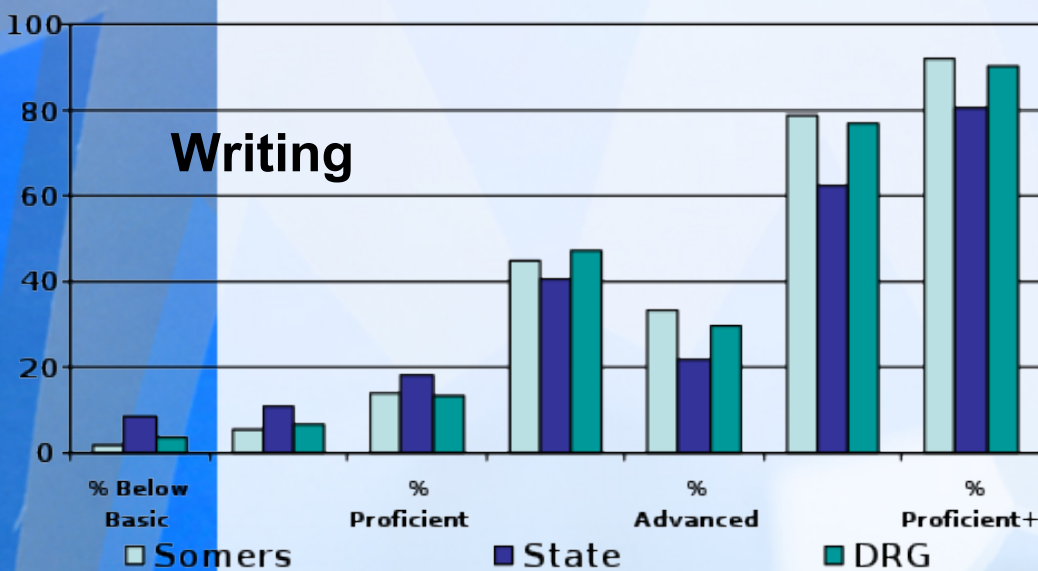
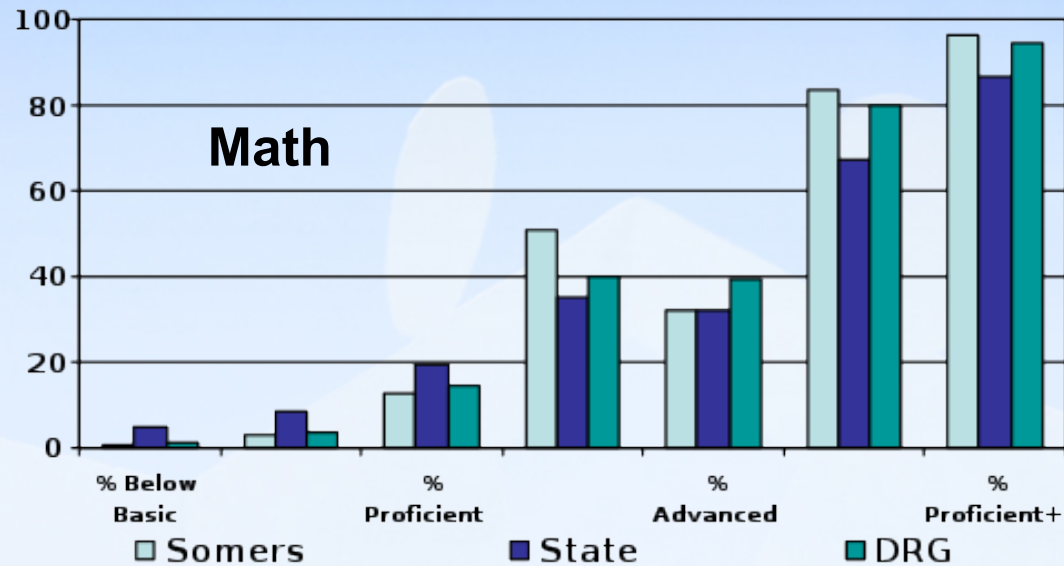
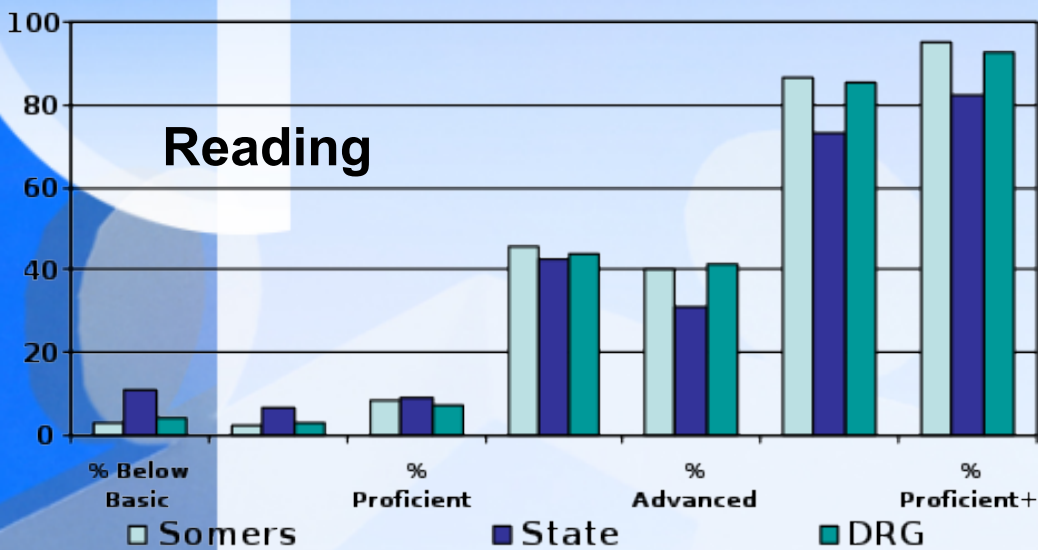
# Grade 6 CMT Results



# Grade 7 CMT Results



# Grade 8 CMT Results



# MBA Action Plan



**Data Analysis-** Student Achievement Action Plan Worksheet (Aug.)  
In grades 6,7,8 Reading, Writing, and Math improved in the Goal area (8 out of 9). Ex: 7th writing.

"The Village":

Grade 8: Math 83.5% up 14.9% 10/21 strands above DRG  
Reading 86.3% up 4.4 4/4 strands above DRG  
Writing 78.5% up 6.7 2/2 strands above DRG

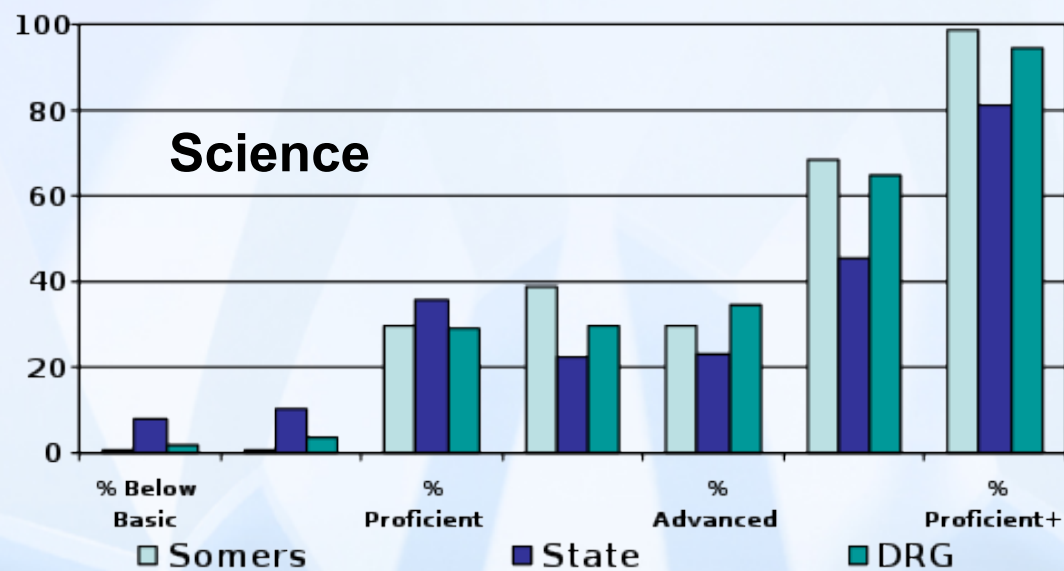
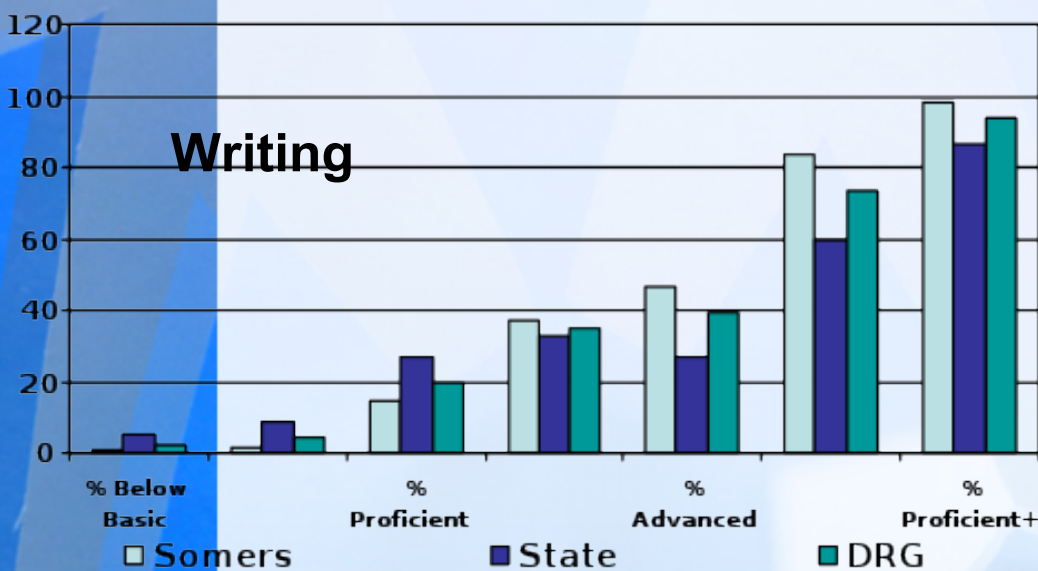
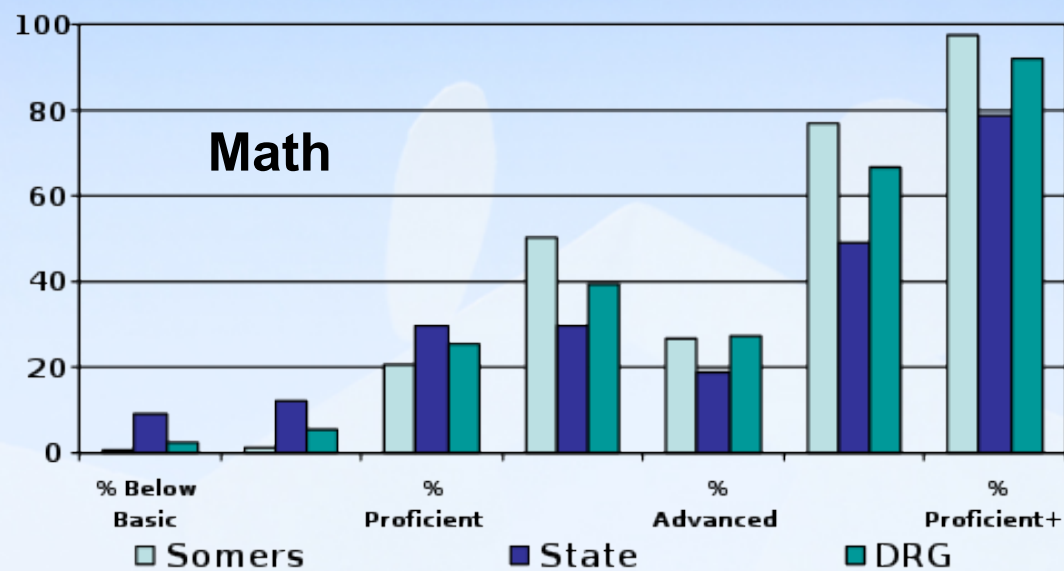
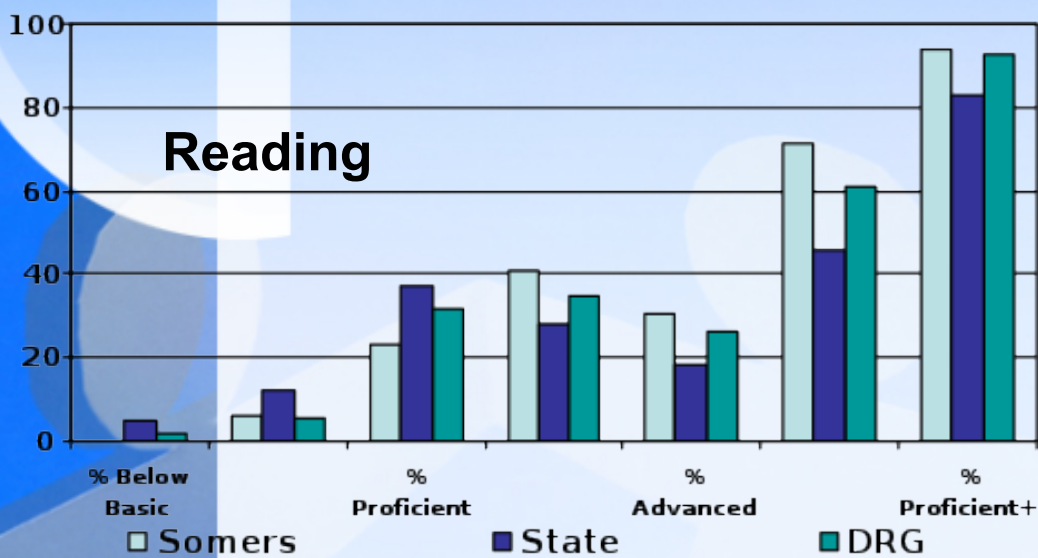
"The Plan": Writing: Composing/Revising and Editing  
i.e. 38 students below Goal in gr. 7 writing, however, 35% of these students passed the writing portion of the test.

**School-wide initiative:** to assist with writing in the content areas with emphasis on revising/composing and editing.

Professional Growth Goals, CBAS assessments, use universal screeners, faculty meeting workshops on writing, and SRBI strategies.

\* **Growth of tier II students**

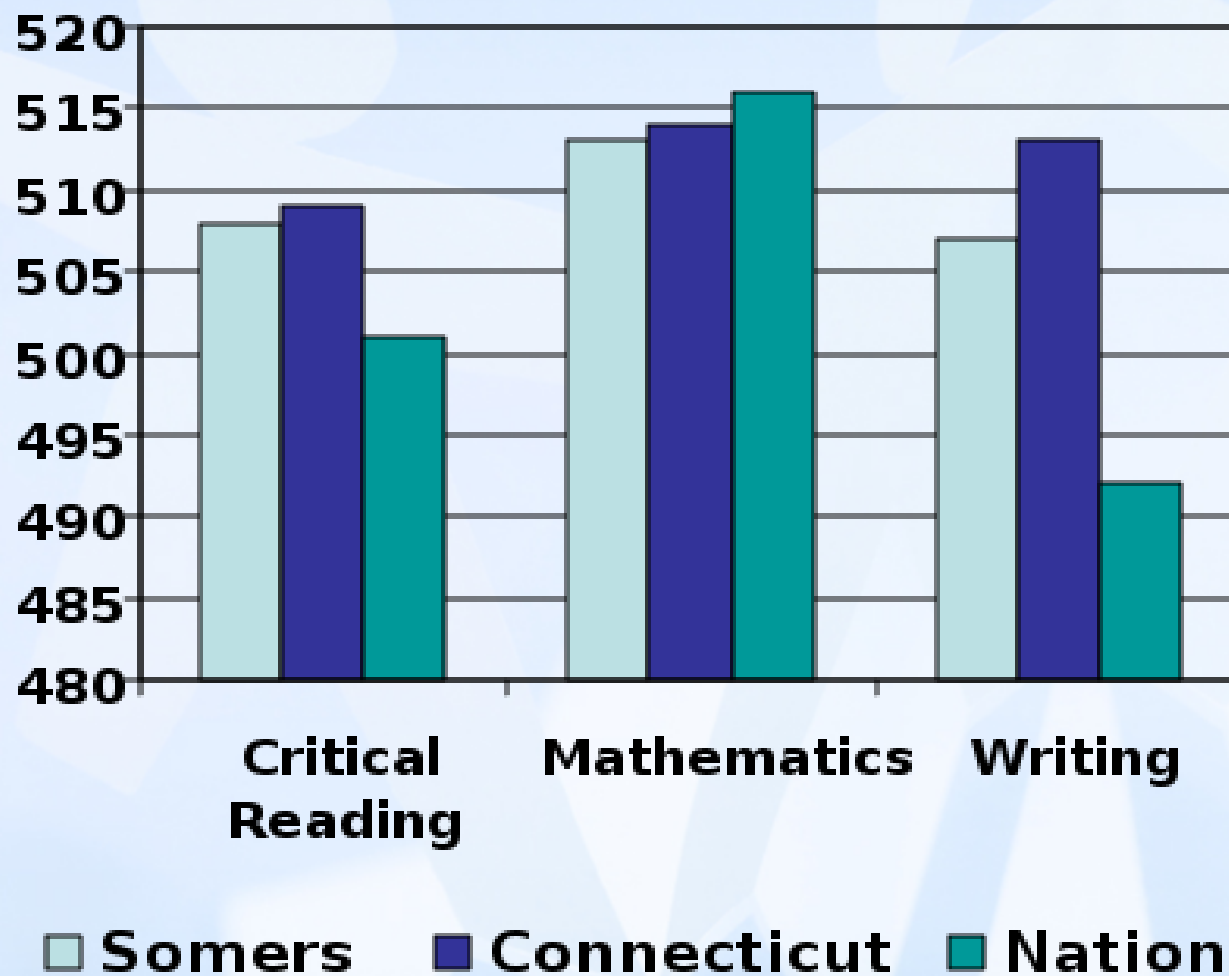
# Grade 10 CAPT Results



# SAT



## Average SAT Score



# SHS Action Plan



## Department Goals

**English** department will raise grammar scores by 5% for 10/11.

Social Studies department will raise writing scores by 5% for 10/11.

Science department will increase the CAPT strand, “Chemical Structures and Properties” by .5 points for 10/11. Additionally, they will increase open-ended responses on the Pre-CAPT by 10% for 10/11.

**Math** department will increase the mean math scores on 9th/10th grade portfolio projects by 5%. Additionally, they will increase the mean SAT math score by 5%.

**The CCC** will work to increase the acceptance rate of students at their top choices for post-secondary education.

**World Language, Business and Art** departments will increase CAPT “Reading for Information” scores by 5% for 10/11.

**Physical Education/Health** department will increase overall student performance by 5% on the Connecticut Physical Fitness Assessment for 10/11.

**Tech Ed and Foods** will increase CTE scores by 5% for 10/11.

# SHS Action Plan



## **Time Usage (Monthly)**

Department Collaboration, Team Leader/Administrative discussion, and Collaboration meeting with Administration in order to analyze data and ensure goal growth.

## **Parent Involvement**

Back to School Night, Newsletters, department email updates, and teacher/parent communication are to be utilized in order to keep parents involved in the process.

## **Professional Development**

March PD-Data Mining and Data Analysis Workshop. September/October Faculty Meetings to discuss SMART goal development. January PD on developing strategies to target lower level learners. Monthly department collaboration with Technology (IT) on infusing technology in to instruction. Teacher Professional Development Goals aligned with departmental goals.

# Somers Board of Education General Budget Treasury Warrant

Report # 8332

Check Batch: 2905  
 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: 10/6/10  
William B. Boutwell, Director of Business Services

2905	1960	10/12/2010	V58674	Administrator, Unemployment Compensation	0.00	550.00
	1961	10/12/2010	V60028	Airex Filter Corporation	0.00	57.88
	1962	10/12/2010	V53322	Allstate Business Machines	0.00	81.25
	1963	10/12/2010	V60041	Anthem BCBS	0.00	262,312.35
	1964	10/12/2010	V60313	Apperson Education Products	0.00	39.05
	1965	10/12/2010	V00555	AT&T	0.00	1,472.18
	1966	10/12/2010	V00884	Avery Septic Service	0.00	150.00
	1967	10/12/2010	E00450	Bergamini, Lisa	0.00	30.00
	1968	10/12/2010	E00025	Boutwell, Bill	0.00	13.69
	1969	10/12/2010	E00274	Bray, Rachel	0.00	15.89
	1970	10/12/2010	V21118	C.E.S.	0.00	190.00
	1971	10/12/2010	V53547	CASPA	0.00	350.00
	1972	10/12/2010	V51942	CBS	0.00	2,451.77
	1973	10/12/2010	V53390	CIRMA	0.00	35,599.00
	1974	10/12/2010	V53588	CIT Technology Fin Serv, Inc.	0.00	600.49
	1975	10/12/2010	V00161	CMEA	0.00	175.00
	1976	10/12/2010	V02198	The Connecticut Water Company	0.00	3,269.76
	1977	10/12/2010	E00076	Cotzin, Gary	0.00	20.00
	1978	10/12/2010	V60089	Dime Oil Company	0.00	391.67
	1979	10/12/2010	E00096	Duffy, Margaret	0.00	55.00

## Somers Board of Education General Budget Treasury Warrant

Report # 8332

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	1980	10/12/2010	V00264	EASTCONN	0.00	60.00
	1981	10/12/2010	V21165	Edward Connors Insurance	0.00	1,727.00
	1982	10/12/2010	V54168	First Student, Inc	0.00	350,796.72
	1983	10/12/2010	V02186	Flinn Scientific, Inc.	0.00	241.75
	1984	10/12/2010	V01563	Follett Educational Services	0.00	217.63
	1985	10/12/2010	V00314	Follett Library Resources	0.00	2,931.55
	1986	10/12/2010	V00511	Grainger	0.00	76.32
	1987	10/12/2010	V53439	Group Dynamic	0.00	83.25
	1988	10/12/2010	V00407	Hartford Courant	0.00	158.85
	1989	10/12/2010	V60090	High Grade Gas Service, Inc	0.00	789.18
	1990	10/12/2010	V21177	Home Depot CRC	0.00	76.47
	1991	10/12/2010	V54063	HSABank	0.00	13.50
	1992	10/12/2010	V60043	IVEY Industries	0.00	268.58
	1993	10/12/2010	V02625	K & S Distributors	0.00	153.09
	1994	10/12/2010	V01777	Lakeshore Learning	0.00	1,408.98
	1995	10/12/2010	V60358	Learning Things	0.00	114.48
	1996	10/12/2010	V02898	MAGNAKLEEN	0.00	325.50
	1997	10/12/2010	V52705	MIRMA	0.00	20,711.08
	1998	10/12/2010	E00232	Mooney, Steven	0.00	18.00
	1999	10/12/2010	E00234	Morrow, Jim	0.00	184.99
	2000	10/12/2010	V53987	Office Equipment Finance Services	0.00	1,658.67
	2001	10/12/2010	V60359	Palos Sports	0.00	258.07
	2002	10/12/2010	E00253	Pantuosco, John	0.00	30.00
	2003	10/12/2010	V60186	PC Mall Gov	0.00	551.55
	2004	10/12/2010	V00287	Psychology Today	0.00	18.00
	2005	10/12/2010	E00277	Rauza, Arlene	0.00	75.00
	2006	10/12/2010	V02610	Reliable Welding & Speed, LLC.	0.00	716.92
	2007	10/12/2010	V02901	School Furnishings, Inc.	0.00	1,166.00
	2008	10/12/2010	V01292	School Specialty, Inc.	0.00	279.34
	2009	10/12/2010	V00729	SchoolMart, Inc.	0.00	141.02
	2010	10/12/2010	V60331	Science Kit & Boreal Laboratories	0.00	99.21
	2011	10/12/2010	V00886	Somers Lunch Program	0.00	10.50
	2012	10/12/2010	V00548	Somers Sanitation Service, Inc.	0.00	1,189.70
	2013	10/12/2010	V01591	Town of Somers	0.00	9,516.50
	2014	10/12/2010	E00320	Stone, Peter	0.00	339.57
	2015	10/12/2010	E00322	Suffredini, Dr. Maynard	0.00	29.00
	2016	10/12/2010	M02015	T. J. Conway Company	0.00	3,900.00

## Somers Board of Education General Budget Treasury Warrant

Report # 8332

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	2017	10/12/2010	V00645	Taylor Rental	0.00	92.93
	2018	10/12/2010	V60076	The Ockers Company	0.00	222.00
	2019	10/12/2010	V53615	Thurston Foods, Inc.	0.00	1,215.68
	2020	10/12/2010	V60356	TPC Associates, Inc	0.00	1,910.40
	2021	10/12/2010	V53945	Transcanda Power Marketing LTD	0.00	15,524.69
	2022	10/12/2010	M53099	Tull Brothers, Inc.	0.00	195.00
	2023	10/12/2010	V60353	ULINE	0.00	222.95
	2024	10/12/2010	V54059	Verizon Wireless	0.00	396.17
	2025	10/12/2010	V53413	W. B. Mason	0.00	176.08
	2026	10/12/2010	E00342	Walker, Alan	0.00	36.51
	2027	10/12/2010	V02738	William V. MacGill & Co.	0.00	107.95
<b>Totals:</b>					0.00	\$728,261.31

68 Checks Listed.

# Somers Board of Education General Journal Register

Report # 8331  
Batch: 2883  
Transaction: N/A  
Show Summary Only: Yes

Batch # 2883	Control Total \$728,261.31	Status Posted	Created By lbergamini	Created On 10/01/2010	Last Updated By lbergamini	Last Updated On 10/06/2010
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>October, 2011</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			704,660.30	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	704,660.30
		Total Generated Distributions			<b>\$704,660.30</b>	<b>\$704,660.30</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			72.25	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	728,333.56
	10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			51.66	0.00
	10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK			1,523.46	0.00
	10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES			177.49	0.00
	10-100-2-3-22-242-611-01-5-00194	MA - PHYSICAL ED SUPPLIES			258.07	0.00
	10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES			105.78	0.00
	10-100-2-4-08-242-611-01-5-00175	HS - FOREIGN LANGUAGE SUPPLIES			15.89	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			793.39	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			117.17	0.00
	10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			241.75	0.00
	10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES			18.00	0.00
	10-100-2-4-38-242-611-01-5-00181	HS - QUANTITY FOODS SUPPLIES			1,136.37	0.00
	10-100-2-4-40-220-641-01-5-01068	HS - REPLACEMENT TEXTS			217.63	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			111.69	0.00
	10-100-8-2-66-910-730-01-5-00603	K-5 CAPITAL OUTLAY			1,166.00	0.00
	10-120-9-9-98-242-611-01-5-00216	SP ED - HIGH SCHOOL SUPPLIES			141.02	0.00
	10-120-9-9-98-242-611-01-5-00230	SES - ALP I SUPPLIES			75.00	0.00
	10-120-9-9-98-251-580-05-5-00272	SP ED - TRAVEL/IN-SERVICE			18.00	0.00
	10-212-2-4-46-242-611-02-5-00178	HS - GUIDANCE SUPPLY			32.40	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING			39.05	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			107.95	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			85.00	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			20.00	0.00
	10-221-2-5-50-214-111-05-5-00659	SW - PROF DEVELOPMENT/CEU			250.00	0.00
	10-222-2-2-52-231-642-03-5-00136	K-5 - LIBRARY BOOKS			2,931.55	0.00

## Somers Board of Education General Journal Register

Report # 8331

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
2883	\$728,261.31	Posted	lbergamini	10/01/2010	lbergamini	10/06/2010
					76.50	0.00
					82.35	0.00
					13.90	0.00
					10.50	0.00
					1,815.00	0.00
					350.00	0.00
					234.00	0.00
					176.08	0.00
					235.67	0.00
					414.67	0.00
					339.57	0.00
					34.95	0.00
					175.00	0.00
					614.82	0.00
					806.95	0.00
					614.83	0.00
					531.18	0.00
					614.84	0.00
					877.97	0.00
					149.40	0.00
					57.88	0.00
					492.11	0.00
					229.42	0.00
					340.83	0.00
					0.00	72.25
					79.31	0.00
					561.75	0.00
					585.07	0.00
					222.00	0.00
					372.50	0.00
					449.85	0.00
					100.00	0.00
					1,538.90	0.00
					76.32	0.00
					50.00	0.00
					566.50	0.00
					106.09	0.00
					1,189.70	0.00

## Somers Board of Education General Journal Register

Report # 8331

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
2883	\$728,261.31	Posted	lbergamini	10/01/2010	lbergamini	10/06/2010
		10-260-5-6-64-641-620-05-5-00358	K-5 - ELECTRICITY	Yes	4,529.24	0.00
		10-260-5-6-64-641-620-05-5-00360	MA - ELECTRICITY	Yes	4,359.11	0.00
		10-260-5-6-64-641-620-05-5-00361	HS - ELECTRICITY	Yes	6,636.34	0.00
		10-260-5-6-64-643-690-05-5-00369	K-5 - PROPANE GAS		192.78	0.00
		10-260-5-6-64-643-690-05-5-00371	MA - PROPANE GAS		155.42	0.00
		10-260-5-6-64-643-690-05-5-00372	HS - PROPANE GAS		440.98	0.00
		10-260-5-6-64-722-690-05-5-00373	SW - WATER	Yes	3,269.76	0.00
		10-260-6-5-62-722-430-04-5-00452	SW - MAINTENANCE CONTRACTS		3,900.00	0.00
		10-260-6-5-82-820-520-13-5-00515	PROPERTY/LIABILITY INSURANCE		10,039.00	0.00
		10-270-4-5-84-521-510-12-5-00325	TRANSPORTATION - ELEMENTARY		115,765.00	0.00
		10-270-4-5-84-521-510-12-5-00326	TRANSPORTATION - SECONDARY		140,319.00	0.00
		10-270-4-5-84-521-627-12-5-00327	BUS FUEL		9,242.71	0.00
		10-270-9-9-84-522-510-12-5-00329	SP ED - VANS		94,712.72	0.00
		10-279-4-5-84-722-627-12-5-00341	SW - GASOLINE SCHOOL VEHICLES	Yes	665.46	0.00
		10-279-7-4-20-530-580-07-5-00268	HS - BAND TRAVEL		106.62	0.00
		10-280-6-5-82-820-200-13-5-00509	SW - FLEXIBLE SPENDING ACCT	Yes	83.25	0.00
		10-280-6-5-82-820-200-13-5-00510	DENTAL		17,936.18	0.00
		10-280-6-5-82-820-200-13-5-00516	WORKER'S COMPENSATION	Yes	41,788.08	0.00
		10-280-6-5-82-820-200-13-5-00517	UNEMPLOYMENT INSURANCE		550.00	0.00
		10-280-6-5-82-820-200-13-5-01185	SW - HEALTH MAINTENANCE ORG.		67,642.42	0.00
		10-280-6-5-82-820-200-13-5-01186	SW - PREFERRED PROVIDER ORG.		171,891.53	0.00
		10-280-6-5-82-820-200-13-5-01228	SW - HEALTH SAVINGS ACCOUNT	Yes	4,855.72	0.00
		10-280-6-5-82-820-520-13-5-00520	UMBRELLA LIABILITY INSURANCE		2,668.00	0.00
		10-320-6-4-82-820-529-06-5-00507	HS - ATHLETIC INSURANCE	Yes	1,727.00	0.00
		10-320-7-4-42-880-690-06-5-00595	HS - ATHLETIC SUPPLIES		36.51	0.00
Total User-Entered Distributions					<b>\$728,405.81</b>	<b>\$728,405.81</b>
Total for October, 2011					<b>\$1,433,066.11</b>	<b>\$1,433,066.11</b>
<b>Grand Total for Batch # 2883</b>					<b>\$1,433,066.11</b>	<b>\$1,433,066.11</b>

249 Transactions Listed.

## Business/Non-Instructional Operations

## Compliance with 504 Regulations

Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the Americans with Disabilities Act Amendments Act of 2008 (ADA) are civil rights laws that protect the rights of and bars discrimination against individuals with handicaps disabilities and bars discrimination based on disability. The act protects all school-aged children as handicapped students who meet the definition of a qualified handicapped person student with a disability under Section 504.: 1) has or 2) has had a physical or mental impairment which substantially limits a major life activity, or 3) is regarded as handicapped by others.

This act requires the provision of a free appropriate public education (FAPE) to eligible students. Appropriate means an education comparable to the education provided to non-handicapped disabled students, requiring that reasonable accommodations be made. It covers academic programs, extracurricular activities, and non-academic services.

The act provides a set of definitions that explain exactly what is meant by individual with a handicap disability under Section 504 and defines the impact of the handicap or condition on a major life activity. Thus, an individual with handicap(s) is defined as any individual who a student is considered a “qualified individual with a disability” under Section 504 if he/she:

- ~~1. has a physical or mental impairment which substantially limits one or more of such person’s major life activities;~~
  - ~~2. has a record of such impairment; or~~
  - ~~3. is regarded as having such an impairment (29 U.S.C. Sec. 706(8)).~~
- a. Has a physical or mental impairment, which substantially limits one or more major life activities, even when mitigating measures, such as medication, prosthetics, hearing aids etc., ameliorate the effects of the disability. (e.g., any student receiving services under the Individuals with Disabilities Act (IDEA), students with diabetes). The term does not cover students disadvantaged by cultural, environmental or economic factors;
  - b. Has a record or history of such an impairment (e.g., a student with learning disabilities who has been decertified as eligible to receive special education under IDEA; a student who had cancer; and a student in recovery from chemical dependencies);
  - c. Is regarded as having such an impairment. A person can be found eligible under this provision if he/she:
    - (1) Has a physical or mental impairment that does not substantially limit a major life activity but is treated by the District as having such a limitation;

- (2) Has a physical or mental impairment that substantially limits a major life activity only as a result of the attitudes of others towards such impairment (e.g., a student who is obese); or
  - (3) Has no physical or mental impairment but is treated by the District as having such an impairment (e.g., a student who tests positive with the HIV virus but has no physical effects from it).
- d. Has a qualifying disability that is episodic or in remission.

Further, physical or mental impairment is described as:

- 1. Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss ~~effecting~~ affecting one or more of the following body systems: neurological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, ~~genitor-urinary~~ genito-urinary, ~~hermie~~ hemic and lymphatic, skin, and endocrine; or
- 2. Any mental or psychological disorder such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. (~~34 Code of Federal Regulations Part 104.3~~)

Major life activities are defined by the ADA as:

- 1. Functions such as caring for oneself, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. Major life activities also include, but are not limited to, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, and communicating, and the operation of major bodily functions, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine and reproductive functions.

Has a record of such an impairment means:

- ~~1. has a history of, or has been classified as having a mental or physical impairment that substantially limits one or more major life activities.~~

Is regarded as having an impairment is defined as:

- ~~1. has a physical or mental impairment that does not substantially limit major life activities but is treated by a recipient as constituting such a limitation;~~
- ~~2. has a physical or mental impairment that substantially limits major life activities only as a result of the attitudes of others toward such an impairment; or~~
- ~~3. has none of the impairments defined but is treated by a recipient as having such an impairment (34 Code of Federal Regulations Part 104.3)~~

Note: A person classified as handicapped under 504 legislation may or may not be classified as handicapped under special education legislation.

The District shall comply with 504 regulations of the Rehabilitation Act of 1973, **the Americans with Disabilities Act of 1990, and the Americans with Disabilities Act Amendments Act of 2008 (ADA)** by making provisions for the location, referral, identification, evaluation and placement of **qualified school-age handicapped children students with disabilities**. The District shall provide these children with a free appropriate public education, as well as physical access to programs and services offered by the District.

(cf. 5145 – Statement of Non-Discrimination)

Legal Reference: Connecticut General Statutes;  
10-15c Discrimination in public schools prohibited;  
~~Title IX of the Education Amendments of 1972, 20 U.S.C. 1681 et.seq.~~  
Section 504, U.S. Rehabilitation act, 1973, 29 U.S.C. §§791, 793-794  
(2006), (34 Code of Federal Regulations Part 104);  
Americans with Disabilities Act of 1990, 42 U.S.C. §§12101-12213; 29  
C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006); and  
Americans with Disabilities Amendments Act of 2008

Adopted: January 12, 2009

Revised:

## **Students**

### **Section 504: Civil and Legal Rights and Responsibilities**

The District recognizes its responsibility to provide a free, appropriate public education to students with disabilities under Section 504 of the Rehabilitation Act of 1973. Accordingly, no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any District program or activity or those provided by the District through contractual or other arrangements. District aids, benefits and services will afford qualified students with disabilities equal opportunity to obtain the same result gain the same benefit or reach the same level of achievement as students without disabilities in the most integrated setting appropriate to the student's needs. Programs and activities shall be accessible to and usable by individuals with disabilities as prescribed by law.

A qualified individual with disabilities under Section 504 is an individual who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment or is regarded as having such an impairment.

*Major life activities, as defined by the Americans with Disabilities Act Amendments of 2008, include caring for one's self, walking, seeing, hearing, speaking, breathing, working, performing manual tasks, learning, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, communicating; and major bodily functions, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.*

In compliance with the provisions of Section 504, the District will:

1. Provide written assurance of nondiscrimination in accordance with application procedures whenever the District receives federal money;
2. Designate an employee to coordinate compliance with Section 504;
3. Provide procedures to resolve complaints of discrimination under Section 504;
4. Provide notice to students, parents, employees, including those with vision or hearing impairments, of the District's policy and compliance with law assuring nondiscrimination in admission or access to, or treatment, in District programs, activities or employment. Notice will be included in student/parent and staff handbooks and other materials as appropriate;
5. Annually identify and locate all Section 504 qualified students with disabilities in the District who are not receiving a free appropriate, public education;

## **Students**

### **Section 504: Civil and Legal Rights and Responsibilities (continued)**

6. Ensure that tests and other evaluation materials have been validated, are administered by trained personnel, are tailored to assess educational need and are not based on IQ scores, and reflect what the tests purport to measure;
7. Provide nonacademic and extracurricular services and activities in such a manner as to afford students with disabilities an equal opportunity for participation in such services and activities;

*Nonacademic and extracurricular services and activities may include, but are not limited to, counseling services, transportation, health services, athletics, intramurals, clubs or organization activities, referrals to agencies which provide assistance to persons with disabilities and employment of students, including both employment by the district and assistance by the district in making available outside employment.*

8. Annually notify students with disabilities and their parents or guardians of the District's responsibilities under Section 504, including those with limited proficiency in English and those with vision or hearing impairments;
9. Provide parents or guardians with procedural safeguards, including notification of their right:
  - a. To be notified in writing of any decisions made by the District concerning the identification, evaluation or educational placement of their student pursuant to Section 504. (The District will request parental consent prior to conducting an evaluation of the student);
  - b. To examine, copy and request amendments of the student's educational records;
  - c. To request an impartial hearing, with opportunity for participation by the student's parents or guardian and representation by counsel regarding District decisions concerning identification, evaluation or educational placement of their student. A review procedure will be provided.

Students identified as qualified individuals with disabilities under Section 504 shall be placed in the regular educational environment unless it is demonstrated by the District that the education of the student with the use of related aids and services in such a placement cannot be achieved satisfactorily. All placement decisions will be made by an evaluation team comprised of persons designated by the Superintendent or designee, knowledgeable about the student, the meaning of the evaluation data and placement options.

## **Students**

### **Section 504: Civil and Legal Rights and Responsibilities (continued)**

Students will be reevaluated periodically, but no less than every three years. Additionally, before implementing discipline that constitutes a significant change in the placement (i.e., expulsion, serial suspensions which exceed 10 school days in a school year, a series of suspensions each of which is 10 or fewer school days in duration but that creates a pattern of exclusion), the District shall conduct a **manifestation determination** to **ascertain** whether the misconduct in question is caused by the student's disability and, if so, whether the student's current educational placement is appropriate.

If it is determined that the misconduct of the student is caused by the disability, the District's team will continue the evaluation, following the requirements of Section 504 and the Americans with Disabilities Act of 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA) for evaluation and placement to determine whether the student's current educational placement is appropriate. Due process procedures that meet the requirements of the IDEA may be used to meet the procedural safeguards of law.

If it is determined that the misconduct is not caused by the student's disability, the student may be excluded from school in the same manner as are similarly situated students who do not have disabilities.

A student identified as a qualified individual with disabilities under Section 504, who is also covered by the Individuals with Disabilities Education Act, will be disciplined in accordance with Board policy #5144.2, "Discipline of Students with Disabilities."

A reevaluation will also be required before any other significant change in placement (i.e., transferring a student to alternative education, significantly changing the composition of the student's class schedule, such as from regular education to the resource room, etc.).

Legal Reference: Connecticut General Statutes

10-15c Discrimination in public schools prohibited.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §§791, 793-794 (2006), (34 Code of Federal Regulations Part 104)

Americans with Disabilities Act of 1990, 42 U.S.C. §§12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006)

Americans with Disabilities Amendments Act of 2008

Policy adopted:

**Somers Board of Education**  
Ninth District Road  
Somers, Connecticut 06071  
*www.somers.k12.ct.us*

**2011 MEETING SCHEDULE**

Monday, January 10, 2011  
Monday, January 24, 2011

Monday, February 14, 2011  
Monday, February 28, 2011

Monday, March 14, 2011  
Monday, March 28, 2011

Monday, April 11, 2011  
Monday, April 25, 2011

Monday, May 9, 2011  
Monday, May 23, 2011

Monday, June 13, 2011  
Monday, June 27, 2011

Monday, July 11, 2011

Monday, August 29, 2011

Monday, September 12, 2011  
Monday, September 26, 2011

Tuesday, October 11, 2011  
Monday, October 24, 2011

Monday, November 14, 2011  
Monday, November 28, 2011

Monday, December 12, 2011

Meetings are held at 7:00 p.m. in the Mabelle Avery Middle School District Offices Board Room unless specified otherwise on the meeting agenda.

Adopted:

BYLAWS OF THE BOARD:

Meetings:

Regular meetings of the Board shall be held in the Mabelle B. Avery Middle School Central Office Board of Education Meeting Room on the second and fourth Mondays of the month, except that summer meetings shall be held the second Monday in July and the last Monday in August.

Meetings shall start at 7:00 p.m. If no quorum is present by 7:15 p.m. the meeting shall automatically be postponed until the following Monday unless those present vote to extend the time to 7:30 p.m. The Secretary shall notify absent members of the postponement. Meetings will adjourn by 11:00 p.m. except by two-thirds vote of the members present.

Board members shall notify the Secretary or the Chairman by 6:00 p.m. of the meeting night if they are to be late or absent.

A regular meeting may be canceled or rescheduled by agreement of the majority of the Board.

Adopted: March 23, 1981  
Revised: October 28, 1996  
February 9, 1998  
Reviewed: November 2, 1998  
May 10, 2000  
June 21, 2000  
Revised: November 26, 2001  
January 28, 2008

FIELD TRIP REQUEST

School: SHS

Date: 9/21/2010

Requested by: Kathy Welch

Department: SHS Drama Club

Destination: New England Theatre Conference (NETC)

Date of trip: Friday Nov 19 – Saturday Nov 20, 2010

Departure time: 7:00 AM on Friday, 11/19

Approximate time of return: 8 PM Saturday, 11/20

Number of students involved: 5

Number of chaperones: 3, including myself

Type of transportation: Personal Auto

Expense to students: Lodging, food, show ticket (less than \$150)

Expense to school system:

\$0 – the Drama Club will pay for their admission out of the Club Activity Fund (\$55 each)

Written Objectives/Relationship to curriculum:

This is a theatre-related event that is geared to the amateur theatre venue. It is specifically geared to secondary school students on Friday and the university and community theatre and secondary schools on Saturday. The exposure to other Drama programs in New England, to others student's work and the interaction in the various workshops, seminars and competitions is an excellent way for the students to learn more about themselves as well as the different theatre aspects of performance and technical work. Classes & workshops are all adult run by professionals in the field. Adjudicators for the competitions are also professional adults.

I also see it as a team-building event for the students themselves. The students who are invited to attend are the five Officers of the Club – each with specific tasks and responsibilities over the year. They will have the bonding experience with each other and with their Advisor.

Comments:

Students invited are: Andrea Braica, Michael Benoit, Shaelyn Killoh, Ryan Geib and Samantha Zawistowski.

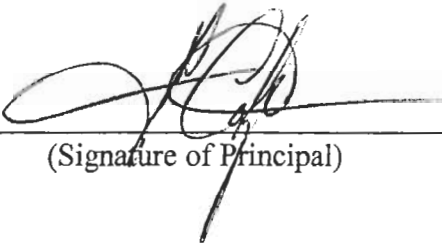
There will be 2 additional chaperones: Mr. Bob Hall who already volunteers with the School System. The second is Mrs. Nancy Moran. Nancy has been a friend to me and colleague for over 25 years. She is an IT department manager with Travelers Insurance Company, is married and has two adult sons. I know her entire family and will vouch for her in any circumstance. She is attending the conference as my assistant as I will be teaching at the convention and having an exhibitor's table. Both Nancy and Bob attended the 2009 NETC Convention with us.

I have attached the cover letter I have written to the students' parents for your information.

We will need to take 2 vehicles for the 8 people attending. We will take my car and Bob Hall's van. I have provided the declaration page of my insurance policy to Bill Boutwell in the past and will do so again, if requested. Bob has agreed to provide a copy of his insurance as well, if requested.

TRIP LOG

Approved by: \_\_\_\_\_  
(Signature of Principal)

A handwritten signature in black ink, appearing to be 'B. Hall', is written over a horizontal line. The signature is stylized and cursive.

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(To be completed and verified by trip chaperone  
and returned to Accounting Supervisor, Central Office)

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Actual departure time: 7 AM Friday 11/19

Actual time of return: 8 PM Saturday 11/20

Total time of trip (hours/minutes): 2 Days

Bus number(s): D/A

Driver name(s): Ms. Welch / Mr. Hall (Private Veh.)

Verified by: Kathy Welch  
(Signature of chaperone)

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CENTRAL OFFICE USE ONLY

(For overnight and private vehicle requests only)

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

\_\_\_\_\_  
Superintendent or Designee's Signature      Date

---

- Copy: Accounting Supervisor (Superintendent if overnight/private vehicle request) after Principal's approval.
- Copy: Accounting Supervisor (after completion of trip log)
- Copy: Principal's copy

SOMERS HIGH SCHOOL DRAMA CLUB  
5 Vision Blvd., Somers, CT 06071



Gary -  
I will find  
this info w/  
SW needs when I  
have received your  
OKay - Kathy

To: Mr. & Mrs. Braica, Andrea Braica,  
Mrs. Wilmot, Michael Benoit,  
Mr. & Mrs. Killoh, Shaelyn Killoh,  
Mr. & Mrs. Geib, Ryan Geib,  
Mrs. Zawistowski, Samantha Zawistowski

From: Kathy Welch (763-1244)  
Date: September 21, 2010

Subject: The New England Theatre Conference (NETC) November 19-20, 2010

I am writing to you to tell you about an event to which I would like to take your daughter/son. In case you haven't heard of NETC before, this is the write-up they have distributed in the past:

"The *New England Theatre Conference* is a non-profit organization dedicated to providing its members with professional services, career development, and recognition awards in the live theater arts. Serving Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island and Vermont, NETC proudly supports quality theatre and promotes excellence in all divisions of theatre. A recognized voice for practitioners in youth, secondary, university, community and professional theatre, NETC continues to expand its support of New England theatre in addition to nurturing and promoting new theatre activity.

Founded in 1952 by the legendary Boston drama critic Elliot Norton who believed that theatre activists had much to offer one another, NETC was established as the place to learn and share that knowledge. From this simple premise NETC has grown into a dynamic force in New England theater."

I have gone to many of the NETC conventions and have found them to be very enjoyable. They are run by folks like me: amateur (or sometimes professional) theatre people who are constantly striving to bring the theatre to the community and to enlighten students on the subject. NETC is especially committed to high school students, college students and community theatre participants. They develop this once-a-year event and bring in both professional and semi-professional experts on the various aspects of theatre. There are performances, seminars, workshops and other events that fit into 2 days.

For the past several years, I have taken the Club's officers to the event for two days and it was a very enjoyable time for all of us. Last year, four of the five officers were able to attend with me and we had a wonderful time. Two of our students actually won competitions and were featured entertainment at the Saturday Gala event! It has truly proven to be an excellent team building activity and a way for the officers to learn, to work together and to compete with their peers outside of SHS. This year's officers have proven themselves to be mature and trustworthy, and are working very hard, as a team, and I would like to take them to this event. I am only offering to take this small group – not the entire Drama Club. I have asked them if they'd be interested in attending and they've all assured me that they are. All events are held at the hotel in which we'd be staying.

In the past, this event was held over the Veteran's Day holiday weekend. This year however, it is scheduled for November 19-20 which means the students would miss one day of school. I have checked with the principal, Gary Cotzin, with this list of student names and have obtained verbal permission from him. These 5 students are exemplary students and he was happy to let them be out for one day for such an opportunity. Please note that the students are expected to make up any missed school work. So now we need your permission.

My preliminary plans are as follows:

Friday, Nov 19: We will leave Somers High School at approximately 7:00 AM and drive to New Haven, CT and formally register for the event (I will have made reservations/registrations previously. This is just to let them know that we're there). From 8:15 A.M. – 5:15 P.M. there will be five sessions of various workshops, seminars, competitions, etc. We would split up (or group up) and attend seminars, workshops, performances, etc. all day. We would meet several times during the day to "check in". After the seminars, workshops, etc. are over, we will have dinner together and can attend one of the theatre performances outlined in the package. We would spend the night at the hotel.

Saturday, Nov 20 – 8:00 A.M. to 5:15 P.M. Again, we'd attend the sessions/events and do the "check ins".

**SOMERS HIGH SCHOOL DRAMA CLUB**  
5 Vision Blvd., Somers, CT 06071



Saturday, Nov 22 – at 8:00 pm there is an awards banquet. I am willing to stay with the students if they ALL want to attend this – OR - we can leave to come home after the last session of the day, stopping for dinner along the way. I'm OK either way. At first glance the students have indicated that they do not care about going to this banquet.

Sunday, Nov 23 – this day is really for the business of the conference – events and meetings that I do not think would interest the students at all. In fact, I don't think the students are even invited.

I will be wearing three hats at the convention this year. In addition to being the students' Advisor, I am going to be teaching a class (2 sessions of the same class) and I will be an exhibitor at the event. I have started my own business and this is a perfect venue for it. A very close and dear friend of mine, Nancy Moran, will be attending with us to man the exhibitor table and take care of "business" for me. She is a mature, professional lady who runs an IT department for Travelers Insurance Company. She is married and the mother of two adult sons. I have known Nan for over 25 years! She has attended many of the SHS Drama Club productions too. Because she will be traveling with us and dining with us and interacting with the students, I want you to be aware of her presence. Nancy attended the 2009 NETC convention.

Bob Hall will also be joining us. He is a Drama Papa and school volunteer and many of you probably already know him or know of him. Bob has attended the conference in the past and enjoys the venue that is offered. He also finds all kinds of cool stuff for the Club to experiment with or to use. He will also assist with the driving. Bob has been attending the NETC convention for several years now.

The Board of Education has a rule that requires at least one additional chaperone for all trips out of state or overnight. The reasoning behind this rule is that if a student becomes ill or injured, and I am tending to that student, they want a second adult there to supervise the other students. This seems reasonable to me. We are lucky in that we will have 2 additional adults there – Bob and Nancy.

As advisor of the Drama Club, I am offering that the Club pay for the students' admission in exchange for a "report or workshop" from each of the students on what they learned/got out of the event to be shared with the rest of the Club. However, I do not feel that the Club can or should pay for the food and lodging of the 5 officers (or me). The main reason I do not feel this is proper is 1) that the Club is not selecting the attendees – I am. And 2) the opportunity is not being offered to the others. So, as I told your daughter/son each will have to pay for her own food, lodging and show tickets on Friday.

With your permission, I will make the reservations for all of us - thereby, getting rooms close together.

Room 1: 3 female students (Andrea, Sammi and Shaelyn). Each would pay 1/5 of the cost of 2 rooms.

Room 2: 2 male students (Mike & Ryan). Each would pay 1/5 of the cost of 2 rooms.

Room 3: Me and Nancy Moran (Bob will be returning home Friday evening and coming back to the conference on Saturday morning) I will be paying for this room.

I've given your daughters/sons a copy of the materials including prices and hotel info. If you have not already seen it, please ask your daughter/son to share it with you.

I need to make the hotel reservations and convention reservations by Oct 19. So, your prompt reply is appreciated. If you'd like to call with any questions, please do not hesitate. OR, if you'd like, we can meet as a group and discuss. Right now, all I need to know is if your daughter/son has permission to go to the event itself. I can work with the officers for the sign up for the individual sessions... But I do need to make the reservations. I will put the hotel charges, restaurant bills and tickets for the show on my personal charge card and we can all square up later.

The School District has supplied me with a permission form which is attached to this letter. Please fill out your section and ask your daughter/son to return it to me personally or in my mail slot in the Main Office.

Thank you.  
Kathy Welch  
763-1244  
TKWelch@sbcglobal.net

## 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 – October 12, 2010

**Members Present:** D.Palmer, J.Formeister, R.Lees, B.Devlin, M.Marquardt, T.Potrikus  
**Members Absent:** S.Bollinger, A.Kirkpatrick, J.Taylor  
**Administrators Present:** M.Suffredini, P.Collin, K.Pezza, B.Boutwell,R.Riola, J.Oliver, N.Barry, S.Muirhead, G.Cotzin, R.Kapner  
**Staff Present:** K.Welch  
**Citizens Present:** D.Stone, K. Norton  
**Students Present:** A. Norton  
**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

September 27, 2010 Regular Meeting Minutes – It was MOVED (B.Devlin) SECONDED (T.Potrikus) to approve the September 27, 2010 Board of Education regular meeting minutes.

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

##### 4.1 CMT/SAT/CAPT Results

Dr. Suffredini stated that the administration from each school, along with the Director of Curriculum, would present the CMT/CAPT test results to the board.

Mr. Riola and Ms. Oliver reviewed the elementary school results indicating a clear need for improvement on the CMT tests at SES. They focused on an action plan required by the Superintendent in order to address specific deficiencies in test areas. Some aspects of this plan include increasing time on task in content areas, coordination with parents through expanding communications about student progress and academic needs, targeted professional development to provide training for teachers on literary skill development, increased periodic assessment to monitor student progress in order to make better curriculum and instructional decisions, and monthly meetings with the Director of Curriculum and Superintendent of Schools to review ongoing progress.

Ms. Barry and Ms. Muirhead highlighted the improvements made in the middle school in grades 7 and 8. The 6<sup>th</sup> grade CMT results are being reviewed by staff in order to address deficiencies in each area. An action plan has been developed by the administration at the middle school through the recommendation of the Superintendent and with input from the Director of Curriculum. Much of the same features in the elementary plan are in the middle school plan.

Mr. Cotzin and Mr. Kapner presented an overview of the CAPT and SAT results. The CAPT scores showed a favorable performance at SHS, particularly when compared with schools in their DRG. However, the SAT test results did not prove as strongly as the CAPT scores. The administration and staff are reviewing these test scores in order to develop strategies to help students perform better, particularly on the SAT. The high school administration has developed an action plan as directed by the Superintendent with input from the Director of Curriculum. The plan will target particular areas of deficiency on test results.

## **5.0 CORRESPONDENCE**

The following correspondence was received:

- CAFE Information

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

## **7.0 CONSENT AGENDA**

**7.1** Approval of Bills It was MOVED (B.Devlin) SECONDED (M.Marquardt) to approve the 10/06/2010 bills in the amount of \$728,261.31 as presented. PASSED 5-1

The Superintendent explained the recent MIRMA assessment of \$246,000 to the Town of Somers of which the school department is assessed one-half of that amount, or approximately \$123,000. The first payment is included in this current warrant and additional payments to this assessment will be in future warrants. The Superintendent did mention that through his discussion with Lisa Pellegrini, First Selectwoman the understanding is that this new assessment may be reduced by upwards of \$40,000-\$60,000. As soon as this information is available the Superintendent will provide it to the board. Mr. Potrikus felt that the payments should be held in an escrow account until the final assessment is made. The Superintendent did explain that under the current contract with MIRMA the town is obligated to pay these amounts, otherwise MIRMA would discontinue any workmen compensation claim payments to individuals.

## **8.0 NEW BUSINESS**

**8.1 Second Warning/Adoption of DBS Code: 3511 – Compliance with 504 Regulations:** It was MOVED (B.Devlin) and SECONDED (T.Potrikus) to approve the revised policy. PASSED 6-0

**8.2 Second Warning/Adoption of DBS Code: 5145 – Section 504: Civil and Legal Rights and Responsibilities:** It was MOVED (B.Devlin) and SECONDED (T.Potrikus) to approve the revised policy. Passed 6-0

**8.3 2011 BOE Meeting Schedule and DBS Code 9321.1:** It was MOVED (R.Lees) and SECONDED (M.Marquardt) to approve the meeting schedule. PASSED 6-0

**8.4 Field Trip Request – SHS Drama Club:** Mrs. Welch requested permission from the board for a field trip for the officers of the Drama club to the New England Theatre Conference in New Haven. It was MOVED (T.Potrikus) and SECONDED (B.Devlin) to approve the trip as presented. PASSED 6-0

## **9.0 OLD BUSINESS**

## **10.0 ADMINISTRATIVE REPORTS**

**11.0 COMMITTEE REPORTS**

**11.1** Budget - The budget is going according to plan.

**11.2** Curriculum - Need to schedule meeting.

**11.3** Policy - A meeting is scheduled for October 21<sup>st</sup> at 7:00 p.m.

**11.4** Salary & Negotiations – A ground rules meeting was held and future meeting dates set up.

**11.5** Planning Committee – The committee is working with the Superintendent to finalize the Long-Range Plan requests.

**11.6** Other Committees - The newly formed Technology Committee has a tentative date of 10/26 set for its first meeting.

**12.0 OTHER - None**

**13.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (M.Marquardt) to adjourn the regular meeting of the Somers Board of Education at 8:35 p.m. PASSED 6-0

Respectfully submitted,

Rick Lees, Jr., Secretary

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

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