

**BOE Meeting Template**  
**Monday, July 1, 2013 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
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA 7
  1. Approval of Bills
  2. Approval of Summer Bills  
Bill Boutwell, Director of Business Services is requesting board approval to pay the summer bills.
8. NEW BUSINESS 18
  1. Second Warning/Adoption of MBA Textbook Requests 18

The Curriculum Committee has reviewed the textbooks requests for grades 6, 7 and 8 and has presented them to the board as a first warning on 6/10. The committee is now requesting adoption by the board.
  2. First Warning of DBS Code 4131-Staff Development 19

The Policy Committee has reviewed the recommended policy from CABA and is bringing it forward to the Board as a First Warning.
  3. First Warning of DBS Code 5145.53-Transgender and Gender Non-Conforming Youth 24

The Policy Committee has reviewed the recommended policy from CABA and is bringing it forward to the Board as a First Warning.
  4. First Warning of DBS Code 9325.5-Request for Information by Board Members 31

The Policy Committee has reviewed the recommended policy from CABA and is bringing it forward to the Board as a First Warning.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
  1. Hiring of Personnel-Nepotism Policy  
The Superintendent will update the Board on new hires and request Board approval in compliance with the Nepotism Policy.
11. COMMITTEE REPORTS
  1. Budget
  2. Curriculum
  3. Policy
  4. Salary & Negotiations
  5. Planning
  6. Other Committees
12. OTHER
  1. EXECUTIVE SESSION - Personnel Matters (Superintendent's Performance Evaluation, Compensation Package/Central Office Performance Evaluations, Compensation Adjustments)
13. ADJOURNMENT 32

## SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

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

### MINUTES OF THE MEETING – June 10, 2013

**Members Present:** D.Palmer, J.Formeister, R.Lees, A.Kirkpatrick, S.Bollinger, B.Capuano,  
**Members Absent:** B.Devlin, M.Cicciarella, R.Schmidt  
**Administrators Present:** M.Suffredini, K.Pezza, B.Boutwell, D.Messina, J.Morrow, G.Cotzin,  
J.Oliver, R.Riola, R.Kapner, S.Muirhead  
**Staff Present:** K.Constant, L.Mailhot  
**Citizens Present:**  
**Students Present:**  
**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 Board of Education meeting room.

#### 2.0 PLEDGE OF ALLEGIANCE

#### 3.0 APPROVAL OF MINUTES

May 28, 2013 – It was MOVED (S.Bollinger) SECONDED (B.Capuano) to approve the May 28, 2013 Board of Education meeting minutes as presented. PASSED 6-0

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

##### 4.1 Building Goals Presentation

Dr. Suffredini stated that the administration from each school, along with the Director of Curriculum, Ms. Pezza; the Director of Pupil Services, Dr. Messina; and the Director of Technology and Information Services, Mr. Morrow, would report on their Building and Department Goals for the 2012-2013 school year.

Somers Elementary School's building goal was to improve reading and writing performance on formative and summative assessments in order to meet and exceed targets set by the state on the School Performance Indicators, as well as incorporate skills from Common Core State Standards so students will be successful on the Smarter Balanced Assessment Consortium as it comes online in 2015. Indicators of success include: over 90% of professional goals aligned with reading/writing objectives; purchasing of Common Core State Standards materials; implementation of CCSS in daily units and lessons; CCSS assessments administered to grades 3,4, and 5; CCSS targeted on three separate PD days; improved scores on DIBELS and Maze fluency; and Writer's Workshop PD provided in grades K-5.

Mabelle B. Avery Middle School had two building goals for the 2012-2013 school year. First goal was to improve student performance for students who are not at goal (level 4) on CMTs. The second goal was to increase effective use of technology in instruction by providing PD and additional technology resources. Indicators of success for both goals include: 3 PD days dedicated to CMT analysis and discussion of needs and goals; teachers aligning personal goals with target to improve struggling students; instruction targeted to struggling students; duties for LA and Math grade level teachers to meet with

intervention teachers weekly; LA teacher added to Intervention Committee; PBIS introduced; universal screeners used three times per year; special education teachers grouping students by reading level instead of grade level; iPad rollout for grade 7; PD provided on iPad usage; staff members presenting at AMLE conference for iPad usage in the classroom; piloted SBAC assessments; and the placing 2<sup>nd</sup> and 6<sup>th</sup> place for new robotics team competing against mostly high schools.

Somers High School's building goal was improvement of academic performance across all content areas as measured by departmental assessments which will, in turn, improve performance across content areas as measured by CAPT and the SAT. Each department has identified where there is a need for improvement and has developed goals and action plans to improve student performance in these areas.

Indicators of success include: students in English improving on Response to Literature and reading fluency; students in Science increasing 10% in content knowledge and cell biology/biotechnology; Business students increasing 10% on Reading for Information prompts; Word language students improving reading scores by 5%; students in TIDE program improving reading scores 7-13% depending on class; students in Math increasing performance over 12% on CAPT/SAT-like prompts; students in Social Studies increasing by at least 5% in either reading or writing; students in PE improving Reading for Information performance over 13%; and students in Art piloting new series of content literacy projects.

The 2012-2013 goal for Technology and Information Services was to monitor, guide, and adjust (as needed) the iPad pilot program. Indicators of success include teacher, student, and parent comments regarding the overwhelming success of the iPad rollout.

The Pupil Services department goal was to empower and improve the Planning and Placement Team Meeting (PPT) by effective time management and focus on productive process. Indicators of success includes: availability of Director to monitor and support meetings with attendance at 90% of initials, triennials, and complicated cases as well as 65% at annual reviews; monthly PPT and IEP guidance through memos and department meetings; availability of director for staff process and record review option prior to PPT; and improving PPT focus on eligibility criteria, student progress, an data to support goals and servicing.

There are two Curriculum department goals. The first was to transition the Mathematics and English Language Arts curricula to the Common Core State Standards. The second goal was the development of a new educator evaluation system for the District based on the adopted guidelines by the State Board of Education. Indicators of success include: ELA and Mathematics revision of curricula including unit plans, student performance on pilot assessments, educator evaluation, and completion of evaluation related to PD in all three buildings.

All building and department goals were aligned with the district Strategic Plan.

## **5.0 CORRESPONDENCE**

The Board received an anonymous letter.

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

## **7.0 CONSENT AGENDA**

### **7.1 Approval of Bills 06/10/13 (\$324,408.73)**

It was MOVED (S.Bollinger) SECONDED (R.Lees) to approve the 06/10/13 Bills in the amount of \$324,408.73 as presented. PASSED 6-0

### **7.2 Resignations (L. Cook/A. Ryan/P. Bryzgel)**

Leah Cook, Pupil Services Secretary and BOE Recording Secretary, has submitted her resignation effective 8/2/13. Leah has been employed by the district for two years.

Ann Marie Ryan, SHS Paraprofessional, has submitted her resignation effective at the conclusion of the 2012-2013 school year. Ann Marie has been employed by the district for three years.

Penny Bryzgel, SHS Assistant Principal, has submitted her resignation effective at the conclusion of the 2012-2013 school year. Penny has been employed by the district for nine years.

It was MOVED (S.Bollinger) SECONDED (R.Lees) to accept the resignations of L. Cook, Pupil Services Secretary and BOE Recording Secretary, effective August 2, 2013; A. Ryan, SHS Paraprofessional, effective at the conclusion of the 2012-2013 school year; and P. Bryzgel, SHS Assistant Principal, effective at the conclusion of the 2012-2013 school year as presented. PASSED 6-0

### **7.3 Retirements (S. Selley/C. Black)**

Susan Selley, Administrative Assistant to the Superintendent and BOE Secretary, has submitted her retirement notification effective 8/30/13. Su has been employed by the district for 31 years.

Carol Black, SHS Media Paraprofessional, has submitted her retirement notification effective at the conclusion of the 2012-2013 school year. Carol has been employed by the district for 27 years.

It was MOVED (S.Bollinger) SECONDED (R.Lees) to regretfully accept the retirement notifications of S. Selley, Administrative Assistant to the Superintendent and BOE Secretary, effective 8/30/13; and C. Black, SHS Media Paraprofessional, effective at the conclusion of the 2012-2013 school year as presented. PASSED 6-0

## **8.0 NEW BUSINESS**

### **8.1 Approval of Job-Sharing Agreements**

Requests have been received to continue three Somers Elementary School job-sharing agreements in the 2013-2014 school year. These requests were submitted by P. Clark/R. Leiphard for the Media Information Specialist position, N. Dzicek/M. Shannon for Grade 3, and M. Staunton/K. Doran for Grade 1. These job-sharing agreements are presently in effect, and the Superintendent recommends continuation of these job-shares.

It was MOVED (A.Kirkpatrick) SECONDED (S.Bollinger) to approve the job-sharing agreements for the 2012-2013 school year submitted by P. Clark/R. Leiphard for the Media Information Specialist position; N. Dzicek/M. Shannon for Grade 3; and M. Staunton/K. Doran for Grade 1 as presented. PASSED 6-0

### **8.2 First Warning of MBA Textbook requests**

The Curriculum Committee has reviewed the textbook requests for grade 6, 7, and 8 and presented them to the Board as a first warning. Second warning/approval will be included on the 7/1/13 agenda.

## **9.0 OLD BUSINESS**

### **9.1 Approval of Full-Day Kindergarten**

The Superintendent outlined facility changes, resources and funding for the new full-day kindergarten program. As a result from a savings in transportation, monies will pay for a major portion of the construction and architectural fees. CHOICE program funds will be used to purchase the remaining materials (instruction/curriculum). Contractors' can/will have the renovations done by the end of June/early July, as three rooms are renovating into two. Staff will be moved around due to current class size and areas; however, staffing numbers will remain the same.

It was MOVED (S.Bollinger) SECONDED (R.Lees) to approve the Superintendent's recommendation for Full-Day Kindergarten program beginning in the 2013-2014 school year as presented. PASSED 5-1 (J.Formeister voted No)

## **10.0 ADMINISTRATIVE REPORTS**

### **10.1 General Counsel Services Agreement**

An annual agreement for legal counsel services from Attorney William Connon of Sullivan, Schoen, Campane, and Connon LLC was sent to the Board of Education. Attorney William Connon is now a member of the larger CT firm, Pullman & Comley, LLC. This attorney merger requires a new terms of agreement. The Superintendent recommends the signing of the general counsel services agreement.

It was MOVED (J.Formeister) SECONDED (A.Kirkpatrick) to recognize the new merger of Attorney Connon of Sullivan, Schoen, Campane, and Connon LLC to the new firm of Pullman & Comley, LLC as presented. PASSED 6-0

## **12.0 COMMITTEE REPORTS**

### **Minutes will be taken at all subcommittee meetings**

**12.1** Budget – The public hearing referendum took place on June 4<sup>th</sup>. The 2013-2014 budget was approved.

**12.2** Curriculum – No Update

**12.3** Policy – The Policy Committee will meet on Monday, June 24<sup>th</sup> at 5:00 p.m.

**12.4** Salary & Negotiations – A timeline letter for SEA negotiations was received, as dates were delineated for SESA negotiations.

**12.5** Planning Committee – No Update

**12.6** Other Committees  
Technology Ad Hoc Committee – No Update

## **13.0 OTHER**

- The June 24, 2013 BOE meeting will be cancelled. The BOE agenda will rollover to the July 1, 2013 BOE meeting.
- The retirement party for Jim Morrow, Director of Information and Technology, will take place on June 19<sup>th</sup> in the BOE room from 2:30 p.m. to 4:30 p.m.

- The retirement party for Su Selley, Administrative Assistant to the Superintendent, will take place on June 25<sup>th</sup> in the BOE room from 11:30 a.m. to 3:30 p.m.

**14.0 ADJOURNMENT**

It was MOVED (R.Lees) SECONDED (S.Bollinger) to adjourn the regular meeting of the Board of Education at 9:18 p.m. PASSED 6-0

Respectfully submitted,

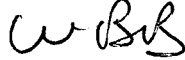
Rick Lees, Jr., Secretary  
Leah Cook, Recording Secretary

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

# Somers Board of Education General Budget Treasury Warrant

Check Batch: 8432  
 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:** 6/20/13  
 \_\_\_\_\_  
 William B. Boutwell, Director of Business Services

8432	6259	06/20/2013	V60849	Acres Power Equipment Co	0.00	2,349.00
	6260	06/20/2013	V60755	Adaptivemall.com, LLC	0.00	359.95
	6261	06/20/2013	V58674	Administrator, Unemployment Compensation	0.00	1,498.00
	6262	06/20/2013	V02129	Alarm New England LLC	0.00	876.19
	6263	06/20/2013	V52670	Amazon	0.00	1,542.51
	6264	06/20/2013	V01217	American International College	0.00	380.00
	6265	06/20/2013	V52306	Ameripride Linen and Apparel Services	0.00	153.68
	6266	06/20/2013	V02141	Apple Inc.	0.00	4,555.95
	6267	06/20/2013	V00555	AT&T	0.00	966.94
	6268	06/20/2013	V51604	Awards & More	0.00	224.30
	6269	06/20/2013	V51683	Barnes & Noble, Inc	0.00	168.79
	6270	06/20/2013	V60836	Baudville	0.00	182.14
	6271	06/20/2013	E00020	Tammy Bley-Gowash	0.00	52.66
	6272	06/20/2013	E00694	Brownell, Daniel	0.00	17.52
	6273	06/20/2013	V00159	Connecticut Light & Power	0.00	6,358.03
	6274	06/20/2013	V53280	Collins Sports Medicine	0.00	301.60
	6275	06/20/2013	V60692	Committee for Children	0.00	705.00
	6276	06/20/2013	V60837	Compliance and Safety LLC	0.00	675.00
	6277	06/20/2013	V60119	Cooperative Educational Services	0.00	480.00
	6278	06/20/2013	V60205	CPI Qualified Plan Consultants, Inc.	0.00	28.00

# Somers Board of Education General Budget Treasury Warrant

Report # 23435

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	6279	06/20/2013	V00204	CREC	0.00	3,004.20
	6280	06/20/2013	V60838	Critical Thinking Co, The	0.00	158.95
	6281	06/20/2013	V60709	DBS Energy Inc.	0.00	3,450.32
	6282	06/20/2013	V60625	Design to Finish	0.00	1,443.25
	6283	06/20/2013	V60089	Dime Oil Company LLC	0.00	5,608.22
	6284	06/20/2013	V53643	East Coast Sign & Supply, Inc.	0.00	56.00
	6285	06/20/2013	V54168	First Student, Inc	0.00	79,930.24
	6286	06/20/2013	V00314	Follett Library Resources	0.00	159.29
	6287	06/20/2013	V60001	Garrett Book Co.	0.00	1,265.77
	6288	06/20/2013	V60035	Google, Inc.	0.00	10.30
	6289	06/20/2013	V54081	Graduate Pest Solutions, Inc.	0.00	158.00
	6290	06/20/2013	V00511	Grainger	0.00	720.00
	6291	06/20/2013	V60804	Granite City Electric Supply	0.00	551.30
	6292	06/20/2013	V00639	HB Communications Inc.	0.00	96.00
	6293	06/20/2013	V53228	Herff Jones Inc.	0.00	10.50
	6294	06/20/2013	V60090	High Grade Gas Service, Inc	0.00	1,000.17
	6295	06/20/2013	V00891	Hm Receivables Co LLC	0.00	474.84
	6296	06/20/2013	V54041	HPSO	0.00	249.00
	6297	06/20/2013	E00689	Hull, Bryan	0.00	499.80
	6298	06/20/2013	V60344	Impact Applications Inc	0.00	500.00
	6299	06/20/2013	V02093	JCN Services	0.00	1,904.00
	6300	06/20/2013	V60548	Johnson Memorial Hospital	0.00	7,500.00
	6301	06/20/2013	V00438	Journal Publishing Co.	0.00	220.36
	6302	06/20/2013	V02625	K & S Distributors	0.00	125.00
	6303	06/20/2013	E00163	Kapner, Rob	0.00	54.24
	6304	06/20/2013	V60361	Marlin Leasing Corp	0.00	272.89
	6305	06/20/2013	E00287	McNamee, Sarah	0.00	27.96
	6306	06/20/2013	V54159	Vernon Printing Co, Inc.	0.00	357.50
	6307	06/20/2013	V00827	Moore Medical Corp.	0.00	279.37
	6308	06/20/2013	E00234	Morrow, Jim	0.00	135.60
	6309	06/20/2013	E00235	Susan Muirhead, MBA Principal	0.00	38.42
	6310	06/20/2013	V01013	NASCO Fort Atkinson	0.00	272.77
	6311	06/20/2013	V60104	Nixon Company Inc., The	0.00	109.00
	6312	06/20/2013	V02671	PEAP	0.00	59.00
	6313	06/20/2013	V00206	NCS Pearson, Inc.	0.00	120.44
	6314	06/20/2013	V60568	Pediatric Services of America Inc	0.00	1,237.50
	6315	06/20/2013	V60077	Perfection Learning	0.00	1,950.63

# Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	6316	06/20/2013	V01288	President's Challenge	0.00	99.50
	6317	06/20/2013	V60803	Prestwick House, Inc	0.00	414.39
	6318	06/20/2013	V60829	Republican, The	0.00	3,338.00
	6319	06/20/2013	V60843	Rifton	0.00	1,146.00
	6320	06/20/2013	V52476	River Valley Lawn Care LLC	0.00	2,044.83
	6321	06/20/2013	V60851	Rushford Center Inc.	0.00	800.00
	6322	06/20/2013	V00615	Scholastic, Inc.	0.00	2,602.33
	6323	06/20/2013	V60538	School Outfitters	0.00	513.55
	6324	06/20/2013	V60700	Social Thinking Publishing	0.00	237.72
	6325	06/20/2013	V00486	Somers High School	0.00	895.00
	6326	06/20/2013	V00886	Somers Lunch Program	0.00	37.03
	6327	06/20/2013	V60616	Somers Public Schools	0.00	11,980.42
	6328	06/20/2013	V02225	Staples Credit Plan	0.00	117.39
	6329	06/20/2013	V00547	Sullivan, Schoen, Campane & Connon, LLC	0.00	220.00
	6330	06/20/2013	V60394	SWAN Associates Inc	0.00	1,080.00
	6331	06/20/2013	V54013	Teacher Direct	0.00	79.40
	6332	06/20/2013	V01307	Teacher's Discovery	0.00	35.78
	6333	06/20/2013	V01638	Tree House, The	0.00	290.00
	6334	06/20/2013	V53539	Triumph Learning, LLC	0.00	2,053.07
	6335	06/20/2013	M53099	Tull Brothers, Inc.	0.00	754.00
	6336	06/20/2013	E00342	Walker, Alan	0.00	369.98
<b>Totals:</b>					0.00	\$164,994.48

78 Checks Listed.

# Somers Board of Education General Journal Register

Report # 23433  
Batch: 8375  
Transaction: N/A  
Show Summary Only: Yes

<b>Batch #</b>	<b>Control Total</b>	<b>Status</b>	<b>Created By</b>	<b>Created On</b>	<b>Last Updated By</b>	<b>Last Updated On</b>
8375	\$164,994.48	Posted	lbergamini	06/18/2013	lbergamini	06/20/2013

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>June, 2013</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			166,832.29	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	166,832.29
		Total Generated Distributions			<b>\$166,832.29</b>	<b>\$166,832.29</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			31.94	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	165,026.42
	10-100-2-2-00-242-611-01-5-01182	K-5 FOURTH GRADE SUPPLIES			262.44	0.00
	10-100-2-2-00-242-611-01-5-01183	K-5 FIFTH GRADE SUPPLIES			125.00	0.00
	10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			184.00	0.00
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			1,331.38	0.00
	10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			200.73	0.00
	10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			0.00	15.98
	10-100-2-2-14-242-611-01-5-00771	K-5 - FIRST GRADE SUPPLIES			222.00	0.00
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			1,994.39	0.00
	10-100-2-2-18-242-611-01-5-00187	K-5 - MATH SUPPLIES			92.00	0.00
	10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES			592.00	0.00
	10-100-2-3-08-243-611-01-5-00255	MA - FOREIGN LANGUAGE WORKBOOK		Yes	204.84	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			445.84	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			0.00	15.96
	10-100-2-3-16-243-611-01-5-00246	MA - ENGLISH WORKBOOKS			60.06	0.00
	10-100-2-3-18-220-641-01-5-00109	MA - MATH NEW TEXT			2,101.25	0.00
	10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES		Yes	233.00	0.00
	10-100-2-3-30-220-641-01-5-00859	MA - SOCIAL STUDIES TEXTBOOK			3,456.76	0.00
	10-100-2-3-30-243-611-01-5-01074	MA - SOCIAL STUDIES WORKBOOKS			79.40	0.00
	10-100-2-3-48-242-611-01-5-01218	MA - HEALTH & LIFE SKILLS			117.94	0.00
	10-100-2-4-08-243-611-01-5-01581	HS - WORLD LANGUAGE			35.78	0.00
	10-100-2-4-16-220-641-01-5-00120	HS - ENGLISH TEXTBOOKS			414.39	0.00
	10-100-2-4-99-242-611-01-5-00809	HS - RENAISSANCE PROGRAM			41.91	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			290.00	0.00
	10-100-2-5-44-242-611-03-5-00222	SW - A.V. SUPPLIES		Yes	96.00	0.00

## Somers Board of Education General Journal Register

Report # 23433

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
8375	\$164,994.48	Posted	lbergamini	06/18/2013	lbergamini	06/20/2013
	10-100-2-5-46-220-641-01-5-01673	SW - GUIDANCE TEXT			996.18	0.00
	10-100-8-2-66-910-730-01-5-00603	K-5 CAPITAL OUTLAY			1,411.64	0.00
	10-100-8-3-66-910-730-01-5-01335	MA - TECH ED CAPITAL OUTLAY		Yes	499.80	0.00
	10-120-9-9-98-242-611-01-5-00232	SW - GIFTED & TALENTED SUPPLIE			117.39	0.00
	10-120-9-9-98-242-611-01-5-01334	SP ED INTER. SUPPLIES			26.58	0.00
	10-120-9-9-98-910-730-04-5-00748	SPEC. ED. - OFF. CAP. OUTLAY		Yes	1,703.96	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES		Yes	380.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	1,237.50	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			684.59	0.00
	10-213-3-5-48-421-730-02-5-01076	SW - HEALTH EQUIPMENT			269.78	0.00
	10-215-9-9-94-242-611-02-5-00219	SPEECH/HEARING SUPPLIES		Yes	158.95	0.00
	10-221-1-3-50-251-580-05-5-00263	MA - TRAVEL/IN-SERVICE		Yes	17.52	0.00
	10-221-1-3-50-251-580-05-5-00264	MA - PRINCIPAL'S TRAVEL		Yes	92.66	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			369.98	0.00
	10-222-2-2-52-233-611-03-5-00144	K-5 - A.V. MATERIALS			159.29	0.00
	10-222-2-3-44-233-611-03-5-01151	MA A.V. MATERIALS			180.55	0.00
	10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			1,265.77	0.00
	10-230-1-5-40-123-590-04-5-01063	SW - FORMS & PRINTING		Yes	220.00	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			248.00	0.00
	10-231-1-5-74-134-690-10-5-00047	B.O.E. - SUPPLIES			23.08	0.00
	10-232-1-5-72-134-540-04-5-00025	CO - ADVERTISING		Yes	4,038.36	0.00
	10-232-1-5-72-251-580-05-5-00271	CO - TRAVEL/IN-SERVICE			135.60	0.00
	10-240-7-4-54-880-690-07-5-00274	HS - GRADUATION			192.64	0.00
	10-259-1-2-40-123-590-04-5-00015	K-5 - FORMS & PRINTING		Yes	437.00	0.00
	10-259-1-5-72-123-590-04-5-00019	CO - FORMS & PRINTING		Yes	137.50	0.00
	10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE		Yes	284.20	0.00
	10-260-5-3-10-722-430-01-5-00385	MA - HOME EC MAINTENANCE			100.00	0.00
	10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE		Yes	117.45	0.00
	10-260-5-4-38-722-430-01-5-00393	HS - QUANTITY FOODS MAINT.			153.68	0.00
	10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE			300.09	0.00
	10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE		Yes	265.20	0.00
	10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES			2,749.00	0.00
	10-260-5-6-62-722-430-01-5-01077	SW - COMPUTER MAINTENANCE			255.95	0.00
	10-260-5-6-62-722-430-08-5-00430	MA - BUILDING MAINTENANCE		Yes	1,663.00	0.00
	10-260-5-6-62-722-430-08-5-00439	HS - BUILDING MAINTENANCE		Yes	1,614.25	0.00
	10-260-5-6-62-722-430-08-5-00442	SW - GROUNDS KEEP		Yes	2,100.83	0.00
	10-260-5-6-62-722-430-08-5-00445	SW - TOOL SUPPLY		Yes	2,349.00	0.00
	10-260-5-6-62-722-430-08-5-00801	SW - EXTERMINATING		Yes	158.00	0.00

## Somers Board of Education General Journal Register

Report # 23433

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
8375	\$164,994.48	Posted	lbergamini	06/18/2013	lbergamini	06/20/2013
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES		Yes	551.30	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			5,472.65	0.00
10-260-5-6-64-630-620-05-5-00357		MAINTENANCE - FUEL #2			135.57	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY		Yes	3,498.33	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			272.89	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			6,148.01	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			162.01	0.00
10-260-5-6-64-643-690-05-5-00369		K-5 - PROPANE GAS			595.02	0.00
10-260-5-6-64-643-690-05-5-00372		HS - PROPANE GAS			405.15	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			876.19	0.00
10-260-6-9-62-722-590-08-5-00453		SW - SOFTWARE MAINT CONTRACTS			10.30	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			25,251.53	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			30,309.07	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			4,157.56	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			20,212.08	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE			1,498.00	0.00
10-280-6-5-82-820-520-13-5-00520		UMBRELLA LIABILITY INSURANCE		Yes	249.00	0.00
10-320-2-4-54-880-690-07-5-00602		HS - ACADEMIC AWARDS			1,006.66	0.00
10-320-7-3-42-880-690-06-5-00600		MA - ATHLETIC AWARDS			99.50	0.00
10-320-7-4-42-860-590-06-5-01006		HS - ATHLETIC TRAINER			7,500.00	0.00
10-320-7-4-42-880-590-06-5-00597		HS - OFFICIALS		Yes	11,980.42	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			801.60	0.00
10-320-7-4-42-880-690-06-5-00601		HS - ATHLETIC AWARDS			333.30	0.00
10-611-9-9-88-955-560-14-5-00813		SP ED - CREC HEARING PROGRAM			3,004.20	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			800.00	0.00
Total User-Entered Distributions					<b>\$165,058.36</b>	<b>\$165,058.36</b>
Total for June, 2013					<b>\$331,890.65</b>	<b>\$331,890.65</b>
<b>Grand Total for Batch # 8375</b>					<b>\$331,890.65</b>	<b>\$331,890.65</b>

270 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 23609

Check Batch: 8522  
 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:

6/27/13

William B. Boutwell, Director of Business Services

8522	6337	06/27/2013	V02185	Allston Supply Co. Inc.	0.00	1,330.00
	6338	06/27/2013	V52670	Amazon	0.00	2,119.98
	6340	06/27/2013	V60532	Associatiion of Middle Level Education	0.00	220.00
	6341	06/27/2013	V53541	Aves Audio Visual Systems, Inc.	0.00	336.25
	6342	06/27/2013	V51604	Awards & More	0.00	540.00
	6343	06/27/2013	V51683	Barnes & Noble, Inc	0.00	1,236.81
	6344	06/27/2013	E00450	Bergamini, Lisa	0.00	40.68
	6345	06/27/2013	V02406	Billings Sports, Inc.	0.00	1,757.98
	6346	06/27/2013	V00121	CABE	0.00	9,066.00
	6347	06/27/2013	V00052	CAS Inc.	0.00	675.00
	6348	06/27/2013	V02442	CASBO	0.00	625.00
	6349	06/27/2013	V51942	CBS	0.00	1,350.00
	6350	06/27/2013	V60720	CCPA	0.00	87.48
	6351	06/27/2013	V00159	Connecticut Light & Power	0.00	3,376.80
	6352	06/27/2013	V00161	CMEA	0.00	200.00
	6353	06/27/2013	V60057	Community Child Guidance Clinic, Inc.	0.00	2,028.75
	6354	06/27/2013	V01669	Connecticut Assoc of Schools	0.00	4,810.00
	6355	06/27/2013	E00076	Cotzin, Gary	0.00	107.35
	6356	06/27/2013	V00204	CREC	0.00	11,146.90
	6357	06/27/2013	V60709	DBS Energy Inc.	0.00	2,965.70

# Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	6358	06/27/2013	V60550	Devereux Glenholme	0.00	10,320.00
	6359	06/27/2013	V60089	Dime Oil Company LLC	0.00	5,557.46
	6360	06/27/2013	V54168	First Student, Inc	0.00	23,689.45
	6361	06/27/2013	V00314	Follett Library Resources	0.00	28.48
	6362	06/27/2013	V00511	Grainger	0.00	2,566.08
	6363	06/27/2013	V51232	Hartford Hospital	0.00	5,823.00
	6364	06/27/2013	V53228	Herff Jones Inc.	0.00	94.13
	6365	06/27/2013	V00891	Hm Receivables Co LLC	0.00	16,529.74
	6366	06/27/2013	V52848	Intensive Education Academy, Inc.	0.00	3,928.30
	6367	06/27/2013	V51502	Jostens, Inc.	0.00	102.90
	6368	06/27/2013	V02625	K & S Distributors	0.00	946.94
	6369	06/27/2013	V60721	Learning Incentive Inc, The	0.00	5,000.00
	6370	06/27/2013	V01911	Natchaug Hospital	0.00	4,335.00
	6371	06/27/2013	V00536	NEAS&C	0.00	3,120.00
	6372	06/27/2013	V00995	NELMS	0.00	295.00
	6373	06/27/2013	V00206	NCS Pearson, Inc.	0.00	18.00
	6374	06/27/2013	V60568	Pediatric Services of America Inc	0.00	675.00
	6375	06/27/2013	V60077	Perfection Learning	0.00	777.43
	6376	06/27/2013	V53994	Queue, Inc	0.00	1,745.25
	6377	06/27/2013	V51134	Richco Products, Inc.	0.00	147.20
	6378	06/27/2013	V53811	RJ Mase, LLC	0.00	64.00
	6379	06/27/2013	V00615	Scholastic, Inc.	0.00	445.03
	6380	06/27/2013	E00300	Selley, Su	0.00	200.00
	6381	06/27/2013	V60031	SNE Building Systems	0.00	360.00
	6382	06/27/2013	V00547	Sullivan, Schoen, Campane & Connon, LLC	0.00	1,989.00
	6383	06/27/2013	V60810	The Village for Families and Children	0.00	11,550.00
	6384	06/27/2013	V53945	Transcanda Power Marketing LTD	0.00	9,442.87
	6385	06/27/2013	V53539	Triumph Learning, LLC	0.00	1,156.68
	6386	06/27/2013	M53099	Tull Brothers, Inc.	0.00	370.00
	6387	06/27/2013	V53987	U.S. Bancorp Equipment Finance, Inc	0.00	1,887.13
	6388	06/27/2013	V60304	Wheeler Clinic	0.00	5,035.50
	6389	06/27/2013	V60854	Worden Company, The	0.00	73.00
<b>Totals:</b>					0.00	\$162,293.25

52 Checks Listed.

# Somers Board of Education General Journal Register

Report # 23608

Batch: 8491

Transaction: N/A

Show Summary Only: Yes

<b>Batch #</b> 8491	<b>Control Total</b> \$162,293.25	<b>Status</b> Posted	<b>Created By</b> lbergamini	<b>Created On</b> 06/25/2013	<b>Last Updated By</b> lbergamini	<b>Last Updated On</b> 06/27/2013
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>June, 2013</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			149,766.37	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	149,766.37
Total Generated Distributions					<b>\$149,766.37</b>	<b>\$149,766.37</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	162,293.25
	10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK		Yes	197.80	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			414.96	0.00
	10-100-2-3-18-220-641-01-5-00109	MA - MATH NEW TEXT			1,745.25	0.00
	10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES		Yes	67.98	0.00
	10-100-2-3-30-220-641-01-5-00859	MA - SOCIAL STUDIES TEXTBOOK		Yes	17,598.82	0.00
	10-100-2-4-04-242-611-01-5-00176	HS - BUSINESS ED SUPPLIES			286.16	0.00
	10-100-2-4-08-243-611-01-5-01581	HS - WORLD LANGUAGE			276.03	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			73.25	0.00
	10-100-2-4-16-220-641-01-5-00120	HS - ENGLISH TEXTBOOKS			89.58	0.00
	10-100-2-4-18-242-611-01-5-00191	HS - MATH SUPPLIES			719.30	0.00
	10-100-2-4-22-242-611-01-5-00195	HS - PHYSICAL ED SUPPLIES		Yes	42.88	0.00
	10-100-2-4-30-220-641-01-5-00125	HS - SOCIAL STUDIES TEXTBOOKS		Yes	1,844.53	0.00
	10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES			301.93	0.00
	10-100-2-4-30-243-611-01-5-00887	HS - SOCIAL STUDIES WORKBOOKS			90.46	0.00
	10-100-2-4-48-242-611-01-5-00721	HS - HEALTH ED SUPPLIES			37.83	0.00
	10-100-2-5-44-242-611-03-5-00222	SW - A.V. SUPPLIES		Yes	173.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	675.00	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING		Yes	18.00	0.00
	10-221-1-3-52-231-690-05-5-00282	MA - PROFESSIONAL LIBRARY			28.48	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL		Yes	107.35	0.00
	10-222-1-5-44-258-690-03-5-00305	SW MEDIA - OFFICE SUPPLIES			163.25	0.00
	10-231-1-5-50-137-810-10-5-00058	B.O.E. - INSTITUTIONAL DUES		Yes	9,066.00	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			1,989.00	0.00
	10-232-1-5-50-137-810-05-5-00057	CO - INSTITUTIONAL DUES		Yes	625.00	0.00
	10-232-1-5-72-134-690-04-5-00031	CO - PETTY CASH			200.00	0.00

# Somers Board of Education General Journal Register

Report # 23608

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
8491	\$162,293.25	Posted	lbergamini	06/25/2013	lbergamini	06/27/2013
10-232-1-5-72-251-580-05-5-00271		CO - TRAVEL/IN-SERVICE			40.68	0.00
10-232-6-5-66-830-440-04-5-00525		CO - COPIER RENTAL			471.79	0.00
10-232-6-5-66-830-440-04-5-00526		CO - POSTAGE METER			445.00	0.00
10-232-6-5-66-830-440-04-5-01016		CO - COPIER SUPPLIES			300.00	0.00
10-240-1-2-50-137-810-05-5-00053		K-5 - INSTITUTIONAL DUES			200.00	0.00
10-240-1-3-50-137-810-05-5-00055		MA - INSTITUTIONAL DUES		Yes	1,190.00	0.00
10-240-1-4-40-258-690-04-5-00304		HS - OFFICE SUPPLIES		Yes	125.60	0.00
10-240-1-4-50-137-810-05-5-00056		HS - INSTITUTIONAL DUES		Yes	7,930.00	0.00
10-240-6-2-66-830-440-04-5-00523		K-5 - COPIER RENTAL			471.78	0.00
10-240-6-2-66-830-440-04-5-00524		K-5 - COPIER SUPPLIES			205.00	0.00
10-240-6-3-66-830-440-03-5-00527		MA - COPIER RENTAL			471.78	0.00
10-240-6-3-66-830-440-03-5-01012		MA - COPIER SUPPLIES			200.00	0.00
10-240-6-4-66-830-440-04-5-00763		HS - COPIER RENTAL			471.78	0.00
10-240-6-4-66-830-440-04-5-01014		HS - COPIER SUPPLIES			200.00	0.00
10-240-7-4-54-880-690-07-5-00274		HS - GRADUATION		Yes	197.03	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS		Yes	1,074.10	0.00
10-260-5-4-18-722-430-01-5-00398		HS - MATH MAINTENANCE			98.56	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.			64.00	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			3,300.96	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE		Yes	444.66	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE		Yes	650.32	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR		Yes	410.66	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			5,293.26	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY		Yes	2,965.70	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			6,841.53	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			5,978.14	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			3,937.76	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			5,360.04	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			2,920.60	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			3,157.30	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS			8,313.75	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES		Yes	264.20	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			467.98	0.00
10-320-7-4-42-880-690-06-5-00601		HS - ATHLETIC AWARDS			540.00	0.00
10-320-7-4-42-880-690-06-5-01220		HS - ATHLETIC UNIFORMS			1,290.00	0.00
10-611-9-9-88-955-560-14-5-00813		SP ED - CREC HEARING PROGRAM			610.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			58,557.45	0.00
Total User-Entered Distributions					<b>\$162,293.25</b>	<b>\$162,293.25</b>

# Somers Board of Education General Journal Register

Report # 23608

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
8491	\$162,293.25	Posted	lbergamini	06/25/2013	lbergamini	06/27/2013
					Total for June, 2013	\$312,059.62    \$312,059.62
					<b>Grand Total for Batch # 8491</b>	<b><u>\$312,059.62</u>    <u>\$312,059.62</u></b>

210 Transactions Listed.

## Textbook Requests June 2013

### Summary Sheet

Grade	Subject	Title	Number	Price
6	ELA	Literature: CCSS Edition	50	\$5,256.76
6	ELA	Scope Magazine	125	\$1,167.23
6	ELA	Better Test Scores	130	\$847.59
6	ELA	Common Core Writing Grade 6	10	\$129.40
6	Math	CCSS Prep Math - Grade 6	60	\$537.00
7	ELA	Unnatural Creatures	50	\$704.00
7	ELA	Shards and Ashes	50	\$665.00
7	ELA	Heart to Heart	50	\$848.00
7	ELA	Futuredaze	50	\$671.00
7	ELA	Eight Plus 1	50	\$537.50
7	ELA	Literature: CCSS Edition	50	\$5,256.76
7	ELA	Choices	25	\$247.25
7	ELA	Reflections on a Gift of a Watermelon Pickle	50	\$821.94
7	ELA	Birmingham 1963/Migrant Mother	25	\$492.25
7	ELA	Poetry in Three Dimensions	25	\$228.65
7	ELA	Common Core Writing Grade 7	30	\$318.11
7	Math	CCSS Prep Math - Grade 7	60	\$537.00
8	ELA	Literature: CCSS Edition	50	\$5,256.76
8	ELA	Common Core Writing Companion	50	\$447.70
8	ELA	Paired Passages - Level H	50	\$447.80
8	ELA	Common Core Expanded Informational Grade 8	1	\$432.46
8	Math	CCSS Prep Math - Grade 8	30	\$268.50
8	Math	Rise and Shine Math - Grade 8	30	\$295.35

*A new policy to consider to meet the requirements of P.A. 12-116  
(An Act Concerning Educational Reform), effective 7/1/13.*

## **Personnel -- Certified**

### **Staff Development**

*“Staff development”* is viewed by the Board of Education (Board) 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.

Each certified employee, beginning July 1, 2013, shall annually participate in a program of professional development, of not fewer than eighteen hours in length, of which a preponderance is in a small group or individual group setting. The professional development program shall:

1. be a comprehensive, sustained and intensive approach to improving teacher and administrator effectiveness in increasing student knowledge achievement;
2. focus on refining and improving various effective teaching methods that are shared between and among educators;
3. foster collective responsibility for improved student performance, and
4. be comprised of professional learning that is aligned with state student academic achievement standards, conducted at the school among educators and facilitated by principals, coaches, mentors and distinguished educators or other appropriate teachers, occurs frequently on an individual basis or among groups of teachers and includes a repository or best practices for teaching methods developed by educators within each school.

Staff development experiences, made available by the Board directly, or through a RESC, with another Board of Education or through a provider approved by the Commissioner, shall be guided by activities designed to:

- improve the integration of reading instruction, literacy and numeracy enhancement and cultural awareness into instructional practice,
- include strategies to improve English language learner instruction into instructional practice,
- improve teacher and administrator practice based on general results and findings from teacher evaluations reported by the Superintendent or his/her designee,
- be comprehensive, sustained, and intensive enough to improve teacher and administrator effectiveness in raising student performance,
- be aligned with state student academic achievement standards,
- foster collective responsibility for improved student performance.

## Personnel -- Certified

### Staff Development (continued)

Teachers must constantly review curricular content, teaching methods and materials, educational philosophy and goals, social change and other topics related to education to enhance the capabilities of educators to improve student learning. The Board of Education recognizes that it shares with its certified staff responsibility for the upgrading and updating of teacher performance and attitudes. The Board of Education and teachers' organizations support the principle of continuing training of teachers and the improvement of instruction.

All employees shall be provided opportunities for the development of increased competence beyond that which they may attain through the performance of their assigned duties.

The Board, in order to determine its professional development program seeking the advice and assistance of teachers, 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, in fulfillment of the statutes, 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, 2012, be developed in full consideration of the priorities and needs related to student outcomes as determined by the State Board of Education.

~~The members chosen by the Board to be on the Professional Development Committee shall serve at the pleasure of the Board.~~

Special effort shall be made to prepare teachers and other school personnel to meet the needs of students of diverse cultural and ethnic backgrounds. Planning and implementation of such programs shall be done cooperatively by administration, teachers and parent advisory groups. Special effort shall also be given to administrators and/or supervisors in training pursuant to their obligations in the evaluation of the teacher.

Staff development activities should respond directly to the educational needs of the student body, including, (a) content areas such as language arts, including reading, writing, speaking, listening, viewing and enacting; math, social studies and science; (b) methodological areas such as motivation, teaching techniques, including the use of computers in the classroom and classroom management; and second language acquisition and (c) affective areas of interpersonal relations of students and faculty, student growth and development and staff communication, problem solving, and decision-making. The in-service program shall fulfill all applicable statutory requirements, especially those delineated in C.G.S. 10-220a.

## Personnel -- Certified

### Staff Development (continued)

The Board will allow any paraprofessional or noncertified employee of the District to participate, on a voluntary basis, in any in-service training program provided to certified staff on those topics mandated per C.G.S. 10-220a, subsection (a).

The District, as required, will participate in compliance audits of the professional development program, conducted by the State Department of Education.

~~The Superintendent is to report annually to the Board of Education on the professional development program and its effect with recommendations for changes as needed.~~

### Professional Development Pertaining to Teacher Evaluation and Support Program

The Board, prior to implementing the teacher evaluation and support program contained within P.A. 12-116, An Act Concerning Educational Reform, but not later than July 1, 2014, shall provide training for all evaluators and orientation to all certified District employees relating to the provisions of such teacher evaluation and support program. Such training shall provide instruction to evaluators in how to conduct proper performance evaluations prior to the use of the new evaluation and support program. Such orientation shall be completed by all certified personnel, below the rank of Superintendent, before the certified employee receives an evaluation under the teacher evaluation and support program.

(cf. 4115 - Evaluation)

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, June 19 Special Session, Public Act No. 09-1 and PA 10-91 and PA 12-116, An Act Concerning Educational Reform)  
 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)  
 10-151(b) Employment of teachers. Definitions. Tenure, etc. (as amended by P.A. 12-116, An Act Concerning Educational Reform)

### Policy adopted:

rev 3/00  
 rev 7/00  
 rev. 6/04  
 rev 7/08  
 rev 11/09  
 rev 6/10  
 rev 6/12

## Connecticut General Statutes 10-220a - In-service Training

### A. Required In-service Topics for Certified Personnel

1. Nature and the relationships of drugs and alcohol to health and personality development and procedures for discouraging their abuse.
2. Health and mental health risk reduction education including, but not limited to the prevention of risk-taking behavior by children and the relationship of such behavior to substance abuse, pregnancy, sexually transmitted diseases, including HIV-infection and AIDS, violence, teen dating, domestic violence, child abuse and youth suicide.
3. Growth and development of exceptional children, including handicapped and gifted and talented children including but not limited to, children with attention deficit hyperactivity disorder or learning disabilities who may require special education, and methods for identifying, planning and working effectively with special needs children in a regular classroom, including, but not limited to, implementation of student individualized education programs.
4. School violence prevention and conflict resolution and the prevention of and response to youth suicide.
5. Identification and prevention of bullying and response to bullying, as defined in 10-222d, subsection (a) as amended. (Boards that implement an evidence-based model approach approved by the SDE are not required to provide in-service training on prevention of bullying.)
6. Cardiopulmonary resuscitation and other emergency life saving procedures.
7. Computer and other information technology as applied to student learning and classroom instruction, communications and data management.
8. Teaching of the language arts, reading and reading readiness for teachers in grades kindergarten to three, inclusive.
9. Second language acquisition in districts required to provide a program of bilingual education pursuant to C.G.S. 10-17f.
10. Requirements and obligations of a mandated reporter regarding reporting of child abuse and neglect.
11. Training in the evaluation of teachers for superintendents and those employees employed in positions requiring an intermediate administrator or supervisory certificate whose duties equal at least 50% of the assigned time. (15 hours every 5 years)
12. Training in the teacher evaluation and support program (not later than July 1, 2014) developed pursuant to subsection (b) of Connecticut General Statute 10-151b, as amended.
13. Certified staff with an endorsement in special education, holding a position requiring such endorsement shall have at least ten hours of training every five years in the implementation of student individualized education programs (IEPs) and the communication of individualized education program procedures to parents/guardians of students who require special education or related services.

## **Connecticut General Statutes 10-220a - In-service Training**

### **B. Optional In-Service Topics for Certified Personnel**

- Holocaust and genocide education and awareness
- African-American History
- Puerto-Rican History
- Native American History
- Personal Financial Management
- The historical events surrounding the Great Famine in Ireland
- Cardiopulmonary Resuscitation and the Use of External Defibrillators

*A new recommended policy to consider.*

## **Students**

### **Transgender and Gender Non-Conforming Youth**

#### **Purpose**

Federal and state law and District policy require that all programs, activities, and employment practices be free from discrimination based on sex, sexual orientation, or gender identity or expression. This policy is designed in keeping with these mandates to create a safe learning environment for all students and to ensure that every student has equal access to all school programs and activities.

This policy sets out guidelines for schools and District staff to address the needs of transgender and gender non-conforming students and clarifies how state law should be implemented in situations where questions may arise about how to protect the legal rights or safety of such students. This policy does not anticipate every situation that might occur with respect to transgender or gender non-conforming students and the needs of each transgender or gender non-conforming student must be assessed on a case-by-case basis. In all cases, the goal is to ensure the safety, comfort, and healthy development of the transgender or gender non-conforming student while maximizing the student's social integration and minimizing stigmatization of the student.

#### **Definitions**

The definitions provided here are not intended to label students but rather to assist in understanding this policy and the legal obligations of District staff. It is recognized that students might or might not use these terms to describe themselves.

**“Gender identity”** is a person's deeply held sense or psychological knowledge of their own gender, regardless of the gender they were assigned at birth. One's gender identity can be the same or different than the gender assigned at birth. Everyone has a gender identity.

**“Transgender”** describes people whose gender identity or expression is different from that traditionally associated with an assigned sex at birth.

**“Gender expression”** refers to the manner a person represents or expresses gender to others, often through behavior, clothing, hairstyles, activities, or mannerisms.

**“Gender non-conforming”** describes people whose gender expression differs from stereotypical expectations, such as “feminine” boys, “masculine” girls, and those who are perceived as androgynous. This includes people who identify outside traditional gender categories or identify both genders.

## Students

### Transgender and Gender Non-Conforming Youth

#### Definitions (continued)

**“Transition”** is the process in which a person changes their gender expression to better reflect their gender identity. In order to feel comfortable and to express their gender identity to other people, transgender people may take a variety of steps such as using a nickname or legally changing their name; choosing clothes and hairstyles to reflect their gender identity; and generally living and presenting themselves to others, consistently with their gender identity. Some, but not all, transgender people take hormones or undergo surgical procedures to change their bodies to better reflect their gender identity.

**“Bullying”** means the repeated use by one or more students of a written, oral or electronic communication, such as cyberbullying, directed at or referring to another student attending school in the same school district or a physical act or gesture by one or more students repeatedly directed at another student attending school in the same school district that (1) causes physical or emotional harm to such student or damage to such student’s property, (2) places such student in reasonable fear of harm to himself or herself, or of damage to his or her property, (3) creates a hostile environment at school for such student, (4) infringes on the rights of such student at school, or (5) substantially disrupts the education process or the orderly operation of a school.

Bullying shall include, but not be limited to, a written, oral, or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

**“Harassment”** means written, verbal or physical conduct that adversely affects the ability of one or more students to participate in or benefit from the school’s educational programs or activities because the conduct is so severe, persistent or pervasive. This includes conduct that is based on a student’s actual or perceived race, color, national origin, sex, disability, sexual orientation, sexual identity or expression, or religion. This also includes conduct that targets a student because of a characteristic of a friend, family member or other person or group with whom a student associates.

## **Students**

### **Transgender and Gender Non-Conforming Youth (continued)**

#### **Guidance**

##### **Privacy**

All persons, including students, have a right to privacy. This includes the right to keep private one's transgender status or gender non-conforming presentation at school. Information about a student's transgender status, legal name, or gender assigned at birth also may constitute confidential medical information. School personnel should not disclose information that may reveal a student's transgender status or gender non-conforming presentation to others, including parents and other school personnel, unless legally required to do so or unless the student has authorized such disclosure. Transgender and gender non-conforming students have the right to discuss and express their gender identity and expression openly and to decide when, with whom, and how much to share private information.

When contacting the parent or guardian of a transgender or gender non-conforming student, school personnel should use the student's legal name and the pronoun corresponding to the student's gender assigned at birth unless the student, parent, or guardian has specified otherwise.

##### **Official Records**

The District is required to maintain a mandatory permanent student record ("official record") that includes a student's legal name and legal gender. However, the District is not required to use a student's legal name and gender on other school records or documents. The District will change a student's official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order. In situations where school staff or administrators are required by law to use or to report a transgender student's legal name or gender, such as for purposes of standardized testing, school staff and administrators shall adopt practices to avoid the inadvertent disclosure of such confidential information.

##### **Names/Pronouns**

A student has the right to be addressed by a name and pronoun that corresponds to the student's gender identity. A court-ordered name or gender change is not required, and the student need not change his or her official records.

The intentional or persistent refusal to respect a student's gender identity (for example, intentionally referring to the student by a name or pronoun that does not correspond to the student's gender identity) is a violation of this policy.

## **Students**

### **Transgender and Gender Non-Conforming Youth**

#### **Guidance** (continued)

#### **Gender-Segregated Activities**

To the extent possible, schools should reduce or eliminate the practice of segregating students by gender. In situations where students are segregated by gender, such as for selected health education classes, students should be included in the group that corresponds to their gender identity.

#### **Student Information Systems**

The District shall modify its student information system, as necessary, to prevent disclosure of confidential information and ensure that school personnel use a student's preferred name and pronouns consistent with the student's gender identity.

#### **Restroom Accessibility**

Students shall have access to the restroom that corresponds to their gender identity consistently asserted at school. Any student who has a need or desire for increased privacy, regardless of the underlying reason, should be provided access to a single user restroom. However, no student shall be required to use such a restroom because they are transgender or gender non-conforming.

#### **Locker Room Accessibility**

The use of locker rooms by transgender students shall be assessed on a case-by-case basis with the goals of maximizing the student's social integration and equal opportunity to participate in physical education classes and sports, ensuring the student's safety and comfort, and minimizing stigmatization of the student. In most cases, transgender students should have access to the locker room that corresponds to their gender identity consistently asserted at school, like all other students. Any student, transgender or not, who has a need or desire for increased privacy, regardless of the underlying reason, should be provided with a reasonable alternative changing area such as the use of a private area (e.g., a nearby restroom stall with a door, an area separated by a curtain, a P.E. instructor's office in the locker room, or a nearby health office restroom), or with a separate changing schedule (e.g., using the locker room that corresponds to their gender identity before or after other students). Any alternative arrangement should be provided in a way that protects the student's ability to keep his or her transgender status confidential. In no case shall a transgender student be required to use a locker room that conflicts with the student's gender identity.

## **Students**

### **Transgender and Gender Non-Conforming Youth**

#### **Guidance** (continued)

#### **Physical Education Classes & Intramural Sports**

Transgender and gender non-conforming students shall be permitted to participate in physical education classes and intramural sports in a manner consistent with their gender identity.

#### **Interscholastic Competitive Sports Teams**

Transgender and gender non-conforming students shall be permitted to participate in interscholastic athletics in a manner consistent with their gender identity and in compliance with the applicable regulations of the Connecticut Interscholastic Athletic Association (CIAC).

#### **Dress Codes**

Transgender and gender non-conforming students have the right to dress in a manner consistent with their gender identity or gender expression. In general, District schools may not adopt dress codes that restrict students' clothing or appearance on the basis of gender.

#### **Discrimination/Harassment**

It is the responsibility of each school and the District to ensure that transgender and gender non-conforming students have a safe school environment. This includes ensuring that any incident of discrimination, harassment, or violence is given immediate attention, including investigating the incident, taking appropriate corrective action, and providing students and staff with appropriate resources.

Complaints alleging discrimination or harassment based on a person's actual or perceived transgender status or gender nonconformity are to be handled in the same manner as other discrimination or harassment complaints.

#### **Transferring a Student to Another School (Opportunity Transfers)**

In general, schools should aim to keep transgender and gender non-conforming students at the original school site. Opportunity transfers should not be a school's first response to harassment and should be considered only when necessary for the protection or personal welfare of the transferred student, or when requested by the student or the student's parent/guardian. The student or the student's parent or guardian must consent to any such transfer.

## Students

### Transgender and Gender Non-Conforming Youth (continued)

#### Professional Development

The Board of Education directs the Superintendent to provide for the training of District staff in transgender sensitivity, in what it means to treat all people respectfully and equally. Developmentally age-appropriate training shall also be provided for students.

- (cf. 0521 – Nondiscrimination)
- (cf. 4131 – Staff Development)
- (cf. 5114 – Suspension and Expulsion/Due Process)
- (cf. 5131 – Conduct)
- (cf. 5131.21 – Violent and Aggressive Behavior)
- (cf. 5131.8 – Out-of-School Misconduct)
- (cf. 5131.912 – Aggressive Behavior)
- (cf. 5131.913 – Cyberbullying)
- (cf. 5131.91 – Hazing)
- (cf. 5144 – Discipline/Punishment)
- (cf. 5145.4 – Nondiscrimination)
- (cf. 5145.5 – Sexual Harassment)
- (cf. 5145.51 – Peer Sexual Harassment)
- (cf. 5145.52 – Harassment)
- (cf. 5145.6 – Student Grievance Procedure)
- (cf. 6121 – Nondiscrimination)
- (cf. 6121.1 – Equal Educational Opportunity)

Legal Reference: Connecticut General Statutes

10-15c Discrimination in public school prohibited. (Amended by P.A. 97-247 to include “sexual orientation” and PA 11-55 to include “gender identity or expression”)

46a-60 Discriminatory employment practices prohibited Federal Law.

10-209 Records not to be public.

46a-60 Discriminatory employment practices prohibited.

Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b).

Public Act 07-62 An Act Concerning the Deprivation of Rights on Account of Sexual Orientation.

## Students

### Transgender and Gender Non-Conforming Youth

Legal Reference: Connecticut General Statutes (continued)

Public Act 11-55 An Act Concerning Discrimination.

Title IX of the Education Amendments of 1972, 34 CFR Section 106.

*Meritor Savings Bank. FSB v. Vinson*, 477 U.S. 57 (1986).

*Faragher v. City of Boca Raton*, No. 97-282 (U.S. Supreme Court, June 26, 1998).

*Burlington Industries, Inc. v. Ellerth*, No. 97-569, (U.S. Supreme Court, June 26, 1998).

*Gebbs v. Lago Vista Indiana School District*, No. 99-1866, (U.S. Supreme Court, June 26, 1998).

*Davis v. Monroe County Board of Education*, No. 97-843 (U.S. Supreme Court, May 24, 1999).

Policy adopted:

cps 1/13

*CABE's suggested bylaw.*

## **Bylaws of the Board**

### **Requests for Information by Board Members**

Board of Education (Board) members represent the public and are entitled to information regarding District performance that will assist them in governance. All Board member requests for documents or information should be made directly to the Superintendent or his/her designee.

Documents subject to Connecticut's Freedom of Information law will be provided, as they are provided to all citizens under Board policy.

Should requests be for information that already exists or data that can be easily gathered and analyzed (provided the request is not for privileged management information, as outlined below), the Superintendent will, in a timely manner provide the information in its most accessible format, to the requesting Board member, with copies to all Board members.

Should the information not exist and/or be difficult to obtain, and should the Superintendent determine that the value of the information to the District be insufficient to justify the time or cost of obtaining it, he/she shall bring the request to the Board, with an estimate of the time/cost of responding to the Board member's request. By Board action, the Board will direct the Superintendent to provide, or not provide, the requested information.

The Board, by this policy, wishes to distinguish between District performance information and privileged management information. Performance information is normally data based on numerical measures of results, District operations or practice patterns. Documents or other management information relating to individuals, contracts, meetings, or events of any ongoing management process, unless under the purview of the Freedom of Information Act, are considered privileged management information and not within the purview of the Board.

(cf. 1120 - Board of Education Meetings re Public Participation)

(cf. 9322 - Public and Executive Sessions)

Legal Reference: Connecticut General Statutes  
 1-200 Definitions  
 1-206 Denial of access of public records or meetings. Notice. Appeal  
 1-210 to 1-213 Access to public records (as amended by PA 02-113)  
 1-211 Access to computer stored records.  
 1-214 Public contracts as part of public records.  
 1-225 to 1-240 Meetings of government agencies to be public

## **SOMERS BOARD OF EDUCATION**

1 Vision Boulevard

Somers, CT 06071

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

### **MINUTES OF THE MEETING – July 1, 2013**

**Members Present:** D.Palmer, B.Devlin, R.Lees, J.Formeister, A.Kirkpatrick, S.Bollinger, B.Capuano, R.Schmidt, M.Cicciarella (arrived at 7:02 p.m.)

**Members Absent:**

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

**Staff Present:** N.Hoffman

**Citizens Present:** L.Horan, D.Stone

**Students Present:**

**Others:**

#### **1.0 CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:01 p.m. by Chairman Palmer in the Mabelle B. Avery Middle School Board of Education meeting room.

#### **2.0 PLEDGE OF ALLEGIANCE**

#### **3.0 APPROVAL OF MINUTES**

June 10, 2013 – It was MOVED (R.Lees) SECONDED (S.Bollinger) to approve the June 10, 2013 Board of Education meeting minutes as presented. PASSED 8-0

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

#### **5.0 CORRESPONDENCE**

The Board received an email from the Superintendent regarding new administrative appointments. B.Devlin forwarded an email received regarding recess to the rest of the Board members.

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

#### **7.0 CONSENT AGENDA**

**7.1** Approval of Bills 06/10/13 (\$164,994.48)

Approval of Bills 06/27/13 (\$162,293.25)

It was MOVED (B.Devlin) SECONDED (S.Bollinger) to approve the 06/10/13 Bills in the amount of \$164,994.48 and the 06/27/13 Bills in the amount of \$162,293.25 as presented. PASSED 9-0

**7.2** Approval of Summer Bills

Bill Boutwell, Director of Business Services, requested Board approval to pay the summer bills.

It was MOVED (B.Devlin) SECONDED (S.Bollinger) to approve payment of summer bills, as requested by the Director of Business Services, as presented. PASSED 9-0

## **8.0 NEW BUSINESS**

### **8.1 Second Warning/Adoption of MBA Textbook Requests**

The Curriculum Committee has reviewed the textbook requests for grade 6, 7, and 8 and presented them to the Board as a first warning on 6/10/13. The committee is now requesting Board adoption.

It was MOVED (J.Formeister) SECONDED (A.Kirkpatrick) to approve the adoption of MBA Textbook Requests, as recommended by the Curriculum Committee, as presented. PASSED 9-0

### **8.2 First Warning of DBS Code: 4131 – Staff Development**

The Policy Committee has reviewed the recommended policy from CABE and presented it to the Board as a First Warning. Second Warning/Adoption will be included in the 8/26/13 BOE agenda.

### **8.3 First Warning of DBS Code: 5145.53 – Transgender and Gender Non-conforming Youth**

The Policy Committee has reviewed the recommended policy from CABE and presented it to the Board as a First Warning. Second Warning/Adoption will be included in the 8/26/13 BOE agenda.

### **8.4 First Warning of DBS Code: 9325.5 – Request for Information by Board Members**

The Policy Committee has reviewed the recommended policy from CABE and presented it to the Board as a First Warning. Second Warning/Adoption will be included in the 8/26/13 BOE agenda.

## **9.0 OLD BUSINESS**

## **10.0 ADMINISTRATIVE REPORTS**

### **10.1 Hiring of Personnel – Nepotism Policy**

The Superintendent updated the Board on two new administrative hires for the positions of Somers Elementary School Principal and Director of Information and Technology Services. The Superintendent commended the SES Principal Search Committee for their time and efforts, and the new SES Principal position was awarded to [current] Assistant Principal, Jennifer Oliver.

It was MOVED (B.Devlin) SECONDED (S.Bollinger) to accept the Superintendent's recommendation of the appointment of Mrs. Jennifer Oliver as the Somers Elementary School Principal as presented. PASSED 9-0

The Administrative Council screened and interviewed for the position of the Director of Information and Technology Services, and the position was awarded to Mr. Robert Wilson. Mr. Wilson formerly worked at WNEC as a Senior Systems Manager, and has a good array of experiences in the private, public, and nonprofit areas.

It was MOVED (R.Lees) SECONDED (S.Bollinger) to accept the Superintendent's recommendation of the appointment of Mr. Robert Wilson as the Director of Information and Technology Services as presented. PASSED 9-0

Dr. Suffredini notified the Board of the potential hiring of Mrs. Holly Boutwell to serve as the Secretary to the Director of Pupil Services. Mrs. Boutwell is the wife to Mr. Bill Boutwell, Director of Business Services. Due to the relationship and current Board Nepotism policy, a 2/3<sup>rd</sup>s vote is required to accept the Superintendent's recommendation and hire Mrs. Boutwell. Mrs. Boutwell was given the same screening and interview

process as the rest of the candidates, and held the highest credentials and experience among those interviewed. J.Formeister questioned Mr. Boutwell's involvement in SESA salary and negotiations, and the Superintendent assured the Board that Mr. Boutwell would step aside and not participate in such negotiations.

It was MOVED (R.Schmidt) SECONDED (B.Capuano) to accept the Superintendent's recommendation to hire Mrs. Holly Boutwell as the Secretary to the Director of Pupil Services as presented. PASSED 9-0

## **11.0 COMMITTEE REPORTS**

### **Minutes will be taken at all subcommittee meetings**

**11.1** Budget – The Director of Business Services updated the Board on current payments.

**12.2** Curriculum – No Update

**12.3** Policy – The Policy Committee will meet on July 18<sup>th</sup> at 7:00 p.m.

**12.4** Salary & Negotiations – No Update

**12.5** Planning Committee – No Update

**12.6** Other Committees  
Technology Ad Hoc Committee – No Update

## **12.0 OTHER**

- A package from the CT Invention Convention was received. A number of SES students competed in this conference.
- S.Bollinger discussed the addition of a list of all Professional Development activities, in addition to the kick-off activities provided in the Board packet for the August 26, 2013 BOE meeting.

## **13.0 EXECUTIVE SESSION – Personnel Matters (Superintendent's Performance Evaluation, Compensation Package/Central Office Performance Evaluations, Compensation Adjustments)**

It was MOVED (S.Bollinger) SECONDED (R.Lees) to move into Executive Session at 7:44 p.m. for the purpose of personnel matters as follows: the performance evaluation of the Superintendent of Schools, Compensation Package/Central Office Performance Evaluations, and Compensation Adjustments as presented. PASSED 9-0

Attendees Include: D.Palmer, B.Devlin, R.Lees, S.Bollinger, J.Formeister, A.Kirkpatrick, R.Schmidt, B.Capuano, M.Cicciarella, and M.Suffredini.

The Board came out of Executive Session at 9:49 p.m.

It was MOVED (D.Palmer) SECONDED (J.Formeister) to adjust the Director of Business Services upwards 3.0%; adjust the salary of the Supervisor of Building and Grounds upwards by 2.75%; adjust the salary of the Secretary to the Director of Curriculum upwards by 4.0%; adjust the salary of the Payroll Benefit Specialist upwards by 2.75% and include a market adjustment resulting in a \$47,000 annual salary; adjust the salary of the Facilitator of Technology and Information Services upwards by 2.75%; and adjust the salary of the Administrative Assistant to the Superintendent upwards by a stipend of \$800.00, as presented PASSED 9-0

It was MOVED (D.Palmer) SECONDED (B.Devlin) to adjust the Superintendent's contract with the following: add a one-year extension to current contract expiring June 30, 2016 and adjust the salary upwards by \$5,000.00 as presented. PASSED 9-0

**14.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (B.Capuano) to adjourn the regular meeting of the Board of Education at 9:55 p.m. PASSED 9-0

Respectfully submitted,

Rick Lees, Jr., Secretary  
Leah Cook, Recording Secretary

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