

**BOE Meeting Template**  
**Monday, October 27, 2014 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
  1. Approval of Bills 6
  2. Retirement Notification - P. Stone 12

Peter Stone, Media Specialist AV/Computer/Social Studies Teacher at Somers High School has submitted his letter of retirement at the end of the 2014-2015 school year.
  3. Retirement Letter - A. Campanelli 13

Anthony Campanelli, MBA/SHS Instrumental Music Director has submitted his letter of retirement for the end of the 2014-2015 school year.
8. NEW BUSINESS
9. OLD BUSINESS
  1. Second Warning DBS Code 2120:Organizational Table 14
10. ADMINISTRATIVE REPORTS
  1. Transportation Update  
Mr. Boutwell, Director of Business Services will give the board an update on the district's transportation and will answer any questions board members may have.
  2. Disposal of Inventory/Books  
The superintendent will discuss with board members the removal of outdated inventory at all three schools (SHS, MBA and SES) and seek approval for inventory removal.
11. COMMITTEE REPORTS
  1. Budget
  2. Curriculum
  3. Policy
  4. Salary & Negotiations
  5. Planning
  6. Other Committees
12. OTHER
13. ADJOURNMENT

## **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 – October 14, 2014**

**Members Present:** B. Devlin, D. Palmer, R. Lees, Jr., S. Moynihan Bollinger, J. Formeister, A. Kirkpatrick, M. Marquardt (arrived at 7:59 p.m.), K. McLellan (arrived at 7:05 p.m.)

**Members Absent:** M. Rockett

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

**Staff Present:** G. Cotzin, S. Yarrows, D. Carroll

**Citizens Present:** M. Christian

**Students Present:** T. Christian

**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 Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

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

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

September 22, 2014 – It was **MOVED** (A. Kirkpatrick), **SECONDED** (S. Bollinger) to approve the September 22, 2014 Board of Education meeting minutes as presented. **PASSED 6-0.**

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

##### **4.1. Science CMT and CAPT, SAT Results**

Kathleen Pezza, Director of Curriculum, presented the Science CMT and CAPT testing results for grades 5, 8, and 10. Results were comparable to last year. Fifth grade was noted to be a little below in proficiency. In the eighth grade, there was no significant proficiency difference between Somers and DRG. Gary Cotzin, SHS Principal, reported that SAT results were similar to the previous year. Somers ranked higher than the Connecticut and National average in critical reading, mathematics, and writing. He also reported that PSATs are being held on 10/15/14 for the 10th graders as well as voluntarily for 11th graders.

#### **5.0 CORRESPONDENCE**

Chairman Devlin received information from the Somers Music Patrons and circulated the information among the Board members.

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

## **7.0 CONSENT AGENDA**

### **7.1. Approval of Bills**

It was **MOVED (S. Bollinger), SECONDED (R. Lees)** to approve the 10/14/14 bills in the amount of \$381,515.29 as presented. **PASSED 7-0.**

### **7.2. Maternity Leave – Caitlin Siewertsen**

It was **MOVED (S. Bollinger), SECONDED (R. Lees)** to approve maternity leave for Caitlin Siewertsen beginning on or around December 15, 2014 through the remainder of the 2014-2015 school year. **PASSED 7-0.**

### **7.3. Resignation – Shireen Rhoades**

It was **MOVED (S. Bollinger), SECONDED (R. Lees)** to accept, with regret, the resignation of Shireen Rhoades, SES Grade 2 Teacher, effective October 23, 2014 after being employed by the district for nine years. **PASSED 7-0.**

### **7.4. Letter of Retirement – Dr. Richard Wilson**

It was **MOVED (S. Bollinger), SECONDED (R. Lees)** to accept, with regret, the resignation of Dr. Richard Wilson, Somers High School Teacher, effective at the end of the 2014-2015 academic school year. **PASSED 7-0.**

## **8.0 NEW BUSINESS**

### **8.1. First Warning of DBS Code 2120: Organization Table**

The 2014-2015 organization table is being presented to the Board as per DBS Code 2120. The 2013-2014 table is also included for comparison purposes. Second warning will be included on the 10/27/14 agenda.

### **8.2. Long-Range Plan Requests**

Dr. Suffredini and Bill Boutwell, Director of Business Services, met with administrators and compiled an updated, flexible draft regarding the long-range plan for 2016-2020. The subcommittee will be meeting soon to review the draft and will subsequently seek approval by the Board and deliver the proposed plan to the BOF.

### **8.3. 2015 BOE Meeting Schedule**

It was **MOVED (D. Palmer), SECONDED (A. Kirkpatrick)** to approve the 2015 BOE Meeting Schedule as per DBS Code: 9321.1. **PASSED 7-0.**

### **8.4. Transition Program Update**

Dr. Denise Messina, Director of Pupil Services, and Sheri Yarrows, Transition Coordinator at Somers High School, updated the Board on the Transition Program for SHS students. S. Yarrows provided the Board with a brochure. The vision of the Transition Program is “to provide young adults, ages 18-21, vocationally-oriented educational experiences which will enable them to be productive members of their community...” The program began five years ago. Students attend school for the first two periods to help identify and research their interests and match them to various career options. Students are then transported to work via bus to their place of employment within the community and return to school around 1:30 p.m. for the remainder of the school day. Students are held accountable and keep journals and track their

hours in order to develop a resume. The Transition Program enables students to practice interviewing; aids in increasing students' speed and production as well as quality of work; and, allows students to relate to others. Ms. Yarrows reported that she interviews students regularly regarding their likes and dislikes in order to place them in appropriate employment. The community has been very generous in accepting and potentially employing students. Job coaches are utilized as well. These individuals work with helping students develop independence on the job site and assist in making a connection between the employers and students. Somers also collaborates with other towns in the area. At graduation, a Certificate of Completion is awarded to students preparing to participate in the Transition Program. Once the Transition Program is completed, a diploma is given. As an example in the Somers Public Schools, the Unified Sports Program at SHS was designed for students with disabilities to be paired with peer role models and compete in basketball games. The Diversity Club promotes diversity awareness, ethnicity, social acceptance, and integration.

## **9.0 OLD BUSINESS**

- 9.1. Second Warning/Adoption of DBS Code 5141.21 – Administering Medication**  
It was **MOVED (D. Palmer), SECONDED (A. Kirkpatrick)** to approve adoption of DBS Code 5141.21 – Administering Medication as presented.  
**PASSED 7-0.**

## **10.0 ADMINISTRATIVE REPORTS**

- 10.1. High School Exit Survey Results**  
Mr. G. Cotzin and Mr. D. Carroll provided the 2014 Senior Exit Survey Report to the Board. The results were consistent with past reports. There were some improved numbers in the areas of students respecting each other, discrimination, drugs and alcohol, and food service. Mr. Cotzin reported that the survey will continue to be examined and revised.
- 10.2. October 1, 2014 Enrollment Report**  
Dr. Suffredini reported that there is a downward trend in enrollment, especially in SES and SHS. B. Boutwell reported that there are probably 25-30 students district-wide attending CREC or Magnet schools. Dr. Suffredini reported that he would be able to provide the Board with the number of students per grade level attending a Magnet school.

## **11.0 COMMITTEE REPORTS**

- 11.1. Budget – Dr. Suffredini is preparing the 2015-2016 budget at this time. The current budget is holding well.**
- 11.2. Curriculum – No report.**
- 11.3. Policy – A. Kirkpatrick reported that the committee is waiting for the next packet.**

**11.4. Salary & Negotiations – D. Palmer reported that the next meetings for the SESA and SAA are on October 16, 2014 and October 22, 2014.**

**11.5. Planning – D. Palmer referred to agenda item 8.2. No further report.**

**11.6. Other Committees – None.**

**12.0 OTHER**

**D. Palmer reported that a public hearing was held and information was distributed.**

**13.0 ADJOURNMENT**

**It was MOVED (D. Palmer), SECONDED (A. Kirkpatrick) to adjourn the BOE meeting at 8:02 p.m. PASSED 8-0.**

**Respectfully submitted,**

**Rick Lees, Jr., Secretary  
Shannin Burns, Recording Secretary**

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

# Somers Board of Education General Budget Treasury Warrant

Report # 31188

Check Batch: 11196  
 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: 10/22/14  
 William B. Boutwell, Director of Business Services

11196	9147	10/27/2014	M53804	AAA Pavement Marking, LLC	0.00	1,296.90
	9148	10/27/2014	V00010	ACES	0.00	85.00
	9149	10/27/2014	V52670	Amazon	0.00	3,167.87
	9151	10/27/2014	V00555	AT&T	0.00	987.99
	9152	10/27/2014	V00884	Avery Portables Inc	0.00	100.00
	9153	10/27/2014	R00011	Brewer, Kathleen	0.00	4.00
	9154	10/27/2014	V60549	Castle Park, LLC	0.00	78.27
	9155	10/27/2014	V60562	CEC	0.00	34.17
	9156	10/27/2014	V00159	Connecticut Light & Power	0.00	9,959.06
	9157	10/27/2014	V60574	CLG Electric LLC	0.00	2,198.00
	9158	10/27/2014	V00204	CREC	0.00	36,736.62
	9159	10/27/2014	V61005	Deep Surplus	0.00	32.86
	9160	10/27/2014	V00236	Demco, Inc.	0.00	33.04
	9161	10/27/2014	V60894	Discount Rubber Stamps	0.00	81.84
	9162	10/27/2014	V00605	Electrical Wholesalers	0.00	27.83
	9163	10/27/2014	V02186	Flinn Scientific, Inc.	0.00	39.34
	9164	10/27/2014	V60035	Google, Inc.	0.00	51.51
	9165	10/27/2014	V54081	Graduate Pest Solutions, Inc.	0.00	243.00
	9166	10/27/2014	V53439	Group Dynamic	0.00	22.20
	9167	10/27/2014	V00639	HB Communications Inc.	0.00	195.48

# Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	9168	10/27/2014	V53221	iParadigms, LLC	0.00	1,911.00
	9169	10/27/2014	V02093	JCN Services	0.00	3,101.00
	9170	10/27/2014	V02625	K & S Distributors	0.00	158.40
	9171	10/27/2014	V60903	Learning A-Z	0.00	113.26
	9172	10/27/2014	V60419	MakerBot Industries	0.00	9,756.83
	9173	10/27/2014	V60971	Mercer Consumer	0.00	81.00
	9174	10/27/2014	V51364	National Geographic School Publishing	0.00	594.00
	9175	10/27/2014	V60102	Novel Tees Screen Printing & Embroidery	0.00	113.96
	9176	10/27/2014	V60097	Paxton/Patterson LLC	0.00	200.75
	9177	10/27/2014	V53914	Pitney Bowes, Inc.	0.00	39.09
	9178	10/27/2014	V53593	Poland Spring	0.00	50.07
	9179	10/27/2014	E00269	Preston, Linda	0.00	18.26
	9180	10/27/2014	V60068	Pro-Ed, Inc.	0.00	66.00
	9181	10/27/2014	V60864	Pullman & Comley, LLC	0.00	5,283.50
	9182	10/27/2014	V60925	ReadyNurse Staffing Services	0.00	2,106.00
	9183	10/27/2014	V51134	Richco Products, Inc.	0.00	118.36
	9184	10/27/2014	E00293	Russell, Mary Jane	0.00	12.00
	9185	10/27/2014	V01292	School Specialty, Inc.	0.00	918.65
	9186	10/27/2014	V02890	Rensselaer at Hartford	0.00	80.00
	9187	10/27/2014	V60979	Shanahan, Jim	0.00	300.00
	9188	10/27/2014	V60871	Showbie Inc.	0.00	1,173.00
	9189	10/27/2014	V01485	Social Studies School Services	0.00	149.00
	9190	10/27/2014	V00486	Somers High School	0.00	1,188.00
	9191	10/27/2014	V00886	Somers Lunch Program	0.00	11.04
	9192	10/27/2014	V60616	Somers Public Schools	0.00	50.00
	9193	10/27/2014	V02225	Staples Credit Plan	0.00	134.05
	9194	10/27/2014	V60810	The Village for Families and Children	0.00	11,400.00
	9195	10/27/2014	V53615	Thurston Foods, Inc.	0.00	3,101.03
	9196	10/27/2014	V53945	Transcanda Power Marketing LTD	0.00	1,313.36
	9197	10/27/2014	M53099	Tull Brothers, Inc.	0.00	437.46
	9198	10/27/2014	V53987	U.S. Bancorp Equipment Finance, Inc	0.00	2,050.54
	9199	10/27/2014	V21164	Unum Life Insurance Company of America	0.00	3,863.06
	9200	10/27/2014	V61006	Vocabulary Spelling City	0.00	214.50
	9201	10/27/2014	V00882	West Music Company	0.00	130.90
	9202	10/27/2014	V01445	Whalley Computer Associates	0.00	216.70
	9203	10/27/2014	V02738	William V. MacGill & Co.	0.00	308.44
	9204	10/27/2014	V61007	Woodworker's Hardware	0.00	20.15

# Somers Board of Education General Budget Treasury Warrant

Report # 31188

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
					<b>Totals:</b>	
						0.00
						\$106,158.34

57 Checks Listed.

# Somers Board of Education General Journal Register

Report # 31187  
Batch: 11164  
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>
11164	\$106,158.34	Posted	lbergamini	10/20/2014	lbergamini	10/22/2014

<b>General Ledger Distribution Summary</b>						
Period, Fiscal Year	Account Description	DTF Base	Over Budget	Debits	Credits	
<b>October, 2015</b>						
<b>Generated Distributions</b>						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			103,980.03	0.00	
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	103,980.03	
	Total Generated Distributions			<b>\$103,980.03</b>	<b>\$103,980.03</b>	
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	106,158.34	
10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			149.11	0.00	
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			573.98	0.00	
10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			130.90	0.00	
10-100-2-2-27-242-611-01-5-00904	K-5 - REMEDIAL READING SUPPLY			113.26	0.00	
10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			107.55	0.00	
10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			119.65	0.00	
10-100-2-3-18-242-611-01-5-00189	MA - MATH SUPPLIES			78.27	0.00	
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			200.75	0.00	
10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			699.96	0.00	
10-100-2-4-18-242-611-01-5-00191	HS - MATH SUPPLIES			40.48	0.00	
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			39.34	0.00	
10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES			149.00	0.00	
10-100-2-4-30-243-611-01-5-00887	HS - SOCIAL STUDIES WORKBOOKS			162.87	0.00	
10-100-2-4-38-242-611-01-5-00181	HS - QUANTITY FOODS SUPPLIES			3,101.03	0.00	
10-100-2-4-99-242-611-01-5-00180	HS - SAT PREP			1,188.00	0.00	
10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			812.11	0.00	
10-100-2-5-44-242-611-03-5-00222	SW - A.V. SUPPLIES			105.50	0.00	
10-100-8-4-66-910-730-01-5-00965	HS - TECH ED CAPITAL OUTLAY			10,206.83	0.00	
10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY			885.95	0.00	
10-120-9-3-98-242-611-01-5-00213	MA - ALTERNATIVE ED PROG			49.50	0.00	
10-120-9-4-98-242-611-01-5-01643	SP ED - SHS REBUILDING PROGRAM			34.17	0.00	
10-120-9-9-98-243-611-01-5-01002	SP ED - TESTING			66.00	0.00	
10-120-9-9-98-251-580-05-5-00272	SP ED - TRAVEL/IN-SERVICE			60.00	0.00	
10-120-9-9-98-251-580-05-5-00273	SP ED - DIRECTOR'S TRAVEL			20.00	0.00	
10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			802.84	0.00	



## Somers Board of Education General Journal Register

Report # 31187

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
11164	\$106,158.34	Posted	lbergamini	10/20/2014	lbergamini	10/22/2014
10-280-6-5-82-820-200-13-5-00513		L.T.D.			3,863.06	0.00
10-280-6-5-82-820-520-13-5-00520		UMBRELLA LIABILITY INSURANCE		Yes	81.00	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			113.96	0.00
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET			36,736.62	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			11,400.00	0.00
Total User-Entered Distributions					<u>\$106,158.34</u>	<u>\$106,158.34</u>
Total for October, 2015					<u>\$210,138.37</u>	<u>\$210,138.37</u>
<b>Grand Total for Batch # 11164</b>					<u><b>\$210,138.37</b></u>	<u><b>\$210,138.37</b></u>

211 Transactions Listed.

October 21, 2014

Hello Maynard,

In response to your recent note to staff about retirement planning, I'd like to inform you officially that I plan to retire at the end of the current school year, in June 2015.

I'm not concerned about this information remaining private or confidential - I would rather have an ongoing discussion about how best to fill the gaps in technical services and teaching assignments that my departure would leave you with.

I'm amazed at how quickly time has passed, and I think the reason for that is because the job has always been varied and creative and challenging and engaging. I have been allowed the opportunity to contribute in meaningful ways, which leaves me with a feeling of ownership and pride. On top of that, the district has been blessed with a great group of teachers and staff. The collegial nature of our work environment is unique and special, and it is something that we need to continue to encourage and never take for granted.

In coming months I hope we will have an opportunity to talk about the various tasks I perform for the district, and how they might be managed in the future.

Peter



"Our commitment to the future"

# SOMERS PUBLIC SCHOOLS

1 Vision Boulevard, Somers, Connecticut 06071

(860) 749-2270 • Fax (860) 763-0748

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

Department of Music

October 20, 2014

Dr. Maynard M. Suffredini  
Superintendent of Schools  
1 Vision Boulevard  
Somers, CT 06071

Dear Dr. Suffredini:

I am officially informing you that I will be retiring at the conclusion of the 2014/15 school year.

Thank you, the Somers Board of Education and the town of Somers, for the opportunities you provided me for professional and personal growth over my thirty-four year career here in Somers.

Sincerely,

Anthony J. Campanelli  
Instrumental Music Director, 6-12  
Somers Public Schools

28 Eastgate Lane  
Enfield, CT 06082  
(860) 745-6741

**SOMERS PUBLIC SCHOOLS**

