

## BOE Meeting Template

Monday, November 10, 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  
A few interested parents and students would like to speak about the bleachers at the high school.
  1. Curriculum Presentations 5  
Kathleen Pezza, Director of Curriculum will present an update on literacy/English and technology integration curricula. Board members will have an opportunity to ask any questions they may have.
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA 22
  1. Approval of Bills
8. NEW BUSINESS 28
  1. Actuarial and Consulting Services 28  
The Superintendent recommends approval to switch to Hooker & Holcombe (H&H) for actuarial services for the non-certified staff pension plan effective July 1, 2015.
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
  1. Long Range Plan Review  
The Superintendent and Director of Business Services will review the long range plan with the board.
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 27, 2014**

**Members Present:** B. Devlin, D. Palmer, R. Lees, Jr., A. Kirkpatrick, M. Marquardt, M. Rockett  
**Members Absent:** S. Moynihan Bollinger, K. McLellan, J. Formeister  
**Administrators Present:** Dr. M. Suffredini, B. Boutwell, K. Pezza, Dr. D. Messina  
**Staff Present:**  
**Citizens Present:**  
**Students Present:**  
**Others:**

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

The regular meeting of the Board of Education was called to order at 7:02 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**

October 14, 2014 – It was **MOVED (D. Palmer)**, **SECONDED (A. Kirkpatrick)** to approve the October 14, 2014 Board of Education meeting minutes as presented. **PASSED 6-0.**

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

#### **5.0 CORRESPONDENCE**

M. Marquardt and Chairman Devlin received information from C.A.B.E.

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

It was **MOVED (B. Devlin)**, **SECONDED (M. Marquardt)** to add agenda item 7.4 – Letter of Resignation – K. Dunn. **PASSED 6-0.**

#### **7.0 CONSENT AGENDA**

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

- It was **MOVED (D. Palmer)**, **SECONDED (M. Rockett)** to include an additional page from the Treasury Warrant provided by B. Boutwell. **PASSED 6-0.**
- It was **MOVED (D. Palmer)**, **SECONDED (M. Marquardt)** to approve the 10/27/14 bills in the amount of \$106,158.34 as presented. **PASSED 6-0.**

##### **7.2. Retirement Notification – P. Stone**

It was **MOVED (D. Palmer)**, **SECONDED (M. Marquardt)** to accept, with regret, the retirement of Peter Stone, Media Specialist AV/Computer/ Social

Studies Teacher at Somers High School, at the end of the 2014-2015 school year. PASSED 6-0.

**7.3. Retirement Letter – A. Campanelli**

It was **MOVED (D. Palmer)**, **SECONDED (M. Marquardt)** to accept, with regret, the retirement of Anthony Campanelli, MBA/SHS Instrumental Music Director, at the end of the 2014-2015 school year. PASSED 6-0.

**7.4. Letter of Resignation – K. Dunn**

It was **MOVED (D. Palmer)**, **SECONDED (M. Marquardt)** to accept, with regret, the resignation of Kimberley Dunn, SHS Nurse, effective December 23, 2014. PASSED 6-0.

**8.0 NEW BUSINESS**

**9.0 OLD BUSINESS**

**9.1. Second Warning DBS Code 2120: Organizational Table**

It was **MOVED (D. Palmer)**, **SECONDED (M. Marquardt)** to approve DBS Code 2120: Organizational Table as presented. PASSED 6-0.

**10.0 ADMINISTRATIVE REPORTS**

**10.1. Transportation Update**

Mr. Boutwell, Director of Business Services, updated the Board on the district's transportation services. He reported there are 15 buses with an average of 45 students per bus. Bus routes include in-town routes, a Cheney Tech route, and out-of-district placements provided by First Student and CREC. Bus evacuation drills will occur next week. Dennis Baker is the new location manager and Angela Crease is the new dispatcher at First Student. The transportation services are currently in the third year of a five-year contract with other towns.

**10.2. Disposal of Inventory/Books**

Dr. Suffredini reported to the Board that there are outdated textbooks and equipment which are no longer being used but still serviceable. He encouraged the Board to make recommendations regarding donations.

**11.0 COMMITTEE REPORTS**

**11.1. Budget – No report.**

**11.2. Curriculum – No report.**

**11.3. Policy – A. Kirkpatrick reported that the committee is waiting for the November packet.**

**11.4. Salary & Negotiations – D. Palmer reported that the SAA just had a meeting and will be meeting again on 11/10/14 and 12/2/14 at 4 p.m. He also reported that the SESA already had a meeting and will meet again on 11/6/14 at 3:30 p.m.**

**11.5. Planning – D. Palmer reported that the Long-Range Planning committee met. The committee will ask the administration to prioritize two or three items for the Board to champion on their behalf. The committee will meet again and plan to discuss the items with the Board in December.**

**11.6. Other Committees – None.**

**12.0 OTHER**

**13.0 ADJOURNMENT**

**It was MOVED (M. Marquardt), SECONDED (M. Rockett) to adjourn the BOE meeting at 7:20 p.m. PASSED 6-0.**

**Respectfully submitted,**

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

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



# English- Language Arts

The Connecticut  
Core Standards  
and the Smarter  
Balanced Testing

# What are the CCS

- The Common Core State Standards are now called the Connecticut Core Standards (CCS) in Connecticut
- The CCS in English-Language Arts and Literacy Across the Content Areas will be the standards tested by the language arts portion of the Smarter Balanced Assessments this spring.



# What is Smarter Balanced

- The Smarter Balanced Assessment system is replacing the CMTs and CAPT in both ELA and Mathematics.
- The system consists of three different parts:
  - The Digital Library
  - The Interim Assessments
  - The Summative Assessments



# The Digital Library

- The Smarter Balanced Digital Library is a collection of instructional and professional development resources aligned to the Smarter Balanced Assessments and the CCS.
- Currently there are about 2,500 resources available, spanning grades k-12 and covering math, language arts, science, social studies and technical subjects.



# The Interim Assessments

- There are two different types of interim assessments put out by Smarter Balanced
  - Comprehensive
    - Comprehensive Interims are full length Smarter Balanced Assessments in either Math or ELA
  - Block
    - Block Interims test specific domains and/or clusters of standards within the CCS as identified by the teacher.



# The Summative Assessments

- The Smarter Balanced Summative Assessments are:
  - Delivered electronically
  - Computer Adaptive
  - Roughly 3.5 hours of testing per subject area per child
  - Mostly machine scored
  - Aligned to a series of claims derived from the CCS



# The Summative Assessments

## English-Language Arts Claims

1. Reading
2. Writing
3. Speaking and Listening
4. Research

## Mathematics Claims

1. Concepts and Procedures
2. Problem Solving (Including Modeling and Data Analysis)
3. Communicating Reasoning



# Where Are We in the Process

- Teachers have been working on units of instruction aligned to CCS for the last two years.
- As more information becomes available about the content and nature of the test, teachers have been revising their work to better match the way in which Smarter Balanced addresses various topics and/or skills



# Where Are We in the Process

- During the first two months of this school year, teachers were given a Digital Library account and shown how to access the content currently in the library.
- During the next few months, teachers will have the opportunity to go through the Digital Library Resources and look for materials and/or units that they can incorporate into their work.



# Where Are We in the Process

- In January, when the Interim Assessments are released, teachers will be trained in their use.
- Students will have a chance to take the practice tests again as we get closer to the testing in May.
- By June, the revised ELA curriculum documents will be available on the District's website.





# Technology in Somers Public Schools

Preparing Students for the 21<sup>st</sup> Century Workplace

# Technology Integration at SES

## ■ Content Creation

- Students create eBooks to go along with their math and science units.
- Students create [iMovie book reports](#), presenting their written work in a multimedia format

## ■ Reading

- Students have access to leveled books on a variety of topics through Learning A-Z and Raz-Kids.
- Teachers can monitor student comprehension and fluency through tools built into these sites.

# Technology Integration at SES

## ■ Higher Order Thinking

- Kindergarten students learn their math vocabulary and problem solving strategies by playing chess as a class using the Mimeo.
- Fifth graders learn logical thinking by doing on-line, computer programming tutorials.

## ■ Content Sharing

- Students use the Reflection and/or Showbie app on their iPads to show their classmates or their parents their work.

## ■ Brain Breaks

# Technology Integration at MBA

## ■ Assessment

- Teachers can assess students in real time and get instant results using apps like Showbie, Nearpod and Quia.
- Student Council elections were done electronically through an iPad app that provided the results as soon as voting was completed.

## ■ Robotics

- Students create Lego robots and program them, using a computer, to perform specific tasks.

# Technology Integration at MBA

## ■ Content Creation

- Students in the Ski Club created a video about the club and aired it on WMBA to get more students involved in the club.
- Students use the iPads for on-line research in a variety of subject areas.

## ■ Textbooks

- Students access on-line copies of their textbooks through the iPad as well as the support materials available through the publisher's website.

# Technology Integration at SHS

## ■ eBackpack

- Teachers create online classrooms for their students, where the students can access and turn in homework, get notes, view presentations, etc.

## ■ Flipping Classrooms

- Teachers video themselves teaching a lesson and post the lesson on-line, where students can watch it for homework and then spend their time in class practicing the skill or applying the content with help from the teacher.

# Technology Integration at SHS

## ■ Content Sharing

- Students work collaboratively through Google Apps to create projects and complete classwork.
- Student use their iPads to complete and to turn in classroom assignments.

## ■ Document Annotating and Paperless Workflow

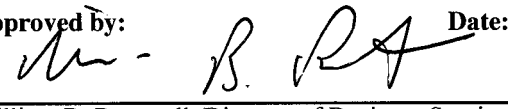
- Teachers use PDF annotators to grade student work and make comments, and then they return the work to the student electronically.

# Somers Board of Education General Budget Treasury Warrant

Report # 31467

Check Batch: 11312  
 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: 11/6/14  
 \_\_\_\_\_  
 William B. Boutwell, Director of Business Services

11312	9206	11/10/2014	V01035	A W Gifford, Inc.	0.00	235.67
	9207	11/10/2014	V02129	Alarm New England LLC	0.00	405.00
	9208	11/10/2014	V52670	Amazon	0.00	1,035.54
	9209	11/10/2014	V60084	American Time & Signal Company	0.00	601.46
	9210	11/10/2014	V60041	Anthem BCBS	0.00	169,616.06
	9211	11/10/2014	V60040	Anthem Life Insurance Company	0.00	2,347.47
	9212	11/10/2014	V00045	ASCD	0.00	69.00
	9213	11/10/2014	V54164	Auto Tek LLC	0.00	1,186.71
	9214	11/10/2014	V00884	Avery Septic Service	0.00	150.00
	9215	11/10/2014	V60345	Cerebellum Corporation	0.00	194.83
	9216	11/10/2014	V60692	Committee for Children	0.00	980.00
	9217	11/10/2014	V60882	Comtech Phones	0.00	85.00
	9218	11/10/2014	V02474	Connecticut Radio, Inc	0.00	1,024.00
	9219	11/10/2014	E00074	Cormier, Susan	0.00	88.05
	9220	11/10/2014	V60390	Cummins Power Systems, LLC	0.00	562.50
	9221	11/10/2014	V54321	Custom Printing & Copy, Inc.	0.00	160.24
	9222	11/10/2014	V60709	DBS Energy Inc.	0.00	1,738.90
	9223	11/10/2014	V60550	Devereux Glenholme	0.00	11,295.00
	9224	11/10/2014	V54168	First Student, Inc	0.00	1,022.25
	9225	11/10/2014	V60968	Fletcher Sewer & Drain, Inc	0.00	801.25

# Somers Board of Education General Budget Treasury Warrant

Report # 31467

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	9226	11/10/2014	V60951	Follett School Solutions, Inc	0.00	659.31
	9227	11/10/2014	V00331	Gaylord Bros., Inc.	0.00	157.34
	9228	11/10/2014	V54081	Graduate Pest Solutions, Inc.	0.00	125.00
	9229	11/10/2014	V60804	Granite City Electric Supply	0.00	1,086.79
	9230	11/10/2014	E00129	Gustafson, Cheryl	0.00	132.00
	9231	11/10/2014	V21177	Home Depot CRC	0.00	238.72
	9232	11/10/2014	V54063	HSABank	0.00	274.50
	9233	11/10/2014	V52848	Intensive Education Academy, Inc.	0.00	4,418.72
	9234	11/10/2014	V02625	K & S Distributors	0.00	164.13
	9235	11/10/2014	E00504	Kelley, Richard	0.00	107.75
	9236	11/10/2014	E00172	Kimball, Kelly	0.00	56.00
	9237	11/10/2014	V60721	Learning Incentive Inc, The	0.00	5,100.00
	9238	11/10/2014	V02898	MagnaKleen Services	0.00	203.90
	9239	11/10/2014	V60094	Mass Mutual	0.00	20,000.00
	9240	11/10/2014	E00690	Messina, Denise	0.00	587.59
	9241	11/10/2014	V61010	Monarch MFG Works LLC	0.00	31.01
	9242	11/10/2014	V01013	NASCO Fort Atkinson	0.00	111.00
	9243	11/10/2014	V53849	NCS Pearson, Inc.	0.00	140.00
	9244	11/10/2014	V60568	Pediatric Services of America Inc	0.00	4,972.50
	9245	11/10/2014	V53238	Plank Road Publishing, Inc.	0.00	855.65
	9246	11/10/2014	V53356	ProCom Telecommunications Corp	0.00	565.92
	9247	11/10/2014	V60864	Pullman & Comley, LLC	0.00	7,040.00
	9248	11/10/2014	V60925	ReadyNurse Staffing Services	0.00	2,997.00
	9249	11/10/2014	V52074	Really Good Stuff, Inc.	0.00	48.55
	9250	11/10/2014	V51134	Richco Products, Inc.	0.00	113.00
	9251	11/10/2014	V01171	Scholastic Magazine	0.00	123.48
	9252	11/10/2014	V60760	School Neuropsychology Associates, LLC	0.00	570.00
	9253	11/10/2014	V01292	School Specialty, Inc.	0.00	475.44
	9254	11/10/2014	V60031	SNE Building Systems	0.00	317.00
	9255	11/10/2014	V02404	Somers Ace Hardware	0.00	804.16
	9256	11/10/2014	V00886	Somers Lunch Program	0.00	4.75
	9257	11/10/2014	V00548	Somers Sanitation Service, Inc.	0.00	1,189.70
	9258	11/10/2014	V01591	Town of Somers	0.00	32,139.71
	9259	11/10/2014	E00322	Suffredini, Dr. Maynard	0.00	24.64
	9260	11/10/2014	V60983	The OMNI Group	0.00	26.00
	9261	11/10/2014	V01000	Town of Somers BOE	0.00	10,000.00
	9262	11/10/2014	V53945	Transcanda Power Marketing LTD	0.00	9,736.48

## Somers Board of Education General Budget Treasury Warrant

Report # 31467

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	9263	11/10/2014	V01638	Tree House, The	0.00	807.95
	9264	11/10/2014	M53099	Tull Brothers, Inc.	0.00	575.28
	9265	11/10/2014	E00336	Vamvilis, Kathleen	0.00	382.83
	9266	11/10/2014	V54059	Verizon Wireless	0.00	516.73
	9267	11/10/2014	V53413	W. B. Mason Co., Inc.	0.00	394.98
	9268	11/10/2014	E00342	Walker, Alan	0.00	202.61
	9269	11/10/2014	V60875	Zones Inc	0.00	866.31
<b>Totals:</b>					0.00	\$302,943.36

64 Checks Listed.

# Somers Board of Education General Journal Register

Report # 31466  
Batch: 11296  
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>
11296	\$302,943.36	Posted	lbergamini	11/03/2014	lbergamini	11/06/2014

<b>General Ledger Distribution Summary</b>						
Period, Fiscal Year	Account Description	DTF Base	Over Budget	Debits	Credits	
Account Number						
<b>November, 2015</b>						
<b>Generated Distributions</b>						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			277,457.62	0.00	
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	277,457.62	
	Total Generated Distributions			<b>\$277,457.62</b>	<b>\$277,457.62</b>	
<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			4.02	0.00	
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	302,947.38	
10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			111.00	0.00	
10-100-2-2-18-242-611-01-5-00187	K-5 - MATH SUPPLIES			256.00	0.00	
10-100-2-2-18-242-611-01-5-01149	K-5 INTERVENTION - MATH			143.00	0.00	
10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			855.65	0.00	
10-100-2-2-27-242-611-01-5-00904	K-5 - REMEDIAL READING SUPPLY			48.55	0.00	
10-100-2-2-30-242-611-01-5-00208	K-5 - SOCIAL STUDIES SUPPLIES			123.48	0.00	
10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			65.46	0.00	
10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES			475.44	0.00	
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			214.40	0.00	
10-100-2-4-26-242-611-01-5-01070	HS - ENGLISH SUPPLIES			128.48	0.00	
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			88.05	0.00	
10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			866.31	0.00	
10-100-2-5-46-220-641-01-5-01673	SW - GUIDANCE TEXT		Yes	980.00	0.00	
10-120-9-4-98-242-611-01-5-01643	SP ED - SHS REBUILDING PROGRAM			147.80	0.00	
10-120-9-9-98-243-611-01-5-01002	SP ED - TESTING			140.00	0.00	
10-120-9-9-98-251-580-05-5-00273	SP ED - DIRECTOR'S TRAVEL			587.59	0.00	
10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			0.00	0.00	
10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES			570.00	0.00	
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES			4,972.50	0.00	
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	2,997.00	0.00	
10-221-1-2-50-251-580-05-5-00259	K-5 - TRAVEL/IN-SERVICE			56.00	0.00	
10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			132.00	0.00	
10-222-2-2-52-231-642-03-5-00136	K-5 - LIBRARY BOOKS			644.49	0.00	
10-222-2-2-52-233-611-03-5-00144	K-5 - A.V. MATERIALS			14.82	0.00	



## Somers Board of Education General Journal Register

Report # 31466

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
11296	\$302,943.36	Posted	lbergamini	11/03/2014	lbergamini	11/06/2014
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,347.47	0.00
10-280-6-5-82-820-200-13-5-00855		PENSION		Yes	20,000.00	0.00
10-280-6-5-82-820-200-13-5-01185		SW - HEALTH MAINTENANCE ORG.		Yes	7,437.60	0.00
10-280-6-5-82-820-200-13-5-01186		SW - PREFERRED PROVIDER ORG.			40,056.06	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			122,396.90	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			310.36	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			20,813.72	0.00
Total User-Entered Distributions					<b>\$302,951.40</b>	<b>\$302,951.40</b>
Total for November, 2015					<b>\$580,409.02</b>	<b>\$580,409.02</b>
<b>Grand Total for Batch # 11296</b>					<b>\$580,409.02</b>	<b>\$580,409.02</b>

238 Transactions Listed.



# SOMERS PUBLIC SCHOOLS

1 Vision Boulevard, Somers, Connecticut 06071

(860) 749-2270 • Fax (860) 763-0748

"Our commitment to the future"

William B. Boutwell, *ext. 2035*  
Director of Business Services

11/3/14

To: Maynard Suffredini  
Fr: Bill Boutwell

Re: Terms of Engagement -- Hooker & Holcombe Actuarial and Consulting Services

Maynard, we have received terms of engagement from Hooker & Holcombe (H&H) to provide ongoing actuarial and consulting services for the non-certified staff pension plan. Roy Caso and I have had two face-to-face meetings with Bill Woollacott, H&H President and Consulting Actuary, to discuss our needs and the services H&H is able to provide. We have also had various email and phone communications to discuss. Roy and I are in agreement that transitioning the actuarial and consulting services to H&H is a prudent decision.

- Cost – H&H annual fee \$7,700. In 2013-14 paid DCS Consulting \$8,800.
- Location – H&H is located in West Hartford. DCS is in Florida.
- Customer Service – Proximity will provide an opportunity to develop a deeper customer relationship.
- Background – H&H works with a number of Towns and Boards of Education.
- Breadth – H&H also serves the 403b market and provides investment advisory services, both areas the Board could take advantage of in the future.
- Existing relationship – The Town works with H&H on their pension plan and the Town/Board work with H&H on OPEB (other post-employment benefits.)

The date for the transition would be no later than July 1<sup>st</sup>, 2015, the beginning of the new fiscal and pension plan year. Upon approval of the terms of engagement, we would provide H&H with information so they could begin building their benefit calculations and actuarial models. In all likelihood we will be able to transition prior to the July 1<sup>st</sup> target.

Maynard, please let me know if I can provide you with additional information. Thanks.