

BOE Meeting Template
Monday, May 23, 2016 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 5
 2. Resignation Letter - A. Cunningham 11

Amy Cunningham, Math Teacher at Somers High School, has handed in her letter of resignation effective at the end of the 2015-2016 school year.
 3. Donation from the Somers Basketball Association 12

The Somers Basketball Association has made a donation of \$750.00 for the girls and boys high school basketball teams.
8. NEW BUSINESS
 1. Memorandum of Understanding 13

Currently, the System-wide Technology Support position, is part of the SESA Bargaining Union. The SESA Union agrees with the superintendent in removing this position from the bargaining unit in order to make changes to the job specification.
 2. Request for Leave - E. Cunningham 14

Edward Cunningham, Head Custodian at Somers Elementary School, has requested leave without pay through August 31, 2016 due to surgery.
9. OLD BUSINESS
 1. Second Warning/Adoption of SES Social Studies Textbooks - Grades 1-5
The Curriculum Committee has presented the Social Studies Textbooks for Grades 1-5 to the board for the first warning and is now presenting to the board for the second warning and adoption.
10. ADMINISTRATIVE REPORTS
 1. Annual Technology Presentation and Update
Rob Wilson, Director of Technology & Information Services, will present an update to the board on district technology use and programs in the district. Mr. Wilson will be available to answer any questions the board may have.
11. COMMITTEE REPORTS
 1. Budget
 2. Curriculum
 3. Policy
 4. Salary & Negotiations
 5. Planning
 6. Other Committees
12. OTHER
13. EXECUTIVE SESSION - Personnel Matters 1. Superintendent's Evaluation 2. Negotiations/Non-Union, Non-Certified Staff
The Board will go into Executive Session for the purpose of the Superintendent's evaluation and to discuss negotiations with non-union, non-certified staff. The Board will invite Dr. Suffredini into Executive Session.
14. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING – MAY 9, 2016

Members Present: B. Devlin, S. Moynihan Bollinger (arrived 7:11 p.m.),
J. Formeister, A. Kirkpatrick, M. Marquardt, K. McLellan,
B. Capuano

Members Absent: D. Palmer, R. Lees, Jr.

Administrators Present: Dr. M. Suffredini, B. Boutwell, Dr. D. Messina, Dr. I. Zytka

Staff Present: C. Smith, L. Gengenbach

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

2.0 PLEDGE OF ALLEGIANCE

3.0 APPROVAL OF MINUTES

April 25, 2016 – It was **MOVED** (B. Capuano), **SECONDED** (A. Kirkpatrick) to approve the April 25, 2016 Board of Education meeting minutes as presented. **PASSED 6-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

4.1. Lunch Program Report

Mrs. C. Smith (Co-Manager Food Service,) Mrs. L. Gengenbach (Co-Manager Food Service), and Mr. B. Boutwell, Director of Business Services, updated the Board regarding the district's lunch program. They reported that inspections were done, and all of the schools received high ratings. No new federal/state guidelines were introduced in 2015-2016. They are continuing to follow prior guidelines. SES has six lunch waves, MBA has 3 lunch waves, and SHS has 4 lunch waves. A consolidation of SES lunch waves are being evaluated for the 2016-2017 school year. Hot lunch prices continue to be the same: \$2.75 at SES, \$2.50 at MBA and SHS. There are two students participating in the SHS Transition Program. Their tasks include serving and washing trays. A new Point of Service System will be implemented by January 2017 in all schools. An account and student code will be given to each student. Once money is placed on the card, parents/students/staff will be able to see the balance, keep a log, and be able to view lunch purchases. Cash will still be accepted as payment for lunches. Some kitchen equipment, particularly at SES and SHS, may need to be replaced in the near future.

5.0 CORRESPONDENCE

- Chairman Devlin received a letter.
- J. Formeister forwarded an email to Chairman Devlin from a student.

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

It was **MOVED (J. Formeister)**, **SECONDED (A. Kirkpatrick)** to add agenda item **8.3 – First Warning of SES Social Studies Textbooks for Grades 1-5.**
PASSED 7-0.

7.0 CONSENT AGENDA

7.1. Approval of Bills

It was **MOVED (M. Marquardt)**, **SECONDED (A. Kirkpatrick)** to approve the **5/9/16 bills in the amount of \$275,609.87 as presented.** **PASSED 7-0.**

8.0 NEW BUSINESS

8.1. Somers Elementary School Partial Roof Replacement Project (OSF State Project No. 129-0036)

It was **MOVED (B. Capuano)**, **SECONDED (M. Marquardt)** to approve as complete and accept the Somers Elementary School Roof Replacement Project. The project is complete. **PASSED 7-0.**

8.2. Somers High School Partial Roof Replacement Project (OSF State Project No. 129-0037)

It was **MOVED (M. Marquardt)**, **SECONDED (J. Formeister)** to approve as complete and accept the Somers High School Roof Replacement Project. The project is complete. **PASSED 7-0.**

8.3. First Warning of SES Social Studies Textbooks for Grades 1-5

SES Social Studies textbooks for Grades 1-5 were discussed by the Curriculum Committee and are being presented for first warning to the Board. Second warning/adoption will be included on the 5/23/16 agenda.

9.0 OLD BUSINESS

10.0 ADMINISTRATIVE REPORTS

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget – No report.

11.2. Curriculum – J. Formeister reported that books are current for the curricula.

A student approached a topic which needs to be discussed with the administrators who will then determine how to address the topic. J. Formeister distributed handouts to Board members.

11.3. Policy – A. Kirkpatrick reported that the committee will be evaluating DBS Code 7230.2 – Indoor Air Quality.

11.4. Salary & Negotiations – Dr. Suffredini reported that a letter was received from the State regarding the commencement with SEA in October. The same information was received by Atty. Cannon. A timeline will be determined.

11.5. Planning – No report.

11.6. Other Committees – None.

12.0 OTHER

- **S. Bollinger requested that discussion of the afterschool program be added to the next agenda.**
- **J. Formeister, B. Capuano, and Chairman Devlin reported that they attended a WISE (Women in Science and Engineering) Program presentation consisting of SHS students who mentored and helped MBA students present projects including a PowerPoint presentation. The program helps encourage females to pursue STEM interests. They are presenting at UCONN.**
- **S. Bollinger reported that the Art Show held at the Somers Public Library is impressive.**

13.0 ADJOURNMENT

It was MOVED (M. Marquardt), SECONDED (B. Capuano) to adjourn the BOE meeting at 7:33 p.m. PASSED 7-0.

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

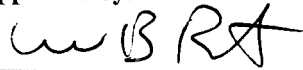
Report # 40185

Check Batch: 14810
 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:



5/18/16

William B. Boutwell, Director of Business Services

14810	11715	05/23/2016	V02129	Alarm New England LLC	0.00	2,299.40
	11716	05/23/2016	V60790	Alternative Access Assistive Technology	0.00	210.00
	11717	05/23/2016	V52670	SYNCB/AMAZON	0.00	299.09
	11718	05/23/2016	V52306	AmeriPride Services, Inc	0.00	655.17
	11719	05/23/2016	V52029	Anytime Sewer & Drain & Jetting Services	0.00	175.00
	11720	05/23/2016	V60313	Apperson	0.00	239.27
	11721	05/23/2016	V02141	Apple Inc.	0.00	14,960.00
	11722	05/23/2016	V02406	Billings Sports, Inc.	0.00	87.00
	11723	05/23/2016	E00025	Boutwell, Bill	0.00	16.20
	11724	05/23/2016	V00129	Carolina Biological Supply Co.	0.00	156.12
	11725	05/23/2016	E00780	Clark, Karen	0.00	94.00
	11726	05/23/2016	V02474	Connecticut Radio, Inc	0.00	177.00
	11727	05/23/2016	E00076	Cotzin, Gary	0.00	47.52
	11728	05/23/2016	V00204	CREC	0.00	6,647.75
	11729	05/23/2016	V54321	Custom Printing & Copy, Inc.	0.00	101.29
	11730	05/23/2016	V60709	DBS Energy Inc.	0.00	2,855.06
	11731	05/23/2016	E00096	Duffy, Margaret	0.00	35.64
	11732	05/23/2016	V51849	East River Energy	0.00	12,095.59
	11733	05/23/2016	V53769	Edible Arrangements - 230	0.00	52.99
	11734	05/23/2016	V00295	Education Week Magazine	0.00	79.00

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	11735	05/23/2016	V00605	Electrical Wholesalers	0.00	12.43
	11736	05/23/2016	V00159	Eversource Energy	0.00	5,445.06
	11737	05/23/2016	V54168	First Student, Inc	0.00	75,724.46
	11739	05/23/2016	V60951	Follett School Solutions, Inc	0.00	543.93
	11740	05/23/2016	V61017	Frontier Communications	0.00	1,010.77
	11741	05/23/2016	V54081	Graduate Pest Solutions, Inc.	0.00	158.00
	11742	05/23/2016	V00511	Grainger	0.00	24.48
	11743	05/23/2016	V60852	Grassmere Country Club	0.00	1,485.00
	11744	05/23/2016	V53439	Group Dynamic	0.00	27.75
	11745	05/23/2016	V53525	H&H Service, LLC	0.00	661.40
	11746	05/23/2016	V00407	Hartford Courant Media Group	0.00	1,950.00
	11747	05/23/2016	V01790	Heinemann	0.00	426.80
	11748	05/23/2016	V00891	Houghton Mifflin Harcourt Publishing Co.	0.00	1,711.86
	11749	05/23/2016	V54063	HSABank	0.00	227.50
	11750	05/23/2016	V51979	Integrated Systems Services, LLC	0.00	2,972.40
	11751	05/23/2016	V02093	JCN Services	0.00	7,651.00
	11752	05/23/2016	V02625	K & S Distributors	0.00	98.00
	11753	05/23/2016	V01777	Lakeshore Learning	0.00	183.95
	11754	05/23/2016	V60890	LEARN	0.00	1,896.75
	11755	05/23/2016	V60783	Lego Education	0.00	49.75
	11756	05/23/2016	V02898	MagnaKleen Services	0.00	200.66
	11757	05/23/2016	V60053	Microbac Laboratories, Inc	0.00	411.00
	11758	05/23/2016	V54159	Vernon Printing Co, Inc.	0.00	501.13
	11759	05/23/2016	V61186	Music People Inc, The	0.00	12,208.40
	11760	05/23/2016	V54115	Naviance, Inc	0.00	3,143.00
	11761	05/23/2016	V61146	NWEA	0.00	2,424.58
	11762	05/23/2016	V02671	PEAP	0.00	93.00
	11763	05/23/2016	V60568	Pediatric Services of America Inc	0.00	1,524.00
	11764	05/23/2016	V53356	ProCom Telecommunications Corp	0.00	560.00
	11765	05/23/2016	V53593	ReadyRefresh by Nestle	0.00	50.90
	11766	05/23/2016	V52074	Really Good Stuff, Inc.	0.00	185.60
	11767	05/23/2016	V60234	Reliable Electric Motor, Inc	0.00	995.00
	11768	05/23/2016	V02610	Reliable Welding & Speed, LLC.	0.00	245.00
	11769	05/23/2016	V01292	School Specialty, Inc.	0.00	1,018.74
	11770	05/23/2016	E00301	Senecal, Dina	0.00	51.84
	11771	05/23/2016	V60979	Shanahan, Jim	0.00	450.00
	11772	05/23/2016	V61095	Soccer Help	0.00	59.95

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	11773	05/23/2016	V02404	Somers Ace Hardware	0.00	870.09
	11774	05/23/2016	V00886	Somers Lunch Program	0.00	4.95
	11775	05/23/2016	V53948	Sunbelt Rental, Inc	0.00	6,500.00
	11776	05/23/2016	V60394	SWAN Associates Inc	0.00	107.38
	11777	05/23/2016	E00416	Szafir, Michael	0.00	41.85
	11778	05/23/2016	M02015	T. J. Conway Company	0.00	745.56
	11779	05/23/2016	V61076	Teachers Synergy, LLC	0.00	555.16
	11780	05/23/2016	V61194	Tint Zone	0.00	300.00
	11781	05/23/2016	V60288	Tri-Point Products	0.00	40.90
	11782	05/23/2016	M53099	Tull Brothers, Inc.	0.00	1,062.27
	11783	05/23/2016	V60819	Turf Products	0.00	35.85
	11784	05/23/2016	V53987	U.S. Bancorp Equipment Finance, Inc	0.00	2,050.54
	11785	05/23/2016	E00336	Vamvilis, Kathleen	0.00	83.79
	11786	05/23/2016	V02738	William V. MacGill & Co.	0.00	428.08
	11787	05/23/2016	V61060	Worthington Direct	0.00	552.01
	11788	05/23/2016	V60875	Zones Inc	0.00	27.00
Totals:					0.00	\$181,072.61

73 Checks Listed.

Somers Board of Education General Journal Register

Report # 40184
Batch: 14782
Transaction: N/A
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
14782	\$181,072.61	Posted	Lbergamini	05/16/2016	Lbergamini	05/18/2016

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
May, 2016						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			175,409.01	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	175,409.01
		Total Generated Distributions			\$175,409.01	\$175,409.01
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	181,072.61
	10-100-2-2-00-242-611-01-5-01182	K-5 FOURTH GRADE SUPPLIES		Yes	136.77	0.00
	10-100-2-2-14-242-611-01-5-00771	K-5 - FIRST GRADE SUPPLIES		Yes	48.83	0.00
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES		Yes	627.79	0.00
	10-100-2-2-18-242-611-01-5-00187	K-5 - MATH SUPPLIES		Yes	49.75	0.00
	10-100-2-2-18-243-611-01-5-00238	K-5 - MATH WORKBOOKS			329.17	0.00
	10-100-2-2-30-242-611-01-5-00208	K-5 - SOCIAL STUDIES SUPPLIES			208.95	0.00
	10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			293.14	0.00
	10-100-2-3-28-242-611-01-5-01150	SW - SCIENCE SUPPLIES			156.12	0.00
	10-100-2-4-08-220-641-01-5-00130	HS - FOREIGN LANGUAGE TEXTBOOK		Yes	1,711.86	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES		Yes	671.75	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			725.60	0.00
	10-100-2-4-22-242-611-01-5-00195	HS - PHYSICAL ED SUPPLIES		Yes	59.95	0.00
	10-100-2-4-46-242-611-01-5-00229	HS - SCHOOL TO CAREER SUPPLIES			220.80	0.00
	10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY		Yes	14,960.00	0.00
	10-120-9-9-98-123-590-04-5-00020	SP ED - FORMS & PRINTING			336.57	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES			210.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	1,524.00	0.00
	10-212-2-4-46-242-611-02-5-00178	HS - GUIDANCE SUPPLY			331.21	0.00
	10-212-2-4-46-242-611-02-5-00286	HS - GUIDANCE NAVIANCE		Yes	3,143.00	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING			2,424.58	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			428.08	0.00
	10-221-1-2-50-251-580-05-5-00260	K-5 - PRINCIPAL'S TRAVEL			51.84	0.00
	10-221-1-2-52-231-690-05-5-00280	K-5 - PROFESSIONAL LIBRARY		Yes	26.50	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			35.64	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			47.52	0.00

Somers Board of Education General Journal Register

Report # 40184

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
14782	\$181,072.61	Posted	Lbergamini	05/16/2016	Lbergamini	05/18/2016
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			12,095.59	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			2,855.06	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			5,318.88	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			126.18	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS		Yes	440.40	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			23,754.24	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			28,533.62	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			1,796.97	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			19,046.19	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS			2,593.44	0.00
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT			27.75	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			227.50	0.00
10-320-7-4-42-880-112-06-5-01583		HS - CO-OP SPORTS			1,485.00	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			41.85	0.00
10-320-7-4-42-880-690-06-5-01220		HS - ATHLETIC UNIFORMS		Yes	87.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION		Yes	8,544.50	0.00
Total User-Entered Distributions					<u>\$181,072.61</u>	<u>\$181,072.61</u>
Total for May, 2016					<u>\$356,481.62</u>	<u>\$356,481.62</u>
Grand Total for Batch # 14782					<u>\$356,481.62</u>	<u>\$356,481.62</u>

278 Transactions Listed.

Amy Cunningham
12 F The Hamlet
Enfield, CT 06082

May 16, 2016

Dr. Maynard M. Suffredini, Jr.
1 Vision Blvd.
Somers, CT 06071

Dear Dr. Suffredini,

Please accept this letter as notice of my resignation from the position of mathematics teacher at Somers High School, effective at the conclusion of this school year (June, 2016).

While I am extremely grateful for all of the experiences that I have had during my time at Somers High School, I have been offered an opportunity that is more beneficial for my career and personal goals. Somers High School has been a great place to work and I will truly miss all of the people that I have had a chance to work with and get to know over the past six years.

I wish the Somers community the best in the future and I am available to assist my replacement, if necessary, to ensure a smooth transition.

Sincerely,


Amy Cunningham

Somers Basketball Association

PO Box 40
Somers Ct 06071

Memorandum

DATE: May 17, 2016

TO: SOMERS BOARD OF EDUCATION

FROM: Michelle Dalessio

Dear Members:

During the concluded board meeting on March 13, 2016, the Somers Basketball board approved the funding of \$750 for the girls and boys high school basketball teams. We would like to convey our appreciation for the time and efforts expended by the players and coaching staffs. We have a history of proud and prosperous relationships with the high school teams and look forward to many additional years of mutually beneficial interactions. We have sent the checks to Alan Walker.

Thanks again for enabling the high school basketball teams to assist our association to grow and perform as well as it has. We wish our member children and the high school basketball programs nothing but the best for the upcoming year.

Best regards

Memorandum of Understanding

By agreement between the Somers Board of Education (the "Board") and the Somers Educational Support Association (the "SESA") effective July 1, 2016, the current Technology Support position shall be considered an "Excluded Employee" as defined under the Agreement Between the Somers Board of Education and the Somers Educational Support Association dated July 1, 2014 through June 30, 2017 (the "Agreement") for the remainder of the position's existence. All defined terms herein shall have the same meaning as set forth in the Agreement.

SOMERS BOARD OF EDUCATION

SOMERS EDUCATIONAL SUPPORT
ASSOCIATION

By _____

By _____

Date: _____

Date: _____

Edward Cunningham
64 Bilton Road
Somers CT 06071

Bill Boutwell, Director of Business Services
1 Vision Blvd
Somers CT 06071

May 16, 2016

Subject: Request for leave without pay

Dear Bill:

I am requesting leave without pay through August 31, 2016 due to recovery from surgery.

Thank you for the consideration of this request.

Sincerely,

A handwritten signature in black ink that reads "Ed Cunningham". The signature is written in a cursive style with a horizontal line at the end.

Ed Cunningham