

BOE Meeting

Monday, January 23, 2017 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. Presentation to Mrs. Formeister
Mrs. Joan Formeister will be recognized for her years of service on the Somers Board of Education.
4. APPROVAL OF MINUTES 3
Board is to review and approve the minutes of January 9, 2017.
5. AUDIENCE TO CITIZENS/STAFF/STUDENTS
6. CORRESPONDENCE
7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
8. CONSENT AGENDA
 1. Approval of Bills 8
 2. Maternity . Leave - Tracy L. Coro of Somers Elementary School 14
Mrs. Tracy Coro, Somers Elementary FAB teacher, has requested a maternity leave start around here due date of May 6, 2017.
9. NEW BUSINESS
 1. 1st Warning -of DBS Code 4112.5 - Personnel -- Certified/Non-Certified Security Check/Fingerprinting 15
1st Warning -of DBS Code 4112.5 - Personnel -- Certified/Non-Certified Security Check/Fingerprinting
 2. 1st Warning of DBS Code 4111_4211 PERSONNEL - CERTIFIED AND NONCERTIFIED: Recruitment and Selection 16
To review DSB Code 4111_4211 PERSONNEL - CERTIFIED AND NONCERTIFIED: Recruitment and Selection
 3. 1st Warning of DBS Code 4112.51 Personnel -- Certified/Non-Certified Employment/Reference Checks 19
1st Warning of DBS Code 4112.51 Personnel -- Certified/Non-Certified Employment/Reference Checks
 4. 1st Warning of DBS Code Personnel Certified - Substitute Teachers 25
1st Warning of DBS Code Personnel Certified - Substitute Teachers
 5. 1st Warning of DBS Code P5113 Students Attendance/Excuses/Dismissal 28
1st Warning of DBS Code P5113 Students Attendance/Excuses/Dismissal
10. Pension Advisory Committee 33
Mr. Roy Caso and Mr. Timothy Suffish will update the Board on the District's SESA pension plan and performance of the funds.
11. OLD BUSINESS
 1. 2017-2018 Calendar 47
The Superintendent presents the Board with the 2017-2018 School Calendar for their approval.
 2. Second Warning – New Course Proposal at Somers High School Honors Biology 48
New Course Proposal at Somers High School Honors Biology
 3. 2nd Warning - Curriculum -Honors Biology Course at SHS 66
**New Course Proposal at Somers High School
Honors Biology**
12. ADMINISTRATIVE REPORTS
 1. Superintendent Search Survey
Dr. Suffredini will update the Board on the Superintendent Search Survey.

13. COMMITTEE REPORTS

1. Budget
2. Curriculum
3. Policy
4. Salary & Negotiations
5. Planning
6. Other Committees

14. OTHER

15. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING – JANUARY 9, 2017

Members Present: B. Devlin, D. Palmer, R. Lees, Jr., S. Moynihan Bollinger, J. Anderson, A. Kirkpatrick, M. Marquardt, K. McLellan, B. Capuano

Members Absent:

Administrators Present: Dr. M. Suffredini, B. Boutwell, Dr. G. Cotzin, Dr. I. Zytka

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 7:00PM 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

3.1. Draft of BOE Minutes from 12/5/16

December 5, 2016 – It was **MOVED** (K. McLellan), **SECONDED** (B. Capuano) to approve the December 5, 2016 Board of Education meeting minutes as presented. **PASSED 9-0**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

5.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

It was **MOVED** (A. Kirkpatrick), **SECONDED** (K. McLellan) to add item 9.2 Discussion of survey draft to the agenda **PASSED 9-0**

It was **MOVED** (K. McLellan), **SECONDED** (D. Palmer) to add item 7.3 First warning of new course proposal High School Honors Biology **PASSED 9-0**

It was **MOVED** (K. McLellan), **SECONDED** (A. Kirkpatrick) to add item 7.4 First warning High School Course Leveling **PASSED 9-0**

6.0 CONSENT AGENDA

6.1. Approval of Bills

It was **MOVED** (B. Capuano), **SECONDED** (M. Marquardt) to approve the 12/22/16 bills in the amount of \$347,858.95 as presented. **PASSED 9-0**

- 6.2. Approval of Bills**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to approve the 1/9/17 bills in the amount of \$257,367.38 as presented. **PASSED 9-0**
- 6.3. Retirement – Jane Malone**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to accept, with regret, the retirement of Jane Malone, Speech Pathologist at MBA and SHS, effective at the end of the 2016-2017 school year. Jane has been employed at Somers Public Schools for 26 years. **PASSED 9-0**
- 6.4. Retirement – Pat Kmon**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to accept, with regret, the retirement of Pat Kmon, Grade 8 English Teacher at MBA, effective at the end of the 2016- 2017 school year. Pat will be completing 50 years with the district. **PASSED 9-0**
- 6.5. Maternity Leave – Jackie Shea of SES**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to approve maternity leave for Jackie Shea, PreSchool Teacher at SES, starting around May 25, 2017. **PASSED 9-0**
- 6.6. Child-Rearing Leave – Jackie Shea – PreSchool Teacher at SES**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to approve one-year child-rearing leave for Jackie Shea, PreSchool Teacher at SES, for the 2017-2018 year. **PASSED 9-0**
- 6.7. Resignation – L. Horsfield, World Language Teacher, Grade 6**
It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to accept the resignation of Lauren Horsfield, Grade 6 Language Teacher, effective 1/13/17. **PASSED 9-0**
- 7.0 NEW BUSINESS**
- 7.1. Presenting the School Department Budget 2017-2018 DRAFT**
B. Boutwell was available to answer any questions about the newly proposed budget
- 7.2. FIELD TRIP – Somers High School April 2017 Washington, D.C. Request**
It was **MOVED (D. Palmer), SECONDED (B. Capuano)** to approve the field trip involving 34 Somers High students and 4 chaperones to Washington, D.C. from April 28 - April 30, 2017. Students will visit the historic site in and around the Capitol. **PASSED 9-0**
- 7.3. First Warning – New Course Proposal at Somers High School Honors Biology**
- 7.4. First Warning – High School Course Leveling**

8.0 OLD BUSINESS

- 8.1. Second Warning/Adoption—New Course Proposal at Somers High School Technology Design and Engineering**
It was **MOVED (K. McLellan), SECONDED (S. Bollinger)** to approve the new course approval at SHS of Technology Design and Engineering as was discussed by the Curriculum Committee at their 11/21/16 meeting. **PASSED 9-0**
- 8.2. Second Warning of Curricula: New Progress Report Card for Pre-School**
It was **MOVED (B. Capuano), SECONDED (K. McLellan)** to approve the new progress report card for Pre-School as was discussed by the Curriculum Committee at their 11/21/16 meeting. **PASSED 9-0**
- 8.3. Second Warning of Curricula: New Book for Somers High School – The Road by Cormac McCarthy for College English 12**
It was **MOVED (A. Kirkpatrick), SECONDED (S. Bollinger)** to approve a new book for SHS – The Road by Cormac McCarthy for College English 12 as was discussed by the Curriculum Committee at their 11/28/16 meeting. **PASSED 9-0**
- 8.4. Second Warning of DBS Code 5113.2 – Student Truancy**
It was **MOVED (B. Capuano), SECONDED (S. Bollinger)** to approve the new policy of DBS Code 5113.2 to replace the previous version to comply with new legislation. **PASSED 9-0**
- 8.5. Second Warning of DBS Code 5114 – Student Suspension**
It was **MOVED (B. Capuano), SECONDED (K. McLellan)** to approve the new policy of DBS Code 5114 – Student Suspension to replace the previous version to comply with new legislation. **PASSED 9-0**
- 8.6. Second Warning of DBS Code 5118.1 – Students – Resident Students**
It was **MOVED (A. Kirkpatrick), SECONDED (K. McLellan)** to approve the new policy of DBS Code 5118.1 – Students – Resident Students to replace the previous version to comply with new legislation. **PASSED 9-0**
- 8.7. Second Warning of DBS Code 5145.14 – Student On-Campus Recruitment**
It was **MOVED (M. Marquardt), SECONDED (K. McLellan)** to approve the new policy of DBS Code 5145.14 – Student On-Campus Recruitment to replace the previous version to comply with new legislation. **PASSED 9-0**
- 8.8. Second Warning of DBS Code 5145.15 – Students Directory Information**
It was **MOVED (B. Capuano), SECONDED (A. Kirkpatrick)** to approve the new policy of DBS Code 5145.15 – Students Directory Information to replace the previous version to comply with new legislation. **PASSED 9-0**

9.0 ADMINISTRATIVE REPORTS

Dr. Suffredini gave an update regarding an ECS cut by the state in the amount of \$60,000, this is the same as last year. There is no further news positive or negative on any further cuts. The district wide point of sale card system is going live in the district on January 17th, Dr. Suffredini praised the hard work by all involved.

- 9.1. SEA Contract Update**
Dr. Suffredini updated the Board on the SEA contract.
- 9.2. Survey Update**
A discussion was held regarding the content of the Superintendent search survey. After the discussion, it was recommended that any proposed changes will be sent to Chairman Devlin to be forwarded for possible inclusion in the survey
- 10.0 COMMITTEE REPORTS**
Minutes will be taken at all subcommittee meetings.
- 10.1. Budget –**
- 10.2. Curriculum –**
- 10.3. Policy – Next Meeting January 23rd at 6:00 PM**
- 10.4. Salary & Negotiations –**
- 10.5. Planning –**
- 10.6. Other Committees –**
- 11.0 EXECUTIVE SESSION:**
- 11.1. Executive Session: Board to Vote on SEA Contract**
The Board will vote on SEA Contract. Dr. Suffredini and Mr. Boutwell are both invited into the Executive Session for informational purposes.
- It was MOVED (M. Marquardt), SECONDED (B. Capuano) to enter into Executive Session at 7:45 PM for the Board to review the SEA Contract. Dr. Suffredini and Mr. Boutwell were Invited into Executive Session for discussion purposes. PASSED 9-0**
The Board exited Executive Session at 8:20 PM
- It was MOVED (M.Marquardt) SECONDED (D.Palmer) to ratify the SEA contract as presented PASSED 8-0 1 Abstain (B. Devlin)**
- 11.2 SUPERINTENDENT OF SCHOOLS MID-YEAR EVALUATION**
The Board will go into Executive Session to do the Mid-Year Evaluation of the Superintendent. Dr. Suffredini is invited to this session.
- It was MOVED (M. Marquardt), SECONDED (B. Capuano) to enter into Executive Session at 8:23 PM to do the Mid-Year Evaluation of the Superintendent and to invite Dr. Suffredini to this session. PASSED 9-0**
The Board exited Executive Session at 8:25 PM

12.0 ADJOURNMENT

It was MOVED (M. Marquardt), SECONDED (S. Bollinger) to adjourn the BOE meeting at 8:26 P.M.. PASSED 9-0

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

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	12911	01/23/2017	V21192	Children's Center of Hamden Inc., The	0.00	6,375.00
	12912	01/23/2017	V02198	The Connecticut Water Company	0.00	5,816.13
	12913	01/23/2017	E00076	Cotzin, Gary	0.00	74.90
	12914	01/23/2017	V00204	CREC	0.00	800.00
	12915	01/23/2017	V60709	DBS Energy Inc.	0.00	1,014.34
	12916	01/23/2017	V61005	Deep Surplus	0.00	640.00
	12917	01/23/2017	V00236	Demco, Inc.	0.00	39.27
	12918	01/23/2017	V60416	DG Graphics	0.00	303.85
	12919	01/23/2017	V61277	Different Roads to Learning	0.00	105.33
	12920	01/23/2017	V60894	Discount Rubber Stamps	0.00	18.97
	12921	01/23/2017	V51849	East River Energy	0.00	30,111.57
	12922	01/23/2017	V60032	Eastfield Glass Co., Inc.	0.00	729.00
	12923	01/23/2017	V60763	Ellington Printery, The	0.00	1,454.09
	12924	01/23/2017	V61230	ENGIE Resources	0.00	28,434.12
	12925	01/23/2017	V60993	First Choice Services	0.00	500.00
	12926	01/23/2017	V54168	First Student, Inc	0.00	140,810.37
	12928	01/23/2017	V60968	Fletcher Sewer & Drain, Inc	0.00	200.00
	12929	01/23/2017	V60951	Follett School Solutions, Inc	0.00	57.57
	12930	01/23/2017	V61017	Frontier Communications	0.00	1,053.90
	12931	01/23/2017	V60055	Future Supply Corp.	0.00	207.07
	12932	01/23/2017	V61236	Gateway Enterprise Corporation	0.00	704.00
	12933	01/23/2017	V54081	Graduate Pest Solutions, Inc.	0.00	158.00
	12934	01/23/2017	V00511	Grainger	0.00	433.88
	12935	01/23/2017	V60804	Granite City Electric Supply	0.00	580.30
	12936	01/23/2017	V54174	GTM Sportwear	0.00	890.00
	12937	01/23/2017	V51232	Hartford Healthcare	0.00	14,736.00
	12938	01/23/2017	E00142	Herbert, Paula	0.00	26.00
	12939	01/23/2017	V53228	Herff Jones Inc.	0.00	238.84
	12940	01/23/2017	V60090	High Grade Gas Service, Inc	0.00	3,475.73
	12941	01/23/2017	V54063	HSABank	0.00	211.75
	12942	01/23/2017	V02625	K & S Distributors	0.00	726.90
	12943	01/23/2017	V00665	Kelly-Fradet Lumber	0.00	27.53
	12944	01/23/2017	E00172	Kimball, Kelly	0.00	4.00
	12945	01/23/2017	V00691	LOMAC, LTD.	0.00	242.98
	12946	01/23/2017	V02898	MagnaKleen Services	0.00	420.99
	12947	01/23/2017	V61272	Martin Laviero Contractor, Inc	0.00	3,500.00
	12948	01/23/2017	V60094	MassMutual	0.00	67,000.00

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	12949	01/23/2017	V60983	OMNI Group, The	0.00	32.00
	12950	01/23/2017	V61273	Optiv Security Inc	0.00	1,493.10
	12951	01/23/2017	V60568	Pediatric Services of America Inc	0.00	4,104.00
	12952	01/23/2017	V53356	ProCom Telecommunications Corp	0.00	205.00
	12953	01/23/2017	V60864	Pullman & Comley, LLC	0.00	6,190.90
	12954	01/23/2017	V60925	ReadyNurse Staffing Services	0.00	2,092.50
	12955	01/23/2017	V53593	ReadyRefresh by Nestle	0.00	50.90
	12956	01/23/2017	V02610	Reliable Welding & Speed, LLC.	0.00	165.00
	12957	01/23/2017	E00782	Rich, Stacy	0.00	125.00
	12958	01/23/2017	V51134	Richco Products, Inc.	0.00	103.08
	12959	01/23/2017	V61090	Salomone, Dr. Kathleen	0.00	1,000.00
	12960	01/23/2017	V01292	School Specialty, Inc.	0.00	811.04
	12961	01/23/2017	V60940	Sid Harvey Industries, Inc	0.00	41.12
	12962	01/23/2017	V02404	Somers Ace Hardware	0.00	792.88
	12963	01/23/2017	V00886	Somers Lunch Program	0.00	4.95
	12964	01/23/2017	V01591	Town of Somers	0.00	6,652.58
	12965	01/23/2017	V00024	Stanton Equipment, Inc	0.00	4.88
	12966	01/23/2017	V02225	Staples Credit Plan	0.00	44.98
	12967	01/23/2017	V60056	Supplyworks	0.00	197.58
	12968	01/23/2017	V61076	Teachers Synergy, LLC	0.00	44.23
	12969	01/23/2017	V61243	The Law Offices of Jennifer Laviano, LLC	0.00	44,500.00
	12970	01/23/2017	V61194	Tint Zone	0.00	250.00
	12971	01/23/2017	V60356	TPC Associates, Inc	0.00	197.75
	12972	01/23/2017	M53099	Tull Brothers, Inc.	0.00	1,160.26
	12973	01/23/2017	V02758	University of Saint Joseph	0.00	5,905.00
	12974	01/23/2017	V61271	Valutek	0.00	235.27
	12975	01/23/2017	E00336	Vamvilis, Kathleen	0.00	30.44
	12976	01/23/2017	V61140	Van Pool Transportation LLC	0.00	8,525.00
	12977	01/23/2017	V53413	W. B. Mason Co., Inc.	0.00	827.94
	12978	01/23/2017	V61164	Why Try LLC	0.00	99.00
	12979	01/23/2017	V60352	Yankee Sheet Metal, Inc.	0.00	84.61
	12980	01/23/2017	E00357	Zachary, Scott	0.00	400.50
Totals:					0.00	\$431,246.74

89 Checks Listed.

Somers Board of Education General Journal Register

Report # 43968
Batch: 16297
Transaction: N/A
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
16297	\$431,246.74	Posted	Lbergamini	01/17/2017	Lbergamini	01/19/2017

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
January, 2017						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			357,515.50	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	357,515.50
		Total Generated Distributions			\$357,515.50	\$357,515.50
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	431,246.74
	10-100-2-2-00-242-611-01-5-01182	K-5 FOURTH GRADE SUPPLIES			213.62	0.00
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			827.94	0.00
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			44.23	0.00
	10-100-2-2-18-242-611-01-5-00187	K-5 - MATH SUPPLIES			4.00	0.00
	10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES			26.00	0.00
	10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES			597.42	0.00
	10-100-2-4-08-243-611-01-5-01581	HS - WORLD LANGUAGE			62.50	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			398.13	0.00
	10-100-2-4-88-214-560-01-5-01672	HS - VIRTUAL HIGH SCHOOL			800.00	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			933.96	0.00
	10-100-2-5-44-242-611-03-5-00222	SW - A.V. SUPPLIES			488.58	0.00
	10-120-9-9-98-242-611-01-5-00228	SP ED - K-5 ALP A SUPPLIES			105.33	0.00
	10-120-9-9-98-258-690-04-5-00307	SP ED - OFFICE SUPPLIES			95.42	0.00
	10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			1,000.00	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES			0.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES			4,104.00	0.00
	10-210-2-4-32-242-611-01-5-01677	HS - PBIS SUPPLIES			358.19	0.00
	10-212-2-3-46-242-611-02-5-00224	MA - GUIDANCE INSTRUCT. SUPPLY			99.00	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			250.00	0.00
	10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	2,092.50	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			74.90	0.00
	10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			139.00	0.00
	10-222-2-4-52-231-642-03-5-00143	HS - NEWSPAPERS/MAGAZINES			57.57	0.00
	10-222-2-4-52-231-690-03-5-00154	HS - OTHER LIBRARY SUPPLIES			39.27	0.00
	10-231-1-4-58-137-890-10-5-01064	NEASC ACCREDITATION			1,454.09	0.00

Somers Board of Education General Journal Register

Report # 43968

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
16297	\$431,246.74	Posted	Lbergamini	01/17/2017	Lbergamini	01/19/2017
10-260-5-6-64-643-690-05-5-00371		MA - PROPANE GAS			1,491.11	0.00
10-260-5-6-64-643-690-05-5-00372		HS - PROPANE GAS			982.08	0.00
10-260-5-6-64-722-690-05-5-00373		SW - WATER			5,816.13	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			1,042.38	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			45,614.34	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			54,792.00	0.00
10-270-4-5-84-521-627-12-5-00327		BUS FUEL			6,349.28	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			1,964.46	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			36,573.65	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE		Yes	8,525.00	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS			1,645.42	0.00
10-279-4-4-84-530-580-07-5-00845		HS - FIELD TRIPS			220.50	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES			303.30	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE		Yes	3,179.00	0.00
10-280-6-5-82-820-200-13-5-00855		PENSION		Yes	67,000.00	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT		Yes	211.75	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			400.50	0.00
10-320-7-4-42-880-690-06-5-01220		HS - ATHLETIC UNIFORMS			890.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION		Yes	76,716.00	0.00
Total User-Entered Distributions					<u>\$431,246.74</u>	<u>\$431,246.74</u>
Total for January, 2017					<u>\$788,762.24</u>	<u>\$788,762.24</u>
Grand Total for Batch # 16297					<u>\$788,762.24</u>	<u>\$788,762.24</u>

365 Transactions Listed.

January 5, 2017

Dear Dr. Suffredini,

I am writing this letter to inform you of my current medical condition.

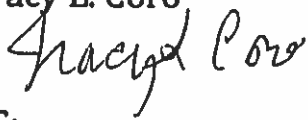
Attached is a letter from Baystate OB/GYN. This letter documents the current status of my care. My due date has been established as May 6, 2017.

I will begin my 6-week maternity leave on/or around the due date, and planning to come back at the start of the school year 2017, unless any other issues arise. I may need to use FMLA depending on snow days and when I actually deliver since it is close to the last day of school.

If you have any further questions, or would like to meet with me, please let me know.

Sincerely,

Tracy L. Coro

A handwritten signature in black ink that reads "Tracy L. Coro". The signature is written in a cursive style and is positioned below the printed name.

CC:

Bill Boutwell

Jennifer Oliver

Personnel -- Certified/Non-Certified

Security Check/Fingerprinting

In order to create a safe and orderly environment for students, all offers of employment will be conditional upon the successful outcome of a criminal record check. In addition, any person applying for employment with the Board shall submit to a record check of the Department of Children and Families Child Abuse and Neglect Registry before the person may be hired.

Applicants, as required, shall make disclosures containing (1) current and past employers' contact information; (2) authorization allowing contact with such employers; and (3) statements about any past misconduct, discipline, or licensure penalties as a result of sexual misconduct or abuse allegations.

The District, prior to hiring such applicants, applicants, will (1) ensure that they complete the above stated three requirements; (2) review applicants' employment history after making a documented, good faith effort to contact previous employers for information; and (3) request any available information about applicants from SDE.

The background/reference checks shall be done in compliance with the statutory guidelines contained in Board policy #4112.51/4212.51, as amended.

District employees shall within 30 days after they are hired submit to state and national criminal checks. District students employed by the school system are exempted from this requirement.

Workers placed in a school under a public assistance employment program shall also submit to the criminal check if such individuals will have direct contact with students.

School nurses and nurse practitioners appointed by the Board or under contract with the Board shall also submit to a criminal history check pursuant to C.G.S. 29-17a.

Student teachers placed in District schools as part of completing preparation requirements for the issuance of an educator certificate, effective July 1, 2010, shall also be required to undergo the same criminal background checks already required for school employees.

Legal Reference: Connecticut General Statutes

10-221d Criminal history records checks of school personnel.
Fingerprinting. Termination or dismissed. (as amended by PA 01-173, PA 04-181, June 19 Special Session, Public Act No. 09-1 and PA 11-93) and
PA 16-67 An Act Concerning the Disclosure of Certain Education
Personnel Records

29-17a Criminal history checks. Procedure. Fees.

Adopted: January 12, 2009

Revised: February 22, 2010
February 13, 2012

A policy revised to be compliant with PA 16-91.

PERSONNEL - CERTIFIED AND NONCERTIFIED:

Recruitment and Selection

It is the policy of the Board of Education to recruit, select and employ the best qualified personnel on the basis of their merit and effectiveness without discrimination as to their national origin, ancestry, race, color, sex, sexual orientation, age, marital status, physical disability or other applicable unlawful discriminatory standard.

It is the responsibility of the Superintendent of Schools and of persons designated by the Superintendent to determine the personnel needs of the school district and to locate suitable candidates to recommend for employee to the Board of Education.

No inquiry in regard to an employee's race, color, religious creed, sex, sexual orientation or national origin shall be made of a person proposed for or seeking employment.

It shall be the duty of the Superintendent of Schools to see that persons nominated for employment shall meet all qualifications established by law and by the Board of Education for the type of position for which nomination is made.

Hiring of Retired Teachers

A retired teacher receiving benefits from the Teachers Retirement System (TRS) may be reemployed by the Board for up to one full school year in a position (1) designated by the Commissioner of Education as a subject shortage area. Such employment may be for up to one full school year. Such *reemployment* may be extended for an additional school year, provided the Board (a) submits a written request for approval to the Teachers' Retirement Board, (b) certifies that no qualified candidates are available prior to the reemployment of such teacher and (c) indicates the type of assignment to be performed, the anticipated date of rehire and the expected duration of the assignment.

The salary of such teacher shall be fixed at an amount at least equal to that paid other teachers in the District with similar training and experience for the same type of service. The retired teacher shall be eligible for the same health insurance benefits provided to active teachers employed by the District. No retirement benefits shall be paid during this period of reemployment.

Except as indicated below, and in the first paragraph in this section, a certified educator receiving retirement benefits from the Teachers Retirement System (TRS) may not be employed in a certified position receiving compensation paid out of public money appropriated for school purposes except that such educator may be employed in such a position and receive no more than forty-five percent of the maximum salary level for the assigned position. Any certified educator who receives in excess of such amount shall reimburse the Board for the amount of such excess.

Commencing July 1, 2016, to June 30, 2018, the exemption from the limitation on the compensation of a reemployed certified educator apply to an educator who (A) is receiving retirement benefits from TRS based on thirty-four or more years of credited service, (B) is reemployed in a district designated as an alliance district (pursuant to C.G.S. 10-262u), and (C) was serving in the district on July 1, 2015.

On and after July 1, 2016, a certified educator receiving retirement benefits from the system may be employed and receive compensation, health insurance benefits, and other employment benefits provided to active teachers employed by such school system provided such teacher does not receive a retirement income during such employment. Payment of such teacher's retirement income shall resume on the first day of the month following the termination of such employment.

A retired teacher rehired to fill a position that is not designated as a shortage area by the Commissioner and is receiving a salary that does not exceed 45% of the maximum pay for the position and working for any length of time would still be eligible to receive his/her TRS retirement benefits.

(cf. 0410 Affirmative Action)

Legal Reference: Connecticut General Statutes

10-151 Employment of teachers. Notice and hearing on termination of contract

10-153 Discrimination on account of marital status

10-183v Reemployment of teachers, as amended by P.A. 10-111, An Act Concerning Education Reform in Connecticut and P.A. 16-91, An Act Making Changes to the Teacher Retirement System

10-220 Duties of Boards of Education

31-126 Unfair Employment Practices

46a-60 Discriminatory employment practices prohibited

Title IV Equal Employment Opportunities

20 U.S.C. Section 1119 No Child Left Behind Act

34 C.F.R. 200.55 Federal Regulations

Circular Letter C-6, Series 2004-2005, Determining "Highly Qualified" Teachers

Circular Letter C-9, Series 2004-2005 "No Child Left Behind" and Districts' High Objective Uniform State Standard of Evaluation (HOUSSE) Plans

Circular Letter C-7, Series 2007-2008, "Discontinued Use of Districts' High Objective Uniform State Standard of Evaluation and Five Areas of Exception

Circular Letter C-13, Series 2007-2008, "Continuation of HOUSSE Plans for Highly Qualifying Veteran Teachers

10-183v Reemployment of teachers, as amended by P.A. 10-111, An Act Concerning Education Reform in Connecticut.

Adopted: March 23, 1981

Revised: June 14, 1999

April 27, 2009

July 9, 2009

April 25, 2011

A new recommended policy which replaces previous versions due to new legislation.

Personnel -- Certified/Non-Certified

Employment/Reference Checks

The Board of Education (Board) believes that it is critical that references on an application be checked prior to an offer of employment. Also, in order to create a safe and orderly environment for students, all offers of employment will be conditional upon the successful outcome of a criminal record check. In addition, any person applying for employment with the Board shall submit to a record check of the Department of Children and Families Child Abuse and Neglect Registry before the person may be hired.

Requirements for Applicants

The Superintendent of Schools shall not offer employment to an applicant for a position, including any position which is contracted for, if such applicant would have direct student contact, prior to the Board requiring of such applicant to provide:

1. Contact information for current and former employers if they were education employers or the employment otherwise involved contact with children. The contact information must include the name, address and telephone number of each current or former employer.
2. Written authorization that consents to and authorizes such former employers to disclose information and related records about him or her that is requested on the State Department of Education (SDE) designated standardized form that interviewing employers send. The authorization also must consent to and authorize SDE to disclose information and related records to the District upon request and release such former employees and the SDE from any liability that may arise as a result of such disclosure or release.
3. To provide a written statement of whether he or she:
 - a. was the subject of an abuse or neglect or sexual misconduct investigation by any employer, state agency or municipal police department, unless the investigation resulted in a finding that all allegations were unsubstantiated;
 - b. was disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect was pending or under investigation by the Department of Children and Families (DCF), or an allegation of sexual misconduct was pending or under investigation or due to an allegation substantiated by DCF of abuse or neglect, or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct; or

- c. has ever had a professional or occupational license or certificate suspended or revoked or has ever surrendered one while an allegation of abuse or neglect was pending or under investigation by DCF, or an investigation of sexual misconduct was pending or under investigation, or because an allegation substantiated by DCF of abuse or neglect or of sexual misconduct or a conviction for abuse or neglect or sexual misconduct.

Reference Checking Procedures

The District shall conduct a review of the applicant's employment history by contacting those employers listed in the required information provided by the applicant. Such review shall be conducted using the SDE form that requests:

1. the dates of employment of the applicant;
2. a statement as to whether the employer has knowledge that the applicant was the subject of an allegation of abuse or neglect or sexual misconduct for which there is an investigation pending with any employer, state agency or municipal police department or which has been substantiated; was disciplined or asked to resign from employment or resigned from or otherwise separated from any employment while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct; or has ever had a professional or occupational license, certificate, authorization or permit suspended or revoked or has ever surrendered such a license, certificate, authorization or permit while an allegation of abuse or neglect or sexual misconduct was pending or under investigation, or due to a substantiation of abuse or neglect or sexual misconduct.

Such review may be conducted by telephone or through written communication, not later than five business days after any such current or former employer of the applicant receives a request for such information, and responds with such information. The Board may request more information concerning any response made by a current or former employer. Such employer shall respond not later than five business days after receiving such request; and

The District shall also request information from SDE concerning:

1. the eligibility status for employment of any applicant for a position requiring a certificate, authorization or permit;
2. whether SDE has knowledge that a finding has been substantiated by the Department of Children and Families of abuse or neglect or of sexual misconduct against the applicant and any information concerning such a finding;
3. whether SDE has received notification that the applicant has been convicted of a crime or of criminal charges pending against the applicant and any information concerning such charges.

The Superintendent of Schools shall notify SDE if it receives information that an applicant for a position with the District or a current employee has been disciplined for a finding of abuse or neglect or sexual misconduct.

The Superintendent of Schools will not employ an applicant for a position involving direct student contact who does not comply with the provisions of this policy.

Temporary Hires

The Board may employ or contract with an applicant on a temporary basis for a period not to exceed ninety days, pending the Board's review of the required and submitted applicant information provided:

1. The applicant has submitted to the District the three required disclosures;
2. The Board, has no knowledge of information pertaining to the applicant that would disqualify him/her from employment; and
3. The applicant affirms that he or she is not disqualified from employment with the Board.

Employment AgreementsThe Board shall not enter into any collective bargaining agreement, employment contract, resignation or termination agreement, severance agreement or any other contract or agreement or take any action that:

1. Has the effect of suppressing information relating to an investigation of a report of suspected abuse or neglect or sexual misconduct by a current or former employee;
2. Affects the ability of the local or regional Board of Education, council or operator to report suspected abuse or neglect or sexual misconduct to appropriate authorities; or
3. Requires the Board, to expunge information about an allegation or a finding of suspected abuse or neglect or sexual misconduct from any documents maintained by the Board, unless after investigation such allegation is dismissed or found to be false.

Substitute Teachers

The Superintendent of Schools or his designee shall only hire applicants for substitute teaching positions who comply with this policy and who fulfill the disclosure requirements and after requesting information from the applicant's prior employers and SDE. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board shall hire only substitutes who are on such list.

Approved substitutes shall remain on such list as long as he or she is continuously employed by the Board as a substitute teacher, provided the Board does not have any knowledge of a reason that such person should be removed from the list.

Contractors and Their Employees

In the case of an applicant who is a contractor, the contractor shall require any employee with such contractor who would be in a position involving direct student contact to supply to the contractor all information required of any applicant for a position in the district as previously described in this policy. The contractor shall contact any current or former employer of such employee that was a Board of Education, council or operator or if such employment caused the employee to have contact with children, and request, either by telephone or through written communication, any information concerning whether there was a finding of abuse or neglect or sexual misconduct against such employee.

Such employer shall report to the contractor any such finding, either by telephone or through written communication. If the contractor receives any information indicating such a finding or otherwise has knowledge of such a finding, the contractor shall, immediately forward such information to the Board of Education with which the contractor is under contract, either by telephone or through written communication.

Any Board of Education that receives such information shall determine whether such employee may work in a position involving direct student contact at any school under the Board's jurisdiction. No determination by a Board of Education that any such employee shall not work under any such contract in any such position shall constitute a breach of such contract.

Falsification of Records/Information

Any applicant who knowingly provides false information or knowingly fails to disclose information required by this policy in compliance with applicable statutes shall be subject to discipline by the Board. Such discipline may include denial of employment, or termination of the contract of a certified employee.

It is understood that any employer and SDE who provide information to the Board and in accordance with this policy shall be immune from criminal and civil liability, provided the employer or SDE did not knowingly supply false information.

Communication

The District, as required, shall communicate with other education employers and also between an education employer and SDE, about findings of abuse or sexual misconduct by applicants or employees. The Board will notify SDE when it receives information that applicants or employees have been disciplined for a finding of abuse or sexual misconduct. In addition, the Board will provide, upon request, to any other education employer or to the Commissioner of Education, information it may have about a finding of abuse or sexual misconduct for someone being vetted for hire as a direct employee of an education employer or a contractor's employee.

Definitions

“Sexual misconduct” means any verbal, nonverbal, written or electronic communication, or any other act directed toward or with a student that is designed to establish a sexual relationship with the student, including a sexual invitation, dating or soliciting a date, engaging in sexual dialog,

making sexually suggestive comments, self-disclosure or physical exposure of a sexual or erotic nature and any other sexual, indecent or erotic contact with a student;

“Abuse of a child or youth” is defined as (a) inflicting physical injury or non-accidental injuries; (b) inflicting injuries that do not match the story associated with their origin; or (c) maltreatment, including malnutrition, sexual molestation or exploitation, deprivation of necessities, emotional maltreatment, or cruel punishment; and

“Neglect of a child or youth” is defined as (a) abandonment; (b) denial of proper care and attention physically, educationally, emotionally, or morally; or (c) allowing the child to live under conditions, circumstances, or associations injurious to the child’s well-being.

“Abuse and neglect” also includes sexual assault as defined in the statutes. (C.G.S. 46b-120, and includes any violation of section 53a-70, 53a-70a, 53a-71, 53a-72a, 53a-72b or 53a-73a).

Offer of Employment

Prior to offering employment to an applicant, the Superintendent of Schools shall make a documented good faith effort to contact each current and any former employer that was a Board of Education, council or operator or if such employment otherwise caused the applicant to have contact with children of the applicant in order to obtain information and recommendations which may be relevant to the applicant’s fitness for employment, provided such effort shall not be construed to require more than three telephone requests made on three separate days.

The Board shall not offer employment to any applicant who had any previous employment contract terminated by a Board, council or operator or who resigned from such employment, if such person has been convicted of abuse or neglect or sexual misconduct.

(cf. 4112.5 – Security Check/Fingerprinting)

(cf. 4121 – Substitute Teachers)

Legal References: Connecticut General Statutes
1-200 through 1-241 of the Freedom of Information Act.
5-193 through 5-269 -State Personnel Act
10-151c Records of teacher performance and evaluation not public records.
10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissal. (as amended by PA 16-67)
10-222c Hiring policy. (as amended by PA 16-67)
Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C. 1232g)
Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. provisions act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.
PA 16-67 An Act Concerning the Disclosure of Certain Educational Personnel Records

CABE's suggested revised policy.

Personnel -- Certified

Substitute Teachers

A substitute teacher shall be a person who has earned a Bachelor's Degree, is fully qualified to instruct in our schools and who is employed for short periods of time in the absence of the regular teacher. The Commissioner of Education may waive requirement for a Bachelor's Degree for good cause upon the request of the Superintendent of Schools.

The Board shall only hire applicants for substitute teaching positions who comply with the reference and background checks as detailed in Policy #4112.51/4212.51 and who comply with the required disclosure requirements and after requesting information from the applicant's prior employers and SDE. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board shall hire only substitutes who are on such list.

Approved substitutes shall remain on such list as long as he or she is continuously employed by the Board as a substitute teacher, provided the Board does not have any knowledge of a reason that such person should be removed from the list.

Suitable programs for training, assigning, orienting and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent.

Rates of compensation for substitute teachers will be set by the Board of Education.

It will be the responsibility of the Principal or his/her designee to assign a substitute to fill any vacancy by the temporary absence of a regular staff member. The substitute teacher will be selected from a list of approved substitutes furnished by the Superintendent's office.

Only fully certified replacement teachers will be assigned to classes whose regular teachers are on long-term leaves of absence of forty (40) days or more. Principals will attempt to maintain as much continuity as possible by engaging only one substitute for the full period of absence of one teacher and by calling back a substitute to serve in a classroom in which he/she has already performed successfully.

Substitute teachers will not participate in the health and welfare plans or other fringe benefits of the school system. However, substitute personnel hired to fill the position of an employee absent on an extended leave will be entitled to the privileges and benefits afforded regular professional employees, with the exception that the term of employment ordinarily will cease at the scheduled termination of the regular teacher's leave.

Personnel -- Certified

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

Placement:

- a. A substitute hired to fill an absence that lasts longer than 23 days will be placed on the 1st step of the Bachelor's scale on the 24th day. The new scale will not be retroactive to the first day.
- b. A substitute hired to fill an absence anticipated to last longer than 23 days will be placed on the 1st step of the Bachelor's scale immediately.
- c. Temporary teachers who are hired to fill a permanent vacancy until completion of the school year may be paid in accordance with the regular teacher salary schedule.

A contract for an ensuing school year shall not be offered unless such temporary teacher has been, prior to the offering the contract, employed in this system a sufficient length of time for evaluation of work by the administration.

(cf. 4112.51/4212.51 - Employment/Reference Checks)

Legal Reference: Connecticut General Statutes

10-183v Reemployment of teachers.

10-145a Certificates of qualification for teachers.

June 19 Special Session, Public Act No. 09-1 An Act Implementing the Provisions of the Budget Concerning Education, Authorizing State Grant Commitments for School Building Projects and Making Changes to the Statutes Concerning School Building Projects and Other Education Statutes. (Section 48) Public Act No. 09-6 September Special Session

10-221d Criminal history records checks of school personnel. Fingerprinting. Termination or dismissal. (as amended by PA 16-67)

10-222c Hiring policy. (as amended by PA 16-67)

Students

Attendance/Excuses/Dismissal

Attendance

Connecticut state law requires parents to cause their children, ages five through eighteen inclusive, to attend school regularly during the hours and terms the public school is in session. Parents or persons having control of a child five years of age have the option of not sending the child to school until ages six or seven. Mandatory attendance terminates upon graduation or withdrawal with written parent/guardian consent at age seventeen.

A student is considered to be “in attendance” if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent. A student not meeting the definition of “in attendance” shall be considered absent.

Classroom learning experiences are the basis for public school education. Time lost from class is lost instructional opportunity. The Board of Education requires that accurate records be kept of the attendance of each child, and students should not be absent from school without parental knowledge and consent.

Definitions (related to chronic absenteeism)

Chronically absent child: An enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

Absence: An excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education or an in-school suspension that is greater than or equal to one-half of a school day.

District chronic absenteeism rate: The total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

School chronic absenteeism rate: The total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

A student’s absence from school shall be considered “excused” if written documentation of the reason for such absence has been submitted within ten (10) school days of the student’s return to school and meets the following criteria:

Students

Attendance/Excuses/Dismissal

Excuses (continued)

- A. For absences one through nine, a student's absences from school are considered "excused" when the student's parent/guardian approves such absence and submits appropriate documentation to school officials.
- B. For the tenth absence and all absences thereafter, a student's absences from school are considered excused for the following reasons:
 - 1. Student illness (must be verified by a licensed medical professional to be deemed excused, regardless of the length of the absence);
 - 2. Student's observance of a religious holiday;
 - 3. Death in the student's family or other emergency beyond the control of the student's family;
 - 4. Mandated court appearances (documentation required);
 - 5. The lack of transportation that is normally provided by a district other than the one the student attends (no parental documentation required);
 - 6. Extraordinary educational opportunities pre-approved by District administration and to be in accordance with Connecticut State Department of Education guidance.
- C. A student's absence from school shall be considered unexcused unless:
 - 1. The absence meets the definition of an excused absence and meets the documentation requirements; or
 - 2. The absence meets the definition of a disciplinary absence, which is the result of school or District disciplinary action and are excluded from these State Board of Education approved definitions.

When the school in which a child is enrolled receives no notification from a parent or other person having control of the child is aware of the child's absence, a reasonable effort shall be made by school personnel or volunteers under the direction of school personnel to notify by telephone and by mail such parent or other person having control of the child.

~~The required mailed notice shall include a warning that two unexcused absences from school in one month or five unexcused absences in a school year may result in a complaint filed with the Superior Court alleging the belief that the acts or omissions of the child are such that the child's family is a family with service needs. (effective 8/15/17)~~

Students

Attendance/Excuses/Dismissal

Responsibility for completion of missed classwork lies with the student, not the teacher. Unless a student has an extended illness, all make-up work will be completed in the same number of days they were absent. With extended illness, with medical documentation, a makeup schedule will be developed with teachers and parent(s) approved by the administration.

Excused Absences for Children of Service Members

An enrolled student, age five to eighteen, inclusive, whose parent or legal guardian is an active duty member of the armed forces, as defined in section 27-103, and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting, shall be granted ten days of excused absences in any school year and, at the discretion of the Board of Education, additional excused absences to visit such child's parent or legal guardian with respect to such leave or deployment of the parent or legal guardian. In the case of such excused absences such child and parent or legal guardian shall be responsible to obtaining assignments from the student's teacher prior to any period of excused absence, and for ensuring that such assignments are completed by such child prior to his or her return to school from such period of excused absence.

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A team for the District must be established when the District chronic absenteeism rate is 10 percent or higher.
2. A team for the school must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Students

Attendance/Excuses/Dismissal

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each established attendance review team shall meet at least monthly.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available.

The District shall annually include in information for the strategic school profile report for each school and the District that is submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

The Principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the Probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)

(cf. 5142 - Student Safety)

(cf. 5113.2 - Truancy)

(cf. 6113 - Released Time)

Legal Reference Connecticut General Statutes

10-220(c) Duties of boards of education (as amended by PA 15-225)

10-184 Duties of parents (as amended by PA 98-243 and PA 00-157)

10-185 Penalty

10-198a Policies and procedures concerning truants (as amended by PA11-136, An Act Concerning Minor Revisions to the Education Statutes and PA 14-198, An Act Concerning Excused Absences from School for Children of Service Members, and PA 16-147, An Act Concerning the Recommendations of the Juvenile Justice Policy and Oversight Committee)

45a-8c Truancy clinic. Administration. Policies and procedures. Report.
(as amended by PA 15-225)

PA 15-225 An Act Concerning Chronic Absenteeism

10-199 through 10-202 Attendance, truancy - in general

*Action taken by State Board of Education on January 2, 2008, to define
“attendance.”*

*Action taken by State Board of Education on June 27, 2012, to define
“excused” and “unexcused” absences.*

Somers Educational Secretarial Association Pension Plan

Alloc Target	Target		Current	
Cash	5% (+/-5%)		7%	
Fixed Income	30% (+/-5%)		32%	
Core Fixed	3.5-35%		23%	
High Yield	0-7.5%		3%	
Foreign	0-7.5%		3%	
Floating	0-7.5%		3%	
Equity	65% (+/-5%)		61%	
Core US Equity	15-70%		34%	
Emerging	0-15%		9%	
Developed	0-15%		8%	
Mid/Small	0-15%		10%	

ALLOCATION REVIEW

Account Number	Account Name	U.S. Large	U.S. Mid/Small	Int'l Dev	Int'l Emerging	Core Fixed	High Yield	Int'l Fixed	Floating	Cash	Total Portfolio
93899	Somers Equity	\$1,411,609								\$92,866	\$1,504,475
93898	Somers Fixed					\$962,721				\$168,353	\$1,131,074
94025	Somers Funds	\$0	\$417,198	\$341,092	\$361,285	\$0	\$108,410	\$121,258	\$110,484	\$33,324	\$1,493,051
Consolidated Portfolio		\$1,411,609	\$417,198	\$341,092	\$361,285	\$962,721	\$108,410	\$121,258	\$110,484	\$294,543	\$4,128,600

Account Number	Account Name	U.S. Large	U.S. Mid/Small	Int'l Dev	Int'l Emerging	Core Fixed	High Yield	Int'l Fixed	Floating	Cash	Total Portfolio
93899	Somers Equity	94%	0%	0%	0%	0%	0%	0%	0%	6%	100%
93898	Somers Fixed	0%	0%	0%	0%	85%	0%	0%	0%	15%	100%
94025	Somers Funds	0%	28%	23%	24%	0%	7%	8%	7%	2%	100%
Consolidated Portfolio		34%	10%	8%	9%	23%	3%	3%	3%	7%	100%

PERFORMANCE REVIEW

12/31/2016

OVERALL ACCOUNT	2016	2015	2014	2013*	2012**
US Large	13.6%	-0.7%	11.4%	30.0%	4.8%
US Mid/Small	11.9%	-1.8%	0.5%		
Intl Equities	-2.6%	-2.9%	-7.6%	23.0%	
Emerging Equities	4.2%	-13.4%	-4.6%	4.7%	
Fixed Income	7.4%	-2.0%	7.1%	-2.7%	5.5%
Consolidated (net of fees)	7.3%	-2.6%	5.4%	7.8%	3.9%
Consolidated Benchmark	6.7%	-1.8%	5.1%	9.0%	3.4%
S&P 500	12.0%	1.4%	13.7%	32.4%	3.0%
Russell 1000 Value	12.1%	-3.8%	13.5%	32.5%	5.7%
Merrill US Corp/Govt Master	2.9%	0.3%	6.5%	-2.7%	4.9%
Russell 2000	21.3%	-4.4%	4.9%	25.2%	3.5%
FTSE Global All Cap	9.0%	-1.7%			
MSCI EAFE	1.5%	-0.2%	-4.5%	17.7%	-
MSCI EM	11.6%	-14.8%	-1.8%	-0.4%	-

* Mutual fund account was opened in February, 2013 and was fully invested as of 3-1-13. Benchmark returns are as of 3-1-13.

** Accounts were opened in February, 2012 and were fully invested as of 3-31-12. Benchmark returns are as of 3-31-12.

Name	Ticker	Equity Style Box	Morningstar Rating For Funds	Morningstar Return	Morningstar Risk	% Total Return YTD	% Total Return 3 Year	3 Yr Return % Rank Cat/Ind	Total Return 5 Year	5 Yr Return % Rank Cat/Ind	Total Return 10 Year	10 Yr Return % Rank Cat/Ind	% Expense Ratio
Oppenheimer Senior Flo...	OOSIX	■	★★★★★	High	Above Average	13.10	3.87	3	---	---	---	---	0.66
T. Rowe Price QM US S...	PRDSX	■	★★★★★	High	Average	11.31	6.71	16	15.11	8	10.17	2	0.82
Fidelity® New Markets I...	FNMX	■	★★★★	Above Average	Average	14.70	6.25	3	6.14	7	7.26	9	0.84
Hartford MidCap I	HFMIX	■	★★★★★	High	Average	11.58	8.16	8	15.88	3	---	---	0.87
Federated High Yield Ser...	FHYTX	■	★★★★★	High	Above Average	14.47	4.79	10	8.80	1	7.79	1	0.98
Parnassus Mid-Cap	PARMX	■	★★★★★	Above Average	Low	16.07	8.70	12	14.25	41	8.87	6	0.99
American Funds New Wo...	RNWEX	■	★★★★★	Above Average	Low	3.94	-1.89	29	4.43	8	3.12	10	1.01
Oppenheimer Internation...	OIGAX	■	★★★★	Above Average	Above Average	-2.30	-2.15	60	7.31	22	3.15	5	1.14
Somers			4.74			8.31	2.81	22.00	8.94	14.00	5.38	7.00	0.95



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January 23, 2017

Current Viewpoints

Positive

- ❖ U.S. Housing
- ❖ Balance Sheet Deleveraging:
Consumer & Corporate
(*not* Government)
- ❖ Federal Reserve Policy

Mixed

- ❖ Consumer Spending
- ❖ European Economy
- ❖ Global Yield Curves
- ❖ U.S. Job Growth
- ❖ U.S. / Global Productivity
- ❖ Japanese Economy

Negatives

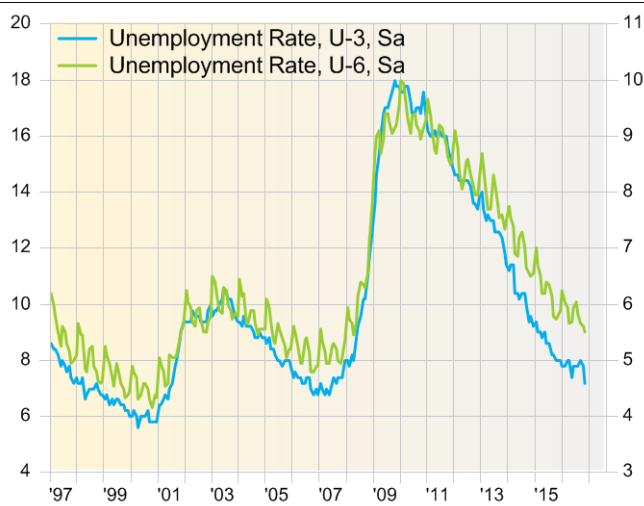
- ❖ Inflation
- ❖ Energy / Mining Sectors
- ❖ Industrial Production
- ❖ China (debt issues)
- ❖ Select Emerging
Market Economies
(leverage and/or debt service
increasing in Russia, Turkey)
- ❖ Global Trade

Color coding indicates the direction in trend:

- ❖ Potentially improving
- ❖ Stable/Stabilizing
- ❖ Potentially deteriorating

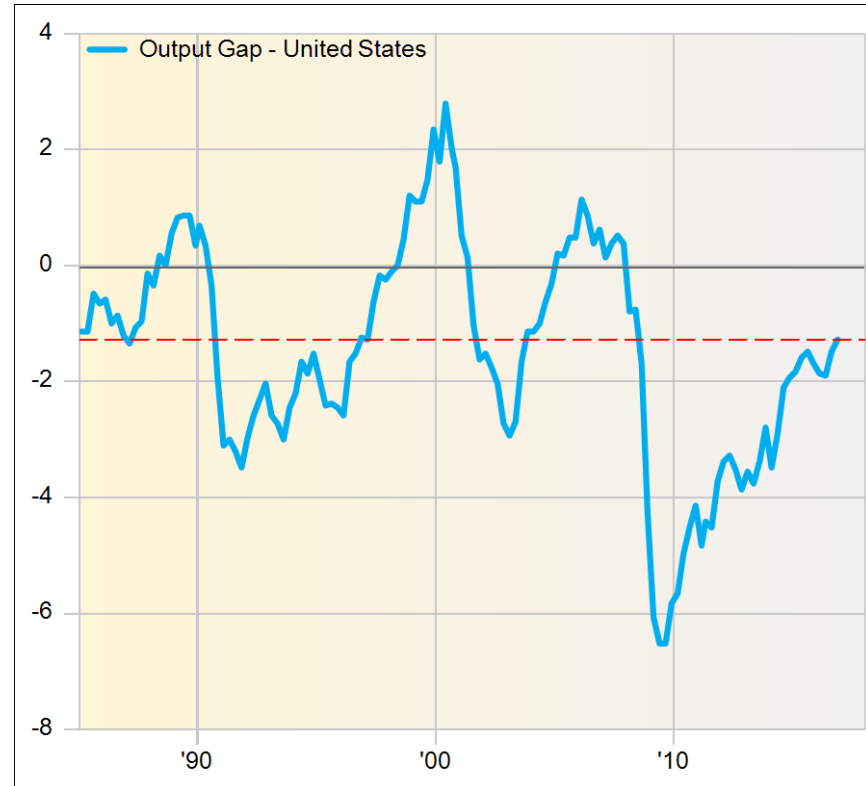
This presentation may contain forward looking statements which may materially differ from actual results.
Our opinions are subject to change at any time without notification.

US Economy



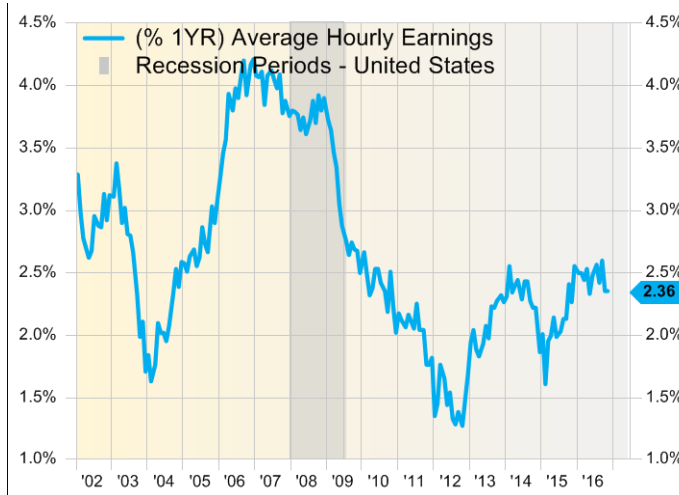
The headline unemployment rate (blue) made nearly unabated progression since the recession and is now under 5%; a level typically associated with a healthy economy.

However, the U-6 (green), which incorporates marginally attached and part time workers, suggest there is *still* room for improvement.

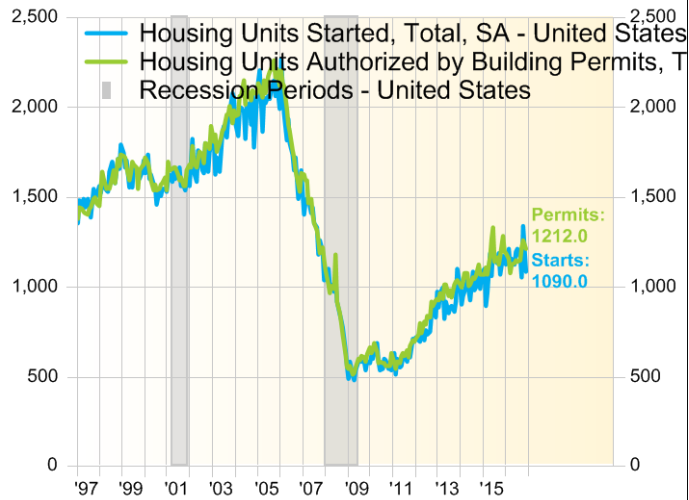


In summary, the recovery in the labor markets has absorbed much of the slack and should lead to higher wages. There is still some room for improvement, but the economy is very near operating at a normal efficiency.

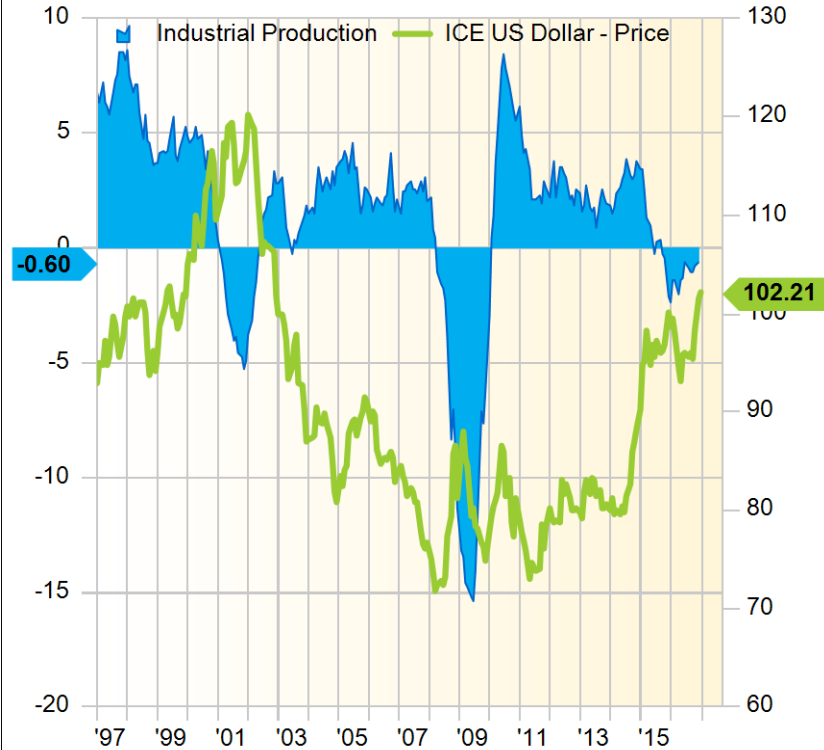
Wage growth has been muted throughout the recovery, barely keeping pace with inflation. Recent momentum however, indicates a tighter labor market



US Economy



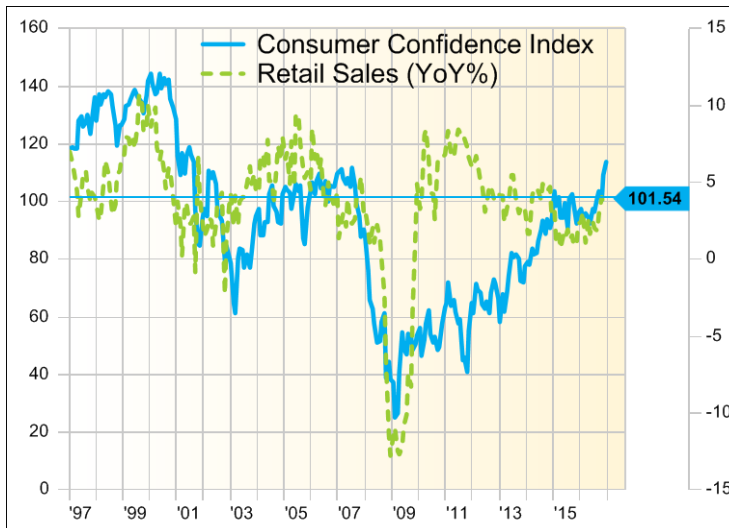
The housing market has experienced the most drawn out recovery since 2008, but both permits and housing starts are accelerating lately. Most of the gains are in the multi-unit industry which is advantageously expanding to meet greater demand from renters and the migration to city living, resulting in a multi decade low for rental vacancy rates.



Industrial production has paused in recent years, in large part from significantly reduced activity within the energy sector, but also because the dollar continues to strengthen. A stronger dollar leaves domestic producers less competitive in the global markets.

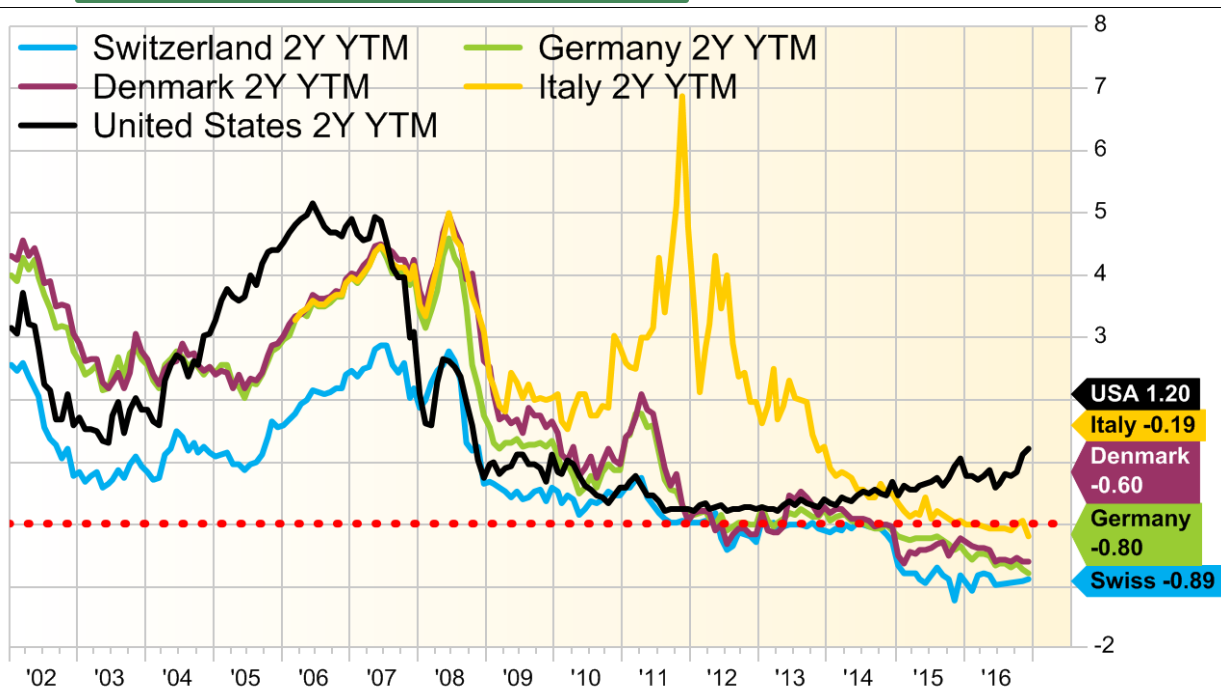
This is an area of considerable weakness in the economy, but the service sector has exhibited off-setting strength.

Confidence accelerated higher last year and is now exceeding pre-recession levels for the first time.



With confidence, generally follows consumption—the greatest driver of economic growth.

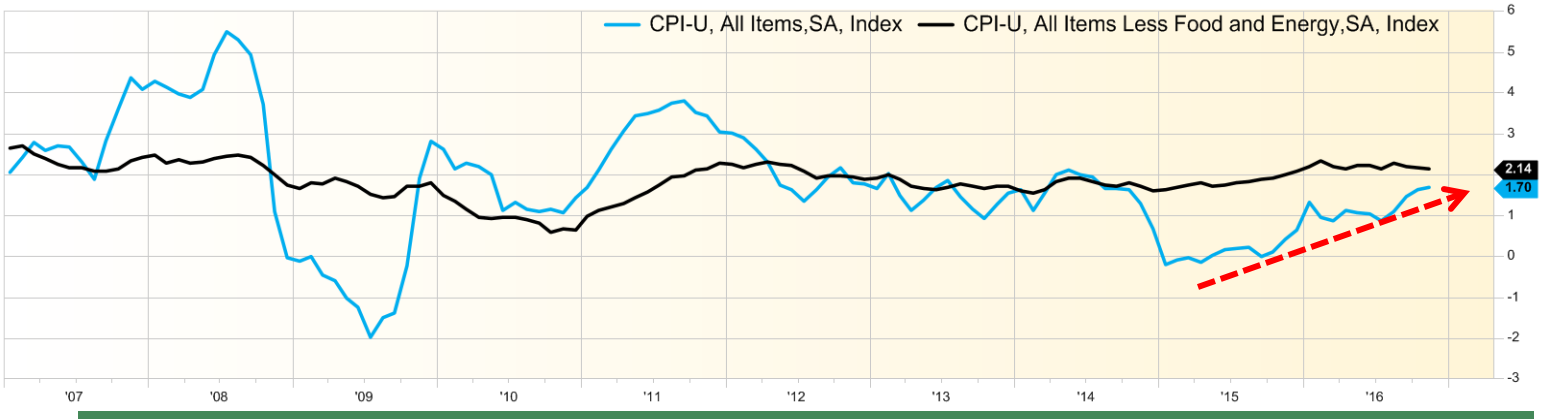
Bond Yields



In the US, rates have accelerated higher as the Federal Reserve initiated their second rate hike since the recession, and inflation expectations have increased with energy prices.

International markets are on a different path, with central banks still aggressively implementing stimulative monetary policies in an attempt to overcome deflationary pressures.

The deviating policies of the US and the rest of the world could contain interest rates given how attractive US rates are, on a relative basis.



The Markets



Indices - CUMULATIVE	MTD	QTD	YTD	1-Yr	3-Yr	5-Yr	10-Yr
S&P 500	2.4%	4%	12%	11%	30%	98%	97%
MSCI ACWI	2.2%	1%	9%	7%	12%	61%	50%
MSCI Europe	4.3%	-1%	-1%	-2%	-8%	40%	9%
MSCI Japan	1.2%	0%	3%	3%	10%	53%	8%
MSCI Emerging Markets	-0.2%	-5%	11%	10%	-6%	8%	23%
Fixed Income Indices							
ML US Corp/Gov't	-0.1%	-3.7%	2.7%	2.9%	10%	12%	54%
S&P Sectors							
Consumer Discretionary	1.0%	3%	7%	5%	30%	128%	153%
Consumer Staples	3.7%	-2%	6%	4%	31%	82%	164%
Energy	2.2%	8%	28%	26%	-7%	21%	53%
Financials	3.7%	21%	23%	20%	39%	141%	-4%
Health Care	1.1%	-4%	-2%	-4%	31%	118%	151%
Industrials	0.9%	8%	19%	18%	28%	106%	113%
Technology	2.6%	2%	15%	12%	47%	115%	160%
Materials	0.9%	5%	18%	15%	16%	66%	81%
Telecom	8.7%	5%	24%	22%	32%	75%	87%
Utilities	5.5%	1%	17%	15%	44%	63%	97%
Commodities							
GSCI Index	5.7%	9%	28%	26%	-38%	-38%	

The S&P 500 produced another impressive year returning 12% and outperforming global markets. Over the longer term, the market is ultimately driven by earnings (red), and we have seen a clear divergence in the price returns and corporate income. This evokes some concern since the market is already optimistic that economic activity will pick up, supported by tax cuts and deregulation. Therefore if the economy does accelerate as expected, the market correctly anticipated it. However if it does not, than a correction is in order.

This presentation may contain forward looking statements which may materially differ from actual results. Our opinions are subject to change at any time without

12/31/2016 Returns
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Portfolio Allocation

	Target	Current
Cash	5% (+/-5%)	7%
Fixed Income	30% (+/-5%)	32%
Core Fixed	3.5-35%	23%
High Yield	0-7.5%	3%
Foreign	0-7.5%	3%
Floating	0-7.5%	3%
Equity	65% (+/-5%)	61%
Core US Equity	15-70%	34%
Emerging	0-15%	9%
Developed	0-15%	8%
Mid/Small	0-15%	10%

Account Number	Account Name	U.S. Large	U.S. Mid/Small	Int'l Dev	Int'l Emerging	Core Fixed	High Yield	Int'l Fixed	Floating	Cash	Total Portfolio
93899	Somers Equity	\$1,411,609								\$92,866	\$1,504,475
93898	Somers Fixed					\$962,721				\$168,353	\$1,131,074
94025	Somers Funds	\$0	\$417,198	\$341,092	\$361,285	\$0	\$108,410	\$121,258	\$110,484	\$33,324	\$1,493,051
	Consolidated Portfolio	\$1,411,609	\$417,198	\$341,092	\$361,285	\$962,721	\$108,410	\$121,258	\$110,484	\$294,543	\$4,128,600

93899	Somers Equity	94%	0%	0%	0%	0%	0%	0%	0%	6%	100%
93898	Somers Fixed	0%	0%	0%	0%	85%	0%	0%	0%	15%	100%
94025	Somers Funds	0%	28%	23%	24%	0%	7%	8%	7%	2%	100%
	Consolidated Portfolio	34%	10%	8%	9%	23%	3%	3%	3%	7%	100%

Performance Review

12/31/2016

OVERALL ACCOUNT

	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013*</u>	<u>2012**</u>
US Large	13.6%	-0.7%	11.4%	30.0%	4.8%
US Mid/Small	11.9%	-1.8%	0.5%		
Intl Equities	-2.6%	-2.9%	-7.6%	23.0%	
Emerging Equities	4.2%	-13.4%	-4.6%	4.7%	
Fixed Income	7.4%	-2.0%	7.1%	-2.7%	5.5%
Consolidated (net of fees)	7.3%	-2.6%	5.4%	7.8%	3.9%
Consolidated Benchmark	6.7%	-1.8%	5.1%	9.0%	3.4%
S&P 500	12.0%	1.4%	13.7%	32.4%	3.0%
Russell 1000 Value	12.1%	-3.8%	13.5%	32.5%	5.7%
Merrill US Corp/Govt Master	2.9%	0.3%	6.5%	-2.7%	4.9%
Russell 2000	21.3%	-4.4%	4.9%	25.2%	3.5%
FTSE Global All Cap	9.0%	-1.7%			
MSCI EAFE	1.5%	-0.2%	-4.5%	17.7%	-
MSCI EM	11.6%	-14.8%	-1.8%	-0.4%	-

* Mutual fund account was opened in February, 2013 and was fully invested as of 3-1-13. Benchmark returns are as of 3-1-13.

** Accounts were opened in February, 2012 and were fully invested as of 3-31-12. Benchmark returns are as of 3-31-12.

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Oppenheimer Senior Flo...	OOSIX		★★★★★	High	Above Average	13.10	3.87	3	---	---	---	---	0.66
T. Rowe Price QM US S...	PRDSX		★★★★★	High	Average	11.31	6.71	16	15.11	8	10.17	2	0.82
Fidelity® New Markets I...	FN MIX		★★★★	Above Average	Average	14.70	6.25	3	6.14	7	7.26	9	0.84
Hartford MidCap I	HFMIX		★★★★★	High	Average	11.58	8.16	8	15.88	3	---	---	0.87
Federated High Yield Ser...	FHYTX		★★★★★	High	Above Average	14.47	4.79	10	8.80	1	7.79	1	0.98
Parnassus Mid-Cap	PARMX		★★★★★	Above Average	Low	16.07	8.70	12	14.25	41	8.87	6	0.99
American Funds New Wo...	RNWEX		★★★★★	Above Average	Low	3.94	-1.89	29	4.43	8	3.12	10	1.01
Oppenheimer Internation...	OIGAX		★★★★	Above Average	Above Average	-2.30	-2.15	60	7.31	22	3.15	5	1.14
Somers			4.74			8.31	2.81	22.00	8.94	14.00	5.38	7.00	0.95

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Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Cur. Yield
CASH AND EQUIVALENTS							
	Cash Account		23,966.12		23,966.12	0.6	1.0
	FDIC Insured Money Fund		270,597.20		270,597.20	6.6	?
			294,563.32		294,563.32	7.1	0.1
CORPORATE BONDS							
Corporate Bonds							
60,000	Bear Stearns Co 5.550% Due 01-22-17	100.13	60,075.88	100.20	60,117.60	1.5	5.5
50,000	Dr Pepper Snapple Group 2.600% Due 01-15-19	100.12	50,058.55	101.46	50,732.00	1.2	2.6
50,000	Marriott Intl Inc Ser K 3.000% Due 03-01-19	99.99	49,994.54	101.75	50,875.00	1.2	2.9
60,000	Kellogg Co 4.150% Due 11-15-19	103.92	62,350.89	105.41	63,244.80	1.5	3.9
50,000	Symantec Corp. 4.200% Due 09-15-20	102.14	51,067.98	102.58	51,292.50	1.2	4.1
70,000	Nextera Energy Capital 4.500% Due 06-01-21	106.54	74,578.23	107.02	74,911.20	1.8	4.2
55,000	VA Elec & Pwr Co 3.450% Due 09-01-22	103.79	57,082.86	103.71	57,041.60	1.4	3.3
80,000	Agrium Inc 3.150% Due 10-01-22	99.23	79,384.14	99.42	79,535.20	1.9	3.2
65,000	Mosaic Corp 4.250% Due 11-15-23	105.79	68,760.62	100.83	65,542.10	1.6	4.2
64,000	Altria Group Inc. 4.000% Due 01-31-24	101.73	65,106.40	105.66	67,623.68	1.6	3.8
50,000	BP Capital Markets PLC 3.506% Due 03-17-25	101.69	50,845.18	100.96	50,478.00	1.2	3.5
60,000	Qualcomm 4.800% Due 05-20-45	111.14	66,686.55	106.86	64,117.80	1.6	4.5
47,000	Bellsouth Telecommunications 5.850% Due 11-15-45	101.40	47,659.48	100.43	47,200.22	1.1	5.8
	Accrued Interest				7,637.09	0.2	
			783,651.29		790,348.79	19.1	4.0
	CORPORATE BONDS Total		783,651.29		790,348.79	19.1	4.0
COMMON STOCK - Foreign Tax							
	Health Care						
770	Sanofi-Aventis	44.77	34,475.80	40.44	31,138.80	0.8	2.8
			34,475.80		31,138.80	0.8	2.8

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Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Cur. Yield
COMMON STOCK - Foreign Total			34,475.80		31,138.80	0.8	2.8
COMMON STOCK							
Energy							
460.00	ConocoPhillips	45.44	20,903.66	50.14	23,064.40	0.6	2.0
455.00	Occidental Pete Corp	69.16	31,468.28	71.23	32,409.65	0.8	4.3
			52,371.94		55,474.05	1.3	3.3
Materials							
390.00	Lyondellbasell Ind N V Ord Shs Cl A	80.86	31,534.72	85.78	33,454.20	0.8	4.0
			31,534.72		33,454.20	0.8	4.0
Industrials							
285.00	Cummins Inc	91.92	26,198.40	136.67	38,950.95	0.9	3.0
590.00	Fluor Corp New	58.03	34,240.33	52.52	30,986.80	0.8	1.6
1,760.00	General Electric	19.07	33,568.10	31.60	55,616.00	1.3	3.0
			94,006.83		125,553.75	3.0	2.7
Consumer Discretionary							
770.00	Kohls Corp	44.70	34,417.79	49.38	38,022.60	0.9	4.1
450.00	Polaris Industries Inc	82.55	37,149.02	82.39	37,075.50	0.9	2.7
			71,566.81		75,098.10	1.8	3.4
Consumer Staples							
480.00	CVS Corp	91.15	43,752.75	78.91	37,876.80	0.9	2.5
525.00	Pepsico Inc	64.05	33,624.86	104.63	54,930.75	1.3	2.9
390.00	Procter & Gamble	89.34	34,842.19	84.08	32,791.20	0.8	3.2
			112,219.80		125,598.75	3.0	2.9
Health Care							
205.00	Amgen Inc	147.93	30,325.38	146.21	29,973.05	0.7	3.1
370.00	Johnson & Johnson	70.81	26,201.26	115.21	42,627.70	1.0	2.8
540.00	Medtronic PLC SHS	76.95	41,553.00	71.23	38,464.20	0.9	2.4
1,065.00	Novo-Nordisk A S	42.29	45,037.20	35.86	38,190.90	0.9	2.9
1,300.00	Pfizer Inc	21.38	27,799.71	32.48	42,224.00	1.0	3.9
			170,916.55		191,479.85	4.6	3.0
Financials							
525.00	Aflac Inc	44.89	23,569.22	69.60	36,540.00	0.9	2.5
565.00	Bank of Montreal	57.93	32,727.65	71.92	40,634.80	1.0	4.9
700.00	JP Morgan Chase	37.94	26,557.55	86.29	60,403.00	1.5	2.2
2,485.00	Northwest Bancshares Inc MD Com	12.44	30,916.19	18.03	44,804.55	1.1	3.3

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Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Cur. Yield
1,265.00	Peoples Financial	12.72	16,093.36	19.36	24,490.40	0.6	3.5
			129,863.98		206,872.75	5.0	3.2
Information Technology							
80.00	Alphabet Inc Cl A	523.16	41,853.00	792.45	63,396.00	1.5	0.0
435.00	Apple Inc	80.22	34,897.13	115.82	50,381.70	1.2	2.0
1,360.00	Cisco	23.05	31,342.22	30.22	41,099.20	1.0	3.4
1,800.00	Corning Inc	20.34	36,610.80	24.27	43,686.00	1.1	2.2
710.00	Intel Corp	27.76	19,709.52	36.27	25,751.70	0.6	2.9
475.00	Microsoft Corp	31.35	14,888.97	62.14	29,516.50	0.7	2.5
630.00	Qualcomm INC	59.81	37,681.71	65.20	41,076.00	1.0	3.3
			216,983.35		294,907.10	7.1	2.1
Telecom Services							
1,255.00	AT&T Inc.	31.51	39,547.85	42.53	53,375.15	1.3	4.6
			39,547.85		53,375.15	1.3	4.6
Utilities							
345.00	Dominion Resources Inc	76.68	26,452.97	76.59	26,423.55	0.6	3.7
			26,452.97		26,423.55	0.6	3.7
Real Estate Investment Trusts							
1,020.00	HCP, Inc.	36.23	36,953.85	29.72	30,314.40	0.7	5.0
740.00	Rayonier Inc	27.04	20,012.27	26.60	19,684.00	0.5	3.8
			56,966.12		49,998.40	1.2	4.5
Exchange Traded Funds							
2,780.00	Alps ETF Tr AlerianMLP	12.48	34,704.12	12.60	35,028.00	0.8	8.1
2,315.00	Ishares Tr S&P U S Pfd Stock Index Fund	39.06	90,433.81	37.21	86,141.15	2.1	5.9
255.00	Vanguard REIT ETF	87.26	22,250.59	82.53	21,045.15	0.5	4.8
			147,388.52		142,214.30	3.4	6.3
	COMMON STOCK Total		1,149,819.43		1,380,449.95	33.4	3.3
Fixed Income ETF							
Exchange Traded Funds							
870.00	IShares CMBS ETF	52.34	45,535.59	51.06	44,422.20	1.1	2.3
520.00	IShares Tr MBS ETF	109.42	56,897.59	106.34	55,296.80	1.3	2.4
			102,433.18		99,719.00	2.4	2.3
	Fixed Income ETF Total		102,433.18		99,719.00	2.4	2.3

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Quantity	Security	Adj Unit Cost	Total Adjusted Cost	Price	Market Value	Pct. Assets	Cur. Yield
MUNICIPAL BONDS							
Municipal Bonds 70,000	Pasadena TX Indep Sch Dist-GO-Taxable 4.089% Due 02-15-30 Accrued Interest	106.87	74,807.45	102.24	71,565.20	1.7	4.0
					1,081.31	0.0	
			74,807.45		72,646.51	1.8	4.0
	MUNICIPAL BONDS Total		74,807.45		72,646.51	1.8	4.0
MUTUAL FUNDS							
Mutual Fund 16,156.4690	Federared High Yield Trust SS	6.31	101,954.28	6.71	108,409.91	2.6	4.8
7,772.9650	Fidelity New Markets Income	16.56	128,705.79	15.60	121,258.25	2.9	5.6
7,060.5000	New World Fund CI R4	50.39	355,795.60	51.17	361,285.78	8.8	1.1
9,776.2000	Oppenheimer Intl Growth CI A	36.31	354,997.01	34.89	341,091.62	8.3	1.0
13,589.7580	Oppenheimer Senio Floating Rate CL I	8.28	112,523.69	8.13	110,484.73	2.7	5.1
4,643.5230	Parnassus Mid-Cap Fund	28.77	133,614.45	28.87	134,058.51	3.2	0.4
3,912.2200	T Rowe Price Diversified Small Cap Growth	25.80	100,934.72	28.60	111,889.49	2.7	0.0
6,599.1910	The Hartford Midcap Fund Class I	26.41	174,293.56	25.95	171,249.01	4.1	0.0
			1,462,819.10		1,459,727.30	35.4	1.7
	MUTUAL FUNDS Total		1,462,819.10		1,459,727.30	35.4	1.7
TOTAL PORTFOLIO			3,902,569.56		4,128,593.68	100.0	2.6

Disclosures

St. Germain Investment Management does not intend or suggest investment advice through this information. This presentation has been prepared without consideration to the circumstances and objectives of a particular individual, therefore investment vehicles mentioned may not be suitable. Investors should carefully consider risks, investment objectives, fees and potential expenses before investing. Individual results may vary and past performance does not guarantee future results. Market and economic conditions beyond our control, such as inflation, interest rates and other exogenous events may or may not have played a role during the time period and such conditions or material data, whether in whole or part, does not suggest similar investment outcomes in the future or that such conditions would prevail in like fashion. Neither the data nor rate-of-return reflect the particular objectives or investment goals of any individual, group or company at St. Germain Investment Management. A copy of our Form ADV, which contains additional information, can be downloaded from our website [stgermaininvestments.com] or available upon request. Simply call toll free in the United States at 1-800-443-7624.

2017-2018 SOMERS PUBLIC SCHOOLS (DRAFT 1/18/17)

JULY '17

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 Independence Day

JANUARY '18 (21)

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 New Year's Day
15 M.L. King Jr. Day

AUGUST '17 (2)

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28 Staff Convocation
29 PD
30 SCHOOLS OPEN

FEBRUARY '18 (18)

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

19 President's Day
20 No School - PD

SEPTEMBER '17 (20)

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 Labor Day

MARCH '18 (21)

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

15 K-5 Early Release
16 K-5 Early Release
30 Good Friday

OCTOBER '17 (20)

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5 9-12 Early Release
9 Columbus Day-No School
20 PD - No School

APRIL '18 (15)

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

9 - 13 April Recess
27 PD Day

NOVEMBER '17 (20)

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 6-8 Early Release
2 6-8 Early Release
15 K-5 Early Release
16 K-5 Early Release
17 K-5 Early Release
22 Early Release
23-24 Thanksgiving Recess

MAY '18 (22)

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28 Memorial Day

DECEMBER '17 (15)

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

8 PD - No School
25-29 Holiday Recess

JUNE '18 (6)

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

8 SCHOOLS CLOSING—
Early Release
11 PD

(5 Snow Days - Estimation Only-
Depends on Number of
Cancellations)

Total School Days 180

Course Level Worksheet

Year: 2017-2018

Department: English

Academic	College Preparatory	Honors	AP and/or ECE
<ul style="list-style-type: none">• English 11• English 12• SAT Prep	<ul style="list-style-type: none">• CP English 9• CP English 10• CP English 11• CP English 12• Creative Writing• Drama	<ul style="list-style-type: none">• Honors English 9• Honors English 10• Honors English 11• Honors Speech and Debate	<ul style="list-style-type: none">• AP Composition and Literature/ UConn ECE 1011- Writing through Literature- English 12

Course Level Worksheet
Year: 2017-2018
Department: Math

Academic	College Preparatory	Honors	AP and/or ECE
<ul style="list-style-type: none"> • 441: Topics in Algebra 1 • 440: Topics in Geometry • 447: Topics in Algebra 2 • 431: Consumer Math • 343: SAT Prep - Math 	<ul style="list-style-type: none"> • 425: Algebra 1 • 426: Geometry • 428: Algebra 2 • 414: Precalculus • 412: Probability and Statistics • 413: Trigonometry 	<ul style="list-style-type: none"> • 427: Honors Geometry • 429: Honors Algebra 2 • 416: Honors Precalculus • 415: Honors Calculus 	<ul style="list-style-type: none"> • 456: AP Calculus • 475: AP Statistics

Course Level Worksheet

Year: 2017-2018

Department: Science

Academic	College Preparatory	Honors	AP and/or ECE
<ul style="list-style-type: none">• 611: Botany• 632: Zoology• 616: Survey in Forensics	<ul style="list-style-type: none">• 600: Integrated Science• 623: Biology• 612: Marine Science• 606: Anatomy and Physiology• 627: Chemistry• 631: Microbiology• 614: Science and Law	<ul style="list-style-type: none">• 628: Honors Physics• 628: Honors Chemistry• 651 Honors Biology	<ul style="list-style-type: none">• 629: AP Chemistry• 626: AP UCONN ECE Biology

Course Level Worksheet
Year: 2017-2018
Department: Social Studies

Academic	College Preparatory	Honors	AP and/or ECE
<p>*Current Affairs</p>	<p>*World History *US History/Civics 10 *US History/Civics 11 *Psychology *Philosophy *Sociology *World Between the Wars *Ancient History *Medieval History *Principles of Law *Trial Techniques</p>		<p>*AP/ECE US History</p>

Course Level-World Language

Year: 2017-2018

Academic	College Preparatory	Honors	AP
361-French 1B	363-French 2	362-Honors French 2	
	365-French 3	364-Honors French 3	
	367-French 4	366-Honors French 4	
		368-Honors French 5	
352-Spanish 1A	355-Spanish 2	354-Honors Spanish 2	
353-Spanish 1B	357-Spanish 3	356-Honors Spanish 3	
	359-Spanish 4	358-Honors Spanish 4	
		389-Honors Spanish 5	

Course Level Worksheet
 Year: 2017-18
 Department: Technology Engineering Education

Academic	College Preparatory	Honors	AP and/or ECE
<ul style="list-style-type: none"> ● World of Technology ● Manufacturing 1 - Woods ● Manufacturing 2 -- Metals ● Digital Photography ● Welding 	<ul style="list-style-type: none"> ● Graphic Design 1 ● Graphic Design 2 ● Architectural Design ● Advanced Manufacturing ● Scientific Principles of Technology ● Robotics ● Technology Seminar 	<ul style="list-style-type: none"> ● Engineering Graphics 1 with solidworks ● Engineering Graphics 2 with manufacturing ● Research & Development ● Graphic Design 3 	

Course Level Worksheet

Year: 2017-2018

Department: Business

Academic	College Preparatory	Honors	AP and/or ECR
	<ul style="list-style-type: none">• 221: Introduction to Business• 203: Computer Applications 1: Personal Finance• 204: Computer Applications 2: Integrated• 226: Accounting 1• 227: Accounting 2• 232: Business Law 1• 233: Business Law 2• 210: Entrepreneurship• 211: Marketing• 933: SHS Yearbook Team• 228: Effective Leadership Independent Study		

Course Level Worksheet
 Year: 2017-18
 Department: Art

Academic	College Preparatory	Honors	AP and/or ECE
<ul style="list-style-type: none"> ● Introduction to Art and Design ● Computer Art ● Computer Animation ● Printmaking ● Ceramics 1 ● Sculpture 1 ● Drawing and Painting 1 	<ul style="list-style-type: none"> ● Independent Study ● Drawing and Painting 2 ● Sculpture 2 ● Ceramics 2 	<ul style="list-style-type: none"> ● Honors Art ● Advanced Drawing and Painting/Portfolio 	<ul style="list-style-type: none"> ● AP Studio Art

Course Level-Music

Year: 2016-2017

Academic	College Preparatory	Honors	AP
	<ul style="list-style-type: none">• Band• Chorus• Music in Society• Music Theory	<ul style="list-style-type: none">• Honors Choir	<ul style="list-style-type: none">• Fundamentals/Ear Training 1 ECE (2017-2018)

Course Level-PE/Health

Year: 2017-2018

Academic	College Preparatory	Honors	AP
<ul style="list-style-type: none">• 9/10 PE/Health Individual• 9/10 PE/Health Team• 11/12 PE Elect• 11/12 Health			

Course Level-Foods

Year: 2017-2018

Academic	College Preparatory	Honors	AP
<ul style="list-style-type: none">• Food Service 1	<ul style="list-style-type: none">• Food Service 2		

Course Level-SPED

Year: 2017-2018

Academic	College Preparatory	Honors	AP
<ul style="list-style-type: none">• Healthy Living• Resource Study Skills• Work Education Seminar			

Course Level Careers

Year: 2017-2018

Academic	College Preparatory	Honors	AP
	<ul style="list-style-type: none"><li data-bbox="730 483 933 556">• Career Connections		

DRAFT

Course Level Descriptors (3/4 levels)

	Academic	College Prep	Honors	Advanced Placement
Course Description	<ul style="list-style-type: none"> -Be broad survey courses -Introduce key topics - Introduce basic vocabulary/ terminology -Introduce key concepts of theory and/or practice, including their relationship to real-world situations and problems 	<ul style="list-style-type: none"> -Be broad survey courses -Develop basic elements of key topics -Develop vocabulary and terminology -Develop basic concepts of theory and practice, including their relationship to real-world situations and problems 	<ul style="list-style-type: none"> -Be focused courses -Extend the student's knowledge base within a discipline -Provide in-depth exploration of topics - Provide in-depth exploration of concepts of theory and practice including their relationship to real-world situations and problems 	<ul style="list-style-type: none"> Be more focused on discussion -Assume a high level of knowledge -Focus on the theoretical implications and/or practical applications of knowledge - Enable students to acquire and apply a coherent and detailed body of knowledge, which includes cutting-edge thinking in the discipline - challenge students to appreciate uncertainty, ambiguity and the limits of knowledge.
Pace	Sequential	Moderate	Accelerated	Rigorous/College level
Scope	Differentiated	Focused	Expanded	In-depth
Instructional Approach	Tasks are broken into discrete steps	<ul style="list-style-type: none"> -Sequential and guided -Concrete, linear emphasized -Emphasis on building and reinforcing skills leading to independent learning -Resourcefulness and creative thinking encouraged 	<ul style="list-style-type: none"> -Combination of guided instruction and independent inquiry -Connection established between concrete, literal and abstract -Emphasis on building skills leading to independent learning -Resourcefulness and creative thinking encouraged 	<ul style="list-style-type: none"> -Less guided instruction and more independent inquiry -Emphasis on building and reinforcing skills leading to independent learning -Resourcefulness and creative thinking encouraged and incorporated into instruction
Skills	Introduce and begin to develop key discipline-specific skills;	Consolidate previously-learned discipline-specific skills and introduce new ones as appropriate;	Expect students to use established discipline-specific skills and techniques of analysis with	Expect students to solve problems using high-level discipline-specific skills and techniques of analysis,

	<p>Develop competence in generic skills (eg. information literacy, communication skills); Expect students to develop reasoned arguments using key concepts;</p> <p>Expect students to begin to be independent learners in some learning contexts.</p>	<p>Further develop competence in generic skills (eg. information literacy, communication skills);</p> <p>Expect students to develop sustained arguments based on an extended knowledge base;</p> <p>Expect students to become semi-independent learners in some learning contexts</p>	<p>confidence to solve problems;</p> <p>Expect students to use a range of generic skills (eg. information literacy, communication skills) confidently;</p> <p>Expect students to devise and sustain complex arguments based on theoretical and/or practical considerations;</p> <p>Expect students to be independent learners in some learning situations</p>	<p>some of which will be at the forefront of the field</p> <p>Require students to use a range of highly developed generic skills (eg. information literacy, communication skills) with confidence;</p> <p>Require students to devise and sustain complex arguments based on theoretical and/or practical considerations, including cutting-edge thinking and an appreciation of uncertainty, ambiguity and the limits of knowledge;</p> <p>Expect students to be fully independent learners in most learning situations.</p>
Class Activities	<p>-More individual instruction and support is given</p> <p>-Frequent content/skill review</p>	<p>-Explicitly structured and directed</p> <p>-Teacher-directed, some open ended activities</p> <p>-Frequent content/skill review</p>	<p>-Moderately structured and ordered</p> <p>-Some student initiative expected</p> <p>-Some content/skill review</p>	<p>-Minimally structured and open-ended activities</p> <p>-Student initiative expected</p> <p>-Infrequent skill review; content review done independently</p>
Assignments (e.g. homework, projects, papers, research)	<p>-Explicitly structured and directed</p> <p>-Grade level reading and writing may be adjusted</p>	<p>-Explicitly structured and directed</p> <p>-Grade level reading and writing required</p> <p>-Independent work reinforces new material introduced in class</p>	<p>-Explicitly structured and moderately directed</p> <p>-Moderate amount of reading and writing required</p> <p>-Independent work requires some new material to be learned outside of class</p>	<p>-Explicitly structured and open-ended</p> <p>-Extensive amount of reading and writing required</p> <p>-Independent work requires significant amount of new material to be learned outside of class</p>

<p>Assessment</p>	<p>Include assessments that:</p> <ul style="list-style-type: none"> · Enable students to demonstrate a knowledge of key topics, basic vocabulary/terminology and key concepts of theory and/or practice; · Test students' ability to recall and apply knowledge, to analyze, synthesize and critically evaluate issues in a structured context where guidance is readily available; · Allow students to demonstrate competence in using discipline-specific and generic skills; · Enable students to demonstrate independence of learning (eg. term papers, projects). 	<p>Include assessments that:</p> <ul style="list-style-type: none"> · Test the further development of the student's knowledge of key topics, vocabulary/ terminology and key concepts of theory and/or practice; · Enable students to demonstrate an ability to recall and apply knowledge, but which also place increasing emphasis on testing students' ability to analyze, synthesize and critically evaluate issues in a less structured context where less guidance is available (eg. unguided, more open exercises); · Allow students to demonstrate further development of competence in using discipline-specific and generic skills; · Enable students to demonstrate independence of learning (eg. term papers, projects). 	<p>Include assessments that:</p> <ul style="list-style-type: none"> · capitalize on the student's extended knowledge base · provide opportunities for students to demonstrate the ability to analyze, synthesize and critically evaluate issues in a less structured context (open, "real-world problems etc) where guidance is less readily available; · place less emphasis on testing recall and low-level application of knowledge; · provide opportunities for the student to demonstrate the use of a range of discipline-specific and generic skills confidently and flexibly; · Provide opportunities for the student to demonstrate independence of learning (eg. longer papers, more complex projects). 	<p>Include assessments that:</p> <ul style="list-style-type: none"> · allow students to apply a coherent and detailed body of knowledge, including cutting-edge thinking in the discipline; · place great emphasis on allowing students to demonstrate the ability to analyze, synthesize and critically evaluate issues while engaging with "unscripted problems" in an unstructured, real-world environment; · place less emphasis on testing basic abilities of recall and low-level application of knowledge; · provide opportunities for the student to demonstrate the ability to use of a range of highly developed discipline-specific and generic skills with confidence; · Provide opportunities for the student to demonstrate independence of learning (eg. longer papers, more complex projects).

Student responsibility	Students are expected to put forth the time and effort required to engage in work that will make it possible for them to pursue post-secondary college and career opportunities	Students are expected to put forth the time and effort required to engage in work that will make it possible for them to pursue post-secondary college.	Students have an obligation to exert extra time and effort in class and independently in order to be successful in these courses. Summer reading assignments required	These courses involve an acceleration of the course content and students are required to demonstrate self-motivation and the ability to do independent work. <i>*AP contract/Summer reading assignments required; students who take AP courses are required to take the AP exam where offered</i> <i>*Statement of understanding is required regarding the rigor of the coursework and commitment to the yearlong course.</i>
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Course Proposal Form

Date:

Proposed Title: Honors Biology

Content Area: Biology

Semester(s): 1 & 2

(a) What need(s) does this course address?

A preparation course for students who intend to take AP/ECE UCONN Biology. In addition, it will provide an opportunity to students who wish to experience an honors level Biology course.

(b) How was the need identified? What data was considered?

Upon review of the last three years of AP/ECE UCONN it was determined that several key units that were required for the AP/ECE UCONN were missing from the college level Biology class. The current Biology course does not prepare students for AP/ECE UCONN Biology, because it is based on the State standards and is different from the course-work required for AP/ECE UCONN Biology. This honors Biology course will be designed to be more in depth and detailed to prepare students for taking the AP/ECE UCONN Biology their Junior or senior year. In an effort to address this issue, units including a plant unit, extended information on biochemistry, an ecology unit and a unit on cell communication will added to address the rigorous content of the AP/ECE UCONN Biology course. In addition, activities that support independent practice and self motivation will be embedded into the honors level course. As this is the major focus in the AP/ECE UCONN course, skills leading to independent learning, working at a faster pace and adding material are needed to be successful in this course. This class will provide in-depth exploration of concepts of theory and practice including their relationship to real world situations and problems. **Who was involved in determining the need?**

AP/ECE UCONN Biology teacher other Biology teachers and the high school principal

(c) Who designed the course?

AP/ECE UCONN Biology teacher (Karen Legg)

(d) What implications does this course have on staffing, other curricular areas, and/or space?

None

(e) What special background, if any, would the teacher need to have to teach this elective successfully?

The certification to teach Biology.

(f) This course is designed for: (circle any or all choices)

Freshmen Sophomore Juniors Seniors
Middle School

(g) What prerequisites must the student fulfill to take this course?

Not applicable, this is an extension of the regular sophomore Biology course and is replacing one regular Biology course next year. The idea was discussed in an AP meeting with the principal.

(Attach minutes from team meetings in which the course was developed and a budget worksheet.)

A B+ or higher in Integrated Science freshman year and science teacher recommendation. Insert curriculum standards this course will address: Next Generation Science Standards: Structure and Properties of Matter, Structure and Function, Matter and Energy in Organisms and Ecosystems, Interdependent Relationships in Ecosystems, Inheritance and Variation of Traits, Natural Selection and Evolution.

(h) How will student learning be assessed? Laboratory work, Quizzes, Writing assignments, projects, in class questions, homework and self designed inquiry lab.

(i) What instructional resources are necessary to teach the course? List all books, software, equipment, and materials with rationale and cost. Free on line Biology book: Kimball Biology-no cost