

BOE Meeting
Monday, July 10, 2017 7:00 PM
Board Room in District Offices, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
 1. DRAFT Minutes of Board Meeting of 6/26/2017 2
To approve minutes of the 6/26/2017 Board of Education Meeting.
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
 1. Approval of Bills 5
The warrant of July 10, 2017 is attached for the board to approve.
8. NEW BUSINESS
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
 1. Somers Public School Facilities Status
Mr. Jim MacFeat, Supervisor of Buildings/Grounds will be present to discuss with the board the state of the Somers Public School buildings and grounds.
 2. Pension Advisory Committee Report 11
An update will be provided by the Pension Advisory Committee Procedural Item, Tim Suffish will be there.
 3. Entry Plan Update
Superintendent Czapla will update the board on the Entry Plan.
11. COMMITTEE REPORTS
 1. Budget
 2. Curriculum
 3. Policy
 4. Salary & Negotiations
 5. Planning
 6. Other Committees
12. OTHER
13. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING – JUNE 26, 2017

Members Present: D. Palmer, R. Lees, Jr., S. Moynihan Bollinger, J. Anderson, A. Kirkpatrick, M. Marquardt, K. McLellan, B. Capuano
Members Absent: B. Devlin,
Administrators Present: Dr. M. Suffredini, B. Boutwell, Dr. D. Messina, Dr. I. Zytka G, Cotzin, D. Carroll, C. Krevolin, R. Kapner.
Staff Present: C. Smith,
Citizens Present: B, Woollacott, S. Lemanski
Students Present:
Others:

1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:00 PM by Vice Chairman Palmer 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 Minutes of Board Meeting of 5/22/17

May 22, 2017 – It was **MOVED** (B. Capuano), **SECONDED** (S. Bollinger) to approve the May 22, 2017 Board of Education meeting minutes as presented. **PASSED 8-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

4.1. Lunch Program Update

C. Smith gave an update on the district lunch program. All inspections were passed, work with the transition program continues to go well and will continue. Point of sale program is a complete success. Dr. Suffredini praised a job well done.

5.0 CORRESPONDENCE

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7.0 CONSENT AGENDA

7.1. Approval of Bills 6/6/17

It was **MOVED** (M. Marquardt), **SECONDED** (J. Anderson) to approve the 6/6/17 bills in the amount Of \$280,524.29 as presented. **PASSED 8-0**

7.2. Warrant of Bills 6/26/17

It was **MOVED (M. Marquardt), SECONDED (J. Anderson)** to approve the 6/26/17 bills in the amount of \$506,230.89 as presented. **PASSED 8-0**

8.0 NEW BUSINESS

8.1. Resignation – Julia Warner – Somers High School Math Teacher

It was **MOVED (A. Kirkpatrick), SECONDED (B. Capuano)** to accept the resignation of J. Warner, Somers High School Math Teacher, effective June 5, 2017. **PASSED 8-0**

8.2. Resignation – Kristina Scully – MBA Alternative Education Teacher

It was **MOVED (M. Marquardt), SECONDED (S. Bollinger)** to accept the resignation of K. Scully, MBA Alternative Education Teacher, effective 6/14/17. **PASSED 8-0**

8.3. Mr. Rob Hanover, SHS PE/Health Teacher, Requesting One Year Leave of Absence

It was **MOVED (B. Capuano), SECONDED (M. Marquardt)** to approve a request from R. Hanover, SHS PE/Health Teacher, for a one-year leave of absence. **PASSED 8-0**

8.4. Resignation – Stephanie Jodice – SES Speech and Language

It was **MOVED (J. Anderson), SECONDED (A. Kirkpatrick)** to accept the resignation of S. Jodice, SES Speech and Language Teacher. **PASSED 8-0**

8.5. Approval of 2017-18 First Student Bus Contract

Mr. B. Boutwell, Director of Business Services, updated the BOE regarding the First Student Bus Company contract for 2017-2018.

It was **MOVED (M. Marquardt), SECONDED (S. Bollinger)** to accept the new bus contract with First Student as presented. **PASSED 8-0**

8.6. OPEB – Other Post Employment Benefits

Mr. B. Boutwell, Director of Business Services, presented a report on OPEB (Other Post Employment Benefits) to the BOE. B. Woollacott and S. Lemanski were on hand to give additional info and answer questions. This will be discussed more at a later date

9.0 OLD BUSINESS

9.1. Second Warning of DBS Code 5141.251 – Students with Special Healthcare Needs

It was **MOVED (A. Kirkpatrick), SECONDED (J. Anderson)** to approve DBS Code 5141.251 –Students with Special Healthcare Needs – Accommodating Students with Special Dietary Needs as presented by the Policy Committee. **PASSED 7-0 (S. Bollinger was out of the room at the time of vote)**

9.2. Second Warning – Policy Committee – Somers Superintendent Job Description 5.3

It was **MOVED (A. Kirkpatrick), SECONDED (K. McLellan)** to approve the Somers Superintendent Job Description 5.3 as presented by the Policy Committee. **PASSED 8-0**

10.0 ADMINISTRATIVE REPORTS

10.1. Building Goals Results

Dr. Zytka and the school administrators presented the results on their building goals and answered questions

10.2. NWEA Testing at Somers Schools

Dr. Zytka presented NWEA results

10.3. SES – Job Sharing Survey (2017)

Dr. Zytka presented the results of the SES job sharing survey.

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget –

11.2. Curriculum –

11.3. Policy –

11.4. Salary & Negotiations

Nurses contract negotiations held first meeting–

11.5. Planning –

11.6. Other Committees –

12.0 OTHER

D. Palmer presented Dr. Suffredini with a thank you gift from the BOE and expressed thanks for his service to the Town of Somers as Superintendent of Schools

13.0 ADJOURNMENT

It was **MOVED** (M. Marquardt), **SECONDED** (S. Bollinger) to adjourn the BOE meeting at 9:20p.m. **PASSED** 8-0

Respectfully submitted,

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

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

Somers Board of Education General Budget Treasury Warrant

Check Batch: 17654
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  **Date:** 7/5/17

 William B. Boutwell, Director of Business Services

17654	13792	07/10/2017	V02141	Apple Inc.	0.00	20,527.00
	13793	07/10/2017	V54166	Bell/Simons Co., The	0.00	87.62
	13794	07/10/2017	E00450	Bergamini, Lisa	0.00	38.52
	13795	07/10/2017	V02406	Billings Sports, Inc.	0.00	2,449.50
	13796	07/10/2017	V60574	CLG Electric LLC	0.00	7,500.00
	13797	07/10/2017	V60972	Connecticut Junior Republic	0.00	9,410.70
	13798	07/10/2017	V02474	Connecticut Radio, Inc	0.00	7,992.00
	13799	07/10/2017	V02198	The Connecticut Water Company	0.00	3,872.64
	13800	07/10/2017	V00204	CREC	0.00	20,366.26
	13801	07/10/2017	V60709	DBS Financial Services LLC	0.00	3,197.41
	13802	07/10/2017	V02751	Dependable Ductwork Co.	0.00	1,575.00
	13803	07/10/2017	V60625	Design to Finish	0.00	5,068.75
	13804	07/10/2017	V51849	East River Energy	0.00	3,815.44
	13805	07/10/2017	V61041	Educators Publishing Service - EPS	0.00	212.30
	13806	07/10/2017	V00605	Electrical Wholesalers	0.00	41.30
	13807	07/10/2017	V00743	ENFIELD BOARD OF ED.	0.00	10,075.00
	13808	07/10/2017	V61230	ENGIE Resources	0.00	1,676.41
	13809	07/10/2017	V60592	Everase Corporation	0.00	1,814.99
	13810	07/10/2017	V00159	Eversource Energy	0.00	2,817.53
	13811	07/10/2017	V61283	Facility Services & Engineering, Inc	0.00	2,700.00

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	13812	07/10/2017	V54168	First Student, Inc	0.00	6,059.81
	13813	07/10/2017	V00511	Grainger	0.00	689.36
	13814	07/10/2017	V60804	Granite City Electric Supply	0.00	4,209.38
	13815	07/10/2017	V61346	Halstead & Associates	0.00	259.95
	13816	07/10/2017	V51232	Hartford Hospital	0.00	11,154.00
	13817	07/10/2017	V61197	Horizon Software International	0.00	2,746.10
	13818	07/10/2017	V00891	Houghton Mifflin Harcourt Publishing Co.	0.00	831.00
	13819	07/10/2017	V60923	Hugh's Mechanical Equipment, LLC	0.00	4,843.50
	13820	07/10/2017	V51502	Jostens, Inc.	0.00	1,961.75
	13821	07/10/2017	V02625	K & S Distributors	0.00	771.57
	13822	07/10/2017	E00163	Kapner, Rob	0.00	412.60
	13823	07/10/2017	V60859	Mark F. Granville	0.00	250.00
	13824	07/10/2017	V01370	McGraw-Hill School Education Holdings, L	0.00	752.70
	13825	07/10/2017	V54204	Mechanical & Pump Services, Inc	0.00	2,422.00
	13826	07/10/2017	V54065	Mehl, Thomas R	0.00	810.00
	13827	07/10/2017	A00116	Moylan, Matthew	0.00	4,875.00
	13828	07/10/2017	V01013	NASCO Fort Atkinson	0.00	246.46
	13829	07/10/2017	V60802	Odysseyware	0.00	1,250.00
	13830	07/10/2017	V60568	Pediatric Services of America Inc	0.00	2,088.00
	13831	07/10/2017	V52686	Plimpton & Hills	0.00	301.30
	13832	07/10/2017	V60864	Pullman & Comley, LLC	0.00	7,414.00
	13833	07/10/2017	V60925	ReadyNurse Staffing Services	0.00	216.00
	13834	07/10/2017	V52476	River Valley Lawn Care LLC	0.00	2,187.97
	13835	07/10/2017	V60735	RPS Associates of N.E. Inc.	0.00	1,674.70
	13836	07/10/2017	V51324	Sherwin-Williams Co., The	0.00	676.62
	13837	07/10/2017	V60911	SHI International Corp	0.00	595.00
	13838	07/10/2017	V00486	Somers High School	0.00	1,538.21
	13839	07/10/2017	V01591	Town of Somers	0.00	3,248.47
	13840	07/10/2017	V61333	Speech Academy, The	0.00	5,000.10
	13841	07/10/2017	V61292	State of Connecticut-Treasurer	0.00	2,250.00
	13842	07/10/2017	V60056	Supplyworks	0.00	68.39
	13843	07/10/2017	M02015	T. J. Conway Company	0.00	25,746.00
	13844	07/10/2017	V01000	Town of Somers BOE	0.00	8,911.99
	13845	07/10/2017	V60819	Turf Products	0.00	480.53
	13846	07/10/2017	V02758	University of Saint Joseph	0.00	5,905.00
	13847	07/10/2017	V61140	Van Pool Transportation LLC	0.00	1,000.00
	13848	07/10/2017	V61032	Waterbury Public Schools	0.00	11,191.62

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	-	Electronic Amount	Check Amount
	13849	07/10/2017	E00571	Wilson, Robert		0.00	2,331.32
Totals:						0.00	\$232,608.77
						0.00	\$232,608.77

58 Checks Listed.

Somers Board of Education General Journal Register

Report # 47027
Batch: 17638
Transaction: N/A
Show Summary Only: Yes

Batch # 17638	Control Total \$232,608.77	Status Posted	Created By Lbergamini	Created On 06/29/2017	Last Updated By Lbergamini	Last Updated On 07/05/2017
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
June, 2017						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			214,291.40	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	214,291.40
		Total Generated Distributions			\$214,291.40	\$214,291.40
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			132.65	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	232,741.42
	10-100-2-2-18-220-641-01-5-00973	K-5 - MATH TEXTBOOKS		Yes	0.00	50.00
	10-100-2-2-28-220-641-01-5-00104	K-5 - SCIENCE TEXTBOOKS			802.70	0.00
	10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES			246.46	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			212.30	0.00
	10-100-2-4-08-220-641-01-5-00130	HS - FOREIGN LANGUAGE TEXTBOOK		Yes	831.00	0.00
	10-100-2-4-99-242-611-01-5-00809	HS - RENAISSANCE PROGRAM		Yes	174.70	0.00
	10-100-8-2-66-910-730-01-5-00603	K-5 CAPITAL OUTLAY		Yes	915.37	0.00
	10-100-8-3-66-910-730-01-5-00818	MA - CAPITAL OUTLAY		Yes	915.37	0.00
	10-100-8-3-66-910-730-01-5-01335	MA - TECH ED CAPITAL OUTLAY		Yes	17,369.00	0.00
	10-100-8-4-66-910-730-01-5-00607	HS CAPITAL OUTLAY		Yes	915.36	0.00
	10-100-8-4-66-910-730-01-5-00965	HS - TECH ED CAPITAL OUTLAY		Yes	3,674.70	0.00
	10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY		Yes	1,753.00	0.00
	10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES			2,088.00	0.00
	10-212-2-5-46-243-611-02-5-00252	SW - TESTING		Yes	1,250.00	0.00
	10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	216.00	0.00
	10-221-1-3-50-251-580-05-5-00264	MA - PRINCIPAL'S TRAVEL		Yes	412.60	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			10,114.00	0.00
	10-232-1-5-72-251-580-05-5-00271	CO - TRAVEL/IN-SERVICE		Yes	2,369.84	0.00
	10-240-7-4-54-880-690-07-5-00274	HS - GRADUATION			1,961.75	0.00
	10-260-1-5-64-642-530-04-5-01217	SW - COMMUNICATION SUPPLIES		Yes	7,992.00	0.00
	10-260-5-2-62-722-430-08-5-01141	K-5 BUILDING REPAIRS		Yes	32,535.24	0.00
	10-260-5-5-64-642-530-04-5-01679	SW - INTERNET			2,250.00	0.00
	10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES			609.33	0.00
	10-260-5-6-62-722-430-08-5-00430	MA - BUILDING MAINTENANCE			259.95	0.00

Somers Board of Education General Journal Register

Report # 47027

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
17638	\$232,608.77	Posted	Lbergamini	06/29/2017	Lbergamini	07/05/2017
		HS - BUILDING MAINTENANCE		Yes	16,103.61	0.00
		SW - EQUIPMENT REPAIR		Yes	162.24	0.00
		SW - GROUNDS KEEP		Yes	7,062.97	0.00
		SW - TOOL SUPPLY		Yes	171.22	0.00
		SW - GENERAL REPAIR		Yes	240.54	0.00
		SW - MOWER MAINTENANCE			480.53	0.00
		SW - GENERAL PAINT			676.62	0.00
		SW - ASBESTOS INSPECTION			250.00	0.00
		SW - ELECTRICAL SUPPLIES		Yes	4,250.68	0.00
		SW - PLUMBING SUPPLIES			383.95	0.00
		SW - PLUMBING SUPPLIES			0.00	82.65
		K-5 - FUEL #2			3,303.59	0.00
		MAINTENANCE - FUEL #2			511.85	0.00
		K-5 - ELECTRICITY			7,691.35	0.00
		SW - WATER		Yes	3,872.64	0.00
		SW - MAINTENANCE CONTRACTS			1,575.00	0.00
		TRANSPORTATION - ELEMENTARY			1,671.59	0.00
		TRANSPORTATION - SECONDARY			2,007.92	0.00
		BUS FUEL			3,085.50	0.00
		SP ED - TRANSPORTATION AIDE		Yes	1,040.01	0.00
		SP ED - VANS			1,340.29	0.00
		SP ED - ADDITIONAL MILEAGE		Yes	5,079.25	0.00
		HS - ATHLETIC TRIPS			1,363.51	0.00
		SW - GASOLINE SCHOOL VEHICLES			162.97	0.00
		DENTAL			5,190.40	0.00
		SW - HEALTH SAVINGS ACCOUNT			3,721.59	0.00
		HS - ATHLETIC SUPPLIES			1,655.50	0.00
		HS - ATHLETIC UNIFORMS		Yes	794.00	0.00
		SPED - CREC RIVER STREET		Yes	14,135.22	0.00
		SP ED - TUITION		Yes	54,888.21	0.00
					<u>Total User-Entered Distributions</u>	<u>\$232,874.07</u>
					<u>Total for June, 2017</u>	<u>\$447,165.47</u>
					Grand Total for Batch # 17638	<u>\$447,165.47</u>

Somers Board of Education General Journal Register

Report # 47027

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
17638	\$232,608.77	Posted	Lbergamini	06/29/2017	Lbergamini	07/05/2017

204 Transactions Listed.

Somers Educational Secretarial Association Pension Plan

Alloc Target		Target	Current
	Cash	5% (+/-5%)	6%
	Fixed Income	30% (+/-5%)	32%
	Core Fixed	3.5-35%	21%
	High Yield	0-7.5%	2%
	Foreign	0-7.5%	2%
	Floating	0-7.5%	6%
	Equity	65% (+/-5%)	62%
	Core US Equity	15-70%	34%
	Emerging	0-15%	9%
	Developed	0-15%	9%
	Mid/Small	0-15%	10%

ALLOCATION REVIEW

Account Number	Account Name	U.S.		Int'l		Core Fixed	High Yield	Int'l Fixed	Floating	Cash	Total Portfolio
		U.S. Large	Mid/Small	Int'l Dev	Emerging						
93899	Somers Equity	\$1,515,695								\$254,617	\$1,770,312
93898	Somers Fixed					\$934,726				\$22,474	\$957,200
94025	Somers Funds	\$0	\$461,217	\$394,274	\$423,347	\$0	\$88,696	\$104,471	\$287,358	\$5,383	\$1,764,746
	Consolidated Portfolio	\$1,515,695	\$461,217	\$394,274	\$423,347	\$934,726	\$88,696	\$104,471	\$287,358	\$282,474	\$4,492,258
93899	Somers Equity	86%	0%	0%	0%	0%	0%	0%	0%	14%	100%
93898	Somers Fixed	0%	0%	0%	0%	98%	0%	0%	0%	2%	100%
94025	Somers Funds	0%	26%	22%	24%	0%	5%	6%	16%	0%	100%
	Consolidated Portfolio	34%	10%	9%	9%	21%	2%	2%	6%	6%	100%

PERFORMANCE REVIEW

6/30/2017

OVERALL ACCOUNT	2017	2016	2015	2014	2013*	2012**
US Large	6.1%	13.6%	-0.7%	11.4%	30.0%	4.8%
US Mid/Small	10.6%	11.9%	-1.8%	0.5%		
Intl Equities	15.9%	-2.6%	-2.9%	-7.6%	23.0%	
Emerging Equities	17.2%	4.2%	-13.4%	-4.6%	4.7%	
Fixed Income	3.5%	7.4%	-2.0%	7.1%	-2.7%	5.5%
Consolidated (net of fees)	6.9%	7.3%	-2.6%	5.4%	7.8%	3.9%
Consolidated Benchmark	8.3%	6.7%	-1.8%	5.1%	9.0%	3.4%
S&P 500	9.3%	12.0%	1.4%	13.7%	32.4%	3.0%
Russell 1000 Value	3.9%	12.1%	-3.8%	13.5%	32.5%	5.7%
Merrill US Corp/Govt Master	2.7%	2.9%	0.3%	6.5%	-2.7%	4.9%
Russell 2000	5.0%	21.3%	-4.4%	4.9%	25.2%	3.5%
FTSE Global All Cap	11.5%	9.0%	-1.7%			
MSCI EAFE	14.2%	1.5%	-0.2%	-4.5%	17.7%	-
MSCI EM	18.6%	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 Floa...	OOSIX	■	★★★★★	High	Above Average	1.60	3.67	8	---	---	---	---	0.66
T. Rowe Price QM US Sm...	PRDSX	■	★★★★★	High	Average	10.87	8.87	20	15.18	7	9.90	2	0.81
Fidelity® New Markets In...	FNMIK	■	★★★★	Above Average	Average	6.49	5.01	9	5.64	7	7.77	9	0.83
Federated High Yield Trus...	FHYTX	■	★★★★★	High	Above Average	4.99	4.36	14	7.56	5	7.98	2	0.98
Parnassus Mid-Cap	PARMX	■	★★★★★	Above Average	Low	8.94	9.14	4	13.64	39	8.90	3	0.99
American Funds New Wor...	RNWEX	■	★★★★★	High	Low	16.98	1.06	33	6.21	11	3.06	10	1.01
Hartford MidCap I	HFMIK	■	★★★★★	High	Average	12.49	8.19	23	15.63	7	---	---	1.02
Oppenheimer Internation...	OIGAX	■	★★★★	Above Average	Average	15.19	1.38	59	8.85	37	3.29	10	1.14
Somers			4.74			11.89	4.16	26.00	9.51	18.00	5.34	8.00	0.97