

**Board of Education Meeting**  
**Tuesday, May 29, 2018 7:00 PM**  
Board of Education Room, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. STUDENT REPRESENTATIVES' REPORT
  1. Somers High School Student Representatives  
Student representatives from the high school will update the Board of Education on events.
4. APPROVAL OF MINUTES
  1. Draft Minutes of the Board of Education May 14, 2018 Meeting 3  
Draft Minutes of the Board of Education Meeting of May 14, 2018
5. AUDIENCE TO CITIZENS/STAFF/STUDENTS
6. CORRESPONDENCE
7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
8. CONSENT AGENDA
  1. Warrant of Bills on May 29, 2018 8  
Warrant of Bills on May 29, 2018
  2. Resignation of Kendra Anderson, Somers High School Math Teacher  
Resignation of Kendra Anderson, Somers High School Math Teacher.
  3. Resignation of Jonathan Salomone, Technology Specialist  
Resignation of Jonathan Salomone, Technology Specialist
9. NEW BUSINESS
  1. Energy Efficiency Program 15  
The Board will review and vote on the Energy Efficiency Program. Mr. Erik Ness will be present for questions.
  2. 1st Warning of DBS Code: 6163.32 -Live Animals in Classrooms 16  
The Board will review new DBS Policy 6163.32 that the Policy Committee is submitting for 1st Warning.
10. OLD BUSINESS
  1. Approval of Pension Trust and OPEB Trust 20  
The Board will vote on the Pension Trust and OPEB Trust.
11. ADMINISTRATIVE REPORTS
  1. Annual Scheduling of Somers High School - Class Sizes 22  
Mr. Cotzin will be here to discuss any questions the Board might have on the Somers High School class sizes for 18-19.
  2. Mabelle B. Avery Middle School Building Goals 23  
Mr. Clay Krevolin will present the Mabelle B. Avery Middle School Building Goals.
  3. Curriculum Development Update 25  
Dr. Zytka will give a presentation on the Curriculum updates.
  4. Superintendent Update  
The Superintendent will update the Board of Education.
12. COMMITTEE REPORTS
  1. BUDGET
  2. CURRICULUM
  3. POLICY
  4. SALARY & NEGOTIATION
  5. PLANNING
13. OTHER

## 14. ADJOURNMENT

**Somers Board of Education Meeting**

May 14, 2018

7:00 PM

Board of Education Room

**Attendance Taken at 6:57 PM:**

Present Board Members: Bruce Devlin (Chair), Jan Martin, Sarah Bollinger, David Palmer, Rick Lees, Jeremy Anderson, Kate McLellan, Anne Kirkpatrick

Updated Attendance: Kate McLellan was updated to present at: 7:03 PM

Absent Board Members: Barbara Capuano

Other Staff: Bill Boutwell, Irene Zytka, Denise Messina, Dan Clement, Dina Senecal, Sheri Yarrows

Others: Danila Babushkin, Faith Sarisley, Rene Karvandi (students)

**1. CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:01 p.m. by Chairman Devlin in the Mabelle B. Avery Board of Education Meeting Room.

**2. PLEDGE OF ALLEGIANCE**

**3. STUDENT/PARENT/STAFF RECOGNITION**

**3.1. Dina Senecal**

Chairman Devlin recognized and officially presented Mrs. Dina Senecal as Principal of Somers Elementary School effective August 13, 2018. Mrs. Senecal started at Somers Elementary School 16 years ago and is currently the Assistant Principal at SES. Chairman Devlin described her as an enthusiastic, full-of-energy, passionate professional who is a wonderful advocate for students. The BOE congratulated her and wished her continued success.

**4. APPROVAL OF MINUTES**

**4.1. Draft Board of Education Minutes of April 23, 2018**

Rationale:

The Board is to review and approve/change the draft Board of Education Minutes of April 23, 2018.

**Motion Passed:** Draft Minutes of April 23, 2018 passed with a motion by Jeremy Anderson and a second by Jan Martin. Passed (8 -0)

**5. AUDIENCE TO CITIZENS/STAFF/STUDENTS**

**6. CORRESPONDENCE**

## 7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

### 8. CONSENT AGENDA

**8.1. Warrant of Bills on May 14, 2018**

The Board will review the Warrant of Bills of May 14, 2018.

**Motion Passed:** Warrant of Bills for May 14, 2018 in the amount of \$606,330.41 passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

**8.2. Retirement of Fran White, Paraeducator at SES, effective June 30, 2018**

Fran White, Paraeducator at Somers Elementary School, is retiring effective June 30, 2018. Fran started at Somers Elementary School in August 2005.

**Motion Passed:** Retirement of Fran White, Paraeducator at Somers Elementary School, effective June 30, 2018 passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

**8.3. Resignation of Kelly Flanagan, SES Nurse, effective May 15, 2018**

Kelly Flanagan, SES Nurse, handed in her resignation notice with May 15, 2018 being her last day.

**Motion Passed:** Resignation of K. Flanagan, SES Nurse, effective May 15, 2018 passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

**8.4. Resignation of Evan Woicik, SHS Paraeducator Job Coach, effective May 11, 2018**

Evan Woicik, Paraeducator Job Coach at Somers High School with the transition students, handed in his resignation with his last day being May 11, 2018.

**Motion Passed:** Resignation of E. Woicik, SHS Paraeducator Job Coach, effective May 11, 2018 passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

**8.5. Resignation of Joyce Vaudreuil, MBA Special Education teacher, effective June 30, 2018**

Mrs. Joyce Vaudreuil, Special Education Teacher at MBA, has put in her letter of resignation for June 30, 2018.

**Motion Passed:** Resignation of Joyce Vaudreuil, MBA Special Education Teacher, effective June 30, 2018 passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

### 9. NEW BUSINESS

### 10. OLD BUSINESS

## 11. ADMINISTRATIVE REPORTS

### 11.1. Somers High School Independent Leadership Presentation

Dan Clement, teacher at Somers High School, will present to the Board a report on the Independent Leadership.

Discussion: Superintendent Czapla introduced Mr. Dan Clement, Somers High School Teacher, to the BOE to discuss the Somers High School Independent Leadership course. Mr. Clement explained that the course started three years ago when a student approached him stating he had already taken all of the Business courses that were offered and was interested in learning more about leadership and entrepreneurship. It is a half-year, independent study program. Three students are selected per year. The course is divided into three concepts: theory, practice, and application. Mr. Clement introduced three students to further discuss the concepts: R. Karrandi, D. Babushkin, and F. Sarisley. The students read "A Leader's Legacy" over the summer and summarized four parts pertaining to leadership theory. They had online discussions, watched videos, and read articles. The students learned different leadership styles. At the end of the semester, they wrote a paper on a person they felt was an "Effective Leader." They practiced working on two case studies and developing skills. The students worked collaboratively to try to solve a problem with the knowledge they obtained. Each student also had to choose an extracurricular activity in order to apply what they had learned and write Reflection papers. The students discussed what they mostly took away from the course. Due to the online format, Mr. Clement stated he has to be extremely specific and detailed with any feedback given to the students. This course will be an Honors course next year.

### 11.2. Special Education - Somers High School Program Evaluation and Specialized Programming

Dr. Denise Messina will present the Board the following - Special Education Specialized Programming.

Discussion: Superintendent Czapla introduced Dr. D. Messina, Director of Pupil Services, to discuss Special Education Specialized Programming. Dr. Messina discussed the SPS Delivery Models: SES Smart Start, SES Early Start, SES FAB, MBA Pathways, SHS PRIDE, SHS ASPIRE, and SHS Transitions. These models provide a continuum of service delivery with specially designed instruction to a student with a disability. Dr. Messina explained the entrance and exit criteria of students at SES FAB and MBA Pathways as well as unique program features. Dr. Messina introduced Mrs. S. Yarrows, Special Education Transition Program Teacher, to the BOE. It was explained that the transition planning and services are a results-oriented process, focused on improving facilitation of the child from school to post secondary life. The Transition Program is in its 8th year. The student receives appropriate educational services through the end of the school year in which they turn 21 or until graduation with a regular high school diploma. Independent living, post-secondary education, and employment planning are the focus. Mrs. Yarrows listed the number of businesses that participate with this

program. She also displayed pictures of students enrolled in this program at their job sites. Students work at Big Y, YMCA, Somers Fire Department, and auto detailing just to name a few. Students must remain at the job site for a minimum of eight weeks. They participate in a Fitness Program on Fridays. Students are able to take part in the Unified Sports Program at school where they partner and participate with students without disabilities. Mrs. Yarrows continues to look for other options to further develop the program. Dr. Messina commended Mrs. Yarrows for her tremendous work with the program.

**11.3. Communication Plan for Somers Public Schools**

Superintendent will present to the Board the Somers Public Schools Communication Plan.

Discussion: Superintendent Czapla presented the Communication Plan for Somers Public Schools to the Board of Education. The plan consists of four principles: all communications are to support the school system's goals; to increase two-way communications to constituents; to make sure the story is told accurately; and, to be transparent in order to develop trust. Goals, objectives, and strategies will focus on: community; student/parents; developing relationships with the media; enhancing staff communications; and, developing crisis communication plans in order to inform parents, students, and the community. Superintendent Czapla stated that there are things that still need to be done; however, a road map has been established. He does not want to over-communicate and, therefore, has designated specific distribution times for flyers, brochures, newsletters and emails.

**11.4. Superintendent Update**

Superintendent will update the Board.

Discussion: No update.

**12. COMMITTEE REPORTS**

**12.1. BUDGET**

Discussion: No report.

**12.2. CURRICULUM**

Discussion: No report.

**12.3. POLICY**

Discussion: A. Kirkpatrick reported that the next meeting will be held on Tuesday, 5/29/18 at 6 p.m.

**12.4. SALARY & NEGOTIATION**

Discussion: D. Palmer reported that SESA negotiations continue and will meet on 5/21/18.

**12.5. PLANNING**

Discussion: Chairman Devlin reported that the Planning Committee met prior to the Board meeting to discuss Secure Energy Solutions of East Longmeadow regarding a lighting retrofit project in all three schools. The project will result in reduced energy consumption and cost savings in the future. The BOE will vote at a future meeting.

**12.6. OTHER COMMITTEES**

Discussion: None.

**13. OTHER**

**14. EXECUTIVE SESSION**

**Motion Passed:** Motion to enter into Executive Session at 8:18 p.m. and invite Superintendent Czapla and Bill Boutwell, Director of Business Services, to discuss the Security Updates of Somers Public Schools passed with a motion by David Palmer and a second by Anne Kirkpatrick. Passed (8-0)

**14.1. Security Updates**

The Board will invite the Superintendent, Brian Czapla into Executive Session to discuss the Security Updates of Somers Public Schools.

The Board of Education came out of Executive Session at 8:46 p.m.

**15. ADJOURNMENT**

**Motion Passed:** Adjournment at 8:47 p.m. passed with a motion by Jan Martin and a second by Sarah Bollinger. Passed (8-0)

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Rick Lees, Board of Education Secretary      Date

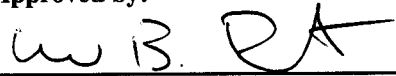
Shannin Burns, Board of Education Recording Secretary

# Somers Board of Education General Budget Treasury Warrant

Report # 52123

Check Batch: 20105  
 Check Header: (N / A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (N/A)  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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**Approved by:**  **Date:** 5/24/18  
William B. Boutwell, Director of Business Services

20105	15134	05/29/2018	V02129	Alarm New England LLC	0.00	49,894.00
	15135	05/29/2018	V52670	SYNCB/AMAZON	0.00	21,004.74
	15144	05/29/2018	V53782	American Bar Association	0.00	75.00
	15145	05/29/2018	V52306	AmeriPride Services, Inc	0.00	290.49
	15146	05/29/2018	V02141	Apple Inc.	0.00	5,992.00
	15147	05/29/2018	V60048	ARES Sportswear	0.00	227.46
	15148	05/29/2018	V02406	Billings Sports, Inc.	0.00	380.00
	15149	05/29/2018	V60362	Booksource Inc., The	0.00	85.32
	15150	05/29/2018	E00570	Boutwell, Holly	0.00	171.06
	15151	05/29/2018	V00129	Carolina Biological Supply Co.	0.00	175.15
	15152	05/29/2018	E00576	Carroll, Daniel	0.00	87.41
	15153	05/29/2018	V60226	Carson-Dellosa Publishing	0.00	35.95
	15154	05/29/2018	V61231	College Steps	0.00	5,950.00
	15155	05/29/2018	V60982	Creative Interventions, LLC	0.00	357.50
	15156	05/29/2018	V00204	CREC	0.00	2,216.66
	15157	05/29/2018	V00236	Demco, Inc.	0.00	29.79
	15158	05/29/2018	V60416	DG Graphics	0.00	336.00
	15159	05/29/2018	V53119	Discount School Supply	0.00	163.92
	15160	05/29/2018	V00381	Discovery Education, Inc.	0.00	2,800.00
	15161	05/29/2018	E00096	Duffy, Margaret	0.00	42.43

**Somers Board of Education  
General Budget Treasury Warrant**

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	15162	05/29/2018	E00098	Dunn, Ines	0.00	205.23
	15163	05/29/2018	V00605	Electrical Wholesalers	0.00	729.40
	15164	05/29/2018	V61230	ENGIE Resources	0.00	13,361.25
	15165	05/29/2018	V54168	First Student, Inc	0.00	4,772.36
	15167	05/29/2018	V60951	Follett School Solutions, Inc	0.00	1,340.23
	15168	05/29/2018	V61017	Frontier Communications	0.00	1,051.57
	15169	05/29/2018	V61236	Gateway Enterprise Corporation	0.00	538.00
	15170	05/29/2018	V01830	Gerry's Music Shop, Inc.	0.00	597.03
	15171	05/29/2018	V61324	Global Site Services	0.00	200.00
	15172	05/29/2018	V60804	Granite City Electric Supply	0.00	338.49
	15173	05/29/2018	V61414	Greenhaven	0.00	420.96
	15174	05/29/2018	V53439	Group Dynamic	0.00	27.75
	15175	05/29/2018	V53525	H&H Service, LLC	0.00	258.18
	15176	05/29/2018	V51232	Hartford Hospital-Grace Webb School	0.00	14,600.00
	15177	05/29/2018	V54063	HSABank	0.00	187.25
	15178	05/29/2018	V61063	ISTE	0.00	520.00
	15179	05/29/2018	V60548	Johnson Memorial Hospital	0.00	8,000.00
	15180	05/29/2018	V02682	Junior Library Guild	0.00	801.80
	15181	05/29/2018	V02625	K & S Distributors	0.00	12.95
	15182	05/29/2018	V01827	Kamco Supply Corp.	0.00	677.80
	15183	05/29/2018	E00163	Kapner, Rob	0.00	102.20
	15184	05/29/2018	V61112	Kidblog	0.00	481.25
	15185	05/29/2018	E00172	Kimball, Kelly	0.00	9.52
	15186	05/29/2018	E00731	Krevolin, Clay	0.00	39.24
	15187	05/29/2018	V01777	Lakeshore Learning	0.00	344.83
	15188	05/29/2018	V00039	Leonards Auto Parts Co.	0.00	145.80
	15189	05/29/2018	V61411	LobbyGuard Solutions, Inc	0.00	18,400.00
	15190	05/29/2018	V02898	MagnaKleen Services	0.00	187.06
	15191	05/29/2018	V02321	Midstate Battery	0.00	779.70
	15192	05/29/2018	V000005	Migliore, Joseph	0.00	100.00
	15193	05/29/2018	V61436	O'Brien, Keith T	0.00	2,000.00
	15194	05/29/2018	V53849	NCS Pearson, Inc.	0.00	100.00
	15195	05/29/2018	V60568	Pediatric Services of America Inc	0.00	1,560.00
	15196	05/29/2018	V53914	Pitney Bowes, Inc.	0.00	118.98
	15197	05/29/2018	V60093	PSAT/NMSQT	0.00	2,212.00
	15198	05/29/2018	V60925	ReadyNurse Staffing Services	0.00	3,411.18
	15199	05/29/2018	V53593	ReadyRefresh by Nestle	0.00	68.88

**Somers Board of Education  
General Budget Treasury Warrant**

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	15200	05/29/2018	V02610	Reliable Welding & Speed, LLC.	0.00	55.00
	15201	05/29/2018	V00615	Scholastic Inc	0.00	371.29
	15202	05/29/2018	V60259	School Nurse Supply Inc.	0.00	3,897.53
	15203	05/29/2018	V01292	School Specialty, Inc.	0.00	2,533.55
	15204	05/29/2018	V02325	Sheffield Pottery, Inc.	0.00	71.31
	15205	05/29/2018	V51324	Sherwin-Williams Co., The	0.00	275.51
	15206	05/29/2018	V60911	SHI International Corp	0.00	720.00
	15207	05/29/2018	E00311	Smith, Cathleen	0.00	360.00
	15208	05/29/2018	V01485	Social Studies School Services	0.00	287.00
	15209	05/29/2018	V61373	Somers Star Hardware	0.00	460.84
	15211	05/29/2018	V02225	Staples Credit Plan	0.00	31.00
	15212	05/29/2018	V61292	State of Connecticut-Treasurer	0.00	2,250.00
	15213	05/29/2018	V52949	Steps to Literacy	0.00	551.21
	15214	05/29/2018	V54013	Teacher Direct	0.00	306.04
	15215	05/29/2018	V61076	Teachers Synergy, LLC	0.00	268.64
	15216	05/29/2018	V60248	Total Protection Security Systems LLC	0.00	170.00
	15217	05/29/2018	E00335	Tracy, Lynn	0.00	180.00
	15218	05/29/2018	V60819	Turf Products	0.00	222.04
	15219	05/29/2018	V21164	Unum Life Insurance Company of America	0.00	3,938.51
	15220	05/29/2018	V53413	W. B. Mason Co., Inc.	0.00	752.00
<b>Totals:</b>					<u>0.00</u>	<u>\$186,717.24</u>

77 Checks Listed.

# Somers Board of Education General Journal Register

Report # 52122  
Batch: 20038  
Transaction: N/A  
Show Summary Only: Yes

Batch # 20038	Control Total \$186,717.24	Status Posted	Created By Lbergamini	Created On 05/21/2018	Last Updated By Lbergamini	Last Updated On 05/24/2018
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>May, 2018</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			186,688.45	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	186,688.45
		Total Generated Distributions			<b>\$186,688.45</b>	<b>\$186,688.45</b>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			1,396.91	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	188,114.15
	10-100-2-2-00-242-611-01-5-01182	K-5 FOURTH GRADE SUPPLIES			212.90	0.00
	10-100-2-2-00-242-611-01-5-01183	K-5 FIFTH GRADE SUPPLIES		Yes	31.00	0.00
	10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES		Yes	163.92	0.00
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			752.00	0.00
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			0.00	15.48
	10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			640.28	0.00
	10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			2,409.67	0.00
	10-100-2-2-18-242-611-01-5-00187	K-5 - MATH SUPPLIES		Yes	463.99	0.00
	10-100-2-2-18-242-611-01-5-01149	K-5 INTERVENTION - MATH		Yes	1,037.60	0.00
	10-100-2-2-18-242-611-01-5-01149	K-5 INTERVENTION - MATH		Yes	0.00	276.76
	10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES		Yes	70.86	0.00
	10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES			2,533.87	0.00
	10-100-2-2-30-242-611-01-5-00208	K-5 - SOCIAL STUDIES SUPPLIES			544.96	0.00
	10-100-2-3-02-242-611-01-5-00164	MA - ART SUPPLIES			1,200.77	0.00
	10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			1,512.72	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			662.76	0.00
	10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES			0.00	91.70
	10-100-2-3-18-242-611-01-5-00189	MA - MATH SUPPLIES			275.28	0.00
	10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			697.03	0.00
	10-100-2-3-22-242-611-01-5-00194	MA - PHYSICAL ED SUPPLIES			679.18	0.00
	10-100-2-3-27-242-611-01-5-01682	MA - REMEDIAL READING SUPPLIES			317.54	0.00
	10-100-2-3-28-220-641-01-5-01067	MA - SCIENCE TEXTS			2,800.00	0.00
	10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES		Yes	798.33	0.00
	10-100-2-3-30-242-611-01-5-00210	MA - SOCIAL STUDIES SUPPLIES			242.26	0.00

## Somers Board of Education General Journal Register

Report # 52122

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
20038	\$186,717.24	Posted	Lbergamini	05/21/2018	Lbergamini	05/24/2018
					2,016.61	0.00
					205.23	0.00
				Yes	258.90	0.00
					1,357.95	0.00
				Yes	135.48	0.00
					349.75	0.00
					0.00	349.75
				Yes	75.00	0.00
				Yes	154.57	0.00
				Yes	256.05	0.00
				Yes	2,212.00	0.00
				Yes	48.40	0.00
				Yes	6,712.00	0.00
				Yes	155.82	0.00
					147.02	0.00
				Yes	117.75	0.00
					54.08	0.00
				Yes	158.57	0.00
				Yes	168.49	0.00
					178.04	0.00
					171.06	0.00
					276.80	0.00
					357.50	0.00
					1,560.00	0.00
					40.00	0.00
					248.02	0.00
					156.12	0.00
					2,832.88	0.00
				Yes	3,411.18	0.00
				Yes	1,064.65	0.00
				Yes	130.00	0.00
					109.89	0.00
				Yes	141.44	0.00
					222.43	0.00
				Yes	47.41	0.00
					520.00	0.00
					185.78	0.00
					39.95	0.00

## Somers Board of Education General Journal Register

Report # 52122

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
20038	\$186,717.24	Posted	Lbergamini	05/21/2018	Lbergamini	05/24/2018
10-222-2-3-52-231-642-03-5-00138		MA - LIBRARY BOOKS			1,421.82	0.00
10-222-2-4-52-231-642-03-5-00139		HS - LIBRARY BOOKS			906.41	0.00
10-222-2-4-52-231-642-03-5-00143		HS - NEWSPAPERS/MAGAZINES		Yes	78.77	0.00
10-222-2-5-14-233-611-03-5-00150		SW - COMPUTER SOFTWARE		Yes	481.25	0.00
10-231-1-5-74-134-330-10-5-00045		B.O.E. - OTHER PROF. SERVICES		Yes	2,000.00	0.00
10-232-1-5-72-134-690-04-5-00031		CO - PETTY CASH			68.88	0.00
10-232-1-5-72-251-580-05-5-00271		CO - TRAVEL/IN-SERVICE			360.00	0.00
10-232-1-5-72-258-690-04-5-00042		CO - OFFICE SUPPLIES		Yes	954.07	0.00
10-232-6-5-66-830-440-04-5-00526		CO - POSTAGE METER			118.98	0.00
10-232-8-5-66-910-730-04-5-00614		CO - CAPITAL OUTLAY EQUIPMENT		Yes	2,170.31	0.00
10-240-1-2-40-258-690-04-5-00301		K-5 - OFFICE SUPPLIES			42.50	0.00
10-240-1-4-40-258-690-04-5-00304		HS - OFFICE SUPPLIES			336.41	0.00
10-259-1-4-40-123-590-04-5-00018		HS - FORMS & PRINTING			336.00	0.00
10-259-1-5-72-123-590-04-5-00019		CO - FORMS & PRINTING			259.74	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS			85.00	0.00
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			274.68	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			134.59	0.00
10-260-5-4-02-722-430-01-5-00391		HS - ART MAINTENANCE		Yes	71.31	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.		Yes	290.49	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			337.07	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE		Yes	305.23	0.00
10-260-5-5-64-642-530-04-5-01679		SW - INTERNET			2,250.00	0.00
10-260-5-6-44-722-430-03-5-00404		SW - A.V. MAINTENANCE		Yes	644.71	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES		Yes	725.06	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE			2,735.46	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE		Yes	1,135.98	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			648.45	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			0.00	120.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR		Yes	170.18	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR		Yes	0.00	2.70
10-260-5-6-62-722-430-08-5-00451		SW - MOWER MAINTENANCE			242.34	0.00
10-260-5-6-62-722-430-08-5-00467		SW - GENERAL PAINT		Yes	364.97	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			1,608.41	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			0.00	540.52
10-260-5-6-62-722-430-08-5-01646		SW - SECURITY		Yes	68,379.00	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			1,929.93	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			5,256.06	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			6,073.67	0.00

## Somers Board of Education General Journal Register

Report # 52122

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
20038	\$186,717.24	Posted	Lbergamini	05/21/2018	Lbergamini	05/24/2018
		10-260-5-6-64-641-620-05-5-00362	MAINTENANCE - ELECTRICITY		101.59	0.00
		10-279-4-4-42-530-580-06-5-00337	HS - ATHLETIC TRIPS		4,772.36	0.00
		10-280-6-5-82-820-200-13-5-00509	SW - FLEXIBLE SPENDING ACCT		27.75	0.00
		10-280-6-5-82-820-200-13-5-00513	L.T.D.	Yes	3,938.51	0.00
		10-280-6-5-82-820-200-13-5-01228	SW - HEALTH SAVINGS ACCOUNT		187.25	0.00
		10-320-2-4-54-880-690-07-5-00602	HS - ACADEMIC AWARDS		191.10	0.00
		10-320-7-3-42-880-690-06-5-00594	MA - ATHLETIC SUPPLIES		227.46	0.00
		10-320-7-4-42-860-590-06-5-01006	HS - ATHLETIC TRAINER		8,000.00	0.00
		10-320-7-4-42-880-690-06-5-00595	HS - ATHLETIC SUPPLIES		380.00	0.00
		10-613-9-9-88-955-561-14-5-00673	SP ED - TUITION		22,766.66	0.00
			Total User-Entered Distributions		<u>\$189,511.06</u>	<u>\$189,511.06</u>
			Total for May, 2018		<u>\$376,199.51</u>	<u>\$376,199.51</u>
			<b>Grand Total for Batch # 20038</b>		<u><b>\$376,199.51</b></u>	<u><b>\$376,199.51</b></u>

553 Transactions Listed.

**Somers Schools - Executive Summary**

School Name	Total Cost	Utility Incentive	Customer Balance	R.O.I. (Including Maintenance Savings)	Energy Savings (Annual)	Maintenance Savings (Annual)	Total Savings (Annual)
Somers Elementary School	\$232,907.30	\$76,859.41	\$156,047.89	5.3 years	\$21,742.00	\$7,887.00	\$29,629.00
Mabelle B. Avery Middle School	\$208,396.80	\$68,770.94	\$139,625.86	5.6 years	\$18,688.00	\$6,253.00	\$24,941.00
Somers High School	\$320,814.84	\$105,868.89	\$214,945.95	3.7 years	\$34,060.00	\$17,854.00	\$51,914.00
<b>Totals</b>	<b>\$762,118.94</b>	<b>\$251,499.24</b>	<b>\$510,619.70</b>	<b>4.8 years</b>	<b>\$74,490.00</b>	<b>\$31,994.00</b>	<b>\$106,484.00</b>

5/23/18

## **Instruction**

### **Live Animals in the Classroom**

#### **Service Animals (including Guide or Assistance Dogs)**

The Board of Education does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. The District will comply with Connecticut law concerning the rights of persons with guide or assistance dogs and with federal law and will permit such animals on school premises and on school transportation.

A “service animal” per 28 C.F.R. 35.104, for purposes of this policy is any dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including, but not limited to, a physical, sensory, psychiatric, intellectual or other mental disability. The work or tasks performed by a service animal must be directly related to the individual’s disability or necessary to mitigate a disability. Federal regulation 28 C.F.R. 35.104 provides examples of types of work or tasks that would qualify. Service animals do not include any other species of animal, whether wild or domestic, trained or untrained, except that a miniature horse will be permitted for use as a service animal if reasonable modifications can be made after assessing the specific factors listed in 28 C.F.R. 35.136(i). Animals whose sole function is to provide emotional support, well-being, comfort, companionship, or therapeutic benefits, or to act as a crime deterrent, are not service animals for the purpose of this policy.

Service animals perform some of the functions and tasks that individuals with disabilities cannot perform themselves. Service animals are not pets. There are several kinds of service animals that assist individuals with disabilities. Examples include but are not limited to, animals that:

- assist individuals who are blind or have severe sight impairments as “seeing eye dogs” or “guide dogs;”
- alert individuals with hearing impairments to sounds;
- pull wheelchairs or carry and pick-up items for individuals with mobility impairments; and
- assist individuals with mobility impairments with balance.

The District shall not assume or take custody or control of, or responsibility for, any assistance dog or the care or feeding thereof. The owner or person having custody and control of the dog shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up, stain removal, etc.

If, in the opinion of the School Principal or authorized designee, any assistance dog or other service animal is out of control in the school setting or during District transportation and the animal’s handler does not take effective action to control it, the permission granted pursuant to this policy may be immediately revoked. The parent or guardian of the student having custody and control of the dog or other service animal will be required to remove the dog or other used animal from District premises immediately.

## **Instruction**

### **Live Animals in the Classroom**

#### **Service Animals (including Guide or Assistance Dogs) (continued)**

The Principal or his/her designee may also exclude a service animal from school property if the animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications; the animal is not housebroken; or the presence or behavior of the animal fundamentally alters the service, program, or activity of the school system.

If the Principal or his/her designee excludes a service animal from school property, the Principal or designee must document the reasons for such exclusion and notify the Superintendent. The Superintendent or his/her designee will make a determination on whether a service animal will be allowed to return to school and, if reasonably possible, notify the individual with the disability in writing of the decision within five work days of the initial exclusion.

If any student or staff member assigned to the classroom in which an assistance dog or other service animal is permitted suffers an allergic reaction to the dog or other service animal, the person having custody and control of the dog/service animal will be required to remove the dog/service animal to a different location designated by the Building Principal or designee and an alternative plan will be developed with appropriate District staff. Such plan could include the reassignment of the person having custody and control of the dog/service animal to a different classroom assignment. This will also apply if an individual on school transportation suffers an allergic reaction. In this case, an alternate plan will be developed in coordination with appropriate school, District, and transportation staff including the involvement of the parents/guardian of the students.

When a student will be accompanied by an assistance dog/service animal at school or in other District facilities on a regular basis, such staff member or such student's parent or guardian, as well as the dog's/service animal's owner and any other person who will have custody and control of the dog/service animal will be required to sign a document stating that they have read and understood the foregoing.

### **Miniature Horses**

The District will make reasonable modifications in policies, practices, or procedures to permit the use of a miniature horse by an individual with a disability if the horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. In determining whether reasonable modifications in policies, practices or procedures can be made to allow a miniature horse into a specific facility, the following factors must be considered by the administration:

## **Instruction**

### **Live Animals in the Classroom**

#### **Service Animals (including Guide or Assistance Dogs) (continued)**

1. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
2. Whether the handler has sufficient control of the miniature horse;
3. Whether the miniature horse is housebroken; and
4. Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

## **Liability**

The Board of Education may hold the owner or handler of a service animal liable for any property damage caused by the animal to the same extent required by other Board policy or administrative regulations that impose liability for property damage. In addition, either the owner or handler, or both, may be liable for personal injury caused by the animal or related to the presence of the animal on school property.

The Superintendent of Schools or his/her designee shall be responsible for developing procedures to accommodate a student's use of an assistance dog or other service animal in District facilities and on school transportation vehicles.

### **Use of a Service Animal on School Property by School Visitors**

A school visitor who is an individual with a disability may be accompanied by a service animal in accordance with all applicable state and federal laws and regulations and with policy #1250, Visits to Schools. A service animal that is accompanying a school visitor may be properly excluded from school property for the following reasons:

1. The animal poses a direct threat to the health or safety of others that cannot be eliminated by reasonable modifications.
2. The animal is out of control and the animal's handler does not take effective action to control it.
3. The animal is not housebroken.
4. The presence or behavior of the animal fundamentally alters the service, program, or activity of the school system.

## **Instruction**

### **Live Animals in the Classroom**

#### **Service Animals (including Guide or Assistance Dogs) (continued)**

#### **Delegation of Responsibility**

The owner or handler of a service animal shall be solely responsible for:

1. Supervision and care of the animal, including any feeding, exercising, clean up and stain removal.
2. Leashing and properly restraining the animal at all times.
3. Damages to district buildings, property and vehicles caused by the animal.
4. Injuries to students, employees, volunteers and visitors caused by the animal.
5. Annual submission of documentation of vaccinations and immunizations.

(cf. 1250 – Visits to the Schools)

(cf. 6163.3 – Live Animals in the Classroom)

Legal References: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

46a-42 Mobility impaired person.

46a-44 through 46a-64 Public accommodations and transportation, admittance to. (Access of guide and assistance dogs to modes of public transportation and in places of public accommodation.)

Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b), 29 U.S.C. 705 (20), 794, 34 C.F.R. pt. 104; G.S. 130A-185, 168 article 1, 168A-3 through -7.

American Disability Act 42 U.S. C12101 *et seq.*, 28 C.F.R. pt. 35.

Individuals with Disabilities Act, 20 U.S.C. 1400 *et seq.*

28 C.F.R. Parts 35 & 36, “Nondiscrimination on the Basis of Disabilities in State and Local Government Services; Final Rules

***Town of Somers Board of Education  
Proposed Resolutions***

***May 29, 2018***

**WHEREAS**, the Board is the plan sponsor of the Pension Plan and the OPEB Plans; and

**WHEREAS**, the assets of the Pension Plan under the terms of the Pension Plan document are required to be held in an annuity contract or a trust; and

**WHEREAS**, Governmental Accounting Standards Board Statements No. 74 and 75 provide for more favorable reporting of the actuarial value of the OPEB Plan benefits if a trust is created, funded, and otherwise meets the requirements of GASB No. 74 and 75; and

**WHEREAS**, the Superintendent and the Director of Business Service have recommended that a trust for the Pension Plan (the "Pension Trust") be created as soon as administratively feasible; and

**WHEREAS**, the Superintendent and the Director of Business Service have recommended that a trust be created that meets the requirements of GASB No. 74 and 75 (the "OPEB Trust") effective July 1, 2018; and

**WHEREAS**, the Superintendent and the Director of Business Service have recommended that The Forma Group at Morgan Stanley be engaged to provide investment advice to the Pension Trust and the OPEB Trust under the Morgan Stanley Select UMA Program.

**WHEREAS**, the Superintendent and Director of Business Service vetted through counsel the Pension Trust, the OPEB Trust, the Morgan Stanley Retirement Plan Manager Product Establishment Kit, Morgan Stanley Single Advisory Contract and related Morgan Stanley documents required to engage the services of The Forma Group (aggregately the "Morgan Stanley Engagement Documents").

**NOW, THEREFORE**, after considering the recommendations of the Superintendent the Board hereby adopts the following Resolutions:

**RESOLVED**, that the form of Pension Trust recommended by the Superintendent to the Board be adopted effective the date of these resolutions with such changes as may be recommended by counsel to the Board; and further

**RESOLVED**, that the form of the OPEB Trust recommended by the Superintendent to the Board be adopted effective July 1, 2018, with such changes as may be recommended by counsel to the Board; and further

**RESOLVED**, that The Forma Group at Morgan Stanley be engaged to provide investment advice to both the Pension Trust and the OPEB Trust on the terms set forth in the

Morgan Stanley Engagement Documents with such changes therein as may be recommended by counsel to the Board; and further

**RESOLVED**, that the Superintendent and Director of Business Service are hereby designated as Authorized Individuals to act on behalf of the Board under the Morgan Stanley Engagement Documents; and further

**RESOLVED**, that the Board Chair and Superintendent be, and each of them hereby is, authorized and directed to take all action as he deems necessary or appropriate and recommended by counsel to the Board, including, but not limited to the execution of the Pension Trust, OPEB Trust and the Morgan Stanley Engagement Documents and any other documents, to effectuate the foregoing resolutions.



Somers Board of Education  
Administrative Report

Title of Report: **Somers High School Class Section Comparison Report for the 18-19 School Year**

Board Meeting Date: **May 29, 2018**

Action     Report     Information     Discussion

Submitted by: **Mr. Gary Cotzin, Principal**

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***Executive Summary***

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***Report***

Below is a table that compares class sections from this year to projected class sections for the 2018/2019 school year. I have also attached a master list, based on student requests and the expected number of sections to offer.

<b>Discipline</b>	<b>2017/2018</b>	<b>2018/2019</b>	<b>Net Gain/Loss</b>
English	30	30	0
Math	30	30	0
Social Studies	25	25	0
Science	29	29	0
World Language	19	19	0
Art	15	15	0
PE/Health	10	10	0
Business	10	10	0
Tech Ed/Foods	20	20	0
Music	4	4	0



# Somers Board of Education Administrative Report

Title of Report: MBA Building Goals Progress Report

Board Meeting Date: May 29, 2018

Action       Report       Information       Discussion

Submitted by: Clay Krevolin, Principal

## ***Executive Summary***

During the 2017-18 school year, goals were established to increase performance in Reading and Mathematics as measured by NWEA/MAP assessments administered in the Fall and the Spring. For the current year, MBA wanted all students to meet, or exceed their individual MAP Projected Growth Goal in Reading and Mathematics. Results and strategies used to obtain these goals will be presented.

Through Positive Behavior Intervention Supports (PBIS), MBA students will show a 20% reduction in the inappropriate use of Technology and in Defiance, Insubordination and Disrespect compared to the same time period last year. A comparison of discipline data collected during 2017 and 2018 will be presented.

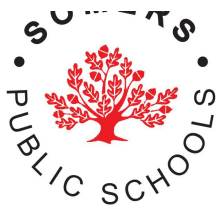
## ***Report***

Performance goals were established for all students to meet or exceed their individual *Projected Growth Goals* in Reading and Mathematics. *Projected Growth* is the amount that an individual student's RIT score is predicted to change, based on student growth norms. The student's initial score plus projected growth equals projected RIT. Targets established are based on National Norms for students with the same starting RIT score and grade. The results will be presented by grade to see how Projected Growth compares with Observed Growth during the 2017-18 school year. Strategies Implemented to support goals and next steps to raise student performance will be discussed.



## Somers Board of Education Administrative Report

Through the Positive Behavior Intervention Supports (PBIS) initiative, a 20% reduction in the Inappropriate Use of Technology and in Defiance, Insubordination and Disrespect was established as a goal for this year. Through the use of software called *System Wide Information Service* (SWIS) data was collected on the selected behavior indicators from January 1 through May 15th. The Comparison of Office Referrals from 2017 and 2018 will be presented. For the 2017-18 school year, Chromebooks were implemented as replacements to iPads. This has resulted in a lower occurrence of Technology Violations as evidenced by data that has been collected.



## Somers Board of Education Administrative Report

**Title of Report:** Atlas Curriculum Update

**Board Meeting Date:** May 29, 2018

**Submitted by:** Dr. Irene Zytka, Director of Curriculum

Action

Report

Information

Discussion

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### ***Executive Summary***

Atlas is our new curriculum management system which allows teachers to create units of studies using an online platform. Each unit contains 9 mapping categories which assures that all teachers create curriculum that is rigorous, aligned to the standards and differentiated.

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### ***Report***

Atlas was introduced to the staff in the spring of 2017. Professional development using the “train the trainers” model was offered to staff at each school also in the spring. The current school year was focused on instructing staff on using Atlas during the curriculum meetings, grade level meetings, professional development days and individual meetings. A baseline report was developed in December which showed the number of units for each grade and subject area, the number of fully completed units and the number of mapping categories completed. This was shared with each subject and grade level team. Staff was asked to fully complete the first four mapping categories by June of 2018.

Teachers have made tremendous progress in writing curriculum. Many have taken advantage of funding by Title 1 and Title 2 grant money to write curriculum on their own time. In all four required mapping categories, percentage of completion range from 65-100% completed. This reflects the report produced by Atlas dated 5/17/18. A subject area report is now being created for each team leader to analyze not only which mapping categories still need to be completed but also to be used as a planning tool for the remainder of the school year and summer curriculum work.

Our next steps for the 2018-19 school year are to complete the remaining mapping categories, begin the work of assuring that our curriculum is vertically aligned across grade levels and also begin to examine our interdisciplinary connections as well.