

Somers Board of Education

Monday, January 28, 2019 7:00 PM

Board of Education Room, [Address], [City], CT [Zip]

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **STUDENT REPRESENTATIVES' REPORT**

4. **APPROVAL OF MINUTES**

1. Board of Education Minutes of January 14, 2019

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

6. **CORRESPONDENCE**

7. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

8. **CONSENT AGENDA**

1. Warrant of January 28, 2019

9. **NEW BUSINESS**

1. Field Trip - Approval Somers High School

Students Supporting Students (SSS) Retreat

2. Approval of the Educational Specifications for the Oil Tank Removal Project at Somers Elementary School.

3. Approval of Company for Removal of Somers Elementary's Oil Tank

4. Approval of awarding SMRT the engineering, architectural and design contract for the SHS track replacement project and to direct the Superintendent to enter into final contract negotiations with SMRT.

10. **OLD BUSINESS**

1. Discussion: 2019-20 Superintendent's Proposed Budget

11. **ADMINISTRATIVE REPORTS**

1. Mindfulness Presentation

2. Superintendent's Update

12. **COMMITTEE REPORTS**

1. CURRICULUM

2. POLICY

3. SALARY & NEGOTIATION

4. PLANNING

13. **OTHER**

14. **ADJOURNMENT**

**Somers Board of Education Meeting
Board of Education Room
January 14, 2019
7:00 PM**

Attendance Taken at 7:00 PM:

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

Absent Board Members: Barbara Capuano

Others: Brian Czapla, Bill Boutwell, Dr. Irene Zytka, Dr. Denise Messina, Rob Wilson, Cheryl Gustafson, Rob Kapner, Amanda Whalen, Marc Whalen, Shannon Whalen, Jackie Nappo, Clay Krevolin, Melissa Mucci, Betty Wengloski, Gary Cotzin

1. CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:00 p.m. by Chairman Devlin in the Mabelle B. Avery Middle School Board of Education meeting room.

2. PLEDGE OF ALLEGIANCE

3. AWARDS AND RECOGNITIONS

3.1. Recognition to Shannon Whalen, a sophomore at Somers High School.

Rationale: Recognition to Shannon Whalen, a sophomore at Somers High School, for her design of this year's budget book.

Discussion: The Board of Education congratulated Shannon Whalen, sophomore at SHS, for her design of this year's budget book. Superintendent Czapla engaged the graphic design class to develop a multipage budget design. Students interviewed the superintendent while he questioned their rationale, concept, and design intention. The BOE presented her with a gift.

4. APPROVAL OF MINUTES

4.1. Draft Minutes of December 10, 2018

Rationale: Board to review and approve the Draft Board of Education Minutes from December 10, 2018.

Motion Passed: Motion to approve the December 10, 2018 minutes as presented passed with a motion by Jeremy Anderson and a second by Sarah Bollinger.

8 Yeas - 0 Nays.

5. AUDIENCE TO CITIZENS/STAFF/STUDENTS

6. CORRESPONDENCE

7. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

8. CONSENT AGENDA

Motion Passed: Motion to approve entire consent agenda as presented passed with a motion by David Palmer and a second by Jeremy Anderson. **8 Yeas - 0 Nays.**

8.1. Warrant of 1/14/2019

Rationale: Warrant of 1/14/2019 in the amount of \$661,979.95

8.2. Child-Rearing Leave for Emily Galloway, an SES teacher

Rationale: Emily Galloway has requested child-rearing leave of absence from January 3, 2019 thru June 30, 2019.

8.3. 2nd Warning - Somers Policy DBS 5118.1 - Admission of Resident Students

Rationale: The Board will review the 2nd warning of Somers Policy DBS 5118.1 - Admission of Resident Students.

8.4. 2nd Warning of Somers Policy DBS 5131.7 - Students Weapons & Dangerous Instruments

Rationale: The Board will review the 2nd warning of Somers Policy DBS 5131.7 - Students Weapons & Dangerous Instruments.

8.5. 2nd Warning of Somers Policy DBS 5131.111 - Student Conduct and Surveillance

Rationale: The Board will review the 2nd Warning of the Somers Policy DBS 5131.111 - Student Conduct and Surveillance.

8.6. 2nd Warning of the Somers Policy DBS 5131.913 - Students Bullying

Rationale: The Board will review the 2nd Warning of the Somers Policy DBS 5131.913 - Students Bullying.

8.7. 2nd Warning of Somers Policy DBS 6141.312 - Instruction Migrant Students

Rationale: The Board will review the Somers Policy DBS 6141.312 - Instruction Migrant Students.

8.8. 2nd Warning of Somers Policy DBS 6141.322 Instruction - Computer web/social media

Rationale: The Board will review Somers Policy DBS 6141.322 Instruction – Computer web/social media.

9. NEW BUSINESS

10. OLD BUSINESS

10.1. 2nd Warning 2019-2020 Annual School Calendar

Rationale: The Board is to review and give consent to the 2019-2020 Annual School Calendar.

Motion Passed: Motion to approve the 2019-2020 annual school calendar as presented passed with a motion by David Palmer and a second by Sarah Bollinger. **8 Yeas - 0 Nays.**

11. ADMINISTRATIVE REPORTS

11.1. Presentation of the Superintendent's Proposed 2019-2020 Budget

Rationale: Presentation of the Superintendent's Proposed 2019-2020 Budget

Discussion: Superintendent Czapla presented the proposed 2019-20 budget to the BOE. The presentation focused on recent budget history, challenges and priorities, proposed budget impacts, and comparisons structure. Recent budget history included FY 18 (2017-18) and FY 19 (2018-19). In FY 18, the BOE initially approved the budget for \$22.5 million which represented a 2.47% increase from the previous year. Due to the State not approving a budget until November and recisions made by the Governor, the BOE voluntarily gave back \$200,000 which resulted in a \$22.3 million budget or 1.56% net gain. In FY 19, the initial proposed budget in January of 2018 was \$23.2 million which represented a 2.95% increase from the previous year. In light of the fiscal environment and to bring costs down, SPS went out to bid for insurance health premiums and ended up switching from Anthem to ConnectiCare which resulted in a net savings of \$220,000. The approved budget came in at \$23 million which was a 1.97% increase. The Board of Finance cut the budget further in the amount of \$181,500 for a total increase of 1.17% from the previous year.

Superintendent Czapla discussed the challenges and priorities regarding the budget. The two major areas include academic achievement and mental health concerns. Superintendent Czapla has been going through a strategic coherence planning process to set the plan for future budgets going forward. It is not yet complete; however, there are some challenges and priorities that have risen to the top. Academic achievement is one of the top priorities after Dr. Zytka, Director of Curriculum, presented her results from the standardized test scores. Mental health is another area of concern not only in Somers but nationwide. Nationally, 20% of adolescents experience mental health issues. It is necessary to get a handle on and address these issues as it impacts instruction and learning. Some disorders come with dysregulated behaviors in the classroom impacting the student's own learning as well as the entire classroom. Other priorities include Learning Environments, maintenance, and security and safety provisions.

Superintendent Czapla proposed a budget of \$23,914,137 which is a 4.78% increase from last year. This increase is in response to playing catch up over the past two years. He presented the budget breakdown under nondiscretionary categories (salaries, insurance and benefits, tuition, transportation, utilities) as \$22,145,093 which is 92.6% of the budget as well as discretionary categories

(maintenance, equipment, instructional resources, extracurricular activities, administrative overhead) as \$1,769,044 which is 7.4% of the budget. The \$1,091,626 increase from last year will go towards contractual obligations (which includes a salary for a new social worker for the elementary school), instructional resources, equipment, maintenance, and administrative overhead.

Superintendent Czapla presented a PPE (Per Pupil Expenditure) slide. This is the rate at which it costs a town to educate a student. In DRG-C, the average cost to educate a student is \$18,762. This is a 9.6% increase from the previous year. In Somers, the average cost to educate a student is \$15,855 representing a 0.6% increase from the previous year. Superintendent Czapla stated that Somers has not been keeping pace with other towns. He stated if Somers had the same PPE of DRG-C, that would represent an increase of 18.3% which would mean an increase of \$4,376,000 to the budget. He was not advocating to jump to those numbers but wanted to show how far behind we are compared to our peers.

Superintendent Czapla asked the BOE to email him with any questions to be addressed at the next BOE meeting on 1/28/19. The BOE will be asked to approve the budget at the 2/11/19 BOE meeting. The approved budget will then be presented at the Public Hearing in March. He will be presenting the budget to the PTO and will post the budget proposal on the school website. The Campus View will also focus on the budget. The BOE thanked administration in helping to craft the budget.

11.2. Superintendent's Update

Rationale: Superintendent's Update

Discussion: No further updates.

12. COMMITTEE REPORTS

12.1. CURRICULUM

Discussion: No report.

12.2. POLICY

Discussion: Anne Kirkpatrick reported that the committee is on hold until they receive the next CABA packet.

12.3. SALARY & NEGOTIATION

Discussion: No report.

12.4. PLANNING

Discussion: David Palmer reported that seven design firms responded with a bid regarding the track and field project. Five of the seven firms were interviewed. The next BOE meeting will include an agenda item which will present the recommendation to the BOE of the firm for the design project. The Planning Committee will communicate with the BOE as the process unfolds.

13. OTHER

14. ADJOURNMENT

Motion Passed: Motion to Adjourn at 8:05 p.m. passed with a motion by Jan Martin and a second by Sarah Bollinger. **8 Yeas - 0 Nays.**

Rick Lees, Board of Education Secretary Date

Shannin Burns, BOE Recording Secretary

Somers Board of Education General Budget Treasury Warrant

Report # 56134

Check Batch: 22138
 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:** 1/24/19
William B. Boutwell, Director of Business Services

22138	16400	01/28/2019	V58674	Administrator, Unemployment Compensation	0.00	5,635.11
	16401	01/28/2019	V61123	Aero All-Gas Co, The	0.00	129.00
	16402	01/28/2019	V60790	Alternative Access Assistive Technology	0.00	2,807.50
	16403	01/28/2019	V52670	SYNCB/AMAZON	0.00	1,950.80
	16404	01/28/2019	V52306	AmeriPride Services, Inc	0.00	305.46
	16405	01/28/2019	V51604	Awards & More	0.00	114.70
	16406	01/28/2019	V51942	CBS	0.00	668.00
	16407	01/28/2019	V61499	Computer Logic Group, Inc	0.00	2,550.00
	16408	01/28/2019	V61473	COX Business	0.00	659.77
	16409	01/28/2019	V00204	CREC	0.00	109,428.49
	16410	01/28/2019	V60416	DG Graphics	0.00	311.50
	16411	01/28/2019	E00096	Duffy, Margaret	0.00	26.68
	16412	01/28/2019	V52317	Ellington Board of Education	0.00	15,437.94
	16413	01/28/2019	V61230	ENGINE Resources	0.00	14,714.05
	16414	01/28/2019	V00159	Eversource Energy	0.00	20,353.47
	16415	01/28/2019	V02186	Flinn Scientific, Inc.	0.00	310.50
	16416	01/28/2019	V61017	Frontier Communications	0.00	327.01
	16417	01/28/2019	E00927	Giverson, Jennifer	0.00	78.48
	16418	01/28/2019	E00020	Gowash, Tammy	0.00	20.00
	16419	01/28/2019	V54081	Graduate Pest Solutions, Inc.	0.00	166.00

Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	16420	01/28/2019	V53439	Group Dynamic	0.00	27.75
	16421	01/28/2019	E00129	Gustafson, Cheryl	0.00	62.12
	16422	01/28/2019	V53525	H&H Service, LLC	0.00	310.00
	16423	01/28/2019	V00407	Hartford Courant Media Group	0.00	432.22
	16424	01/28/2019	V60637	Hartford Public Schools	0.00	4,069.54
	16425	01/28/2019	V53228	Hertf Jones Inc.	0.00	923.60
	16426	01/28/2019	V60090	High Grade Gas Service, Inc	0.00	682.16
	16427	01/28/2019	V61197	Horizon Software International	0.00	4,540.66
	16428	01/28/2019	V54063	HSABank	0.00	182.00
	16429	01/28/2019	V61110	Laminex Inc	0.00	960.00
	16430	01/28/2019	V00438	Journal Inquirer	0.00	330.54
	16431	01/28/2019	V61497	Krementowski, Megan	0.00	250.00
	16432	01/28/2019	V60890	LEARN	0.00	29,160.00
	16433	01/28/2019	V54159	Vernon Printing Co, Inc.	0.00	292.60
	16434	01/28/2019	V60537	National Career Development Association	0.00	95.00
	16435	01/28/2019	V61436	O'Brien, Keith T	0.00	400.00
	16436	01/28/2019	V53914	Pitney Bowes, Inc.	0.00	295.50
	16437	01/28/2019	V60864	Pullman & Conley, LLC	0.00	936.50
	16438	01/28/2019	V53593	ReadyRefresh by Nestle	0.00	67.89
	16439	01/28/2019	V01292	School Specialty, Inc.	0.00	2,168.75
	16440	01/28/2019	V61333	Speech Academy, The	0.00	12,360.24
	16441	01/28/2019	E00909	Stamm, Cynthia	0.00	68.78
	16442	01/28/2019	V21164	Unum Life Insurance Company of America	0.00	3,622.45
	16443	01/28/2019	V00548	USA Waste and Recycling	0.00	1,189.70
	16444	01/28/2019	V61140	Van Pool Transportation LLC	0.00	15,050.00
	16445	01/28/2019	V53413	W. B. Mason Co., Inc.	0.00	178.92
	16446	01/28/2019	E00342	Walker, Alan	0.00	84.95
	16447	01/28/2019	V60012	Week Magazine, The	0.00	438.90
	16448	01/28/2019	V02738	William V. MacGill & Co.	0.00	1,256.30
Totals:					<u>0.00</u>	<u>\$256,431.53</u>

49 Checks Listed.

Somers Board of Education General Journal Register

Report # 56133
Batch: 22124
Transaction: N/A
Show Summary Only: Yes

Batch # 22124	Control Total \$256,431.53	Status Posted	Created By Lbergamini	Created On 01/18/2019	Last Updated By Lbergamini	Last Updated On 01/24/2019
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General Ledger Distribution Summary

Period, Fiscal Year	Account Number	Account Description	DTF	Over	Base	Budget	Debits	Credits
January, 2019								
Generated Distributions								
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL					248,967.84	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE					0.00	248,967.84
		Total Generated Distributions					\$248,967.84	\$248,967.84
User-Entered Distributions								
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE					58.62	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE					0.00	256,490.15
	10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES					612.31	0.00
	10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES					192.29	0.00
	10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES					0.00	46.98
	10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES					2,036.03	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES					125.64	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES					0.00	11.64
	10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES					310.50	0.00
	10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES					438.90	0.00
	10-100-2-4-46-242-611-01-5-00222	HS - SCHOOL TO CAREER SUPPLIES					95.00	0.00
	10-100-2-5-44-242-611-03-5-00222	SW - A.V. SUPPLIES					960.00	0.00
	10-120-9-9-98-215-112-01-5-00101	SP ED - HIGH SCHOOL AIDE					104.00	0.00
	10-120-9-9-98-242-611-01-5-01333	PHYSICAL THERAPY SUPPLIES					87.39	0.00
	10-120-9-9-98-251-580-05-5-00272	SP ED - TRAVEL/IN-SERVICE					68.78	0.00
	10-120-9-9-98-330-02-5-01674	SP ED - CONTRACTED SERVICES					2,807.50	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES					1,256.30	0.00
	10-213-3-5-48-421-730-02-5-01076	SW - HEALTH EQUIPMENT					129.00	0.00
	10-214-2-3-56-242-611-07-5-01027	SW - SCHOOL PSYCHOL. SUPPLIES					29.67	0.00
	10-221-1-2-50-251-580-05-5-00259	K-5 - TRAVEL/IN-SERVICE					78.48	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE					46.68	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - TRAVEL/IN-SERVICE					62.12	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES					1,336.50	0.00
	10-231-1-5-74-134-330-10-5-00049	B.O.E. - PRINTING					114.70	0.00
	10-231-1-5-74-134-590-10-5-00648	B.O.E. - COMMUNITY RELATIONS					250.00	0.00
	10-232-1-5-72-134-540-04-5-00025	CO - ADVERTISING					762.76	0.00

Somers Board of Education General Journal Register

Report # 56133

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
22124	\$256,431.53	Posted	Lbergamini	01/18/2019	Lbergamini	01/24/2019

10-232-1-5-72-134-690-04-5-00031	CO - PETTY CASH					
10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES					
10-232-6-5-66-830-440-04-5-00526	CO - POSTAGE METER					
10-240-1-4-40-258-690-04-5-00304	HS - OFFICE SUPPLIES					
10-240-6-2-66-830-440-04-5-00524	K-5 - COPIER SUPPLIES					
10-240-6-3-66-830-440-03-5-01012	MA - COPIER SUPPLIES					
10-240-7-4-54-880-690-07-5-00274	HS - GRADUATION					
10-259-1-5-72-123-590-04-5-00019	CO - FORMS & PRINTING					
10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE					
10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE					
10-260-5-4-38-722-430-01-5-00393	HS - QUANTITY FOODS MAINT.					
10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE					
10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE					
10-260-5-6-62-722-430-01-5-01077	SW - COMPUTER MAINTENANCE					
10-260-5-6-62-722-430-08-5-00439	HS - BUILDING MAINTENANCE					
10-260-5-6-62-722-430-08-5-00444	SW - RUBBISH REMOVAL					
10-260-5-6-62-722-430-08-5-00801	SW - EXTERMINATING					
10-260-5-6-64-641-620-05-5-00358	K-5 - ELECTRICITY					
10-260-5-6-64-641-620-05-5-00360	MA - ELECTRICITY					
10-260-5-6-64-641-620-05-5-00361	HS - ELECTRICITY					
10-260-5-6-64-641-620-05-5-00362	MAINTENANCE - ELECTRICITY					
10-260-5-6-64-643-690-05-5-00371	MA - PROPANE GAS					
10-260-6-9-62-722-590-08-5-00453	SW - SOFTWARE MAINT CONTRACTS					
10-270-4-5-84-521-510-12-5-00328	ADDITIONAL TRANSPORTATION					
10-270-9-9-84-522-510-12-5-00332	SP ED - ADDITIONAL MILEAGE					
10-280-6-5-82-820-200-13-5-00509	SW - FLEXIBLE SPENDING ACCT					
10-280-6-5-82-820-200-13-5-00513	I.T.D.					
10-280-6-5-82-820-200-13-5-00517	UNEMPLOYMENT INSURANCE					
10-280-6-5-82-820-200-13-5-01228	SW - HEALTH SAVINGS ACCOUNT					
10-320-7-4-42-880-690-06-5-00595	HS - ATHLETIC SUPPLIES					
10-611-6-5-88-945-560-14-5-01231	TUITION-NON SPECIAL EDUCATION					
10-613-9-9-88-955-561-14-5-00622	SPED - CREC RIVER STREET					
10-613-9-9-88-955-561-14-5-00673	SP ED - TUITION					

Total User-Entered Distributions	\$256,548.77	\$256,548.77
Total for January, 2019	\$505,516.61	\$505,516.61
Grand Total for Batch # 22124	\$505,516.61	\$505,516.61

Somers Board of Education General Journal Register

Report # 56133

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
22124	\$256,431.53	Posted	Lbergamini	01/18/2019	Lbergamini	01/24/2019

193 Transactions Listed.

FIELD TRIP REQUEST

(All Overnight trips are subject to Superintendent and Board of Education Approval)

School: Somers High School Date: 3/8-3/10/19

Requested by: Suzy Williams Department: Support Services

Destination: Silver Lake Conference Center Date of trip: 3/8/19-3/10/19

Departure time: 8am 3/8/19 Approx. time of return: 2:30pm 3/10/19

Number of students involved: 24 Number of chaperones: 3

Teachers attending:

Suzy Williams

Sarah Burda

Gabby Formica

Substitute needed:

Yes No

Yes No

Yes No

**If a substitute is needed, please fill out a PD-4 Form
(Professional Day and Expenditure Request Form)**

Type of transportation: Bus

Expense to students: \$150 Expense to school system: \$0

Specific Content/Unit(s) the field trip supports: Social/ Emotional Learning

Describe how student learning will be assessed: Student self-reflection/Student participation in student body

Standards addressed (list by number and code – ex. CCSS:MP1):

Standards relating to student-driven learning and peer support

Written Objectives/Relationship to curriculum: The retreat is designed to train student leaders. We will be engaging in skills building, team building, and training in order to prepare students to act as peer supports within the student body.

If approved, both the field trip activity and assessment need to be put into Atlas.

Approved by: [Signature]
Principal's Signature

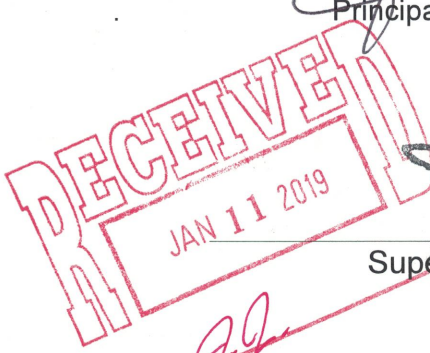
Approved by: [Signature]
Director of Curriculum

CENTRAL OFFICE USE ONLY

Approved Disapproved

[Signature]
Superintendent or Designee's Signature

1/11/19
Date



By: [Signature]

[Signature]

ADMIN. REG.: 6153
FIELD TRIP PERMISSION FORM

Date of Trip: 3/8/19-3/10/19

Destination: Silver lakes Conference Center

Time of Departure: 3/8 @ 8 am

Place of Departure: SHS

Time of Return: 3/10 @ 2:30 pm

Place of Return: SHS

The Group will be traveling by: Bus

(Bus/Foot/Car)

Lunch will will not be provided.

Activities: We will be engaging in team building activities as well as leadership training throughout the weekend. All meals are provided in the cost of the weekend.

Parent Comment/Concerns: _____

Supervising Teacher(s): Suzy Williams + Sarah Burda

The cost is \$150 due by Feb 15th, 2019. checks should be made out to SHS.

Date of Trip: 3/8-3/10/19

Destination: Silver lakes Conference Center

Parent/guardian contact information:

Home: _____ Work: _____ Cell: _____

Alternate contact and phone number: _____

List any known allergic reactions: _____

Will student be taking any medication on this trip that has been prescribed by a physician: _____

If yes, what is that medication: _____

What was the date of the student's last tetanus shot: _____

Insurance Company: _____ Policy Number: _____

Family Doctor: _____ Phone number: _____

Name any other medical concerns: _____

I give my permission for the Somers Public Schools staff members to seek medical assistance for my child in the case of any injury or illness incurred while participating in this school-sponsored activity. If I cannot be reached to give my consent to medical personnel, this form will serve to give my permission to carry out necessary treatment. I understand that this trip begins and ends at school. I also understand that I must make provisions for the transportation of my child, from the school to our home, at the end of any educational trip that terminates after the regular school day.

Student's Name _____

Parent/Guardian Signature _____ Date _____

[Signature]
Teacher

SHS/School Social Worker
School/Grade gr 9-12

Please be sure all fields are filled out.

RETREAT CONTRACT



Group Name: Somers High School
Type: Somers High School Retreat
Estimated Number of Participants: 15

RESERVATION INFORMATION

ARRIVAL:03/08/2019
DEPARTURE:03/10/2019

Please let all participants know that they should bring their own bedding(sleeping bag or sheets and pillow), towel and toiletries.

Silver Lake reserves the building(s) you request based on the number of participants you think will participate and what is available. Silver Lake reserves the right to ask you to change buildings.

Multiple Buildings: Silver Lake will reserve more than one building for your retreat if your estimated number of participants exceeds the maximum capacity of one building OR if you are willing to guarantee the minimum number of participants per building for each building you reserve according to the building minimums/maximums discussed at the time of booking.

Meals are served in the Cedars dining room. Vegetarian alternatives are available for lunch and dinner upon request. Please let us know the number of people who will be taking the vegetarian option and about any food allergies and their severity before you arrive.

FINANCIAL INFORMATION

Initial Payment: \$800 is due by 12/20/2018

A deposit equal to 50% of the estimated retreat total is due with the signed contract within ten days of booking the retreat. Silver Lake reserves a building once the deposit and signed contract have been received back at Silver Lake.

Final Payment: Your Final Bill will be based on the Final Count you provide or the actual number of participants or the building minimum, whichever is higher. Your Final Bill will be emailed to the Retreat Coordinator/Contact one week prior to your arrival date. If you prefer, a Final Bill can also be faxed.

ROPES PRICING INFORMATION

Basic pricing (up to 20 people) for the use of the ropes courses is based on 90-minute blocks. We recommend a rotation for groups larger than 30. The ropes courses are available in the Spring and Fall retreat seasons; the courses are closed for the winter. To add a ropes session to your retreat, please call 860-364-5526 or email stephaniep@ctucc.org.

	Basic price (up to 20)	Additional Cost (per person)
High Ropes	\$450	\$20
Low Ropes	\$350	\$15
ROTATIONS:		
High/Low	\$650	\$20

CONTRACT AGREEMENT

I understand that each building has a "minimum" headcount and we are responsible to meet that number.

If we cancel our retreat more than 90 days from the arrival date, and wish to reserve a later date, the deposit can be transferred to the new date.

If we cancel our retreat within 90 days from the arrival date, the reservation deposit (50% of the projected total cost of the retreat) must be paid (see above). This reservation deposit is not refundable or transferable if the retreat is canceled less than 90 days from the arrival date.

If cancellation is made less than 45 days prior to the arrival date, we will be responsible for a payment equal to the full amount of the minimum number for the reserved building.

Cancellations due to the weather are not refundable or transferable to another weekend, unless it is deemed unsafe traveling conditions, at the discretion of the Co-directors.

I have read the above and I am in agreement with the provisions of this contract.


Retreat Coordinator

12/20/18
Date

Somers High School
Group Name

Stephanie Pitman, SLCC Business Manager

To confirm your reservation booking, please return this signed contract, with Deposit to: Stephanie Pitman, SLCC, 223 Low Rd., Sharon, CT 06069. To pay by credit card, call Stephanie at 860-364-5526.

Educational Specifications Oil Tank Replacement Project Somers Elementary School

1. **PROJECT RATIONALE**

Somers Elementary School (originally Somers High School) was constructed in 1957. A number of expansions have occurred since that time. In 1992 a building project took place converting the high school to the elementary school, and in 1995 the building was reopened as Somers Elementary School. This project proposes removal and replacement of the existing underground #2 fuel oil tank installed in 1989. The project is planned for summer 2019.

2. **LONG-RANGE PLAN**

The Somers Board of Education Strategic Plan includes three goals. The third goal is “maintain school facilities and grounds to provide a safe, healthy environment conducive to learning.” In 2015-16 the Board engaged the services of CREC and Tecton Architects to conduct a comprehensive study of the Somers Public Schools facilities. The study and subsequent review and discussions resulted in The Long Range Facilities Plan (LRFP) adopted by the Board in December 2017. The Somers Elementary School oil tank replacement project is consistent with this goal and is an identified project in the LRFP. The district plans to continue to utilize Somers Elementary School in its current capacity into the foreseeable future. Somers has a documented history of providing high quality educational facilities as evidenced by the building and remodeling efforts that took place in the early 1990s and mid-2000s, and the recently approved \$6M school bonding package (November 2018). The Somers Elementary School oil tank replacement project is included in the bonding package.

3. **THE PROJECT**

The project includes removal and replacement of the 10,000 gallon underground #2 fuel oil tank installed in 1989. Somers proposes the following components of the oil tank removal and replacement project.

- Contract with an experienced firm to provide engineering services for the project from design through contract administration.
- Notify appropriate agencies (CT DEEP, etc.) of the impending tank removal.
- Comply with all DEEP, OSHA, EPA, NFPA and local regulatory (Fire Marshal, Building Official, etc.) guidelines throughout the project.
- Remove the existing tank and perform soil testing per required guidelines for potential contamination.
- Dispose of the existing tank, contents, related equipment, etc. per required

**Educational Specifications
Oil Tank Replacement Project
Somers Elementary School**

guidelines.

- Install new tank, fuel monitoring system (inventory management and leak detection), containment piping systems, hold downs, drive over pad, etc. per required guidelines.
- Return the site to its original condition prior to the project.
- Submit all required paperwork to regulatory agencies upon project completion.

Current space: Somers Elementary School includes academic, instructional and support space for general classrooms pre-kindergarten through grade 5 (including full-day pre-kindergarten and kindergarten programs), library/media center, computer labs, gymnasium, music and art rooms, special education classrooms and resource rooms, special subject areas, cafeteria, nurses office, conference rooms, school administration offices, custodial services, storage, boiler room and auditorium.

Construction: Other than the basement and boiler room areas, construction will not impact other areas of the building. Outside area of the building will be impacted in the area where the tank is located. Programs and activities taking place during construction will be relocated to other facilities.

Final Space: Final space would be stated as above in current space.

FF&E: None.

4. **BUILDING SYSTEMS**

Security: Required monitoring systems will be included as part of the project.
Public Address: Not applicable.
Technology: Not applicable.
Phone System: Not applicable.
Clocks: Not applicable.

5. **INTERIOR BUILDING ENVIRONMENT**

Acoustics: Not applicable.
Lighting: Not Applicable.
HVAC: Not applicable.
Plumbing: The basement and boiler room areas will be involved.
Windows/Doors: Not applicable

**Educational Specifications
Oil Tank Replacement Project
Somers Elementary School**

6. SITE DEVELOPMENT

Site Acquisition:	Not applicable.
Parking:	Certain parking areas will be off limits during construction.
Drives:	Certain drives will be off limits during construction.
Walkways:	Certain walkways will be off limits during construction.
Outdoor Athletic Facilities:	Not applicable.
Landscaping:	Landscaping in and around the tank area will be involved.
Site Improvements:	Site in and around the tank area will be restored to its original condition.

7. CONSTRUCTION BONUS REQUESTS

Somers Elementary School does participate in the special programs listed below eligible for a school construction bonus.

- CHOICE: C.G.S. 10-285a(g), as amended
- Full-day Kindergarten: C.G.S. 10-285a(h)

Somers Elementary School does NOT participate in the special programs listed below eligible for a school construction bonus.

- School Readiness: C.G.S. 10-285a(e)--Not applicable.
- Lighthouse Schools: C.G.S. 10-285a(f)--Not applicable.
- Reduced Class Size: C.G.S. 10-285a(h)--Not applicable.
- Regional Vo-Ag Center: C.G.S. 10-65--Not applicable.
- Interdistrict Magnet School: C.G.S. 10-264h--Not applicable.
- Interdistrict Cooperative School: C.G.S. 10-158a--Not applicable.
- Regional Special Education Center: C.G.S. 10-76e--Not applicable.

8. COMMUNITY USES

Somers Elementary School is designed to facilitate activities during school hours as well as after school hours, and throughout the calendar year as indicated below.

- The PTO uses the media center, gym, foyer, cafeteria, auditorium and other large areas for activities such as book fairs, class events and fundraisers.
- The Town of Somers Recreation Department uses the gymnasium for town-sponsored clubs and activities throughout the year including summer recreation

**Educational Specifications
Oil Tank Replacement Project
Somers Elementary School**

programs.

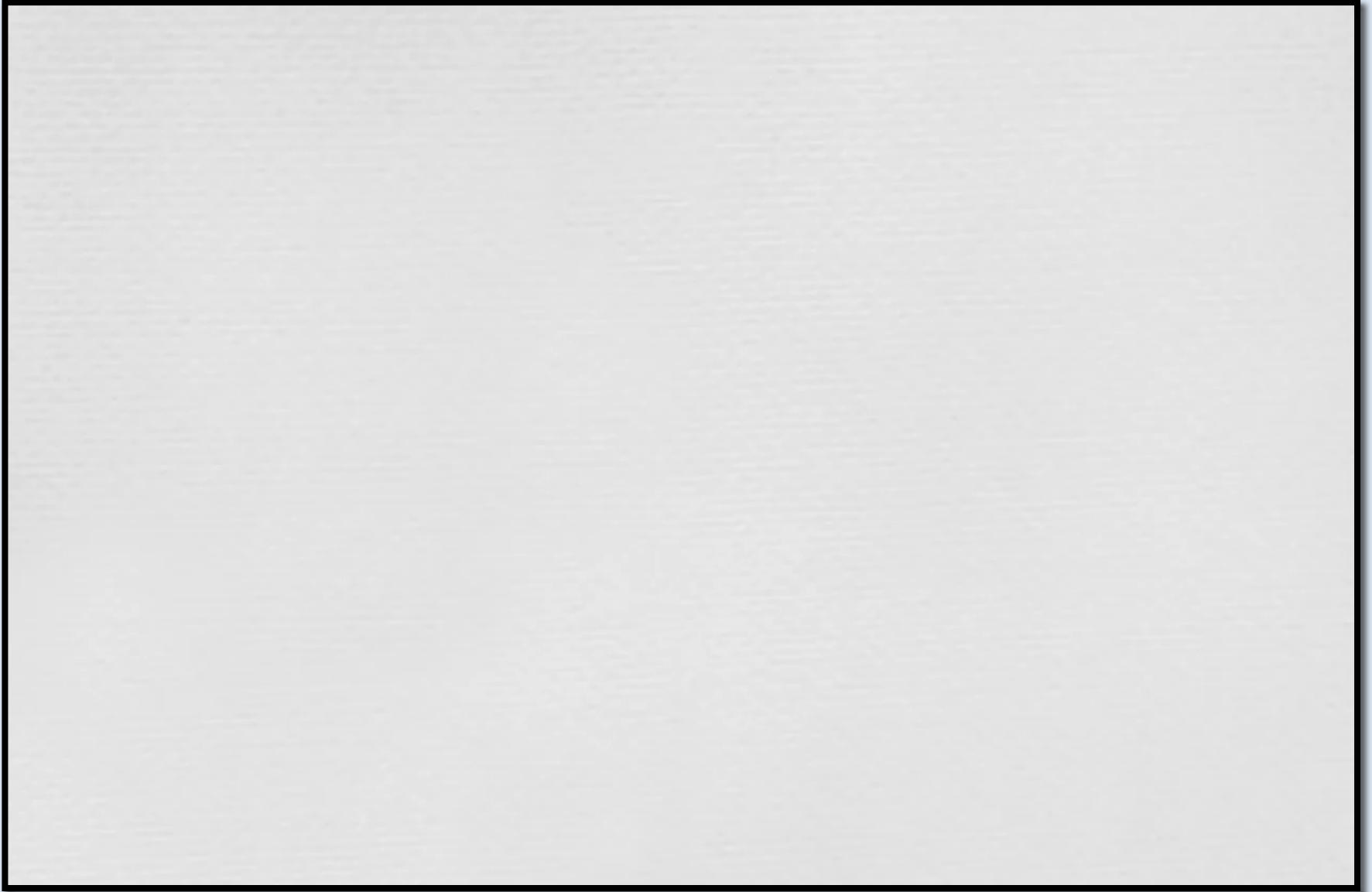
- The Town Recreation Department runs both before and after school day care and enrichment programs.
- Scout programs and meetings are held throughout the year.
- Special education programs for identified students are held during the summer break.
- Summer enrichment programs are held.
- Town-wide community and committee meetings take place throughout the year.
- Athletic practices are held in the gymnasium.
- Community productions take place in the auditorium.

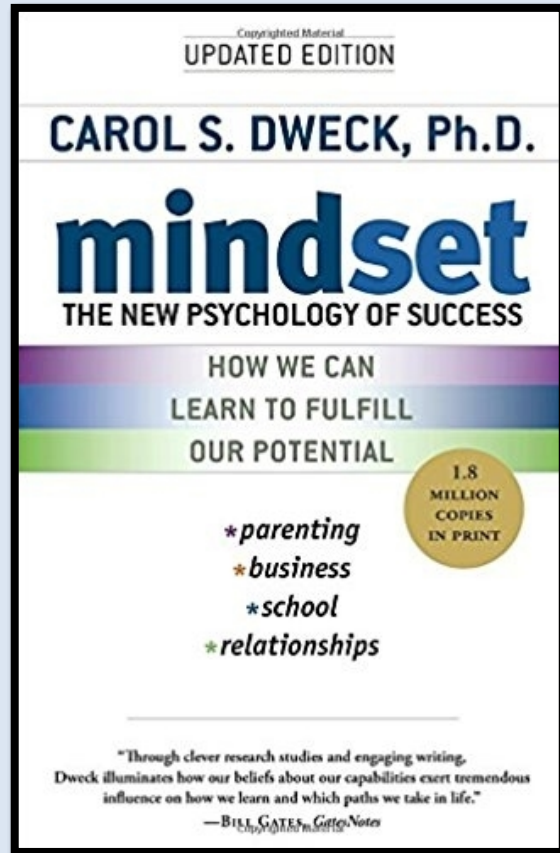
Growth Mindset



SPS BOE Presentation January 28, 2019
Dina Senecal & Melissa Mucci

What is “Growth Mindset”?





- Developed by psychologist Carol Dweck.
- Dweck’s educational work centers on distinguishing between “fixed” and “growth” mindsets.

From : <https://www.edglossary.org/growth-mindset/>

Growth Mindset

“basic abilities can be developed through dedication and hard work—brains and talent are just the starting point. “

Students who believe that they will become smarter if they work hard and persevere—learn more, learn it more quickly, and view challenges and failures as opportunities to improve their learning and skills.

Fixed Mindset

“basic qualities, like their intelligence or talent, are simply fixed traits. They believe that talent alone creates success—without effort.”

Students with fixed mindsets tend to tell themselves they can't or won't be able to do it, or they make excuses to rationalize their failure.



How Educators Can Assist Learners in Developing a Growth Mindset

by Jackie Gerstein, Ed.D.
User-Generated Education



Growth Mindset Reflection Questions for the Educator



10 Growth Mindset Statements



What can I say to myself?



INSTEAD OF:

TRY THINKING:

I'm not good at this.

I'm awesome at this.

I give up.

This is too hard.

I can't make this any better.

I just can't do Math.

I made a mistake.

She's so smart. I will never be that smart.

It's good enough.

Plan "A" didn't work.

1 What am I missing?

2 I'm on the right track.

3 I'll use some of the strategies we've learned.

4 This may take some time and effort.

5 I can always improve so I'll keep trying.

6 I'm going to train my brain in Math.

7 Mistakes help me to learn better.

8 I'm going to figure out how she does it.

9 Is it really my best work?

10 Good thing the alphabet has 25 more letters!

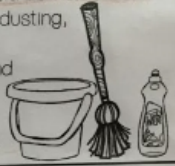
We are a Growth Mindset School



- Growth Mindset topics embedded into our school-wide monthly assemblies, morning announcements (Mindset Monday), newsletters and class meetings.
- Emphasis on “The Power of Yet”
- Explicit feedback given to students (praise the process not the speed nor the outcome)
- Growth Mindset resources purchased for the Library Media Center
- Growth Mindset parent resource webpage

GOING ABOVE AND BEYOND

Sam wanted to do something nice for her Mom. Her Mom had been working so hard lately and she was about to have a baby! She deserved a special treat. Sam decided to clean the house and set up a surprise for her Mom. Her Mom would be home from work in 1 hour. Sam knew she didn't have much time. She got busy dusting, vacuuming the carpets, and mopping the floors. Then, she made a snack for her Mom. She put cheese, crackers, and fruit on a plate and brought it to her Mom's bathroom. Finally, she filled the bathtub with warm soapy water, lit candles, and put on relaxing music. When her Mom arrived home and saw what Sam had done, she was so thrilled!



- Circle the characters
 Draw a box around the setting
 Underline the problem

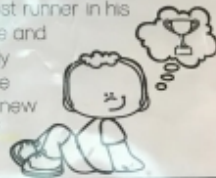
What do you think it means to go above and beyond? How did Sam go above and beyond?

I think going above and beyond means doing more than you've been asked of. Sam went above and beyond because she did lots of work for mom and mom didn't ask her to do it.

I AM IN CHARGE OF MY THOUGHTS

✓✓✓

It was finally Track and Field Day, a day Sam got excited about every year! It was a day when all the classes in the school would go to the track and compete in a variety of events. Sam's favorite event was the mile run. He was the fastest runner in his class. It was time for the race to start. Sam went to the start line and stretched his legs. He looked at the lane next to him and suddenly realized that he had to run against Todd, the fastest student in the entire grade. All of a sudden, Sam got sick to his stomach. He knew that Todd would be hard to beat. The thought of dropping out of the race crossed Sam's mind...



- Circle the characters
 Draw a box around the setting
 Underline the problem

What do you think Sam should do? How can Sam show that he is in charge of his thoughts?

I think Sam should do is take a deep breath because that will clear his mind that is the best thing that he should do. The next thing he should do is say I can do this and count five that is how he can calm down. Also he can think about his hopes.

GROWTH MINDSET

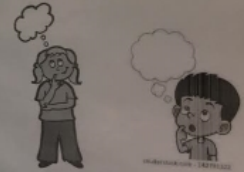
Not Giving Up!
By room 328

GROWTH MINDSET

Going Above and Beyond
By room 328

Growth Mindset:

I Am In Charge Of My Thoughts





Describe a time you made a mistake or felt "stuck" but didn't give up.

What did you learn about yourself from that experience?

Can't remember a time?

Try this:

What could you do if you were having a hard time with something? Give an example.

When I was just beginning to sing in my band, I had to sing a song that I wasn't comfortable with. The song had a lot of high notes, and I didn't think I could sing that high. Whenever I'd practice, I'd make the same mistakes in the same places. My voice would crack when I got to the high notes. I knew the guys in the band really wanted to perform this song, so I kept practicing and trying to get stronger. It took a few weeks, but I was finally able to do it! When we performed it, I was so proud of myself!! It was my favorite song for a long time because I worked so hard to do it right.