

## Board of Education Meeting

Monday, April 20, 2020 7:00 PM

This Meeting Will Be Held Via Teleconference

<https://us04web.zoom.us/j/226668820?pwd=QmJyRGlyVUxYa0RQMWN4TTdvYWZwQT09>

Meeting ID: 226 668 820 Password: 013532, [Address], [City], CT [Zip]

### 1. CALL TO ORDER

### 2. STUDENT REPORT

### 3. APPROVAL OF MINUTES

1. Draft Minutes of Public Hearing from March 9, 2020 meeting at Somers Elementary School for approval
2. Draft Minutes of Board of Education Meeting from March 9, 2020 for approval.

### 4. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

### 5. CONSENT AGENDA

1. Warrant of April 6, 2020
2. Warrant of March 23, 2020.
3. Warrant of April 20, 2020
4. All staff retirements and resignations
5. 2nd Warning of Policy DBS 6146 - Graduation Requirements
6. 2nd Warning on Policy DBS 4115.3 - Personnel, Evaluation, Coaches
7. 2nd Warning on Policy DBS 5112 - Students: Ages of Attendance
8. 2nd Warning on Policy DBS 6141.328 - Use of Technology - to be deleted
9. 2nd Warning on Policy 6172.3 - Instruction: Home Schooling

### 6. NEW BUSINESS

1. 1st Warning Policy DBS Code 1311.1 - Community Relations - Political Activities of School Employees
2. 1st Warning Somers Policy DBS Code 1322 - Community Relations-Public Activities involving Staff, Students or School Facilities
3. 1st Warning of Somers Policy DBS Code 1112.3 - Community Relations - Media Access to Students
4. 1st Warning of Somers Policy DBS 1331 - Community Relations - Use of School Fields
5. 1st Warning of Somers Policy DBS 1250 - Community Relations - Visitations to the Schools
6. 1st Warning of Somers Policy DBS 1316 - Community Relations - Conduct on School Property

7. 1st Warning of Somers Policy DBS 4121 -  
Substitute Teachers

7. **ADMINISTRATIVE REPORTS**

1. SES Standards Bases Report Cards

2. Superintendent Update

8. **COMMITTEE REPORTS**

1. CURRICULUM

2. POLICY

3. SALARY & NEGOTIATION

4. PLANNING

9. **CREC UPDATE**

10. **ADJOURNMENT**

**Public Hearing of 2020-21 SPS Budget**  
Somers Elementary School Auditorium  
March 09, 2020  
6:00 PM

**Attendance Taken at 6:00 PM:**

Present Board Members: Krista Cherry, Sarah Bollinger, Marissa Marks, Bruce Devlin, Jan Martin, Jeremy Anderson, Kate McLellan, Anne Kirkpatrick

Absent Board Members: David Palmer

Others: Brian Czapla, Bill Boutwell, Dr. Denise Messina, Dr. Irene Zytka, Rob Wilson, Margot Martello, Mike McDonnell, Todd Rolland, Katrina Danby, Gary Cotzin, Cheryl Gustafson, Kim Constant, Lee Mailhot, Bill Meier, Dina Senecal, Melissa Mucci, Elizabeth O'Toole

Updated Attendance: Sarah Bollinger was updated to present at: 6:08 PM

**1. Public Hearing on Somers Board of Education Budget for 2020-2021**

**Rationale:** The Board will listen to the public on the 2020-21 Board of Education Budget.

**Discussion:** Superintendent Czapla presented the approved BOE budget for 2020-2021 to the public. He stated that over the past couple of years all budget decisions were made responsibly. The Strategic Plan was developed last year by community members, parents, and school district personnel. The Strategic Plan is the roadmap for SPS for the next five years. All budget decisions must be supported by the three goals of the Strategic Plan: creating student achievement, professional learning for staff, and accountability from students, staff, administrators, and the superintendent.

Somers was not performing as well as the rest of the districts in DRG-C in 2018. As the Strategic Plan was being developed, SES made significant gains as compared to DRG-C. This year, SES earned "school of distinction" by the CT State Department of Education for their improvements.

Mental health needs impact student achievement. Somers and the nation have seen an increase in the special education/504 caseload. Special education identifications have increased in ADHD, autism, emotional issues as well as DCF/Foster placements and homeless students.

Budget priorities include increasing student achievement and educational opportunities; providing students with mental health resources; and continuing to update and maintain all facilities.

Superintendent Czapla proposed a budget of \$24,689,970 for 2020-2021. This is an increase of \$805,833 from last year's budget with an overall 3.37% increase. Between

January and the end of February, there was a cost reduction of \$103,000 in the OPEB fund (\$28,000 savings) as well as a \$75,000 reduction in healthcare insurance.

The budget is comprised of non-discretionary items which are the contracts and/or general obligations that may not be negotiated. The top drivers in this category are salaries and insurance accounting for \$21 million of the overall budget. Also included in this category are tuition for special needs students as well as magnet schools, transportation with First Student, and utilities. Non-discretionary items lock in at \$22,767,369 (92.2% of the budget).

The budget is also comprised of discretionary items. These items have more budget flexibility. This category includes maintenance (\$553,715); instructional resources (\$448,270); technology and ancillary equipment (\$371,540); extracurricular (\$324,731); and administrative overhead (\$224,345) totaling \$1,922,601 or 7.8% of the budget.

Significant impacts include a \$661,276 increase from last year's budget:

- Labor contracts
- BOE approval for SHS school counselor, MBA Math Interventionist (will have \$0 net input), and MBA School Psychologist (funded through a grant)
- Insurance and benefits (locked in at 12% health premium increase at \$208,700)  
The first budget presented in January called for an 18% increase.
- Special Education tuition reduction (-\$20,000)
- Transportation increase of \$49,970
- Increase of \$6300 in utilities.

Instructional resources/academic achievement total \$110,520. This accounts for textbooks and programming. This includes the continuation of the next phase of the SES Fountas & Pinnell program. New SES and MBA math programs and textbooks will be implemented. The new Capstone program and expansion of AP courses will occur at SHS. Departmental supplies will account for \$28,720. Science equipment will be replaced and modernized. There is also a music replacement plan over the next ten years.

Significant requests that were not included in this proposed budget but may be added to future proposed budgets include:

- Part-time Kindergarten Paraeducators due to significant increases in enrollment
- District-wide 504 Coordinator
- Grade 2 Teacher
- SHS Social Studies Teacher to support AP courses
- Safety and Security Officer
- Pre-K Transportation
- Miscellaneous Capital Outlay
- Tech Support Specialist
- Maintenance and Security special projects
- SES Building Substitute

Superintendent Czapla compared the Per Pupil Expenditure (PPE) of Somers, DRG-C (district reference group representing districts with the same socioeconomic status as Somers), and the State of CT. PPE is the cost per student. The PPE in Somers is \$16,718; \$19,431 in DRG-C; and \$18,791 in the State of CT. Somers falls in the lower 10-15% of DRG-C. If Somers had the same PPE as DRG-C, Somers would have to add another \$4,000,000 to the budget. If Somers had the same PPE as the State of CT, Somers would have to add an extra \$3,000,000 to the budget.

Superintendent Czapla stated the ways in which costs were avoided through recent contract negotiations, energy conservation initiatives, van transportation contract, medical insurance provider change, and specialized programming at SES to meet the needs of certain students so that they would not have to be outplaced.

Chairman Devlin opened the floor for questions at 6:29 p.m. No questions were asked.

Motion to adjourn the public hearing at 6:30 p.m. passed with a motion by Krista Cherry and a second by Kate McLellan. **8 Yeas - 0 Nays.**

---

Jan Martin, BOE Secretary

Date

Shannin Burns, BOE Recording Secretary

**Somers Board of Education Meeting**  
Somers Elementary School Auditorium (this is a change)  
March 09, 2020  
7:00 PM

**Attendance Taken at 6:58 PM:**

Present Board Members: Krista Cherry, Sarah Bollinger, Marissa Marks, David Palmer, Bruce Devlin, Jan Martin, Jeremy Anderson, Kate McLellan, Anne Kirkpatrick

Others: Brian Czapla, Bill Boutwell, Dr. Denise Messina, Dr. Irene Zytka, Rob Wilson, Margot Martello, Michael McDonnell, Melissa Mucci, Dina Senecal, Elizabeth O'Toole, John Mailhot

## **1. CALL TO ORDER**

The regular meeting of the Board of Education was called to order by Chairman Devlin at 6:58 p.m. in the Somers Elementary School auditorium.

## **2. PLEDGE OF ALLEGIANCE**

## **3. AWARDS AND RECOGNITIONS**

### **3.1. The Board will recognize a SES staff member.**

**Rationale:** The Board will recognize Dr. Colleen Farrell-Meier, school psychologist, for her outstanding service to our students at Somers Elementary School.

**Discussion:** Dr. Denise Messina, Director of Pupil Services, recognized Dr. Colleen Farrell-Meier for her outstanding service to the students of Somers Elementary School. Dr. Messina received many comments from staff regarding Dr. Meier's talents including, but not limited to, her ability to take on a leadership role with Pupil Services' initiatives and team; being diligent in executing testing responsibilities; keeping up with the current trends; providing recertification training to paraeducators, teachers, and administrators; managing multiple duties; being a competent and supportive mentor; being flexible; and having a great sense of humor. Students are her first priority. She is dedicated to assisting staff and the first to respond in challenging student behaviors. She conveys empathy and is sensitive to parental needs. Dr. Messina continued by stating that she is intellectually brilliant, the most compassionate person, and is highly dedicated to growth and development. Dr. Meier thanked Dr. Messina and the BOE.

### **3.2. Somers High School Technology Student Presentation**

**Rationale:** Somers High School Technology Student Presentation

**Discussion:** Tammy Gowash, SHS Physical Education Teacher, updated the BOE ways in which she uses technology in her classroom. Students have a major health topic that they can work on individually or in a group. They begin by

collecting research on a Google Doc that they share with her. When all of the information has been collected, the students put it on a Google Slide and then iMovie. An audio is done for each slide. Students also make up multiple choice questions to be answered at the time of viewing. All of this is compiled onto Edpuzzle. Students can make their own videos or obtain videos from YouTube, for example. The completed videos are then shared with students. Mrs. Gowash obtains scores from the students who are signed in after the video(s) and questions have been completed. She has done a video with questions on CPR to be used with a substitute teacher. Dr. Zytka stated that students will be using this program for the mandated Capstone project.

#### 4. APPROVAL OF MINUTES

##### 4.1. Draft Minutes of February 24, 2020 BOE Meeting

**Rationale:** Draft Minutes of February 24, 2020 BOE Meeting for Board to review and approve.

**Motion Passed:** Motion to approve the draft minutes from the February 24, 2020 BOE meeting passed with a motion by Anne Kirkpatrick and a second by Kate McLellan. **9 Yeas - 0 Nays.**

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

#### 6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

#### 7. CONSENT AGENDA

**Motion Passed:** Motion to approve the Consent Agenda as presented passed with a motion by David Palmer and a second by Jeremy Anderson. **9 Yeas - 0 Nays.**

##### 7.1. Warrant of March 9, 2020

**Rationale:** Board to review and consent to the March 9, 2020 warrant in the amount of \$422,504.45.

#### 8. NEW BUSINESS

##### 8.1. Approval of DBS Somers Policy 2210.1 - Administrative Authority

**Rationale:** Approval of DBS Somers Policy 2210.1 - Administrative Authority  
**Discussion:** Superintendent Czapla stated that he spoke with CABE regarding a written policy to have in an emergency situation where the Superintendent would have the authority to act on behalf of the BOE in case a BOE meeting could not take place. Modifications to the policy were made during the meeting. It was suggested that Attorney Cannon review the policy.

**Motion Passed:** Motion to approve DBS Somers Policy 2210.1 – Administrative Authority as modified by the discussion passed with a motion by David Palmer and a second by Jeremy Anderson. **9 Yeas - 0 Nays.**

## 9. OLD BUSINESS

### 9.1. Approve the Board of Education Budget for 2020-2021 to be sent to the Board of Finance

**Rationale:** Approve the Board of Education Budget for 2020-2021 to be sent to the Board of Finance.

**Motion Passed:** Motion to approve the BOE 2020-2021 budget to be sent to the Board of Finance passed with a motion by Kate McLellan and a second by Jan Martin. **9 Yeas - 0 Nays.**

## 10. ADMINISTRATIVE REPORTS

### 10.1. Next Generation Accountability - Mabelle B. Avery School

**Rationale:** The Administrators at Mabelle B. Avery will share their action plan on the Next Generation Accountability for their school.

**Discussion:** Margot Martello, MBA Principal, shared the action plan on the Next Generation Accountability for MBA with the BOE. She reported that MBA was deemed a designated focus school by the State Department of Education. Test scores remain a concern. To show enough progress, MBA will need to show improvement in ELA and not be in the bottom 10% of the State for two consecutive cycles. Schools and administration have planned short and long-term goals.

One of the factors influencing performance is curriculum. Curriculum analysis and evaluation must meet Common Core State Standards. SES began the important foundation work of Fountas & Pinnell. MBA will soon see the effects of this program. MBA staff will investigate models which will match the needs of MBA students. They will visit with other middle schools as well as SES. Based on observations and insights from parents and teachers, writing and a reading workshop model are in need of support.

Instruction is another factor influencing performance. There have been steps taken for immediate change. Currently, MBA runs on a six-day cycle. Team meetings occur on five out of those six days. Subject area data meetings are held on day six. Learning center time has been introduced replacing one of the grade level team meetings. This allows teachers to identify students who need additional support. Teachers are able to pull these students to support their academic learning needs. Learning centers have convened twice. Students were able to make up work and receive opportunities to work on writing, reading strategies, missed instruction due to absences, etc. Special education teachers support homework completion during special education resource room time. There will be an increased focus on instruction related to the goals and objectives on education plans of these students while also emphasizing the students' responsibilities for homework completion. In Language Arts, students have the opportunity to improve due to the extra double-block time. A shift has begun where SSR is being assigned as homework providing more time to support SBAC

practice. It is not easy to plan and implement instruction in a class of a variety of learners. Teachers would benefit from PD in differentiation. Different approaches need to be identified and shared with help to put them into practice. Other districts focus more energy on test preparation. There are some strategies to prepare for the test which may be shared. Resources to support the teachers were obtained last week.

Motivation plays a pivotal role to awaken students to standardized testing. In order to address motivation, one needs to think extrinsically and intrinsically. Mrs. Martello suggested starting a pep rally and issuing a challenge. In addition, individual goals may be made. She would like to implement a reward system for students who meet individual growth goals. All rewards will be reviewed during the pep rally. There is also value in considering students' testing stamina. In order to try to balance the length of the test, test duration will be broken down into 30-minute blocks. However, the school's ability to ensure a test-ready frame-of-mind is limited. There are factors outside of the school's control such as anxiety, depression, family situations, etc. MBA would like to work with opportunities for stress relief. Some ideas include a PTO event with a BMX biker, snacks, therapy dogs, and a dance party in the gym. The social worker, guidance counselor, and shared school psychologist may work with students on coping strategies.

Parental investment is another factor that influences performance. Parents who communicate with students that testing is not important has an adverse effect on students. It is important to communicate with the parents the value of these tests, how they are viewed publicly, strategies used in implementation, and the support that the school needs from them. It will be beneficial for strategies to be shared with parents.

SBAC testing will occur during the last week of April and the first week of May. ELA and Math will be spread out over the week. NGSS testing also needs to be given.

Superintendent Czaplá commended Mrs. Martello and Mr. McDonnell for identifying factors and the versatility of approach in addressing the needs of the students.

## 10.2. Superintendent Update

**Rationale:** The Superintendent will give the Board an update on events and a COVID-19 update.

**Discussion:** Superintendent Czaplá reported on the actions being taken by Somers Public Schools regarding COVID-19. Custodians are working on mandatory overtime with extensive cleaning throughout the day. All buildings are cleaned thoroughly over the weekends. Students are being reminded of hygiene etiquette. Field trips are being evaluated. Some school systems are considering elimination of field trips that could lead to coronavirus exposure.

The superintendent will make decisions regarding large events such as concerts, inductions, etc. He is receiving guidance from the Commissioner regarding school closings. The Commissioner has recommended that should the school close, the days would be added in June due to an obligation to provide equity to special needs students. He will be attending a meeting later this week to discuss the next steps. There is preparation within the district for virtual learning for grades K-12. No decisions on school closings have been made.

## 11. COMMITTEE REPORTS

### 11.1. CURRICULUM

**Discussion:** No report.

### 11.2. POLICY

**Discussion:** Anne Kirkpatrick stated that the next meeting will be in April.

### 11.3. SALARY & NEGOTIATION

**Discussion:** No report.

### 11.4. PLANNING

**Discussion:** No report.

## 12. CREC UPDATE

**Discussion:** Anne Kirkpatrick stated that there is a meeting next week.

## 13. ADJOURNMENT

**Motion Passed:** Motion to adjourn the BOE meeting at 8:07 p.m. passed with a motion by Jan Martin and a second by Kate McLellan. **9 Yeas - 0 Nays.**

---

Jan Martin, BOE Secretary

Date

Shannin Burns, BOE Recording Secretary

# Somers Board of Education General Budget Treasury Warrant

Report # 63587

Check Batch: 32387  
 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
---------	---------	------------	-------------	-------------	-------------------	--------------

Approved by:



Date:

4/2/2020

William B. Boutwell, Director of Business Services

32387	18385	04/06/2020	V58674	Administrator, Unemployment Compensation	0.00	73.63
	18386	04/06/2020	V61143	Air Equipment, LLC	0.00	1,980.00
	18387	04/06/2020	V61397	All-Phase Electric Supply Co.	0.00	170.91
	18388	04/06/2020	V52670	SYNCB/AMAZON	0.00	1,065.27
	18389	04/06/2020	V52306	AmeriPride Services, Inc	0.00	373.76
	18390	04/06/2020	V60064	Angeloni Refrigeration, LLC	0.00	760.00
	18391	04/06/2020	V60040	Anthem Life Insurance Company	0.00	2,307.10
	18392	04/06/2020	V54164	Auto Tek LLC	0.00	1,311.80
	18393	04/06/2020	V00884	Avery Septic Service	0.00	150.00
	18394	04/06/2020	E00450	Bergamini, Lisa	0.00	171.47
	18395	04/06/2020	V02406	Billings Sports, Inc.	0.00	943.74
	18396	04/06/2020	V61550	CareerStaff Unlimited	0.00	903.32
	18397	04/06/2020	V61551	Cleaning Stuff	0.00	191.48
	18398	04/06/2020	V61473	COX Business	0.00	763.42
	18399	04/06/2020	V00605	Electrical Wholesalers	0.00	925.88
	18400	04/06/2020	V00159	Eversource Energy	0.00	27,100.57
	18401	04/06/2020	V54168	First Student, Inc	0.00	1,111.20
	18402	04/06/2020	V53493	The Floor Connection	0.00	207.82
	18403	04/06/2020	V61324	Global Site Services	0.00	168.00
	18404	04/06/2020	V54081	Graduate Pest Solutions, Inc.	0.00	166.00

# Somers Board of Education General Budget Treasury Warrant

Report # 63587

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18405	04/06/2020	V21177	Home Depot CRC	0.00	718.44
	18406	04/06/2020	V61063	ISTE	0.00	520.00
	18407	04/06/2020	V61604	Kelly Refrigeration & Freezer	0.00	100.00
	18408	04/06/2020	V02898	Magnakleen Services	0.00	48.33
	18409	04/06/2020	E01040	Martello, Margot	0.00	20.15
	18410	04/06/2020	V01013	NASCO Fort Atkinson	0.00	25.48
	18411	04/06/2020	V01000	Town of Somers BOE	0.00	14,150.97
	18412	04/06/2020	M53099	Tull Brothers, Inc.	0.00	544.62
	18413	04/06/2020	V21164	Unum Life Insurance Company of America	0.00	3,655.87
	18414	04/06/2020	V54059	Verizon Wireless	0.00	421.99
	18415	04/06/2020	V61404	Voice New England	0.00	735.00
	18416	04/06/2020	V53413	W. B. Mason Co., Inc.	0.00	122.62
	18417	04/06/2020	V61410	Cardmember Service	0.00	356.50
<b>Totals:</b>					0.00	\$62,265.34

33 Checks Listed.

# Somers Board of Education General Journal Register

Report # 63586  
Batch: 31384  
Transaction: N/A  
Show Summary Only: Yes

Batch # 31384	Control Total \$62,265.34	Status Posted	Created By Ibergamini	Created On 03/27/2020	Last Updated By Ibergamini	Last Updated On 04/02/2020
------------------	------------------------------	------------------	--------------------------	--------------------------	-------------------------------	-------------------------------

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
---------------------------------------	---------------------	-------------	----------------	--------	---------

<b>March, 2020</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			38,843.83	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	38,843.83
	Total Generated Distributions			<b>\$38,843.83</b>	<b>\$38,843.83</b>

<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	38,880.37
10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			25.48	0.00
10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			122.62	0.00
10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			96.99	0.00
10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			227.63	0.00
10-120-9-9-98-258-690-04-5-00307	SP ED - OFFICE SUPPLIES			31.80	0.00
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	903.32	0.00
10-221-2-5-50-251-322-01-5-01689	SW - TECH PROF DEV			520.00	0.00
10-232-1-5-72-251-580-05-5-00271	CO - TRAVEL/IN-SERVICE			36.54	0.00
10-260-1-5-64-642-530-04-5-01217	SW - COMMUNICATION SUPPLIES			735.00	0.00
10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE			222.76	0.00
10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE		Yes	193.92	0.00
10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE			331.27	0.00
10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE		Yes	437.46	0.00
10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES		Yes	48.33	0.00
10-260-5-6-62-722-430-08-5-00422	K-5 - SEPTIC TANK		Yes	100.00	0.00
10-260-5-6-62-722-430-08-5-00430	MA - BUILDING MAINTENANCE		Yes	760.00	0.00
10-260-5-6-62-722-430-08-5-00438	HS - SEPTIC TANK		Yes	50.00	0.00
10-260-5-6-62-722-430-08-5-00439	HS - BUILDING MAINTENANCE		Yes	812.62	0.00
10-260-5-6-62-722-430-08-5-00440	SW - EQUIPMENT REPAIR		Yes	191.48	0.00
10-260-5-6-62-722-430-08-5-00801	SW - EXTERMINATING		Yes	166.00	0.00
10-260-5-6-62-722-430-08-5-00885	SW - ELECTRICAL SUPPLIES			925.88	0.00
10-260-5-6-64-641-620-05-5-00358	K-5 - ELECTRICITY		Yes	5,522.12	0.00
10-260-5-6-64-641-620-05-5-00360	MA - ELECTRICITY			12,854.95	0.00
10-260-5-6-64-641-620-05-5-00361	HS - ELECTRICITY			8,600.91	0.00
10-260-5-6-64-641-620-05-5-00362	MAINTENANCE - ELECTRICITY			122.59	0.00

# Somers Board of Education General Journal Register

Report # 63586

Batch # 31384	Control Total \$62,265.34	Status Posted	Created By Ibergarni	Created On 03/27/2020	Last Updated By Ibergarni	Last Updated On 04/02/2020
------------------	------------------------------	------------------	-------------------------	--------------------------	------------------------------	-------------------------------

10-279-4-4-42-530-580-06-5-00337	HS - ATHLETIC TRIPS					
10-280-6-5-82-820-200-13-5-00513	L.T.D.					
10-280-6-5-82-820-200-13-5-00517	UNEMPLOYMENT INSURANCE					

Total User-Entered Distributions	\$38,880.37	\$38,880.37	
Total for March, 2020	\$77,724.20	\$77,724.20	

### April, 2020

<b>Generated Distributions</b>						
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL					
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE					

Total Generated Distributions	\$22,841.41	\$22,841.41	
-------------------------------	-------------	-------------	--

<b>User-Entered Distributions</b>						
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE					
10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES					
10-221-1-4-52-231-690-05-5-00283	HS - PROFESSIONAL LIBRARY					
10-222-2-4-52-231-590-03-5-00135	HS - REBINDING					
10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS					
10-222-2-4-52-231-642-03-5-00143	HS - NEWSPAPERS/MAGAZINES					
10-222-2-4-52-231-690-03-5-00154	HS - OTHER LIBRARY SUPPLIES					
10-222-2-4-52-233-611-03-5-00147	HS - A.V. MATERIALS					
10-231-1-5-74-134-590-10-5-00648	B.O.E. - COMMUNITY RELATIONS					
10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES					
10-240-1-3-40-132-530-04-5-00037	MA - POSTAGE					
10-260-1-6-40-258-690-04-5-00306	MAINTENANCE - OFFICE SUPPLIES					
10-260-5-2-62-722-430-08-5-01141	K-5 BUILDING REPAIRS					
10-260-5-4-38-722-430-01-5-00393	HS - QUANTITY FOODS MAINT.					
10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES					
10-260-5-6-62-722-430-08-5-00430	MA - BUILDING MAINTENANCE					
10-260-5-6-62-722-430-08-5-00440	SW - EQUIPMENT REPAIR					
10-260-5-6-62-722-430-08-5-00445	SW - TOOL SUPPLY					
10-260-5-6-62-722-430-08-5-00885	SW - ELECTRICAL SUPPLIES					
10-280-6-5-82-820-200-13-5-00510	DENTAL					
10-280-6-5-82-820-200-13-5-00512	LIFE AND AD&D INSURANCE					
10-320-7-4-42-880-690-06-5-00595	HS - ATHLETIC SUPPLIES					

Total User-Entered Distributions	\$23,384.97	\$23,384.97	
Total for April, 2020	\$46,226.38	\$46,226.38	

## Somers Board of Education General Journal Register

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
31384	\$62,265.34	Posted	Ibergamini	03/27/2020	Ibergamini	04/02/2020
Grand Total for Batch # 31384						\$123,950.58
						<u>\$123,950.58</u>

131 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 63410

Check Batch: 31314  
 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
---------	---------	------------	-------------	-------------	-------------------	--------------

Approved by:

*W B R*

Date:

*3/18/2020*

William B. Boutwell, Director of Business Services

31314	18318	03/23/2020	V61279	A+ Pump & Service, LLC	0.00	560.00
	18319	03/23/2020	V61123	Aero All-Gas Co, The	0.00	138.75
	18320	03/23/2020	V02129	Alarm New England LLC	0.00	20,860.69
	18321	03/23/2020	V60790	Alternative Access Assistive Technology	0.00	2,941.25
	18322	03/23/2020	V52670	SYNCB/AMAZON	0.00	345.48
	18323	03/23/2020	V52306	AmeriPride Services, Inc	0.00	373.76
	18324	03/23/2020	V61594	Blum Shapiro	0.00	14,500.00
	18325	03/23/2020	E00570	Boutwell, Holly	0.00	30.10
	18326	03/23/2020	V61608	Cap and Gown Direct	0.00	1,460.80
	18327	03/23/2020	V53390	CIRMA	0.00	50,076.52
	18328	03/23/2020	V60574	CLG Electric LLC	0.00	1,445.00
	18329	03/23/2020	V51942	Connecticut Business System LLC	0.00	5,387.37
	18331	03/23/2020	V00204	CREC	0.00	19,800.00
	18332	03/23/2020	V60390	Cummins Sales and Service	0.00	1,728.00
	18333	03/23/2020	V53225	D&S Marketing Systems	0.00	1,305.15
	18334	03/23/2020	V60416	DG Graphics	0.00	62.50
	18335	03/23/2020	V60089	Dime Oil Company LLC	0.00	15,666.29
	18336	03/23/2020	E00913	Dzurenda, Kate	0.00	16.10
	18337	03/23/2020	V00605	Electrical Wholesalers	0.00	156.75
	18338	03/23/2020	V60181	Ellington HS Activity Fund	0.00	18,000.00

# Somers Board of Education General Budget Treasury Warrant

Report # 63410

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18339	03/23/2020	V61230	ENGIE Resources	0.00	12,409.03
	18340	03/23/2020	V61448	FireTech	0.00	468.00
	18341	03/23/2020	V54168	First Student, Inc	0.00	80,774.27
	18342	03/23/2020	V00313	Flaghouse Inc.	0.00	259.26
	18343	03/23/2020	V02186	Flinn Scientific, Inc.	0.00	59.15
	18344	03/23/2020	V61017	Frontier Communications	0.00	62.98
	18345	03/23/2020	E00779	Fry, Cheryl	0.00	110.00
	18346	03/23/2020	V61257	Garsal Industries	0.00	148.54
	18347	03/23/2020	V61236	Gateway Enterprise Corporation	0.00	120.00
	18348	03/23/2020	V61161	GraceNotes LLC	0.00	34.99
	18349	03/23/2020	V54081	Graduate Pest Solutions, Inc.	0.00	165.00
	18350	03/23/2020	V00511	Granger	0.00	752.21
	18351	03/23/2020	V53439	Group Dynamic	0.00	22.20
	18352	03/23/2020	V60090	High Grade Gas Service, Inc	0.00	195.86
	18353	03/23/2020	V00999	J.W. Pepper & Son, Inc.	0.00	273.83
	18354	03/23/2020	V60548	Johnson Memorial Hospital	0.00	10,000.00
	18355	03/23/2020	V02625	K & S Distributors	0.00	1,287.64
	18356	03/23/2020	V61449	Klingberg Family Centers, Inc	0.00	3,000.00
	18357	03/23/2020	V60467	MFAC, LLC	0.00	2,590.00
	18358	03/23/2020	V02898	Magnakleen Services	0.00	96.67
	18359	03/23/2020	V61483	Maplebrook School Inc.	0.00	4,029.00
	18360	03/23/2020	V61610	Nations Roof	0.00	7,657.14
	18361	03/23/2020	V54115	Naviance, Inc	0.00	3,994.02
	18362	03/23/2020	V60983	OMNI Group, The	0.00	20.00
	18363	03/23/2020	V61607	Original Seat Sack Company, The	0.00	743.75
	18364	03/23/2020	V60097	Paxton/Patterson LLC	0.00	240.50
	18365	03/23/2020	V53593	Ready/Refresh by Nestle	0.00	67.89
	18366	03/23/2020	V53811	RJ Mase, LLC	0.00	56.00
	18367	03/23/2020	V60851	Rushford Center Inc.	0.00	1,513.00
	18368	03/23/2020	V60002	Scholastic Library Publishing	0.00	277.00
	18369	03/23/2020	V51324	Sherwin-Williams Co., The	0.00	632.37
	18370	03/23/2020	V01485	Social Studies School Services	0.00	50.29
	18371	03/23/2020	V61373	Somers Star Hardware	0.00	238.83
	18373	03/23/2020	V61582	SpeakEasy Communication Therapy, LLC	0.00	720.00
	18374	03/23/2020	V60731	Supertech	0.00	4,312.00
	18375	03/23/2020	V01307	Teacher's Discovery	0.00	197.63
	18376	03/23/2020	V01000	Town of Somers BOE	0.00	15,341.16

# Somers Board of Education General Budget Treasury Warrant

Report # 63410

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18377	03/23/2020	V60044	Troxell Communications	0.00	11,592.00
	18378	03/23/2020	M53099	Tull Brothers, Inc.	0.00	847.21
	18379	03/23/2020	V00548	USA Waste and Recycling	0.00	1,454.40
	18380	03/23/2020	V61140	Van Pool Transportation LLC	0.00	1,620.00
	18381	03/23/2020	V53413	W. B. Mason Co., Inc.	0.00	131.30
	18382	03/23/2020	E00342	Walker, Alan	0.00	171.35
	18383	03/23/2020	V61164	Why Try LLC	0.00	99.00
	18384	03/23/2020	V61564	Wilco PES	0.00	1,405.72
<b>Totals:</b>					<u>0.00</u>	<u>\$325,095.70</u>

65 Checks Listed.

# Somers Board of Education General Journal Register

Report # 63408  
Batch: 31292  
Transaction: N/A  
Show Summary Only: Yes

Batch # 31292	Control Total \$325,095.70	Status Posted	Created By Ibergamini	Created On 03/16/2020	Last Updated By Ibergamini	Last Updated On 03/18/2020
------------------	-------------------------------	------------------	--------------------------	--------------------------	-------------------------------	-------------------------------

## General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>March, 2020</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			298,371.74	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	298,371.74
	<b>Total Generated Distributions</b>			<b>\$298,371.74</b>	<b>\$298,371.74</b>
<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			80.99	0.00
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	325,176.69
10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES			134.99	0.00
10-100-2-2-22-242-611-01-5-00193	K-5 - PHYSICAL ED SUPPLIES			259.26	0.00
10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK		Yes	743.75	0.00
10-100-2-3-20-220-641-01-5-01579	SW - MUSIC		Yes	34.99	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			240.50	0.00
10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			48.91	0.00
10-100-2-4-20-242-611-01-5-00168	HS - BAND SUPPLIES			138.84	0.00
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES		Yes	59.15	0.00
10-100-2-4-30-220-641-01-5-00125	HS - SOCIAL STUDIES TEXTBOOKS		Yes	1,305.15	0.00
10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES			544.49	0.00
10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY			11,592.00	0.00
10-120-9-9-98-132-530-04-5-00041	SP ED - POSTAGE			30.10	0.00
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	3,661.25	0.00
10-212-2-3-46-242-611-02-5-00224	MA - GUIDANCE INSTRUCT. SUPPLY			99.00	0.00
10-212-2-4-46-242-611-02-5-00286	HS - GUIDANCE NAVIANCE		Yes	3,994.02	0.00
10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			700.00	0.00
10-213-3-5-48-421-730-02-5-01076	SW - HEALTH EQUIPMENT			138.75	0.00
10-213-3-5-50-251-322-02-5-01693	SW - NURSE PROF DEV		Yes	110.00	0.00
10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			187.45	0.00
10-222-2-3-52-231-642-03-5-00138	MA - LIBRARY BOOKS		Yes	277.00	0.00
10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			14,520.00	0.00
10-231-6-5-82-820-529-13-5-00521	SCHOOL BOARD LEGAL			2,494.28	0.00
10-232-1-5-72-134-690-04-5-00031	CO - PETTY CASH			67.89	0.00
10-232-5-5-66-830-430-04-5-00454	CO - COPIER MAINTENANCE			525.32	0.00

# Somers Board of Education General Journal Register

Report # 63408

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
3 1292	\$325,095.70	Posted	Ibergamini	03/16/2020	Ibergamini	03/18/2020
10-232-6-5-66-830-440-04-5-01016		CO - COPIER SUPPLIES			136.00	0.00
10-240-1-3-40-258-690-04-5-00303		MA - OFFICE SUPPLIES			34.10	0.00
10-240-6-2-66-830-440-04-5-00524		K-5 - COPIER SUPPLIES			40.00	0.00
10-240-6-2-66-830-440-04-5-01011		K-5 - COPIER MAINTENANCE			1,002.38	0.00
10-240-6-3-66-830-440-03-5-01012		MA - COPIER SUPPLIES			500.00	0.00
10-240-6-3-66-830-440-04-5-01013		MA - COPIER MAINTENANCE			1,799.80	0.00
10-240-6-4-66-830-440-04-5-01014		HS - COPIER SUPPLIES			200.00	0.00
10-240-6-4-66-830-440-04-5-01015		HS - COPIER MAINTENANCE			1,183.87	0.00
10-240-7-4-54-880-690-07-5-00274		HS - GRADUATION			1,460.80	0.00
10-259-1-2-40-123-590-04-5-00015		K-5 - FORMS & PRINTING			97.20	0.00
10-259-1-5-72-123-590-04-5-00019		CO - FORMS & PRINTING			62.50	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS			1,405.72	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE			1,545.26	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.			429.76	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			62.98	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			454.31	0.00
10-260-5-6-62-722-430-08-5-00422		K-5 - SEPTIC TANK			560.00	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			847.21	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			4,312.00	0.00
10-260-5-6-62-722-430-08-5-00443		SW - ROOF REPAIR			7,657.14	0.00
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL			1,454.40	0.00
10-260-5-6-62-722-430-08-5-00445		SW - TOOL SUPPLY			1,198.54	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			271.77	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			0.00	80.99
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			632.37	0.00
10-260-5-6-62-722-430-08-5-00467		SW - GENERAL PAINT			468.00	0.00
10-260-5-6-62-722-430-08-5-00471		SW - FIRE ALARMS & BELLS			165.00	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			156.75	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			20,339.50	0.00
10-260-5-6-62-722-430-08-5-01646		SW - SECURITY			15,666.29	0.00
10-260-5-6-64-630-620-05-5-00356		HS - FUEL #2			195.86	0.00
10-260-5-6-64-630-620-05-5-00357		MAINTENANCE - FUEL #2			1,900.53	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			6,706.94	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			3,735.17	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			66.39	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			2,249.19	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			17,000.00	0.00
10-260-6-5-82-820-520-13-5-00515		PROPERTY/LIABILITY INSURANCE			26,049.08	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY				

# Somers Board of Education General Journal Register

Report # 63408

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
31292	\$325,095.70	Posted	Ibergamini	03/16/2020	Ibergamini	03/18/2020
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY				
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			31,290.19	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			2,548.80	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE			20,886.20	0.00
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT			1,620.00	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			22.20	0.00
10-280-6-5-82-820-200-13-5-00516		WORKERS COMPENSATION			15,341.16	0.00
10-280-6-5-82-820-520-13-5-00520		UMBRELLA LIABILITY INSURANCE			27,082.24	0.00
10-320-7-4-42-880-112-06-5-01006		HS - ATHLETIC TRAINER			3,500.00	0.00
10-320-7-4-42-880-112-06-5-01583		HS - CO-OP SPORTS			10,000.00	0.00
10-320-7-4-42-880-06-5-00595		HS - ATHLETIC SUPPLIES			18,000.00	0.00
10-611-6-5-88-945-560-14-5-01231		TUITION-NON SPECIAL EDUCATION			2,590.00	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			19,800.00	0.00
					8,542.00	0.00
		Total User-Entered Distributions			<u>\$325,257.68</u>	<u>\$325,257.68</u>
		Total for March, 2020			<u>\$623,629.42</u>	<u>\$623,629.42</u>
		Grand Total for Batch # 31292			<u>\$623,629.42</u>	<u>\$623,629.42</u>

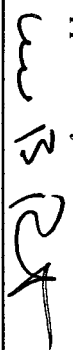
295 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 63735

Check Batch: 32455  
 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
---------	---------	------------	-------------	-------------	-------------------	--------------

Approved by:  Date: 4/16/2020  
William B. Boutwell, Director of Business Services

32455	18418	04/20/2020	V01035	A W Gifford, Inc.	0.00	261.91
	18419	04/20/2020	V60790	Alternative Access Assistive Technology	0.00	2,590.00
	18420	04/20/2020	V52670	SYNCB/AMAZON	0.00	2,070.08
	18421	04/20/2020	R00011	Brewer, Kathlyn	0.00	5.95
	18422	04/20/2020	V61601	Brown Small Engine Repair	0.00	14.97
	18423	04/20/2020	V61550	CareerStaff Unlimited	0.00	253.00
	18424	04/20/2020	E00255	Clement, Daniel	0.00	47.72
	18425	04/20/2020	V61455	ConnectCare, Inc	0.00	163,835.03
	18426	04/20/2020	V02198	The Connecticut Water Company	0.00	4,427.64
	18427	04/20/2020	V61473	COX Business	0.00	191.80
	18428	04/20/2020	V00204	CREC	0.00	58,166.96
	18429	04/20/2020	V60709	DBS Financial Services LLC	0.00	2,462.70
	18430	04/20/2020	V60089	Dime Oil Company LLC	0.00	14,503.44
	18431	04/20/2020	V52317	Ellington Board of Education	0.00	15,738.72
	18432	04/20/2020	V61230	ENGINE Resources	0.00	1,221.13
	18433	04/20/2020	V60993	First Choice Services	0.00	1,843.00
	18434	04/20/2020	V54168	First Student, Inc	0.00	33,346.91
	18436	04/20/2020	V61017	Frontier Communications	0.00	53.29
	18437	04/20/2020	V61236	Gateway Enterprise Corporation	0.00	178.00
	18438	04/20/2020	V54063	HSABank	0.00	168.00

# Somers Board of Education General Budget Treasury Warrant

Report # 63735

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18439	04/20/2020	V00999	J.W. Pepper & Son, Inc.	0.00	11.25
	18440	04/20/2020	V61615	Kajiet Inc	0.00	2,263.49
	18441	04/20/2020	V60890	Learn Regional Educational Service Cente	0.00	160.00
	18442	04/20/2020	E00206	MacFeat, James	0.00	147.00
	18443	04/20/2020	V02898	MagnaKleen Services	0.00	48.33
	18444	04/20/2020	V61483	Maplebrook School Inc.	0.00	4,029.00
	18445	04/20/2020	V01370	McGraw-Hill School Education Holdings, L	0.00	4,721.40
	18446	04/20/2020	E00227	Mezger, Carlos	0.00	35.99
	18447	04/20/2020	V60983	OMNI Group, The	0.00	24.00
	18448	04/20/2020	V60097	Paxton/Patterson LLC	0.00	535.27
	18449	04/20/2020	V61237	PowerSchool Group LLC	0.00	400.00
	18450	04/20/2020	V60864	Pullman & Comley, LLC	0.00	1,943.00
	18451	04/20/2020	V53593	ReadyRefresh by Nestle	0.00	10.99
	18452	04/20/2020	V60851	Rushford Center Inc.	0.00	89.00
	18453	04/20/2020	V01292	School Specialty, Inc.	0.00	15.12
	18454	04/20/2020	V60616	Somers Public Schools	0.00	14,916.49
	18455	04/20/2020	V61373	Somers Star Hardware	0.00	222.10
	18457	04/20/2020	V01591	Town of Somers	0.00	2,948.48
	18458	04/20/2020	V61582	SpeakEasy Communication Therapy, LLC	0.00	480.00
	18459	04/20/2020	V01000	Town of Somers BOE	0.00	16,806.38
	18460	04/20/2020	V53987	U.S. Bank Equipment Finance, Inc	0.00	2,438.10
	18461	04/20/2020	V60353	ULINE	0.00	115.85
	18462	04/20/2020	V02758	University of Saint Joseph	0.00	10,620.00
	18463	04/20/2020	V00548	USA Waste and Recycling	0.00	1,294.40
	18464	04/20/2020	V61140	Van Pool Transportation LLC	0.00	1,890.00
	18465	04/20/2020	V61410	Cardmember Service	0.00	139.95
	18466	04/20/2020	E00571	Wilson, Robert	0.00	3,509.52
<b>Totals:</b>						
					0.00	\$371,195.36

47 Checks Listed.

# Somers Board of Education General Journal Register

Report # 63734  
Batch: 32447  
Transaction: N/A  
Show Summary Only: Yes

Batch # 32447	Control Total \$371,195.36	Status Posted	Created By Ibergamini	Created On 04/15/2020	Last Updated By Ibergamini	Last Updated On 04/16/2020
------------------	-------------------------------	------------------	--------------------------	--------------------------	-------------------------------	-------------------------------

## General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>April, 2020</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ENCUMBRANCE CONTROL			367,251.42	0.00
10-000-1-9-99-999-000-00-5-01695	RESERVE FOR ENCUMBRANCE			0.00	367,251.42
	Total Generated Distributions			<b>\$367,251.42</b>	<b>\$367,251.42</b>
<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	371,195.36
10-000-1-9-99-999-000-00-5-01695	COVID-19		Yes	7,835.95	0.00
10-100-2-2-14-242-611-01-5-00652	K-5 - KINDERGARTEN SUPPLIES			24.57	0.00
10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES		Yes	15.12	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			535.27	0.00
10-100-2-4-18-220-641-01-5-00127	HS - MATH TEXTBOOKS			4,721.40	0.00
10-100-2-4-20-242-611-01-5-00168	HS - BAND SUPPLIES			11.25	0.00
10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			576.72	0.00
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	3,070.00	0.00
10-212-2-5-46-243-611-02-5-00252	SW - TESTING			175.45	0.00
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	253.00	0.00
10-221-2-5-50-214-111-05-5-00659	SW - PROF DEVELOPMENT/CEU			47.72	0.00
10-221-2-5-50-251-322-01-5-01689	SW - TECH PROF DEV			400.00	0.00
10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES			1,967.00	0.00
10-232-1-5-72-134-690-04-5-00031	CO - PETTY CASH			10.99	0.00
10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES			208.13	0.00
10-232-6-5-66-830-440-04-5-00525	CO - COPIER RENTAL		Yes	609.51	0.00
10-240-1-2-40-258-690-04-5-00301	K-5 - OFFICE SUPPLIES			71.23	0.00
10-240-6-2-66-830-440-04-5-00523	K-5 - COPIER RENTAL		Yes	609.53	0.00
10-240-6-3-66-830-440-03-5-00527	MA - COPIER RENTAL		Yes	609.53	0.00
10-240-6-4-66-830-440-04-5-00763	HS - COPIER RENTAL		Yes	609.53	0.00
10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE			78.65	0.00
10-260-5-4-12-722-430-01-5-00395	HS - TECHNOLOGY ED MAINTENANCE			467.50	0.00
10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE		Yes	313.44	0.00
10-260-5-6-62-650-613-05-5-00377	SW - CUSTODIAL SUPPLIES		Yes	48.33	0.00
10-260-5-6-62-722-430-01-5-01077	SW - COMPUTER MAINTENANCE			793.40	0.00

# Somers Board of Education General Journal Register

Report # 63734

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
32447	\$371,195.36	Posted	Ibergamini	04/15/2020	Ibergamini	04/16/2020
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			14.97	0.00
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL			1,294.40	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			377.04	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			14,503.44	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			3,683.83	0.00
10-260-5-6-64-722-690-05-5-00373		SW - WATER			4,427.64	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			10,632.99	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			12,772.37	0.00
10-270-4-5-84-521-627-12-5-00327		BUS FUEL			2,782.19	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			1,416.00	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			8,525.55	0.00
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE			1,890.00	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES			166.29	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			16,806.38	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			164,003.03	0.00
10-310-1-9-80-999-000-00-5-01694		COVID-19 LUNCH			115.85	0.00
10-320-7-4-42-880-590-06-5-00597		HS - OFFICIALS			14,916.49	0.00
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET			14,896.28	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			73,907.40	0.00
Total User-Entered Distributions						\$371,195.36
Total for April, 2020						\$738,446.78
<b>Grand Total for Batch # 32447</b>						<b>\$738,446.78</b>

223 Transactions Listed.

**INSTRUCTION:**

**Graduation Requirements/Standards of Proficiency**

The Administration shall submit to the Board of Education through the Superintendent their detailed requirements and standards of proficiency. The faculty will apply both objective and subjective measures of achievement to provide evidence that each student has progressed far enough toward school goals to warrant graduation. Such requirements and standards shall be approved by the Board of Education.

Graduation requirements shall be established by the Board of Education. Any change of the requirements shall be submitted to the Board of Education by the Superintendent or his designee for approval.

Graduation may involve awarding to students a Somers High School Diploma or a Certificate of Completion of a Program of Special Studies. The Board of Education shall award a high school diploma to any World War II veteran, veteran of the Korean hostilities, or Vietnam era requesting such diploma who left high school for military service as defined in the statutes.

~~Graduation shall not be held until 180 days (minimum 900 hours) of actual schoolwork are completed.~~

A Capstone Project (1.0 credits) will be required starting with the class of 2023

A Personal Finance Course (0.5 credits) will be required starting with the class of 2024.

**Graduation Requirements:**

**Credit Distribution Requirement (Classes of 2020 and 2021)**

Subject Area	Credits	Description
English	4	
Social Studies	3	1 each in World History, US History/Civics 1 and II or AP/ <a href="#">UCONN ECE</a> US History
Science	3	1 each in Integrated Science, Biology, Science Electives

Math	3	
Physical Education	1	.5 in grade 9 & .5 in grade 10
Health	.5	.25 credit in grades 11 & 12 and part of PE in grades 9 & 10
Fine Arts	.5	Art or Music
Practical Arts	.5	Practical Arts includes, Food Service, Business, and Technology.  <del>Computer Literacy .5 credit requirement also needs to be satisfied. See Course Selection Guide for details.</del>
Electives	6.5	Business, Tech Ed, Family and Consumer Sciences, World Languages: French or Spanish, Arts, etc.  <u>Computer Literacy .5 credit requirement also needs to be satisfied. See Course Selection Guide for details.</u>
Carnegie Units Total	22	

**Credit Distribution Requirement (Beginning with the class of 2022)**

Subject Area	Credits	Description
English	4	
Social Studies	3	1 each in World History, US History/Civics 1 and II or AP/UCONN ECE US History

Science	3	1 each in Integrated Science, Biology, Science Electives
Math	4	
Physical Education	1	
Health	.5	
Fine Arts	.5	Art or Music
Practical Arts	.5	Practical Arts includes, Food Service, Business, and Technology.  <del>Computer Literacy Requirement .5 Credit also needs to be satisfied. See Course Selection Guide for details.</del>
Electives	6.5	Business, Tech Ed, Family and Consumer Sciences, World Languages: French or Spanish, Arts, etc.  <u>Computer Literacy Requirement .5 Credit also needs to be satisfied. See Course Selection Guide for details.</u>
Carnegie Units Total	23	

### Credit Distribution Requirement (Beginning with the class of 2023)

<del>Subject Area</del>	<del>Credits</del>	<del>Description</del>
<del>English</del>	<del>4</del>	<del>-</del>

Social Studies	3	1 each in World History, US History/Civics I and II or AP/UCONNECE US History
Science	3	1 each in Integrated Science, Biology, Electives
Math	4	-
World Language	1	
Physical Education	1	.5 in grade 9 & .5 in grade 10
Health	.5	.25 credit in grades 11 & 12 and part of PE in grades 9 & 10
Fine Arts	.5	Art or Music
Practical Arts	.5	Practical Arts includes, Food Service, Business, and Technology. Computer Literacy requirement also needs to be satisfied see Course Selection Guide for appropriate course.
Electives	6.5	Business, Tech Ed, Family and Consumer Sciences, World Languages, social sciences, arts, etc...
Capstone Project	1	
Carnegie Units Total	25	-

<u>Subject Area</u>	<u>Credits</u>	<u>Description</u>
<b><u>Humanities (9) Credits</u></b>		
<u>English</u>	<u>4</u>	-
<u>Social Studies</u>	<u>3</u>	<u>1 each in World History, US History/Civics 1 and II or AP/UCONN ECE US History</u>
<u>World Language</u>	<u>1</u>	
<u>Humanities Electives</u>	<u>2 (.5 credit must be satisfied in the fine arts-Music/Art, and 1.5 credits of humanities electives)</u>	<u>English, Social Studies, Music, Art, World Languages</u>
<b><u>STEM (9) Credits</u></b>		-
<u>Math</u>	<u>4</u>	
<u>Science</u>	<u>3</u>	<u>Integrated Science, Biology, Science Electives.</u>
<u>STEM Electives</u>	<u>2 (.5 credit must be satisfied in Technology, Innovation Design, and Engineering)</u>	<u>Science, Technology, Engineering, Math, Food Services, and Business</u>
<u>Physical Education and Wellness</u>	<u>1</u>	
<u>Health and Safety</u>	<u>1</u>	
<u>Electives</u>	<u>3</u>	<u>Business, Tech Ed, Family and Consumer Sciences, World Languages, Social Sciences, Arts, etc...</u>
<u>Mastery Based Capstone Project</u>	<u>1</u>	<u>.5 credit for required course, .5 credit for successful completion of project.</u>

<u>Carnegie Units Total</u>	<u>25</u>	-
-----------------------------	-----------	---

**Credit Distribution Requirement (Beginning with the class of 2024)**

<u>Subject Area</u>	<u>Credits</u>	<u>Description</u>
<b><u>Humanities (9) Credits</u></b>		
<u>English</u>	<u>4</u>	-
<u>Social Studies</u>	<u>3</u>	<u>1 each in World History, US History/Civics 1 and II or AP/UCONN ECE US History</u>
<u>World Language</u>	<u>1</u>	
<u>Humanities Electives</u>	<u>2 (.5 credit must be satisfied in the fine arts-Music/Art, and 1.5 credits of humanities electives)</u>	<u>English, Social Studies, Music, Art, World Languages</u>
<b><u>STEM (9) Credits</u></b>		-
<u>Math</u>	<u>4</u>	
<u>Science</u>	<u>3</u>	<u>Integrated Science, Biology, Science Electives.</u>
<u>STEM Electives</u>	<u>2 (.5 credit must be satisfied in Technology, Innovation Design, and Engineering)</u>	<u>Science, Technology, Engineering, Math, Food Services, and Business</u>
<u>Physical Education and Wellness</u>	<u>1</u>	
<u>Health and Safety</u>	<u>1</u>	

<a href="#">Personal Finance</a>	<a href="#">.5</a>	<a href="#">Credit can be received through Computer Applications: Personal Finance or through Consumer Math</a>
<a href="#">Electives</a>	<a href="#">2</a>	<a href="#">Business, Tech Ed, Family and Consumer Sciences, World Languages, Social Sciences, Arts, etc.</a>
<a href="#">Mastery Based Capstone Project</a>	<a href="#">1</a>	<a href="#">.5 credit for required course, .5 credit for successful completion of project.</a>
<a href="#">Carnegie Units Total</a>	<a href="#">25</a>	-

Cross Reference: Policy # 5127

Legal Reference: Connecticut General Statutes

10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results.

10-16(l) Graduation exercises. (As amended by PA 96-108, An Act Concerning Student Use of Telecommunication Devices and the Establishment of Graduation Dates)

10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas, P.A. 10-111, An Act Concerning Education Reform in Connecticut and P.A. 11-17, An Act Concerning High School Diplomas to Korean Veterans, P.A. 13-57, An Act Concerning Honorary Diplomas for Vietnam Veterans, P.A. 13-122, An Act Concerning Minor Revisions to the Education Statutes

10-233(a) Promotion and graduation policies. (as amended by PA 01-166)

**Adopted: September 28, 1981**

**Revised: June 26, 1989**

**May 28, 2002**

**March 5, 2007**

**July 9, 2009**

**January 23, 2012**

**May 26, 2015**

**February 26, 2018**

**Revised October 28, 2019**

## **Personnel -- Certified**

### **Evaluation**

#### **Coaches**

Any person holding a coaching permit who is employed by the Board to coach for a sport season shall be evaluated by the athletic director or his/her immediate supervisor on an annual basis. A copy of such evaluation shall be provided to the athletic coach.

#### **Appeal of Termination or Non-Renewal**

A decision to terminate or decline to renew the contract of an athletic coach who has served in the same coaching position for three or more consecutive years shall be communicated to such coach no later than ninety days after completion of the sport season covered by the contract. Such coach may appeal such decision in the following manner:

1. Within seven days of receiving the notice of termination or non-renewal, the coach may make a written request for a statement of the reasons for such decision. The coach shall be given a statement of reasons within the succeeding seven days.
2. The coach may request an opportunity to appeal such decision to the Board. This request must be made by the coach in writing within twenty days of receiving notice of the termination or non-renewal.

Nothing shall prohibit the Board from terminating a coaching contract at any time for reasons of moral misconduct, insubordination, violation of the rules of the Board or because a sport has been cancelled.

(cf. 2137 – Athletic Director)

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendent of certain educational personnel  
10-220a In-service training  
10-222e Policy on evaluation and termination of athletic coaches (as amended by P.A. 13-41)  
10-149 Qualifications for coaches of intramural and interscholastic athletics coaches (as amended by P.A. 13-41)  
P.A. 13-41 An Act Concerning Hiring Standards for Athletic Directors  
Public Act 04-243 An Act Concerning Termination of Coaches

Policy adopted:

STUDENTS:

Ages of Attendance:

In accordance with Connecticut General Statute 10-186 the school district shall provide education for all persons five years of age and older and under twenty-one years of age who have not graduated from a High School or Vocational School, except as provided in Connecticut General Statutes 10-233c and 10-233d. Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education.

To register for Kindergarten attendance in Somers, a child must reach the age of five years by January 1<sup>st</sup> of the attending school year.

Parents and those who have the control of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools. The parent or person having control of a child ~~sixteen or~~ seventeen years of age must consent to such child's withdrawal from school. For the school year commencing July 1, 2011 and each school year thereafter, the parent or person having control of a child seventeen years of age may consent to such child's withdrawal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor or school administrator of the school that this district has provided the parent or person with information on the educational opportunities options available in the school system and in the community.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The district shall provide the parent or person with information on the educational opportunities available in the school system.

A child who has attained the age of ~~sixteen or~~ seventeen and who has terminated enrollment with parental consent in the district's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination.

A child who has attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if he/she cannot acquire a sufficient number of credits for graduation by age twenty-one.

Legal Reference: Connecticut General Statutes

[10-15](#) Towns to maintain schools

[10-184](#) Duties of parents (re: mandatory Schooling for children between the ages of five to sixteen years, inclusive) as amended by PA-98-243, PA 00-157 and PA 09-6 (September Special Session)

[10-186](#) Duties of towns and regional school districts. Hearing, Appeal. (re: schooling for persons between the ages of five and twenty, inclusive)

[10-15c](#) Discrimination in public schools prohibited. School attendance by five-year-olds

[10-76a - 10-76g](#) re special education

Appeals to State Board. Establishment of hearing board

[10-233a - 10-233f](#) Inclusive; re: suspend, expel, removal of pupils

[10-233c](#) Suspension of pupils

[10-233d](#) Expulsion of pupils

State Board of Education Regulations

[10-76a-1](#) General definitions (c) (d) (q) (t)

**Adopted: November 26, 1979**

**Revised: June 8, 1998**

**April 6, 2009**

**February 22, 2010**

**DELETE THIS POLICY -no longer needed**

**Instruction**

**Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools**

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To prepare students as 21st century thinkers and learners, students in the Somers Public School District are now encouraged to bring their own technology to campus.

Technology use is everywhere in our world today. The Board of Education believes schools should play a role in teaching students to use technology appropriately. Rather than banning the devices the district's students use in their daily lives, the same devices they will soon come to rely on in their future professional lives, it is important to guide them in developing the skills needed to be productive digital citizens, by bringing their own technology to campus.

**Definition of "Device"**

A "device" as part of this protocol is a piece of privately owned and/or portable electronic handheld technology that includes emerging mobile communication systems and smart technologies, laptops and netbooks, and any technology that can be used for wireless internet access, word processing, image capture/recording, sound recording and information transmitting, receiving, and storing.

**Internet**

The only internet gateway that may be accessed while in the District Public Schools is the one provided by the District. Any device brought to the District will not be permitted to use outside internet sources.

Personal internet connective devices, such as but not limited to cell phones/cell network adapters, are not permitted to be used to access outside internet sources at any time.

**Software**

Many software packages are now available as web browser applications. This negates the need to have required programs loaded onto student computers. Students can

access what they will need through any web browser. Therefore, there is no required software necessary to take part in the Bring Your Own Device program.

## **Security and Damages**

Responsibility to keep the device secure rests with the individual owner. The Somers Public School District is not liable for any device stolen or damaged on campus. If a device is stolen or damaged, it will be handled through the administrative office as other personal items that are stolen or damaged. It is recommended that skins, decals, and other custom touches be used to identify physically a student's device from others. Additionally, protective cases for technology are encouraged.

## **Bring Your Own Device/Technology Student and Parent Agreement**

The use of technology to provide educational material is not a necessity but a privilege. A student does not have the right to use his/her electronic device while at school. When abused, privileges will be taken away. When respected, they will benefit the learning environment as a whole.

Students and parents/guardians participating in the Bring Your Own Device/Technology program must adhere to the Student Code of Conduct, as well as all applicable Board policies, particularly the Computer Acceptable Use policy.

The use of these devices, as with any personally owned device, is strictly up to the teacher.

(cf. [5114](#) - Suspension/Expulsion)

(cf. 5132.81 - Use of Electronic Devices)

(cf. [5131.911](#) - Bullying)

(cf. [5131.913](#) - Cyberbullying)

(cf. [5131](#) - Conduct)

(cf. [5144](#) - Discipline)

(cf. [6141.321](#) - Acceptable Computer Use Policy)

(cf. 6141.323 - Internet Acceptable Use: Filtering)

(cf. [6141.326](#) - Online Social Networking)

Legal Reference: Connecticut General Statutes

[10-221](#) Boards of education to prescribe rules

**Policy adopted: June 25, 2012**

## INSTRUCTION

### Curriculum Extensions - Program Adaptations/Alternative Programs:

#### Home Schooling:

The Somers Board of Education recognizes the right of parents to provide instruction for their children at home, in accordance with the Connecticut General Statutes. The Board believes that formal education in the public schools is highly beneficial for both the child and society. However, it instructs school administration to work cooperatively with home schooling parents.

A Notice of Intent to educate a child at home must be filed with the Superintendent of Schools within ten (10) days of the start of the home instruction program on an annual basis prior to assumption of responsibility for the child's education by the parent or person in charge of the child. A parent, by filing a Notice of Intent, acknowledges full responsibility for the education of their child in accordance with the requirements of state law. Receipt of a Notice of Intent in no way constitutes approval by the Somers Public Schools of the content or effectiveness of a program of home instruction.

No special education or related services shall be provided to a child who is home schooled. Participation in sports is governed by regulations of the Connecticut Interscholastic Athletic Conference which states, "Eligibility to participate in interscholastic athletics is not to be extended to any student whose program is not under the direct supervision of a CIAC member school. This prohibition includes any recognition by member schools of home schooling as school district sponsored 'alternative programs'."

[Home schooling is viewed by the Somers Board of Education as full-time and therefore home-schooled students are not eligible to participate in school offerings or activities.](#)

#### Statutory Authority

Section 10-184 of the Connecticut General Statutes describes the duties of parents of educating their children. It requires that parents or persons having control of children five years of age and under eighteen years of age shall cause children "...to attend a public school regularly..." However, Section 10-184 also allows the parent or person having control of such child to educate the child in other than the public school if they

are "...able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools."

If parents wish to educate their child at home, they must show equivalency as described in Section 10-184 and local Boards of Education must determine whether or not such a child is receiving equivalent instruction as required by Section 10-220.

~~Cross Reference: DBS Code 6145.10—Home Schooled Child's Participation in Extracurricular Activities~~

Legal Reference: Connecticut General Statutes

Section 10-184, Duties of Parents

Section 10-220, Duties of Boards of Education

**Adopted: October 28, 1996**

**Revised: September 13, 2004**

**Revised: July 13, 2009**

Community Relations:

Political Activities of School Employees:

The Somers Board of Education recognizes the citizen rights of school employees, such as voting or refraining from voting; discussing the social, political and economic issues of the day in public meetings; supporting candidates; accepting appointive or elective public office; or holding office in political parties. **The Board recognizes that school property and school time are paid for by all the people of the District, and should not be used for partisan political purposes.**

Individual Responsibility in Participating in Political Functions:

Employees engaging in political activities shall:

1. Realize their primary obligation is to their work as educators.
2. Endeavor to make others realize that their utterances and actions are performed merely as individual and not as representatives of any educational institution.
3. Engage in no political activities on school premises during school hours.

**Prohibited activities include (but are not limited to) the posting of political circulars or petitions, collection or solicitation of campaign funds, solicitations for campaign workers, the use of students in writing or addressing campaign materials, and the distribution of campaign materials to students on District property or during school time in any manner which would indicate that a school employee is using a position in the school to further personal partisan views on candidates for public office or questions of public property. Teachers and other District employees will not attempt to influence students concerning political party affiliations and will not praise or denigrate any particular political party.**

**Nothing in this policy will be interpreted as prohibiting teachers from conducting appropriate activities that encourage students to become involved in the political processes of the party of the students' choice or as independents; nor does it prohibit the use of political figures as resource persons in the classrooms.**

Legal Reference: Connecticut General Statutes

7-421 Political activities of classified municipal employees

7-421b Limitation on restriction of political rights of municipal

employees

[10-156e](#) Employees of boards of education permitted to serve as  
elected officials; exception

**Adopted: May 11, 1981**

**Reviewed: February 3, 2000**

**July 9, 2009**

COMMUNITY RELATIONS:

Public Activities Involving Staff, Students or School Facilities:

Relations between Public and Students:

Contests For Students:

Those contests ~~endorsed by the Elementary and Secondary School Principals' Associations, and~~ approved by the Building Principal, may be permitted during the school day as an official school activity. Other desirable contests may be called to the attention of the students for their possible participation outside of school.

Any exception to this policy must receive the specific approval of the Superintendent of Schools or his/her designee.

**Adopted: July 6, 1981**

**Reviewed: February 3, 2000**

COMMUNITY RELATIONS

Media Access to Students

The Board recognizes the important role the media serves in reporting information about the district's program, services and activities.

When newscasts, spot announcements, sports, and other activities are covered dealing with schools, the programs must be presented in the public interest. No identification of the schools with the promotion of any commercial or political enterprise will be permitted.

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. The media may, **at the discretion of administration**, interview and photograph students involved in instructional programs and school activities including athletic events provided their presence will not be unduly disruptive and shall comply with Board policies and district goals.

Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.

Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly.

Parents will be advised of the district's media access to student's policy at the time of the student's registration and each fall in the student/parent handbook.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

(cf. [5125](#) - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

[1](#)-213 Access to public records. Exempt records.

[10](#)-209 Records not to be public.

Federal Family Educational Rights and Privacy Act, Sec. 438, 20  
U.S.C. Sec 1232g (1988).

Title I - Amendments to the Individuals with Disabilities Act. (PL 105-  
17)

**Adopted: September 8, 2008**

**COMMUNITY RELATIONS:**

**Use of School Fields by Outside Organizations:**

The Somers Board of Education favors the use of athletic fields under its jurisdiction by citizens of Somers subject to the following conditions:

1. The needs of the schools shall have precedence. Only when the schools are not using their playing fields shall they be made available for use by the ~~public~~ **Parks and Recreation Department. Use of fields by private citizens, organizations, groups, etc. must be approved by the Superintendent. A usage fee may be charged by the Board of Education.**
2. Only fields in adequate playable condition will be available for public use. The Somers Board of Education, through the Superintendent or his/her designee, will be the sole judge of the suitability of their condition for use. The Superintendent or his/her designee reserves the right to cancel previously approved field requests based upon current field conditions, weather forecasts, **rescheduled events**, etc.
3. No unusual maintenance, upkeep, or alteration of school fields will be done by outside organizations without specific approval of the Somers Board of Education, through the Superintendent or his/her designee.
4. The agent of the Somers Board of Education for the implementation of this policy will be the Superintendent of Schools, or his/her designee.

**Adopted: June 22, 1981**

**Reviewed: February 3, 2000**

**Revised: November 10, 2003**

## **COMMUNITY RELATIONS**

### Visitations to the Schools:

With the increase in security and the expectation of confidentiality, the Board of Education ~~usually~~ does not accept school visitors unless they are **parents, volunteers, or have legitimate business with the school (as determine by administration)**. The principal, in consultation with the superintendent, may determine that a school visit is appropriate for parents/guardians or others, and will ensure that the visit will not hinder the educational program. **All visitors must receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.**

All school visitors shall register in the school office or where indicated. Staff members should be alert for unauthorized visitors and promptly report their presence to the principal.

~~Loitering on school grounds is not permitted.~~ (CZAPLA NOTE – Redundant with policy 1251)

**Adopted: April 13, 1981**

**Reviewed: February 3, 2000**

**Adopted: October 25, 1982**

**Reviewed: September 28, 2000**

**May 28, 2003**

**June 25, 2018**

In order to promote a safe and productive educational environment for all students and staff, the Board of Education requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.

Community Relations

Relations between Public and School Personnel

Conduct on School Property (Civility)

The Board of Education (Board) expects mutual respect, civility and orderly conduct among all individuals on school property or at school events. District staff will treat parents and other members of the public with respect and expect the same in return. The Board is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility and orderly conduct among Board members, District employees, parents and the public. It is not intended to deprive any individual of his/her right to freedom of expression, but only to maintain to the extent possible and reasonable, a safe, harassment-free environment for students and staff. Volatile, hostile or aggressive actions and words cannot be tolerated, and individuals who engage in these activities may face legal penalties.

In the interest of presenting Board members and District employees as positive role models to the students as well as to the community, the Board encourages positive communication and discourages volatile, hostile or aggressive actions. The Board seeks public cooperation with this endeavor.

Based upon the above, the Board expects that no person on school property or at a school event shall:

1. Injure, threaten, harass or intimidate a staff member, Board member or any other person;
2. Curse and use obscenities;
3. Disrupt or threaten to disrupt school or office operations;
4. Damage or threaten to damage another's property;
5. Damage or deface District property;

6. Violate any Connecticut law or town/city ordinance;
7. Smoke or otherwise use tobacco products **and/or vaping products**;
8. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous instruments or weapons;
9. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
10. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board;
11. Operate a motor vehicle in a risky manner or in violation of an authorized District employee's directive; or
12. Violate other District policies or regulations or an authorized District employee's directive.

**Approved: 5/7/12**

## **Personnel Certified**

### **Substitute Teachers**

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

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

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

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

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

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

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

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

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

**Placement:**

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

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

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

Legal Reference: Connecticut General Statutes

[10-183v](#) Reemployment of teachers.

[10-145a](#) Certificates of qualification for teachers.

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

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

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

**Adopted: February 23, 1981**

**Revised: November 9, 1981**

**October 26, 1992**

**July 12, 2010**

**October 11, 2011**

**February 13, 2017**

Student: [REDACTED]  
Grade Level: 1  
Reporting Period: 19-20 Year  
Teacher:

School: Somers Elementary School  
4 Vision Blvd  
Somers, CT 06071

School Year: 2019-2020

**GRADE ONE REPORT CARD**

LITERACY			
Reading: Foundational Skills	T1	T2	T3
Demonstrate understanding of the organization and basic features of print.			
Demonstrate understanding of spoken words, syllables, and sounds (phonemes).			
Know and apply grade-level phonics and word analysis skills in decoding words.			
Read with sufficient accuracy and fluency to support comprehension.			
Reading: Literature and Informational Text	T1	T2	T3
Ask and answer questions about key details in a text.			
Identify words and phrases in stories or poems that suggest feelings or appeal to the senses. Ask and answer questions to help determine meaning of unknown words.			
Explain major differences between books that tell stories and books that give information, know and use text features.			
Identify who is telling the story at various points in a text.			
Use illustrations and details in a story to describe its characters, setting, events, and key ideas.			
With prompting and support, read prose and poetry of appropriate complexity for grade 1.			
Identify the main topic and retell key details of a text.			
Describe the connection between two individuals, events, ideas, or pieces of information in a text. Describe characters and major events in a story.			
Identify the reasons an author gives to support points in a text.			
Identify basic similarities in and differences between two texts.			
Writing and Language	T1	T2	T3
Demonstrate command of the standard English grammar and usage when writing or speaking.			
Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.			
Determine or clarify the meaning of unknown and multiple-meaning words and phrases choosing flexibly from an array of strategies.			

Speaking and Listening	T1	T2	T3
Participate in collaborative conversations with diverse partners about grade 1 topics and texts with peers and adults in small and larger groups.			
Ask and answer questions about key details in a text read aloud or information presented orally or through other media.			
Ask and answer questions about what a speaker says in order to gather additional information or clarify something that is not understood.			
Describe people, places, things, and events with relevant details, expressing ideas and feelings clearly.			
Describe familiar people, places, things, and events with prompting and support.			

ATTENDANCE COUNT	T1	T2	T3
Absences	0	0	0
Tardies	0	0	0
Early Dismissals	0	0	0
Tardy/Early Dismissals (same day)	0	0	0

Teachers will also use this scale to evaluate each student on his/her **Social Development** and **Work Habits** to reflect how consistently and independently the student meets expectations:

Verbiage for grading scale goes here.



**MATHEMATICS**

<b>Operations and Algebraic Thinking</b>	T1	T2	T3
Represent and solve problems involving addition and subtraction.			
Understand and apply properties of operations and the relationship between addition and subtraction.			
Add and subtract within 20.			
Work with addition and subtraction equations.			
<b>Number &amp; Operations in Base Ten</b>	T1	T2	T3
Extend the counting sequence.			
Understand place value.			
Use place value understanding and properties of operations to add and subtract.			
<b>Measurement and Data</b>	T1	T2	T3
Measure lengths indirectly and by iterating length units.			
Tell and write time.			
Represent and interpret data.			
<b>Geometry</b>	T1	T2	T3
Reason with shapes and their attributes.			

**SOCIAL STUDIES**

<b>My School and My Community</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of major concepts			
<b>Work in the Community</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			
<b>Past and Present</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			
<b>Traditions</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			
<b>Looking at our World/American Heros</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			

**SCIENCE**

<b>Earth and Space</b>	T1	T2	T3
Demonstrates an understanding of concepts			
Demonstrates Effort			
<b>Light and Sound</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			
<b>Offspring and their parents</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			
<b>Living and Non-Living Things</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of concepts			

**WORK HABITS**

	T1	T2	T3
Follows Directions			
Works independently			
Completes classwork on time			
Organizes self, time, and materials			
Completes quality work			
Participates in classroom discussions			
Sustains attention during classroom activities			
Writes Legibly			

**PERFORMANCE RESPONSIBILITIES**

	T1	T2	T3
Displays Courtesy			
Respects rights/property of others			
Demonstrates self-control			
Accepts Responsibility			
Displays a positive attitude			



ART	T1	T2	T3
Demonstrates Effort			
Appropriate use of tools/materials/equipment			
Demonstrates an understanding of concepts			

MEDIA	T1	T2	T3
Demonstrates Effort			
Appropriate use of tools/materials/equipment			
Demonstrates an understanding of concepts			

Art Comments
Trimester 1
Trimester 2
Trimester 3

Media Comments
Trimester 1
Trimester 2
Trimester 3

MUSIC	T1	T2	T3
Demonstrates Effort			
Appropriate use of tools/materials/equipment			
Demonstrates an understanding of concepts			

PHYSICAL EDUCATION	T1	T2	T3
Demonstrates Effort			
Appropriate use of tools/materials/equipment			
Demonstrates an understanding of concepts			

General Music Comments
Trimester 1
Trimester 2
Trimester 3

Physical Education Comments
Trimester 1
Trimester 2
Trimester 3



COMMENTS
TRIMESTER 1
TRIMESTER 2
TRIMESTER 3



Student: [REDACTED]  
Grade Level: 5  
Reporting Period: 19-20 Year  
Teacher:

School: Somers Elementary School  
4 Vision Blvd  
Somers, CT 06071

School Year: 2019-2020

**GRADE FIVE REPORT CARD**

LITERACY			
<b>Reading: Foundational Skills</b>	T1	T2	T3
Know and apply grade-level phonics and word analysis skills in decoding words.			
Read with sufficient accuracy and fluency to support comprehension.			
<b>Reading: Literature and Informational Text</b>	T1	T2	T3
Quote accurately from a text when explaining what the text says explicitly and when drawing inferences from the text.			
Determine the meaning of words and phrases as they are used in a text.			
Explain how a series of chapters, scenes, or stanzas fits together to provide the overall structure of a particular story, drama, or poem. Compare and contrast the structure of two texts.			
Describe how a narrator's or speaker's point of view influences how events are described. Analyze multiple accounts of the same event or topic.			
Analyze how visual and multimedia elements contribute to the meaning, tone, or beauty of a text (e.g., graphic novel, multimedia presentation of fiction, folktale, myth, poem). Draw information of multiple sources.			
By the end of the year, read and comprehend literature, including stories, informational text, dramas, and poetry, at the high end of the grades 4–5 text complexity band independently and proficiently.			
Determine two or more main ideas of a text and explain how they are supported by key details; summarize the text. Determine the theme of a text.			
Explain the relationships or interactions between two or more individuals, events, ideas, or concepts in a text.			
Explain how an author uses reasons and evidence to support particular points in a text, identifying which reasons and evidence support which point(s).			
Explain how an author uses reasons and evidence to support particular points in a text, identifying which reasons and evidence support which point(s).			
Integrate information from several texts on the same topic in order to write or speak about the subject knowledgeably. Compare and contrast story themes and characters.			
<b>Writing and Language</b>	T1	T2	T3
Demonstrate command of the conventions of standard English grammar and usage when writing or speaking.			
Demonstrate command of the conventions of standard English capitalization, punctuation, and spelling when writing.			
Determine or clarify the meaning of unknown and multiple-meaning words and phrases choosing flexibly from a range of strategies.			

Operations and Algebraic Thinking	T1	T2	T3
Engage effectively in a range of collaborative discussions with diverse partners on grade 5 topics and texts, building on others' ideas and expressing their own clearly.			
Summarize and ask and answer questions about a written text read aloud or information presented in diverse media and formats, including visually, quantitatively, and orally.			
Summarize the points a speaker makes and explain how each claim is supported by reasons and evidence.			
Make strategic use of digital media and visual displays of data to enhance presentations.			

ATTENDANCE COUNT	T1	T2	T3
Absences	0	0	0
Tardies	0	0	0
Early Dismissals	0	0	0
Tardy/Early Dismissals (same day)	0	0	0

Teachers will also use this scale to evaluate each student on his/her **Social Development** and **Work Habits** to reflect how consistently and independently the student meets expectations:

Verbiage for grading scale goes here.



MATHEMATICS			
<b>Operations and Algebraic Thinking</b>	T1	T2	T3
Write and interpret numerical expressions.			
Analyze patterns and relationships.			
<b>Number and Operations in Base Ten</b>	T1	T2	T3
Understand the place value system.			
Perform operations with multi-digit whole numbers and with decimals to hundredths.			
<b>Number and Operations - Fractions</b>	T1	T2	T3
Use equivalent fractions as a strategy to add and subtract fractions.			
Apply and extend previous understandings of multiplication and division to multiply and divide fractions.			
<b>Measurement and Data</b>	T1	T2	T3
Convert like measurement units within a given measurement system.			
Perform operations with multi-digit whole numbers and with decimals to hundredths.			
<b>Geometry</b>	T1	T2	T3
Graph points on the coordinate plane to solve real-world and mathematical problems.			
Classify two-dimensional figures into categories based on their properties.			

SCIENCE			
<b>Matter and Its Interactions</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of NGSS engineering practices			
Demonstrates an understanding of NGSS disciplinary core ideas			
Demonstrates an understanding of NGSS cross cutting concepts			
<b>Earth and the Universe</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of NGSS engineering practices			
Demonstrates an understanding of NGSS disciplinary core ideas			
Demonstrates an understanding of NGSS cross cutting concepts			
<b>Energy and Matter in Ecosystems</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates an understanding of NGSS engineering practices			
Demonstrates an understanding of NGSS disciplinary core ideas			
Demonstrates an understanding of NGSS cross cutting concepts			

SOCIAL STUDIES			
<b>Indigenous Life in New England</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates inquiry in the unit of study (or topic)			
Demonstrates understanding of the concepts			
Demonstrates understanding of how to evaluate sources and use evidence			
Demonstrates ability to communicate conclusions and taking informed action			
<b>Europe and Early Colonial</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates inquiry in the unit of study (or topic)			
Demonstrates understanding of the concepts			
Demonstrates understanding of how to evaluate sources and use evidence			
Demonstrates ability to communicate conclusions and taking informed action			
<b>13 Colonies</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates inquiry in the unit of study (or topic)			
Demonstrates understanding of the concepts			
Demonstrates understanding of how to evaluate sources and use evidence			
Demonstrates ability to communicate conclusions and taking informed action			
<b>Road to Revolution</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates inquiry in the unit of study (or topic)			
Demonstrates understanding of the concepts			
Demonstrates understanding of how to evaluate sources and use evidence			
Demonstrates ability to communicate conclusions and taking informed action			
<b>Revolutionary War</b>	T1	T2	T3
Demonstrates Effort			
Demonstrates inquiry in the unit of study (or topic)			
Demonstrates understanding of the concepts			
Demonstrates understanding of how to evaluate sources and use evidence			
Demonstrates ability to communicate conclusions and taking informed action			



ART	T1	T2	T3
Demonstrates an understanding of concepts.			
Appropriate use of tools/materials/equipment.			
Demonstrates Effort			

MEDIA	T1	T2	T3
Demonstrates an understanding of concepts.			
Appropriate use of tools/materials/equipment.			
Demonstrates Effort			

Art Comments
<b>Trimester 1</b>
<b>Trimester 2</b>
<b>Trimester 3</b>

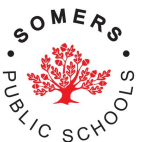
Media Comments
<b>Trimester 1</b>
<b>Trimester 2</b>
<b>Trimester 3</b>

MUSIC	T1	T2	T3
Demonstrates an understanding of concepts.			
Appropriate use of tools/materials/equipment.			
Demonstrates Effort			

PHYSICAL EDUCATION	T1	T2	T3
Demonstrates an understanding of concepts.			
Appropriate use of tools/materials/equipment.			
Participation			

General Music Comments
<b>Trimester 1</b>
<b>Trimester 2</b>
<b>Trimester 3</b>

Physical Education Comments
<b>Trimester 1</b>
<b>Trimester 2</b>
<b>Trimester 3</b>



TEACHER COMMENTS
<b>TRIMESTER 1</b>
<b>TRIMESTER 2</b>
<b>TRIMESTER 3</b>

PERSONAL RESPONSIBILITIES	T1	T2	T3
Displays courtesy			
Respects rights/property of others			
Demonstrates self-control			
Accepts responsibility			
Displays positive attitude			

WORK HABITS	T1	T2	T3
Follows directions			
Works independently			
Works cooperatively			
Completes class work/homework on time			
Organizes self, time, and materials			
Completes quality work			
Contributes relevant ideas in discussions			
Sustains attention during group activities			
Works cooperatively			

