

## Board of Education Meeting

Tuesday, May 26, 2020 7:00 PM

Teleconferencing - Zoom -

<https://us02web.zoom.us/j/86180403139?pwd=NEU0OGYvSGFScytlL3hzR0E2SytjUT09>

Meeting ID: 861 8040 3139 Password: 2mlf3r, [Address], [City], CT [Zip]

### 1. **CALL TO ORDER**

### 2. **APPROVAL OF MINUTES**

1. Draft Minutes of May 11, 2020 Board of Education Meeting

### 3. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

### 4. **CONSENT AGENDA**

1. Warrant of May 26, 2020

2. Warrant of May 18, 2020

### 5. **NEW BUSINESS**

1. Job-Sharing Proposal

2. 1st Warning of Somers Elementary Math Textbooks

3. 1st Warning on Mabelle B. Avery Middle School Math Textbooks

### 6. **OLD BUSINESS**

### 7. **ADMINISTRATIVE REPORTS**

1. Superintendent Update

### 8. **COMMITTEE REPORTS**

1. CURRICULUM

2. POLICY

3. PLANNING

4. SALARY & NEGOTIATION

### 9. **CREC UPDATE**

### 10. **ADJOURNMENT**



# SOMERS PUBLIC SCHOOLS

1 Vision Boulevard, Somers, Connecticut 06071  
(860)749-2270 Fax (860)763-0748

Mr. Brian P. Czapla  
Superintendent of Schools

## DRAFT Minutes

Somers Board of Education Meeting  
May 11, 2020

Held via Teleconference

Meeting convened at 7:01pm

In attendance: Bruce Devlin, David Palmer, Marissa Marks, Kate McLellan, Krista Cherry, Jan Martin, Anne Kirkpatrick, Sarah Moynihan-Bollinger, Jeremy Anderson, Brian Czapla, Bill Boutwell, Irene Zitka, Margot Martello, Linda Ford, Clark family and St. Germain family

The Board Chairman made comments on procedures for conducting teleconference meetings.

Margot Martello (Principal, MBA) recognized Jed Clark and Sara St. Germain (MBA students) for their distinction on winning the CAFE Student Leader Award.

David Palmer made a motion to approve the BOE minutes from March 23, 2020 (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the BOE minutes from April 20, 2020 (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the consent agenda (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the Open Choice Enrollment Slots for the 2020-21 school year (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve DBS Policy 6172.6 (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the appointment of Dina Senecal as the new Director of Curriculum and Instruction effective July 1, 2020 (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the appointment of Melissa Mucci as the new Principal of Somers Elementary School (Jan Martin seconded the motion.) The motion passed unanimously.

David Palmer made a motion to approve the cancellation of the June 20, 2020 and July 8, 2020 regularly scheduled BOE meetings (Jan Martin seconded the motion.) The motion passed unanimously.

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Irene Zytka gave a report on the higher education partnerships with UConn, Asnuntuck Community College, and Goodwin University.

Brian Czaplak gave an update on the district's response to the COVID-19 pandemic. The report focused on closing the school down for the remainder of the school year, summer school, and the opening of schools in the fall of 2020.

Kate McLellan gave a report on the proposed new math curriculum and resources for SES and MBA.

David Palmer gave an update on the status of the Nurse contract negotiations.

Jan Martin made a motion at 8:20pm to adjourn (David Palmer seconded the motion.) The motion passed unanimously.

Recording of the meeting can be found at  
<https://www.somers.k12.ct.us/cms/One.aspx?portalId=61378&pageId=26537794>

# Somers Board of Education General Budget Treasury Warrant

Report # 64126

Check Batch: 33616  
 Check Header: (N/A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (N/A)  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:

WBRS

Date:

5/26/2020

William B. Boutwell, Director of Business Services

33616	18540	05/26/2020	V52670	SYNCB/AMAZON	0.00	122.00
	18541	05/26/2020	E00138	Buell, Katie	0.00	25.99
	18542	05/26/2020	M54301	C&A Distributors, Inc.	0.00	43.62
	18543	05/26/2020	V51942	Connecticut Business System LLC	0.00	460.00
	18544	05/26/2020	V60416	DG Graphics	0.00	264.25
	18545	05/26/2020	V61230	ENGINE Resources	0.00	3,384.43
	18546	05/26/2020	V00159	Eversource Energy	0.00	17,314.52
	18547	05/26/2020	V61017	Frontier Communications	0.00	53.30
	18548	05/26/2020	V61236	Gateway Enterprise Corporation	0.00	174.00
	18549	05/26/2020	V54081	Graduate Pest Solutions, Inc.	0.00	166.00
	18550	05/26/2020	V53439	Group Dynamic	0.00	22.20
	18551	05/26/2020	V54063	HSABank	0.00	168.00
	18552	05/26/2020	V02625	K & S Distributors	0.00	521.90
	18553	05/26/2020	V00665	Kelly-Fradet Lumber	0.00	43.57
	18554	05/26/2020	V61444	Morgan Stanley	0.00	28,000.00
	18555	05/26/2020	V61444	Morgan Stanley	0.00	63,928.00
	18556	05/26/2020	V54193	NAPA Auto Parts	0.00	731.65
	18557	05/26/2020	V60983	OMNI Group, The	0.00	20.00
	18558	05/26/2020	V60097	Paxton/Patterson LLC	0.00	326.90
	18559	05/26/2020	V02671	PEAP	0.00	127.00

# Somers Board of Education General Budget Treasury Warrant

Report # 64126

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18560	05/26/2020	E00260	Peterson, Maria	0.00	87.82
	18561	05/26/2020	V61248	PSAT 8/9	0.00	1,213.20
	18562	05/26/2020	V60864	Pullman & Comley, LLC	0.00	5,159.00
	18563	05/26/2020	V53593	Ready/Refresh by Nestle	0.00	10.99
	18564	05/26/2020	V60979	Shanahan, Jim	0.00	450.00
	18565	05/26/2020	V61373	Somers Star Hardware	0.00	233.83
	18566	05/26/2020	V00645	Taylor Rental	0.00	72.00
	18567	05/26/2020	V61194	Tint Zone Corp	0.00	350.00
	18568	05/26/2020	V01000	Town of Somers BOE	0.00	6,181.62
	18569	05/26/2020	V60356	TPC Associates, Inc	0.00	593.25
	18570	05/26/2020	M53099	Tull Brothers, Inc.	0.00	160.00
	18571	05/26/2020	V60353	ULINE	0.00	1,134.64
	18572	05/26/2020	V21164	Unum Life Insurance Company of America	0.00	3,623.57
	18573	05/26/2020	V00548	USA Waste and Recycling	0.00	1,294.40
	18574	05/26/2020	V00051	USPS	0.00	165.00
	18575	05/26/2020	V53413	W. B. Mason Co., Inc.	0.00	87.54
	18576	05/26/2020	E00897	Willemain, Monica	0.00	125.00
	18577	05/26/2020	V51162	Wilson Language Training Corp.	0.00	5,593.64
	18578	05/26/2020	V61623	Zaar Cochran, Diane	0.00	2,534.55
<b>Totals:</b>					<u>0.00</u>	<u>\$144,967.38</u>

39 Checks Listed.

# Somers Board of Education General Journal Register

Report # 64123  
Batch: 33591  
Transaction: N/A  
Show Summary Only: Yes

Batch # 33591	Control Total \$144,967.38	Status Posted	Created By Ibergamini	Created On 05/18/2020	Last Updated By Ibergamini	Last Updated On 05/20/2020
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## General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
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### May, 2020

#### Generated Distributions

10-000-0-0-00-000-241-00-0-00000	ENCUMBRANCE CONTROL			113,816.56	0.00
10-000-0-0-00-000-241-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	113,816.56
				<b>Total Generated Distributions</b>	<b>\$113,816.56</b>

#### User-Entered Distributions

10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			90.18	0.00
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	145,057.56
10-000-1-9-99-999-000-00-5-01695	COVID-19		Yes	1,360.88	0.00
10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK		Yes	5,593.64	0.00
10-100-2-4-12-242-611-01-5-00180	HS - TECHNOLOGY ED SUPPLIES			997.65	0.00
10-213-3-5-50-251-322-02-5-01693	HS - SAT PREP		Yes	1,213.20	0.00
10-221-1-4-52-231-690-05-5-00283	SW - NURSE PROF DEV		Yes	125.00	0.00
10-222-2-4-52-231-642-03-5-00135	HS - PROFESSIONAL LIBRARY			0.00	0.00
10-222-2-4-52-231-642-03-5-00139	HS - REBINDING			2.23	0.00
10-222-2-4-52-231-642-03-5-00143	HS - LIBRARY BOOKS			0.00	0.00
10-222-2-4-52-231-690-03-5-00154	HS - NEWSPAPERS/MAGAZINES			9.12	0.00
10-222-2-4-52-233-611-03-5-00147	HS - OTHER LIBRARY SUPPLIES			3.04	0.00
10-231-1-5-74-134-330-10-5-00045	HS - A.V. MATERIALS			0.00	0.00
10-232-1-5-72-134-690-04-5-00031	B.O.E. - OTHER PROF. SERVICES		Yes	7,713.55	0.00
10-232-1-5-72-258-690-04-5-00042	CO - PETTY CASH			10.99	0.00
10-232-6-5-66-830-440-04-5-01016	CO - OFFICE SUPPLIES			107.61	0.00
10-240-1-4-40-132-530-04-5-00038	CO - COPIER SUPPLIES			0.00	0.00
10-240-6-2-66-830-440-04-5-00524	HS - POSTAGE			165.00	0.00
10-240-6-3-66-830-440-03-5-01012	K-5 - COPIER SUPPLIES			460.00	0.00
10-240-6-4-66-830-440-04-5-01014	MA - COPIER SUPPLIES			0.00	0.00
10-259-1-2-40-123-590-04-5-00015	HS - COPIER SUPPLIES			0.00	0.00
10-260-5-2-62-722-430-08-5-01141	K-5 - FORMS & PRINTING			87.82	0.00
10-260-5-3-20-722-430-01-5-00382	K-5 BUILDING REPAIRS		Yes	441.65	0.00
10-260-5-4-12-722-430-01-5-00395	MA - MUSIC MAINTENANCE			150.00	0.00
10-260-5-4-20-722-430-01-5-00396	HS - TECHNOLOGY ED MAINTENANCE			60.90	0.00
	HS - MUSIC MAINTENANCE			300.00	0.00

# Somers Board of Education General Journal Register

Report # 64123

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
33591	\$144,967.38	Posted	Ibergamini	05/18/2020	Ibergamini	05/20/2020
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE				
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				
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE				
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR				
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL				
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR				
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR				
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING				
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY				
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY				
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY				
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY				
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT				
10-280-6-5-82-820-200-13-5-00510		DENTAL				
10-280-6-5-82-820-200-13-5-00513		L.T.D.				
10-280-6-5-82-820-200-13-5-00855		PENSION				
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT				
10-280-6-5-82-820-200-13-5-01690		OPEB - OTHER POST EMPLOY BENEFITS				
10-310-1-9-80-999-000-00-5-01694		COVID-19 LUNCH				
10-320-2-4-54-880-690-07-5-00602		HS - ACADEMIC AWARDS				
Total User-Entered Distributions						
					\$145,147.74	\$145,147.74
Total for May, 2020						
					\$258,964.30	\$258,964.30
Grand Total for Batch # 33591						
					\$258,964.30	\$258,964.30

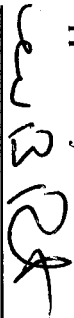
123 Transactions Listed.

# Somers Board of Education General Budget Treasury Warrant

Report # 64104

Check Batch: 33589  
 Check Header: (N/A)  
 Check Numbers: (First) - (Last)  
 Check Dates: (Earliest) - (Latest)  
 Cash Account Numbers: (First) - (Last)  
 Bank Account Code: (N/A)  
 Check Authorization Code: AP GB  
 Minimum Check Amount: \$0.00  
 Sorted By:  
 Include Payable Information: No  
 Include Payable Dist Information: No  
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:       Date: 5/18/2020  
 William B. Boutwell, Director of Business Services

33589	18539	05/18/2020	V61622	Mansfield Drive-In
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<b>Totals:</b>	0.00	3,200.00
	0.00	\$3,200.00

1 Check Listed.

# Somers Board of Education General Journal Register

Report # 64103  
Batch: 33588  
Transaction: N/A  
Show Summary Only: Yes

Batch # 33588	Control Total \$3,200.00	Status Posted	Created By Ibergamini	Created On 05/18/2020	Last Updated By Ibergamini	Last Updated On 05/18/2020
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Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>May, 2020</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			3,200.00	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	3,200.00
	Total Generated Distributions			<b>\$3,200.00</b>	<b>\$3,200.00</b>
<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	3,200.00
10-000-1-9-99-999-000-00-5-01695	COVID-19	Yes		3,200.00	0.00
	Total User-Entered Distributions			<b>\$3,200.00</b>	<b>\$3,200.00</b>
	Total for May, 2020			<b>\$6,400.00</b>	<b>\$6,400.00</b>
	<b>Grand Total for Batch # 33588</b>			<b>\$6,400.00</b>	<b>\$6,400.00</b>

2 Transactions Listed.

**Proposed Job Share  
2020-2021 School Year  
Fourth Grade  
Nicole Dzicek and Melissa Shannon**

## **Proposed Job Share For Nicole Dzicek and Melissa Shannon**

The following is our plan for the division of responsibilities for a job sharing position. Realizing that scheduling of meetings for the 2020-2021 school year has not been finalized, we expect there may be minor changes made to this plan.

### **1. Work Schedule:**

We will each work two and one-half days a week. Melissa Shannon will work Monday, Tuesday and Wednesday morning. Nicole Dzicek will work Wednesday afternoon, Thursday and Friday.

### **2. Parent Conferences/PPT's/SST's**

Both teachers shall participate in November conferences. March conferences will be split evenly amongst the two of us unless otherwise requested by the parents.

The person who is scheduled to work at the time of a PPT/SST will attend the meeting. We will both discuss information that we would like to include in the PPT/SST.

### **3. Record Keeping:**

Progress reports will be divided equally between us.

Work folders will include students' work samples from all subject areas.

### **4. Bulletin Boards:**

All bulletin boards will be planned collaboratively and split evenly between us on a monthly basis.

### **5. A. Half -days:**

The number of half days we work will be divided evenly.

### **B. Shortened days:**

A shortened day, such as a weather related early dismissal or late opening, will not alter our teaching schedule.

#### 6. Program Planning:

Program planning will be done as a collaborating team.

#### 7. Communications:

Communication with parents, students, other teachers and specialists can be taken care of by the individual teacher involved and documented in writing in order to keep up on the important information. We will also communicate via email and phone as necessary. We will do all of our planning on google documents. A written letter will be sent out to parents at the beginning of the school year. Parents will be welcomed to contact either or both of us. Specific team meeting times will be needed to discuss students, plans, PPT's, SST's, etc.

#### 8. Duties

We will split duties evenly.

#### 9. Teaching Assignment:

Both teachers will be responsible for teaching all subject matter. Both teachers will integrate the various curricular areas into their instruction when appropriate.

#### 10. Meetings:

The person who is scheduled to work at the time will attend the meetings. This person will inform the other of the agenda items.

#### 11. Discipline:

Teachers will discuss discipline issues prior to the start of school in order to establish a positive and consistent classroom environment for the children. Specific discipline issues that arise during the year will be documented in writing (email, notes, etc) to ensure consistency and community in the children's day.

#### 12. Field Trips:

Field trips will be divided equally.

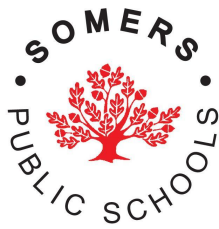


We hope you will accept our proposal for a job share next year. If there is any additional information you need or there are any questions about the proposal please contact either of us.

Sincerely,

Nicole Dzicek

Melissa Shannon



## Board of Education Administrative Report

Title of Report: SES Math Textbook

Board Meeting Date: 5/26/20

Action

Report

Information

Discussion

Submitted by: Irene Zytka

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### ***Executive Summary***

Included in this report is the Information regarding the SES Math textbook adoption for the 2020-21 school year. The program will be for grade K-4 and is a 5 year contract.

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### ***Report***

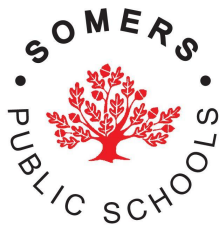
The Math textbook piloted and selected by the SES staff is Investigations by Pearson.

Investigations 3 is the K-5 inquiry-based approach to teaching mathematics. Funded by Pearson, TERC, and the National Science Foundation, Investigations represent over 20 years of research and development. It provides new digital tools, ongoing professional development, and expanded family support.

**Student Component:** Students actively explore mathematical ideas to develop understanding and fluency. They collaborate, investigate and take part in problem-based learning. Curriculum involves opportunities to explain and justify reasoning and use student to student discourse to encourage active learning and collaboration.

**Ongoing Teacher Support:** Instructional notes create a "dialogue with teachers." *Investigations* support personal and professional growth, and digital resources to enhance instruction.

**Family Support:** Online learning tools are available to allow families to support their children at home. Families have access to resources, games and activities for home use and reinforcement.



## Board of Education Administrative Report

Title of Report: MBA Math Textbook

Board Meeting Date: 5/26/20

Action

Report

Information

Discussion

Submitted by: Irene Zytka

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### ***Executive Summary***

Included in this report is the Information regarding the SES/MBA Math textbook adoption for the 2020-21 school year. The program will be for grade 5-8 and is a 1 year contract.

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### ***Report***

The Math textbook piloted and selected by the SES/MBA staff is Ready Classroom Mathematics by Curriculum Associates.

**Student Component-** The curriculum which drives the Ready Math program is discourse driven using a “Try-Discuss-Connect” routine which actively supports students as they collaborate, discuss and clarify strategies and concepts

**Teacher Component and Support:** A diagnostic testing system ( IReady) is included in the program. This testing component provides teachers with ongoing progress monitoring information to enhance student learning. It is aligned with the common core standard and provides students with a gateway to improve skills. Professional development throughout the year provides teachers with opportunities to analyze the curriculum and testing in order to best instruct students.

**Family Support:** Online learning tools are available to allow families to support their children at home. Families have access to activities packs and guidance to support learning at home.