

**Board of Education Meeting**  
**Monday, February 22, 2021 7:00 PM**  
Somers Elementary School Media Center, 4 Vision Boulevard, Somers, CT 06071

**All visitors to Somers Public Schools must wear a mask.**

1. CALL TO ORDER
2. APPROVAL OF MINUTES
  1. Draft Minutes of February 8,2021 2  
Review and approve the draft minutes of the Board on February 8, 2021.
3. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
4. CONSENT AGENDA
  1. Warrant of February 22, 2021 6  
The Board to review and consent to the warrant of February 22, 2021 in the amount of \$517,794.54.
5. NEW BUSINESS
  1. 1st Warning on Somers DBS Code 4134 - Personnel - Certificated - Tutoring 12  
The Board will review the 1st Warning on Somers DBS Code 4134 - Personnel - Certificated - Tutoring.
  2. 1st Warning of Somers DBS Code 4150 - Personnel - Certificated: Sick Leave, 13  
Vacation  
The Board will review the 1st Warning of Somers DBS Code 4150 - Personnel - Certificated: Sick Leave, Vacation.
  3. 1st Warning of DBS Code 4218.232 - Personnel - Certified/Not Certified- Smoke-Free 15  
Workplace  
The Board will review the 1st Warning of DBS Code 4218.232 - Personnel - Certified/Not Certified - Smoke-Free Workplace
6. OLD BUSINESS
7. ADMINISTRATIVE REPORTS
  1. Curriculum and Instruction Update  
Mrs. Senecal will be present to talk to the Board about the Curriculum and Instruction Update.
  2. Superintendent's Update  
The Superintendent will update the Board on Somers Public Schools events.
8. COMMITTEE REPORTS
  1. CURRICULUM
  2. POLICY
  3. SALARY & NEGOTIATION
  4. PLANNING
9. CREC UPDATE
10. ADJOURNMENT

**Somers Board of Education Meeting  
Teleconferencing on Zoom  
February 08, 2021  
7:00 PM**

Video of this meeting may be accessed at:  
somers.k12.ct.us

**Attendance Taken at 7:00 PM:**

Present Board Members: Bruce Devlin, Anne Kirkpatrick, Jan Martin, Jeremy Anderson, David Palmer, Sarah Bollinger, Krista Cherry, Marissa Marks (updated to present at 7:02 p.m.)

Absent Board Members: Kate McLellan

Others: Brian Czapla, Bill Boutwell, Cynthia DeRoma, Jim Formica, Ruggiero, Liz Guerin, DJ Kibbe

**1. CALL TO ORDER**

The regular Board of Education meeting was called to order by Chairman Devlin at 7:01 p.m. via Zoom.

**2. APPROVAL OF MINUTES**

**2.1. Draft Minutes of January 25, 2021**

**Rationale:** Board to review and approve draft minutes of Board Meeting on January 25, 2021.

**Motion Passed:** Motion to approve the January 25, 2021 Draft Minutes passed with a motion by Anne Kirkpatrick and a second by Jan Martin.

**7 Yeas - 0 Nays.**

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

**4. CONSENT AGENDA**

**Motion Passed:** Motion to approve the Consent Agenda as presented this evening passed with a motion by David Palmer and a second by Jeremy Anderson.

**8 Yeas - 0 Nays.**

**4.1. Warrant of February 8, 2021**

**Rationale:** Board to consent to Warrant of February 8, 2021 in the amount of \$270,739.65.

**4.2. 2nd Warning on 2021-2022 School Calendar**

**Rationale:** The Board will review and consent the 2021-2022 School Calendar.

## 5. NEW BUSINESS

### 5.1. CIP Plan Revision

**Rationale:** The Board will review and approve the CIP Plan with the revisions.

**Discussion:** David Palmer stated that the CIP plan is a revised plan through 2026 that the subcommittee reviewed and approved. Superintendent Czapla stated that there have been meetings with the CIP committee, and they voiced concerns with the fiscal uncertainty in the State and how the town will be impacted. Items in the CIP plan have been reshuffled including the MBA fire alarm upgrade system, pressure washer, MBA border fence, dump truck, and pickup trucks. Bill Boutwell, Director of Business Services, will be meeting with the CIP committee on Thursday, 2/11/21, to present the revised CIP plan. Discussion ensued among BOE members.

**Motion Passed:** Motion to approve the new CIP plan as presented this evening passed with a motion by David Palmer and a second by Sarah Bollinger.

**8 Yeas - 0 Nays.**

## 6. OLD BUSINESS

### 6.1. Approval of Supt. Proposed 2021-22 Budget to be sent to Public Hearing

**Rationale:** The Board will review the updates on the 2021-22 Budget and give Approval of Supt. Proposed 2021-22 Budget to be sent to Public Hearing.

**Discussion:** Superintendent Czapla asked the BOE to approve the revised proposed budget for 2021-22 in the amount of \$25,409,712 which is a \$719,742 increase or 2.92% increase from the current year's budget and a \$306,000 reduction from the original budget presented in early January. There is a \$67,000 reduction in salaries due to resignations and retirements. There is a \$229,000 reduction in health insurance. Originally, the premium rate was presented as 18%, but the rate was renegotiated to 7.4%. However, this requires a change in healthcare providers. Superintendent Czapla stated that a notice will be sent out to the unions. He will also be looking to reduce the budget line items for Special Education tuition and legal costs.

**Motion Passed:** Motion to approve the proposed 2021-2022 budget as recommended by the superintendent passed with a motion by Anne Kirkpatrick and a second by Jan Martin. **8 Yeas - 0 Nays.**

## 7. ADMINISTRATIVE REPORTS

### 7.1. Superintendent Update

**Rationale:** Superintendent Czapla will give an update on school events.

**Discussion:** Superintendent Czapla updated the BOE on recent events. He stated that SPS is staying in line with this year's budget, and SPS is in good shape for the remainder of the school year. Superintendent Czapla and Bill Boutwell, Director of Business Services, will be presenting a quarterly budget update for the BOE in March. Superintendent Czapla stated that the budget freeze from 7/2/20 may be slowly released in order to make purchases for textbooks and technology.

Superintendent Czapla reported that teachers may not be able to receive Covid vaccinations until mid-March or once the age 65+ category is completed. He has weekly calls with the Department of Public Health as well as weekly meetings with the North Central Health District who have been very helpful. They will be coming on campus to administer vaccinations. He is watching the Covid variant and its impact. Currently, it is not widespread. The Covid cases in the schools have been family driven or due to recreational sports. SPS will continue with contact tracing, quarantining, mitigation strategies, social distancing, etc.

Discussion ensued regarding CARES Act 2. The State of CT was allocated over \$492,000,000. Somers will receive \$172,000 which is based on Title I allocation. The Leadership Team discussed allocating funds to academic supports in order to help mitigate learning loss for the next year. Kindergarten is a concern for next year. Kindergarten did not have the usual level of student enrollment this year possibly due to Covid. Superintendent Czapla expects a normal or additional enrollment of Kindergarten students next year which may require another Kindergarten teacher. The goal is to keep class sizes low in order to support learning and maximize social distancing. He expects interventionists will be needed at full capacity. He is looking at providing tutoring opportunities as well as extra interventionists. These positions may only be for one year. In order to support academic recovery, summer school and after-school programs may be implemented. Superintendent Czapla is awaiting final clarification from the State Board of Education.

## **8. COMMITTEE REPORTS**

### **8.1. CURRICULUM**

**Discussion:** Jan Martin stated that the committee has not met and is on hold.

### **8.2. POLICY**

**Discussion:** Anne Kirkpatrick stated that the committee met this evening and have three policies to be warned for the next BOE meeting.

### **8.3. SALARY & NEGOTIATION**

**Discussion:** No report.

### **8.4. PLANNING**

**Discussion:** No report.

## **9. CREC UPDATE**

**Discussion:** Superintendent Czapla stated that Krista Cherry sent him an email which was forwarded to the BOE. Krista Cherry reminded BOE members that the Virtual Legislative Forum will be held on Thursday, 2/11/21, at 8:30 a.m. To register for the forum, BOE members should email Gloria which is found in the forwarded email from Superintendent Czapla.



# Somers Board of Education General Budget Treasury Warrant

Report # 67551

Check Batch: 42113  
 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:

  
William B. Boutwell, Director of Business Services  
 2/18/21

42113	19662	02/22/2021	V60849	Acres Power Equipment Co	0.00	35.50
	19663	02/22/2021	V58674	Administrator, Unemployment Compensation	0.00	660.19
	19664	02/22/2021	V61123	Aero All-Gas Co, The	0.00	148.50
	19665	02/22/2021	V61397	All-Phase Electric Supply Co.	0.00	68.91
	19666	02/22/2021	V60790	Alternative Access Assistive Technology	0.00	3,123.75
	19667	02/22/2021	V02141	Apple Inc.	0.00	21,475.00
	19668	02/22/2021	V61695	Arrowheard Forensics	0.00	65.83
	19669	02/22/2021	V52478	Bart Truck Equipment LLC.	0.00	1,067.36
	19670	02/22/2021	V02406	Billings Sports, Inc.	0.00	600.27
	19671	02/22/2021	V00121	CABE	0.00	1,300.00
	19672	02/22/2021	V61550	CareerStaff Unlimited	0.00	1,818.18
	19673	02/22/2021	V00129	Carolina Biological Supply Co.	0.00	115.72
	19674	02/22/2021	V60025	CCP Industries	0.00	262.69
	19675	02/22/2021	V61551	Cleaning Staff	0.00	31.83
	19676	02/22/2021	V61455	ConnectiCare, Inc	0.00	192,258.13
	19677	02/22/2021	V02198	The Connecticut Water Company	0.00	1,607.78
	19678	02/22/2021	V00204	CREC	0.00	109,433.90
	19679	02/22/2021	V60709	DBS Financial Services LLC	0.00	896.70
	19680	02/22/2021	V60416	DG Graphics	0.00	161.00
	19681	02/22/2021	V60089	Dime Oil Company LLC	0.00	30,543.39

# Somers Board of Education General Budget Treasury Warrant

Report # 67551

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	19682	02/22/2021	V60252	EAI Education	0.00	237.28
	19683	02/22/2021	V52317	Ellington Board of Education	0.00	13,594.17
	19684	02/22/2021	V60763	Ellington Printery, The	0.00	50.00
	19685	02/22/2021	V00159	Eversource Energy	0.00	2,926.40
	19686	02/22/2021	V61598	FastSpring	0.00	395.00
	19687	02/22/2021	V61017	Frontier Communications	0.00	334.98
	19688	02/22/2021	V00907	Geyer Instructional Products	0.00	236.32
	19689	02/22/2021	V60920	Global Equipment Company	0.00	56.35
	19690	02/22/2021	V00511	Granger	0.00	330.48
	19691	02/22/2021	V60019	Grizzly Industrial, Inc.	0.00	166.32
	19692	02/22/2021	V53439	Group Dynamic	0.00	16.65
	19693	02/22/2021	V60090	High Grade Gas Service, Inc	0.00	48.25
	19694	02/22/2021	V54063	HSABank	0.00	166.25
	19695	02/22/2021	V00999	J.W. Pepper & Son, Inc.	0.00	207.51
	19696	02/22/2021	V02625	K & S Distributors	0.00	934.95
	19697	02/22/2021	V61604	Kelly Refrigeration & Freezer	0.00	100.00
	19698	02/22/2021	V00665	Kelly-Fradet Lumber	0.00	89.89
	19699	02/22/2021	E00178	Kosloski, Nicholas	0.00	47.79
	19700	02/22/2021	V60890	Learn Regional Educational Service Cente	0.00	5,832.00
	19701	02/22/2021	V00039	Leonards Auto Parts Co.	0.00	18.99
	19702	02/22/2021	V02898	MagnaKleen Services	0.00	96.67
	19703	02/22/2021	V60777	May Institute	0.00	8,678.55
	19704	02/22/2021	E00226	Messenger, Linda	0.00	106.35
	19705	02/22/2021	V01013	NASCO Fort Atkinson	0.00	540.24
	19706	02/22/2021	V02407	OTIS Elevator Company	0.00	81.25
	19707	02/22/2021	V52089	Pasco Scientific	0.00	947.00
	19708	02/22/2021	V60097	Paxton/Patterson LLC	0.00	188.25
	19709	02/22/2021	V60864	Pullman & Comley, LLC	0.00	3,679.00
	19710	02/22/2021	V60002	Scholastic Library Publishing	0.00	277.00
	19711	02/22/2021	V01292	School Specialty, Inc.	0.00	106.36
	19712	02/22/2021	V61373	Somers Star Hardware	0.00	333.38
	19714	02/22/2021	V61292	State of Connecticut-Treasurer	0.00	2,250.00
	19715	02/22/2021	V61507	Steve Weiss Music	0.00	213.35
	19716	02/22/2021	V60381	Technical Education Solutions, LLC	0.00	1,425.00
	19717	02/22/2021	V53615	Thurston Foods, Inc.	0.00	440.16
	19718	02/22/2021	V01000	Town of Somers BOE	0.00	48,658.85
	19719	02/22/2021	V01000	Town of Somers BOE	0.00	12,682.88

# Somers Board of Education General Budget Treasury Warrant

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
19720		02/22/2021	V61609	Tristate Equipment Repair	0.00	854.00
19721		02/22/2021	V53987	U.S. Bank Equipment Finance, Inc	0.00	2,592.91
19722		02/22/2021	V61635	United Ag & Turf NE	0.00	33.99
19723		02/22/2021	V02758	University of Saint Joseph	0.00	11,230.00
19724		02/22/2021	V21164	Unum Life Insurance Company of America	0.00	3,770.22
19725		02/22/2021	V00548	USA Waste and Recycling	0.00	1,356.79
19726		02/22/2021	V61140	Van Pool Transportation LLC	0.00	11,109.50
19727		02/22/2021	V54059	Verizon Wireless	0.00	560.06
19728		02/22/2021	V61281	Vernier Software & Technology	0.00	101.77
19729		02/22/2021	V00616	Vernon Board of Education	0.00	6,823.00
19730		02/22/2021	V53413	W.B. Mason Co., Inc.	0.00	1,025.15
19731		02/22/2021	E00342	Walker, Alan	0.00	26.56
19732		02/22/2021	V61689	West Hartford Lock Co. LLC	0.00	1,221.95
19733		02/22/2021	V61564	Wildco PES	0.00	366.69
19734		02/22/2021	V61445	Willie Ross School of the Deaf, The	0.00	121.00
19735		02/22/2021	V60943	Zoro Tools, Inc	0.00	4,432.45
<b>Totals:</b>					0.00	\$517,794.54

73 Checks Listed.

# Somers Board of Education General Journal Register

Report # 67546  
Batch: 42087  
Transaction: N/A  
Show Summary Only: Yes

Batch # 42087	Control Total \$517,794.54	Status Posted	Created By Ibergamini	Created On 02/12/2021	Last Updated By Ibergamini	Last Updated On 02/18/2021
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## General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>February, 2021</b>					
<b>Generated Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ENCUMBRANCE CONTROL			497,064.44	0.00
10-000-0-0-00-000-241-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	497,064.44
	Total Generated Distributions			<b>\$497,064.44</b>	<b>\$497,064.44</b>
<b>User-Entered Distributions</b>					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			75.85	0.00
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE		Yes	4,532.45	517,870.39
10-000-1-9-99-999-000-00-5-01695	COVID-19			43.16	0.00
10-100-2-2-02-242-611-01-5-00161	K-5 - ART SUPPLIES			460.60	0.00
10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			0.00	24.00
10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			106.35	0.00
10-100-2-2-22-242-611-01-5-00193	K-5 - PHYSICAL ED SUPPLIES			177.79	0.00
10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			420.86	0.00
10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			322.76	0.00
10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES			685.05	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			760.00	0.00
10-100-2-4-18-242-611-01-5-00191	HS - MATH SUPPLIES			1,230.32	0.00
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			440.16	0.00
10-100-2-4-38-242-611-01-5-00181	HS - QUANTITY FOODS SUPPLIES			217.48	0.00
10-100-2-4-48-242-611-01-5-00721	HS - HEALTH ED SUPPLIES			47.79	0.00
10-100-2-4-66-730-730-01-5-00016	HS - TECH ED REPLACEMENT			21,475.00	0.00
10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY			1,787.62	0.00
10-120-9-9-88-955-500-14-5-01707	SP ED - OOD SPEECH LGE SERV		Yes	1,370.10	0.00
10-120-9-9-88-955-500-14-5-01708	SP ED - OOD OCC THERAPY SERV		Yes	1,194.75	0.00
10-120-9-9-88-955-500-14-5-01709	SP ED - OOD PHY THERAPY SERV		Yes	1,876.61	0.00
10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			121.00	0.00
10-120-9-9-98-955-330-02-5-01142	SPEED - CONSULTANT FEES			3,123.75	0.00
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	1,818.18	0.00
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE			148.50	0.00
10-213-3-5-48-421-730-02-5-01076	SW - HEALTH EQUIPMENT			68.14	0.00
10-221-1-3-52-231-690-05-5-00282	MA - PROFESSIONAL LIBRARY				

# Somers Board of Education General Journal Register

Report # 67546

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
42087	\$517,794.54	Posted	Ibergamini	02/12/2021	Ibergamini	02/18/2021
10-222-2-3-52-231-642-03-5-00138	208.86	MA - LIBRARY BOOKS				0.00
10-222-2-5-44-233-611-03-5-00149	395.00	SW - A.V. MATERIALS				0.00
10-231-1-5-74-134-330-10-5-00045	4,979.00	B.O.E. - OTHER PROF. SERVICES				0.00
10-232-6-5-66-830-440-04-5-00525	648.22	CO - COPIER RENTAL				0.00
10-240-1-4-40-258-690-04-5-00304	115.16	HS - OFFICE SUPPLIES				0.00
10-240-6-2-66-830-440-04-5-00523	648.23	K-5 - COPIER RENTAL				0.00
10-240-6-3-66-830-440-03-5-00527	648.23	MA - COPIER RENTAL				0.00
10-240-6-4-66-830-440-04-5-00763	648.23	HS - COPIER RENTAL				0.00
10-260-5-3-64-642-530-04-5-00365	49.90	MA - TELEPHONE				0.00
10-260-5-4-12-722-430-01-5-00395	1,425.00	HS - TECHNOLOGY ED MAINTENANCE				0.00
10-260-5-4-64-642-530-04-5-00366	479.93	HS - TELEPHONE				0.00
10-260-5-5-64-642-530-04-5-00367	479.93	CO - TELEPHONE				0.00
10-260-5-5-64-642-530-04-5-01679	365.21	CO - TELEPHONE				0.00
10-260-5-5-64-642-530-04-5-00377	2,250.00	SW - INTERNET				0.00
10-260-5-6-62-650-613-05-5-00347	667.46	SW - CUSTODIAL SUPPLIES				0.00
10-260-5-6-62-722-430-08-5-00430	611.45	MA - BUILDING MAINTENANCE				0.00
10-260-5-6-62-722-430-08-5-00439	743.28	HS - BUILDING MAINTENANCE				0.00
10-260-5-6-62-722-430-08-5-00439	0.00	HS - BUILDING MAINTENANCE				0.00
10-260-5-6-62-722-430-08-5-00440	2,098.02	SW - EQUIPMENT REPAIR				42.89
10-260-5-6-62-722-430-08-5-00442	626.85	SW - GROUNDS KEEP				0.00
10-260-5-6-62-722-430-08-5-00444	626.85	SW - RUBBISH REMOVAL				0.00
10-260-5-6-62-722-430-08-5-00447	1,356.79	SW - GENERAL REPAIR				0.00
10-260-5-6-62-722-430-08-5-00447	342.34	SW - GENERAL REPAIR				0.00
10-260-5-6-62-722-430-08-5-00447	0.00	SW - GENERAL REPAIR				8.96
10-260-5-6-62-722-430-08-5-00884	366.69	MAINT. - BUILDING MAINTENANCE				0.00
10-260-5-6-62-722-430-08-5-00885	68.91	SW - ELECTRICAL SUPPLIES				0.00
10-260-5-6-64-630-620-05-5-00354	15,170.20	K-5 - FUEL #2				0.00
10-260-5-6-64-630-620-05-5-00356	15,373.19	HS - FUEL #2				0.00
10-260-5-6-64-630-620-05-5-00357	48.25	MAINTENANCE - FUEL #2				0.00
10-260-5-6-64-641-620-05-5-00358	3,823.10	K-5 - ELECTRICITY				0.00
10-260-5-6-64-722-690-05-5-00373	1,607.78	SW - WATER				0.00
10-260-6-5-62-722-430-04-5-00452	81.25	SW - MAINTENANCE CONTRACTS				0.00
10-270-9-9-84-522-510-12-5-00332	11,109.50	SP ED - ADDITIONAL MILEAGE				0.00
10-280-6-5-82-820-200-13-5-00509	16.65	SW - FLEXIBLE SPENDING ACCT				0.00
10-280-6-5-82-820-200-13-5-00510	48,658.85	DENTAL				0.00
10-280-6-5-82-820-200-13-5-00513	3,770.22	L.T.D.				0.00
10-280-6-5-82-820-200-13-5-00517	660.19	UNEMPLOYMENT INSURANCE				0.00
10-280-6-5-82-820-200-13-5-01228	205,107.26	SW - HEALTH SAVINGS ACCOUNT				0.00
10-320-2-4-54-880-690-07-5-00602	122.40	HS - ACADEMIC AWARDS				0.00
10-320-7-4-42-880-690-06-5-00595	626.83	HS - ATHLETIC SUPPLIES				0.00



**PERSONNEL - CERTIFICATED:**

**Tutoring:**

It is expected that every effort will be made by the Principal and teacher to resolve the learning problems of a pupil at school before recommending that parents engage a tutor or seek outside professional help. The Board of Education believes that by maintaining a high-quality instructional staff and providing for a rich, varied curriculum the need for individual tutoring is minimized.

~~Should, however, individual tutoring be recommended in exceptional cases, the Superintendent is directed to establish such rules as will protect both the school system and the teachers from charges of conflict of interests.~~

In accordance with standard professional ethics, no teacher shall teach privately (tutor) students in the district where such teacher has classes (unless prior approval by the Superintendent). This shall not apply to teachers of homebound children employed by the Board of Education. The instruction of students in a teacher's class shall be part of his/her regular duty. These students shall be entitled to all the reasonable amount of time that is needed or can be given to them.

Legal Reference: Connecticut General Statutes

[53-392a](#) – [53-392e](#) All related to academic crimes

[53-392b](#) Preparation of assignments for students attending  
educational institutions prohibited

**Adopted: February 23, 1981**

**July 9, 2009**

**NOTE: Adjustment to the admin carry-over of vacation days per new collective bargaining agreement (eliminated the 14 month carry over)**

**DBS CODE: 4150**

PERSONNEL - CERTIFICATED:

Sick Leave, Vacation:

~~Teachers shall be entitled to a minimum sick leave with full pay of 15 school days in each school year. Unused sick leave shall be accumulated from year to year so long as the teacher remains continuously in the service of the same Board of Education but such authorized accumulation of sick leave shall not be less than 150 school days. (10-156)~~

~~Administrators on a twelve month schedule shall be entitled to sick leave according to the latest negotiated contract to maintain privileges proportional to the statutory 15 day sick leave.~~

Vacation for all administrators on a twelve month schedule shall be used preferably during the summer months. Any part of this vacation may be used during the school year at the discretion of the Superintendent and upon assurance that the Administrative offices are functioning normally. ~~Vacation days earned during any contract year must be used within the next 14 calendar months with no carryover of days beyond that period.~~

When the Superintendent is on vacation, the Chairman of the Board is to be notified and the school office provided for.

In case personal illness results in more than the accumulated sick leave, paid extension may be allowed by special action of the Board on a case by case basis.

Personnel shall provide a certificate from their physician confirming the sickness or the ability of the employee to return to work and perform their duties if requested by the Superintendent.

If further requested by the Superintendent, the employee shall provide a certificate from a physician, appointed by and subsidized by the Board of Education, confirming the sickness or the ability of the employee to return to work.

Legal Reference: Connecticut General Statutes

[1-4](#) Days designated as legal holidays

[10-156](#) Sick leave

[10-156b](#) Tenure and sick leave rights of teacher on regionalization of school and dissolution of regional school district

[10-156c](#) Military leave

[10-156d](#) Reemployment after military leave

**Adopted: November 9, 1981**

**Amended: September 9, 1996 to include Family & Medical Leave Act of 1993**

July 9, 2009

NOTES: Inclusion of vaping

PERSONNEL - CERTIFIED/NON-CERTIFIED:

Smoke-Free Workplace:

A) Introduction

The Somers Board of Education is committed to maintaining and improving the health and well-being of all employees. Medical research shows that smoking [and vaping](#) pose a significant risk to the health of the smoker and non-smoker. In order to provide a safe and healthy environment, the Somers Board of Education believes in a smoke-free workplace. The Board has established a smoke-free policy that represents an integral part of the Somers Public Schools Drug, Alcohol and Tobacco Prevention Program.

B) Policy

Educational principles state that one teaches best by example, and that in schools all employees serve as role models to the student body. The Board of Education has adopted the following policy for all employees and visitors which shall commence on September 1, 1996.

Smoking, [vaping](#), and the use of tobacco products is prohibited as follows:

1. in all school buildings;

Any employee found to be in violation of the tobacco policy will be subject to disciplinary action. Additionally, beginning on the first day of the 1999-2000 school year, each employee found to be in violation of the tobacco policy will be referred to the Connecticut State Police for prosecution under Connecticut General Statute [1-21b](#).

2. on school grounds and recreational fields;
3. on transportation provided by the Board of Education.

C) Procedure

It is desired that the administration make use of service training sessions for both certified and non-certified staff to achieve the goals of this policy.

Legal Reference: Connecticut General Statutes

Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. 1308.11-1308.15

Drug-Free Workplace Act. of 1988, 41 U.S.C. §701 et. seq.

Drug-Free Schools and Community Act, P.L. 99-570 as amended by P.L. 101-226 (199)

Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. §7101 et seq

Drug-Free Workplace Act, 30 ILCS 580/1 et seq.

**Adopted: September 11, 1 989**

**Revised: September 24, 1990**

**February 26, 1996**

**February 22, 1999**

**July 9, 2009**