

Board of Education Meeting

Monday, May 10, 2021 7:00 PM

Board of Education Chambers, 1 Vision Blvd, [Address], [City], CT [Zip]

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. AWARDS AND RECOGNITIONS

1. MBA CABE Leadership Awards

4. APPROVAL OF MINUTES

1. Draft Minutes of April 26, 2021 Board of Education Meeting

5. AUDIENCE TO CITIZENS/STAFF/STUDENTS

6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7. CONSENT AGENDA

1. Warning of May 10, 2021 Warrant
2. Retirement of Director of Business Services

8. NEW BUSINESS

1. CHOICE Program Update and Board approval of 20 Slots
2. 1st Warning of DBS 4118.5 - Equipment - Staff Telecommunications Acceptable Use Policy
3. 1st Warning of DBS 4118.51 - Employees Responsibility for Social Networking Websites
4. 1st Warning of DBS 5125.3 - Student Health/Medical Records.
5. 1st Warning of DBS 6141.321- Instruction - Student Telecommunications Acceptable Use Policy
6. 1st Warning of DBS - 6141.32 Appendix A - Standards for District and Schools - www sites hosted on School property
7. 1st Warning of DBS 6141.322 - Instruction - Computers: Web Sites/Pages/Social Media
8. 1st Warning DBS - 9132 - BYLAWS of the Board - Standing Committees
9. 1st Warning of DBS 9326.1 - BYLAWS of the Board - Minutes

9. OLD BUSINESS

10. ADMINISTRATIVE REPORTS

1. Budget Update for Third Quarter
2. Update on Diversity and Equity

3. Technology Year-end Update

4. Superintendent Update

11. **COMMITTEE REPORTS**

1. CURRICULUM

2. POLICY

3. SALARY & NEGOTIATION

4. PLANNING

12. **CREC UPDATE**

13. **EXECUTIVE SESSION**

14. **ADJOURNMENT**

**Somers Board of Education Meeting
Board of Education Chambers
April 26, 2021
7:00 PM**

Attendance Taken at 6:59 PM:

Present Board Members: Bruce Devlin, Anne Kirkpatrick, Jan Martin, Jeremy Anderson, David Palmer, Sarah Bollinger, Krista Cherry (joined via teleconference at 7:02 PM), Marissa Marks

Absent Board Members: Kate McLellan

Others: Brian Czapla, Bill Boutwell, Dina Senecal, Jim Formica

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1. Draft Minutes of March 22, 2021

Rationale: The Board to review and approve the minutes of the Board of Education meeting of March 22, 2021.

Motion Passed: Motion to approve the March 22, 2021 Draft Minutes passed with a motion by Jan Martin and a second by Sarah Bollinger. **8 Yeas - 0 Nays.**

4. AUDIENCE TO CITIZENS/STAFF/STUDENTS

5. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

Motion Passed: Motion to delete agenda item 9.1 - The Somers High School Online Learning Presentation passed with a motion by David Palmer and a second by Sarah Bollinger. **8 Yeas - 0 Nays.**

6. CONSENT AGENDA

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

6.1. Warrant of April 9, 2021

Rationale: The Board to consent to the warrant of April 9, 2021 in the amount of \$549,268.05.

6.2. Warrant of April 26,2021

Rationale: The Board to review and consent to the warrant of April 26, 2021 in the amount of \$164,551.33.

6.3. 2nd Warnings of new courses and books for Somers High School.

Rationale: The Board will consent to the 2nd warning on courses and books for 2021-22 for Somers High School:

- New Book - AP US History - American Pageant, AP
- New Course - AP Language and Comprehension - Books for Course - The Norton Reader and The Norton Field Guide to Writing
- New Course - AP Computer Science - Digital Textbook - Code HS Pro

6.4. Retirement at Somers High School

Rationale: Mrs. Karen Regan, School Counselor at Somers High School, will be retiring on June 30th, 2021. Karen will have been in her position 13 years.

6.5. Childrearing Leave for Staff in 2021-2022

Rationale: There are two staff members requesting Childrearing Leave:

- Mrs. Jacqueline Rivard, a 7th grade Language Arts teacher, will be out from August 30, 2021 to Monday, November 29, 2021.
- Mrs. Heather Jordan Connors, an 8th grade Language Arts teacher, will be out for the 2021-2022 school year.

6.6. Resignation of a staff member from Somers High School

Rationale: Mrs. Suzy Williams, Somers High School Social Worker, will be resigning at the end of this school year.

7. NEW BUSINESS

8. OLD BUSINESS

8.1. 2021-22 Budget Approval (Reductions from the Board of Finance)

Rationale: The Board will review and approve the 2021-22 Budget after reductions from the Board of Finance.

Discussion: Superintendent Czapla reported that the budget was reduced by \$170,000 for a 2021-22 budget of \$25,239,742. He stated that the line items that were revised were not budget cuts but deferrals. Jeremy Anderson requested clarification on the motion that BOE members were voting on the \$170,000 reduction versus the revised line items. Superintendent Czapla stated that the vote was for the \$170,000 reduction. Discussion ensued among BOE members.

Motion Passed: Motion to approve the revised BOE budget for 2021-22 passed with a motion by Anne Kirkpatrick and a second by David Palmer.

8 Yeas - 0 Nays.

9. ADMINISTRATIVE REPORTS

9.1. Professional Development Update for 2021-2022

Rationale: Mrs. Senecal prepared the 2021-2022 Professional Development report for the Board.

Discussion: Dina Senecal, Director of Curriculum, updated the BOE on Professional Development for the 2021-2022 school year. There will be half-day and full-day PD scheduled throughout the year. Five full-day PD will occur prior to the start of school. I-Ready Diagnostics will be piloted to replace NWEA MAP testing. The Diagnostics comes with My Pathways which is digital practice for students to build skills. Administrative PD will also be included. Other PD will include continued diversity and equity training as well as the social/emotional learning initiative to include Second Step for adults.

9.2. Superintendent's Update

Rationale: The Superintendent will update the Board of Education on events.

Discussion: Superintendent Czapla updated the BOE on current events and preparations for the 2021-2022 school year. He stated that the current Kindergarten enrollment is at 85 which is typically the number seen on September 1st. He anticipates requesting another Kindergarten teacher. The enrollment number may increase which may lead to a second additional Kindergarten teacher. Federal funds may be used for these positions. He continues to monitor the 2nd and 4th grades as well. These are one to two-year positions that he doesn't anticipate becoming part of the operational budget beyond the grant.

There was a meeting at all three schools to discuss end-of-the-year events. The schools plan on utilizing the new field for graduation and step-up days.

Superintendent Czapla continues to wait for the Governor and State Department of Education regarding the status of remote learning for next year. He has spoken with the unions. The superintendent is opposed to remote learning and stated that it is not the best education for the students.

There will be a change in the eMeeting platform. The current platform will expire on 6/30/21. The new company is based on eMeeting; therefore, there will not be much of a change.

Therapy dogs have been working well for the students over the past couple of weeks at SHS. They are trained to seek out anxiety and emotional distress. Superintendent Czapla stated that the therapy dogs may visit MBA. He would like to see this program continue.

BOE members received gifts for BOE Appreciation Month which is typically celebrated in March.

Discussion ensued among BOE members.

10. COMMITTEE REPORTS

10.1. CURRICULUM

Discussion: Dina Senecal, Director of Curriculum, stated that the committee may meet on 5/10/21 prior to the BOE meeting.

10.2. POLICY

Discussion: Anne Kirkpatrick stated that the committee met prior to the BOE meeting this evening. There will be eight policies warned for the next BOE meeting. The next meeting may be held prior to the second BOE meeting in May.

10.3. SALARY & NEGOTIATION

Discussion: David Palmer stated that there is an agreement with the secretaries to ratify on 5/10/21.

10.4. PLANNING

Discussion: David Palmer stated that there is nothing new to report. The committee will plan a meeting before the summer break.

11. CREC UPDATE

Discussion: No report.

12. ADJOURNMENT

Motion Passed: Motion to adjourn the BOE meeting at 7:26 p.m. passed with a motion by Jan Martin and a second by Marissa Marks. **8 Yeas - 0 Nays.**

Jan Martin, BOE Secretary

Date

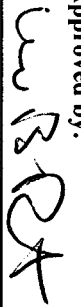
Shannin Burns, BOE Recording Secretary

Somers Board of Education General Budget Treasury Warrant

Report # 68505

Check Batch: 43652
 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: 5/21/21
William B. Boutwell, Director of Business Services

43652	20011	05/10/2021	V62704	A&D Portable Rentals	0.00	450.00
	20012	05/10/2021	V58674	Administrator, Unemployment Compensation	0.00	807.50
	20013	05/10/2021	V60790	Alternative Access Assistive Technology	0.00	2,850.00
	20014	05/10/2021	V52670	SYNCB/AMAZON	0.00	724.36
	20015	05/10/2021	V60040	Anthem Life Insurance Company	0.00	2,514.06
	20016	05/10/2021	V02141	Apple Inc.	0.00	3,998.00
	20017	05/10/2021	V61684	Aramark	0.00	743.74
	20018	05/10/2021	V61521	Battelle for Kids	0.00	4,000.00
	20019	05/10/2021	V02406	Billings Sports, Inc.	0.00	2,952.00
	20020	05/10/2021	V61550	CareerStaff Unlimited	0.00	742.50
	20021	05/10/2021	V00129	Carolina Biological Supply Co.	0.00	319.65
	20022	05/10/2021	V60057	Community Child Guidance Clinic, Inc.	0.00	9,000.00
	20023	05/10/2021	V61455	ConnectCare, Inc	0.00	193,558.96
	20024	05/10/2021	V02198	The Connecticut Water Company	0.00	576.79
	20025	05/10/2021	V61473	COX Business	0.00	1,001.67
	20026	05/10/2021	V00204	CREC	0.00	21,964.29
	20027	05/10/2021	V00218	Curriculum Associates, Inc.	0.00	12,477.36
	20028	05/10/2021	V60709	DBS Financial Services LLC	0.00	2,762.65
	20029	05/10/2021	V60416	DG Graphics	0.00	57.50
	20030	05/10/2021	V60089	Dime Oil Company LLC	0.00	13,830.69

Somers Board of Education General Budget Treasury Warrant

Report # 68505

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	20031	05/10/2021	V52317	Ellington Board of Education	0.00	6,572.09
	20032	05/10/2021	V00159	Eversource Energy	0.00	5,420.74
	20033	05/10/2021	V54168	First Student, Inc	0.00	1,142.19
	20034	05/10/2021	V60968	Fletcher Sewer & Drain, Inc	0.00	219.08
	20035	05/10/2021	V02186	Film Scientific, Inc.	0.00	27.90
	20036	05/10/2021	V01830	Gerry's Music Shop, Inc.	0.00	945.00
	20037	05/10/2021	V60852	Grassmere Country Club	0.00	2,100.00
	20038	05/10/2021	E00142	Herbert, Paula	0.00	35.64
	20039	05/10/2021	V21177	Home Depot CRC	0.00	429.12
	20040	05/10/2021	V02625	K & S Distributors	0.00	4,917.00
	20041	05/10/2021	V61604	Kelly Refrigeration & Freezer	0.00	300.00
	20042	05/10/2021	V61449	Klingberg Family Centers, Inc	0.00	3,000.00
	20043	05/10/2021	E00178	Kosloski, Nicholas	0.00	23.37
	20044	05/10/2021	V61633	kwb Media	0.00	1,500.00
	20045	05/10/2021	E00206	MacFeat, James	0.00	147.00
	20046	05/10/2021	V02898	Magnakleen Services	0.00	96.67
	20047	05/10/2021	V61483	Maplebrook School Inc.	0.00	4,109.50
	20048	05/10/2021	V21005	MSC Industrial Supply Co.	0.00	21.28
	20049	05/10/2021	E00239	Niziolek, Mike	0.00	31.89
	20050	05/10/2021	V60983	OMNI Group, The	0.00	22.00
	20051	05/10/2021	V01292	School Specialty, LLC	0.00	40.19
	20052	05/10/2021	V51324	Sherwin-Williams Co., The	0.00	177.20
	20053	05/10/2021	V61658	SiteOne Landscaping Supply, LLC	0.00	55.60
	20054	05/10/2021	E00817	Slater, Andrew	0.00	223.10
	20055	05/10/2021	V60616	Somers Public Schools	0.00	9,960.52
	20056	05/10/2021	V01591	Town of Somers	0.00	7,362.07
	20057	05/10/2021	V61537	Sunshine Tent Rentals LLC	0.00	19,032.50
	20058	05/10/2021	V00645	Taylor Rental	0.00	123.75
	20059	05/10/2021	V61076	Teachers Synergy, LLC	0.00	117.75
	20060	05/10/2021	V53987	U.S. Bank Equipment Finance, Inc	0.00	2,592.91
	20061	05/10/2021	V00548	USA Waste and Recycling	0.00	1,356.79
	20062	05/10/2021	V54059	Verizon Wireless	0.00	459.29
	20063	05/10/2021	V00616	Vernon Board of Education	0.00	4,648.58
	20064	05/10/2021	V61404	Voice New England	0.00	294.00
	20065	05/10/2021	V53413	W.B. Mason Co., Inc.	0.00	67.95
	20066	05/10/2021	E00342	Walker, Alan	0.00	239.80
	20067	05/10/2021	V61410	Cardmember Service	0.00	238.95

Somers Board of Education General Budget Treasury Warrant

Report # 68505

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	20068	05/10/2021	V60641	William H Sadlier, Inc.	0.00	3,015.66
	20069	05/10/2021	V61445	Willie Ross School of the Deaf, The	0.00	121.00
Totals:					0.00	\$356,519.80

59 Checks Listed.

Somers Board of Education General Journal Register

Report # 68504
Batch: 43610
Transaction: N/A
Show Summary Only: Yes

Batch #	43610	Control Total	\$356,519.80	Status	Posted	Created By	Ibergamini	Created On	05/05/2021	Last Updated By	Ibergamini	Last Updated On	05/06/2021
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General Ledger Distribution Summary

Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
May, 2021					
Generated Distributions					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			342,050.85	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	342,050.85
	Total Generated Distributions			\$342,050.85	\$342,050.85
User-Entered Distributions					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			32.13	0.00
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	356,551.93
10-000-1-9-99-999-000-00-5-01695	COVID-19		Yes	19,456.25	0.00
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES		Yes	35.64	0.00
10-100-2-2-18-220-641-01-5-00973	K-5 - MATH TEXTBOOKS		Yes	12,390.00	0.00
10-100-2-2-28-242-611-01-5-00202	K-5 - SCIENCE/HEALTH SUPPLIES		Yes	319.65	0.00
10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES		Yes	1,615.00	0.00
10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES		Yes	40.19	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES		Yes	44.65	0.00
10-100-2-4-16-243-611-01-5-01710	HS - ENGLISH WORKBOOKS		Yes	3,015.66	0.00
10-100-2-4-20-242-611-01-5-00168	HS - BAND SUPPLIES		Yes	830.00	0.00
10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES		Yes	27.90	0.00
10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY		Yes	3,998.00	0.00
10-120-9-9-88-955-500-14-5-01707	SP ED - OOD SPEECHLGE SERV		Yes	869.32	0.00
10-120-9-9-88-955-500-14-5-01708	SP ED - OOD OCC THERAPY SERV		Yes	1,035.70	0.00
10-120-9-9-88-955-500-14-5-01709	SP ED - OOD PHY THERAPY SERV		Yes	785.35	0.00
10-120-9-9-98-242-611-01-5-00216	SP ED - HIGH SCHOOL SUPPLIES		Yes	117.75	0.00
10-120-9-9-98-242-611-01-5-00230	SES - ALP I SUPPLIES		Yes	342.09	0.00
10-120-9-9-98-242-611-01-5-01333	PHYSICAL THERAPY SUPPLIES		Yes	42.93	0.00
10-120-9-9-98-243-611-01-5-01002	SP ED - TESTING		Yes	87.36	0.00
10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES		Yes	121.00	0.00
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	2,850.00	0.00
10-210-2-4-32-242-611-01-5-01677	HS - PBIS SUPPLIES		Yes	260.00	0.00
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBSTITUTE		Yes	742.50	0.00
10-221-1-5-50-251-322-05-5-00297	CO - ADMINISTRATION WORKSHOP		Yes	4,000.00	0.00
10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES		Yes	22.00	0.00

Somers Board of Education General Journal Register

Report # 68504

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
43610	\$356,519.80	Posted	Ibergamini	05/05/2021	Ibergamini	05/06/2021
10-231-1-5-74-134-330-10-5-00051		B.O.E. - AUDIT			3,000.00	0.00
10-232-1-5-72-258-690-04-5-00042		CO - OFFICE SUPPLIES			306.90	0.00
10-232-6-5-66-830-440-04-5-00525		CO - COPIER RENTAL			648.22	0.00
10-240-1-4-40-258-690-04-5-00304		HS - OFFICE SUPPLIES			86.13	0.00
10-240-1-4-40-258-690-04-5-00304		HS - OFFICE SUPPLIES			0.00	6.79
10-240-6-2-66-830-440-04-5-00523		K-5 - COPIER RENTAL			648.23	0.00
10-240-6-3-66-830-440-03-5-00527		MA - COPIER RENTAL			648.23	0.00
10-240-6-4-66-830-440-04-5-00763		HS - COPIER RENTAL			648.23	0.00
10-260-1-5-64-642-530-04-5-01217		SW - COMMUNICATION SUPPLIES			294.00	0.00
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			262.46	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			372.92	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE			31.89	0.00
10-260-5-4-38-722-430-01-5-00393		HS - QUANTITY FOODS MAINT.			743.74	0.00
10-260-5-4-42-722-430-06-5-00394		HS - ATHLETICS MAINTENANCE			505.60	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			336.75	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			635.83	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			5,013.67	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			219.08	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			0.00	25.34
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL			1,356.79	0.00
10-260-5-6-62-722-430-08-5-00445		SW - TOOL SUPPLY			454.46	0.00
10-260-5-6-62-722-430-08-5-00467		SW - GENERAL PAINT			177.20	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			13,830.69	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			2,979.48	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			4,206.49	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			997.42	0.00
10-260-5-6-64-722-690-05-5-00373		SW - WATER			576.79	0.00
10-270-4-4-5-84-521-627-12-5-00327		BUS FUEL			4,171.58	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS			1,142.19	0.00
10-279-4-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES			190.49	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,514.06	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE			807.50	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			193,558.96	0.00
10-320-7-4-42-880-112-06-5-01583		HS - CO-OP SPORTS			2,100.00	0.00
10-320-7-4-42-880-590-06-5-00597		HS - OFFICIALS			9,960.52	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			520.40	0.00
10-320-7-4-42-880-690-06-5-01220		HS - ATHLETIC UNIFORMS			2,952.00	0.00
10-611-6-5-88-950-560-14-5-00621		VO-AG - TUITION			4,648.58	0.00

Somers Board of Education General Journal Register

Report # 68504

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
43610	\$356,519.80	Posted	Ibergamini	05/05/2021	Ibergamini	05/06/2021
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET		Yes	14,703.12	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			27,252.39	0.00
Total User-Entered Distributions					<u>\$356,584.06</u>	<u>\$356,584.06</u>
Total for May, 2021					<u>\$698,634.91</u>	<u>\$698,634.91</u>
Grand Total for Batch # 43610					<u>\$698,634.91</u>	<u>\$698,634.91</u>

200 Transactions Listed.



Board of Education Administrative Report

Title of Report: CHOICE open Slots Approval

Board Meeting Date: May 10, 2021

Submitted by: Dina M. Senecal

Action

Report

Information

Discussion

Executive Summary

Annual approval of the 20 Open Choice slots.

Report

As part of Somers Public School participation on the Open Choice program, the Board of Education must approve all open slots for the next school year. The Administration is recommending the Board approve 20 slots (same allocation as in the 2020-21 school year). Each year, slots are generally allocated for incoming Kindergarten students. Two additional slots are set aside for siblings of new enrollees.

Projected Enrollment (2021-2022)

SES		MBA		SHS	
Grade Level	# of Students	Grade Level	# of Students	Grade Level	# of Students
Kinder.	4 (open seats)	6	2	9	1
1	0	7	1	10	0
2	0	8	1	11	2
3	0			12	1
4	2	Projected District Enrollment: 18 Slots set aside for siblings: 2			
5	3				

Current Enrollment (2020-2021)

SES		MBA		SHS	
Grade Level	# of Students	Grade Level	# of Students	Grade Level	# of Students
Kinder.	0	6	1	9	0
1	0	7	1	10	2
2	2	8	1	11	1
3	1			12	1
4	3	Total enrollment district-wide: 15 students			
5	2				

NOTE: Deletion of listserve reference

NON-INSTRUCTIONAL OPERATIONS

Equipment

Staff Telecommunications Acceptable Use Policy

It is the policy of the Somers Public Schools to maintain an environment that promotes ethical and responsible conduct in all Internet and online network activities by staff and students. It shall be a violation of this policy for any employee or student to engage in any activity that does not conform to the established purpose and general rules and policies of the Somers Public Schools.

The use of Somers Public Schools computer equipment, Internet accounts, and commercial online accounts must support educational research and must be consistent with the objectives and goals of the Somers Public Schools. Any material transmitted must meet federal, state, local, and district regulations including, but not limited to, copyrighted material, threatening or obscene material, or material protected by trade secrets. Use for commercial activities, product advertisement, or political lobbying is prohibited if not related to the educational process or educational issues unless approved by administration. Any viewing or dissemination of objectionable materials from any source into the system is strictly prohibited.

The Board of Education has the right to monitor computer usage by electronic means. Staff and students will be given proper notice of the monitoring. A statement notifying staff and students will be attached or included in the telecommunications form required of all users. Other forms of notification will also be used including but not limited to school handbooks, student handbooks, employment policies, postings at computer labs.

Special Staff Responsibilities

1. All staff must agree to sign the Somers Public Schools Telecommunications Acceptable Use Policy Agreement for use of the telecommunications services and equipment provided by the Somers Public Schools.
2. The Somers Public Schools recognize that technology is a tool for lifelong learning and that staff that use technology for personal purposes are more likely to incorporate technology into their lessons. As such, staff members of the Somers Public Schools are encouraged to use the technology equipment and services for personal use provided the following guidelines are adhered to:
 - All personal use is for legal and ethical purposes;
 - Personal use does not include political, business, or “for profit” use;
 - Personal use of equipment and services does not in any way lessen the availability of equipment or services for student or staff academic use.

3. Direct supervision of students using the Internet is the responsibility of the staff member supervising the students at that time. Staff should plan and coordinate Internet use for academic purposes in ways that closely guide students.
4. Staff participation in on-line chat sessions, while using school equipment or services, is to be for academic purposes only.
- ~~5. Staff subscriptions to listservs and newsgroups should be done only after the discontinuation procedure has been verified.~~
6. Users may not violate the rules of common sense or “netiquette”. They are expected to abide by the generally accepted rules of network etiquette: be polite; do not use vulgar or obscene language; do not reveal your address or phone number or those of others; do not disrupt the network or the data of others.

Cross Reference: DBS Code: [6141.32](#) - Curriculum - Computer Usage

DBS Code: [6141.321](#) - Instruction - Student Telecommunications
Acceptable Use Policy

Adopted: March 17, 1997
Revised: November 3, 1997
October 25, 1999
September 11, 2000
July 9, 2009

PERSONNEL -- CERTIFIED/NON-CERTIFIED

Rights, Responsibilities and Duties

Acceptable Computer Network Use (Employee Use of Technology)

Social Networking Websites

The Board of Education (Board) strongly discourages District staff from socializing with students outside of school on social networking websites, including but not limited to ~~MySpace~~, Facebook, Twitter, or dating websites.

All District employees, faculty and staff who participate in social networking websites [for personal](#) use shall not post any [confidential](#) District data, documents, photographs, or other District owned or created information on any website [without proper authorization](#). Further, the posting of any private or confidential District data is strictly prohibited. [All staff must comply with the Family Educational Rights and Privacy Act of 1974 \(FERPA\)](#).

School district employees are prohibited from engaging in any conduct on social networking websites that violates the law, Board policies, or other standards of conduct. No conduct may negatively impact or disrupt the educational environment in the school. Employees who violate this policy may face discipline and/or termination, in line with other Board policies, acceptable use agreement, and/or collective bargaining unit agreements, as applicable.

Nothing in this policy prohibits employees, faculty, staff or students from the use of approved educational websites if such sites are used solely for educational purposes.

Access of social networking websites for [personal](#) ~~individual~~ use during school hours is prohibited.

Adopted: December 6, 2010

NOTE: School systems must abide by FERPA, not HIPAA. The first paragraphs is contradictory.

STUDENTS

Health/Medical Records

~~When applicable, District schools will comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to maintain the privacy of protected health information that it receives, obtains, transmits or sends. The Superintendent shall designate the HIPAA Privacy Officer.~~

Student education records, including personally identifiable health information, maintained by the District is subject to and protected by the Family Educational Rights and Privacy Act (FERPA). Both the United States Department of Health and Human Services and the United States Department of Education Family Policy Compliance Office have stated that student records under FERPA are not subject to HIPAA. Therefore, District schools will comply with FERPA's confidentiality provisions rather than HIPAA's.

The District will seek Medicaid eligibility information to determine if services to a student may be billed. Bills will be processed electronically for Medicaid reimbursement for qualified services to eligible special education students. The District will comply with HIPAA's electronic transactions requirements. Procedures and safeguards will be developed to protect the privacy of health information and prevent wrongful user and disclosure. At a minimum, the policy and procedure for student records will comply with the Family Educational Rights and Privacy Act of 1974 (FERPA) with assurances that the District has obtained authorization from the parent or adult student prior to the release of protected health information for the purpose of Medicaid billing. Individuals involved in the Medicaid billing process for the District shall be trained on the privacy procedures. Discipline shall be imposed, up to and including discharge, for staff that wrongfully uses or discloses protected health information.

(cf. 3231 – Medical Reimbursement for Special Education Students)

(cf. 5125 – Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

[1-19\(b\)\(11\)](#) Access to public records. Exempt records.

[10-15b](#) Access of parent or guardians to student's records.

[10-154a](#) Professional communications between teacher or nurse & student.

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

[46b-56](#) (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Educ. provisions act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

USA Patriot Act of 2001, PL 107-56, 115 Stat. 272, Sec 507, 18 U.S.C. §2332b(g)(5)(B) and 2331

PL 107-110 “No Child Left Behind Act of 2001” Sections 5208 and

42 U.S.C. 1320d-1320d-8, P.L. 104-191, Health Insurance Portability and Accountability Act of 1996 (HIPAA)

65 Fed. Reg. 50312-50372

65 Fed. Reg. 92462-82829

63 Fed. Reg. 43242-43280

67 Fed. Reg. 53182-53273

Adopted: January 12, 2009

NOTE: Deletion of listserve reference and miscellaneous language clean up.

INSTRUCTION:

Student Telecommunications Acceptable Use Policy:

It is the policy of the Somers Public Schools to maintain an environment that promotes ethical and responsible conduct in all Internet and online network activities. It shall be a violation of this policy for any student to engage in any activity that does not conform to the established purpose and general rules and policies of the Somers Public Schools.

The use of Somers Public Schools computer equipment, tablets, Internet accounts and commercial online accounts must be in support of education and research and must be consistent with the educational objectives and goals of the Somers Public Schools. Any material transmitted must meet federal, state, local, and district regulations including, but not limited to, copyrighted material, threatening or obscene material, or material protected by trade secrets. Use for commercial activities, product advertisement, or political lobbying is prohibited. Any viewing or dissemination of objectionable materials from any source into the system is strictly prohibited.

The Board of Education has the right to monitor computer usage by electronic means. Such monitoring or review will be ~~limited and done~~, done as needed to ensure that the systems are being used for District-related educational purposes. A statement notifying staff and students will be attached or included in the telecommunications form required of all users. Other forms of notification will also be used including but not limited to school handbooks, student handbooks, employment policies, postings at computer labs.

Each district computer with Internet access shall ~~have a~~ utilize a filtering device that blocks entry to visual depictions that are obscene, pornographic or harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or his/her designee. The Superintendent or his/her designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose, provided the person receives prior permission from the Superintendent or his/her designee.

Special Responsibilities of Telecommunication Users

1. All students must sign the Somers Public Schools Telecommunications Acceptable Use Policy Agreement for use of the telecommunications services and equipment provided by the Somers Public Schools.
2. All telecommunications services and equipment must be used for academic related purposes.
3. Student use of personal online accounts with school equipment for non-academic purposes is not allowed.
4. Students may not utilize school equipment or networks to participate in non-academic chat sessions.

5. Students may not use e-mail unless authorized to do so for academic related purposes.
- ~~6. Subscriptions to listservs must be reported to the Director of Technology & Information Services. Prior approval for listservs is required for students.~~
7. Students may not communicate their name, address, telephone number, picture or other personal information while using the Internet or an online service.
8. Students may not violate the rules of common sense or "netiquette." They are expected to abide by the generally accepted rules of network etiquette: be polite; do not use vulgar or obscene language; do not reveal your address or phone number or those of others; do not disrupt the network or the data of others.
9. The use of district telecommunication services and equipment for cyberbullying will not be tolerated. Any such cases must be reported to the building administration for disciplinary action.
10. DBS Code: [6141.32](#), Curriculum: Computer Usage, is an integral part of the Student Telecommunications Acceptable Use Policy and is in effect at all times.

Cross Reference: DBS Code: [6141.32](#) - Curriculum - Computer Usage

DBS Code: [4118.5](#) - Business - Staff Telecommunication Acceptable Use Policy

Legal Reference: Connecticut General Statutes

[53a](#)-182b. Harassment in the first degree: Class D felony. (as amended by PA 95-143)
20 U.S.C. Section 6777, No Child Left Behind Act
20 U.S.C. 254 Children's Internet Protection Act of 2000
47 U.S.C. Children's Online Protection Act of 1998

Adopted: March 24, 2014

NOTES: Added clarification to the title

Standards for District and Schools

WWW Sites [Hosted on School Property](#)

A. School Administrator

1. The school principal should have personal knowledge of any web site at their school and should have granted their permission for the web site to exist. No web site should exist at the school without the explicit permission of the principal. The principal is ultimately responsible to see that standards for the web site are met.
2. The principal should make the web site known to the District Technology Committee detailing its IP address and the staff member supervising the administration of the web site.

B. Web Site Host Computer

1. Physical security of the web site host computer is important: it should be in a lockable room generally away from normal student access.
2. Normally the host computer will remain online 24 hours a day.
3. The computer should have password controlled access, i.e., no one should be able to access system level controls or make changes to the web site content without a master access password.
4. Access passwords should be kept secure and should be known by only a few key people - the teacher in charge of the web site, the principal, the school secretary, and the school Technology Coordinator. As passwords can be forgotten, they should be written down and kept in the school safe as a precaution against loss.
5. Student web site 'administrators' may be given the password only if they are trusted and have been indoctrinated with security concerns and procedures.
6. Passwords should be changed periodically or when any threat of a security breach occurs. In a high school, passwords should be changed monthly. At lower grades, passwords should be changed at least annually.
7. Student login access to the web site host computer should be kept to a minimum.
8. If electronic mail is provided for students on the same computer as the web site, then general student access to the machine should be limited to e-mail only.

C. Publication Process

1. Material should be produced or assembled on school computers under teacher supervision. If parent or community volunteers are supervising site production, a staff designee of the principal should review the site periodically with the volunteer and should administer standards for the site.
2. All materials should pass through an editorial stage of production. Editors should examine materials and make corrections for the following:

- Spelling
- Grammar
- Content (see Internet Acceptable Use Policy for prohibitions)

3. All materials should be viewed by the web site supervisor prior to actually publishing any new content on the Internet.

4. Only the web site supervisor should move new materials to the site for publications.

D. Safety Concerns

1. Personal information about students, including photographs with associated names, addresses, telephone numbers, etc., should generally not be published.

2. If personal information such as photographs are to be published, parental permission to do so should be obtained in advance of publication.

Instruction

Computers: Web Sites/Pages/Social Media

The creation of the Somers Public School's web page, social media or other electronic communications systems, provides a means of two way communication for the purposes of sharing information with the school district and the world about school curriculum and instruction, school authorized activities, and other information relating to the District's schools and mission. Instructional resources for staff and students may also be provided.

Publishing privileges are provided to staff through the webmaster authorized by the appropriate district administrator. The Board establishes the following guidelines and responsibilities pertaining to the web site publishing.

Content Standards

Subject Matter - All subject matter on School District Web pages, social media or other electronic communications systems and their links must relate to curriculum and instruction, school-authorized activities, or information about the District or its mission. Staff or student work may be published only as it relates to a class project, course, or other school-related activity. Students, staff, or other individuals may not use the district's web pages to provide access to their personal pages on other servers or online services.

Pre-Approval -All building level material must have pre-approval of the appropriate building principal. All district level material must have pre-approval of the appropriate district administrator.

Quality - All work must be free of any spelling or grammatical errors. Documents may not contain objectionable material or point directly to objectionable material. Objectionable material is determined on a case by case basis by the appropriate district administrator. The judgment of the classroom teachers, instructional technology teachers and, ultimately, the appropriate district administrator will prevail.

Student Safeguards - Documents shall not include any personally identifiable information (PII). include only the first name of the student. Documents shall not include a student's home phone number or address or the names of other family members or friends. An exception would be if the information is part of an existing publication such as a newspaper or school newsletter. All district postings (web-pages, social media, etc.) must comply with the Family Educational Rights and Privacy Act of 1974 (FERPA).

Published E-mail addresses shall be restricted to those of staff members.

Pictures of students may be posted on any District sponsored web pages provided no identifying information ~~other than first name~~ is used and permission has been granted by the student's parent or guardian.

Student work shall not be published without permission of the student and parent or guardian.

Technical Standards

The Board, in the interest of maintaining a consistent identity, professional appearance and ease of use and maintenance established the following technical standards for all District web pages.

Each web page must have an authorized school district sponsor.

The authorized sponsor who is responsible for the final web page will edit, test the document for accurate links, and ensure that the page meets the content standards listed above. In addition, the sponsor will assume responsibility for updating the information as needed.

~~Pages may not contain links to other pages that are not yet completed. If further pages are anticipated but not yet developed, the text that will provide the link should be included but may not be made "hot" until the further page is actually in place.~~

Directory structure will be determined by the web master. Staff members approved for access will be given access passwords by the web master.

Revision of Guidelines

These guidelines will be evaluated and updated as needed in response to the changing nature of technology and its applications in the School District. Questions regarding this information may be directed to the appropriate district administrator.

(cf. [1110](#) Communications with the Public)

(cf. [5125](#) Student Records)

(cf. 5145.2 Freedom of Speech/Expression)

(cf. [6145.3](#) Publications)

(cf. 6161.1 Guidelines for Evaluation/Selection of Instructional Materials)

(cf. 6162.6 Use of Copying Device, Copyrights)

(cf. 6163 Instructional/Resources for Students)

Legal Reference: Connecticut General Statutes

[1](#)-19(b)(11) Access to public records. Exempt records.

[10](#)-15b Access of parent or guardians to student's records.

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

[11](#)-8a Retention, destruction and transfer of documents

[11](#)-8b Transfer or disposal of public records. State Library Board to adopt regulations.

[46b](#)-56 (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of P.L. 93-568, codified at 20 U.S.C.1232g.).

Dept. of Educ. 34 C.F.R. Part 99 (May 9, 1980 45 FR 30802) regs.
implementing FERPA enacted as part of 438 of General Educ. provisions
act (20 U.S.C. 1232g)-parent and student privacy and other rights with
respect to educational records, as amended 11/21/96.
Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et.seq.

Policy adopted: March 23, 2009

Revised: January 14, 2019

NOTES:

Include language designating entire BOE as membership in the Budget Committee.

Remove from Curriculum Committee – “Provide representation to Student Staff Learning Team.”

BYLAWS OF THE BOARD:

Standing Committees:

Standing committees shall be appointed annually. The standing committees are as follows:

1. Curriculum Committee
2. Policy Committee
3. Salary and Negotiations Committee
4. Planning Committee

Duties and responsibilities of each standing committee shall be described under Board Reg. 9132.

When these standing committees have meetings they will be warned by posting in the Central Office and the Town Hall. Committee Chairmen will have the responsibility of informing committee members of meeting dates.

Adopted: April 28, 1980

Revised: August 30, 1982

February 24, 1992

January 10, 2000

March 7, 2005

BYLAWS OF THE BOARD:

Standing Committees:

Functions of all subcommittees:

To assist the Board of Education in performing all of its duties in a more efficient manner in time spent, not only by BOE members, but time by administrators and staff.

Subcommittee membership:

Curriculum

Policy

Salary & Negotiations

Planning (includes CIP, Strategic Plan, Long-Range Plan)

Functions and Responsibilities of subcommittees:

CURRICULUM:

The Curriculum Committee hears and makes recommendations to the Board of Education, for their approval, which consist of the following:

- All changes, additions and deletions of courses, including prerequisite courses.
- All staff additions or reductions in certified staff that necessitates a curriculum change. (The committee does not receive proposals for staff reduction due to decline of student population.)
- All additions or deletions in the athletic program.
- All changes in graduation requirements.
- Approval of all books to be used as textbooks in any program or course in the school system. A textbook is defined as any book which is used by the entire class or a selected subgroup of the class and as a mandatory part of the program and from which instruction is drawn. A textbook is also defined as that which is intended to be used for more than one year.
- All series of textbooks for a phase-in program will be approved prior to inception and need not be approved each year. A three-year time limit is placed on any such approval and a plan will be presented at the time of the first adoption. Any deviation from the textbook selected plan will require a new approval. The status of any phase-in program will be reported to the Curriculum Committee annually for information purposes.
- All workbooks which are directly associated with approved textbooks do not require separate approval. Consumable textbooks need not be approved annually. If these textbooks are to be different, the BOE will have to vote approval.
- Approval of instructional materials used as primary resources for any course.

The Responsibilities of the Curriculum Committee:

- Establish a calendar, in cooperation with Central Office personnel, each September for curriculum meetings with the staff and administration to hear curriculum proposals.
- Present to the Board the curriculum proposals in January for their approval. The Chairman will include in this report any replacement texts recommended by the administration for adoption by the Board.
- Receive update on all previous curriculum changes and new courses from administration on a systematic basis throughout the year and report back to the total Board.
- ~~Provide representation to Student Staff Learning Team.~~

- Review and approve newly written course curricula as per curriculum management document.

POLICY:

1. The policy committee should continually review and update the present policy manual.
2. The committee will write new policies as directed by the Board of Education and/or suggested by the administration.
3. Revisions, updates or new policies will be written by the policy committee in cooperation with administration.
4. All Board members have the responsibility to see that all policies are carried out by the administration.
5. Recognizing there have been changes and additions in the policy manual, the policy committee will systematically review each section in order to keep Board members informed of areas of concern.

SALARY AND NEGOTIATIONS:

Function: To negotiate contractual agreements with the following associations or groups:

1. S.A.A. (Somers Administration Association)
2. S.E.A. (Somers Education Association)
3. S.E.S.A. (Somers Education Secretaries Association)
4. Nurses
5. Custodians

Responsibilities:

1. To become familiar with and conform to the Connecticut State Statutes governing the negotiation-mediation-arbitration process.
 - a. To notify Commissioner of Education of day on which contract negotiations will commence. This is 180 days prior to Board's budget submission date.
 - b. If the subcommittee and the bargaining group cannot agree with the terms and conditions, either side can submit the issues to the Commissioner for mediation. This is ordered by the Commissioner if agreement is not reached by the 120th day.
 - c. If mediation does not resolve the contract dispute, the parties proceed to last best offer binding arbitration. The hearing is to be concluded within 20 days of its commencing.
2. Prior to entering negotiations, issues shall be discussed between the full Board and the subcommittee.
3. During negotiations, the Board shall receive an updated report from the subcommittee at each meeting.

4. After finalizing contract, the Board shall receive a complete listing of all terms and conditions for the purpose of voting for acceptance.
5. If mediation or arbitration is necessary with any group, the subcommittee shall consult with the total Board.

PLANNING:

The Functions and Responsibilities are:

- Review a plan for capital outlay each year
- Review long-range report of the Board of Finance annually
- Review population projection for future use
- Review present and future use of physical plant
- Maintain an active list of projected programming needs
- Review salary and negotiation projections annually
- Annually update and present Long-Range Plan to Board of Finance
- Provide representation throughout CIP process
- Review implementation and integration of Strategic Plan

Adopted: July 12, 1982

Revised: February 14, 1983

October 15, 1985

January 10, 2000

March 7, 2005

NOTES – updated distribution of minutes via the district website.

BYLAWS OF THE BOARD:

Minutes:

All actions of the Board, together with pertinent background information, shall be recorded in the Minutes of the Board of Education. The Minutes shall be prepared by the Board Secretary, with the help of a stenographer employed at the discretion of the Board, and shall be ~~printed for distribution~~ distributed to Board members and the Town Clerk (~~five copies~~), Superintendent of Schools, the building Principals, the teachers' bulletin boards at each school, the PTO and the Student Council.

One copy of the official minutes shall be maintained in the Office of the Superintendent, and one copy in the Office of the Town Clerk. The minutes shall be available for public inspection via the Board's website.

~~Board minutes shall be made available to citizens upon request.~~

Adopted: March 23, 1981



**Board of Education
Administrative Report**

Title of Report: FY 20-21 3rd Quarter Budget Report

Board Meeting Date: 5/10/21

Action

Report

Information

Discussion

Submitted by: Bill Boutwell

Executive Summary

Attached is the FY 20-21 3rd quarter budget report. Information is also included regarding 2020-21 COVID-19 expenses.

Report

The report indicates a positive projected variance to budget of \$70,508. COVID-19 expenses are broken down between the operating budget, two grants (CRF and ESSER) and the Somers Education Foundation.

2020-21 Budget

3rd Quarter Report

CATEGORY	ITEM	Approved Budget	Projected Expenses	Variance	% + / -
Salaries	Teachers	10,905,957	10,872,956	33,001	0.30%
	Secretaries/Paraprofessionals	1,715,105	1,781,562	(66,457)	-3.87%
	Administrators	1,511,498	1,508,358	3,140	0.21%
	Custodians/Maintainers	881,467	858,039	23,428	2.66%
	Other Instructional	519,754	424,405	95,349	18.35%
	Nurses	251,013	249,688	1,325	0.53%
	Medical Advisor	1,500	1,500	-	0.00%
	SUBTOTAL		15,786,294	15,696,508	89,786
Insurance & Benefits	Health Insurance	2,942,400	2,902,567	39,833	1.35%
	Social Security	500,500	505,306	(4,806)	-0.96%
	Pension	218,000	217,200	800	0.37%
	Workman's Comp	111,000	102,909	8,091	7.29%
	Property / Liability	93,225	90,528	2,697	2.89%
	Long Term Disability	44,000	46,000	(2,000)	-4.55%
	Life Insurance	27,600	29,600	(2,000)	-7.25%
	School Board Legal	11,100	10,000	1,100	9.91%
	Unemployment	5,000	21,000	(16,000)	-320.00%
	OPEB	56,000	76,000	(20,000)	-35.71%
SUBTOTAL		4,008,825	4,001,110	7,715	0.19%
Tuition	Special Education	1,059,300	850,791	208,509	19.68%
	Non-Special Education	117,800	127,377	(9,577)	-8.13%
	SUBTOTAL	1,177,100	978,168	198,932	16.90%
Transportation	Regular Transportation	772,000	713,000	59,000	7.64%
	Special Education Transportation	361,600	339,400	22,200	6.14%
	Athletics/Field Trips	39,950	23,211	16,739	41.90%
	SUBTOTAL	1,173,550	1,075,611	97,939	8.35%
Utilities	Electricity	416,800	517,961	(101,161)	-24.27%
	Fuel	163,100	164,421	(1,321)	-0.81%
	Telephones	41,700	32,478	9,222	22.12%
	SUBTOTAL	621,600	714,860	(93,260)	-15.00%
Maintenance	General/Dept Maint	511,715	571,105	(59,390)	-11.61%
	Custodial Supplies	42,000	41,969	31	0.07%
	SUBTOTAL	553,715	613,074	(59,359)	-10.72%
Instructional Resources	Library Books, Textbooks, Workbooks	194,850	267,198	(72,348)	-37.13%
	Technology AV Materials	47,200	53,642	(6,442)	-13.65%
	General & Dept Supplies	206,220	138,845	67,375	32.67%
	SUBTOTAL	448,270	459,685	(11,415)	-2.55%
Extracurricular	Coaches	173,829	168,382	5,447	3.13%
	Activity Advisors	58,052	47,484	10,568	18.20%
	Athletic/Academic Act	92,850	77,377	15,473	16.66%
	SUBTOTAL	324,731	293,243	31,488	9.70%
Equipment	New and Replacement	371,540	366,177	5,363	1.44%
Admin Overhead	Miscellaneous	224,345	180,173	44,172	19.69%
	GRAND TOTAL	24,689,970	24,378,609	311,361	1.26%
COVID				(240,853)	
	ADJUSTED GRAND TOTAL			70,508	

2020-21 COVID-19 Expenses

Operating Budget

Tents	57,098
Technology equipment	55,505
Sanitizing supplies	35,970
Building systems/equipment	30,507
Technology software	21,905
PPE	14,956
Custodial equipment	12,205
Custodial supplies	6,669
Other	6,038

Total 240,853

Coronavirus Relief Funds (CRF) Grant

PPE	45,707
Tents	29,375
Building systems/equipment	27,007
Sanitizing supplies	25,342
Technology equipment	23,970
Transportation	5,978

Total 157,379

Elementary & Secondary School Education Relief (ESSER) Grant

Building systems/equipment	27,515
Technology equipment	11,364

Total 38,879

Somers Education Foundation

Tents	47,800
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Board of Education Administrative Report

Title of Report: Diversity & Equity Update

Board Meeting Date: May 10, 2021

Action

Report

Information

Discussion

Submitted by: Dina M. Senecal

Executive Summary

Somers Diversity & Equity Council

The Somers Public School District embraces its role in maintaining a long-term mission and vision for diversity, equity and inclusion. We recognize that it will take vigilance to maintain this vision and this work is not easy nor ever finished. As such, adjustments will be necessary to capture progress and redirection to ensure a deliberate course toward our long-term mission and vision.

Purpose Statement:

Somers Public Schools is committed to cultivating a learning community characterized by culturally responsive learners and staff who embrace, accept and respect differences and perspectives. We endeavor to create opportunities for engagement, education and discourse related to issues of equity, diversity, and inclusion.

Essential Questions:

How does awareness, knowledge, and understanding of one's own racial and cultural identity promote effective teaching, leading, learning and acceptance?

How does awareness, knowledge and understanding of the racial, cultural, and sexual/gender identity of students and staff promote effective teaching, leading, learning, and harmonious co-existence?

How can we establish learning environments that are conscious of race, culture, and sexual/gender identity to ensure implementation of culturally responsive practices, policies, and procedures?

We are committed to:

- Reviewing and developing curricula to ensure cultural and historical accuracy.
- Encouraging educators to read texts that support racial bias reflection.
- Providing on-going professional development for all staff on implicit bias, anti-bias, and anti-racism
- Providing age-appropriate lessons for students on biases, acceptance, and anti-racism.
- Recruiting and hiring a diverse faculty and staff.



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- Supporting Social Emotional Learning that promotes caring, inclusivity, tolerance and empathy.

- Providing opportunities for all to participate in "courageous conversations" relating to social justice.
- Supporting families with resources and materials relating to race and racism.

Professional Development

We are engaging all staff in professional learning centered around Cultural Consciousness, Cultural Responsiveness and Cultural Advocacy. Staff will participate in Professional Book Clubs as well as continued Social Emotional Learning Professional Development (see charts below).

Additionally, we will continue to provide staff members with professional learning around engaging students in peer-to-peer and student/educator discussions that center around racial justice, anti-racism, privilege and allyship.

During the 2021-2022 school year, Diversity and Equity professional learning will occur once a month during early release time as we recognize that this work is most effective when it is embedded throughout the school year.

Cultural Consciousness	Cultural Responsiveness	Cultural Advocacy
Understanding of one’s own cultural identity, bias, prejudices and experiences of both privilege and marginalization	Commitment to the continuous improvement of skills, knowledge and personal growth needed to establish meaningful connection with people from various cultural backgrounds.	Lifelong commitment to action that supports equity in each school community.

<https://www.whps.org/offices-and-programs/promoting-diversity-staff-advisory-committees>

Professional Book Clubs (titles under consideration)

Title	Author
Social Emotional Learning and the Brain	Marilee Sprenger
This Book is Anti-Racist	Tiffany Jewell
So you want to talk about race?	Ijeoma Oluo
Not Light, But Fire	Matthew Kay
Caste: The Origins of Our Discontents	Isabel Wilkerson
Stamped	Jason Reynolds & Ibram X. Kendi
How to be an Antiracist	Ibram X. Kendi
Culturally Responsive Teaching and the Brain	Zaretta Hammond



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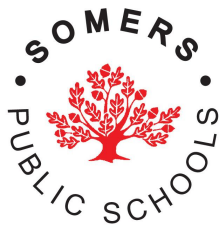
Courageous Conversations About Race	Glenn E. Singleton
Culturally Responsive School Leadership	Muhammad Kalifa

Second Step for Adults

<https://www.secondstep.org/social-emotional-learning-adults>

Created for educators by educators, Second Step SEL for Adults is a social-emotional learning (SEL) program designed to help K–12 leadership and staff strengthen their social-emotional skills and create a positive and supportive school climate. This program will take two years to complete.

Module 1: Building Trust	Module 2: Managing Stress	Module 3: Advancing Equity	Module 4: Developing Efficacy
Trust is the baseline requirement for any school reform initiative to succeed. High levels of trust among staff can help create a work environment where all staff members feel like someone supports them. Similarly, high levels of trust between staff and students can help students cultivate a sense of belonging, feel cared for, and increase their academic engagement. This module will help educators understand the research around why trust matters and unpack the five elements of trust. Educators will also learn strategies and routines to use with colleagues to build trust in the workplace. Finally, they'll learn routines to use in the classroom to build trust with students and with other staff.	Teaching is one of the most stressful professions. That stress can affect educators' health, job satisfaction, and even quality of teaching. However, decades of research show that when teachers feel better, they perform better. This module will help educators understand how stress might be affecting them personally and provide some concrete steps to take to help manage stress more effectively. Educators will also learn strategies and routines to use with colleagues to reduce stress in the workplace. Finally, they'll learn routines to use in the classroom to help students manage stress and create a more positive classroom environment.	Educators who strive for equity face many challenges. However, research shows that teachers who actively tackle equity issues also have more proactive classroom-management practices, improved student cooperation in the classroom, and fewer office discipline referrals, particularly for students of color. This module will guide educators through a process of self-reflection, where they'll explore the role of social identity and systemic biases in their own lives and in the lives of their students. Educators will then practice skills that will help them have difficult but necessary conversations about equity with their colleagues. Finally, educators will learn and implement practices in their classrooms to create an inclusive and safe environment for every student.	Self-efficacy is defined as the belief in one's own ability to execute required courses of action. Collective teacher efficacy is the belief that the efforts of faculty as a whole will have positive effects on students. Research consistently links teacher self-efficacy and collective efficacy with positive outcomes for both teachers and students. This module supports educators' individual and collective efficacy. Educators will learn the science behind the development of efficacy, create stretch goals, and examine their thoughts about successes and shortfalls. They'll also learn about the conditions that can create collective efficacy and commit to acting as a team. Finally, educators will put this learning to work in support of student efficacy by taking steps to freely discuss and reflect on their practice.



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Diversity & Equity in Education Website

Developed and linked to the SPS homepage. This website serves as a resource not only for Somers' employees but the community at large. This website is updated frequently.

(<https://sites.google.com/somers.k12.ct.us/sps-diversity-equity-in-educat/home>)

Curriculum

We are continuing to review and develop curricula using a diversity and equity lens to ensure cultural and historical accuracy and to ensure that lessons and materials represent Black, Indigenous, People of Color (BIPOC). At the Elementary and Secondary level, we will expand our collection of diverse independent and guided reading books doing so using the *Windows, Mirrors and Sliding Glass Doors* framework.

Further, we will work with The Social Justice Standards Framework provided by Learning for Justice (see next page). These Standards are “a road map for anti-bias education at every stage of K–12 instruction. Comprised of anchor standards and age-appropriate learning outcomes, the Standards provide a common language and organizational structure educators can use to guide curriculum development and make schools more just and equitable. Divided into four domains—identity, diversity, justice and action (IDJA)—the Standards recognize that, in today's diverse classrooms, students need knowledge and skills related to both prejudice reduction and collective action. Together, these domains represent a continuum of engagement in anti-bias, multicultural and social justice education.”

(<https://www.learningforjustice.org/frameworks/social-justice-standards>)

School Climate and Student Engagement

We will continue to learn from student voices as to how best improve our school culture and climate. We will continue to engage students in peer-to-peer and student-educator discussion via class meetings, advisory lessons and beyond. Through profession learning, we aim to increase the number of staff knowledgeable and capable of facilitating these conversations within the general classroom setting.

- Advisory lessons topics with student input.
- SHS Unity Team Training and student facilitation of lessons at SES
- Participation in the Youth Empowerment Summit
- Participation in the CAS Student Diversity council at Asnuntock Community College
- Courageous Conversation student training
- Restorative Circles with student leaders



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The Social Justice Standards Framework

<https://www.learningforjustice.org/sites/default/files/2020-09/TT-Social-Justice-Standards-Anti-bias-framework-2020.pdf>

Anchor Standards and Domains

IDENTITY

1. Students will develop positive social identities based on their membership in multiple groups in society.
2. Students will develop language and historical and cultural knowledge that affirm and accurately describe their membership in multiple identity groups.
3. Students will recognize that people's multiple identities interact and create unique and complex individuals.
4. Students will express pride, confidence and healthy self-esteem without denying the value and dignity of other people.
5. Students will recognize traits of the dominant culture, their home culture and other cultures and understand how they negotiate their own identity in multiple spaces.

DIVERSITY

6. Students will express comfort with people who are both similar to and different from them and engage respectfully with all people.
7. Students will develop language and knowledge to accurately and respectfully describe how people (including themselves) are both similar to and different from each other and others in their identity groups.
8. Students will respectfully express curiosity about the history and lived experiences of others and will exchange ideas and beliefs in an open-minded way.
9. Students will respond to diversity by building empathy, respect, understanding and connection.
10. Students will examine diversity in social, cultural, political and historical contexts rather than in ways that are superficial or oversimplified.

JUSTICE

11. Students will recognize stereotypes and relate to people as individuals rather than representatives of groups.
12. Students will recognize unfairness on the individual level (e.g., biased speech) and injustice at the institutional or systemic level (e.g., discrimination).
13. Students will analyze the harmful impact of bias and injustice on the world, historically and today.
14. Students will recognize that power and privilege influence relationships on interpersonal, intergroup and institutional levels and consider how they have been affected by those dynamics.
15. Students will identify figures, groups, events and a variety of strategies and philosophies relevant to the history of social justice around the world.

ACTION

16. Students will express empathy when people are excluded or mistreated because of their identities and concern when they themselves experience bias.
17. Students will recognize their own responsibility to stand up to exclusion, prejudice and injustice.
18. Students will speak up with courage and respect when they or someone else has been hurt or wronged by bias.
19. Students will make principled decisions about when and how to take a stand against bias and injustice in their everyday lives and will do so despite negative peer or group pressure.
20. Students will plan and carry out collective action against bias and injustice in the world and will evaluate what strategies are most effective.



Somers Board of Education Administrative Report

Title of Report: 2020-2021 Technology Review

Board Meeting Date: May 10, 2021

Action

Report

Information

Discussion

Submitted by: Rob Wilson

Executive Summary

This report is intended to inform the Board of Education of the district's current status and usage of technology. The report covers the whole environment which ranges from network infrastructure, to client devices, to systems that are utilized.

Report

The following projects are broken down into two sections. The first section are those projects that were driven by the pandemic. The second section consists of projects that would have happened even if there was no pandemic.

Pandemic Related

- Classroom Setups - To support distance learners, each classroom had to be setup with dual monitors, a document camera, adapters, and a new desk configuration
 - Of note, the MBA and SHS specials required portable workbenches so the setup had to be mobile
- Equipment Training - Provided group and one-on-one training on the new distance learning equipment
- Zoom / Google Meet training - Provided training to staff on how to use Zoom and Google Meet to connect with the remote learners
- Additional wireless access points - Added additional wireless access points to provide enhanced coverage and signal strength for distance learning
- Kajeet hotspots - Provided mobile hotspots to families who had poor or no Internet access at home
- Attendance and Reporting - Recoded the backend system to account for new attendance codes and reporting needs to meet state compliance
- Swank Movie Streaming - Arranged for teachers and students to have the capability to stream movies whether they were in school or at home
- SES School Dismissal Manager - Assisted with the setup and configuration of the dismissal solution used by SES



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- Laptops for Office staff to work from home - Provided and configured laptops so staff could work remotely
- Expanded 1:1 program - Purchased and configured additional iPads so our 1:1 program could expand to kindergarten
- Live stream basketball games - Setup and configured Hudl to live stream SHS home basketball games and configured a YouTube channel that allowed playback of previous games
- 2020 SHS Graduation - Provided a live stream of the graduation that was located at the Mansfield drive-thru movie theater
- 2021 Graduation/Promotion Ceremonies from the SHS Turf Field - Will provide stadium sound, scoreboard video, and live streaming for the 5th and 8th Promotion Ceremonies and 12th grade Graduation Ceremony
- Live stream band concert - Assisted with the setup and provided equipment for the band concert
- Winter performance streaming (It's a Wonderful Life) - Assisted with the setup for the live stream of the winter performance
- Distance Learning PD website - Developed multiple webpages to act as a tutorial for distance learning
- Devos Upgrade (Grant Funded) - Installed new equipment and upgraded the software for our digital content delivery system which allows for streaming of non-movie content

“Standard” Work

- SHS Chromebooks - Configuration and distribution all new Chromebooks to SHS
- Redefine SHS lab - Assisted in the design and development of the SHS media center team collaboration space
- MacBooks / Mac Minis - Configured and distributed 38 MacBooks and Mac Minis to teachers and staff
- Front Row sound systems - Replaced or newly installed 14 Front Row sound systems
- Ticketing System - Implemented an IT ticketing system so staff can submit trouble tickets to the IT staff
- Inventory System - Implemented an inventory tracking system for IT resources
- Student Device Monitoring - Expanded the use of EdPro which allows teachers to monitor and manage student Chromebooks that are on or off campus
- Report Cards - Redesigned report cards and electronically sent them out to parents/guardians
- eSports Program - Provided equipment and support for the eSports team
- Track team timing system - Assisted in the setup and configuration of the track team's electronic timing system
- SHS Turf field scoreboard - Provided support for the configuration and displayed content for the new turf field scoreboard



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The following list of projects are planned for the 2021-2022 fiscal year.

2021-2022 Project Plans

- MBA Chromebooks - Replace all MBA Chromebooks with new models and cases
- MBA Lab - Upgrade the MBA media center lab
- SHS Business Lab - Upgrade the business lab (Room 114) at SHS
- Outdoor Sports Camera - Setup and configure a new outdoor camera which will allow live streaming and playback of any game played on the turf field through Hudl and YouTube
- Teacher / Staff Computers - Configure and deploy over 50 MacBooks to teachers and staff
- New SES lab - Upgrade the SES media center lab with new hardware and software (equipment already purchased)