

Somers Board of Education Meeting.
Monday, March 14, 2022 following BOE Public Hearing
Somers Elementary School Auditorium, 4 Vision Boulevard, Somers, CT 06071

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
 1. Draft Minutes of February 28, 2022 2
Draft Minutes of Board Meeting on February 28, 2022 for Board review and approval.
4. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
5. **CONSENT AGENDA**
 1. Warrant of March 14, 2022 7
The Board to review and consent to the warrant of March 14, 2022.
 2. Consent on Somers Policy DBS 4118.11 Personnel, Nondiscrimination 13
Board to consent Somers Policy DBS 4118.11 Personnel, Nondiscrimination.
 3. Consent on Somers Policy DBS 4118.231 - Personnel- Alcohol, Drugs, Tobacco free 16
workplace
Board to consent Somers Policy DBS 4118.231 - Personnel- Alcohol, Drugs, Tobacco free
workplace.
6. **NEW BUSINESS**
7. **OLD BUSINESS**
 1. Approval of 2022-23 Budget
The BOE to approve the 2022-23 budget.
8. **ADMINISTRATIVE REPORTS**
 1. Superintendent Update
Superintendent to give update to Board of Education.
9. **COMMITTEE REPORTS**
 1. Curriculum
 2. Policy Committee
 3. Planning Committee
 4. Salary & Negotiations Committee
10. **CREC UPDATE**
11. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
12. **EXECUTIVE SESSION**
Discussion and possible action on Executive Search for new Superintendent.
13. **ADJOURNMENT**

**Somers Board of Education Meeting
Somers Board of Education Chambers
February 28, 2022
7 PM**

Present BOE Members: Marissa Marks, Ed DePeau, Jan Martin, Mike Briggs, Krista Cherry, Anne Kirkpatrick, Kim Radziewicz, Carl Stebbins, Chris Thiesing

Others: Brian Czapla, Stephanie Levin, Jim MacFeat, John Pouliot, Dorothy Ruggiero, Emily Garcia Segal

1. CALL TO ORDER

The regular meeting of the Board of Education was called to order by Chairwoman Marks at 7:00 p.m. in the Board of Education Chambers.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1. Draft Minutes of Board of Education's February 14, 2022 Meeting

Rationale: Board to review and approve the draft minutes of Board of Education's February 14, 2022 meeting.

Motion to approve the draft minutes of the February 14, 2022 BOE meeting. This motion, made by Chris Thiesing and seconded by Mike Briggs, Carried.

Yea: 9, Nay: 0

4. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

Motion to add agenda item 6.4--Discussion of Creation of Finance, Audit, and Budget Committee. This motion, made by Carl Stebbins and seconded by Kim Radziewicz, Carried. **Yea: 7, Nay: 2 (Anne Kirkpatrick, Jan Martin)**

Discussion: Carl Stebbins discussed being in favor of creating a Finance, Audit, and Budget Committee to move to the Policy Committee for review.

5. CONSENT AGENDA

Motion to approve Consent Agenda. This motion, made by Krista Cherry and seconded by Jan Martin, Carried. **Yea: 9, Nay: 0**

5.1. Warrant of February 28, 2022

Rationale: The Board to review and consent to the warrant of February 28, 2022.

6. NEW BUSINESS

6.1. 1st Warning on Somers Policy DBS 4118.11 Personnel, Nondiscrimination

Rationale: Board to review 1st Warning on Somers Policy DBS 4118.11 Personnel, Nondiscrimination.

Discussion: Chairwoman Marks stated that questions may be directed to Anne Kirkpatrick or another member of the Policy Committee.

6.2. 1st Warning on Somers Policy DBS 4118.231 - Personnel- Alcohol, Drugs, Tobacco free workplace

Rationale: Board to review 1st Warning on Somers Policy DBS 4118.231 – Personnel-Alcohol, Drugs, Tobacco free workplace.

Discussion: Chairwoman Marks stated that questions may be directed to Anne Kirkpatrick or another member of the Policy Committee.

6.3. Approval to hire SK Mechanical to do Somers High School Boiler Replacement

Rationale: The Board to approve hiring of SK Mechanical to do Somers High School Boiler Replacement.

Motion that the Board of Education hire SK Mechanical to provide professional services for the Somers High School boiler replacement and approve the Superintendent to enter into a contract not to exceed \$499,850. This motion, made by Chairwoman Marks and seconded by Ed DePeau, Carried. **Yea: 9, Nay: 0**

Discussion: Superintendent Czapla introduced Stephanie Levin, Director of Business Services, to update the BOE on the current boilers at SHS and the bidding process for the replacements. The SHS boilers had issues over Christmas break. One of the boilers had been leaking, and the other functioning boiler went down. SPS has been renting a boiler, and this has moved the process forward for replacing the boilers, especially since it is taking a lot longer for equipment to arrive. This project was approved under bonding with the town. SPS went out to bid on 1/21/22. Seven vendors participated in a walk-through on 2/1/22. Four out of the seven vendors bid on 2/11/22. John Pouliot from RZ Design did the original design for the boiler project. Jim MacFeat, Maintenance Supervisor, did reference and history checks and also checked to see which vendors were on state contract for trade work. SK Mechanical is on state contract for trade work. Mrs. Levin would like to have a contract by next Friday and order the boilers now. The boilers must be in by October 1, 2022. Discussion ensued regarding the benefits of state contract as well as equipment warranty.

6.4. Discussion of Creation of Finance, Audit, and Budget Committee

Rationale: BOE to approve sending recommendation to Policy Committee of creating a Finance, Audit, and Budget Committee.

Motion for BOE to send recommendation to the Policy Committee to create a Finance, Audit, and Budget Committee. This motion, made by Carl Stebbins and seconded by Mike Briggs.

Discussion: Carl Stebbins stated last meeting there was discussion on a five-year contract presented to the Board with short notice. He stated there should be a

better system and process that oversees contracting, budgeting, etc. He stated that a committee to oversee these activities is not outside the norm and that many Boards of Education in the districts have budget committees that deal with matters of development and make recommendations to the BOE. These committees may provide budget modifications adhering to Board policy, review contracting processes, expenditures, oversee and review audits, etc. Krista Cherry questioned the district's policy on creating a committee. Superintendent Czapla stated that he would have to review the bylaws and go through the Policy Committee. Anne Kirkpatrick stated that there used to be a Budget Committee that she chaired off and on for several years. She stated that the BOE has two major responsibilities, which include hiring a superintendent and presenting the annual budget. She stated that it is the responsibility of the entire BOE and not the subcommittee, for all BOE members have to be equally informed. She stated that BOE members are volunteers and may not have administrators' backgrounds. She stated that the new BOE members should wait and go through the entire process before adding more committees. Krista Cherry stated that she has seen very functional finance committees but cautions about keeping goals too granular. Chris Thiesing stated that he agrees with Anne Kirkpatrick that all BOE members need to be aware of the budget and suggested researching other BOE's. Superintendent Czapla stated that he will research the protocol on establishing a new committee. He stated he would refer to the Policy Committee to generate reports of finance committees and report back to the BOE as a whole to make a decision.

Motion to amend the motion to refer to the Policy Committee to generate a report for the entire Board on how other districts utilize a Finance or Budget Committee in order to execute the duties of the BOE. This motion, made by Chris Thiesing and seconded by Krista Cherry. **Yea: 7, Abstained: 2 (Jan Martin, Anne Kirkpatrick).** Amended motion carried.

7. OLD BUSINESS

8. ADMINISTRATIVE REPORTS

8.1. Superintendent to update the Board of Education on current events.

Rationale: Superintendent to update the Board of Education on current events.

Discussion: Superintendent Czapla updated the BOE on recent events:

- The first day of optional masking went very well. He did not hear of any issues from the administrators.
- Hannah Soar visited SES last week. The students had a great time while playing the Olympic theme song.
- The HVAC study is being finalized, and the report will be presented to the Planning Committee on 3/14/22 and presented to the BOE on 3/28/22. SPS is working with the town and coming up with alternative options for funding. Discussion ensued regarding CARES Act money.

9. COMMITTEE REPORTS

9.1. Curriculum

Discussion: Jan Martin stated that there will be a meeting on 3/1/22.

9.2. Policy Committee

Discussion: Anne Kirkpatrick stated that the committee met prior to the BOE meeting on 2/28/22. There will be one policy to send to the BOE which is deleting the vaccine policy. The next meeting will be held on 3/14/22. Time TBD.

9.3. Planning Committee

Discussion: The next meeting will be held on 3/14/22.

9.4. Salary & Negotiations Committee

Discussion: No report.

10. CREC UPDATE

Discussion: Krista Cherry stated that there are two legislative bills being raised. The first is a grant increase for magnet schools, and the second is increased funding for capital improvements for the school facilities.

11. AUDIENCE TO CITIZENS/STAFF/STUDENTS

Discussion: Dorothy Ruggiero stated that her son wore a mask to school and was picked on for wearing it. She also asked what the next step was in the budget process. Superintendent Czapla stated that the budget goes to Public Hearing on 3/14/22 at 6:30 p.m.

Emily Garcia Segal questioned the update to school lunches. Superintendent Czapla stated that a report will be presented to the Board targeting 3/28/22.

Superintendent Czapla announced to the BOE that he will be retiring at the end of the school year and that it has been an honor and privilege to be entrusted with the care of Somers Public Schools. He stated that Somers is a great community with supportive parents, phenomenal staff, and great students. He stated he couldn't ask for a better place to work and is filled with gratitude that his last years working at SPS have been the best years. BOE members congratulated him and thanked him for all of his contributions. Jan Martin, who was a longtime teacher, worked with many superintendents and stated that Superintendent Czapla has been among the best to have worked with. She stated that he has had a positive presence in the schools with stellar communication and always had the best interest of Somers students in every decision he made. She is sad to lose such an important and caring educator. Anne Kirkpatrick stated that Superintendent Czapla exceeded every expectation when the BOE hired him.

Somers Board of Education General Budget Treasury Warrant

Report # 73301

Check Batch: 48021
 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: 3/10/22
 Stephanie Lewin, Director of Business Services

48021	21310	03/14/2022	V61279	A+ Pump & Service, LLC	0.00	230.00
	21311	03/14/2022	V61397	All-Phase Electric Supply Co.	0.00	42.00
	21312	03/14/2022	V52404	Allstate Fire Equipment	0.00	2,372.30
	21313	03/14/2022	V60790	Alternative Access Assistive Technology	0.00	2,708.75
	21314	03/14/2022	V52670	SYNCB/AMAZON	0.00	426.04
	21315	03/14/2022	V60064	Angeloni Refrigeration, LLC	0.00	320.00
	21316	03/14/2022	V60040	Anthem Life Insurance Company	0.00	2,682.27
	21317	03/14/2022	V02141	Apple Inc.	0.00	41,370.00
	21318	03/14/2022	V00045	ASCD	0.00	100.85
	21319	03/14/2022	V00884	Avery Septic Service	0.00	150.00
	21320	03/14/2022	V52478	Bart Truck Equipment LLC.	0.00	519.03
	21321	03/14/2022	V61672	Best Plumbing Specialties	0.00	34.26
	21322	03/14/2022	V60600	BSN Sports LLC	0.00	1,658.46
	21323	03/14/2022	V00121	CABE	0.00	45.00
	21324	03/14/2022	E01259	Cannon, Christine	0.00	299.06
	21325	03/14/2022	M52866	CAPP USA	0.00	221.88
	21326	03/14/2022	V61550	CareerStaff Unlimited	0.00	322.00
	21327	03/14/2022	V61551	Cleaning Stuff	0.00	126.50
	21328	03/14/2022	V61473	COX Business	0.00	197.83
	21329	03/14/2022	V00204	CREC	0.00	9,419.48

Somers Board of Education General Budget Treasury Warrant

Report # 73301

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	21330	03/14/2022	V60390	Cummins Sales and Service	0.00	3,537.84
	21331	03/14/2022	V60709	DBS Financial Services LLC	0.00	1,199.77
	21332	03/14/2022	V60089	Dime Oil Company LLC	0.00	1,883.30
	21333	03/14/2022	E00096	Duffy, Margaret	0.00	26.91
	21334	03/14/2022	V61671	Environmental Systems Corp.	0.00	292.00
	21335	03/14/2022	V00159	Eversource Energy	0.00	4,331.99
	21336	03/14/2022	V54168	First Student, Inc	0.00	165,004.37
	21340	03/14/2022	E00779	Fry, Cheryl	0.00	447.00
	21341	03/14/2022	V61236	Gateway Enterprise Corporation	0.00	231.00
	21342	03/14/2022	V02758	Gengras Center	0.00	2,729.50
	21343	03/14/2022	V54081	Graduate Pest Solutions, Inc.	0.00	166.00
	21344	03/14/2022	V00511	Granger	0.00	230.98
	21345	03/14/2022	V60804	Granite City Electric Supply	0.00	99.10
	21346	03/14/2022	V62781	Great Minds PBC	0.00	1,121.86
	21347	03/14/2022	V53228	Hefft Jones Inc.	0.00	865.39
	21348	03/14/2022	V60090	High Grade Gas Service, Inc	0.00	3,145.37
	21349	03/14/2022	V00564	Hillyard-New England	0.00	268.33
	21350	03/14/2022	V21177	Home Depot CRC	0.00	566.83
	21351	03/14/2022	V52848	Intensive Education Academy, Inc.	0.00	7,067.01
	21352	03/14/2022	V00999	J. W. Pepper & Son, Inc.	0.00	39.99
	21353	03/14/2022	V51502	Jostens, Inc.	0.00	2,314.20
	21354	03/14/2022	V61604	Kelly Refrigeration & Freezer	0.00	475.00
	21355	03/14/2022	V000013	King, Erin Vivero	0.00	225.00
	21356	03/14/2022	V00039	Leonards Auto Parts Co.	0.00	74.32
	21357	03/14/2022	E00815	Loftus, Christian	0.00	249.06
	21358	03/14/2022	V60467	MFAC, LLC	0.00	1,329.75
	21359	03/14/2022	V62785	MAB Plumbing and Heating	0.00	1,937.00
	21360	03/14/2022	E00206	MacFeat, James	0.00	294.00
	21361	03/14/2022	V61444	Morgan Stanley	0.00	49,534.00
	21362	03/14/2022	V60104	Nixon Company Inc., The	0.00	230.75
	21363	03/14/2022	V61485	Notable, Inc (Kamii)	0.00	3,567.00
	21364	03/14/2022	V60983	OMNI Group, The	0.00	16.00
	21365	03/14/2022	V61412	Overdrive Education	0.00	1,000.00
	21366	03/14/2022	V53914	Pitney Bowes, Inc.	0.00	105.00
	21367	03/14/2022	V62718	Popco Service Inc	0.00	235.00
	21368	03/14/2022	V52074	Really Good Stuff, Inc.	0.00	256.80
	21369	03/14/2022	V000015	Savage, Michael	0.00	600.00

Somers Board of Education General Budget Treasury Warrant

Report # 73301

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	21370	03/14/2022	V01292	School Specialty, LLC	0.00	456.38
	21371	03/14/2022	V61373	Somers Star Hardware	0.00	337.71
	21372	03/14/2022	V01591	Town of Somers	0.00	4,085.96
	21373	03/14/2022	V60407	Trane U.S. Inc	0.00	1,522.62
	21374	03/14/2022	V60819	Turf Products	0.00	3,062.33
	21375	03/14/2022	V53987	U.S. Bank Equipment Finance, Inc	0.00	2,592.91
	21376	03/14/2022	V62722	United Healthcare Insurance Company	0.00	201,672.27
	21377	03/14/2022	V61140	Van Pool Transportation LLC	0.00	7,284.00
	21378	03/14/2022	V54059	Verizon Wireless	0.00	522.59
	21379	03/14/2022	V60464	VEX Robotics Inc	0.00	2,499.00
	21380	03/14/2022	V53413	W.B. Mason Co., Inc.	0.00	214.17
	21381	03/14/2022	V61410	Cardmember Service	0.00	1,032.97
	21382	03/14/2022	M02418	Willco Sales and Service, Inc.	0.00	3,662.00
	21383	03/14/2022	V60943	Zoro Tools Inc	0.00	198.36
Totals:					<u>0.00</u>	<u>\$548,086.40</u>

71 Checks Listed.

Somers Board of Education General Journal Register

Report # 73300
Batch: 47955
Transaction: N/A
Show Summary Only: Yes

Batch # 47955	Control Total \$548,086.40	Status Posted	Created By Lbergarni	Created On 03/07/2022	Last Updated By Lbergarni	Last Updated On 03/10/2022
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Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
March, 2022					
Generated Distributions					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			535,715.82	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	535,715.82
	Total Generated Distributions			\$535,715.82	\$535,715.82
User-Entered Distributions					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	548,086.40
10-000-1-9-99-999-000-00-5-01695	COVID-19		Yes	475.00	0.00
10-100-2-2-14-241-611-01-5-00155	K-5 - GENERAL SUPPLIES			89.00	0.00
10-100-2-2-16-242-611-01-5-00722	K-5 - LANGUAGE ARTS SUPPLIES			1,121.86	0.00
10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			126.76	0.00
10-100-2-3-20-214-112-01-5-01706	MA - MUSIC INST COACHES			825.00	0.00
10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			39.99	0.00
10-100-2-4-02-242-611-01-5-00165	HS - ART SUPPLIES			87.48	0.00
10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			299.28	0.00
10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			494.07	0.00
10-100-8-3-66-910-730-01-5-01335	MA - TECH ED CAPITAL OUTLAY			37.48	0.00
10-100-8-4-66-910-730-01-5-00965	HS - TECH ED CAPITAL OUTLAY		Yes	2,852.17	0.00
10-100-8-5-66-910-730-04-5-00843	SW - CAPITAL OUTLAY TECHNOLOGY			41,370.00	0.00
10-120-9-9-88-955-500-14-5-01708	SP ED - OOD OCC THERAPY SERV		Yes	46.25	0.00
10-120-9-9-88-955-500-14-5-01709	SP ED - OOD PHY THERAPY SERV		Yes	327.75	0.00
10-120-9-9-98-955-330-02-5-01674	SP ED - CONTRACTED SERVICES		Yes	2,708.75	0.00
10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			744.08	0.00
10-213-3-5-48-412-112-02-5-00319	SW - NURSE SUBTTUTE		Yes	322.00	0.00
10-213-3-5-50-251-322-02-5-01693	SW - NURSE PROF DEV			447.00	0.00
10-213-3-5-50-251-322-02-5-01695	K-5 - TRAVEL/IN-SERVICE			148.12	0.00
10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			26.91	0.00
10-221-1-5-50-251-322-05-5-00297	CO - ADMINISTRATION WORKSHOP			100.85	0.00
10-221-2-5-50-251-322-01-5-00300	CURRICULUM DEVELOPMENT		Yes	400.00	0.00
10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			1,000.00	0.00
10-222-2-5-14-233-611-03-5-00150	SW - EDUCATIONAL SOFTWARE		Yes	3,567.00	0.00
10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES		Yes	16.00	0.00

Somers Board of Education General Journal Register

Report # 73300

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
47955	\$548,086.40	Posted	Lbergamini	03/07/2022	Lbergamini	03/10/2022
10-231-1-5-74-134-590-10-5-00050		B.O.E. - PUBLICATIONS			45.00	0.00
10-232-6-5-66-830-440-04-5-00525		CO - COPIER RENTAL			648.22	0.00
10-232-6-5-66-830-440-04-5-00526		CO - POSTAGE METER			105.00	0.00
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
10-240-7-4-54-880-690-07-5-00274		HS - GRADUATION			3,179.59	0.00
10-259-1-2-40-123-590-04-5-00015		K-5 - FORMS & PRINTING			256.80	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 - BUILDING REPAIRS			1,164.48	0.00
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			82.52	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			165.08	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE			16.18	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			173.96	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			592.86	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			441.13	0.00
10-260-5-6-62-722-430-08-5-00422		K-5 - SEPTIC TANK			100.00	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			3,459.62	0.00
10-260-5-6-62-722-430-08-5-00435		SW - THERMOSTAT/CONTROLS			510.77	0.00
10-260-5-6-62-722-430-08-5-00438		HS - SEPTIC TANK			50.00	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			3,587.00	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			778.05	0.00
10-260-5-6-62-722-430-08-5-00445		SW - TOOL SUPPLY			91.94	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			432.63	0.00
10-260-5-6-62-722-430-08-5-00451		SW - MOWER MAINTENANCE			3,062.33	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			166.00	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			260.98	0.00
10-260-5-6-62-722-430-08-5-00886		SW - PLUMBING SUPPLIES			232.62	0.00
10-260-5-6-62-722-430-08-5-01646		SW - SECURITY			71.76	0.00
10-260-5-6-64-641-620-05-5-00354		K-5 - FUEL #2			441.28	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			5,531.76	0.00
10-260-5-6-64-643-690-05-5-00369		K-5 - PROPANE GAS			805.27	0.00
10-260-5-6-64-643-690-05-5-00372		HS - PROPANE GAS			2,340.10	0.00
10-260-6-5-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			5,910.14	0.00
10-270-4-5-84-521-510-12-5-00325		TRANSPORTATION - ELEMENTARY			59,934.70	0.00
10-270-4-5-84-521-510-12-5-00326		TRANSPORTATION - SECONDARY			83,695.71	0.00
10-270-4-5-84-521-627-12-5-00327		BUS FUEL			3,280.25	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			2,002.00	0.00
10-270-9-9-84-522-510-12-5-00329		SP ED - VANS			12,442.73	0.00

Somers Board of Education General Journal Register

Report # 73300

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
47955	\$548,086.40	Posted	Lbergamini	03/07/2022	Lbergamini	03/10/2022
10-270-9-9-84-522-510-12-5-00332		SP ED - ADDITIONAL MILEAGE		Yes	7,284.00	0.00
10-279-4-4-42-530-580-06-5-00337		HS - ATHLETIC TRIPS			6,929.23	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES		Yes	2,247.73	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,682.27	0.00
10-280-6-5-82-820-200-13-5-00855		PENSION		Yes	49,534.00	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			201,672.27	0.00
10-320-7-4-42-880-690-06-5-00595		HS - ATHLETIC SUPPLIES			2,988.21	0.00
10-320-7-4-42-880-690-06-5-00601		HS - ATHLETIC AWARDS			230.75	0.00
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET		Yes	9,045.48	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			9,796.51	0.00
Total User-Entered Distributions					<u>\$548,086.40</u>	<u>\$548,086.40</u>
Total for March, 2022					<u>\$1,083,802.22</u>	<u>\$1,083,802.22</u>
Grand Total for Batch # 47955					<u>\$1,083,802.22</u>	<u>\$1,083,802.22</u>

325 Transactions Listed.

NOTES: Update based on state statute

DBS CODE: 4118.11

PERSONNEL - CERTIFICATED/NON-CERTIFICATED

Nondiscrimination:

The conditions or privileges of employment in this school district, including the wages, hours, terms and benefits, shall be applied without regard to race, color, religion, age, sex, sexual orientation, gender identity or expression, national origin, marital status, national origin, ancestry, physical disability, present or past history of mental disorder, developmental disability, pregnancy or age. Veteran status, or genetic information, except in the case of occupational qualification. The Board of Education seeks to extend the advantages of public education with full equality of educational opportunity to all pupils and personnel. Neither the Board nor any employee, nor any other person may aid or compel the performance of an unfair labor practice as defined by law. For purposes of this policy, genetic information means the information about genes, gene products or inherited characteristics that may derive from an individual or family members.

The District recognizes that it is a discriminatory practice to request or require, on an initial employment application, a prospective employee's age, date of birth, dates of attendance at or date of graduation from an educational institution on an initial employment application, unless requesting or requiring such information is based on a bona fide occupational qualification or need, or when such information is required to comply with any provision of state or federal law.

Harassment:

No member of the Board or any agent of the Board or any agent of any employee organization may harass any employee or person seeking employment or any member on the basis of sex. " Sexual harassment is defined in Conn. Gen. Stat. §46a-60(b)(8) as any unwelcome sexual advances or request for sexual favors or any conduct of a sexual nature when: (A) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (B) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or, (C) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Discipline:

No employee will be disciplined, reprimanded, reduced in rank or compensation or deprived of any profession advantage without just cause.

Association Membership:

No employee shall suffer any professional disadvantage by reason of the employee's membership in an employee association or participation in its lawful activities.

Grievances:

No employee, employee association representative, member of any employee organization or any other participant in a grievance procedure shall suffer reprisals in any way or suffer any professional disadvantage by reason of his/her being opposed to any unfair labor practices or because of participation in the processing of any grievance. The Superintendent will provide procedures for alleged violations of Board policies, administrative regulations, Title IX, the Equal Educational Opportunity Act and school district operations in general when not otherwise covered in employee organization agreements.

Cross Reference in Manual: [0521](#), [4111](#), 4211, [4135](#), 4234.4

Legal Reference: Connecticut General Statutes

[31](#)-127 Procedure

[31](#)-127a Injunctive powers

[31](#)-128 Enforcement of orders. Appeals

Title VII Civil Rights Act as amended by Title IX

Equal Employment Act.

80-285 An Act Concerning Harassment As An Unfair

Employment Practice.

Legal References: Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.

Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e et seq.

Title IX of the Education Amendments of 1972, 20 USCS § 1681, et seq.

Age Discrimination in Employment Act, 29 U.S.C. § 621

Americans with Disabilities Act, 42 U.S.C. § 12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794

Title II of the Genetic Information Nondiscrimination Act of 2008, Pub.L. 110 233, 42 USC 2000ff; 34 CFR 1635

Connecticut General Statutes

[10](#)-153 Discrimination on basis of marital status

[46a](#)-51 Definitions (as amended by PA 17-127)

[46a-58](#) Deprivation of rights. Desecration of property. Placing of burning cross or noose on property. Penalty. (as amended by PA 17-127)

[46a-60](#) Connecticut Fair Employment Practices Act (as amended by PA 17-127)

[46a-81a](#) Discrimination on basis of sexual orientation: Definitions

[46a-81c](#) Sexual orientation discrimination: Employment.

Public Act 11-55, An Act Concerning Discrimination.

Adopted: May 11, 1981

Revised: May 27, 2008

July 9, 2009

March 12, 2018

September 28, 2020

NOTES: Recommend updating the entire policy based on CABE's model policy so that we are in compliance with state statute

DBS CODE: 4118.231

DBS CODE: 4218.221

PERSONNEL – CERTIFIED/NON-CERTIFIED:

Drug Free Workplace & Drug Free Schools & Community Act:

A) Introduction

~~The Somers Board of Education is committed to providing a safe and healthy work environment. Specifically the Board stresses the need for workers to be drug free in order that the most effective learning experiences may take place. In accordance with the Drug Free Workplace Act of 1988, the Board has established a drug free policy that represents an integral part of the Somers Public Schools Drug, Alcohol and Tobacco Prevention Program. The Somers Board of Education further states that they will provide employee assistance programs if requested. In addition, information regarding the dangers of drug usage at the workplace will be provided to their employees. Where applicable, utilization of drug rehabilitation services will not jeopardize an employee's job and will be treated confidentially. This statement will be in effect unless the health, safety and well-being of students is in question.~~

~~The Somers Board of Education reserves the right to use any extraordinary measures deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein. The Somers Board of Education will review its program biannually to determine its effectiveness, to implement changes to the program if they are needed, and to ensure that the sanctions set forth in the administration regulations are consistently enforced.~~

~~Any Somers Board of Education employee is in violation of this policy if on school grounds, in school owned vehicle, in a school facility or at a school sponsored activity either on or outside the school campus he/she is under the influence of alcohol, drugs or mood altering substance; or unlawfully manufactures, possesses, uses, dispenses, distributes, sells or aids in the procurement of alcohol, narcotics, restricted drugs, mood altering substances or any substances purported to be a restricted substance or drug paraphernalia. Said employee shall be subject to discipline up to and including termination, referral for prosecution and intervention pursuant to the provisions and procedures outlined in this policy.~~

~~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.~~

B) Policy

~~The unlawful manufacture, distribution, dispensation, possession or use of a controlled substance and/or alcohol is prohibited in all school buildings and grounds, school sponsored activities, properties, and vehicles owned by or under the direction of the Somers Board of Education. Appropriate disciplinary actions will be taken by the Somers Board of Education against employees for the violation of this prohibition.~~

~~["Controlled substance" for purposes of this statement means a controlled substance listed in schedules I through V of section 202 of the Controlled Substance Act (21 U.S.C. Section 812), and as further defined and amended by federal regulations (21 C.F.R. Sections 1300.11 through .15). This list includes, but is not limited to, marijuana, heroin, PCP, cocaine and amphetamines.]~~

~~C) Procedure~~

~~A requirement of employment for work under grants received by the Somers Board of Education from any federal agency is that each employee directly engaged in the performance of work funded by such a grant will:~~

- ~~a. Abide by the terms of this policy.~~
- ~~b. Notify the Somers Board of Education of his or her criminal drug statute conviction for any violation occurring in the workplace of the Somers Board of Education no later than 5 days after such conviction.~~
 - ~~1. "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violation of the Federal or State (including the District of Columbia) criminal drug statutes.~~
 - ~~2. "Criminal drug statute" means a criminal statute involving manufacture, distribution, dispensation, use or possession of any controlled substance.~~
- ~~c. Disciplinary action will be taken against any employee so convicted. Within 30 days after receiving notice of the conviction:~~
 - ~~1. The Somers Board of Education will take appropriate disciplinary action against such employee, up to and including non-renewal or termination of the individual's employment contract or;~~
 - ~~2. The Board of Education will require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purpose by a federal, state, or local health, law enforcement or other appropriate agency.~~

~~This notice supplements, and does not replace, personnel rules applicable to all employees of the Somers Board of Education.~~

~~Legal Reference: Drug Free Workplace Act. 102 Stat. 4305-4308~~

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

~~21 U.S.C. 812, Controlled Substances Act I-V, 202~~

~~21 C.F.R. 1300.11-1300.15 regulation~~

~~54 Fed. Reg. 4946 (1989)~~

~~Connecticut General Statutes~~

~~1-21b Smoking prohibited in certain places~~

~~19-443(6) Exception~~

~~**Adopted: September 11, 1989**~~

~~**Revised: September 24, 1990**~~

~~**Revised: September 23, 1991**~~

~~**February 22, 1999**~~

~~**July 9, 2009**~~

Personnel – Certified/Non-Certified

Alcohol, Drugs and Tobacco

Drug and Alcohol-Free Workplace

The Somers Board of Education is concerned with maintaining a safe and healthy working and learning environment for all staff and students. The Board recognizes the importance of maintaining an environment for its staff and students that is drug and alcohol free. Reasonable steps will be taken to create a safe workplace free from the effects of alcohol, second-hand smoke and drug use/abuse.

Employees must abide by the terms of this policy as a condition of employment. This policy is adopted in accordance with state law and the Drug Free Workplace Act.

I. Prohibited Behavior

To help maintain a drug-free school, community, and workplace, the following conduct is strictly prohibited of all District employees and volunteers. An employee who violates this policy may be required to successfully complete an appropriate rehabilitation program, may not be renewed or his/her employment may be suspended or terminated.

- A. Reporting to work or the workplace under the influence of alcohol, illegal and/or controlled substances including marijuana (cannabis) and anabolic steroids;
- B. Manufacturing, selling, delivering, soliciting, consuming, using, possessing, or transmitting alcohol in any amount or in any manner on District property or a District workplace at any time while students are under the supervision of the District, or when involved as an employee in a District activity on or off school district property;
- C. Unlawfully manufacturing, distributing, dispensing, possessing, or using a controlled substance in a District workplace; including marijuana (cannabis) and anabolic steroids;
- D. Using the workplace, District property or the staff member's position within the District to make or traffic alcohol, illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids;
- E. Using, possessing or transmitting illegal and/or controlled substances, including marijuana (cannabis) and anabolic steroids in a manner that is illegal or which impairs job performance or poses a hazard to the safety and welfare of the employee, the public, the students, or other employees; and

- F. Smoking or other use of tobacco products on school property during regular school hours, on transportation provided by the Board of Education, or during the course of any trip sponsored by the Board or under the supervision of the Board or its authorized agent.

II. Use of Prescription Drugs

- A. Employees are permitted to use prescription drugs on school property, or during the conduct of Board business, that have been prescribed by a licensed medical practitioner. Such drugs shall be used only as prescribed. In addition, employees shall not possess prescription drugs for the purpose of sale or distribution.
- B. However, the Somers Board, in compliance with C.G.S. 21a-408a through 408q, prohibits the palliative use of marijuana on school property, at a school-sponsored event, or during the conduct of Board business. Employees are prohibited from being under the influence of intoxicating substances, including marijuana used for palliative purposes, during the work day.

III. Smoking

- A. The Somers Board prohibits smoking, including smoking using an electronic nicotine delivery system (e.g., e-cigarettes), and the use of tobacco products on school property or at any school-sponsored activity. This ban applies to any area of the workplace and outside within 25 feet of a doorway, operable window or air intake vent.
- B. The workplace smoking ban also applies to cannabis, hemp, and e-cigarette use, involving cannabis.
- C. The District will not make accommodations for an employee or be required to allow an employee to perform his/her duties while under the influence of cannabis or allow the employee to possess, use or otherwise consume cannabis while performing his/her employment duties.

IV. Notification Requirements

- A. Any staff member who is taking prescribed or over-the-counter medications will be responsible for consulting the prescribing physician and/or pharmacist to ascertain whether the medication may interfere with the safe performance of his/her job. If the use of a medication could compromise the safety of the staff member, other staff members, students or the public, it is the staff member's responsibility to use appropriate personnel procedures (e.g., use leave, request change of duty, or notify his/her supervisor of potential side effects) to avoid unsafe workplace practices. If a staff member notifies his/her supervisor that the use of medication could compromise the safe performance of his/her job, the supervisor, in conjunction with his/her superior, will determine whether the staff member can remain at work and whether any work restrictions will be necessary.
- B. As a condition of employment, each employee will notify his or her supervisor of a conviction under any criminal drug statute. Such notification will be provided no later than five (5) days after such conviction. The District will inform the federal granting agency within ten (10) days of such conviction, regardless of the source of the information.

- C. District employees are directed to report any suspected violation of this policy to an administrator or directly to the Superintendent of Schools or his/her designee. The Superintendent or designee will investigate the allegation and meet with the alleged violator.
- D. All employees will be notified of this policy on a yearly basis and instructed to recognize that compliance is mandated.
- E. This policy shall be made known to prospective employees prior to employment.

V. Disciplinary Action Upon Violation of Policy

- A. An employee who violates this policy may be subject to disciplinary action, consistent with applicable state and federal laws, up to and including termination. Enrollment and successful completion of an appropriate drug or alcohol-abuse, employee-assistance rehabilitation program may be required at the discretion of the administration, at the employee's expense. Nothing in this policy will be construed to guarantee reinstatement of any employee who violates this policy, nor does the District incur any financial obligation for treatment or rehabilitation required as a condition of eligibility for reinstatement.
- B. The Somers Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within thirty (30) days after receiving notice of the conviction.
- C. Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of \$5,000 or more, the Superintendent shall notify the appropriate State or Federal agency from which the District receives contract or grant monies of the employee's conviction within ten (10) days after receiving notice of the conviction.
- D. The District may notify law enforcement agencies regarding a staff member's District deems appropriate.

Legal Reference: Connecticut General Statutes
P.A. 21-1 (June Spec. Session) An Act Concerning Responsible and Equitable
Regulation of Adult-Use Cannabis
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.
Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. §7101-
71187 (as amended by Title IV – 21st Century Schools)
Drug-Free Workplace Act, 30 ILCS 580/1 et. seq.
Drug-Free Workplace Requirements for Federal Grant and Recipients 41
U.S.C. 8103.

Adopted: September 11, 1989

Revised: September 24, 1990

Revised: September 23, 1991

February 22, 1999

July 9, 2009