

Somers Board of Education Meeting

Monday, September 9, 2024 7:00 PM

Somers Board of Education Chambers, 1 Vision Boulevard, Somers, CT 06071

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ELECTION OF OFFICERS**
Dr. Galloway will begin by opening nominations for BOE Chair.
4. **APPROVAL OF MINUTES**
 1. Approval of the August 26, 2024 BOE Minutes 3
The Board to review and approve the minutes from the August 26, 2024 Board meeting.
5. **ADMINISTRATIVE REPORTS**
 1. Superintendent Update
 2. HVAC Update
Representatives from Colliers, Gilbane and C.E.S. will be present to update the Board on the HVAC project.
 3. Monthly Budget Report 9
Stephanie Levin, Director of Business Services, will update the Board on the monthly budget.
6. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
7. **CONSENT AGENDA**
 1. Warrant of September 9, 2024 10
The Board will review and consent to the warrant of September 9, 2024.
 2. Resignation
Erin Murray, SHS Administrative Assistant to the Assistant Principal, is resigning effective September 13, 2024. Erin has worked for SPS for one year.
 3. Retirement
Meg Duffy, Somers High School Career Specialist, will retire on or about January 15, 2025 (the conclusion of the first semester). Meg has been with SPS for 27 years. She was initially hired as a consultant to develop a school-to-career program. The program was formally adopted by the BOE in 2000.
 4. DBS Code 5112 - Ages of Attendance 14
 5. DBS Code 5121.3 - Academic Dishonesty 18
 6. DBS Code 6148 - FAFSA Completion Program 19
 7. DBS Code 7230.2 - Indoor Air Quality 21
8. **OLD BUSINESS**
9. **NEW BUSINESS**
 1. BOE Committees/Representatives
Board members are to inform the Board Chair on which committee they would like to represent.
10. **COMMITTEE REPORTS**
 1. Curriculum
 2. Policy
 3. Planning/Finance
 4. Salary & Negotiations
 5. Building
11. **CABE/CREC/State Dept. of Ed./SEF**
12. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
13. **EXECUTIVE SESSION**
The Board to enter into Executive Session and invite Dr. Galloway into Executive Session to discuss the format of the Superintendent Evaluation.

14. ADJOURNMENT

Somers Board of Education Regular Meeting
Somers Board of Education Chambers
Monday, August 26, 2024
7:00 PM

(The recorded livestream may be viewed on SPS' YouTube channel on the school website)

Present BOE Members: Anne Kirkpatrick, Mike Briggs, Dr. Ed DePeau, JT Galloway, Shane Manning, Jan Martin, Kim Radziewicz, Carl Stebbins

Absent BOE Member: Derek Zelek

Others: Dr. Sam Galloway, Scott Czerwinski, Julie Hinkley, Stephanie Levin, Heidi McCarthy, Ken McCarthy, Gina Olearczyk

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. AWARDS & RECOGNITION

3.1. Ken McCarthy, National Interscholastic Lacrosse Coaches Association 2024 Coach of the Year

Rationale: Ken McCarthy will be recognized as the National Interscholastic Lacrosse Coaches Association 2024 Coach of the Year.

Discussion: Coach Ken McCarthy was recognized as the National Interscholastic Lacrosse Coaches Association 2024 Coach of the Year.

SPS Athletic Director, Scott Czerwinski, noted that Coach McCarthy has led teams to numerous championship titles. He highlighted Coach McCarthy's ability to serve as an outstanding role model for student athletes. Coach McCarthy demonstrates integrity on and off the field. He prepares students for college, the military, the work force, and to be upstanding community members.

Coach McCarthy was humbled and honored to receive the recognition. He noted that his success as a coach is largely the result of teamwork among players, supportive parents and administrators, and amazing assistant coaches throughout the years. He values the relationships he has built with his players and their families. He thanked his wife, son and parents who attend many games.

Board Member Carl Stebbins noted that Coach McCarthy has the highest winning percentage as a basketball coach in the history of the district. He shared that Coach McCarthy can coach any sport and make an impact. Board Member Jan

Martin also shared positive words about Coach McCarthy, who coached her son in soccer years ago.

4. APPROVAL OF MINUTES

4.1. Approval of the July 8, 2024 BOE Minutes

Rationale: The Board to review and approve the minutes from the July 8, 2024 Board meeting.

Motion to approve minutes of July 8th Board of Education Meeting. This motion, made by Kim Radziewicz and seconded by JT Galloway, Carried. **Yea: 8, Nay: 0, Absent: 1 (Derek Zelek)**

4.2. Approval of the July 25, 2024 Special BOE Meeting Minutes

Rationale: The Board to review and approve the minutes from the July 25, 2024 Board meeting.

Motion to approve minutes of July 25th Special Board of Education Meeting. This motion, made by Jan Martin and seconded by Kim Radziewicz, Carried. **Yea: 6, Nay: 0, Absent: 1 (Derek Zelek), Abstain: 2 (Mike Briggs, Carl Stebbins)**

5. ADMINISTRATIVE REPORTS

5.1. Superintendent Update

Superintendent Galloway shared that SPS is fully staffed for the start of the 2024-25 school year. The projected student enrollment for the first day of school on September 3rd is 1,384 students. The district goals are to improve student achievement, provide meaningful professional development opportunities and to continue to instill accountability related to actions. Student focus areas continue to be communication, collaboration, creativity and critical thinking through collective efficacy.

The building committee met almost every two weeks over the summer to discuss the SES HVAC project. Decisions will need to be made regarding the project's scope. One option is to bring the building into compliance with state air quality standards with no variable refrigerant flow systems at the cost of \$9.6 million. This would mean no additional air conditioning units would be added. Adding air conditioning units would increase the cost of the project to \$12.7 million. The original projected cost in July 2023 was \$9.4 million. SPS was awarded a state HVAC grant in the amount of \$5.8 million. The grant will significantly help reduce the project cost. Further updates will be provided. The next Building Committee meeting is on 8/28/24.

The town previously voted and approved the project for \$9.4 million, which included the additional air conditioning units. However, the cost has increased. The maximum amount that can be spent is \$10.5 million, with or without grants. If the final cost is above \$10.5 million, the project would need to go back to

referendum. An additional \$2.5 million would need to be approved for the project to be completed as originally described.

The Project Manager, Cost Estimator Reviewer and the design company will be present at the Board of Selectmen meeting on 8/29/24 to field questions from the Board.

A discussion ensued regarding the timeline of the project.

5.2. FY24 Student Activity Report

Rationale: Stephanie Levin, Director of Business Services, will provide the FY24 Student Activity Report.

Discussion: Stephanie Levin shared the student activity report that includes special revenue accounts. Some accounts are in the negative as of June 30th, however these accounts were trued up over the summer.

5.3. FY24 End of Year Report

Rationale: Stephanie Levin will update the Board on the FY24 End of Year Report.

Discussion: Stephanie Levin shared the fiscal 2024 end of year report. The remaining balance at the end of the fiscal year was \$6,919.74. Auditors will be in during the months of October and December. This figure has already been reported to the town and will be reported to the state this week.

5.4. July 2024 Financial Report

Rationale: Stephanie Levin will discuss the financial report from July 2024.

Discussion: Stephanie Levin shared the July 2024 Financial Report. Encumbering, ordering and adjustments are still taking place; therefore, the numbers will change as the year progresses. Monthly reports will be shared moving forward.

6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7. CONSENT AGENDA

Motion to approve Consent Agenda. This motion, made by Mike Briggs and seconded by Carl Stebbins, Carried. **Yea: 8, Nay: 0, Absent: 1 (Derek Zelek)**

7.1. Warrant of June 28, 2024 (part 2)

Rationale: The Board to review and consent to the warrant of June 28, 2024 (part 2).

7.2. Warrant of June 28, 2024 (part 3)

Rationale: The Board to review and consent to the warrant of June 28, 2024 (part 3).

7.3. Warrant of July 15, 2024

Rationale: The Board to review and consent to the warrant of July 15, 2024.

7.4. Warrant of August 26, 2024

Rationale: The Board to review and consent to the warrant of August 26, 2024.

7.5. Leave of Absences

Rationale:

- Breana Flaherty, SES Special Education Teacher, will be taking a leave of absence approximately February 5, 2025 for 12 weeks.
- Ashley Scibelli, Grade 5 Teacher, will be taking a leave of absence approximately February 4, 2025 through the end of the school year.
- Denise Collins, SHS English Teacher, will be taking a leave of absence approximately December 28, 2024 through March 21, 2025.

7.6. Resignations

Rationale:

- Emily Byam, SHS Paraeducator, is resigning effective immediately.
- Angela Hess, SHS Entrance Monitor, is resigning effective immediately.
- Shawna Archambault, SES Paraeducator, is resigning effective immediately.

8. OLD BUSINESS

9. NEW BUSINESS

9.1. FY24 Budget Transfers

Rationale: The Board to approve the FY24 budget transfers. Stephanie Levin, Director of Business Services, will be available to answer any questions.

Motion to approve the budget transfers for the 2023-2024 Budget. This motion, made by Kim Radziewicz and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1 (Derek Zelek)**

Discussion: The district has moved to quarterly budget transfers. Board policy states that all individual accounts must be within \$10,000 of budget for salaries, benefits, and utilities. All other accounts must be within \$5,000 of budget.

The Benefits Dental Insurance line is a large amount. Prior to fiscal year 2024, the district dental insurance was self-funded. A bank account was used to manage this system. At the end of fiscal year 2023, the district moved to the state dental plan. Money was left in the bank account to cover claims through 12/31/23. Approximately \$88,000 was left in the account after claims were paid. Adjustments were made to the general budget, and the money left in the account was used to cover items from the general budget.

Substitute expenses were higher than expected. Approximately \$52,000 was needed for teacher sick/personal time and substitutes.

Transportation expenditures, particularly for special education transportation, are variable and fluctuate year to year. The estimated cost per student for transportation for a year can be as high as \$50,000. This amount is reduced for a mid-year change. The budget does not include a "buffer" to account for unexpected changes.

The next transfer will be discussed during the October meeting.

9.2. DBS Code 5112 - Ages of Attendance

9.3. DBS Code 5121.3 - Academic Dishonesty

9.4. DBS Code 6148 - FAFSA Completion Program

9.5. DBS Code 7230.2 - Indoor Air Quality

10. COMMITTEE REPORTS

10.1. Curriculum

The next meeting will be held on 9/9/24 at 5:30 p.m.

10.2. Policy

The next meeting will be held on 9/23/24 at 6:00 p.m.

10.3. Planning/Finance

The committee met on 8/26/24 to review budget transfers, the upcoming budget year, and the non-lapsing account. The next meeting will be held on 10/28/24 at 6 p.m.

10.4. Salary & Negotiations

This committee is on hold.

11. CABE/CREC/State Dept. of Ed./SEF

CABE recently shared a webinar reviewing the new recommendations from the State Department of Education regarding new cell phone guidelines.

CREC was on hold through the summer. The next meeting is in mid-September.

The next SEF meeting will be held in mid-September. Some Board members attended the SEF 20 year celebration in August.

12. AUDIENCE TO CITIZENS/STAFF/STUDENTS

Community member, Gina Olearczyk, shared her concerns regarding the HVAC project. She expressed her disappointment that the youngest students and staff members have to work in an uncomfortable environment, as Spring temperatures have been rising. She is hopeful for a positive solution.

Community member, Julie Hinkley, expressed concerns about the transportation policy. She recently examined the policy after requesting a bus stop change. Ms. Hinkley noted that the current policy has not been updated since 2011. The policy allows elementary students to walk up to 1 mile to the school or bus stop, middle school students to walk up to 1.5 miles, and high school students up to 2 miles. She worries that First Student could challenge the policy, even though long distances are not the current norm. She expressed concerns over students walking for excessive lengths of time and student safety that could be jeopardized under the current policy. She encouraged the Board to review the policy.

13. EXECUTIVE SESSION

Rationale: The Board to enter into Executive Session and invite Dr. Galloway into Executive Session to discuss the format of the Superintendent Evaluation.

Motion to go into Executive Session to discuss the Superintendent evaluation format and invite Dr. Galloway into the Executive Session at 7:41 p.m. This motion, made by Kim Radziewicz and seconded by JT Galloway, Carried. **Yea: 8, Nay: 0, Absent: 1 (Derek Zelek)**

The Board exited Executive Session at 8:28 p.m.

14. ADJOURNMENT

Motion to adjourn the meeting at 8:29 p.m. This motion, made by Jan Martin and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1 (Derek Zelek)**

Jan Martin, BOE Secretary

Date

Jenna McDermott, BOE Recording Secretary

2024-2025

Monthly Report

(Through 8/31/2024)

CATEGORY	ITEM	Approved Budget	Budget Adjustment	Revised Budget	Actual Expenditures	Encumbered	Total Projection	Variance	% +/-
Salaries	Teachers	12,564,673	0	12,564,673	509,329	11,992,784	12,502,112	62,561	0.50%
	Secretaries/Paraprofessionals	2,443,503	0	2,443,503	220,613	2,043,726	2,264,338	179,165	7.33%
	Administrators	1,818,532	0	1,818,532	300,718	1,515,532	1,816,250	2,282	0.13%
	Custodians/Maintainers	981,153	0	981,153	201,039	792,193	993,232	(12,079)	-1.23%
	Other Instructional	536,473	0	536,473	57,716	476,023	533,739	2,734	0.51%
	Nurses	302,213	0	302,213	10,255	282,935	293,189	9,024	2.99%
	Medical Advisor	1,500	0	1,500	1,500	0	1,500	-	0.00%
	SUBTOTAL	18,648,047	0	18,648,047	1,301,169	17,103,192	18,404,361	243,686	1.31%
	Insurance & Benefits	Health Insurance	3,705,290	0	3,705,290	679,228	3,025,735	3,704,963	327
Social Security		577,250	0	577,250	71,962	461,985	533,947	43,303	7.50%
Pension		221,000	0	221,000	4,398	214,216	218,613	2,387	1.08%
Worker's Comp		95,030	0	95,030	22,684	72,346	95,030	-	0.00%
Property / Liability		101,905	0	101,905	31,571	70,334	101,905	-	0.00%
Long Term Disability		45,000	0	45,000	6,404	32,596	39,000	6,000	13.33%
Life Insurance		25,000	0	25,000	3,223	16,777	20,000	5,000	20.00%
School Board Legal		10,000	0	10,000	2,500	7,500	10,000	-	0.00%
Unemployment		0	0	0	45	0	45	(45)	#DIV/0!
OPEB		31,668	0	31,668	0	31,668	31,668	-	0.00%
Tuition Reimbursement		9,500	0	9,500	0	0	0	9,500	100.00%
SUBTOTAL		4,821,643	0	4,821,643	822,015	3,933,156	4,755,171	66,472	1.38%
Tuition		Special Education	964,375	0	964,375	52,619	444,773	497,392	466,983
	Non-Special Education	128,000	0	128,000	0	64,500	64,500	63,500	49.61%
	SUBTOTAL	1,092,375	0	1,092,375	52,619	509,273	561,892	530,483	48.56%
Transportation	Regular Transportation	985,820	0	985,820	824	1,107,176	1,108,000	(122,180)	-12.39%
	Special Education Transportation	461,780	0	461,780	6,938	562,414	569,352	(107,572)	-23.30%
	Athletics/Field Trips	48,300	0	48,300	0	0	0	48,300	100.00%
	SUBTOTAL	1,495,900	0	1,495,900	7,762	1,669,590	1,677,352	(181,452)	-12.13%
Utilities	Electricity	519,000	0	519,000	41,372	477,628	519,000	-	0.00%
	Fuel	160,300	0	160,300	460	159,840	160,300	-	0.00%
	Telephones	37,600	0	37,600	4,406	24,697	29,103	8,497	22.60%
	SUBTOTAL	716,900	0	716,900	46,238	662,165	708,403	8,497	1.19%
Maintenance	General/Dept Maint	723,623	0	723,623	171,979	551,644	723,623	-	0.00%
	Custodial Supplies	60,500	0	60,500	37,132	6,258	43,390	17,110	28.28%
	SUBTOTAL	784,123	0	784,123	209,111	557,901	767,013	17,110	2.18%
Instructional Resources	Books, Textbooks, Workbooks	78,985	0	78,985	54,802	4,317	59,119	19,866	25.15%
	Technology AV Materials	116,110	0	116,110	96,208	12,454	108,663	7,447	6.41%
	General & Dept Supplies	173,885	0	173,885	41,515	30,111	71,625	102,260	58.81%
	SUBTOTAL	368,980	0	368,980	192,525	46,882	239,407	129,573	35.12%
Extracurricular	Coaches	223,748	0	223,748	14,757	208,991	223,748	-	0.00%
	Activity Advisors	72,337	0	72,337	0	72,337	72,337	-	0.00%
	Athletic/Academic Act	99,250	0	99,250	11,813	45,045	56,858	42,392	42.71%
	SUBTOTAL	395,335	0	395,335	26,570	326,373	352,943	42,392	10.72%
Equipment	New and Replacement	316,850	0	316,850	199,638	75,532	275,170	41,680	13.15%
Admin Overhead	Postage, Dues, Travel, BOE Exp., etc.	198,680	0	198,680	19,719	126,694	146,413	52,267	26.31%
GRAND TOTAL		28,838,833.00	0.00	28,838,833.00	2,877,366.19	25,010,757.74	27,888,123.93	950,709.07	3.30%

As of 9/4/2024

SOMERS BOARD OF EDUCATION VOUCHER

Voucher No: 1053

Voucher Date: 09/09/2024

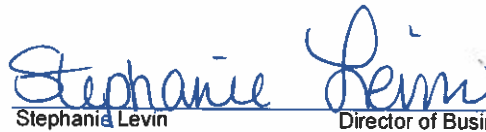
Prepared By:



Printed: 09/05/2024 10:48:51 AM

SOMERS BOARD OF EDUCATION is hereby authorized to draw warrants against SOMERS BOARD OF EDUCATION funds for the sum of \$545,770.46 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Stephanie Levin

Director of Business Services

SOMERS BOARD OF EDUCATION

Fund	Amount
10 GENERAL FUND	\$545,770.46
	\$545,770.46

Somers Board of Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: BOE AP CASH 1918032563

From Date: 9/9/2024
From Check: 25148
From Voucher: 1053

To Date: 9/9/2024
To Check: 25206
To Voucher: 1053

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25148	09/09/2024	Adelbrook Inc	\$7,350.50	1053	Printed	Expense	<input type="checkbox"/>		
25149	09/09/2024	Airex Filter Corporation	\$198.36	1053	Printed	Expense	<input type="checkbox"/>		
25150	09/09/2024	Amazon Capital Services	\$825.79	1053	Printed	Expense	<input type="checkbox"/>		
25151	09/09/2024	Anthem Blue Cross and Blue Shield	\$371,022.10	1053	Printed	Expense	<input type="checkbox"/>		
25152	09/09/2024	Brooks Environmental Consulting, LLC	\$925.00	1053	Printed	Expense	<input type="checkbox"/>		
25153	09/09/2024	CABE	\$13,182.00	1053	Printed	Expense	<input type="checkbox"/>		
25154	09/09/2024	CAPSS	\$100.00	1053	Printed	Expense	<input type="checkbox"/>		
25155	09/09/2024	Carolina Biological Supply Co.	\$162.57	1053	Printed	Expense	<input type="checkbox"/>		
25156	09/09/2024	CDW Government, Inc.	\$2,500.00	1053	Printed	Expense	<input type="checkbox"/>		
25157	09/09/2024	CHLIC	\$16,084.19	1053	Printed	Expense	<input type="checkbox"/>		
25158	09/09/2024	Cleaning Stuff	\$31.71	1053	Printed	Expense	<input type="checkbox"/>		
25159	09/09/2024	Clear Water Industries	\$233.33	1053	Printed	Expense	<input type="checkbox"/>		
25160	09/09/2024	CLG Electric LLC	\$1,828.00	1053	Printed	Expense	<input type="checkbox"/>		
25161	09/09/2024	COX Business	\$836.15	1053	Printed	Expense	<input type="checkbox"/>		
25162	09/09/2024	CT Association of School Librarians	\$100.00	1053	Printed	Expense	<input type="checkbox"/>		
25163	09/09/2024	DBS Financial Services LLC	\$2,578.86	1053	Printed	Expense	<input type="checkbox"/>		
25164	09/09/2024	DG Graphics	\$72.00	1053	Printed	Expense	<input type="checkbox"/>		
25165	09/09/2024	EAI Education	\$1,358.90	1053	Printed	Expense	<input type="checkbox"/>		
25166	09/09/2024	Elan Financial Services	\$1,467.55	1053	Printed	Expense	<input type="checkbox"/>		
25167	09/09/2024	Encore Fire Protection	\$1,145.00	1053	Printed	Expense	<input type="checkbox"/>		
25168	09/09/2024	Eversource Energy	\$6,286.00	1053	Printed	Expense	<input type="checkbox"/>		
25169	09/09/2024	Fireplace Inc (Smore)	\$1,360.00	1053	Printed	Expense	<input type="checkbox"/>		
25170	09/09/2024	FireTech	\$2,172.50	1053	Printed	Expense	<input type="checkbox"/>		
25171	09/09/2024	Flores & Associates	\$99.90	1053	Printed	Expense	<input type="checkbox"/>		

Somers Board of Education

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Fiscal Year: 2024-2025

Criteria:

Bank Account: BOE AP CASH 1918032563

From Date: 9/9/2024
From Check: 25148
From Voucher: 1053

To Date: 9/9/2024
To Check: 25206
To Voucher: 1053

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25172	09/09/2024	Gateway Enterprise Corporation	\$550.00	1053	Printed	Expense	<input type="checkbox"/>		
25173	09/09/2024	Global Industrial	\$294.75	1053	Printed	Expense	<input type="checkbox"/>		
25174	09/09/2024	Gopher Sport	\$1,083.46	1053	Printed	Expense	<input type="checkbox"/>		
25175	09/09/2024	Graduate Pest Solutions, Inc.	\$195.00	1053	Printed	Expense	<input type="checkbox"/>		
25176	09/09/2024	Infoshred, LLC	\$186.94	1053	Printed	Expense	<input type="checkbox"/>		
25177	09/09/2024	James MacFeat	\$532.91	1053	Printed	Expense	<input type="checkbox"/>		
25178	09/09/2024	John Bagioni, Meteorologist	\$1,000.00	1053	Printed	Expense	<input type="checkbox"/>		
25179	09/09/2024	Kind And Custom LLC	\$633.50	1053	Printed	Expense	<input type="checkbox"/>		
25180	09/09/2024	L&W Supply Corporation	\$780.49	1053	Printed	Expense	<input type="checkbox"/>		
25181	09/09/2024	Morgan Stanley	\$44,747.00	1053	Printed	Expense	<input type="checkbox"/>		
25182	09/09/2024	Mystery Science Inc	\$1,795.00	1053	Printed	Expense	<input type="checkbox"/>		
25183	09/09/2024	Notable, Inc (Kami)	\$4,161.50	1053	Printed	Expense	<input type="checkbox"/>		
25184	09/09/2024	Nuso, LLC	\$112.13	1053	Printed	Expense	<input type="checkbox"/>		
25185	09/09/2024	Portabull	\$300.00	1053	Printed	Expense	<input type="checkbox"/>		
25186	09/09/2024	Quizlet Inc	\$647.82	1053	Printed	Expense	<input type="checkbox"/>		
25187	09/09/2024	S.S. Trinks Steam LLC	\$4,500.00	1053	Printed	Expense	<input type="checkbox"/>		
25188	09/09/2024	Shannin Burns	\$118.31	1053	Printed	Expense	<input type="checkbox"/>		
25189	09/09/2024	Sherwin-Williams Co., The	\$109.96	1053	Printed	Expense	<input type="checkbox"/>		
25190	09/09/2024	SHI International Corp	\$5,820.00	1053	Printed	Expense	<input type="checkbox"/>		
25191	09/09/2024	Shipman & Goodwin, LLP	\$1,533.50	1053	Printed	Expense	<input type="checkbox"/>		
25192	09/09/2024	Somers Lunch Program	\$4,250.00	1053	Printed	Expense	<input type="checkbox"/>		
25193	09/09/2024	Starfall Education	\$355.00	1053	Printed	Expense	<input type="checkbox"/>		
25194	09/09/2024	Teacher's Discovery	\$25.99	1053	Printed	Expense	<input type="checkbox"/>		
25195	09/09/2024	The Hartford	\$4,835.20	1053	Printed	Expense	<input type="checkbox"/>		

Somers Board of Education

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Fiscal Year: 2024-2025

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Bank Account: BOE AP CASH 1918032563

From Date: 9/9/2024
From Check: 25148
From Voucher: 1053

To Date: 9/9/2024
To Check: 25206
To Voucher: 1053

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
25196	09/09/2024	Tobii Dynavox LLC	\$211.64	1053	Printed	Expense	<input type="checkbox"/>		
25197	09/09/2024	Town of Somers	\$1,286.19	1053	Printed	Expense	<input type="checkbox"/>		
25198	09/09/2024	Twin Lakes Consulting LLC	\$2,720.00	1053	Printed	Expense	<input type="checkbox"/>		
25199	09/09/2024	United Rentals	\$2,730.83	1053	Printed	Expense	<input type="checkbox"/>		
25200	09/09/2024	University of Oregon	\$800.00	1053	Printed	Expense	<input type="checkbox"/>		
25201	09/09/2024	US Playground Surfacing	\$2,420.00	1053	Printed	Expense	<input type="checkbox"/>		
25202	09/09/2024	Van Pool Transportation LLC	\$20,550.40	1053	Printed	Expense	<input type="checkbox"/>		
25203	09/09/2024	Verizon Wireless	\$403.79	1053	Printed	Expense	<input type="checkbox"/>		
25204	09/09/2024	W.B. Mason Co., Inc.	\$1,148.62	1053	Printed	Expense	<input type="checkbox"/>		
25205	09/09/2024	W.W. Norton and Company, Inc	\$2,462.72	1053	Printed	Expense	<input type="checkbox"/>		
25206	09/09/2024	Zoro Tools Inc	\$547.40	1053	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$545,770.46

End of Report

STUDENTS:

Ages of Attendance:

In accordance with Connecticut General Statute 10-186 the school district shall provide education for all persons , residing in the District, five years of age and older who reach age five on or before the first day September and under twenty-one years of age (age twenty-two for special education students) who have not graduated from a High School or Vocational School, except as provided in Connecticut General Statutes 10-233c and 10-233d. Additionally, according to Connecticut General Statute 10-76d (b2), special education will be provided for children who have attained the age of three and who have been identified as being in need of special education, and whose educational potential will be irreparably diminished without special education. If a special education student is being considered for an exception, the Planning and Placement Team (PPT) will make a recommendation to the administrator in charge of special education.

In order to determine a child's eligibility for ELL programs, parents/guardians of all new students enrolling for the first time and all re-enrolling students who have not previously attended a Connecticut public school must complete a Home Language Survey (HLS) at the time of enrollment. A student may also take a screening exam. The student must be enrolled first before the administration of the assessment. Neither the survey nor the exam are conditions of enrollment.

Children who apply for initial admission to the District's schools by transfer from nonpublic schools or from schools outside the District will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school Principal. After such observations and evaluations have been completed, the Principal will determine the final grade placement of the children.

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

Parents and those who have the control of children five years of age and over and under eighteen years of age, are obligated by Connecticut law to require their children to attend public day school or its equivalent in the district in which such child resides, unless such child is a high school graduate or the parent or person having control of such child is able to show that the child is elsewhere receiving equivalent instruction in the studies taught in the public schools.

The parent or person having control of a child seventeen years of age must consent to such child's withdrawal from school. ~~For the school year commencing July 1, 2011 and each school year thereafter,~~ The parent or person having control of a child seventeen years of age may consent to such child's withdrawal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. Such withdrawal form shall include an attestation from a guidance counselor or school administrator of the school that this district has provided the parent or person with information on the educational opportunities options

available in the school system and in the community. The withdrawal form must also attest that the child will be enrolled in an adult education program upon the child's withdrawal from school.

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

Enrollment

The enrollment process shall be focused on obtaining only the information deemed necessary to establish residency and age. The District shall not request other information as a condition of enrollment or state in its policies or on its websites or otherwise, that other information is required to enroll children. The District shall immediately enroll a homeless child and allow such student to attend school even if the student is unable to produce records normally required for enrollment. Additional data collection may occur, but it must be completed in such a manner that does not interfere with the enrollment of a child in school.

Each child entering the District schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations. Other documents that may be accepted as proof of a child's age include, but are not limited to, a photocopy of a birth certificate, earlier school records, state-issued identification document, driver's license or passport, parent's affidavit or unsworn statement as to a child's age, physician's certificate verifying a child's age, or immunization records.

If the parents or guardians of any children are unable to pay for such immunizations and/or physicals, the expense of such immunizations and/or physicals shall on the recommendation of the Board, be paid by the Town. Proof of domicile may also be requested by the Building Principal.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age by December 31st of any school year. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age by December 31st of any school year.

Any child entering or returning to the District from placement in a juvenile detention school, the Connecticut Juvenile Training School, or any other residential placement, shall have the educational records of such child provided to the Superintendent of Schools by the Department of Children and Families (DCF) and the Judicial Department. Such information will be shared with the Principal of the school to which the student is assigned. The Principal can disclose them to the staff who teach or care for the child.

The District will immediately enroll any student who transfers from Unified District No. 1 or Unified District No 2. A student transferring from the Unified School Districts who had previously attended school in the local District shall be enrolled in the school such student previously attended, provided such school has the appropriate grade level for the student.

Residency

The District, when determining residency, shall not request documentation of citizenship or immigration status of a child or the child's parents/guardians. The Board believes such documentation is not relevant to establishing residency.

In the establishment of residency, the Board will accept such documentation as, but not limited to, a lease agreement, mortgage document, property tax record, rent receipt, home owners insurance, current utility bill, current proof of government benefits, CT driver's license, automobile registration or insurance. An Affidavit of Residence, properly executed, shall also be acceptable.

For purposes of establishing the residency of a child of a member of the armed forces, as defined in C.G.S. 27-103, and who is seeking enrollment in a district school, in which such child is not yet a resident, the Board shall accept the military orders directing such member to Connecticut or any other documents from the armed forces indicating the transfer of such member to Connecticut as proof of residency in the District.

The above requirements are not to serve as barriers to immediate enrollment of students, designated as homeless or foster children as required by Every Student Succeeds Act (ESSA) and the McKinney-Vento Act as amended by the ESSA. The District shall work with the local child welfare agency, the school last attended, or other relevant agencies to obtain necessary enrollment documentation. The District shall immediately enroll a homeless student and allow such student to attend school even if the student is unable to produce records normally required for enrollment.

The parent/guardian of any child who is denied admission to the District's schools, or an unaccompanied minor, a student eighteen years of age or older, a homeless child or youth or an unaccompanied youth who is denied schooling on the basis of residency, or an agent or officer charged with the enforcement of the laws concerning attendance at school may request, in writing, a hearing by the Board of Education.

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

A child who has attained the age of seventeen and who has voluntarily terminated enrollment with parental consent in the District's schools and subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination unless such child seeks readmission to the District not later than ten (10) school days after such termination in which case the Board shall provide school accommodations to such child not later than three school days after such child seeks readmission.

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

Legal Reference:

Connecticut General Statutes

4-176e to 4-180a Agency hearings

4-181a Contested cases. Reconsideration. Modifications.

10-15 Towns to maintain schools

10-15c Discrimination in public schools prohibited. School attendance by five-year-olds

10-76a - 10-76g re special education

10-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive) as amended by PA-98-243, PA 00-157, PA 09-6 (September Special Session) and PA 18-15

10-186 Duties of local and regional boards of education re school attendance. Hearings. (as amended by P.A. 19-179)

P.A. 19-179 An Act concerning Homeless Students; Access to education Appeals to State Board. Establishment of hearing board

10-233a - 10-233f Inclusive; re: suspend, expel, removal of pupils

10-233c Suspension of pupils

10-233d Expulsion of pupils

State Board of Education Regulations

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

P.A. 19-179 An Act Concerning Homeless Students' Access to Education "Guidance for Connecticut School Districts: Enrollment Process and Practice," State Department of Education, December 2019.

P.A. 21-86 An Act Concerning the Enrollment of Children of Members of the Armed Forces in Public Schools and the Establishment of a Purple Star School Program

McKinney-Vento Homeless Assistance Act (PL 107-110 Sec. 1032) 42 U.S.C. §11431-11435, as amended by the ESSA, P.L. 114-95

Federal Register: McKinney-Vento Education for Homeless Children & Youths Program, Vol. 81 No. 52, 3/17/2016

Adopted: November 26, 1979

Revised: June 8, 1998

April 6, 2009

February 22, 2010

April 20, 2020

Students

Academic Dishonesty: Cheating/Plagiarism

As an academic community, which strives for excellence, the District will not tolerate academic dishonesty. Students are expected to pursue their school work with integrity and honesty. Cheating and plagiarism demonstrate a lack of integrity and character inconsistent with the goals and values of the District. Dishonesty is not merely a private matter between the teacher and student but is a concern to the entire school community.

Cheating, defined as copying another student's work and claiming it as your own and plagiarism, defined as using another person's original ideas/work or materials generated by artificial intelligence without giving credit to the true author or source, are both prohibited practices. All such materials are covered by this policy.

A student who engages in any form of academic dishonesty will be subject to the loss of credit for the work in question, as well as other disciplinary measures. Teachers shall instruct students in research and study skills appropriate to each subject, so that all students may feel confident that if they prepare, they can succeed without cheating or plagiarizing.

Each school level (Elementary, Middle, High) will develop guidelines that address violations and procedures. Rules will be reviewed by the Board of Education and the Superintendent of Schools. Guidelines will be published in all student/parent handbooks and on the District/school website.

(cf. 5114 - Suspension/Expulsion)

(cf. 5121 - Examination/Grading/Rating)

(cf. 5144 - Discipline/Punishment)

Legal Reference: Connecticut General Statutes
 10-221 Board of education to prescribe rules, policies and procedures.

Instruction

FAFSA Completion Program

The Board of Education (Board) recognizes that college, for many students, continues to be an important pathway that helps to provide students with the necessary skills for work and for lifelong learning. In addition, research has indicated the students who complete the Free Application for Federal Student Aid (FAFSA) are more likely to attend college with financial aid.

In compliance with Public Act 23-204 sections 319-320, beginning with classes graduating in 2025, graduating students must have completed a Free Application for Federal Student Aid (FAFSA), completed and submitted to a public institution of higher education an application for institutional financial aid for students without legal immigration status, or completed a waiver, on a form prescribed by the Connecticut State Department of Education (CSDE) signed by the student's parent/legal guardian or by the student if 18 years of age or older.

A principal, school counselor, teacher, or other certified educator may complete the waiver on behalf of any student if the certified educator affirms that they have made a good faith effort to contact the parent/legal guardian or student about the completion of the application.

The Board, through this policy, sets as a goal ~~a District initiative to improve the completion rates for~~ of ensuring 100% compliance for the FAFSA completion rates among grade 12 students or students in District adult education programs. This goal aims to ~~strengthen~~ ensure District efforts to improve postsecondary enrollment and student outcomes and to make it easier for students to attend postsecondary education.

The Board directs the administration to develop plans to ~~pilot and~~ initiate new strategies for 100% to increase yearly student FAFSA completion rates. The Board may accept gifts, grants, and donations, including in-kind donations, to implement this policy.

Strategies

The Board believes this goal of 100% FAFSA completion rates can be attained utilizing, but not limited to, the following strategies/considerations:

1. Design FAFSA completion initiatives according to target population's needs.
2. Establish and maintain strong partnerships with as many stakeholders as possible, with multiple organizations to assist.
3. Incorporate financial aid training into the existing curriculum.
4. Provide individualized meeting between students and staff.
5. Collect and monitor appropriate data to identify which students are not completing applications and target extra support to them.

Instruction
FAFSA Completion Program

6. Build trusting relationships with parents and the community in order to ensure students and their families feel comfortable in filling out the forms.
7. Design systems, tools and events focusing on students who might otherwise not complete an application.
8. Provide a network of resources to support school counselors and teachers.
9. Raise awareness about FAFSA, prior to senior year.
10. Provide sufficient and easily accessible resources on district/school websites.
11. Offer school-day and evening support for students and their parents/guardians.
12. Create a FAFSA student/parent portal pertaining to FAFSA.
13. Use existing programs and forums, such as advisor periods, college and career planning seminars, parent meetings etc. to provide assistance.
14. Stress financial aid is for technical, two and four -year schools.
15. Build a school or campus-based FAFSA team to monthly review data and discuss and implement strategies to reach students.
16. Partner with local postsecondary institutions.

As required, the Board will publish and make available on the District website the annual FAFSA student completion rate for the graduating class of each high school within the District.

Legal Reference: Connecticut General Statutes

P. A. 21-199 An Act Concerning Various Revisions and Additions to the Statutes Relating to Education and Workforce Development, Sect. 6, 7, 8.

Public Act 23-204 An Act Concerning the State Budget for the Biennium Ending June 30, 2025, and Making Appropriations Therefor, And Provisions Related to Revenue and Other Items Implementing the State Budget Sections 319-320

Policy adopted: 6/13/22

NEW CONSTRUCTION

Indoor Air Quality

The Board of Education recognizes that the maintenance of acceptable temperature, relative humidity and adequate fresh air ventilation in school buildings is a primary objective in the creation and maintenance of an optimal learning environment.

Indoor Air Quality in Existing Facilities

The Superintendent or his/her designee shall implement an indoor air quality program that provides for ongoing maintenance and facility reviews, in accordance with all applicable state statutes, necessary for the maintenance and improvement of the indoor air quality of all District facilities.

The District shall report biennially, in a manner as required, to the Commissioner of Education on the condition of its facilities, its long-range facilities program, and on its air quality program and green cleaning program.

Starting on **January 1, 2024-2025** and annually thereafter, for all District facilities the Board of Education shall provide for a uniform inspection and evaluation program of indoor air quality complying with the Environmental Protection Agency's Indoor Air Quality for Schools Program. The results of the evaluation shall be made available for public inspection at a regularly scheduled Board of Education meeting and also posted on the District's website.

The District shall report biennially, in a manner as required, to the Commissioner of Education on the condition of its facilities, its long-range facilities program, its air quality program, and green cleaning program. The Board must utilize standard reporting forms to conduct and report on both IAQ and HVAC inspections and must provide The Department of Administrative Services (DAS) the completed forms for each school. The forms and/or reports must be made available at a regularly scheduled Board of Education meeting and on the Board of Education/individual school website.

The inspection and evaluation program shall include, but not be limited to, a review, inspection or evaluation of the following:

1. the heating, ventilating, and air conditioning (HVAC) systems;
2. radon levels in the air and water;
3. potential for exposure to microbiological airborne particles, including fungi, mold, and bacteria;
4. chemical compounds of concern to indoor air quality, including volatile organic compounds;
5. pest infestation, including insects and rodents;
6. pesticide usage;
7. the presence and plans for removal of certain hazardous substances identified under federal law;

8. ventilation systems;
9. plumbing, including water distribution systems, drainage systems, and fixtures;
10. moisture incursion (leaks) ;
11. the facilities' overall cleanliness;
12. building structural elements, including roofing, basements, and slabs;
13. the use of space, particularly in areas designed to be unoccupied; and
14. the provision of indoor air quality maintenance training for building staff.

Heating, ventilation, and air conditioning systems shall be maintained in accordance with the prevailing maintenance systems, such as Standard 62. The Board directs the Superintendent or his/her designee to ensure that such systems shall be operated continuously during the hours in which students or school personnel occupy school facilities except during periods of scheduled maintenance or emergency repairs or at other times when it can be demonstrated that the air supply system meets the Standards 62 requirements for air changes per hour.

Records shall be maintained on the maintenance of the District's heating, ventilation, and air conditioning systems for a period of not less than five years. Such records shall be available to the public upon request.

~~Prior to January 1, 2025,~~ **By June 30, 2030,** and every five years thereafter, the local or regional Board of Education shall provide for a uniform inspection and evaluation of the heating, ventilation and air conditioning system within each school building under its jurisdiction.

For the first year of implementation, the Department of Administrative Services (DAS) may waive these provisions (i.e., <20% of schools can be assessed by June 30, 2026, but 40% must nevertheless be assessed by June 30, 2027) if:

- Qualified HVAC technicians are unavailable in the first school year of implementation, or
- The Board of Education has actually scheduled an inspection or evaluation but it is for a date in the subsequent school year.

Such inspection and evaluation shall be performed by a certified testing, adjusting and balancing technician, an industrial hygienist certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing, or a mechanical engineer. Such heating, ventilation and air conditioning systems inspection and evaluation shall include, but need not be limited to:

1. Testing for maximum filter efficiency
2. Physical measurements of outside air delivery rate
3. Verification of the appropriate condition and operation of ventilation components
4. Measurement of air distribution through all system inlets and outlets
5. Verification of unit operation and that required maintenance has been performed in accordance with the most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers
6. Verification of control sequences

7. Verification of carbon dioxide sensors and acceptable carbon dioxide concentrations indoors, and
8. Collection of field data for the installation of mechanical ventilation if none exist.

The ventilation systems inspection and evaluation shall identify to what extent each school's Current ventilation system components, including any existing central or non-central mechanical ventilation system, are operating in such a manner as to provide appropriate ventilation to the school building in accordance with most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. The inspection and evaluation shall result in a written report, and such report shall include any corrective actions necessary to be performed to the mechanical ventilation system or the heating, ventilation and air conditioning infrastructure, including installation of filters meeting the most optimal level of filtration available for a given heating, ventilation and air conditioning system, installation of carbon dioxide sensors and additional maintenance, repairs, upgrades or replacement. Any such corrective actions shall be performed, where appropriate, by a contractor, who is licensed in accordance with chapter 393. The ~~local or regional~~ Board of Education ~~conducting an inspection and evaluations pursuant to this subsection~~ shall make available for public inspection the results of ~~such performed~~ inspections and evaluations at a regularly scheduled meeting of ~~such the~~ Board and on the ~~Internet~~ Board's website ~~of such Board~~ and on the ~~Internet~~ website, if any, of each individual school. The ~~local or regional~~ Board of Education shall not ~~be required to~~ provide for a uniform inspection and evaluation ~~under this subdivision~~ for any school building that will cease to be used as a school building within the three years from when such inspection and evaluation is to be performed.

Schedule Relief (HVAC)

The Board of Education shall ensure that at least 20% of their schools complete the HVAC inspections and evaluations by June 30, 2030, by which time the HVAC systems at all schools shall have been assessed.

<u>School Year Ending June 30</u>	<u>Minimum Percentage of Schools Assessed (Total)</u>
2025-2026	20% (20%)
2026-2027	20% (40%)
2027-2028	20% (60%)
2028-2029	20% (80%)
2029-2030	20% (100%)

Indoor Air Quality in New or Renovated Facilities

In order to secure appropriate indoor air quality in District schools, the Board of Education believes that when new facilities are constructed and when existing facilities are renovated, the following requirements shall be specified to the architect or design professional responsible for the construction project:

1. Adhere to the requirements defining minimum air circulation contained in the State Building Code, which apply only when constructing new space.
2. The building/space meets or exceeds the ASHRAE (American Society of Heating, Ventilating and Air Conditioning Engineers) 62-1999 standard, "Ventilation for Acceptable Indoor Air Quality," which considers chemical, physical and biological

contaminants that can effect air quality as referenced by the State Code adopted pursuant to C.G.S. 29-252.

3. Utilizing the ASHRAE 62-1999 standard, achieve a minimum ventilation rate per occupant of 15 cubic feet per minute (cfm) of outdoor air.
4. Design and placement of air handling equipment needs to be done in a manner where it is accessible to inspect and maintain the equipment; therefore mechanical rooms are desirable versus exposed rooftop units or units hung above suspended ceilings.
5. With increased air flow requirements, attention must be given to the potential of air velocity noise within ductwork.
6. Fresh air intakes must be located, whenever possible, away from all types of vents and exhausts on roofs.
7. Air intakes and ventilation windows must be sufficiently distant from bus loops and loading docks.
8. Radon mitigation systems to provide a vapor barrier and protection from under-slab humidity should be a part of new school construction.
9. Attention must be given to the selection of carpeting, carpet adhesives and synthetic materials which may emit odorous and irritating volatile organic vapors degrading indoor air quality.
10. Reduce the potential of moisture intrusion through appropriately designed pitched roofs wherever possible.
11. Consider the economic feasibility of achieving dehumidification through air conditioning.
12. Install temperature control systems, which monitor temperature and other factors helpful in monitoring and diagnosing heating, ventilating and air conditioning (HVAC) systems.
13. When renovating an occupied building provide for the mechanical control of airborne pollutants associated with the construction process.

[The Board of Education directs the Superintendent to evaluate and apply for grant opportunities if offered by The Department of Administrative Services \(DAS\) and collaborate with the Town administration to plan budgets that allow HVAC inspections and assessments for 20% of school buildings in the 2025-2026 school year and annually thereafter.](#)

Legal Reference: Connecticut General Statutes

[10-220](#) Duties of boards of education.

[10-231\(f\)](#) Indoor air quality committees

[10-282\(19\)](#) Definitions

[10-283](#) Applications for grants for school building projects

[10-286](#) (a)(9) Computation of school building project grants

[10-291](#) Approval of plans and site. Expense limit.

[10-292](#) Review of final plans by Commissioner of Education.

[10-231g](#) Green Cleaning Program at schools: Definitions, Implementation, Notice

P.A. 03-220 An Act Concerning Indoor Air Quality in Schools.

PA 23-167 An Act Concerning Transparency in Education

Adopted: November 10, 2003

Revised: September 25, 2017

Revised: September 11, 2023

Revised: October 23, 2023