

BOE Meeting Template  
Monday, November 22, 2010 7:00 PM Eastern

Mabelle Avery Middle School District Offices  
Board Room  
4 Vision Boulevard  
Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA
  - 7.1. Approval of Bills
8. NEW BUSINESS
  - 8.1. SES Special Needs Paraprofessional
  - 8.2. Approval of Long-Range Plan
  - 8.3. First Warning of DBS Code: 1110.1-Parent Involvement
  - 8.4. First Warning of DBS Code: 4118.51/4218.51-Social Networking Websites
  - 8.5. First Warning of DBS Code: 5127-Graduation/Separation
  - 8.6. First Warning of DBS Code: 6141.5-Advanced College Placement
  - 8.7. First Warning of DBS Code: 6141.326-Online Social Networking
  - 8.8. First Warning of DBS Code: 6172.6-Virtual/Online Courses
9. OLD BUSINESS
10. ADMINISTRATIVE REPORTS
  - 10.1. SHS Guidance Update/Alternative Ed Update
  - 10.2. CSDE Initiatives & Education Reform Requirements
  - 10.3. Budget Update
11. COMMITTEE REPORTS
  - 11.1. Budget
  - 11.2. Curriculum
  - 11.3. Policy
  - 11.4. Salary & Negotiations
  - 11.5. Planning
  - 11.6. Other Committees
12. OTHER
13. ADJOURNMENT

## SOMERS BOARD OF EDUCATION

Ninth District Road  
Somers, CT 06071  
[www.somers.k12.ct.us](http://www.somers.k12.ct.us)

### MINUTES OF THE MEETING – November 8, 2010

**Members Present:** D.Palmer, J.Formeister, A.Kirkpatrick, B.Devlin, J.Taylor, T.Potrikus, R.Lees, M.Marquardt, S.Bollinger (arrived at 7:12 p.m.)

**Members Absent:**

**Administrators Present:** M.Suffredini, K.Pezza, B.Boutwell, P.Collin, J.Morrow

**Staff Present:**

**Citizens Present:** C.Manning

**Students Present:**

**Others:**

#### 1.0 CALL TO ORDER

The regular meeting of the Board of Education was called to order at 7:01 p.m. by Chairman Palmer in the Mabelle B. Avery Middle School-BOE Board Room.

#### 2.0 PLEDGE OF ALLEGIANCE

#### 3.0 APPROVAL OF MINUTES

**3.1** October 25, 2010 Regular Meeting Minutes – It was MOVED (J.Taylor) SECONDED (B.Devlin) to approve the October 25, 2010 Board of Education regular meeting minutes as presented. PASSED 8-0

#### 4.0 AUDIENCE TO CITIZENS/STAFF/STUDENT

##### 4.1 Curriculum Presentations (Literacy/English & Technology Integration)

Director of Curriculum, K.Pezza, focused her presentation on the changes that are taking place at Somers Elementary School in regards to literacy and improving reading scores. Mrs. Pezza reported that the instructional model, Reader's Workshop, is being implemented at the elementary school to increase stamina and independence by controlling several factors that contribute to students lack of success. The program focuses on student engagement in reading and the development of student-text connections. Using a PowerPoint presentation, Mrs. Pezza explained how the program works.

Mrs. Pezza explained the ways in which the workshop model is being monitored and assessed. Mrs. Pezza will update the Board on the program's progress in mid-January.

Mrs. Pezza stated that students who are not showing proficiency in their grade level reading skills are provided additional assistance and monitored more closely using SRBI.

Prior to the meeting, Director of Technology and Information Services, J.Morrow, sent the Board members an email that included links to resources used by staff and students. Mr. Morrow used some of the links to demonstrate how technology is being integrated into the classroom.

Mr. Morrow reported that teachers have made improvements to their web pages.

A discussion was held regarding various ways professional development could be made available for teachers who want to know more about integrating technology into their lessons and web pages.

Chairman Palmer stated that the newly formed Board of Education Technology Committee discussed this at their first meeting.

**5.0 CORRESPONDENCE**

Chairman Palmer reported receipt of a letter from CABE informing the Board that the district's publication, *Campus View*, won Honorable Mention in the CABE Award of Excellence for Educational Communications. Winning districts will be showcased at the 2010 CABE/CAPSS Convention in November. Chairman Palmer congratulated everyone who was involved in putting together *Campus View*.

Chairman Palmer also reported receipt of a letter from a group of citizens regarding making donations. Chairman Palmer will have copies of this letter sent to the Board.

**6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

**7.0 CONSENT AGENDA**

**7.1** Approval of Bills 11/8/10 (\$177,911.75)

It was MOVED (B.Devlin) SECONDED (J.Taylor) to approve the 11/8/10 Bills in the amount of \$177,911.75 as presented. PASSED 9-0

**8.0 NEW BUSINESS**

**8.1** Approval of Long-Range Plan

The Board discussed various scenarios regarding what should be included in the district's long-range plan and how the plan would be used.

It was the consensus of the Board to develop a five-year long-range plan that would include only new capital items. T.Potrikus and J.Taylor will work with the Director of Business Services and the Superintendent to put the long-range plan together. Copies will be sent to the Board.

**9.0 OLD BUSINESS**

**10.0 ADMINISTRATIVE REPORTS**

**10.1** Transportation Update

B.Boutwell updated the Board on the number of buses currently being used to transport students and the ridership numbers for each bus run, including out-of-district transportation.

A bus evacuation drill was held on October 28<sup>th</sup>. Five bus stop requests have been received. Three have been approved and two were denied.

**11.0 COMMITTEE REPORTS**

**11.1** Budget

A budget update will be presented at the November 27<sup>th</sup> BOE meeting.

**11.2** Curriculum  
No report.

**11.3** Policy  
A meeting is scheduled for November 15<sup>th</sup> at 7:00 p.m. A policy update will be presented at the November 27<sup>th</sup> BOE meeting.

**11.4** Salary & Negotiations  
A meeting has been held with the SEA and another has been scheduled for next week.  
  
A meeting will be scheduled with the SAA.

**11.5** Planning Committee  
Reported under 8.1.

**11.6** Other Committees  
The Technology Committee met on October 26<sup>th</sup> and elected Rick Lees as Chairman of the committee. The committee is starting to review what types of technology is available in the district and how it is being used.

The Somers High School Tech Ed teachers gave a presentation of the Tech Ed program to members of the Boards of Education, Finance and Selectmen at the high school on October 26<sup>th</sup>. The presentation was well received by all those who attended.

**12.0 OTHER**

**13.0 ADJOURNMENT**

It was MOVED (M.Marquardt) SECONDED (B.Devlin) to adjourn the regular meeting of the Somers Board of Education at 9:01 p.m. PASSED 9-0

Respectfully submitted,

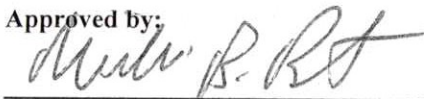
Rick Lees, Jr., Secretary  
Joan Jaquith, Recording Secretary

These minutes are not official until approved at a subsequent meeting.

# Somers Board of Education General Budget Treasury Warrant

Report # 9113

Check Batch: 3179  
 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
<p>Approved by:  Date: <u>11/18/10</u></p> <p>_____            William B. Boutwell, Director of Business Services</p>						
3179	2161	11/22/2010	V58674	Administrator, Unemployment Compensation	0.00	5,768.23
	2162	11/22/2010	V60395	Agnoli Crane Company, LLC	0.00	100.00
	2163	11/22/2010	V02185	Allston Supply Co. Inc.	0.00	70.08
	2164	11/22/2010	V52670	Amazon	0.00	286.36
	2165	11/22/2010	V60041	Anthem BCBS	0.00	201,329.28
	2166	11/22/2010	V60040	Anthem Life Insurance Company	0.00	2,629.32
	2167	11/22/2010	V51604	Awards & More	0.00	53.25
	2168	11/22/2010	V01308	Bacher Corp. of Conn.	0.00	230.07
	2169	11/22/2010	V54306	Blue Raven Technology, Inc.	0.00	256.95
	2170	11/22/2010	V60362	Booksource Inc., The	0.00	1,722.12
	2171	11/22/2010	E00032	Brown, Mark	0.00	80.00
	2172	11/22/2010	V00760	CAML	0.00	150.00
	2173	11/22/2010	E00047	Campanelli, Anthony	0.00	66.00
	2174	11/22/2010	M52866	CAPP Inc.	0.00	513.86
	2175	11/22/2010	V00159	Connecticut Light & Power	0.00	180.93
	2176	11/22/2010	E00038	Collin, Patricia	0.00	542.59
	2177	11/22/2010	V60089	Dime Oil Company	0.00	17,096.20
	2178	11/22/2010	V00243	Discount Magazine Subscription Service,	0.00	29.95
	2179	11/22/2010	E00096	Duffy, Margaret	0.00	27.00
	2180	11/22/2010	V60032	Eastfield Glass Co., Inc.	0.00	120.00

## Somers Board of Education General Budget Treasury Warrant

Report # 9113

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	2181	11/22/2010	V54168	First Student, Inc	0.00	4,008.00
	2182	11/22/2010	V00314	Follett Library Resources	0.00	332.73
	2183	11/22/2010	V60035	Google, Inc.	0.00	25.50
	2184	11/22/2010	V54081	Graduate Pest Solutions	0.00	158.00
	2185	11/22/2010	V00511	Grainger	0.00	20.82
	2186	11/22/2010	V54063	HSABank	0.00	13.50
	2187	11/22/2010	V00999	J.W. Pepper & Son, Inc.	0.00	72.94
	2188	11/22/2010	E00159	Jones, Karen	0.00	51.30
	2189	11/22/2010	V02625	K & S Distributors	0.00	170.30
	2190	11/22/2010	V01827	Kamco Supply Corp.	0.00	268.20
	2191	11/22/2010	V00665	Kelly-Fradet Lumber	0.00	133.73
	2192	11/22/2010	E00207	Machacek, Joan	0.00	90.00
	2193	11/22/2010	V52107	Major Electric Supply	0.00	108.45
	2194	11/22/2010	V60063	Mar.Co Products, Inc.	0.00	51.88
	2195	11/22/2010	V60361	Marlin Leasing Corp	0.00	434.36
	2196	11/22/2010	E00232	Mooney, Steven	0.00	48.00
	2197	11/22/2010	E00234	Morrow, Jim	0.00	7.43
	2198	11/22/2010	V01013	NASCO Fort Atkinson	0.00	87.34
	2199	11/22/2010	V51364	National Geographic School Publishing	0.00	1,054.97
	2200	11/22/2010	E00247	Oliver, Jennifer	0.00	73.00
	2201	11/22/2010	V60359	Palos Sports	0.00	20.65
	2202	11/22/2010	V60097	Paxton/Patterson LLC	0.00	67.80
	2203	11/22/2010	V53914	Pitney Bowes, Inc.	0.00	105.00
	2204	11/22/2010	V60175	Regional School District #7	0.00	50.00
	2205	11/22/2010	V01292	School Specialty, Inc.	0.00	2,651.79
	2206	11/22/2010	V60095	Select Physical Therapy	0.00	7,000.00
	2207	11/22/2010	V60031	SNE Building Systems	0.00	346.00
	2208	11/22/2010	V00886	Somers Lunch Program	0.00	10.50
	2209	11/22/2010	V00548	Somers Sanitation Service, Inc.	0.00	1,189.70
	2210	11/22/2010	V60394	SWAN Associates Inc	0.00	1,908.53
	2211	11/22/2010	V01638	Tree House, The	0.00	522.75
	2212	11/22/2010	V00051	Postmaster	0.00	220.00
	2213	11/22/2010	V00766	Valley Communications Systems, Inc.	0.00	55.01
	2214	11/22/2010	V53413	W. B. Mason	0.00	3,756.27
	2215	11/22/2010	V60012	Week Magazine, The	0.00	684.00
	2216	11/22/2010	A00063	Wesolowski, Mary Ann	0.00	159.06
	2217	11/22/2010	V60360	Wheeler, Robert and Joanna	0.00	1,440.00

# Somers Board of Education General Budget Treasury Warrant

Report # 9113

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
<b>Totals:</b>					0.00	\$258,649.70

57 Checks Listed.

# Somers Board of Education General Journal Register

Report # 9112  
Batch: 3152  
Transaction: N/A  
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
3152	\$258,649.70	Posted	lbergamini	11/15/2010	lbergamini	11/18/2010

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>November, 2011</b>						
<b>Generated Distributions</b>						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			256,578.83	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	256,578.83
		Total Generated Distributions			<u>\$256,578.83</u>	<u>\$256,578.83</u>
<b>User-Entered Distributions</b>						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			811.97	0.00
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	259,461.67
	10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK			1,835.05	0.00
	10-100-2-2-27-242-611-01-5-00904	K-5 - REMEDIAL READING SUPPLY			1,054.97	0.00
	10-100-2-3-20-242-611-01-5-00172	MA - MUSIC SUPPLIES			72.94	0.00
	10-100-2-3-22-242-611-01-5-00194	MA - PHYSICAL ED SUPPLIES			20.65	0.00
	10-100-2-4-08-242-611-01-5-00175	HS - FOREIGN LANGUAGE SUPPLIES			210.24	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			67.80	0.00
	10-100-2-4-14-241-611-01-5-00159	HS - GENERAL SUPPLIES			5,873.60	0.00
	10-100-2-4-18-242-611-01-5-00191	HS - MATH SUPPLIES			192.58	0.00
	10-100-2-4-30-242-611-01-5-01644	HS - SOCIAL STUDIES SUPPLIES			595.00	0.00
	10-100-2-4-30-243-611-01-5-00887	HS - SOCIAL STUDIES WORKBOOKS			89.00	0.00
	10-100-2-4-46-242-611-01-5-00229	HS - SCHOOL TO CAREER SUPPLIES			16.67	0.00
	10-100-2-5-14-241-611-01-5-00873	SW - GENERAL COMPUTER SUPPLIES			261.01	0.00
	10-120-9-9-98-242-611-01-5-00228	SP ED - K-5 ALP A SUPPLIES			0.00	61.97
	10-120-9-9-98-251-580-05-5-00272	SP ED - TRAVEL/IN-SERVICE			48.00	0.00
	10-120-9-9-98-251-580-05-5-00273	SP ED - DIRECTOR'S TRAVEL			542.59	0.00
	10-120-9-9-98-910-730-04-5-00748	SPEC. ED. - OFF. CAP. OUTLAY			0.00	370.00
	10-212-1-4-46-132-530-02-5-00647	HS - GUIDANCE POSTAGE			220.00	0.00
	10-212-2-3-46-242-611-02-5-00224	MA - GUIDANCE INSTRUCT. SUPPLY			51.88	0.00
	10-214-2-3-56-242-611-07-5-01027	SW - SCHOOL PSYCHOL. SUPPLIES			33.09	0.00
	10-221-1-2-50-251-580-05-5-00259	K-5 - TRAVEL/IN-SERVICE			51.30	0.00
	10-221-1-2-50-251-580-05-5-00260	K-5 - PRINCIPAL'S TRAVEL			73.00	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			27.00	0.00
	10-222-2-4-52-231-642-03-5-00139	HS - LIBRARY BOOKS			332.73	0.00
	10-222-2-4-52-231-642-03-5-00143	HS - NEWSPAPERS/MAGAZINES			29.95	0.00

## Somers Board of Education General Journal Register

Report # 9112

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
3152	\$258,649.70	Posted	lbergamini	11/15/2010	lbergamini	11/18/2010
10-222-2-5-14-233-611-03-5-00150		SW - COMPUTER SOFTWARE			530.18	0.00
10-231-1-5-74-134-690-10-5-00047		B.O.E. - SUPPLIES			10.50	0.00
10-232-6-5-66-830-440-04-5-00526		CO - POSTAGE METER			105.00	0.00
10-240-1-4-40-258-690-04-5-00304		HS - OFFICE SUPPLIES			568.62	0.00
10-240-1-4-50-137-810-05-5-00056		HS - INSTITUTIONAL DUES			150.00	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS		Yes	401.93	0.00
10-260-5-4-12-722-430-01-5-00395		HS - TECHNOLOGY ED MAINTENANCE			100.00	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			240.38	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE			306.95	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			2,588.53	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			0.00	380.00
10-260-5-6-62-722-430-08-5-00435		SW - THERMOSTAT/CONTROLS			534.68	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			166.00	0.00
10-260-5-6-62-722-430-08-5-00444		SW - RUBBISH REMOVAL			1,189.70	0.00
10-260-5-6-62-722-430-08-5-00451		SW - MOWER MAINTENANCE			230.07	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			158.00	0.00
10-260-5-6-62-722-430-08-5-00885		SW - ELECTRICAL SUPPLIES			108.45	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			8,514.09	0.00
10-260-5-6-64-630-620-05-5-00356		HS - FUEL #2			8,582.11	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY		Yes	434.36	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			180.93	0.00
10-260-6-9-62-722-590-08-5-00453		SW - SOFTWARE MAINT CONTRACTS		Yes	25.50	0.00
10-270-9-9-84-522-112-12-5-00333		SP ED - TRANSPORTATION AIDE			4,008.00	0.00
10-279-7-4-20-530-580-07-5-00268		HS - BAND TRAVEL			156.00	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			14,052.18	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,629.32	0.00
10-280-6-5-82-820-200-13-5-00517		UNEMPLOYMENT INSURANCE			5,768.23	0.00
10-280-6-5-82-820-200-13-5-01185		SW - HEALTH MAINTENANCE ORG.			48,383.13	0.00
10-280-6-5-82-820-200-13-5-01186		SW - PREFERRED PROVIDER ORG.		Yes	135,101.99	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT		Yes	3,805.48	0.00
10-320-7-3-42-880-590-06-5-00596		MA - OFFICIALS			159.06	0.00
10-320-7-3-42-880-690-06-5-00594		MA - ATHLETIC SUPPLIES			80.00	0.00
10-320-7-4-42-860-590-06-5-01006		HS - ATHLETIC TRAINER			7,000.00	0.00
10-320-7-4-42-880-690-06-5-00601		HS - ATHLETIC AWARDS			53.25	0.00
10-611-6-5-88-945-560-14-5-01231		TUITION-NON SPECIAL EDUCATION			1,440.00	0.00
Total User-Entered Distributions					<u>\$260,273.64</u>	<u>\$260,273.64</u>
Total for November, 2011					<u>\$516,852.47</u>	<u>\$516,852.47</u>

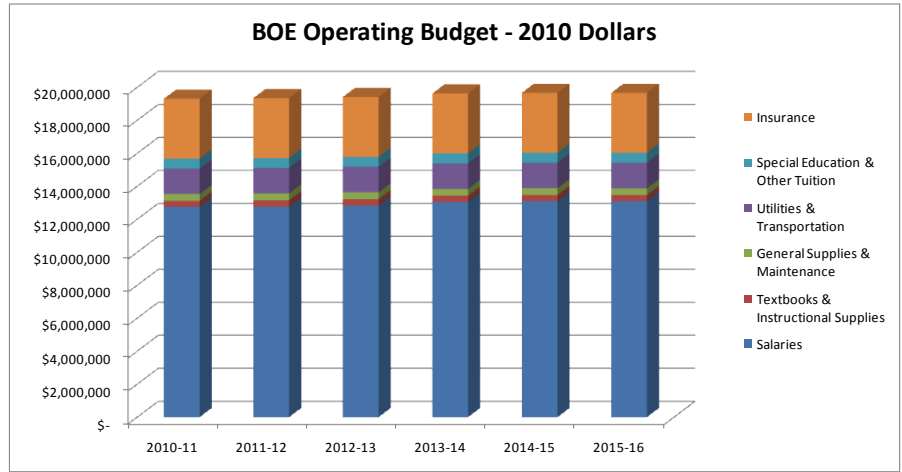
## Somers Board of Education General Journal Register

<b>Batch #</b> 3152	<b>Control Total</b> \$258,649.70	<b>Status</b> Posted	<b>Created By</b> lbergamini	<b>Created On</b> 11/15/2010	<b>Last Updated By</b> lbergamini	<b>Last Updated On</b> 11/18/2010
<b>Grand Total for Batch # 3152</b>					<u>\$516,852.47</u>	<u>\$516,852.47</u>

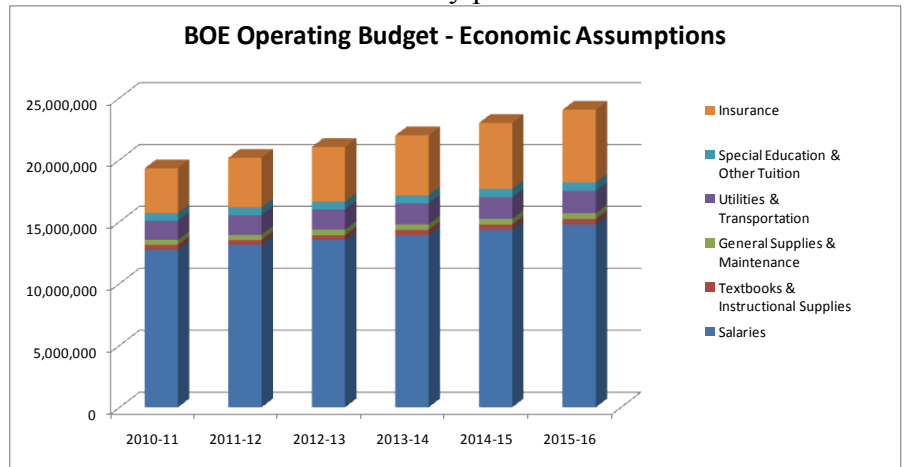
138 Transactions Listed.

## Town of Somers Board of Education Long Range Plan Executive Summary - November, 2011

In 2010 dollars, the BOE budget is expected to remain relatively stable, with additional staff considerations in 2013/14 for a proposed full-day Kindergarten program, and to facilitate mandated educational changes from the State of Connecticut.



Anticipating general expense increases of 3% and insurance increases of 10%, the Board of Education forecasts operating expenses to increase due to inflationary pressure over the next 5 years. While industry or commercial enterprise may be able to absorb costs due to productivity gains, the nature of the district is to provide student services that cannot easily be offset by advances in technology, and therefore the Board of Education needs to forecast real increases in expenses. Graph 2 shows anticipated growth due to economic pressure.



**Table 1: Operating Budget**

Operating Budget	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
<i>The operating budget includes those items necessary to run the districts programs each fiscal year.</i>						
Salaries	12,766,085	13,149,068	13,543,540	13,949,846	14,368,341	14,799,391
Textbooks & Instructional Supplies	359,566	370,353	381,464	392,907	404,695	416,836
General Supplies & Maintenance	412,949	425,337	438,098	451,241	464,778	478,721
Utilities & Transportation	1,546,695	1,593,096	1,640,889	1,690,115	1,740,819	1,793,043
Special Education & Other Tuition	603,852	621,968	640,627	659,845	679,641	700,030
Insurance	3,636,970	4,000,667	4,400,734	4,840,807	5,324,888	5,857,377
Insurance Increase Estimate		10.00%				
General Operating Increase Est.		3.00%				
<b>Operating Budget Forecast - Inflation Adjusted</b>	<b>19,326,117</b>	<b>20,160,488</b>	<b>21,045,350</b>	<b>21,984,762</b>	<b>22,983,161</b>	<b>24,045,398</b>
<b>Operating Budget Program Impact - 2010 Dollars</b>	<b>\$0</b>	<b>\$35,700</b>	<b>\$68,600</b>	<b>\$206,600</b>	<b>\$43,600</b>	<b>(\$3,500)</b>

Table 1 provides an overview of major line item expenses and the anticipated impact on the district's operating budget.

The operating budget forecast does not take into consideration agreements currently in negotiations with our SEA and SAA respective collective bargaining units nor the 3 other remaining bargaining groups that will be negotiating contract renewals.

Based upon current enrollment figures and state student population trends the Somers school district anticipates a gradual reduction in enrollment over the next 4-5 years. The current enrollment pre-K through 12 is 1,632 students. It is not unrealistic for the total student enrollment to drop to approximately 1,550 students by 2016.

As we forecast the impact of federal and state reform initiatives, we are planning for the implementation of full-day kindergarten within 3-4 years. With the potential of declining enrollments during this period, it is possible that the cost for staffing such a program will be minimal due to the reassignment of personnel in the district. Furthermore, the current facility configuration will not require additional classroom space or building modifications.

Technology will remain as one of our primary goals in the district. Along with the advancements in our high school TIDE (Technology, Innovation, Design & Engineering) program we will continue to increase our capacity to expand upon the use of technology for instruction, administration and communication within our school district. This will require annual funding for both hardware and software needs.

Additionally, anticipated expenses for our school facilities must be planned to maintain regular repairs and maintenance of our school buildings and grounds. As our facilities age, we will be faced with the need to repair and replace roofs at each school. Beginning with a partial repair at the SES scheduled for 2011-2012 budgeted for \$78K to a major replacement at the high school scheduled for 2013-2014 estimated at \$1.2M, the cost and planning will require the town to budget accordingly. The middle school, even though fairly recently renovated, will require roof replacement by 2020, while the elementary school roof replacement is forecasted for 2017.

This year, in the spring, our school district will go through an Office of Civil Rights review. At this time, an outside group from the CSDE will visit our schools to assess the accessibility of our schools and facilities. They will establish requirements they deem necessary for us to fully comply with regarding federal and state laws. We will keep the Board of Finance up to date through this process.

In addition to the district operating budget, there are significant capital needs and special projects to consider over the next 5 years. CIP or Special Projects would only be undertaken after a vote by the full Board of Education and funding appropriation through the Board of Finance. An overview is provided in Tables 2 & 3 below.

**Table 2: Capital Improvements**

<b>Capital Improvement Requests</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<i>Capital requests include depreciating assets used in conjunction with district curricular and extra-curricular activities. These items wear out over time, but are useful for more than one fiscal year.</i>						
Applied Engineering - 2007		65,000	35,000			
Computer/Technology	80,000	95,000	95,000	95,000	95,000	95,000
SES Bleacher Replacement				50,000		
SHS Art Room Updates		1,700	6,900	6,800	4,500	
SHS Food Service Program		2,700	6,600	5,300	20,400	13,600
SHS Science Room Upgrades			1,300	4,300	1,300	1,300
SHS Outdoor Bleachers				50,000	50,000	50,000
SHS Wrestling Mats			14,300			
SW Digital Sound Field Systems		12,000	12,000	11,000		
SW Network Upgrade (2018 \$50,000)						
SHS PE/Health Fitness Room			2,400	18,000	18,000	
SHS Music Program (Instruments)		3,200	5,000	2,600	5,000	
SHS English Writing Lab			14,500	14,500		
SW Maintenance Mower				60,000		
SW Maintenance Field Groomer					20,000	
SW Maintenance Garage		3,000				
<b>Capital Projects Forecast - 2010 Dollars</b>	<b>\$80,000</b>	<b>\$182,600</b>	<b>\$193,000</b>	<b>\$317,500</b>	<b>\$214,200</b>	<b>\$159,900</b>

*Investments in technology and updates to equipment needed for educational programs are typically undertaken outside the BOE's annual operating budget. BOE Capital needs are outlined in Table 2*

**Table 3: Special Projects**

<b>Special Projects</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
<i>Special Projects are major infrastructure improvements to our campus facilities. They are extraordinary, one-time expenses.</i>						
Roof Replacement SES (Media Ctr/Gym) <i>\$132,000 funded 2004</i>		78,000		182,000		
SES Facility Maintenance Projects		5,000	34,700	28,500	72,000	10,000
SHS Facility Maintenance Projects		2,800	35,000	28,000		
SES Generator			42,000			
SES Fire Alarm			26,000			
SHS Fire Alarm			26,000			
SHS Track Resurface					50,000	
Roof Replacement SHS (estimate)				1,200,000		
Roof Replacement MBA (2020)						
Roof Replacement SES (2017)						
SW Student Parking Lot						
SW Crack Sealing						
<b>Special Projects Forecast - 2010 Dollars</b>	<b>\$0</b>	<b>\$85,800</b>	<b>\$163,700</b>	<b>\$1,438,500</b>	<b>\$122,000</b>	<b>\$10,000</b>

*Like Capital Improvements, major repairs or necessary modifications to our campus are also undertaken outside the BOE's annual operating budget. Campus Facility Improvements are outlined in Table 3*

*Notes to Table 3: MBA and SES Roof Replacements are noted here for future planning. Student parking lots & Crack Sealing projects may be necessary prior to 2015-2016 to maintain the roads and parking areas around the district buildings. District staff are working with the Town of Somers Highway Department to estimate costs.*

The Long-Range Planning Committee and the Board of Education are preparing a detailed update of the district's 2005 and 2007 Long Range Plan. The anticipated completion date is April, 2011 for this comprehensive overview of district requests. Programs, capital expenditures, and facility improvements presented in the Long Range Plan are under consideration by the Board of Education for implementation only after a formal recommendation by the Superintendent and approval by a vote of the Board of Education.

COMMUNITY RELATIONS:

Communication with the Public:

Posting of Public Notices in Schools:

~~Many worthwhile civic, charitable and private organizations request that their notices be posted on school bulletin boards.~~

~~These requests should be made through the Building Principal.~~

Adopted: July 6, 1981

Reviewed: February 3, 2000

**DBS Code: 1110.1**

## **Community Relations**

### **Communications with the Public**

#### **Parent Involvement**

Considerable experience and related evidence indicates that meaningful involvement of parents, guardians, and other care-givers in the schooling of children improves the quality of education significantly. The Board of Education believes that closer connections of parents and others responsible for the home care of the children with our schools can result in enhanced academic performance, improved behavior, and reduced absenteeism.

Therefore, all parents, guardians, and care-givers of students enrolled in our school district are encouraged to take an active role in the education of their children.

Further, the Board of Education believes that the professional staff must take whatever steps are necessary to facilitate a broad variety of opportunities for parents to connect frequently with the schools in which their children are enrolled, and with the overall system. These steps should include the following:

- Parenting skills should be promoted and supported.
- Communication between home and school should be regular, two-way and meaningful. (Such communication may include monthly newsletters, required regular contact with all parents, two flexible parent-teacher conferences for each school year [*required beginning*

- July 1, 2010*], and drop in hours for parents, home visits and use of technology.
- Parents should play an integral role in assisting student learning.
  - Parents should be welcome in every school and their support and assistance sought.
  - Parent input should be sought regarding decisions that affect children and families.
  - Community resources should be made available to strengthen school programs, family practices and student learning.

Legal Reference: Connecticut General Statutes  
10-221(f) Boards of Education to prescribe rule(s), policies, and  
procedures as amended by PA 97-290 and by P.A. 10-111, An Act  
Concerning Education Reform in Connecticut.

Adopted: July 6, 1981  
Reviewed: February 3, 2000  
Adopted:

## **Personnel - Certified-Non-Certified**

### **Rights, Responsibilities and Duties**

#### **Acceptable Computer Network Use (Employee Use of Technology)**

##### **Social Networking Websites**

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

All District employees, faculty and staff who participate in social networking websites shall not post any District data, documents, photographs, or other District owned or created information on any website. Further, the posting of any private or confidential District data is strictly prohibited.

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

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

Access of social networking websites for individual use during school hours is prohibited.

Adopted:

STUDENTS:Graduation/Separation:

The superintendent will establish detailed requirements to agree with the goals for our schools as adopted by the Board of Education and the requirements will be published in the student handbook and course of studies guide. The faculty will apply measures of achievement to provide evidence that each student has progressed far enough toward school goals to warrant his/her graduation. Graduation may involve awarding to students a Somers High School diploma or a Certificate of Completion of a Program of Special Studies.

a) Effective through June 30, 2005 (Class of 2005):Credits

~~A minimum of twenty-two (22) credits must be successfully completed in grades 9 through 12. To be considered a full-time student, freshmen and sophomores must carry a minimum of 6 1/2 credits each year and juniors and seniors 6 3/4 credits. In the areas indicated below, 6 class periods of instruction must be scheduled within the 7 period day over the six-day STRIVE rotation. After consultation with the Guidance Department, approval for a reduced schedule load may be obtained from the Administration for extenuating circumstances.~~

Required Courses

~~English (9, 10, 11, 12) \_\_\_\_\_ 4 credits~~

~~Social Studies \_\_\_\_\_ 3 credits~~

~~\_\_\_\_\_ World Cultures~~

~~\_\_\_\_\_ U.S. History/Civics I and U.S. History/Civics II\*~~

~~(\*Note: These courses meet the State mandated requirements for a 1/2 credit course in Civics beginning with the Class of 2004.)~~

~~Mathematics \_\_\_\_\_ 3 credits~~

~~\_\_\_\_\_ (Computer Science does not count towards mathematics credit)~~

~~Physical Education (9, 10) \_\_\_\_\_ 1 credit~~

~~Science \_\_\_\_\_ 3 credits~~

~~\_\_\_\_\_ Freshmen Integrated Science~~

~~\_\_\_\_\_ Biology~~

~~Health Education~~

~~In addition to the P.E./Health requirements for 9<sup>th</sup> and 10<sup>th</sup> grades, students must successfully complete 1/4 credit of health instruction each year in grades 11 and 12.~~

~~Fine Arts (art or music) \_\_\_\_\_ 1/2 credit~~

~~Practical Arts \_\_\_\_\_ 1/2 credit~~

~~Computer Literacy~~

~~\_\_\_\_\_ Students must successfully complete a course that includes computer applications. The applicable courses are enumerated in the SHS Program of Studies.~~

**ab) Effective July 1, 2002-(Class of 2006):**

### Credits

To graduate from Somers High School a student must have earned 22 credits according to the credit distribution plan AND achieve a 5 on the Somers Science Competency Profile AND achieve 5 on the Somers Mathematics Competency Profile and achieve a 6 on the Somers Social Studies Competency Profile AND achieve a 6 on the Somers Language Arts Competency Profile AND pass a course designated as a technology application course and the approved technology unit within the course in the student's junior or senior year.

To be considered a full-time student, freshmen and sophomores must carry a minimum of 6 1/2 credits each year and juniors and seniors 6 3/4 credits. In the areas indicated below, 6 class periods of instruction must be scheduled within the 7 period day over the six-day STRIVE rotation. After consultation with the Guidance Department, approval for a reduced schedule load may be obtained from the Administration for extenuating circumstances.

### Required Courses

English (9, 10, 11, 12)	4 credits
Social Studies	3 credits
World Cultures	
U.S. History/Civics I and U.S. History/Civics II*	
(*Note: These courses meet the State mandated requirements for a 1/2 credit course in Civics beginning with the Class of 2004.)	
Mathematics	3 credits
(Computer Science does not count towards mathematics credit)	
Physical Education (9, 10)	1 credit
Science	3 credits
Freshmen Integrated Science	
Biology	
Health Education	
In addition to the P.E./Health requirements for 9 <sup>th</sup> and 10 <sup>th</sup> grades, students must successfully complete ¼ credit of health instruction each year in grades 11 and 12.	
Fine Arts (art or music)	½ credit
Practical Arts	½ credit
Computer Literacy	
Students must successfully complete a major technology unit within an existing (LRIT) pre-approved 11th or 12th grade course. The applicable courses are enumerated in the SHS Program of Studies.	

### **b) Effective July 1, 2014 (Class of 2018)**

Commencing with the graduating class of 2018, in order to graduate and be granted a diploma students must satisfactorily complete:

- (1) a minimum of twenty-five credits, including not fewer than:
  - (A) nine credits in the Humanities, including not fewer than
    - (i) four credits in English, including Composition;

- (ii) three credits in Social Studies, including at least one credit in American History and at least one-half credit in Civics and American Government;
- (iii) one credit in Fine Arts; and
- (iv) one credit in a Humanities elective;
- (B) eight credits in Science, Technology, Engineering and Mathematics, including not fewer than
  - (i) four credits in Mathematics, including Algebra I, Geometry and Algebra II or Probability and Statistics;
  - (ii) three credits in Science, including at least one credit in Life Science and at least one credit in Physical Science; and
  - (iii) one credit in a Science, Technology, Engineering and Mathematics elective;
- (C) three and one-half credits in Career and Life Skills, including not fewer than
  - (i) one credit in Physical Education;
  - (ii) one-half credit in Health and Safety Education and
  - (iii) two credits in Career and Life Skills electives, such as Career and Technical Education, English as a Second Language, Community Service, Personal Finance, Public Speaking and Nutrition and Physical Activity;
- (D) two credits in World Language
- (E) a one credit senior demonstration project or its equivalent, as approved by the State Board of Education; and two end of the school year examinations for the following courses: Algebra I, Geometry, Biology, American History, and Grade 10 English.

In addition, also beginning with the graduating class of 2018, the Board of Education will provide adequate student support and remedial services for students beginning in grade seven (2012-2013 school year). Such student support and remedial services shall provide alternate means for a student to complete any of the high school graduation requirements, previously listed, or end of the school year examinations, if such student is unable to satisfactorily complete any of the required courses or exams. Such student support and remedial services shall include, but not be limited to, (1) allowing students to retake courses in summer school or through an on-line course; (2) allowing students to enroll in a class offered at a constituent unit of the state system of higher education, allowing students who received a failing score, as determined by the Commissioner of Education, on an end of the school year exam to take an alternate form of the exam; and (4) allowing those students whose individualized education plans state that such students are eligible for an alternate assessment to demonstrate competency on any of the five core courses through success on such alternate assessment.

The fulfillment of the mandated two credit foreign language requirement, beginning with the class of 2018 can include the successful completion of a world language course in grades six seven or eight or an online course successfully completed.

All credits earned toward meeting any of the graduation requirements through the successful completion of online courses must fulfill the requirements established in policy #6172.6, "Virtual/On-line Courses."

Beginning July 1, 2012, the Board shall collect information for each enrolled student, beginning in grade six, that records students' career and academic choices in grades six to twelve inclusive.

Graduation shall not be held until 180 days (minimum 900 hours) of actual schoolwork are completed. (CGS 10-16)

(cf. 5121 – Examination/Grading/Rating)

(cf. 6111 – School Calendar)

(cf. 6146.2 – Statewide Proficiency/Mastery Examinations)

(cf. 6172.6 – Virtual/On-line Courses)

Legal Reference: Connecticut General Statutes

10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results.

10-16(l) Graduation exercises. (As amended by PA 96-108, An Act Concerning Student Use of Telecommunication Devices and the Establishment of Graduation Dates)

10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas, and P.A. 10-111, An Act Concerning Education Reform in Connecticut.

10-233(a) Promotion and graduation policies. (as amended by PA 01-166)

~~Legal Reference: Connecticut General Statutes~~

~~10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results.~~

~~10-16(l) Graduation exercises. (As amended by PA 96-108, An Act Concerning Student Use of Telecommunication Devices and the Establishment of Graduation Dates)~~

~~10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School~~

~~Graduation, and P.A. 08-138, An Act Concerning High School Credit for  
Private World Language Courses and Other Subject Areas.~~

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~~10-233(a) Promotion and graduation policies. (as amended by PA 01-166)~~

Adopted: December 27, 1979  
Revised: June 26, 1989  
May 8, 2000  
January 14, 2002  
May 28, 2002  
July 9, 2009

## **Instruction**

### **Advanced College Placement/Advanced Placement Courses**

#### **Advanced College Placement**

The Board of Education encourages students to advance academically at a pace appropriate for them. Therefore, it shall permit advanced placement in college, either on a full or part-time basis, for high school juniors or seniors who are exceptionally able and motivated academically.

The administration shall develop and the Board of Education shall approve, criteria and regulations pertaining to students who may be accorded advanced placement privileges.

When such individual programs meet with the approval of the school administration, and have been formally approved by the Board, the student may be released from high school attendance on a full or part-time basis, and shall be awarded a high school diploma after evidence is received that s/he has met, through college work, all necessary academic requirements for graduation.

#### **Advanced Placement Courses**

Effective July 1, 2011, the Board of Education shall provide an advanced placement course program. An “*advanced placement course program*” is defined as a program that provides courses at the high school level for which an advanced placement examination is available through the College Board.

Legal Reference: Connecticut General Statutes

P.A. 10-111 An Act Concerning Education Reform in Connecticut.

Adopted:

## **Instruction**

### **Internet/Computer Networks Use**

#### **Online Social Networking**

The Internet and electronic communications have vast potential to support curriculum and student learning. The Board of Education (Board) believes they should be used in school as a learning resource both in developing student literacy and providing on-going professional staff development activities. The Board realizes that existing and emerging smart technologies present new challenges to the educational community.

The purpose of this policy is to set forth policies and guidelines for access to the District's computer system and acceptable and safe use of Internet social networking tools/sites.

Electronic information research skills are fundamental to preparation of citizens and future employees. Access to the District's computer system and the Internet enables students and staff to explore global resources while exchanging messages with people around the world. The District's computer system has a limited educational purpose, which includes its use for classroom activities, educational research and professional or career development activities. Users are expected to use Internet access through the District system to further educational and personal goals consistent with the District's mission and school policies. The District's computer network is considered a limited forum enabling the restriction of speech for valid educational reasons. For safety purposes, the District employs both Internet filters and firewalls.

Students may not access social media sites using District equipment, while on District property or at District-sponsored activities unless the posting is approved by a District representative/teacher/staff member. Social media websites are websites such as, but not limited to, Facebook, MySpace, You Tube, Flickr and Twitter.

The District will not be liable for information/comments posted by students on social media websites when the student is not engaged in District activities and not using District equipment.

The School District reserves the right to monitor, inspect, copy, review and store at any time and without prior notice any and all usage of the computer network and Internet access and any and all information transmitted or received in connection with such usage. All such information files shall be and remain the property of the School District and no user shall have any expectation of privacy regarding such materials.

Among the uses that are considered unacceptable and which constitute a violation of this policy are the following:

1. Uses that violate the law or encourage others to violate the law. This includes the transmittal of offensive or harassing messages; offering for sale or use any substance the possession or use of which is prohibited by District policy; viewing,

## 6141.326(b)

- transmitting or downloading pornographic materials or materials that encourage others to violate the law; intruding into the networks or computers of others; and downloading or transmitting confidential, trade secret information, or copyrighted materials.
2. Uses that cause harm to others or damage to their property. This includes defamation (harming another's reputation by lies); employment of another's password or some other user identifier that misleads message recipients into believing that someone else is communicating or otherwise using his/her access to the network or the Internet; uploading a worm, virus, "trojan horse," "time bomb" or other harmful form of programming or vandalism; participation in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems.
  3. Uses that jeopardize the security of student access and of the computer network or other networks on the Internet. For example disclosure or sharing personal passwords with others; impersonation of another user.
  4. Uses that are commercial transactions. Students and other users may not sell or buy anything over the Internet. Private information shall not be shared.

(cf. 6141.321 – Computer Acceptable Use Policy)

Legal Reference: Connecticut General Statutes  
1-19(b)(11) Access to public records. Exempt records.  
  
10-15b Access of parent or guardians to student's records.  
  
10-209 Records not to be public.  
  
11-8a Retention, destruction and transfer of documents  
  
11-8b Transfer or disposal of public records. State Library Board to adopt regulations.  
  
46b-56 (e) Access to Records of Minors.  
  
Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of PL 93-568, codified at 20 U.S.C. 1232g.).

## 6141.326(c)

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

Children's Internet Protection Act of 2000 (HR 4577, P.L.106-554)

Communications Act of 1934, as amended (47 U.S.C. 254[h],[I])

Elementary and Secondary Education Act of 1965, as amended (20 U.S.C. 6801 et seq., Part F)

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et. seq.

*Reno v. ACLU*, 521 U.S. 844 (1997)

*Ginsberg v. New York*, 390 U.S. 629, at 642, n.10 (1968)

*Board of Education v. Pico*, 457 U.S. 868 (1988)

*Hazelwood School District v. Kuhlmeier*, 484 U.S. 620, 267 (1988)

Policy adopted:

INSTRUCTIONDistance EducationVirtual/Online Courses

The Board of Education believes that distance education through virtual/online courses is an effective means of instruction for students. A virtual school is hereby defined as an educational organization that offers courses at various grade levels through Internet or Web-based methods. These schools can offer courses to enhance, supplement or enrich the existing curriculum and can also provide an alternative means of instruction. Interactive distance learning does not require the student to be physically present in the same location as the instructor or other students.

~~Distance education~~ Virtual/online courses will be part of this District's educational program delivery system to increase accessibility and flexibility in the delivery of instruction. In addition to regular classroom-based instruction, students in the District may earn credit through distance education provided by virtual/online courses.

In order to earn credits in meeting the requirements for high school graduation through the successful completion of on-line coursework, the Board, in compliance with C.G.S. 10-221a (17) shall ensure, at a minimum, that (a) the workload required by the on-line course is equivalent to that of a similar course taught in a traditional District classroom setting, (b) the content is rigorous and aligned with curriculum guidelines approved by the State Board of Education, where appropriate, (c) the course engages students and has interactive components, which may include, but are not limited to, required interactions between students and their teachers, participation in on-line demonstrations, discussion boards or virtual labs, (d) the program of instruction for such on-line coursework is planned, ongoing and systematic, and (e) the courses are (1) taught by teachers who are certified in the state or another state and have received training on teaching in an on-line environment, or (2) offered by institutions of higher education that are accredited by the Department of Higher Education or regionally accredited; or (3) toward meeting the high school graduation requirement upon the successful completion of the board examination series permitting students in grades 9 through 12 to substitute achievement of a passing score on a series of examinations approved by the State Board of Education for meeting credit requirements for graduation.

If the drop-out rate of the District is determined to be 8% or higher in the previous school year, the Board of Education shall establish an on-line credit recovery program for those students who are identified as being in danger of failing to graduate. These students, once identified by certified personnel, must be allowed to complete on-line District-approved coursework toward meeting high school graduation requirements. Each high school within the District shall designate, from among existing staff, an online learning coordinator to administer and coordinate the online credit recovery program.

~~All distance education programs and courses will be consistent with District instructional goals. The administration is directed to periodically review instructional materials of virtual online courses to ensure they meet program standards. Further, such courses must provide the opportunity for substantial, personal and timely interactions between staff and students and among students.~~

The District will not use ~~distance education~~ virtual/online courses as the sole medium for instruction in any required subject area for students in grades K-8.

Credit from an online or virtual course may be earned only in the following circumstances:

1. The course is not offered at the District's high school or cannot be offered that year due to scheduling or low enrollment.
2. The high school does offer the course, but the student is unable to take it due to an unavoidable scheduling conflict.
3. The course will serve as a supplement to extended homebound instruction.
4. The District has expelled the student from the regular school setting, but educational services are to be continued.
5. The Principal, with agreement from the student's teachers and parents/guardians, determines the student requires a differentiated or accelerated learning environment.
6. Unless there are special circumstances students taking such courses must be enrolled in the District and take the courses during the regular school day at the school site.
7. A student has failed a course and wishes to recover credits in that course area.
8. The student's PPT or Section 504 Team has determined it to be an appropriate means of instruction.

As determined by Board/school policy, students applying for permission to take a virtual course will do the following:

- Complete prerequisites and provide teacher/counselor recommendations to confirm the student possesses the maturity level needed to function effectively in an online learning environment.
- Obtain the written approval of the Principal or his/her designee before a said student enrolls in a virtual course.
- Adhere to the District code of conduct to include rules of behavior and consequences for violations.
- Adhere to attendance requirements of the District.

The school must receive an official record of the final grade before awarding credit toward graduation. Only approved courses shall be posted on student transcripts.

Any and all fees imposed on the learner are the sole responsibility of the learner and not the Board of Education or its designee.

Through its policies and/or supervision plan, the school shall be responsible for providing appropriate supervision, coordination, and monitoring of students taking virtual courses.

Students will have access to sufficient library media resources such as a “virtual library” available through the World Wide Web, laboratory facilities, technical assistance, and hands-on training and information. The Board of Education will not be responsible for providing internet access outside of school hours.

Approval of any course shall be based upon its compliance with Connecticut’s academic standards and requirements, including but not limited to the course content and rigor, its length and scope, its method of assessing knowledge acquired by the student, the qualifications of the instructor and other appropriate factors.

On line course delivery must be from institutions accredited by the New England Association of Schools and Colleges, Southern Association of Colleges and Schools, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges or Western Association of Schools and Colleges or, if the institution is foreign, recognized by the Connecticut State Department of Education as having appropriate academic standards.

#### District Review Committee

~~The Superintendent shall establish a committee to review and evaluate distance education courses and programs to determine their value and effectiveness. This committee will be comprised of the Director of Curriculum and representative(s) from building administration, guidance, faculty at large, and the VHS Coordinator.~~

(cf. 6141.321 - Computers: Acceptable Use of the Internet)  
(cf. 6141.1 - Independent Study)  
(cf. 6146 - Graduation Requirements)

Legal Reference: Connecticut General Statutes

10-221 Boards of education to prescribe rules, policies and procedures.

Adopted: September 14, 2004

Somers High School  
Alternative Education Program Update  
BOE Executive Summary  
November 2010

The current enrollment is eight students: 1 freshmen (repeating), 1 sophomore, 3 juniors, and 3 seniors. Two of the seniors have already indicated their intentions to continue their education after graduation in the fields of electrical technician and medical assistance. Two other teachers provide instruction in Science and English, and Mr. Mooney offers support by conducting a group session one period per week. Four students are enrolled in mainstream elective classes during periods 1 & 2 and then report to the alternative education classroom for the remainder of the day. This option was initiated last year, and proved to be successful in expanding the curriculum beyond the obvious limitations of being in a self-contained classroom. ALEKS, the online math program, is still offered to students who need Algebra or Geometry credit. Although employment or volunteer work is required, a number of students have not procured an employment or volunteer position despite direction/suggestions from Mrs. Delany, and are required to remain in school until 2:15. For this reason, running a full day program is being considered. Attendance continues to be problematic for some students and measures have been put in place to encourage students to attend school regularly.

With reference to the 2009-10 school year, it should be noted that of the 6 seniors that attended the Alternative Education Program, three graduated and two returned this year to fulfill graduation requirements. One student dropped out due to pregnancy. Two sophomores are no longer attending the alternative program and have re-enrolled in regular classes. This is encouraging since the goal is to not have a placement in the Alternative Education Program be “permanent”. The ideal situation is that students get on track and return to the regular program where they have more opportunity.

We continue to wrestle with the notion of the Alternative Education Program being for freshmen. On the one hand, we do not want to be blind to the fact that some students enter the high school as apparently prime candidates for the program. Rather than waiting for them to fail, and dig themselves into holes, it would seem prudent to be more proactive. On the other hand, we like to give students a chance to expand their wings and re-invent themselves, rather than be relegated to the confines of the Alternative Education Program from the start. We continue to evaluate each student individually, however, to date, we have not started out freshmen in the program.

**Somers High School  
Counseling and Career Center  
BOE Executive Summary  
November 2010**

Building on the work completed during the 2008 – 2009 academic year, the Counseling and Career Center staff is working with Kathleen Pezza to ensure that our curriculum lesson plans address each of the individual strands within the content standards. This review will also allow us to make modifications to our original work as needed to best meet the needs of students and plan for necessary changes due to high school reform requirements.

Through September and October, the school counselors met with each senior individually for their senior conference and are currently working with seniors getting their applications set and transcript packages mailed. As of 11/17/10, the CCC office has mailed out over 215 transcript packages for 54 seniors applying to 4-year colleges. Many parents of seniors attended a College Application Process workshop at the beginning of the year, and a Financial Aid Night is set for November 30th. Junior college planning night is expected to take place again in February.

We have met multiple times with our freshmen since the beginning of the school year. Most recently, the freshmen completed a Learning Style Inventory on the Naviance program. This month, counselors have started their individual meetings with all sophomores.

Career activities including job shadows, internships, career trips and guest speaker forums are in full swing and to date 85 students have participated. Area companies and organizations that have acted as hosts include 4-Town Animal Hospital, Cox Communications, the CT Society of Certified Public Accountants, the Office of the State Archeologist, Pediatric Pulmonology of Western New England, Tecton Architects, the CT Children's Medical Center and more. Next steps include administering the Naviance-based *Do What You Are* career assessment to all sophomores beginning later this month.

The Career Specialist has been asked to become more involved in mandated special education transition activities. This new role is evolving and may warrant an increase in time. (This is currently a .7 position.)

The data collected through Naviance as well as college surveys are being used to research more thoroughly the access of our students to their top choice post-secondary institutions, our departmental goal. This year long endeavor will provide us with useful information to share with our constituents. Additionally, the CCC will be creating a college legacy list composed of parents, staff and recent alumni. We anticipate that this will serve as a helpful resource for prospective

parents involved in the college search/ admission process. We will report our findings to our administrators at the end of the year.

# **WHAT'S NEW IN 2010**

**Changes from the Connecticut  
State Department of Education**





# Common Core State Standards

# Common Core State Standards

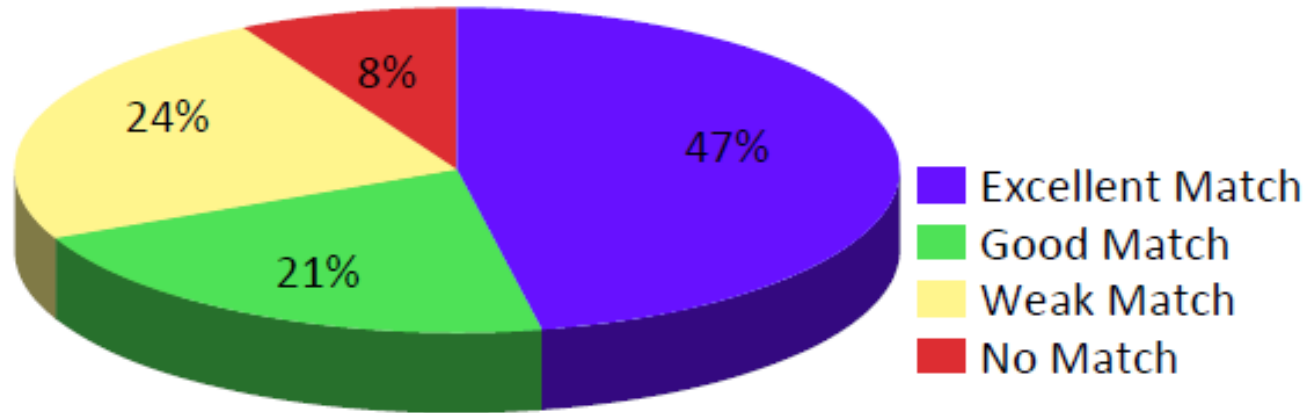
- The Common Core State Standards (CCSS) are national standards in ELA, Math and Literacy in the Content Areas.
- They were adopted by the Connecticut State Board of Education on July 7, 2010.
- Forty-eight states are adopting the CCSS as part of their reform efforts.
- Assessments aligned to the CCSS will begin in 2015.

# CCSS: Math Concepts K-8

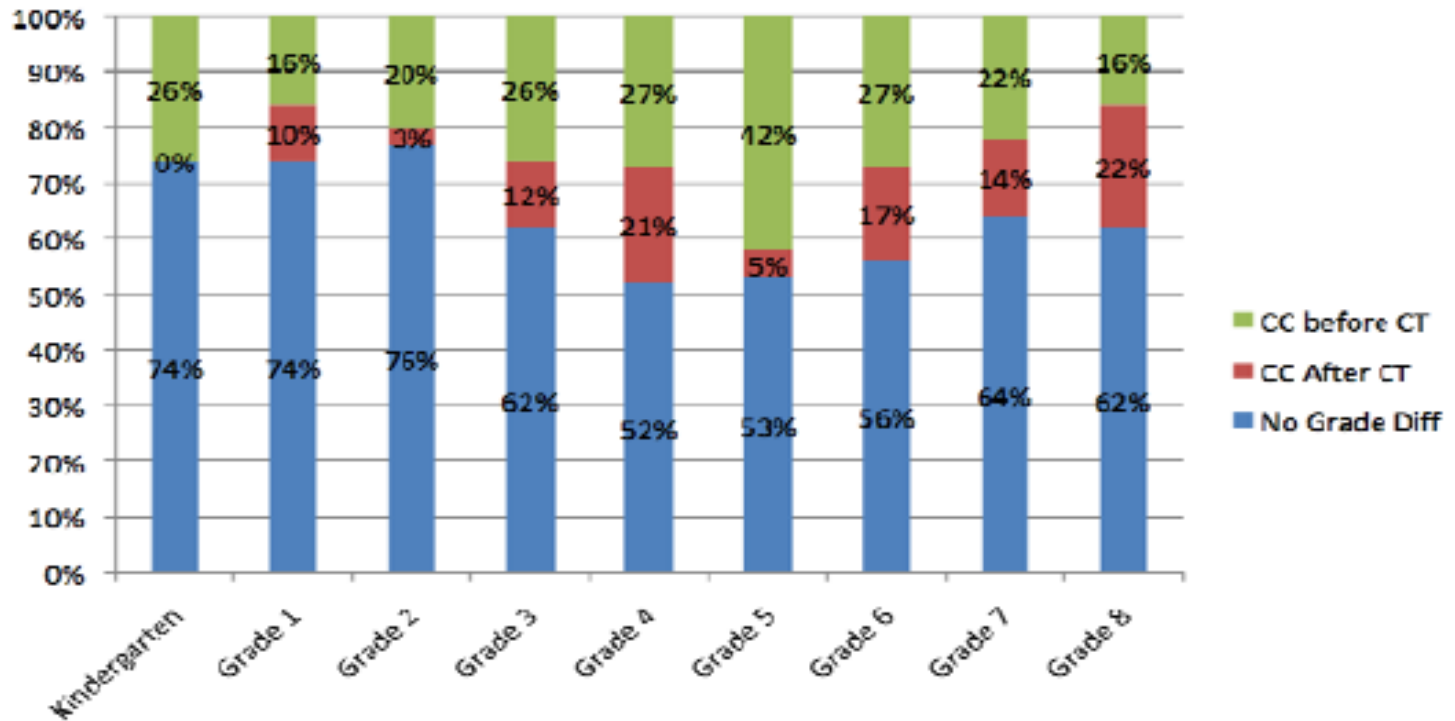
DOMAINS	Counting & Cardinality	Operations & Algebraic Thinking	Number & Operations in Base Ten	Measurement & Data	Geometry	Number & Operations: Fractions	Ratios & Proportional Relationships	The Number System	Expressions & Equations	Statistics & Probability	Functions
K	X	X	X	X	X						
1		X	X	X	X						
2		X	X	X	X						
3		X	X	X	X	X					
4		X	X	X	X	X					
5		X	X	X	X	X					
6					X		X	X	X	X	
7					X		X	X	X	X	
8					X			X	X	X	X

Concepts 9-12: Number and Quantity, Algebra, Functions, Modeling, Geometry, Probability and Statistics.

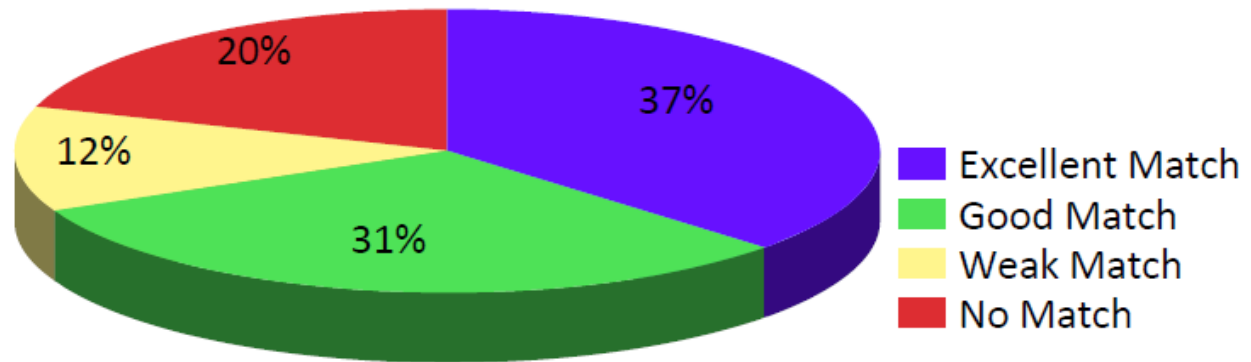
# CCSS: Math Comparison to CT State Frameworks



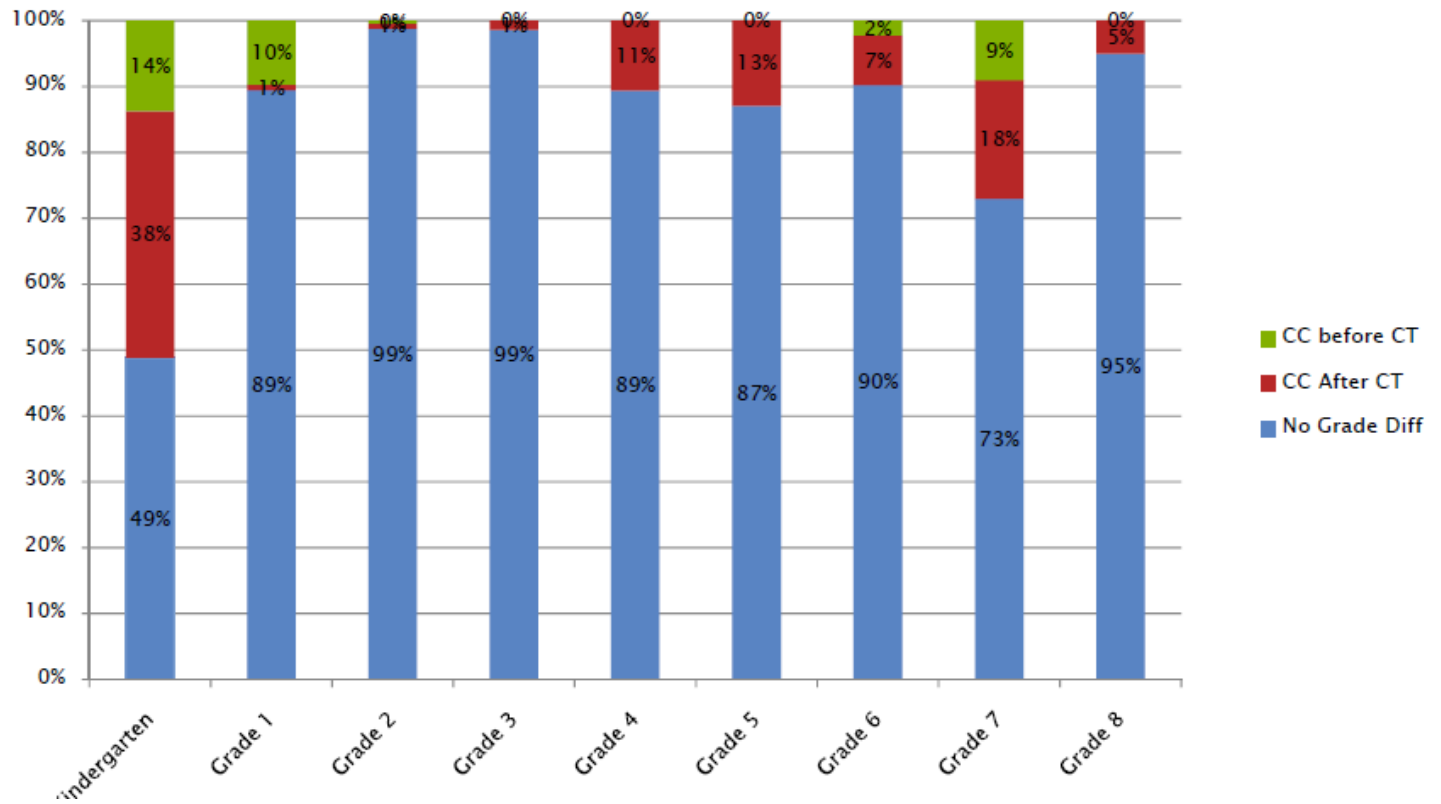
# CCSS: Math Grade Level Comparison



# CCSS: English-Language Arts Comparison to CT Framework



# CCSS: English-Language Arts Grade Level Comparison



# Curriculum Implication

- Complete revision of the ELA and Mathematics curriculum to be completed within the next three and a half years
- Potential need for new textbooks for ELA and Mathematics prior to normal replacement cycle.
- Potential scheduling issues as we approach fall of 2014
- Transitioning students from the CT Frameworks to the CCSS, ensuring that they will be able to master grade level expectations in the new documents while still be able to pass the CMT and CAPT.

A decorative graphic on the left side of the slide. It features a green chalkboard background with a white border. Two pieces of pink chalk are visible, one standing upright and one lying horizontally. There are also some white chalk markings, including a curved line and a vertical line with a horizontal tick mark at the bottom.

# CCSS: Assessment

# CCSS: Assessment

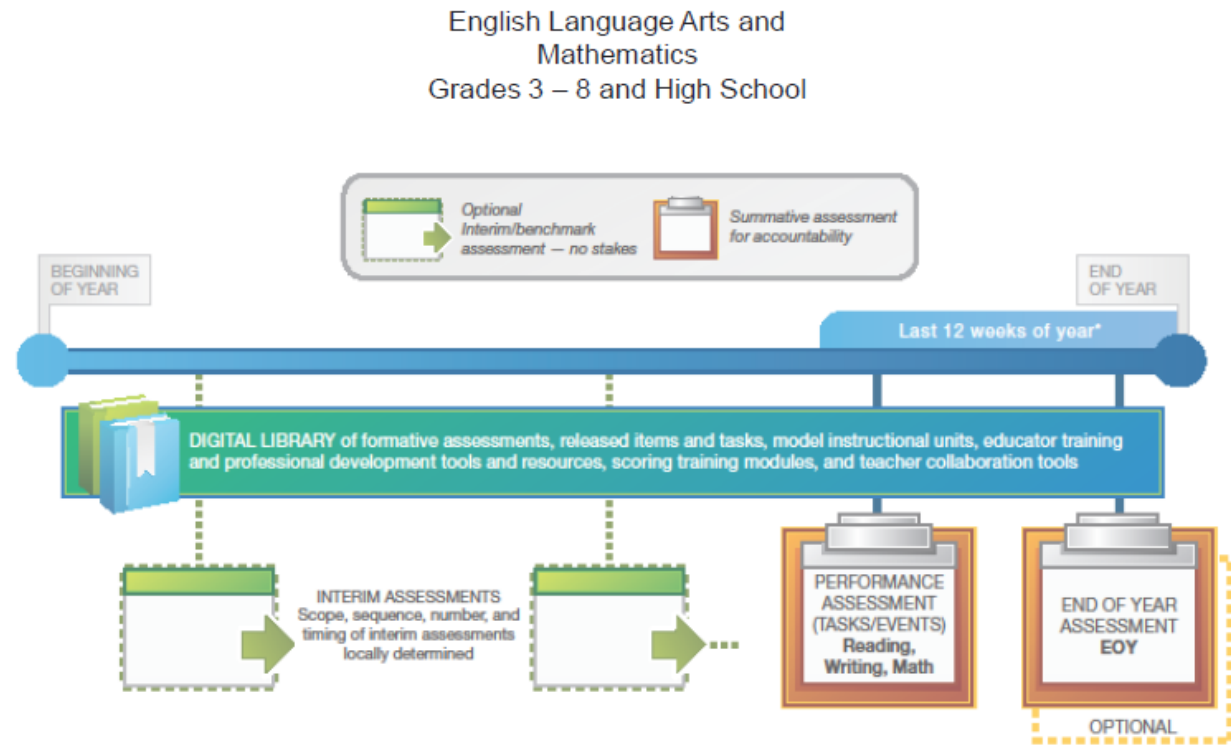
- The last administration of the CMT and CAPT will occur in the spring of 2014.
- At the beginning of the 2014-2015 school year, the CCSS will become the tested curriculum framework in ELA and Math for the State of Connecticut.
- A new series of assessments, aligned with the CCSS will begin in the 2014-2015 school year.
- As with the CMT and CAPT, the current breakdown is grades 3-8 and grade 10 (with a possible grade 12).

# CCSS: Assessment

- The Smarter Balanced Assessment Consortium (SBAC) is the assessment group with whom Connecticut is currently working
- The SBAC would have two parts:
  - End of Year (EOY) Assessment
  - In District Performance Assessment
- The SBAC would cover Reading, Writing and Math
- There is a strong push for the EOY assessment to be computer based.


# CCSS: Assessment

- Smarter Balanced Assessment Consortium (SBAC)





# CCSS: Assessment Timeline



<b>2010 – 2012</b>	<b>Item and task development and small-scale piloting</b>
2013	Adopt common ELL and SWD accommodation policies
<b>Spring 2014</b>	<b>Full field test of all items</b>
Summer 2014	Adopt common Performance Level descriptors and develop achievement standards
<b>2014-15</b>	<b>New Summative Assessments in Use</b>
Summer 2015	Validation study of cut scores
<b>August 2015</b>	<b>Adoption of common achievement standards</b>

A decorative border on the left side of the slide, featuring a green chalkboard background. It includes two pieces of pink chalk, one standing upright and one lying horizontally. There are also some white chalk markings, including a curved line and a large, faint letter 'Y'.

# **Public Act 10-111**

# Graduation Requirements

<b>Pre 2018 (20 Credits)</b>	<b>2018 and Beyond (25 Credits)</b>
4 Credits in English	4 Credits in English
3 Credits in Math	4 Credits in Math
3 Credit in Social Studies (0.5 in civics)	3 Credits in Social Studies (1 in Am. History & 0.5 Civics)
2 Credits in Science	3 Credits in Science
1 Credit in Fine Arts/Tech. Ed	1 Credit in Fine Arts
1 Credit in PE	1 Credit in PE
	0.5 Credit in Health
	2 Credits of World Language
	1 Credit of Senior Project
	1 Credit in Humanities Elective
	1 Credit in STEM Elective
	2 Credits in Life Skills Electives
	5 Exit Exams

# Graduation Requirements

<b>Current Somers (22 Credits)</b>	<b>2018 and Beyond (25 Credits)</b>
4 Credits in English	4 Credits in English
3 Credits in Math	4 Credits in Math
3 Credit in Social Studies	3 Credits in Social Studies (1 in Am. History & 0.5 Civics)
3 Credits in Science	3 Credits in Science
0.5 Credit in Fine Arts	1 Credit in Fine Arts
0.5 Credit in Practical Arts	1 Credit in PE
1.5 Credit in PE/Health	0.5 Credit in Health
0.5 Computer Literacy	2 Credits of World Language
	1 Credit of Senior Project
	1 Credit in Humanities Elective
	1 Credit in STEM Elective
	2 Credits in Life Skills Electives
	5 Exit Exams

# Exit Exams

- In order to graduate, students will have to pass culminating assessments in the following areas:
  - *Algebra I,*
  - *Biology,*
  - *English 10,*
  - *American History,*
  - *Algebra II or Probability and Statistics.*



# Career Counseling

- Starting in grade 6, students will have to work with an adult in the school to develop career goals and determine the appropriate sequence of courses to achieve those goals. These plans will be called Student Success Plans (SSPs).
- SSPs will be drafted and reviewed within the context of an advisor-advisee program at both the middle and high school level.



# Capstone Project

- Students in 8<sup>th</sup> grade will produce an electronic reflective portfolio of best work or complete a demonstration project that acts as a culminating assessment of what students learned in their middle school years. The SSP will guide this effort and the Advisory program will offer a venue for completing the work.
- Students in grade 12 will complete a 1 credit Capstone Experience. It may be a reflective portfolio, community service project or internship that allows students to use research and 21<sup>st</sup> century skills to demonstrate their high school learning. A written and oral presentation of their learning should be reviewed by the public.



**SOMERS BOARD OF EDUCATION**

Ninth District Road

Somers, CT 06071

[www.somers.k12.ct.us](http://www.somers.k12.ct.us)

**MINUTES OF THE MEETING – November 22, 2010**

**Members Present:** D.Palmer, J.Formeister, A.Kirkpatrick, B.Devlin, R.Lees, M.Marquardt, S.Bollinger, (J.Taylor and T.Potrikus attended the Board of Finance meeting prior to the BOE meeting. They arrived at 7:16 p.m.)

**Members Absent:**

**Administrators Present:** M.Suffredini, K.Pezza, B.Boutwell, P.Collin, R.Kapner

**Staff Present:** K.Regan

**Citizens Present:**

**Students Present:**

**Others:**

**1.0 CALL TO ORDER**

The regular meeting of the Board of Education was called to order at 7:05 p.m. by Chairman Palmer in the Mabelle B. Avery Middle School-BOE Board Room.

**2.0 PLEDGE OF ALLEGIANCE**

**3.0 APPROVAL OF MINUTES**

**3.1** November 8, 2010 Regular Meeting Minutes – It was MOVED (B.Devlin) SECONDED (R.Lees) to approve the November 8, 2010 Board of Education regular meeting minutes as presented. PASSED 7-0

**4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS**

**5.0 CORRESPONDENCE**

Chairman Palmer reported receipt of a letter from Karen Murdock regarding Tri-Town Hockey's request for financial support from the Board. Chairman Palmer has responded to Mrs. Murdock's letter.

**6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

**7.0 CONSENT AGENDA**

**7.1** Approval of Bills 11/22/10 (\$258,649.70)

It was MOVED (B.Devlin) SECONDED (S.Bollinger) to approve the 11/22/10 Bills in the amount of (\$258,649.70 as presented. PASSED 7-0

**8.0 NEW BUSINESS**

**8.1.** SES Special Needs Paraprofessional

Dr. Suffredini requested the Board's approval to hire a special education paraprofessional to accommodate the needs of a special needs child at SES. The projected cost of this position will be less than \$11,000.

It was MOVED (A.Kirkpatrick) SECONDED (B.Devlin) to hire a special education paraprofessional to accommodate the needs of a special needs child at Somers Elementary School at a projected cost of less than \$11,0000 as requested by the Superintendent. PASSED 7-0

**8.2. Approval of Long-Range Plan**

The Long Range Plan Executive Summary presented at tonight's meeting is informational only and does not require Board action. A formal Long-Range Plan will be developed and presented to the Board in April.

T.Potrikus and J.Taylor presented the Long Range Plan Executive Summary to the Board of Finance at the BOF meeting this evening.

**8.3. First Warning of DBS Code: 1110.1-Parent Involvement**

The Policy Committee has reviewed the current BOE policy and is recommending revisions as per CAFE. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

**8.4. First Warning of DBS Code: 4118.51/4218.51-Social Networking Websites**

The Policy Committee is recommending inclusion of this policy as per changes in the Secondary School Reform Act. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

**8.5. First Warning of DBS Code: 5127-Graduation/Separation**

The Policy Committee has reviewed the current BOE policy and is recommending revisions as per CAFE. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

**8.6. First Warning of DBS Code: 6141.5-Advanced College Placement**

The Policy Committee is recommending inclusion of this policy as per changes in the Secondary School Reform Act. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

**8.7. First Warning of DBS Code: 6141.326-Online Social Networking**

The Policy Committee is recommending inclusion of this policy as per changes in the Secondary School Reform Act. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

**8.8. First Warning of DBS Code: 6172.6-Virtual/Online Courses**

The Policy Committee has reviewed the current BOE policy and is recommending revisions as per CAFE. Second warning/adoption will be on the December 6<sup>th</sup> BOE meeting agenda.

Any questions regarding the above policies should be directed to the BOE Policy Committee.

**9.0 OLD BUSINESS**

**10.0 ADMINISTRATIVE REPORTS**

**10.1.** Dr. Suffredini notified the Board that our local drug and alcohol prevention committee, Somers Comes Together, was presented with the Community Engagement Award from ERASE. Somers Comes Together is co-chaired by Gary Cotzin and Dr. Collin. The committee includes students, parents, teachers, community leaders and representatives from several community service organizations. The committee meets twice a year. Dr.

Collin stated that the committee is looking for a member of the BOE to serve on this committee.

Chairman Palmer will send a letter from the Board to each member of Somers Comes Together congratulating them on receiving this award.

**10.1 SHS Guidance Update/Alternative Ed Update**

Karen Regan, Somers High School Guidance Counselor, reported on the initiatives that the Somers High School Counseling and Career staff are involved with this year.

The district counseling staff are working with the Director of Curriculum to ensure that the Guidance Curriculum addresses each of the individual strands within the content standards.

Mrs. Regan reported that as of November 17, 2010, 54 seniors have applied to 4-year colleges. Many parents attended a College Application Process workshop that was held in the beginning of the year. A Financial Aid Night is planned for November 30<sup>th</sup> and a college planning night for juniors will be held in February.

Mrs. Regan stated that the counselors have met multiple times with the freshmen and they recently completed a Learning Style Inventory using the Naviance program.

The counselors have started their individual meetings with all sophomores. Sophomores will participate in the Naviance-based *Do What You Are* career assessments in November.

Eighty-five students have participated in various career activities. All high school students are informed and exposed to various career choices through job shadows, internships, guest speakers and career trips.

Mrs. Regan reported that Naviance is a great tool and has several components. Students start using this program in eighth grade.

The data collected through Naviance and college surveys are being used to research the reasons why or why not Somers' students are accepted into their top choice post-secondary institution. This is the department's goal this year. The counseling department is examining the reasons why Somers High School students do not perform better on the SATs.

Somers High School Assistant Principal, Rob Kapner, updated the Board on the Alternative Education Program at the high school.

Mr. Kapner reported that the program is in its third year. There are currently eight students enrolled. Four students are enrolled in mainstream elective classes. Employment or volunteer work is a required component of the program. At this time these students have not procured either employment or volunteer work, so they are required to stay in school until 2:15 rather than being released early to go to work or volunteer. Mr. Kapner stated that the students in the program sign a contract stating that they will procure either employment or volunteer work to stay in the program. Mr. Kapner stated that this, along with attendance problems, is the biggest issue they are currently struggling with. The goal of the Alternative Education Program is to keep students from dropping out.

Of the six seniors that attended the Alternative Education Program in the 2009-2010 school year, three graduated and two returned this year to fulfill graduation requirements. Two sophomores have re-enrolled into regular classes. One student did drop out.

Mr. Kapner stated that they continue to struggle with starting freshmen in the program without allowing them time to mature.

Each student is evaluated individually before being invited into the Alternative Education Program.

## **10.2 CSDE Initiatives & Education Reform Requirements**

K. Pezza, Director of Curriculum, presented the new initiatives and education reform requirements established by the Connecticut State Department of Education. Mrs. Pezza highlighted how these changes will impact our district.

Mrs. Pezza stated that the information she is presenting this evening is less than six months old and is still a work in progress. The main change in the Common Core State Standards is that there are now national standards in English Language Arts, Math and Literacy in the Content Areas. The Connecticut State Board of Education adopted the CCSS on July 7, 2010. Forty-eight states are adopting the CCSS as part of their reform efforts.

Mrs. Pezza explained how our current curriculum compares with the new standards and the areas where adjustments will need to be made. The CCSS will be implemented starting with next year's kindergarten class and transition into the other grades within the next two years.

Assessments aligned to the CCSS will begin in 2015. The last administration of the CMT and CAPT will occur in the spring of 2014. At the beginning of the 2014-2015 school year, the CCSS will become the tested curriculum framework for ELA and Math for the State of Connecticut. A new series of assessments, aligned with the CCSS will begin in the 2014-2015 school year for students in grades 3-8 and grade 10 in the areas of Reading, Writing and Math. There is a push for these assessments to be computer based.

Mrs. Pezza presented and explained the new Graduation Requirements under Public Act 10-111. Next year's sixth grade class will be the first graduation class required to take the exit exam. This class will start drafting their Student Success Plan next year as sixth graders. These plans will be reviewed within the context of an advisor-advisee program at both the middle and high school level.

When these students reach eighth grade they will be required to produce an electronic reflective portfolio of their middle school years. The Student Success Plans will guide this effort and the Advisory program will offer a venue for completing the work.

When these students reach grade twelve they will be required to complete a one credit Capstone Experience which may be a reflective portfolio, community service project or internship as part of their exit exam. A written and oral presentation of their learning should be reviewed by the public.

Mrs. Pezza will keep the Board advised when additional information is received from the State Department of Education.

**10.3 Budget Update**

B.Boutwell, Director of Business Services, presented an update on the current budget. Mr. Boutwell reviewed the Summary of Line Accounts Report and responded to questions from the Board. Mr. Boutwell noted there is a high probability that the state excess cost grant may not be fully funded and the resulting impact this may have on the 2010-2011 budget. In 2009-2010 the state funded this grant at 83%.

**11.0 COMMITTEE REPORTS**

**11.1 Budget**

Reported under 10.3

**11.2 Curriculum**

No report.

**11.3 Policy**

A meeting is scheduled for November 29, 2010 at 7:00 p.m. in the Central Office Conference Room.

Chairperson of the Policy Committee, Anne Kirkpatrick, distributed copies of the Policy Committee's annual report. The annual report lists the fifty policies that the committee worked on over the last twelve months.

**11.4 Salary & Negotiations**

The negotiation process is ongoing with the SEA and the SAA.

**11.5 Planning Committee**

**11.6 Other Committees**

The Technology Committee will meet on November 30<sup>th</sup>.

**12.0 OTHER**

**13.0 ADJOURNMENT**

It was MOVED (B.Devlin) SECONDED (A.Kirkpatrick) to adjourn the regular meeting of the Somers Board of Education at 9:20 p.m. PASSED 9-0

Respectfully submitted,

Rick Lees, Jr., Secretary  
Joan Jaquith, Recording Secretary

These minutes are not official until approved at a subsequent meeting.