

Board of Education Meeting

Monday, May 11, 2020 7:00 PM

Zoom Meeting

<https://us04web.zoom.us/j/72271847637?pwd=TkVRYzJ0VmFTWnZnVlAxSTUrTVdFZz09>

Meeting ID: 722 7184 7637 Password: 070014, [Address], [City], CT [Zip]

1. **CALL TO ORDER**

2. **BOARD CHAIR COMMENTS**

3. **STUDENT RECOGNITION**

1. MBA CABE Student Leaders Award

4. **APPROVAL OF MINUTES**

1. Board of Education Minutes of March 23, 2020
2. Board of Education Minutes of April 20, 2020

5. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**

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

7. **CONSENT AGENDA**

1. Warrant of May 4, 2020
2. Warrant of May 11, 2020
3. 2nd Warning Policy DBS Code 1311.1 - Community Relations - Political Activities of School Employees
4. 2nd Warning Somers Policy DBS Code 1322 - Community Relations-Public Activities involving Staff, Students or School Facilities
5. 2nd Warning of Somers Policy DBS Code 1112.3 - Community Relations - Media Access to Students
6. 2nd Warning of Somers Policy DBS 1331 - Community Relations - Use of School Fields
7. 2nd Warning of Somers Policy DBS 1250 - Community Relations - Visitations to the Schools
8. 2nd Warning of Somers Policy DBS 1316 - Community Relations - Conduct on School Property
9. 2nd Warning of Somers Policy DBS 4121 - Substitute Teachers

8. **NEW BUSINESS**

1. Approval of Open Choice Enrollment Slots For 2020-2021 School Year
2. Approval of DBS Policy 6172.6 Distance Education
3. Appointment of Director of Curriculum and Instruction
4. Appointment of Somers Elementary School Principal

5. Cancellation of June 22, 2020 and July 8, 2020
Board of Education Meetings

9. **OLD BUSINESS**

10. **ADMINISTRATIVE REPORTS**

1. Higher Education Report

2. Superintendent's Updates

11. **COMMITTEE REPORTS**

1. CURRICULUM

2. POLICY

3. SALARY & NEGOTIATION

4. PLANNING

12. **CREC UPDATE**

13. **ADJOURNMENT**



SOMERS PUBLIC SCHOOLS

1 Vision Boulevard, Somers, Connecticut 06071
(860)749-2270 Fax (860)763-0748

Mr. Brian P. Czapla
Superintendent of Schools

Minutes
Somers Board of Education Meeting
Monday, March 23, 2020

CONDUCTED VIA TELECONFERENCE
RECORDING CAN BE FOUND AT

https://www.somers.k12.ct.us/board_of_education/20200323-_b_o_e_meeting

The meeting was called to order at 7:00 PM by Chairman Bruce Devlin.

Mr. Devlin called the roll for attendance. All Board of Education members were present.

Mr. Palmer made a motion for approval of the 2019-20 graduation to be set for June 11, 2020.

Mrs. Martin seconded the motion. There was no discussion.

The motion carried 9-0

Mrs. Martin motioned to adjourn the meeting.

The motion carried 9-0

The meeting was adjourned at 7:03 PM.

Submitted by Brian P. Czapla



SOMERS PUBLIC SCHOOLS

1 Vision Boulevard, Somers, Connecticut 06071
(860)749-2270 Fax (860)763-0748

Mr. Brian P. Czapla
Superintendent of Schools

Minutes (DRAFT)
Board of Education Meeting
April 20, 2020

Held via video teleconference

Meeting convened at 7:04 pm

In attendance: Anne Kirkpatrick, Kate McLellan, Jeremy Anderson, Jan Martin, Bruce Devlin, Brian Czapla, David Palmer, Marissa Marks, Krista Cherry, Bill Boutwell, Dina Senecal

Somers High School Student Report: Fiona Cheyney provided the BOE with a status report on the distance learning program at the high school.

A motion was made by Kate McLellan to approve the minutes from the March 9, 2020 Public Hearing (seconded by David Palmer). There was no discussion. The motion passed unanimously.

A motion was made by Jan Martin to approve the minutes from the March 9, 2020 BOE meeting (seconded by Kate McLellan). There was no discussion. The motion passed unanimously.

A motion was made by David Palmer to approve the consent agenda (seconded by Jeremy Anderson). The motion passed unanimously.

Seven policies received a first warning. Any questions should be directed to Anne Kirkpatrick. Jeremy Anderson indicated that an edit needed to be done to DPS 1250 to remove some notes. This would be done for the May 11, 2020 BOE meeting.

Dina Senecal (Principal, Somers Elementary School) presented drafts of the new standards-based report cards to be implemented in September. She answered questions from BOE members.

Brian Czapla (Superintendent) provided the BOE with updates. The bus contract amendment was successfully negotiated. The BOE will pay 61% of the remaining contract, subject to renegotiation if schools reopen this school year. This equates to a \$100,000 cost savings. Current end of the year budget projections shows a \$300,000 surplus (subject to change) due to the COVID-19 situation. This will be given back to the town. Grading policies for the 4th quarter are being finalized and will be made public by the end of the week. Summer school will be developed free of charge for students in June and/or July.

Committee Reports:

- Curriculum – no report
 - Policy – no meetings scheduled. Brian P. Czapla review the April CAFE policy updates. No BOE policy updates are necessary.
 - Salary and Negotiations – David Palmer shared the administration is currently in negotiations with the nurses for a new contract. We hope to have this finalized by the end of April. A sub-committee meeting will be set up in mid-May to discuss non-affiliated general wage increases and the Superintendent's contract.
 - Planning – no report
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CREC Update – Anne Kirkpatrick gave an update on a recent meeting.

- Vaccination legislation is stalled in the legislature due to the COVID-19 crisis.
- The decision to close schools to May 20 was made to maintain student engagement.
- Many school districts are looking to provide free summer school. Some schools are considering a session in late August prior to the opening of the 2020-21 school year.

Jan Martin made a motion to adjourn the meeting (seconded by Kate McLellan). The motion passed unanimously.

The meeting adjourned at 7:49 pm.

Video Recording of the meeting can be found at
<https://www.somers.k12.ct.us/cms/One.aspx?portalId=61378&pageId=26537794>

Somers Board of Education
General Budget Treasury Warrant

Report # 63948

Check Batch: 33543
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:

W B R

Date:

5/11/2020

William B. Boutwell, Director of Business Services

33543	18468	05/04/2020	V61579	CH Neurology Foundation
	18469	05/04/2020	V61230	ENGIE Resources

Totals:

0.00	1,034.00
0.00	5,853.17
0.00	\$6,887.17

2 Checks Listed.

Somers Board of Education General Journal Register

Report # 63946
Batch: 33542
Transaction: N/A
Show Summary Only: Yes

Batch # 33542	Control Total \$6,887.17	Status Posted	Created By Ibergamini	Created On 05/01/2020	Last Updated By Ibergamini	Last Updated On 05/01/2020
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Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
General Ledger Distribution Summary					
May, 2020					
Generated Distributions					
10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			6,887.17	0.00
10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	6,887.17
	Total Generated Distributions			\$6,887.17	\$6,887.17
User-Entered Distributions					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	6,887.17
10-120-9-9-98-955-330-02-5-01117	SP ED-INDEPENDENT EVALUATIONS			1,034.00	0.00
10-260-5-6-64-641-620-05-5-00360	MA - ELECTRICITY			3,639.74	0.00
10-260-5-6-64-641-620-05-5-00361	HS - ELECTRICITY			2,153.86	0.00
10-260-5-6-64-641-620-05-5-00362	MAINTENANCE - ELECTRICITY			59.57	0.00
	Total User-Entered Distributions			\$6,887.17	\$6,887.17
	Total for May, 2020			\$13,774.34	\$13,774.34
	Grand Total for Batch # 33542			\$13,774.34	\$13,774.34

8 Transactions Listed.

**Somers Board of Education
General Budget Treasury Warrant**

Check Batch: 33567
 Check Header: (N/A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by: WRB DK Date: 5/2/2020
William B. Boutwell, Director of Business Services

33567	18470	05/11/2020	V61143	Air Equipment, LLC	0.00	1,585.65
	18471	05/11/2020	V02129	Alarn New England LLC	0.00	15,587.50
	18472	05/11/2020	V60790	Alternative Access Assistive Technology	0.00	2,827.50
	18473	05/11/2020	V52670	SYNCB/AMAZON	0.00	3,133.58
	18474	05/11/2020	V60040	Anthem Life Insurance Company	0.00	2,321.54
	18475	05/11/2020	V54164	Auto Tek LLC	0.00	1,410.76
	18476	05/11/2020	V61182	Automated Building Systems, Inc	0.00	1,880.25
	18477	05/11/2020	V61601	Brown Small Engine Repair	0.00	325.00
	18478	05/11/2020	E00138	Buell, Katie	0.00	37.21
	18479	05/11/2020	V60562	CFC	0.00	205.00
	18480	05/11/2020	V61455	ConnectCare, Inc	0.00	173,452.17
	18481	05/11/2020	V02474	Connecticut Radio, Inc	0.00	1,814.00
	18482	05/11/2020	V02198	The Connecticut Water Company	0.00	3,519.41
	18483	05/11/2020	V61605	Covermaster	0.00	12,185.99
	18484	05/11/2020	V61473	COX Business	0.00	819.14
	18485	05/11/2020	V00204	CREC	0.00	22,012.78
	18486	05/11/2020	V60390	Cummins Sales and Service	0.00	2,607.94
	18487	05/11/2020	V60709	DBS Financial Services LLC	0.00	2,547.21
	18488	05/11/2020	V60416	DG Graphics	0.00	340.00
	18489	05/11/2020	V60089	Dime Oil Company LLC	0.00	14,745.06

Somers Board of Education General Budget Treasury Warrant

Report # 64038

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18490	05/11/2020	V52317	Ellington Board of Education	0.00	15,738.72
	18491	05/11/2020	V00159	Eversource Energy	0.00	19,094.32
	18492	05/11/2020	V61236	Gateway Enterprise Corporation	0.00	306.50
	18493	05/11/2020	V61324	Global Site Services	0.00	165.00
	18494	05/11/2020	V54081	Graduate Pest Solutions, Inc.	0.00	166.00
	18495	05/11/2020	V00511	Granger	0.00	41.76
	18496	05/11/2020	V53439	Group Dynamic	0.00	22.20
	18497	05/11/2020	V00407	Hartford Courant Media Group	0.00	260.20
	18498	05/11/2020	V01790	Heinemann	0.00	45,734.85
	18499	05/11/2020	V21177	Home Depot CRC	0.00	119.88
	18500	05/11/2020	V61403	Hooker & Holcombe, Inc	0.00	724.00
	18501	05/11/2020	V52848	Intensive Education Academy, Inc.	0.00	4,000.88
	18502	05/11/2020	V00999	J.W. Pepper & Son, Inc.	0.00	45.00
	18503	05/11/2020	V00438	Journal Inquirer	0.00	169.99
	18504	05/11/2020	V61604	Kelly Refrigeration & Freezer	0.00	100.00
	18505	05/11/2020	V00665	Kelly-Fradet Lumber	0.00	1,428.77
	18506	05/11/2020	V60527	Kloter Farms Inc	0.00	18,623.00
	18507	05/11/2020	V02898	MagnaKleen Services	0.00	193.34
	18508	05/11/2020	E00825	Malloy, Melissa	0.00	37.21
	18509	05/11/2020	V61617	Marjan K Supply Co	0.00	257.76
	18510	05/11/2020	V61461	Monarch Watch	0.00	50.00
	18511	05/11/2020	E00370	Mucci, Melissa	0.00	220.13
	18512	05/11/2020	V02407	OTTIS Elevator Company	0.00	66.10
	18513	05/11/2020	V53849	NCS Pearson, Inc.	0.00	50.00
	18514	05/11/2020	V53914	Pitney Bowes, Inc.	0.00	118.98
	18515	05/11/2020	V53238	Plank Road Publishing, Inc.	0.00	143.91
	18516	05/11/2020	V52686	Plimpton & Hills	0.00	1,224.13
	18517	05/11/2020	V60864	Pullman & Comley, LLC	0.00	1,909.50
	18518	05/11/2020	E00277	Rauza, Arlene	0.00	19.09
	18519	05/11/2020	V52476	River Valley Lawn Care LLC	0.00	875.19
	18520	05/11/2020	V61544	RZ Design Associates, Inc	0.00	11,000.00
	18521	05/11/2020	V00615	Scholastic Inc	0.00	104.39
	18522	05/11/2020	E00301	Senecal, Dina	0.00	303.76
	18523	05/11/2020	V51324	Sherwin-Williams Co., The	0.00	220.71
	18524	05/11/2020	V61387	Shipman & Goodman, LLP	0.00	1,625.00
	18525	05/11/2020	V02217	Smyth's Auto & Truck	0.00	75.00
	18526	05/11/2020	V01591	Town of Somers	0.00	243.16

Somers Board of Education
General Budget Treasury Warrant

Report # 64038

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	18527	05/11/2020	V61582	SpeakEasy Communication Therapy, LLC	0.00	1,100.00
	18528	05/11/2020	V61292	State of Connecticut-Treasurer	0.00	2,250.00
	18529	05/11/2020	V61616	Swank Motion Pictures, Inc	0.00	450.00
	18530	05/11/2020	V01000	Town of Somers BOE	0.00	14,926.21
	18531	05/11/2020	V01000	Town of Somers BOE	0.00	2,926.87
	18532	05/11/2020	E01059	Tracy, Mike	0.00	269.99
	18533	05/11/2020	V53987	U.S. Bank Equipment Finance, Inc	0.00	2,438.10
	18534	05/11/2020	V60353	ULINE	0.00	1,944.29
	18535	05/11/2020	V21164	Unum Life Insurance Company of America	0.00	3,688.79
	18536	05/11/2020	V54059	Verizon Wireless	0.00	420.87
	18537	05/11/2020	V53413	W. B. Mason Co., Inc.	0.00	327.35
	18538	05/11/2020	V61410	Cardmember Service	0.00	109.98
Totals:						
					0.00	\$419,688.57

69 Checks Listed.

Somers Board of Education General Journal Register

Report # 64037
Batch: 33547
Transaction: N/A
Show Summary Only: Yes

Batch # 33547	Control Total \$419,688.57	Status Posted	Created By Ibergamini	Created On 05/04/2020	Last Updated By Ibergamini	Last Updated On 05/07/2020
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Period, Fiscal Year Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
May, 2020					
Generated Distributions					
10-000-0-0-00-000-241-00-0-00000	ENCUMBRANCE CONTROL			407,145.21	0.00
10-000-0-0-00-000-241-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	407,145.21
	Total Generated Distributions			\$407,145.21	\$407,145.21
User-Entered Distributions					
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			34.59	0.00
10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	419,723.16
10-000-1-9-99-999-000-00-5-01695	COVID-19		Yes	3,322.46	0.00
10-100-2-2-20-242-611-01-5-00169	K-5 - MUSIC SUPPLIES		Yes	188.91	0.00
10-100-2-2-26-220-641-01-5-00105	K-5 - LANGUAGE ARTS TEXTBOOK		Yes	45,734.85	0.00
10-100-2-3-12-242-611-01-5-00182	MA - TECHNOLOGY ED SUPPLIES			354.86	0.00
10-100-2-3-14-241-611-01-5-00157	MA - GENERAL SUPPLIES			0.00	10.62
10-100-2-3-16-242-611-01-5-00184	MA - LANGUAGE ARTS SUPPLIES		Yes	1,099.98	0.00
10-100-2-3-18-242-611-01-5-00189	MA - MATH SUPPLIES			549.99	0.00
10-100-2-3-18-242-611-01-5-00184	MA - SCIENCE SUPPLIES		Yes	50.00	0.00
10-100-2-3-28-242-611-01-5-00204	MA - SOCIAL STUDIES SUPPLIES			268.99	0.00
10-100-2-3-30-242-611-01-5-00210	HS - TECHNOLOGY ED SUPPLIES			122.47	0.00
10-100-2-4-12-242-611-01-5-00183	HS - SOCIAL STUDIES SUPPLIES			26.49	0.00
10-100-2-4-30-242-611-01-5-01644	SW - GENERAL COMPUTER SUPPLIES			269.99	0.00
10-100-2-5-14-241-611-01-5-00873	HS CAPITAL OUTLAY		Yes	18,623.00	0.00
10-100-8-4-66-910-730-01-5-00607	SP ED - INSTTUTIONAL DUES			205.00	0.00
10-120-9-9-50-137-810-05-5-00059	MA - ALP SUPPLIES			104.39	0.00
10-120-9-9-98-242-611-01-5-00026	SP ED - TESTING			50.00	0.00
10-120-9-9-98-243-611-01-5-01002	SP ED - CONTRACTED SERVICES		Yes	3,927.50	0.00
10-120-9-9-98-955-330-02-5-01674	SW - PBIS SUPPLIES			96.49	0.00
10-210-2-5-32-242-611-01-5-01681	B.O.E. - OTHER PROF. SERVICES			15,258.50	0.00
10-231-1-5-74-134-330-10-5-00045	CO - INSTITUTIONAL DUES			275.80	0.00
10-232-1-5-50-137-810-05-5-00057	CO - ADVERTISING			430.19	0.00
10-232-1-5-72-134-540-04-5-00025	CO - OFFICE SUPPLIES			310.24	0.00
10-232-1-5-72-258-690-04-5-00042	CO - COPIER RENTAL		Yes	609.53	0.00
10-232-6-5-66-830-440-04-5-00525	CO - POSTAGE METER		Yes	118.98	0.00
10-232-6-5-66-830-440-04-5-00526					

Somers Board of Education General Journal Register

Report # 64037

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
33547	\$419,688.57	Posted	Ibergamini	05/04/2020	Ibergamini	05/07/2020
10-240-6-2-66-830-440-04-5-00523		K-5 - COPIER RENTAL			609.53	0.00
10-240-6-3-66-830-440-03-5-00527		MA - COPIER RENTAL			609.51	0.00
10-240-6-4-66-830-440-04-5-00763		HS - COPIER RENTAL			609.53	0.00
10-260-1-5-64-642-530-04-5-01217		SW - COMMUNICATION SUPPLIES			1,814.00	0.00
10-260-1-6-40-258-690-04-5-00306		MAINTENANCE - OFFICE SUPPLIES			26.59	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS			1,572.62	0.00
10-260-5-2-62-722-430-08-5-01141		K-5 BUILDING REPAIRS			0.00	23.97
10-260-5-2-64-642-530-04-5-00363		K-5 - TELEPHONE			267.48	0.00
10-260-5-3-64-642-530-04-5-00365		MA - TELEPHONE			160.60	0.00
10-260-5-4-64-642-530-04-5-00366		HS - TELEPHONE			296.24	0.00
10-260-5-5-64-642-530-04-5-00367		CO - TELEPHONE			515.69	0.00
10-260-5-5-64-642-530-04-5-01679		SW - INTERNET			2,250.00	0.00
10-260-5-6-62-650-613-05-5-00377		SW - CUSTODIAL SUPPLIES			193.34	0.00
10-260-5-6-62-722-430-01-5-01077		SW - COMPUTER MAINTENANCE			657.08	0.00
10-260-5-6-62-722-430-08-5-00430		MA - BUILDING MAINTENANCE			1,481.89	0.00
10-260-5-6-62-722-430-08-5-00439		HS - BUILDING MAINTENANCE			16,884.58	0.00
10-260-5-6-62-722-430-08-5-00440		SW - EQUIPMENT REPAIR			1,485.76	0.00
10-260-5-6-62-722-430-08-5-00442		SW - GROUNDS KEEP			875.19	0.00
10-260-5-6-62-722-430-08-5-00445		SW - TOOL SUPPLY			325.00	0.00
10-260-5-6-62-722-430-08-5-00447		SW - GENERAL REPAIR			41.76	0.00
10-260-5-6-62-722-430-08-5-00467		SW - GENERAL PAINT			220.71	0.00
10-260-5-6-62-722-430-08-5-00801		SW - EXTERMINATING			166.00	0.00
10-260-5-6-62-722-430-08-5-01646		SW - SECURITY			15,587.50	0.00
10-260-5-6-64-630-620-05-5-00354		K-5 - FUEL #2			4,009.80	0.00
10-260-5-6-64-630-620-05-5-00356		HS - FUEL #2			10,497.66	0.00
10-260-5-6-64-641-620-05-5-00358		K-5 - ELECTRICITY			6,428.27	0.00
10-260-5-6-64-641-620-05-5-00360		MA - ELECTRICITY			7,371.96	0.00
10-260-5-6-64-641-620-05-5-00361		HS - ELECTRICITY			7,753.04	0.00
10-260-5-6-64-641-620-05-5-00362		MAINTENANCE - ELECTRICITY			88.26	0.00
10-260-5-6-64-641-620-05-5-00373		SW - WATER			3,519.41	0.00
10-260-5-6-62-722-430-04-5-00452		SW - MAINTENANCE CONTRACTS			1,946.35	0.00
10-270-4-5-84-521-627-12-5-00327		BUS FUEL			58.11	0.00
10-279-4-5-84-722-627-12-5-00341		SW - GASOLINE SCHOOL VEHICLES			422.65	0.00
10-280-6-5-82-820-200-13-5-00509		SW - FLEXIBLE SPENDING ACCT			22.20	0.00
10-280-6-5-82-820-200-13-5-00510		DENTAL			14,926.21	0.00
10-280-6-5-82-820-200-13-5-00512		LIFE AND AD&D INSURANCE			2,321.54	0.00
10-280-6-5-82-820-200-13-5-00513		L.T.D.			3,688.79	0.00
10-280-6-5-82-820-200-13-5-01228		SW - HEALTH SAVINGS ACCOUNT			176,379.04	0.00

Somers Board of Education General Journal Register

Report # 64037

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
33547	\$419,688.57	Posted	Ibergamini	05/04/2020	Ibergamini	05/07/2020
10-310-1-9-80-999-000-00-5-01694		COVID-19 LUNCH			164.08	0.00
10-613-9-9-88-955-561-14-5-00622		SPED - CREC RIVER STREET			14,896.28	0.00
10-613-9-9-88-955-561-14-5-00673		SP ED - TUITION			26,580.30	0.00
Total User-Entered Distributions					<u>\$419,757.75</u>	<u>\$419,757.75</u>
Total for May, 2020					<u>\$826,902.96</u>	<u>\$826,902.96</u>
Grand Total for Batch # 33547					<u>\$826,902.96</u>	<u>\$826,902.96</u>

250 Transactions Listed.

Community Relations:

Political Activities of School Employees:

The Somers Board of Education recognizes the citizen rights of school employees, such as voting or refraining from voting; discussing the social, political and economic issues of the day in public meetings; supporting candidates; accepting appointive or elective public office; or holding office in political parties. **The Board recognizes that school property and school time are paid for by all the people of the District, and should not be used for partisan political purposes.**

Individual Responsibility in Participating in Political Functions:

Employees engaging in political activities shall:

1. Realize their primary obligation is to their work as educators.
2. Endeavor to make others realize that their utterances and actions are performed merely as individual and not as representatives of any educational institution.
3. Engage in no political activities on school premises during school hours.

Prohibited activities include (but are not limited to) the posting of political circulars or petitions, collection or solicitation of campaign funds, solicitations for campaign workers, the use of students in writing or addressing campaign materials, and the distribution of campaign materials to students on District property or during school time in any manner which would indicate that a school employee is using a position in the school to further personal partisan views on candidates for public office or questions of public property. Teachers and other District employees will not attempt to influence students concerning political party affiliations and will not praise or denigrate any particular political party.

Nothing in this policy will be interpreted as prohibiting teachers from conducting appropriate activities that encourage students to become involved in the political processes of the party of the students' choice or as independents; nor does it prohibit the use of political figures as resource persons in the classrooms.

Legal Reference: Connecticut General Statutes

7-421 Political activities of classified municipal employees

7-421b Limitation on restriction of political rights of municipal

employees

[10-156e](#) Employees of boards of education permitted to serve as
elected officials; exception

Adopted: May 11, 1981

Reviewed: February 3, 2000

July 9, 2009

COMMUNITY RELATIONS:

Public Activities Involving Staff, Students or School Facilities:

Relations between Public and Students:

Contests For Students:

Those contests ~~endorsed by the Elementary and Secondary School Principals' Associations, and~~ approved by the Building Principal, may be permitted during the school day as an official school activity. Other desirable contests may be called to the attention of the students for their possible participation outside of school.

Any exception to this policy must receive the specific approval of the Superintendent of Schools or his/her designee.

Adopted: July 6, 1981

Reviewed: February 3, 2000

COMMUNITY RELATIONS

Media Access to Students

The Board recognizes the important role the media serves in reporting information about the district's program, services and activities.

When newscasts, spot announcements, sports, and other activities are covered dealing with schools, the programs must be presented in the public interest. No identification of the schools with the promotion of any commercial or political enterprise will be permitted.

School administrators shall be authorized to grant permission and set parameters for media access to students in their respective schools. The media may, **at the discretion of administration**, interview and photograph students involved in instructional programs and school activities including athletic events provided their presence will not be unduly disruptive and shall comply with Board policies and district goals.

Media representatives shall be required to report to the administration for prior approval before accessing students involved in instructional programs and activities not attended by the general public.

Parents who do not want their student interviewed, photographed or videotaped by the media shall inform the school Principal accordingly.

Parents will be advised of the district's media access to student's policy at the time of the student's registration and each fall in the student/parent handbook.

District employees may release student information to the media only in accordance with applicable provisions of the education records law and Board policies governing directory information and personally identifiable information.

(cf. [5125](#) - Student Records; Confidentiality)

Legal Reference: Connecticut General Statutes

[1](#)-213 Access to public records. Exempt records.

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

Federal Family Educational Rights and Privacy Act, Sec. 438, 20
U.S.C. Sec 1232g (1988).

Title I - Amendments to the Individuals with Disabilities Act. (PL 105-
17)

Adopted: September 8, 2008

COMMUNITY RELATIONS:

Use of School Fields by Outside Organizations:

The Somers Board of Education favors the use of athletic fields under its jurisdiction by citizens of Somers subject to the following conditions:

1. The needs of the schools shall have precedence. Only when the schools are not using their playing fields shall they be made available for use by the ~~public~~ **Parks and Recreation Department. Use of fields by private citizens, organizations, groups, etc. must be approved by the Superintendent. A usage fee may be charged by the Board of Education.**
2. Only fields in adequate playable condition will be available for public use. The Somers Board of Education, through the Superintendent or his/her designee, will be the sole judge of the suitability of their condition for use. The Superintendent or his/her designee reserves the right to cancel previously approved field requests based upon current field conditions, weather forecasts, **rescheduled events**, etc.
3. No unusual maintenance, upkeep, or alteration of school fields will be done by outside organizations without specific approval of the Somers Board of Education, through the Superintendent or his/her designee.
4. The agent of the Somers Board of Education for the implementation of this policy will be the Superintendent of Schools, or his/her designee.

Adopted: June 22, 1981

Reviewed: February 3, 2000

Revised: November 10, 2003

COMMUNITY RELATIONS

Visitations to the Schools:

With the increase in security and the expectation of confidentiality, the Board of Education ~~usually~~ does not accept school visitors unless they are **parents, volunteers, or have legitimate business with the school (as determine by administration)**. The principal, in consultation with the superintendent, may determine that a school visit is appropriate for parents/guardians or others, and will ensure that the visit will not hinder the educational program. **All visitors must receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.**

All school visitors shall register in the school office or where indicated. Staff members should be alert for unauthorized visitors and promptly report their presence to the principal.

~~Loitering on school grounds is not permitted.~~

Adopted: April 13, 1981

Reviewed: February 3, 2000

Adopted: October 25, 1982

Reviewed: September 28, 2000

May 28, 2003

June 25, 2018

In order to promote a safe and productive educational environment for all students and staff, the Board of Education requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.

Community Relations

Relations between Public and School Personnel

Conduct on School Property (Civility)

The Board of Education (Board) expects mutual respect, civility and orderly conduct among all individuals on school property or at school events. District staff will treat parents and other members of the public with respect and expect the same in return. The Board is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.

This policy promotes mutual respect, civility and orderly conduct among Board members, District employees, parents and the public. It is not intended to deprive any individual of his/her right to freedom of expression, but only to maintain to the extent possible and reasonable, a safe, harassment-free environment for students and staff. Volatile, hostile or aggressive actions and words cannot be tolerated, and individuals who engage in these activities may face legal penalties.

In the interest of presenting Board members and District employees as positive role models to the students as well as to the community, the Board encourages positive communication and discourages volatile, hostile or aggressive actions. The Board seeks public cooperation with this endeavor.

Based upon the above, the Board expects that no person on school property or at a school event shall:

1. Injure, threaten, harass or intimidate a staff member, Board member or any other person;
2. Curse and use obscenities;
3. Disrupt or threaten to disrupt school or office operations;
4. Damage or threaten to damage another's property;
5. Damage or deface District property;

6. Violate any Connecticut law or town/city ordinance;
7. Smoke or otherwise use tobacco products **and/or vaping products**;
8. Consume, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous instruments or weapons;
9. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
10. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board;
11. Operate a motor vehicle in a risky manner or in violation of an authorized District employee's directive; or
12. Violate other District policies or regulations or an authorized District employee's directive.

Approved: 5/7/12

Personnel Certified

Substitute Teachers

A substitute teacher shall be a person who has earned a Bachelor's Degree, is fully qualified to instruct in our schools and who is employed for short periods of time in the absence of the regular teacher. The Commissioner of Education may waive requirement for a Bachelor's Degree for good cause upon the request of the Superintendent of Schools.

The Board shall only hire applicants for substitute teaching positions who comply with the reference and background checks as detailed in Policy #4112.51/4212.51 and who comply with the required disclosure requirements and after requesting information from the applicant's prior employers and SDE. The Board shall determine which such persons are employable as substitute teachers and maintain a list of such persons. The Board shall hire only substitutes who are on such list.

Approved substitutes shall remain on such list as long as he or she is continuously employed by the Board as a substitute teacher, provided the Board does not have any knowledge of a reason that such person should be removed from the list.

Suitable programs for training, assigning, orienting and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent.

Rates of compensation for substitute teachers will be set by the Board of Education.

~~It will be the responsibility of the Principal or his/her designee to assign a substitute to fill any vacancy by the temporary absence of a regular staff member. The substitute teacher will be selected from a list of approved substitutes furnished by the Superintendent's office.~~

Only fully certified replacement teachers will be assigned to classes whose regular teachers are on long-term leaves of absence of forty (40) days or more. Principals will attempt to maintain as much continuity as possible by engaging only one substitute for the full period of absence of one teacher and by calling back a substitute to serve in a classroom in which he/she has already performed successfully.

Substitute teachers will not participate in the health and welfare plans or other fringe benefits of the school system. ~~However, substitute personnel hired to fill the position of an employee absent on an extended leave will be entitled to the privileges and benefits afforded regular professional employees, with the exception that the term of employment ordinarily will cease at the scheduled termination of the regular teacher's leave.~~

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

Placement:

- a. A substitute hired to fill an absence that lasts longer than 23 days will be placed on the 1st step of the Bachelor's scale on the 24th day. The new scale will not be retroactive to the first day.
- b. A substitute hired to fill an absence anticipated to last longer than 23 days will be placed on the 1st step of the Bachelor's scale immediately.
- c. Temporary teachers who are hired to fill a permanent vacancy until completion of the school year may be paid in accordance with the regular teacher salary schedule.

A contract for an ensuing school year shall not be offered unless such temporary teacher has been, prior to the offering the contract, employed in this system a sufficient length of time for evaluation of work by the administration.

(cf. 4112.51/4212.51 - Employment/Reference Checks)

Legal Reference: Connecticut General Statutes

[10-183v](#) Reemployment of teachers.

[10-145a](#) Certificates of qualification for teachers.

June 19 Special Session, Public Act No. 09-1 An Act Implementing the Provisions of the Budget Concerning Education, Authorizing State Grant Commitments for School Building Projects and Making Changes to the Statutes Concerning School Building Projects and Other Education Statutes. (Section 48) Public Act No. 09-6 September Special Session

[10-221d](#) Criminal history records checks of school personnel.
Fingerprinting. Termination or dismissal. (as amended by PA 16-67)

[10-222c](#) Hiring policy. (as amended by PA 16-67)

Adopted: February 23, 1981

Revised: November 9, 1981

October 26, 1992

July 12, 2010

October 11, 2011

February 13, 2017

INSTRUCTION

Distance Education

Virtual/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.

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.

The District will not use virtual/online courses as the sole medium for instruction in any required subject area for students in grades K-8 (except in the case of emergency long duration closings due to pandemic or other health related circumstances)

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.
9. Extended emergency school closings.

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 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.

(cf. [6141.321](#) - Computers: Acceptable Use of the Internet)

(cf. 6141.1 - Independent Study)

(cf. [6146](#) - Graduation Requirements)

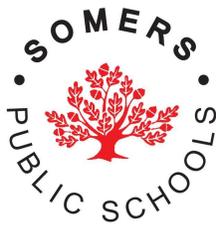
Legal Reference: Connecticut General Statutes

[10-221](#) Boards of education to prescribe rules, policies and procedures.

Adopted: September 14, 2004

Revised: December 6, 2010

April 23, 2020



Board of Education Administrative Report

Title of Report: Higher Education Update

Board Meeting Date: 5/11/2020

Action

Report

Information

Discussion

Submitted by: Irene Zytka

Executive Summary

Somers High School is involved in a partnership with three universities/colleges: UCONN, Asnuntuck and more recently Goodwin. These partnerships allow students to obtain college credit during their junior and senior years while taking courses at SHS or after school. SHS courses that offer college credit are matriculated by the universities and colleges for rigor and alignment to college standards. These opportunities allow students to obtain college credit for either no or reduced costs to fulfill their college requirements and hence reduce college tuition for families. Courses taken in this manner are accepted as transfer credits by a majority of colleges and universities throughout the country.

Described below is the breakdown of the courses offered by each of our partners and their costs.

Report

Asnuntuck College (no cost to the student through College Career Pathways program):

- Honors Algebra II
- Honors Engineering Graphics (certification in Solidworks upon completion of course and test)
- Graphics 1& 2, Computer Applications 1& 2 (In process of reviewing for articulation)

SHS currently has eighteen students enrolled in courses that are affiliated with Asnuntuck. Eight of those students are taking courses at SHS. Ten additional courses have been taken by students on the Asnuntuck campus. Those include General Psychology, Intro to Criminal Justice, Law and Ethics for Health Careers among others.



Board of Education Administrative Report

UCONN (\$150 - 3 credit course, \$200 - 4 credit course)

- AP/ECE US History
- AP/ECE English 12
- AP/ECE Biology

SHS currently has 68 students enrolled in AP History, Biology and English.

Goodwin University-New next year (On campus courses \$250, In-district \$100)

- AP/ECE US History
- AP/ECE English 12
- AP/ECE Biology
- AP Calculus
- AP Statistics
- AP Chemistry
- AP Psychology

Courses taken through Goodwin University also provide a dual enrollment and pathway to a Goodwin University Associates degree in Nursing and other Health Science Professions. Besides successful completion of coursework, students need to be of junior status with a minimum 3.5 GPA and a minimum grade of B in their science courses. Opportunities for summer work are also available towards this degree.