

Southington Board of Education Meeting

Thursday, June 14, 2018 6:30 PM

John Weichsel Municipal Center Public Assembly Room 200 North Main Street Southington, CT 06489 COMMITTEE OF THE WHOLE ~

OPERATIONS

200 North Main Street

Southington, CT 06489



SOUTHINGTON BOARD OF EDUCATION MEETING

1. CALL TO ORDER
2. Executive Session
 - a. Student Matters
 1. Anna DeLucia v. Town of Southington et al.
 2. Hearing Decision ~ Student v. Southington Board of Education
 - b. Contract Negotiations
3. Reconvene Meeting ~ Regular Session ~ 7:00 p.m.
4. Pledge of Allegiance
5. Celebration of Excellence: 2018 Ecybermission Second Place Winners: Zeynep Agirman, Victoria Dabrowski, Avery More, Amanda Rose... Class of 2018 Valedictorian ~ Lydia Yu, Salutatorian ~ Chloe Becquey, Essayist ~ Evan Bender... Board Student Representatives: Joseph Martin & Sean Young
6. Approval of Minutes ~ May 24, 2018
7. Communications
 - a. Communications from Audience
 - b. Communications from Board Members
 - c. Communications from Administration
 - d. Communications from Student Representatives
8. Superintendent's Report
 - a. Personnel Report
9. Committee Reports
 - a. Middle School Activities Committee Meeting ~ May 29, 2018
10. Old Business
 - a. Town Government Communications
 - b. Budget 2017-2018
11. New Business
 - a. Appointment of Principal of Thalberg Elementary School
 - b. Approval of Foreign Field Trip ~ Quebec City ~ April 14-20, 2019
 - c. Adoption of Middle School Activities Fee
 - d. Adoption of Southington's Vision of a Graduate
 - e. Approval of Overnight Field Trip - Philadelphia, PA - September 14-15, 2018
12. Adjournment

The minutes presented within this document provide a summary of the discussion that took place at the Board of Education meeting. For the complete discussion of the agenda items, please view the video of the Board meeting on our website at www.southingtonschools.org. These minutes are considered a draft until approved at the following regular Board of Education meeting.

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

MAY 24, 2018

The regular meeting of the Southington Board of Education was held on Thursday, May 24, 2018 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut and an Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mr. Brian Goralski, Chairperson, called the meeting to order at 6:33 p.m.

Board members present: Mrs. Terri Carmody, Mr. Joseph Baczewski, Mr. Robert Brown Ms. Lisa Cammuso, Mr. David Derynoski, Mr. Brian Goralski, Mr. Zaya Oshana and Mrs. Patricia Queen. Absent was Mrs. Colleen Clark.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance.

2. EXECUTIVE SESSION ~ STUDENT AND PERSONNEL MATTERS

MOTION: by Mr. Derynoski, seconded by Mr. Brown:

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student and Personnel Matters, and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mr. Goralski declared Executive Session ended at 6:55 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mr. Goralski reconvened the Board of Education Regular Session at 7:00 p.m.

Board members present: Mrs. Terri Carmody, Mr. Joseph Baczewski, Mr. Robert Brown Ms. Lisa Cammuso, Mr. David Derynoski, Mr. Brian Goralski, Mr. Zaya Oshana and Mrs. Patricia Queen. Absent was Mrs. Colleen Clark.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mr. Steven Madancy, Assistant Superintendent; and Mrs. Sherri DiNello, Director of Business and Finance.

Student Representatives present were Bianca Spataro, Joseph Martin and Sean Young.

4. PLEDGE OF ALLEGIANCE

The student representatives led in reciting the Pledge of Allegiance.

Mr. Goralski called for a moment of silence in memory of: 1) Beverly Tooley who recently passed away. She was hired in May 1970 as a teacher aide at Milldale School and retired as a Paraprofessional at Plantsville School in 1997. 2) The Santa Fe, Texas victims and community for the recent school shooting and, 3) Memorial Day on May 28, 2018 honoring deceased veterans.

5. CELEBRATION OF EXCELLENCE

In Celebration of Excellence, the Southington High School FIRST Robotics Team 195 was recognized as the Robotics Global Champions, Curie Division Champions, New England District Champions (four consecutive years) and World Championship-Einstein Field fourth place out of 600 teams. Mr. Brian Stranieri, Principal of Southington High School introduced the advisors Dr. Gino Brino, Mrs. Sandy Brino, and Mr. Ed Barry along with Team 195. Mrs. Brino summarized the accomplishments of the team including the team’s sportsmanship and helping other teams at competitions. Three (3) students comprised the “Presentation Team” and spoke to a PowerPoint presentation on everything that Team 195 does both on and off the field. Andrew Bauer, Captain of FIRST Robotics Team 195, explained the demonstration of the 2018 robot “The Dark Knight” that was built to play the 2018 game “FIRST Power-Up!” Mr. Goralski presented the team with a Certificate of Excellence on behalf of the Board of Education.

Mr. Goralski called for a recess at 7:20 p.m.

Mr. Goralski reconvened regular session at 7:36 p.m.

6. APPROVAL OF MINUTES ~ May 10, 2018

MOTION: by Mr. Oshana, seconded by Mrs. Carmody:

“Move to approve the regular Board of Education minutes of May 10, 2018, as submitted.”

Motion carried by voice vote with Mr. Brown abstaining.

7. COMMUNICATIONS

a. Communications from Audience

There was no audience communication.

b. Communication from Board Members

Mr. Brown reported that the Connecticut Education Association (CEA) State Teacher Union held its annual representative assembly. The only New Business agenda item that they passed was Mr. Brown’s idea to create a taskforce to study the impact of poverty on children and propose legislation to alleviate poverty. Clearinghouse groups would be formed to collect ideas

and then a conference would be held next year to bring these groups together to implement the ideas and try to educate the public.

Mr. Baczewski spoke of how proud he was when he observed Southington students being respectful when the National Anthem was played.

Mr. Goralski announced that on June 6, 2018, J. F. Kennedy Middle School was holding a dedication of a statue in the courtyard to recognize a former teacher.

c. Communication from Administration

Administration reported on the following:

1. Technology: Mr. Connellan explained that last year the Technology Department collected laptops that were the property of the school district. Laptops that needed repair, which were under warranty, resulted in district savings. This year, the Mobile Device Management Plan tasks the technology analysts with auditing all devices in-house and have them repaired under warranty; saving the district money. Fiber installation at the high school will take place this summer. The computer terminals in the high school library will be relocated so they can be direct wired to make them more efficient and faster.
2. Scholarship Night: Mr. Connellan stated that Scholarship Night was held at the high school on May 17. Mr. Oshana pointed out that he had the honor of presenting the first annual scholarship honoring his father that went to a student furthering their studies in education.
3. Military Luncheon: Mr. Connellan reported that 17 Southington High School students entering the military were honored with a Military Luncheon on Tuesday, May 22, 2018.
4. Vision of a Graduate – Community Engagement: Mr. Madancy reported that on Monday, May 21, 18 people from the original community engagement group returned to look at the latest version of the “Vision of a Graduate” from input received throughout the year. The group gave feedback on the latest version that will be brought before the full Board in June for an endorsement.

Mr. Goralski stated that there were 18 Southington students entering the military recognized at the Military Luncheon including a student from Wilcox Tech, who is a twin brother of a Southington student being recognized and also entering the military. The Southington American Legion Veterans’ group presented all the students entering the military with a Military Honors Cord to be worn at graduation and a Military Coin Medallion.

d. Communications from Student Representatives:

Mr. Martin reported on the following:

- Southington High School Art Show was held in mid-May highlighting the talent of the high school students.
- Scholarship Night was held on May 17 with 286 scholarships presented by 159 organizations to 144 students and over \$250,000 awarded.
- Senior Prom was held on May 19.
- AP testing was completed this month.
- On Friday, May 18, the Project Lead the Way class participated in the ED Advanced Skills 21 Competition at the Oakdale Theater in Wallingford with the Southington teams winning both second and first place.

- Project Lead the Way Senior Night was held on Tuesday, May 22 in the high school auditorium with a Trade Fair that included all nine teams who then gave a presentation. Team Nine received a \$1,500 scholarship with each team member receiving \$375. Mr. Martin will be pursuing Civil Engineering in college.

Miss Spataro reported on the following:

- May 23 was the Club Activities Fair for eighth graders. The Interact Club received over 50 names of interested students.
- The Agriculture Science Banquet was held on May 23.
- May 24 is the Alta Banquet.
- Class Night is Thursday, May 31 in the high school cafeteria. The theme is, “A Sweet Goodbye.”
- Class Day is June 1 at High Meadows where there will be swimming, sports, food and games for the seniors.

Mr. Young reported on the following:

- June 6 is the Youth Honor Day luncheon.
- Southington students were recognized at the FOX 61 Student News Award ceremony on May 23.
- May 26 the UNICO Top 25 dinner will be held as well as the Italian Honor Society Induction.
- The AP Expo is Tuesday, June 12 with 200 displays of all Advanced Placement students.
- Wednesday, June 13 is the Unified Sports Banquet.
- The Top 10 Luncheon will be held on Wednesday, June 13.

Mr. Brown questioned the venue change for Class Night that the student representatives stated will be held in the high school cafeteria for the second year because it is cheaper than going to the Oakdale Theatre, which was done in the past.

Mr. Goralski stated that the two new student representatives would be introduced at the next Board of Education meeting in June.

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to add ‘Student Expulsion’ to the agenda as Item 9.f.”

Motion carried unanimously by voice vote.

8. OLD BUSINESS

a. Town Government Communications

Mr. Goralski stated that the Town Council adopted the 2018-2019 budget and the Board of Finance voted not to increase the mill rate for 2018-2019. The State Legislators returned the \$2 million that Governor Malloy had taken away from Southington last year with the Town Council restoring some funds to the Board of Education. He thanked the Town Council for working with the Board of Education.

Mr. Goralski reported that the Farm Heritage Committee is moving forward with their plans for the land next to DePaolo Middle School. There will be a gate installed for DePaolo Middle School to have an easier access to the property. Milone and MacBroom is putting together a Master Plan for the Farm Heritage Committee for the property next to DePaolo and the Grosky Farm property at the end of East Street and Berlin Street. The Master Plan will be tied into the Vocational Agriculture program at the high school. Mr. Stranieri, SHS Principal, has a group of tech students and staff who will be renovating and improving the Grosky Farm Stand through donated funds.

b. Budget 2017-2018

Mrs. DiNello reported that since the last Board meeting the Board of Finance and Town Council approved two additional appropriations to the Board of Education operating budget in the amounts of \$213,640 and \$187,000. The third installment of the \$850,000 appropriation is anticipated in June. There is a shortfall of approximately \$74,000 with administration working to close that gap so they do not need to ask for an additional appropriation for the end of the year.

Mrs. Queen requested to have an ongoing agenda item under Old Business addressing the ongoing changes in the educational transformation work in the school district. Mr. Connellan suggested having it on the agenda for the second Board of Education meeting each month under Old Business or his Administrative Report. Mr. Goralski requested that administration decide what to name the agenda item and have it on the "Committee of the Whole ~ Instructions" agenda as recurring item under Old Business.

9. NEW BUSINESS

a. Emotional Intelligence Presentation

Mr. Madancy introduced the five members of the Emotional Intelligence (EI) Committee, Mr. Stephen Bergin, Principal of Plantsville School; Ms. Kara Sievel, Literacy Specialist at Kennedy Middle School; Mrs. Sue Vitcavage, Assistant Principal at Kennedy Middle School; Mrs. Melissa Barbuto, Principal of Strong School, and Mr. Christopher Palmieri, Assistant Principal at DePaolo Middle School. The committee has been working on the logical entry point in the district and the timeline for implementation of EI district-wide. Emotional Intelligence is a tool to foster students to understand one another, the teacher to have an understanding of the students, and that they have a connection.

Mrs. Barbuto started by reading a quote from Maya Angelou, *"I have learned that people will forget what you said; people will forget what you did; but, people will never forget how you made them feel."*

The committee gave a PowerPoint presentation on Emotional Intelligence (Attachment #1) highlighting the following:

- How emotions influence everyday life for both students and teachers.
- What constitutes Emotional Intelligence, which is the ability to monitor one's own and other's feelings and emotions that drive learning, decision-making, creativity, relationships and health.
- The RULER approach to social emotional learning.
- The Mood Meter on how a person is feeling.

- Qualities of Leaders and Teachers with higher emotional intelligence.
- Benefits the students achieve with higher emotional intelligence.
- Strengths of the Southington Public Schools Vision of the 21st Century Graduate with emotional intelligence.
- Action Plan, Train the Trainer, and Three-year Implementation Plan with the goal to include parents.
- DePaolo Middle School is one year behind Kennedy Middle School implementing EI with only staff trained at this point, not students.
- Plans for expansion.

The committee showed a video created by Mr. Rit Campbell, AV Technician, on “*I wish people knew about me...*”

The Board and administration spoke at length about Emotional Intelligence. Some areas discussed were morale, culture change, impact on students, lack of emotional intelligence by many people, plans for expansion to the high school, and attending the Yale Seedling Institute. Also discussed were partnering with another high school that has already implemented EI, mindfulness, techniques used, a charter, program metrics, creating an emotionally safe environment, and lack of emotional intelligence in the workplace. Home life and parent training, PTOs, Mood Meters in homes, social media, common sense, teaching empathy, getting parents engaged, assisting with bad parenting, and expanding out into the community were discussed.

Mr. Madancy announced that Ms. Kara Sievel applied for the fellowship program and partnered with the district’s grant writer this year applying for the program “Funds for Teachers.” In April, Ms. Sievel was notified that she would be attending the Mindfulness Clinic in Bali this summer with all expenses paid. The clinic is to aid in the creation of innovative training for teachers in effective social and emotional learning curriculum that focuses on reducing stress and building greater self-awareness to strengthen the social, emotional and academic needs of all students.

b. Appointment of SEA Negotiating Committee

Mr. Goralski named the following Board members to the Southington Education Association (SEA) teacher Negotiating Committee: Mrs. Queen, Mrs. Clark, Mr. Oshana and Miss Cammuso.

c. Policy and Regulation #3541 – Transportation ~ Second Reading

MOTION: by Mrs. Queen, seconded by Mr. Oshana:

“Move to approve Policy and Regulation #3541 – Transportation as recommended by the Policy and Personnel Committee.”

Motion carried unanimously by voice vote.

d. Policy #3324 – Preferential Bidding Procedures ~ Second Reading

MOTION: by Mrs. Queen, seconded by Mr. Oshana:

“Move to approve Policy #3324 – Preferential Bidding Procedures, as recommended by the Policy and Personnel Committee.”

Mr. Oshana stated that the committee prepared this policy to align with the Town; however, he does not necessarily agree with the Town’s policy and it puts the Board of Education in an awkward position at times. Mr. Goralski stated that on behalf of the Board of Education, he did not like or support the Town ordinance. He did not want the policy to deter the administration from getting the right person and hoped that they continue to do the right thing.

Motion carried unanimously by voice vote.

e. 2018-2019 Operating Budget Reallocation / Adoption

Mr. Connellan explained that since the Board last saw a “draft” Reallocation Plan several things had occurred. The General Assembly and the Town Council, along with the ability to reduce the health insurance payment by \$670,000, restored funding to the budget. However, there are still reductions on the current Reallocation Plan of (\$988,800) to bring the Board of Education budget in balance with the Town Council approved budget. Mr. Connellan, Mr. Madancy and Mrs. DiNello spent many hours to come up with a budget that would have the least impact on the students in the classrooms and staff members. Last year, the school district lost 14 positions and this year it is the equivalent of six positions from retirements and changes for a total of 20 positions lost over two years. Elementary student enrollment is projected to increase by 200 students over the next eight years. Mr. Connellan thanked Mr. Mark Sciota, Town Manager, for the work that he did in helping the Board of Education 2017-2018 budget and the 2018-2019 budget. The Town Council approved the Board of Education budget at \$95,827,529 for 2018-2019.

Mrs. DiNello distributed a “draft” handout on the Proposed Reallocation Plan for the Board of Education Operating Budget 2018-2019 (Attachment #2). She discussed in detail reductions in salaries (administration, teachers, non-certified staff), benefits, purchased services, supplies and high school special education costs with an increase of \$157,268 as a placeholder in outplaced student tuitions and an increase of \$41,711 for contracted custodial services for a total reduction of (\$988,800) to balance the budget. In addition, the Board of Education had previously cut (\$495,000), which is a total reduction to the current level services budget of approximately \$1.5 million.

Mr. Derynoski stated that the Board did not receive the “Draft” Proposed Reallocation Plan until last night, which did not give him time to review it in detail. He was not comfortable voting on the Reallocation Plan at this time.

Mrs. Queen had a question regarding the supply line items and Mrs. DiNello addressed some misconceptions by the public and discussed in detail each supply item being reduced.

MOTION: By Mrs. Carmody, seconded by Mr. Baczewski:

“Move that the Board of Education adopt the 2018-2019 Operating Budget adjustments as presented by the administration.”

Mr. Goralski understood Mr. Derynoski’s concerns about receiving the Reallocation Plan last night; however, he wanted to vote on the budget to alleviate the angst that staff has felt.

Mrs. Queen clarified that the reductions in Self Insurance (Health Insurance) did not come about because of budget problems; they were made independently with fidelity. She has been on the Self Insurance Committee for three years and noted that the committee has been very conservative to make sure there was enough money in the fund. The movement to the High Deductible Health Plan by all the Board of Education and Town employees has been a big cost savings/avoidance, which was supported by the Health Insurance consultant.

ROLL CALL VOTE: YES – Mrs. Carmody, Mr. Brown, Mr. Baczewski, Miss Cammuso, Mr. Oshana, Mrs. Queen, Mr. Goralski. NO – Mr. Derynoski.

Motion carried with seven in favor and one nay.

f. Student Expulsion

MOTION: by Mrs. Carmody, seconded by Mr. Oshana:

“Move to expel Student 2017-2018-07 as stipulated by the Superintendent of Schools.”

Motion carried unanimously by voice vote.

10. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mr. Oshana:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

Board of Education

Administrative Report

June 14, 2018



- 1. Welcome back – Meg Walsh**
- 2. Mandatory PCB Testing – Municipal Center - Negative**
- 3. Girls' Track and Rugby – State Championships**
- 4. NEASC Visit to SHS – November 7 thru 10, 2021**

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date June 14, 2018

Decision Requested X Agenda Code 8. a.

AGENDA REPORTING FORM

Agenda Topic: Personnel Report

Summary of Issue: This Personnel Report includes appointments, resignations, retirements, and transfers for certified and classified personnel for 2017– 2018.

Background: The attached report lists personnel activity from previous May 1, 2018, through May 31, 2018.

Alternative Strategies: _____

Cost (if applicable): N/A **Funding Source:** Board of Education

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Recommend that the Personnel Report be approved as submitted.



Signature of Staff Member Submitting Report



Signature of Superintendent of Schools

Titles of Attachments:

1. Personnel Report

Agenda – June 2018

PERSONNEL ACTIVITY REPORT

FOR: June 2018

APPOINTMENTS

Certified

Name	Position	School	FTE If Less Than 1.0	Effective Date	Highest Degree	University / School	Salary
Cinque, Elisabeth	Biology Teacher	ALTA		August 27, 2018	MA	Western CT State University	\$67,653.00

Classified

Name	Position	School	Hours Per Week	Effective Date	Salary / Hourly Rate
Emanuelson, Elizabeth	Special Education Paraeducator	JFK	27.50	May 22, 2018	\$15.36

ASSIGNMENT CHANGE

Certified

Name	From Position	To Position	School	Effective Date
No Certified Assignment Change in the month of May				

Classified

Name	From Position	Hours per Week	To Position	Hours per Week	School	Effective Date
No Classified Assignment Change in the month of May						

RESIGNATIONS

Certified

Name	Position	School	Effective Date	Years of Service	Retire
DeVona, Kiah	Special Education Teacher	JAD	June 22, 2018	1 Year	No
Kenefick, Patricia	Social Studies Teacher	JAD	June 30, 2018	33 Years	Yes
Pomposi, Philip	Mathematics Teacher	JFK	June 30, 2018	24 Years	Yes
Phelps, Marcia	Physical Education Teacher	HES & TES	October 1, 2018	34 Years	Yes

Classified

Name	Position	School	Effective Date	Years of Service	Retire
Presta, Jilda	Part-Time Evening Custodian	JAD	April 27, 2018	2 Years	No
Bafundo, Nicole	Part-Time Special Education Paraeducator	Thalberg	May 8, 2018	4 Years	No
Tebo, Jane	Part-Time Library Paraeducator	Hatton	June 22, 2018	14 Years	Yes
Gilmore, Jennifer	ABA Therapist	Hatton	June 22, 2018	2 Years	No
Ward, Meredith	English Language Tutor	SES, HES, DES	June 22, 2018	2 Years	No
Josephson, Kristi	Clerk	JFK	June 22, 2018	2 Years	No
Zoni, Susan	English Language Tutor	SHS	June 30, 2018	4 Year	Yes

TRANSFERS

Certified

Name	From Position	From School	To Position	To School	Effective Date
No Certified Transfers in the month of May					

Classified

Name	From Position	From School	To Position	To School	Effective Date
Gallo, Paul	Custodian, Evening Shift	SHS	Custodian, Evening Shift	Thalberg	May 29, 2018

UNPAID LEAVES OF ABSENCE

Certified

Name	Position	School	Start Date	End Date	Reason
Kinghorn, Annette	Language Arts Teacher	JFK	June 5, 2018	June 21, 2018	Medical

Classified

Name	Position	School	Start Date	End Date	Reason
No Classified Unpaid Leaves of Absence in the month of May					

COACHING / STIPENDS

Appointments

Name	To Position	School	Effective Date	Stipend
Bellis, Kristin	Student Council Advisor	SHS	August 30, 2018	\$1,223.00

Resignations

Name	From Position	School	Effective Date
Thurston, Amber	Assistant Coach, Cheerleading	SHS	May 15, 2018
DeStefano, David	Assistant Department Head, Science	SHS	July 1, 2018

Middle School Activities Committee

Tuesday, May 29, 2018

Superintendent's Conference Room

Attendees: Mike DeFeo, Ann Morgan, Casie Messina, Mike Taylor, Patricia Queen, Zaya Oshana, Tim Connellan

Meeting was called to order at 5:44 p.m.

Tim Connellan recapped a meeting he held with Steve Madancy, Sherri DiNello, Rick Terino, and Frank Pepe regarding Middle School Sports:

One item was the Fee and the need to change the amount. The consensus was to make it \$150 per roster spot vs the \$100 one-time charge now in place. This change will raise approximately \$57,000.

Collection of the fees – Proposed new process: If a student tries out for a sport they will bring an actual check in advance. If they make the team, the check gets cashed, if they do not make the team, the check is returned. We will set common try-out dates at both schools and will tell parents that all required documents and the check are due 48-hours in advance of the try-out date.

Those students on the Free and Reduced Lunch Program will have their fee paid. Students in need will also receive consideration. These dollars will come from the Board budget, not the school activity fee.

Ann mentioned that she felt a lot of the issues last year was the lack of communication and the rush to get the program in place. We need to better educate and communicate with the parents and this has to start ASAP for next year.

Tim reminded the committee that the BOE, not this committee, will make the determination of the fee amount and how it is collected (roster spot, one time etc.)

Casie stated that at their last Board meeting, communication issues were discussed. They felt that there should be a meeting at the middle schools or invite the parents to the high school athletics meeting and have a middle school breakout session where the parent can be educated on the process.

She stated that there is a big misconception that the \$100 fee covered the cost of Middle School Sports. We need to clarify that misconception and let people know that is why we must still have successful fundraisers.

Mike stated that the coach is the coach and any help we can give them in advance with this message would be a help. Where it was clearly communicated up front, there was no pushback and those parents were much more involved.

Casie stated that teams that held team meetings were much smoother than those that did not. We need to get the ear of the parent up front.

Tim stated we must be sure the kids get something for their money. PARTICIPATION must be there. This is not playing time but participation. The payment goes towards four (4) days of participation.

Tim stated that he would get the middle school fee on the agenda for the next BOE meeting so the decision can be made and the committee can get started.

At the last Middle School Sports Board Meeting, Cheerleading was discussed.

Mike stated that some of their Board members are in favor of eliminating Cheer.

Tim state that Cheer has become much more physical and that there are safety issues we need to keep in mind.

Ann spoke to the Kennedy coach regarding safety. DePaolo did not cheer during half time and during the game it was just a couple of girls cheering. Kennedy did have cheering and it was a much more robust program. Throughout the program, DePaolo Cheer was nowhere as active or robust as Kennedy.

Should we raise money and fund Cheer?

Mike said their board is going to discuss this at their June 13 meeting.

Tim and Greg will look at the cheerleading coaches and be sure they have the required skills and certifications.

Casie stated that even if we have certified and skilled coaches there is still a problem at DePaolo.

Discussion returned to the Fee.

Tim stated that the number of roster spots for both schools was 380 without Cheer. The calculation is $380 \times \$150 = \$57,000$.

Discussion then moved to the JFK / JAD games and if they could be held at Derynoski Elementary School.

Mike stated that the parents wanted these at a larger venue so more people could attend.

Tim said the first concern was the players. Last year, one school had practiced and the other did not before the kick off to the season fundraising event at Derynoski. This caused some anxiety issues with the students. For the regular season, JAD / JFK games should be no issue as the venue is available.

Mike stated that holding the boys and girls games on the same day can help scheduling. We can swap who plays first each time they play.

Chaperones also were discussed. Tim stated that we will be keeping chaperones. The issue comes down to safety and having two sets of eyes. This has been discussed at the BOE and they have come down on the side of keeping the chaperones. Sherri will get the committee the cost of chaperones so they can add it to their budget.

Discussion of uncollected activity fees from this past year came up. One option was that we tell people that the student cannot play if their fee from last year is not paid. There were 25 uncollected at JAD and one uncollected at JFK.

The committee asked if they could get parent email addresses from the BOE. The answer was they could not. The next question was the method to allow parents to "OPT IN" to giving their emails to the committee. Tim was going to check into this.

Meeting adjourned at 6:58 pm

Respectfully Submitted: Zaya Oshana

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only Board Meeting Date June 14, 2018

Decision Requested _____ Agenda Code 10 a.

AGENDA REPORTING FORM

Agenda Topic: Town Government Communications

Summary of Issue: Communications (when applicable) will be discussed.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: N/A

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date June 14, 2018

Decision Requested x Agenda Code 11.a.

AGENDA REPORTING FORM

Agenda Topic: Appointment of Principal Thalberg Elementary School

Summary of Issue: The Principal position at Thalberg Elementary School became vacant due to Meghan Bennett's resignation to take a Superintendent position in Region 12 effective July 1, 2018.

Background: The Board of Education interviewed candidates for the Principal of Thalberg Elementary School on Tuesday, June 12, 2018.

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** N/A

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: To appoint the Principal of Thalberg Elementary School with a start date and salary to be determined.

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date June 14, 2018

Decision Requested X

Agenda Code 11 b

AGENDA REPORTING FORM

Agenda Topic: Approval of Foreign Field Trip - Quebec City – April 14-20, 2019

Summary of Issue: The Board of Education must give approval to field trips that are over 200 miles in distance from Southington, trips to foreign countries, or overnight field trips. Presented with this packet is a foreign field trip to Quebec City in April, 2019.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A

Funding Source: _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve the field trip request for Southington High School students to travel to Quebec City as presented by the administration.

Titles of Attachments:

1. Field Trip Application and Documentation


Signature of Staff Member Submitting Report


Signature of Superintendent of Schools

Southington Public Schools
Southington, Connecticut

Application for Foreign Field Trip

Submit to Assistant Superintendent

Date: 5/30/18

SHS	French students grades 11-12	April 2019
School	Class/Group	Date of Trip
Destination	<u>Saint-Jean Eudes High School, Quebec City (via Edu-inter)</u>	

Please attach a complete itinerary to this application

Reasons for Field Trip Improve French language skills and cultural experiences

Departure Date/Time Sunday, April 14, 2019 Return Date/Time Saturday, April 20, 2019

of Students 15 # of Teacher/Chaperones 2 - Kate Ponte/Mary Catherine Decoteau

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.
Nurse's Signature _____ Date _____

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

COST AND FINANCING

<u>Source of Funds</u>	<u>Totals</u>	<u>Additional Notes</u>
TOTAL Anticipated Cost of Trip	<u>\$28,500</u>	All-inclusive price for: three meals & one snack per day in Quebec City, housing with host families, bus and airfare, health/medical insurance, transportation within Quebec City, 15 hours of language classes, 15 hours of afternoon activities & excursions, placement & registration fees, study materials
Board of Education Contribution	<u>\$</u>	
Other	<u>\$</u>	
Fundraising Activity	<u>(\$TBD)</u>	There will be opportunities for students to fundraise to reduce cost.
BALANCE	<u>\$</u>	
Student Contribution		
Transportation	<u>\$10,500</u>	<u>15 Students @ \$700</u>
Entrance Fees, Room & Board	<u>\$18,000</u>	<u>15 Students @ \$ 1,200</u>
TOTAL Cost of Trip to Each Student	<u>\$28,500</u>	<u>\$1,900</u>

SIGNATURES

Teacher	<u>Mary Catherine Decoteau</u>	Date	<u>5/29/18</u>
Dept. Head	<u>Kate Ponte</u>	Date	<u>5/30/18</u>
Principal	<u>[Signature]</u>	Date	
Comments			

Assistant Superintendent [Signature] Date 6/8/18 Approved Not Approved

Board of Education Approval***

YES NO

Date _____

****Approval of all school-sponsored foreign field trips will be conditional and may be revoked if a change in circumstances, whether man-made or natural, would warrant cancellation of the trip in the interest of the safety of the students and staff of the Southington Public Schools. The Board of Education will not be responsible for any financial obligations incurred as a result of the planning of the school sponsored foreign field trips or for any monies that are non-refundable or are otherwise lost due to the subsequent cancellation of the school-sponsored foreign field trips. The district will make every effort to secure financial assistance for those students whose families have demonstrated financial hardship and are unable to afford the cost of the program.*

The Board of Education will not be responsible for any student who participates in a travel study program that the Board of Education has not specifically approved.

Quebec City Trip

Southington High School

Saint-Jean Eudes High School

via Edu-inter

April 14-20, 2019

**Coordinators: Kate Ponte,
Mary Catherine Decoteau**

STUDY ABROAD CONTRACT

In order to participate in the Quebec study abroad program the following criteria must apply to all applicants:

- The student is in good academic standing according to the Southington Board of Education student handbook rules.
- The student currently enrolled in a French course.
- The student has an 85% average in French.
- Successful completion of a pre-screening interview with chaperones.

N.B. No student will be considered for this program if he or she does not meet the above criteria.

Parents, please be aware of the following stipulations:

- Your student can be removed from the Quebec exchange program if there are any academic, legal, or school related problems. If this does occur, all payments made are non-refundable.
- The students participating in this program will be chosen on the basis of academic, social, and emotional stability.
- The teacher has the right to use personal discretion when choosing the participants in this study abroad opportunity.
- There will be a curfew in place in Quebec. The host families will report to the teacher each day to ensure that the students are abiding by all rules and expectations.
- After the first deposit, trip insurance will be purchased within 15 days including terrorism, cancel for no reason, and medical evacuation.
- Due to the uncertain nature of world security and other unforeseeable events, field trip participants must understand that the Board of Education reserves the right to cancel field trips at any time prior to the time of departure of the trip. The Southington Board of Education or its agents will not be responsible for any financial losses or penalties incurred as a result of the cancellation of any field trip.
- At the highest [red] alert, no field trips will be allowed out of the Town of Southington for any reason.

Please sign and return by _____

Parent's signature _____

Student's signature _____

Program Outline:

Traveling to Quebec City

This study abroad program will be held in April 2019 at Saint-Jean Eudes high school, a private secular school in Quebec City. Saint-Jean Eudes, through the Edu-inter program, offers 15 hours of language and culture classes a week with all accompanying study materials. This program is tailored to students' needs and linguistic abilities. Students take an online test prior to departure and will participate in a private interview when they arrive in Quebec. Based on their results, they will be placed in the level that is most appropriate for them.

Accommodations with a host family give students the opportunity to experience Quebec's culture and practice French language outside of the classroom. While living in locals' households, students will learn the daily routines, traditions, and lifestyles of the French-Canadian people. All host families are 100% native French speakers.

Students on this trip will participate in authentic cultural experiences, including guided historical tours, visits to museums, a trip to Quebec's parliament building, a traditional meal at a Québécois sugar shack, and much more. This is a unique learning opportunity for students to immerse themselves in the language and culture of Quebec.

The main focus of this program is to enhance students' language skills – specifically, oral proficiency – and cultural appreciation. Being immersed in a French-speaking environment requires students to apply skills learned in the classroom, thus improving their communicative abilities and interpretive skills. Students will bring back extensive knowledge of Quebec that they can share with classmates.

Edu-inter guarantees:

1. Appropriate placement of each student through an online test and private interview.
2. 100% French immersion in and outside the classroom.
3. Personalized attention to all students in reduced-class settings.
4. A French certificate.
5. A pedagogical report to parents with their student's progress.
6. Accommodation with carefully selected host families in safe residential areas within a maximum 20-minute distance from the school.
7. A detailed program of activities throughout the week, with organization and accompaniment by Edu-inter guides.

In addition to classes, housing and meals (breakfast, lunch, dinner, and snack) the cost includes:

- Assessment prior to the start of the course
- All learning materials
- Bus and airfare
- Transportation to/from the airport and all transportation during the stay
- Insurance and fees
- Guided tours and activities in the city

The Benefits of this Experience:

In an ever-changing society, our school system must remain on the cutting edge of education. This program provides the opportunity for our classroom curriculum and 21st century global education to merge. This opportunity will allow learners of all levels and styles to see, read and experience many facets of French language and culture.

It is not realistic to expect that all SHS students will be able to have the opportunity to study abroad for a semester or an extended period of time. This program will allow total immersion in French language and culture for a reasonable price. The importance of a study abroad program is a topic being discussed in classrooms across the nation. The following list was compiled by Diversity Abroad (a website) that discussed the importance of a study abroad experience. This list highlights the effectiveness of a study abroad experience and the fact that it is changing the face of education across the nation.

When studying abroad students will have the opportunity to gain skills such as:

- The ability to adapt to unfamiliar environments
- The ability to learn from different teaching styles
- The opportunity to learn to effectively communication among diverse groups
- The willingness to challenge oneself and comfort zones
- The knowledge of a foreign language

By studying abroad students will benefit from many unique experiences unavailable at the high school level. Such experiences include:

- Learning from students from different cultural, ethnic and national backgrounds
- Honing cross-cultural communication skills
- Mastering a foreign language
- Exposure to new ideas and philosophies

For many students, study abroad is a life-changing experience. Students come back from study abroad more independent, confident and eager to take on any challenge, academic,

professional or personal. There are many personal benefits to study abroad. Some of these benefits include:

- Increased self-confidence
- Independence and maturity
- Global networking of friends
- Appreciation of other cultures as well as appreciation for the American culture
- Ability to face challenges in the future
- Learn to creatively solve problems
- Better understanding of personal strengths and weaknesses

The entire experience during this study abroad course can be transferred to the students of Southington High School. The knowledge gained during this program will continue far beyond the week time frame for both the students and the teacher. The knowledge that the students will receive from this experience is directly linked to the World Language Curriculum.

World-Readiness Standards for Learning Languages:

Communication: Communicate effectively in more than one language in order to function in a variety of situations and for multiple purposes

- 1.1 Interpersonal Communication: Learners interact and negotiate meaning in spoken, signed, or written conversations to share information, reactions, feelings, and opinions.
- 1.2 Interpretive Communication: Learners understand, interpret, and analyze what is heard, read, or viewed on a variety of topics.
- 1.3 Presentational Communication: Learners present information, concepts, and ideas to inform, explain, persuade, and narrate on a variety of topics using appropriate media and adapting to various audiences of listeners, readers, or viewers.

Cultures: Interact with cultural competence and understanding

- 2.1 Relating Cultural Practices to Perspectives: Learners use the language to investigate, explain, and reflect on the relationship between the practices and perspectives of the cultures studied.
- 2.2 Relating Cultural Products to Perspectives: Learners use the language to investigate, explain, and reflect on the relationship between the products and perspectives of the cultures studied.

Connections: Connect with other disciplines and acquire information and diverse perspectives in order to use the language to function in academic and career-related situations

- 3.1 Making Connections: Learners build, reinforce, and expand their knowledge of other disciplines while using language to develop critical thinking and to solve problems creatively.
- 3.2 Acquiring Information and Diverse Perspectives: Learners access and evaluate information and diverse perspectives that are available through the language and its cultures.

Comparisons: Develop insight into the nature of language and culture in order to interact with cultural competence

- 4.1 Language Connections: Learners use the language to investigate, explain, and reflect on the nature of language through comparisons of the language studied and their own.
- 4.2 Cultural Comparisons: Learners use the language to investigate, explain, and reflect on the concept of culture through comparisons of the cultures studied and their own.

Communities: Communicate and interact with cultural competence in order to participate in multilingual communities at home and around the world

- 5.1 School and Global Communities: Learners use language both within and beyond the classroom to interact and collaborate in their community and the globalized world.
- 5.2 Lifelong Learning: Learners set goals and reflect on their progress in using languages for enjoyment, enrichment, and advancement.

One can continue drawing parallels between the benefits of this program and the Southington education standards. The curriculum is based on these as well as other standards set to make the students the highest quality of learners.

Connections to NEASC:

This program can help the school achieve its maximum potential. The goals set by NEASC states that the curriculum must emphasize depth of understanding and application of knowledge through:

- Inquiry and problem-solving
- Higher order thinking
- Cross-disciplinary learning
- Authentic learning opportunities both in and out of school
- Informed and ethical use of technology.

This program focuses on higher order thinking and cross disciplinary learning. This is an opportunity that will set us apart from the masses; we will be focusing on **authentic** learning opportunities in the target language and the epicenter of culture and traditions. The students

will be pushed beyond their comfort zones and will be forced to inquire about new topics and problem solve to express themselves in a foreign country.

NEASC also states that the district must provide the school's professional staff with sufficient personnel, time, and financial resources for ongoing and collaborative development, evaluation, and revision of the curriculum using assessment results and current research. This opportunity will allow the teacher to delve deeper into the study of language and culture. The teacher will be able to collaborate with other education professionals and be immersed in the language and culture of Quebec. This will become a learning experience that will affect all of the students in the French department at SHS for years to come.

Cross Curricular Connections- Included here are connections to the Southington School District's curriculum across disciplines:

Social Science World History

- Standard 2 Expanding zones of exchange and encounter.
- Standard 3 Demonstrate and understanding of the ways that cultural encounters and interactions of people have shaped new identities and ways of life.
- Standard 3 Give examples of the visual arts and architecture of the major periods of history and explain what they indicate about the values and beliefs of various societies.
- Standard 8 Develop proposals regarding solutions to significant international, political, economic, demographic or environmental issues.
- Standard 8 Describe and analyze the process by which foreign policy decisions are developed and executed.
- Standard 8 Identify and analyze the various domestic, political, economic and social interests which play roles in the development of foreign policy.
- Demonstrate an understanding of the ways race, gender, ethnicity and class issues have affected individuals and societies.

English

- Students will demonstrate understanding of the nature of language through comparisons of the language studied and their own.

Math

- Students will convert currencies
- Students will budget their money for expenses- Curriculum Maps- Consumer Math
 - Understand the importance of budgeting process and determine an appropriate budget (based on your salary and living expenses)
 - Calculate and compare ordering costs of items from different stores

- Anticipate and determine “hidden fees” and use this information to make purchasing decisions

In conclusion:

This experience will bring a new vision to the French classrooms at Southington High School. The cultural excerpts, grammar concepts and geographical studies one reads about in the textbook text will be brought to life. This groundbreaking educational jump will prove more valuable than simply retelling students about a specific city, concept or tradition; the students will be able to live it. This opportunity will put the Southington school system on the map for offering a study abroad program where the students attend a school in the community and the experience of a home stay program. Teachers and students should always be open to furthering their education. This opportunity will allow both the teacher and students to enhance their own knowledge and become better global citizens and lifelong learners.

FAQs

How much does the trip cost?

The trip will cost approximately \$1900 per student, not including spending money. This price includes airfare and expenses for excursions. The price **does not** include spending money for gifts, souvenirs or extra meals/drink.

Who will my child be staying with? How do I know they're safe?

All families that chose to participate in this exchange are committing to the health and well-being of a child. All families are carefully selected, interviewed, and visited by Edu-inter and live in safe residential areas within 20 minutes of the school.

Students have the option of a private room or a shared room and each family is required to provide the student breakfast, lunch, dinner, and a snack each day.

Students will be able to contact their host families prior to departure. This is highly suggested as a means of getting to know your student's host family prior to your child leaving.

What are they going to be doing while there?

Our students will be engaged in a number of cultural and exploratory activities while in Quebec. They will be attending Saint-Jean Eudes high school for French classes every

morning from 9:20-12:00. Each afternoon, they will have an excursion or extracurricular activity. These may include: a tour of Old Quebec, a visit to an ice hotel, a tour of the Beaupré Coast, a meal at a Québécois sugar shack, etc. They will also have time dedicated to visiting with their host families.

Tentative trip schedule of activities:











Departure on Sunday, 4/14/19

Return on Saturday, 4/20/19

See attached sample itinerary.

French Immersion Program - Québec City

SUBJECT TO CHANGE

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7:30am		Breakfast with hosted family	Breakfast with hosted family	Breakfast with hosted family	Breakfast with hosted family	Breakfast with hosted family	Breakfast with hosted family
8:30am		Transfer - Arrival at Saint-Jean Eudes high school	Transfer - Arrival at Saint-Jean Eudes high school	Transfer - Arrival at Saint-Jean Eudes high school	Transfer - Arrival at Saint-Jean Eudes high school	Transfer - Arrival at Saint-Jean Eudes high school	Travel home
9:20 am to 12:00pm		- Placement test - French Classes	French Classes	French Classes	French Classes	French Classes	
12:00 pm to 1:00 pm		Lunch at school	Lunch at school	Lunch at school	Lunch at school	Lunch at school	
1:00 pm to 4:30 pm	- Arrival to Québec City - Transfer to hosted family	Guided tour of Québec City and visit of the Fort Museum (sound & light show on the military history of Québec) Free time in Old Québec to shop.	Visit of the Unique Ice Hotel 	Guided visit of the Parliament and the Citadelle de Québec (more than 300 years of history) 	Tour of the Beaupré Coast (Montmorency Falls + visit of Basilica) 	Photo Scavenger hunt and time to explore the city on your own, shopping etc. 	
4:30 pm	Transfer to host family	Transfer to host family	Transfer to host family	Transfer to host family	Transfer to the Sugar Shack	Transfer to hosted family	
Evening	Time with host family 	Time with host family 	Time with host family 	Time with host family 	"Québécois" traditional dinner at the Sugar shack! 	Time with hosted family 	

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____ Board Meeting Date June 14, 2018

Decision Requested X Agenda Code 11 c.

AGENDA REPORTING FORM

Agenda Topic: Adoption of Middle School Activities Fee

Summary of Issue: The Board of Education establishes fees for activities and events.

Background: The Middle School Athletic Activities fee was established for 2017-2018 at \$100 per student per year. The recommendation from the Middle School Activities Committee and the administration is to establish a fee for 2018-2019 at \$150 per student, per roster spot. The increase in fee will help to sustain the activities currently in place.

Alternative Strategies: Establish a different amount for the fee.

Cost (if applicable): _____ **Funding Source:** _____

Beginning Date of Program or Project: July 1, 2018

Ending Date of Program or Project: June 30, 2019

Recommendation or Comment: To adopt an activity fee for Middle School Athletics for the 2018-2019 school year in the amount of \$150 per student per roster spot.

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date June 14, 2018

Decision Requested X

Agenda Code 11 d

AGENDA REPORTING FORM

Agenda Topic: Adoption of Southington's Vision of a Graduate

Summary of Issue: In an effort to create community consensus around what Southington Public Schools students will know and be able to do when they graduate, we have engaged in conversations with various community groups including Chamber of Commerce, Rotary, Southington Education Foundation, Town Council, parents, students and staff. This Vision of a Graduate will become a tool to guide the work of the district going forward.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education adopt Southington's Vision of a Graduate.

Osten Madams

Signature of Staff Member Submitting Report

Timothy J. Connellan

Signature of Superintendent of Schools

**BOARD OF EDUCATION
SOUTHINGTON, CONNECTICUT**

Informational Only _____

Board Meeting Date June 14, 2018

Decision Requested X

Agenda Code 11 e

AGENDA REPORTING FORM

Agenda Topic: Approval of Overnight Field Trip – Philadelphia, PA – September 14-15, 2018

Summary of Issue: The Board of Education must give approval to field trips that are over 200 miles in distance from Southington, trips to foreign countries, or overnight field trips. Presented with this packet is a field trip to Philadelphia, PA in September, 2018 for members of the Cross Country team to compete at the Briarwood Invitational.

Background: N/A

Alternative Strategies: N/A

Cost (if applicable): N/A **Funding Source:** _____

Beginning Date of Program or Project: N/A

Ending Date of Program or Project: N/A

Recommendation or Comment: Move that the Board of Education approve the field trip request for students to travel to Philadelphia, PA as presented by the administration.

Titles of Attachments:

1. Field Trip Application and Documentation


Signature of Staff Member Submitting Report


Signature of Superintendent of Schools

Southington Public Schools
Southington, Connecticut

Application for Out-of-State/In-State/Overnight Field Trip

Submit to Assistant Superintendent

Date: 2/26/18

Out of State: Yes No

Overnight: Yes No

Miles Round Trip: 9/14/18

Southington High School Cross Country 9/14/18 - 9/15/18
School Class/Group Date of Trip

Name and Address of Destination Philadelphia, PA - multiple locations

Reasons for Field Trip Compete at the Briarwood Invitational

Itinerary (attach if needed) _____

Departure Date/Time 9/14/18 - 5:30 a.m. Return Date/Time 9/15/18 - 8 pm

of Students 52 # of Teacher/Chaperones 2-3 coaches # of Buses 1 Coach Bus

Have definite arrangements been made at the field trip destination? Yes No

Have met with nurse to address student health needs.
Nurse's Signature _____ Date _____

Have NOT met with the nurse. Will meet with the nurse to address student health needs when the student roster is complete. This meeting will take place approximately one-month prior to the scheduled trip.

Destination is handicap accessible: Yes No Lift Van Needed? Yes No

COST AND FINANCING

Source of Funds	Totals	Additional Notes
TOTAL Anticipated Cost of Trip	\$7078	includes coach, bus, hotel, national park tour guid and some meals, entry fee
Board of Education Contribution	\$0	
Other	\$0	
Fundraising Activity	(\$0)	
BALANCE	\$7078	
Student Contribution		
Transportation	\$2525	30 - 52 Students @ \$47 - 74pp
Entrance Fees, Room & Board	\$3903	30 - 52 Students @ \$107 - 121 pp for room and other costs
TOTAL Cost of Trip to Each Student	\$155 - 194	does not include incidentals and some meals.

SIGNATURES

Teacher [Signature] Date 5/22/18
Dept. Head [Signature] Date 5/16/18
Principal [Signature] Date 5-23-18
Comments _____

Assistant Superintendent [Signature] Date 6/19/18 Approved Not Approved

Briarwood Itinerary – 414 miles round trip

Friday, 9/14/18

- 5:00 a.m. – SHOW TIME!!! Begin boarding and loading bus. Meet in front of SHS Agriculture Science & Technology Building
- 5:15 a.m. - Depart via Charter Bus
- 10:00 – Arrive in Philadelphia and pick up Tour Guide
- 10:00 – Begin Tour of Philadelphia
- 12:00 p.m. – Lunch in City
- 2:30 – Tour Ends, Depart Philadelphia for Hotel
- 3:30 – Arrive at Hotel
- 4:10 – Depart Hotel for Course
- 4:30 – Arrive at Course and do pre-race routine
- 5:40 – Depart Course for hotel
- 6:00 – Arrive at Hotel and take showers
- 7:00 – Catered dinner at hotel
- 10:00 p.m. – Lights out

Saturday, 9/15/18

- 7:15 a.m. – Reveille
- 7:30 – Morning run and stretch
- 11:00 – first possible race
- 3:30 pm – Final awards ceremony
- 4:00 – Depart for CT
- 6:30 – Stop for dinner
- 10:00 pm. – arrive back in Southington

Hotel address – Four Points by Sheraton – Airport, 4101A Island Ave, Philadelphia, PA 19153

Course address – Belmont Plateau, Army Rd. Philadelphia, PA