

BOE Meeting Template

Monday, March 10, 2014 7:00 PM

Somers Elementary School Media Center, 4 Vision Boulevard, Somers, CT 06071

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES 3
4. AUDIENCE TO CITIZENS/STAFF/STUDENTS
5. CORRESPONDENCE
6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS
7. CONSENT AGENDA 6
 1. Approval of Bills
 2. Retirement Letter - Barbara Polek 12
Barbara Polek, Paraprofessional at Somers Elementary School, has submitted her retirement notification effective June 30, 2014. Barbara has been employed by the district for 19 years.
8. NEW BUSINESS
 1. First Warning of DBS Code 5145 - Section 504: Civil and Legal Rights and Responsibilities 13
The Policy Committee has reviewed recommendations by CABE for this policy and is presenting for the first warning to the Board.
 2. First Warning of DBS Code 5145.52 - Harassment 17
The Policy Committee has reviewed recommendations by CABE for this policy and is presenting for the first warning to the Board.
 3. First Warning of DBS Code 6146 - Graduation Requirements/Standards of Proficiency 21
The Policy Committee has reviewed recommendations by CABE for this policy and is presenting as a first warning to the Board.
 4. First Warning of DBS Code 6141.321 - Student Telecommunications Acceptable Use Policy 23
The Policy Committee has reviewed recommendations by CABE for this policy and is presenting as a first warning to the Board.
 5. Open Choice Program 25
Annually we are required to review our availability of seats to expand the Choice program. We presently have 19 Choice students enrolled in our district, however, we have 24 seats allotted. My recommendation would be to maintain the current allotment of 24 seats for next year.
 6. Connecticut's Educator Evaluation and Support System 2013-2014 Flexibility Request 26
The State has allowed for flexibility on the 2013-2014 SEED system and Somers Public School District has completed the flexibility request forms for Board approval.
9. OLD BUSINESS
 1. Second Warning/Adoption of DBS Code 3432 - Budget & Expense Report/Annual Financial Statement 30
 2. Second Warning/Adoption of DBS Code 1331 - Smoke Free Environment 31
The Policy Committee has reviewed the recommended changes from the CABE Policy Service and is recommending adoption by the Board.
10. ADMINISTRATIVE REPORTS
 1. Amendment to the 2014-2015 School Budget
First Selectman Lisa Pellegrini has announced that Somers Public Schools will be accessed 50% of the workers' compensation insurance settlement which will be \$24,589. I am requesting that the Board amend the previously approved 2014-2015 budget to include the \$24,589 as indicated.
 2. The Lou Bachetti Memorial

The Superintendent will update the Board on the Lou Bachetti Memorial.

11. COMMITTEE REPORTS

1. Budget
2. Curriculum
3. Policy
4. Salary & Negotiations
5. Planning
6. Other Committees

12. OTHER

13. ADJOURNMENT

SOMERS BOARD OF EDUCATION

1 Vision Boulevard

Somers, CT 06071

www.somers.k12.ct.us

MINUTES OF THE MEETING – February 24, 2014

Members Present: D. Palmer, B. Devlin, R. Lees, Jr., S. Moynihan Bollinger, J. Formeister, A. Kirkpatrick, M. Marquardt, K. McLellan, M. Rockett

Members Absent:

Administrators Present: Dr. M. Suffredini, B. Boutwell, K. Pezza, D. Messina, G. Cotzin, D. Carroll

Staff Present: C. Gustafson

Citizens Present: R. Schmidt, J. Beaulieu, B. Case

Students Present: M. Bonneau, H. Collins, Z. Bley, K. Guerette, A. Sloan, E. Eastwood, S. Squillace, A. Levesque, C. Marsters, A. Stevenson

Others: R. Caso (Mass Mutual), T. Suffish (St. Germain Investment Management)

1.0 CALL TO ORDER

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

2.0 PLEDGE OF ALLEGIANCE

3.0 APPROVAL OF MINUTES

February 10, 2014 – It was **MOVED** (S. Bollinger), **SECONDED** (K. McLellan) to approve the February 10, 2014 Board of Education meeting minutes as presented. **PASSED 9-0.**

4.0 AUDIENCE TO CITIZENS/STAFF/STUDENTS

5.0 CORRESPONDENCE

An email was received and shared among the Board of Education members.

6.0 OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

7.0 CONSENT AGENDA

7.1. Approval of Bills

It was **MOVED** (B. Devlin), **SECONDED** (S. Bollinger) to approve the 2/24/14 bills in the amount of \$153,872.59 as presented. **PASSED 9-0.**

8.0 NEW BUSINESS

8.1. First Warning of DBS Code 3432 – Budget & Expense Report/Annual Financial Statement

The Policy Committee has reviewed recommendations by CAFE for this policy and is presenting as is for the first warning to the Board.

8.2. First Warning of DBS Code 1331 – Smoke-Free Environment

The Policy Committee has reviewed recommendations by CAFE for this policy. A. Kirkpatrick noted that there are two policies mistakenly noted on page two which will be amended and the revised policy redistributed. Any further questions should be directed to the Policy Committee.

9.0 OLD BUSINESS

9.1. Second Warning/Adoption of DBS Code 5118 – Nonresident Attendance

It was **MOVED** (B. Devlin), **SECONDED** (S. Bollinger) to approve DBS Code 5118 as presented. **PASSED 9-0.**

10.0 ADMINISTRATIVE REPORTS

10.1. Discussion on Pension Plan

It was **MOVED** (B. Devlin), **SECONDED** (S. Bollinger) to approve J. Beaulieu and B. Case to a twelve-month term on the Pension Committee. **PASSED 9-0.** R. Caso and T. Suffish distributed a packet explaining transactions that occurred in 2013. It was noted that the pension plan had US stocks and US bonds but no other diversification. The committee stated that 2013 was a “moving year” for the pension plan. Performance may now be broken down into three accounts: the bond account, the equity account, and the new mutual account.

10.2. District Grants Update

B. Boutwell, Director of Business Services, reported on the district grants update and distributed a packet including two reports on Current Grants and Grant History. Most of the grants are ongoing grants.

10.3. Annual Scheduling – Class Size Update

Mr. Cotzin explained the scheduling process and the information on the course tally for the 2014-2015 school year. The course tally reveals which classes students are signing up for; however, the tally is short approximately 140 students due to the inclement weather and school cancellations. The schedule for next year will continue to run an 8-period schedule versus a 7-period schedule.

11.0 COMMITTEE REPORTS

Minutes will be taken at all subcommittee meetings.

11.1. Budget – Chairman Palmer reported that he, J. Formeister, and B. Boutwell went to the CIP meeting last Thursday. There is nothing significant to report. It is evident that none of the projects are going to be ready to start until a year from this summer. The Long-Range Planning Committee met on 2/24/14 and will have a second meeting in March.

11.2. Curriculum –

11.3. Policy – A. Kirkpatrick stated the Policy Committee met on 2/24/14. The next meeting will be on Thursday, March 13, 2014 at 7 p.m.

11.4. Salary & Negotiations –

11.5. Planning – Chairman Palmer stated the Planning Committee met on 2/24/14. The next meeting will be in March.

11.6. Other Committees

12.0 OTHER

- **A. Kirkpatrick reported that she attended the Legislative Breakfast and only one-third of the legislators were present. They relayed information on the Common Core and Evaluation System.**
- **There will be a SEF Benefit on 2/28/14 at Joanna's Café. Natalie Devlin and Bruce Devlin will perform at the benefit.**

13.0 ADJOURNMENT

It was MOVED (R. Lees), SECONDED (B. Devlin) to adjourn the BOE meeting at 8:13 p.m. PASSED 9-0.

Respectfully submitted,

**Rick Lees, Jr., Secretary
Shannin Burns, Recording Secretary**


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

Somers Board of Education General Budget Treasury Warrant

Report # 27479

Check Batch: 9789
 Check Header: (N / A)
 Check Numbers: (First) - (Last)
 Check Dates: (Earliest) - (Latest)
 Cash Account Numbers: (First) - (Last)
 Bank Account Code: (N/A)
 Check Authorization Code: AP GB
 Minimum Check Amount: \$0.00
 Sorted By:
 Include Payable Information: No
 Include Payable Dist Information: No
 Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:  Date: 3/5/14

 William B. Boutwell, Director of Business Services

9789	8009	03/10/2014	V60028	Airex Filter Corporation	0.00	447.14
	8010	03/10/2014	V60790	Alternative Access Assistive Technology	0.00	367.50
	8011	03/10/2014	V52670	Amazon	0.00	1,336.10
	8012	03/10/2014	V52306	Ameripride Services, Inc	0.00	272.61
	8013	03/10/2014	V60041	Anthem BCBS	0.00	198,890.91
	8014	03/10/2014	V60040	Anthem Life Insurance Company	0.00	2,181.91
	8015	03/10/2014	V02141	Apple Inc.	0.00	280.00
	8016	03/10/2014	V00555	AT&T	0.00	101.05
	8017	03/10/2014	V52478	Bart Truck Equipment LLC.	0.00	1,395.82
	8018	03/10/2014	V02406	Billings Sports, Inc.	0.00	714.00
	8019	03/10/2014	V00121	CABE	0.00	95.05
	8020	03/10/2014	V00159	Connecticut Light & Power	0.00	27,014.74
	8021	03/10/2014	E00076	Cotzin, Gary	0.00	42.38
	8022	03/10/2014	V60205	CPI Qualified Plan Consultants, Inc.	0.00	24.00
	8023	03/10/2014	V00204	CREC	0.00	116,553.92
	8025	03/10/2014	V60709	DBS Energy Inc.	0.00	210.36
	8026	03/10/2014	V60089	Dime Oil Company LLC	0.00	23,807.12
	8027	03/10/2014	E00096	Duffy, Margaret	0.00	32.77
	8028	03/10/2014	V54168	First Student, Inc	0.00	6,670.00
	8030	03/10/2014	V02186	Flinn Scientific, Inc.	0.00	80.85

Somers Board of Education General Budget Treasury Warrant

Report # 27479

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	8031	03/10/2014	V60912	Fotronic Corporation	0.00	220.00
	8032	03/10/2014	V53439	Group Dynamic	0.00	66.60
	8033	03/10/2014	V51232	Hartford Hospital	0.00	1,820.00
	8034	03/10/2014	V21219	Hartford Sprinkler Co., Inc	0.00	400.00
	8035	03/10/2014	V21177	Home Depot CRC	0.00	109.28
	8036	03/10/2014	V54063	HSABank	0.00	5.00
	8037	03/10/2014	V60548	Johnson Memorial Hospital	0.00	7,500.00
	8038	03/10/2014	V02625	K & S Distributors	0.00	684.95
	8039	03/10/2014	V60890	LEARN	0.00	4,579.00
	8040	03/10/2014	V60721	Learning Incentive Inc, The	0.00	10,200.00
	8041	03/10/2014	V00039	Leonards Auto Parts Co.	0.00	56.50
	8042	03/10/2014	V02898	MagnaKleen Services	0.00	305.85
	8043	03/10/2014	V00475	Modern School Supplies	0.00	122.53
	8044	03/10/2014	E00235	Susan Muirhead, MBA Principal	0.00	159.00
	8045	03/10/2014	V01911	Natchaug Hospital	0.00	8,046.00
	8046	03/10/2014	V60936	New England Time Solutions, Inc	0.00	83.00
	8047	03/10/2014	V53593	Poland Spring	0.00	55.08
	8048	03/10/2014	V60803	Preswick House, Inc	0.00	417.89
	8049	03/10/2014	V60864	Pullman & Comley, LLC	0.00	1,460.00
	8050	03/10/2014	V60627	RnB Enterprises, Inc.	0.00	402.25
	8051	03/10/2014	V51385	Rockwell Communications	0.00	37.90
	8052	03/10/2014	V60760	School Neuropsychology Associates, LLC	0.00	570.00
	8053	03/10/2014	V01292	School Specialty, Inc.	0.00	556.63
	8054	03/10/2014	V60940	Sid Harvey Industries, Inc	0.00	109.53
	8055	03/10/2014	V60031	SNE Building Systems	0.00	585.00
	8056	03/10/2014	V02404	Somers Ace Hardware	0.00	398.32
	8057	03/10/2014	V00486	Somers High School	0.00	85.00
	8058	03/10/2014	V00886	Somers Lunch Program	0.00	38.55
	8059	03/10/2014	V60616	Somers Public Schools	0.00	1,033.33
	8060	03/10/2014	V00548	Somers Sanitation Service, Inc.	0.00	1,189.70
	8061	03/10/2014	V01591	Town of Somers	0.00	11,100.94
	8062	03/10/2014	E00322	Suffredini, Dr. Maynard	0.00	21.26
	8063	03/10/2014	V60394	SWAN Associates Inc	0.00	1,088.00
	8064	03/10/2014	M02015	T. J. Conway Company	0.00	804.00
	8065	03/10/2014	V60248	Total Protection Security Systems LLC	0.00	620.95
	8066	03/10/2014	V53945	Transcanda Power Marketing LTD	0.00	20,807.33
	8067	03/10/2014	V01638	Tree House, The	0.00	235.00

Somers Board of Education General Budget Treasury Warrant

Report # 27479

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	8068	03/10/2014	M53099	Tull Brothers, Inc.	0.00	1,284.99
	8069	03/10/2014	V54059	Verizon Wireless	0.00	480.70
	8070	03/10/2014	E00342	Walker, Alan	0.00	222.61
	8071	03/10/2014	V02738	William V. MacGill & Co.	0.00	169.17
	8072	03/10/2014	V52483	World War II	0.00	26.95
	8073	03/10/2014	V60943	Zoro Tools. Inc	0.00	366.00
Totals:					0.00	\$459,043.02

63 Checks Listed.

Somers Board of Education General Journal Register

Report # 27478
Batch: 9766
Transaction: N/A
Show Summary Only: Yes

Batch # 9766	Control Total \$459,043.02	Status Posted	Created By lbergamini	Created On 03/03/2014	Last Updated By lbergamini	Last Updated On 03/05/2014
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
March, 2014						
Generated Distributions						
	10-000-0-0-00-000-710-00-0-00000	ENCUMBRANCE CONTROL			490,367.68	0.00
	10-000-0-0-00-000-720-00-0-00000	RESERVE FOR ENCUMBRANCE			0.00	490,367.68
		Total Generated Distributions			\$490,367.68	\$490,367.68
User-Entered Distributions						
	10-000-0-0-00-000-241-00-0-00000	ACCOUNTS PAYABLE			0.00	459,043.02
	10-100-2-3-28-242-611-01-5-00204	MA - SCIENCE SUPPLIES			220.00	0.00
	10-100-2-4-12-242-611-01-5-00183	HS - TECHNOLOGY ED SUPPLIES			122.53	0.00
	10-100-2-4-26-242-611-01-5-01070	HS - ENGLISH SUPPLIES			417.89	0.00
	10-100-2-4-28-242-611-01-5-00206	HS - SCIENCE SUPPLIES			80.85	0.00
	10-100-2-4-30-243-611-01-5-00887	HS - SOCIAL STUDIES WORKBOOKS			26.95	0.00
	10-100-2-4-66-730-730-01-5-00616	HS - TECH ED REPLACEMENT			292.66	0.00
	10-100-2-4-99-242-611-01-5-00809	HS - RENAISSANCE PROGRAM			85.00	0.00
	10-120-9-9-98-955-330-02-5-01142	SPED - CONSULTANT FEES		Yes	937.50	0.00
	10-213-3-4-48-421-323-02-5-01146	SW HEALTH SUPPLIES			169.17	0.00
	10-221-1-4-50-251-580-05-5-00267	HS - TRAVEL/IN-SERVICE			222.61	0.00
	10-221-1-4-50-251-580-05-5-00269	HS - PRINCIPAL'S TRAVEL			42.38	0.00
	10-221-2-5-50-214-111-05-5-00659	SW - PROF DEVELOPMENT/CEU			159.00	0.00
	10-222-2-5-14-233-611-03-5-00150	SW - COMPUTER SOFTWARE			280.00	0.00
	10-222-2-5-44-233-611-03-5-00149	SW - A.V. MATERIALS			354.85	0.00
	10-231-1-5-74-134-330-10-5-00045	B.O.E. - OTHER PROF. SERVICES		Yes	1,484.00	0.00
	10-231-1-5-74-134-530-10-5-00048	B.O.E. - PUBLICATION POSTAGE			678.48	0.00
	10-231-1-5-74-134-690-10-5-00047	B.O.E. - SUPPLIES			99.70	0.00
	10-232-1-5-72-258-690-04-5-00042	CO - OFFICE SUPPLIES			110.24	0.00
	10-260-5-2-62-722-430-08-5-01141	K-5 BUILDING REPAIRS		Yes	413.65	0.00
	10-260-5-2-64-642-530-04-5-00363	K-5 - TELEPHONE		Yes	102.70	0.00
	10-260-5-3-64-642-530-04-5-00365	MA - TELEPHONE		Yes	101.20	0.00
	10-260-5-4-12-722-430-01-5-00395	HS - TECHNOLOGY ED MAINTENANCE			538.85	0.00
	10-260-5-4-38-722-430-01-5-00393	HS - QUANTITY FOODS MAINT.		Yes	272.61	0.00
	10-260-5-4-64-642-530-04-5-00366	HS - TELEPHONE			204.54	0.00
	10-260-5-5-64-642-530-04-5-00367	CO - TELEPHONE			173.31	0.00

Somers Board of Education General Journal Register

Report # 27478

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
9766	\$459,043.02	Posted	lbergamini	03/03/2014	lbergamini	03/05/2014
					440.15	0.00
					484.95	0.00
					739.59	0.00
				Yes	3,562.76	0.00
					1,438.48	0.00
					1,452.32	0.00
				Yes	505.85	0.00
					1,189.70	0.00
				Yes	340.75	0.00
					57.57	0.00
					83.00	0.00
					14,226.14	0.00
					8,022.56	0.00
					1,558.42	0.00
					7,869.96	0.00
					27,499.54	0.00
					12,476.42	0.00
					186.51	0.00
					400.00	0.00
					9,723.09	0.00
					6,670.00	0.00
					32.77	0.00
				Yes	1,377.85	0.00
					66.60	0.00
					2,181.91	0.00
					50,189.69	0.00
					146,362.08	0.00
				Yes	2,344.14	0.00
					556.63	0.00
					7,500.00	0.00
					714.00	0.00
				Yes	12,944.00	0.00
				Yes	895.20	0.00
					78,023.40	0.00
					29,270.32	0.00
					20,066.00	0.00
Total User-Entered Distributions					\$459,043.02	\$459,043.02

Somers Board of Education General Journal Register

Report # 27478

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On	
9766	\$459,043.02	Posted	lbergamini	03/03/2014	lbergamini	03/05/2014	
					Total for March, 2014	\$949,410.70	\$949,410.70
					Grand Total for Batch # 9766	<u>\$949,410.70</u>	<u>\$949,410.70</u>

295 Transactions Listed.

February 28, 2014

Dear Dr. Suffredini,

After 19 wonderful years working in Somers, I am writing to inform you that I will be retiring on June 30, 2014. I am a first grade para-educator at Somers Elementary. I have enjoyed my time here working with such a fabulous group of people and have been touched by the lives of so many children. It's time to start another chapter in my life.

Respectfully yours,

A handwritten signature in cursive script that reads "Barbara A. Polek".

Barbara A. Polek

cc: Jennifer Oliver
Dina Senecal

Students

Section 504: Civil and Legal Rights and Responsibilities

The District recognizes its responsibility to provide a free, appropriate public education to students with disabilities under Section 504 of the Rehabilitation Act of 1973. Accordingly, no otherwise qualified individual with disabilities shall, solely by reason of his/her disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any District program or activity **including extra-curricular athletics or other non-academic activities**, or those provided by the District through contractual or other arrangements. District aids, benefits and services will afford qualified students with disabilities equal opportunity to obtain the same result gain the same benefit or reach the same level of achievement as students without disabilities in the most integrated setting appropriate to the student's needs. Programs and activities shall be accessible to and usable by individuals with disabilities as prescribed by law.

A qualified individual with disabilities under Section 504 is an individual who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment or is regarded as having such an impairment.

Major life activities, as defined by the Americans with Disabilities Act Amendments of 2008, include caring for one's self, walking, seeing, hearing, speaking, breathing, working, performing manual tasks, learning, eating, sleeping, standing, lifting, bending, reading, concentrating, thinking, communicating; and major bodily functions, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

In compliance with the provisions of Section 504, the District will:

1. Provide written assurance of nondiscrimination in accordance with application procedures whenever the District receives federal money;
2. Designate an employee to coordinate compliance with Section 504;
3. Provide procedures to resolve complaints of discrimination under Section 504;
4. Provide notice to students, parents, employees, including those with vision or hearing impairments, of the District's policy and compliance with law assuring nondiscrimination in admission or access to, or treatment, in District programs, activities or employment. Notice will be included in student/parent and staff handbooks and other materials as appropriate;
5. Annually identify and locate all Section 504 qualified students with disabilities in the District who are not receiving a free appropriate, public education;

Students

Section 504: Civil and Legal Rights and Responsibilities (continued)

6. Ensure that tests and other evaluation materials have been validated, are administered by trained personnel, are tailored to assess educational need and are not based on IQ scores, and reflect what the tests purport to measure;
7. Provide nonacademic and extracurricular services and activities in such a manner as to afford qualified students with disabilities an equal opportunity for participation in such services and activities; by making reasonable modifications* and provide those aids and services that are necessary to ensure an equal opportunity to participate, unless the District can show that doing so would be a fundamental alteration to its programs;

*If a modification is necessary, the District must allow it unless doing so would result in a fundamental alteration of the extracurricular-athletic activity. A modification might constitute a fundamental alteration if it alters such an essential aspect of the activity or game that it would be unacceptable even if it affected all competitors equally (such as adding an extra base in baseball.) Alternatively, a change that has only a peripheral impact on the activity or game might nevertheless give a particular player with a disability an unfair advantage over others and, for that reason, fundamentally alter the character of the competition.

Nonacademic and extracurricular services and activities may include, but are not limited to, counseling services, transportation, health services, athletics, intramurals, clubs or organization activities, referrals to agencies which provide assistance to persons with disabilities and employment of students, including both employment by the district and assistance by the district in making available outside employment.

8. Annually notify students with disabilities and their parents or guardians of the District's responsibilities under Section 504, including those with limited proficiency in English and those with vision or hearing impairments;
9. Provide parents or guardians with procedural safeguards, including notification of their right:
 - a. To be notified in writing of any decisions made by the District concerning the identification, evaluation or educational placement of their student pursuant to Section 504. (The District will request parental consent prior to conducting an evaluation of the student);
 - b. To examine, copy and request amendments of the student's educational records;
 - c. To request an impartial hearing, with opportunity for participation by the student's parents or guardian and representation by counsel regarding District

decisions concerning identification, evaluation or educational placement of their student. A review procedure will be provided.

10. Students with disabilities who cannot participate in the school's existing extracurricular athletics program, even with reasonable modifications or aids and services, still have an equal opportunity to receive the benefits of extracurricular athletics. The District therefore should/may (TBD) create additional opportunities for such students, such as creating disability-specific teams for sports such as wheelchair tennis or basketball. (If numbers are insufficient, districts can develop regional teams, mix male and female students with disabilities on teams together, offer "allied" or "unified" sports teams mixing disabled and non-disabled students.)

Students identified as qualified individuals with disabilities under Section 504 shall be placed in the regular educational environment unless it is demonstrated by the District that the education of the student with the use of related aids and services in such a placement cannot be achieved satisfactorily. All placement decisions will be made by an evaluation team comprised of persons designated by the Superintendent or designee, knowledgeable about the student, the meaning of the evaluation data and placement options.

Students will be reevaluated periodically, but no less than every three years. Additionally, before implementing discipline that constitutes a significant change in the placement (i.e., expulsion, serial suspensions which exceed 10 school days in a school year, a series of suspensions each of which is 10 or fewer school days in duration but that creates a pattern of exclusion), the District shall conduct a manifestation determination to ascertain whether the misconduct in question is caused by the student's disability and, if so, whether the student's current educational placement is appropriate.

If it is determined that the misconduct of the student is caused by the disability, the District's team will continue the evaluation, following the requirements of Section 504 and the Americans with Disabilities Act of 1990 and Americans with Disabilities Act Amendments Act of 2008 (ADA) for evaluation and placement to determine whether the student's current educational placement is appropriate. Due process procedures that meet the requirements of the IDEA may be used to meet the procedural safeguards of law.

If it is determined that the misconduct is not caused by the student's disability, the student may be excluded from school in the same manner as are similarly situated students who do not have disabilities.

A student identified as a qualified individual with disabilities under Section 504, who is also covered by the Individuals with Disabilities Education Act, will be disciplined in accordance with Board policy #5144.2, "Discipline of Students with Disabilities."

A reevaluation will also be required before any other significant change in placement (i.e., transferring a student to alternative education, significantly changing the composition of the student's class schedule, such as from regular education to the resource room, etc.).

Legal Reference: Connecticut General Statutes

10-15c Discrimination in public schools prohibited.

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §§791, 793-794 (2006), (34 Code of Federal Regulations Part 104)

Americans with Disabilities Act of 1990, 42 U.S.C. §§12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006)

Americans with Disabilities Amendments Act of 2008

U.S. Department of Education, Office for Civil Rights, "Dear Colleague Letter", 113 LRP 3326 (OCR 1/25/13)

Policy adopted: October 12, 2010

Students

Harassment

The Board strives to provide a safe, positive learning environment in the schools. Therefore, harassment, in any form, will not be tolerated. This policy applies to all students, staff members, Board members, parents, vendors, contracted individuals, volunteers, other employees and other visitors – who are on District grounds or property or on property within the jurisdiction of the District; on buses operated by or for the District; while attending or engaged in District activities; and while away from District grounds if the misconduct directly affects the good order, efficient management, and welfare of the District.

Employees, students, and others are expected to adhere to a standard of conduct that is respectful and courteous to all. The principle of freedom of expression that might otherwise protect the most offensive public speech does not protect or encompass a right to threaten the dignity and privacy of an individual. Such personally directed behavior will not be tolerated. It is contrary to academic values, debilitates its victims, compromises the offenders, and undermines the District's fundamental commitment to individual freedom and respect for all its members. Furthermore, acts of intolerance may destroy the very atmosphere in which freedom of expression is otherwise tolerated and cherished.

For purposes of this policy, harassment consists of verbal, written, graphic, or physical conduct relating to an individual's race, color, religion, sex, (including sexual harassment and pregnancy), national origin/ethnicity, physical attributes or disability, (including, but not limited to, mental retardation, past or present history of mental disorder, physical disability or learning disability), parental or marital status, sexual orientation, including gender identity/expression or age when such conduct/harassment:

1. is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity, creates an intimidating, threatening or abusive educational environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance; and
3. otherwise adversely affects an individual's learning opportunities.

Harassment as set forth above may include, but is not limited to:

- verbal, physical, or written intimidation or abuse;
- repeated remarks of a demeaning or condescending nature;
- repeated demeaning jokes, stories, or activities directed at the individual.

The Board strictly prohibits retaliation against any person for filing a complaint, for aiding or encouraging the filing of a report or complaint, or for cooperating in an investigation of discrimination or harassment. The Board considers/treats retaliation as a form of discrimination.

For purposes of this policy, **sexual harassment** shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:

1. submission to such conduct is made, either explicitly or implicitly, a term or condition of a student's academic status;
2. submission to or rejection of such conduct is used as the basis for academic or work decisions affecting the individual;
3. such conduct deprives a student of educational aid, benefits, services or treatment;
4. such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the student's school performance or creating an intimidating, hostile or offensive educational environment.

Examples of conduct that may constitute sexual harassment include, but are not limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with a student's ability to work or learn or creates an intimidating, hostile or offensive learning or working environment.

For purposes of this policy **teen dating violence**, also called intimate relationship violence or intimate partner violence among adolescents or adolescent relationship abuse, includes physical, psychological, or sexual abuse; harassment; or stalking of any person ages 12 to 18 inclusive in the context of a past or present romantic or consensual relationship. **Stalking** can be defined as a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear. **Sexual assault** is any type of sexual contact or behavior that occurs without the explicit consent of the recipient.

Dating violence occurs when one partner is in a dating relationship, either past or present, intentionally uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other partner.

Teen dating violence is unacceptable behavior and prohibited/will not be tolerated.

Examples of dating violence against a student may include physical or sexual assaults, name-calling, put-downs, threats to hurt the student or the student's family members, destroying property belonging to the student, threats to commit suicide or homicide if the student ends the relationship, attempts to isolate the student from friends and family, stalking, or encouraging others to engage in these behaviors.

For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment.
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or

3. Otherwise adversely affects the student's educational opportunities.

Any student who is a victim of teen dating violence in violation of this policy is encouraged to immediately report his/her concerns to the District's Compliance Officer.

The District shall incorporate age-appropriate education about teen dating violence into new or existing training programs for students in grades 6 (7) through 12. In addition, the District shall incorporate into existing professional development program for staff information related to the prevention of and appropriate response to teen dating violence

Each student shall be responsible to respect the rights of their fellow students and district employees and to ensure an environment free from all forms of unlawful harassment.

Should harassment be alleged, it is the policy of this Board that it shall be thoroughly investigated, that there shall be no retaliation against the victim of the alleged harassment, and that the problem/concern shall be appropriately addressed.

In order to maintain an educational environment that discourages and prohibits unlawful harassment, the Board directs the Superintendent of Schools to designate a District Compliance Officer.

cf. 0521 – Nondiscrimination)
(cf. 4131 – Staff Development)
(cf. 4118.113/4218.113 – Harassment)
(cf. 5131.911 – Bullying)
(cf. 5131.912 – Aggressive Behavior)
(cf. 5131.913 – Cyberbullying)
(cf. 5141.4 – Reporting of Child Abuse and Neglect)
(cf. 5145 – Civil and Legal Rights and Responsibilities)
(cf. 5145.4 – Nondiscrimination)
(cf. 5145.5 – Sexual Harassment)
(cf. 5145.51 – Peer Sexual Harassment)

Students

Harassment (continued)

Legal Reference: Title VII, Civil Rights Act, 42 U.S.C. 2000e, et seq.

29 CFR 1604.11, EEOC Guidelines on Sex Discrimination.

Title IX of the Educational Amendments of 1972, 20 U.S.C. 1681 et seq.

34 CFR Section 106.8(b), OCR Guidelines for Title IX.

Definitions, OCR Guidelines on Sexual Harassment, Fed. Reg. Vol 62, #49, 29 CFR Sec. 1606.8 (a0 62 Fed Reg. 12033 (March 13, 1997) and 66 Fed. Reg. 5512 (January 19, 2001)

Meritor Savings Bank. FSB v. Vinson, 477 U.S. 57 (1986)

Faragher v. City of Boca Raton, No. 97-282 (U.S. Supreme Court, June 26, 1998)

Burlington Industries, Inc. v. Ellerth, No. 97-569, (U.S. Supreme Court, June 26, 1998)

Gebbser v. Lago Vista Indiana School District, No. 99-1866, (U.S. Supreme Court, June 26, 1998)

Davis v. Monro County Board of Education, No. 97-843, (U.S. Supreme Court, May 24, 1999.)

Connecticut General Statutes

46a-60 Discriminatory employment practices prohibited.

10-15c Discrimination in public schools prohibited. School attendance by five-year olds. (Amended by P.A. 97-247 to include “sexual orientation)

10-153 Discrimination on account of marital status.

17a-101 Protection of children from abuse.

Policy adopted:

Revised: 11/01

4/02

6/10

1/11

10/11/11

INSTRUCTION:

Graduation Requirements/Standards of Proficiency:

The Administration shall submit to the Board of Education through the Superintendent their detailed requirements and standards of proficiency. The faculty will apply both objective and subjective measures of achievement to provide evidence that each student has progressed far enough toward school goals to warrant graduation. Such requirements and standards shall be approved by the Board of Education.

Graduation requirements shall be established by the Board of Education. Any change of the requirements shall be submitted to the Board of Education by the Superintendent or his designee for approval.

Graduation may involve awarding to students a Somers High School Diploma or a Certificate of Completion of a Program of Special Studies. The Board of Education shall award a high school diploma to any World War II veteran, ~~or~~ veteran of the Korean hostilities, or Vietnam era requesting such diploma who left high school for military service as defined in the statutes.

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

Cross Reference: Policy # 5127

Legal Reference: Connecticut General Statutes

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

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

10-221a High school graduation requirements. (As amended by P.A. 00-124, An Act Concerning High School Diplomas and Veterans of World War II, P.A. 00-156, An Act Requiring A Civics Course for High School Graduation, and P.A. 08-138, An Act Concerning High School Credit for Private World Language Courses and Other Subject Areas, P.A. 10-111, An Act Concerning Education Reform in Connecticut and P.A. 11-17, An Act Concerning High School Diplomas to Korean Veterans, P.A. 13-

57, An Act Concerning Honorary Diplomas for Vietnam Veterans,
P.A. 13-122, An Act Concerning Minor Revisions to the Education
Statutes

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

Adopted: September 28, 1981
Revised: June 26, 1989
May 28, 2002
March 5, 2007
July 9, 2009
January 23, 2012

INSTRUCTION:

Student Telecommunications Acceptable Use Policy:

It is the policy of the Somers Public Schools to maintain an environment that promotes ethical and responsible conduct in all Internet and online network activities. It shall be a violation of this policy for any student to engage in any activity that does not conform to the established purpose and general rules and policies of the Somers Public Schools.

The use of Somers Public Schools computer equipment, **tablets**, Internet accounts and commercial online accounts must be in support of education and research and must be consistent with the educational objectives and goals of the Somers Public Schools. Any material transmitted must meet federal, state, local, and district regulations including, but not limited to, copyrighted material, threatening or obscene material, or material protected by trade secret. Use for commercial activities, product advertisement, or political lobbying is prohibited. Any viewing or dissemination of objectionable materials from any source into the system is strictly prohibited.

The Board of Education has the right to monitor computer usage by electronic means. ~~Staff and students will be given proper notice of the monitoring.~~ Such monitoring or review will be limited and done, as needed to ensure that the systems are being used for District-related educational purposes. A statement notifying staff and students will be attached or included in the telecommunications form required of all users. Other forms of notification will also be used including but not limited to school handbooks, student handbooks, employment policies, postings at computer labs.

Each district computer with Internet access shall have a filtering device that blocks entry to visual depictions that are obscene, pornographic or harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or his/her designee. The Superintendent or his/her designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purpose, provided the person receives prior permission from the Superintendent or his/her designee.

Special Responsibilities of Telecommunication Users

1. All students must sign the Somers Public Schools Telecommunications Acceptable Use Policy Agreement for use of the telecommunications services and equipment provided by the Somers Public Schools.
2. All telecommunications services and equipment must be used for academic related purposes.
3. Student use of personal online accounts with school equipment for non-academic purposes is not allowed.

4. Students may not use utilize school equipment or networks to participate in non-academic chat sessions.
5. Students may not use e-mail unless authorized to do so for academic related purposes.
6. Subscriptions to listservs must be reported to the Director of Technology & Information Services. Prior approval for listservs is required for students.
7. Students may not communicate their name, address, telephone number, picture or other personal information while using the Internet or an online service.
8. Students may not violate the rules of common sense or “netiquette”. They are expected to abide by the generally accepted rules of network etiquette: be polite; do not use vulgar or obscene language; do not reveal your address or phone number or those of others; do not disrupt the network or the data of others.
9. The use of district telecommunication services and equipment for cyberbullying will not be tolerated. Any such cases must be reported to the building administration for disciplinary action.
10. DBS Code: 6141.32, Curriculum: Computer Usage, is an integral part of the Student Telecommunications Acceptable Use Policy and is in effect at all times.

Cross Reference: DBS Code: 6141.32 - Curriculum - Computer Usage
 DBS Code: 4118.5 - Business - Staff Telecommunication Acceptable Use Policy

Legal Reference: Connecticut General Statutes

 53a-182b. Harassment in the first degree: Class D felony. (as amended by PA 95-143)

 20 U.S.C. Section 6777, No Child Left Behind Act

 20 U.S.C. 254 Children’s Internet Protection Act of 2000

 47 U.S.C. Children’s Online Protection Act of 1998

Adopted: October 15, 1996
Revised: March 17, 1997
Revised: October 25, 1999
Revised: September 11, 2000
Revised: October 23, 2006
 November 23, 2009

2013-2014 CHOICE STUDENTS

School	Grade
SHS - 3 Students	9
	9
	9
MBA - 4 Students	6
	7
	8
	8
SES - 12 Students	4
	4
	2
	4
	3
	2
	1
	2
	5
	5
	5
	4

19 CHOICE Students 2013-2014

**Connecticut's Educator Evaluation and Support System
2013-14 Flexibility Request Submission Form**



Due Date for this Academic Year (2013-14): March 30, 2014
(New Deadlines Will be Provided for the 2014-15 Academic Year)

District: Somers Public Schools

Superintendent Name: Dr. Maynard Suffredini, Jr. **Email:** m.suffredini@somers.k12.ct.gov

We request flexibility in our 2013-14* district educator evaluation and support plan for the components indicated below.

Student Growth Goals/Objectives

- Each teacher, through mutual agreement with his/her evaluator, will select 1 goal/objective for student growth. For each goal/objective, each teacher, through mutual agreement with his/her evaluator, will select multiple Indicators of Academic Growth and Development (IAGD). See 2.9(a) for complete language.

OR

- Please state the variation on the above number of goals/objectives that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

See attached

Observations

- Teachers who receive and maintain an annual summative performance evaluation designation of proficient or exemplary (or the equivalent annual summative rating in a pre-existing district evaluation plan) during the 2012-13 or any subsequent school year and who are not first or second year teachers shall be evaluated with a minimum of one formal in-class observation no less frequently than once every three years, and three informal in-class observations conducted in accordance with Section 2.3(2)(b)(1) and 2.3(2)(b)(2) in all other years, and shall complete one review of practice every year. See 2.9(c) for complete language.

OR

- Please state the variation on the above approach to observation (cycle, frequency, informal/formal, eligibility) that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

See attached

Observations (continued)

If your district is pursuing flexibility regarding teacher observations and you wish to utilize summative ratings from the previous year (2012-13) for this purpose, please explain how the previous ratings will be translated into the new rating system. In other words, please explain what ratings from 2012-13 will be considered to be the equivalent of what current ratings (exemplary, proficient, developing, below standard) (feel free to include an attachment if more space is required):

See Attached

Use of State Test Data

Please note: Districts have already made their decisions regarding the decoupling of state test data for their 2013-14 educator evaluation and support plan. No further action is required for this academic year.

Professional Development and Evaluation Committee

Pursuant to 10-151b(b) and 10-220a(b), the district Professional Development and Evaluation Committee must convene to consider a district's flexibility options. Please indicate whether the local or regional board of education and the Professional Development and Evaluation Committee reached mutual agreement on the flexibility components you have requested above.

Mutual agreement reached

Mutual agreement not reached; local or regional BOE Decision

Signatures- indicating approval of the requested flexibility:

_____ Date _____
(Superintendent)

_____ Date _____
(Board of Education Chair)

Request for flexibility has been reviewed and approved by the CSDE

Signature: _____ Date _____

(Shannon Marimón, Division Director, Bureau of Educator Effectiveness and Professional Learning, CSDE Talent Office)

Submit this completed form to SDE.SEED@ct.gov no later than **March 30, 2014**.

Please reference "{DistrictName}: Flexibility Amendments for 2013-14" in the subject line.

Questions? Call the CSDE Educator Evaluation and Support Hotline: 860-713-6868

***Please Note: This is not a substitute for submission of a 2014-15 district plan.**

Student Growth Goals/Objectives

Please state the variation on the above number of goals/objectives that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

A teacher, through mutual agreement with his/her evaluator, will select 1 goal/objective for student growth. For each goal/objective, each teacher, through mutual agreement with his/her evaluator, will select multiple Indicators of Academic Growth and Development (IAGD).

OR

A teacher, through mutual agreement with his/her evaluator, will continue to use the two goals/objectives for student growth he/she developed at the beginning of the 2013-2014 school year for the remainder of this year's evaluation cycle.

Observations

Please state the variation on the above approach to observation (cycle, frequency, informal/formal, eligibility) that your district and Professional Development and Evaluation Committee have selected (feel free to include an attachment if more space is required):

Tenured teachers who receive and maintain an annual summative performance evaluation designation of proficient or exemplary (or the equivalent annual summative rating in a pre-existing district evaluation plan) during the 2012-13 or any subsequent school year shall be evaluated with one formal in-class observation once a year, and shall complete one review of practice every year.

If your district is pursuing flexibility regarding teacher observations and you wish to utilize summative ratings from the previous year (2012-13) for this purpose, please explain how the previous ratings will be translated into the new rating system. In other words, please explain what ratings from 2012-13 will be considered to be the equivalent of what current ratings (exemplary, proficient, developing, below standard) (feel free to include an attachment if more space is required):

Teachers not recommended for a remediation plan for the 2013-2014 school will be considered proficient for the purpose of determining placement in the new rating system. Teachers recommended for a remediation plan will be considered developing.

Business/Non-Instructional Operations

Budget & Expense Report/Annual Financial Statement

The Superintendent of Schools shall submit to the Board of Education a monthly report of disbursements and budget balances at the regular meeting each month, and shall submit an annual report covering the preceding school year.

For the fiscal year ending June 30, 2014, and each fiscal year thereafter, the Board of Education shall annually make available on its Internet web site the aggregate spending on salaries, employee benefits, instructional supplies, educational media supplies, instructional equipment, regular education tuition, special education tuition, purchased services and all other expenditure items, excluding debt service, for each school under the jurisdiction of the Board of Education.

Legal Reference: Connecticut General Statutes

10-222 Appropriations and budget.

P.A.13-247: An Act Implementing Provisions of the State Budget for the Biennium Ending June 30, 2015 Concerning General Government, Section 192.

Policy adopted:

rev 11/13

Community Relations

Smoke Free Environment

The Board of Education recognizes the deleterious health effects of smoking, both to the smoker and from second hand smoke. The Board also recognizes that adults should be providing positive role models for students. Therefore, in accordance with Connecticut Statute 19a-342, the Board of Education prohibits any student or adult from smoking on school property or at school-sponsored events at any time. Furthermore, use of tobacco products is prohibited on any school-related transportation or at any school-sponsored activity. Any person 16 or older can be subject to a fine if this policy is violated.

As used herein, “smoke” or “smoking” means the lighting or carrying of a lighted cigarette, cigar, pipe or similar device or use of chewing tobacco, or a nicotine delivery device, chemicals or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations.

~~**Alternate language to consider:** *For purposes of this policy, “use of tobacco/smoke or smoking” shall mean all uses of tobacco, including but is not limited to, cigarettes, cigars, snuff, blunts, bidis, pipes, chewing tobacco, or any other substance that contains tobacco or nicotine, and all other forms of smokeless tobacco, rolling papers and any other items containing or reasonably resembling tobacco or tobacco products. In order to protect students and staff, the board prohibits the use of tobacco or nicotine-based products in school buildings, on school grounds, in school vehicles, or at any school-related event.*~~

(cf. 1120 - Board of Education Meetings)

(cf. 1330 - Use of School Facilities)

(cf. 4118.231/4218.231 - Employee Smoking, Drinking, and Use of Drugs on School Premises)

(cf. 5131.6 - Drugs, Tobacco, and Alcohol)

Legal Reference: Connecticut General Statutes

19a-342 Smoking prohibited in certain places. Signs required. Penalties.

21a-242 Schedules of controlled substances.

20 U.S.C. 7181-7184 The Pro Children Act of 2001

Policy adopted:

cps 4/02
rev 11/13