

**Somers Board of Education Meeting**

**Monday, September 11, 2023 7:00 PM**

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

- 1. **CALL TO ORDER**
- 2. **PLEDGE OF ALLEGIANCE**
- 3. **APPROVAL OF MINUTES**
  - 1. Approval of the August 28, 2023 BOE Meeting Minutes 2  
The Board to review and approve the minutes from the August 28, 2023 BOE meeting.
- 4. **ADMINISTRATIVE REPORTS**
  - 1. Superintendent Update
  - 2. Monthly Budget Report 8  
Stephanie Levin, Director of Business Services, will update the BOE on the monthly budget.
  - 3. Presentation of Leadership Coherence Framework  
District staff will present the coherence framework.
- 5. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
- 6. **CONSENT AGENDA**
  - 1. Warrant of September 11, 2023 9  
The Board to review and consent to the warrant of September 11, 2023.
  - 2. Resignation  
Jennifer Williams, 10-Month Secretary at Somers High School, will resign effective September 30, 2023, after two years of service.
  - 3. 2nd Posting DBS Code 6162.51 - Survey of Students (Student Privacy) 14
  - 4. 2nd Posting DBS Code 6172.1 - Gifted and Talented Students Program 17
  - 5. 2nd Posting DBS Code 7230.2 - Indoor Air Quality 18
  - 6. 2nd Posting Superintendent Job Description 22
- 7. **OLD BUSINESS**
- 8. **NEW BUSINESS**
- 9. **COMMITTEE REPORTS**
  - 1. Curriculum
  - 2. Policy
  - 3. Planning/Finance
  - 4. Salary & Negotiations
- 10. **CABE/CREC/State Dept. of Ed.**
- 11. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
- 12. **EXECUTIVE SESSION**

The Board to enter into Executive Session and invite Dr. Galloway into Executive Session to:

  - 1. Discuss the Superintendent Evaluation format
  - 2. Discuss negotiation updates
- 13. **ADJOURNMENT**

**Somers Board of Education Regular Meeting**  
**Somers Board of Education Chambers**  
**Monday, August 28, 2023**  
**7:00 PM**

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

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

Absent BOE Members: Jan Martin

Others: Dr. Galloway, Stephanie Levin, Craig Jones, Derek Zelek, Melissa Zelek, Paul Hart, Catherine Embriano, Andrew Phillips

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

**3. AWARDS & RECOGNITION**

**3.1. Board to Acknowledge Tyler Dubuc**

**Rationale:** The Board to recognize Tyler Dubuc, Somers High School Senior, for his participation and leadership in the American Legion State Police Youth Week. SRO, Craig Jones, will be present to speak about the program.

**Discussion:** Chair Kirkpatrick and Superintendent Galloway introduced Officer Craig Jones and SHS student Tyler Dubuc to the Board. Tyler participated in the American Legion State Police Youth Week. Students who participate in this program experience life as a police recruit in the State Police Academy, including classroom work, leadership training, physical fitness challenges, team building activities, uniform and barrack inspections, and a partner obstacle course challenge. Students are pushed academically, physically and mentally while learning about possible careers in law enforcement

Tyler was selected from a pool of 80 applicants. He joined a group of 23 other students. Tyler was one of 19 students to complete the training. Tyler stepped up to the plate and did an outstanding job. He was selected as the first troop leader, highlighting Tyler's character and leadership skills. Tyler was one of 6 students to receive an academic scholarship. He supported the program and represented the Town of Somers and SHS very well.

Chair Kirkpatrick presented a gift to Tyler on behalf of the Board.

Tyler thanked Officer Jones. He noted the positive impact this experience had upon him and how he was taught to find personal inspiration for each day. He learned lessons and formed bonds with fellow cadets that he will never forget. Tyler was happy to represent the community.

#### 4. APPROVAL OF MINUTES

##### 4.1. Approval of the July 10, 2023 BOE Meeting Minutes

**Rationale:** The Board to review and approve the minutes from the July 10, 2023 BOE meeting.

**Motion** to approve minutes of 7/10/23 Board of Education Meeting. This motion, made by Ed DePeau and seconded by JT Galloway, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

##### 4.2. Approval of the August 7, 2023 Special BOE Meeting Minutes

**Rationale:** The Board to review and approve the minutes from the Special BOE Meeting on August 7, 2023.

**Motion** to approve minutes of 8/7/23 Special Board of Education Meeting. This motion, made by Krista Cherry and seconded by Shane Manning, Carried. **Yea: 4, Nay: 0, Absent: 1 (Jan Martin), Abstain 4 (Mike Briggs, Krista Cherry, Dr. Ed DePeau, Kim Radziewicz)**

#### 5. ADMINISTRATIVE REPORTS

##### 5.1. Superintendent Update

Superintendent Galloway met with school leaders on 8/22/23. The discussion focused on the plan to communicate at the district and school levels. Principals have been working hard to ensure a smooth school opening. Superintendent Galloway also met with 14 new teachers to welcome them to Somers. The district is fully staffed, and all classrooms have certified teachers.

There are significant increases to the Title I and Title II allocations due to the work of Dina Senecal and Jessica Wood. Dina and Jessica ensured that state reported data was updated and accurate. Superintendent Galloway is working with the leadership team to decide how the funds will be used. The Title I allocation increased by over \$33,000. The Title II allocation increased by over \$4,400. School leaders will work together to identify needs and decide how this additional funding will be spent within the Title I and Title II guidelines.

The SHS oil tank has been removed. The replacement tank project is currently out to bid. The district is in compliance with all DEEP deadlines. The new tank installation is estimated to occur in December. A temporary tank will be used until then.

A discussion ensued about Whitsons Food Service and the National School Lunch

Program, and whether participation in the National School Lunch Program should be reexamined.

## 5.2. Student Activity Account Report

**Rationale:** Stephanie Levin, Director of Business Services, will discuss the Student Activity Account Report.

**Discussion:** Stephanie Levin reported out on the Student Activity fund. This budget includes all clubs and activities in the district. All negatives in the accounts were trued up using general fund money. Two larger negative accounts were explained- Non-Resident Tuition and Custodial Building Use.

Stephanie explained the process for adding an account for a new club or team.

## 5.3. FY 23-24 Budget Adjustment

**Rationale:** Stephanie Levin, Director of Business Services, will present the FY 23-24 budget adjustment and will answer questions.

**Discussion:** Stephanie presented the FY 2023-2024 budget adjustment, including shifts made over the summer that deviate from the budget originally presented. Though the bottom-line budget did not change, certain areas of the budget have been adjusted. The September monthly report will show the approved budget and where shifts have occurred within the budget.

The budget committee will discuss the budget adjustment schedule. Any changes to this practice of annual budget adjustments must go through the policy committee.

## 6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS

### 7. CONSENT AGENDA

**Rationale: Motion** to approve Consent Agenda. This motion, made by Shane Manning and seconded by Ed DePeau, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

#### 7.1. Warrant of July 21, 2023

**Rationale:** The Board to review and consent to the warrant of July 21, 2023.

#### 7.2. Warrant of August 7, 2023

**Rationale:** The Board to review and consent to the warrant of August 7, 2023.

#### 7.3. Warrant of August 14, 2023

**Rationale:** The Board to review and consent to the warrant of August 14, 2023.

#### 7.4. Warrant of August 18, 2023

**Rationale:** The Board to review and consent to the warrant of August 18, 2023.

#### 7.5. Warrant of August 28, 2023

**Rationale:** The Board to review and consent to the warrant of August 28, 2023.

#### 7.6. Resignations

- Sean Shimansky, Board Certified Behavior Analyst, has resigned effective immediately after five years of service at SPS.
- Scott Grant, SHS Custodian, submitted his resignation effective August 14, 2023, after 2.5 years of service at SPS.
- Jeff Keener, MBA Technology Education Teacher, has resigned effective August 11, 2023, after eight years of service at SPS.

### 8. OLD BUSINESS

**Motion** to approve DBS Code 5141.4 Reporting Child Abuse, Neglect and Sexual Assault, Approve DBS Code 5144.4 Physical Exercise and Discipline of Students, and DBS Code 5145.511 Exploitation: Sexual Harassment/Sexual Abuse. This motion, made by Carl Stebbins and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

#### 8.1. 2nd Posting DBS Code 5141.4 - Reporting of Child Abuse, Neglect and Sexual Assault

#### 8.2. 2nd Posting DBS Code 5144.4 - Physical Exercise and Discipline of Students

#### 8.3. 2nd Posting DBS Code 5145.511 - Exploitation: Sexual Harassment/Sexual Abuse Prevention and Education Program

### 9. NEW BUSINESS

#### 9.1. 2022-23 Budget Transfer Approval

**Rationale:** Stephanie Levin, Director of Business Services, will be available to answer questions.

**Motion** to approve the budget transfers for the 2022-2023 Budget. This motion, made by Krista Cherry and seconded by Mike Briggs, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

**Discussion:** Stephanie Levin explained the process for budget transfers. All necessary transfers have been made, totaling about \$1.2 million. This is approximately 0.5% of the total budget.

#### 9.2. 1st Posting DBS Code - 6162.51 - Survey of Students (Student Privacy)

**9.3. 1st Posting DBS Code 6172.1 - Gifted and Talented Students Program****9.4. 1st Posting DBS Code 7230.2 - Indoor Air Quality****9.5. 1st Posting Superintendent Job Description**

**Rationale:** The Board to review the Superintendent's job description.

**Discussion:** The Board reviewed the Superintendent's job description. A recommendation was made to add an update to the description regarding ensuring the safety and security of the campus.

**10. COMMITTEE REPORTS****10.1. Curriculum**

The next meeting will take place on 9/11/23 at 6pm.

**10.2. Policy**

The next meeting will take place on 9/25/23 at 6pm.

**10.3. Planning/Finance**

This committee met last week.

**10.4. Salary & Negotiations**

The next meeting will take place on 8/30/23 at 6pm.

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

**Discussion:** All Board members should have received the CABE Journal and law summary. Chair Kirkpatrick encouraged Board members to attend the CABE Convention in November.

**12. AUDIENCE TO CITIZENS/STAFF/STUDENTS****13. EXECUTIVE SESSION**

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

**Motion** to enter Executive Session at 7:37 p.m. to discuss the Superintendent evaluation format and invite Dr. Galloway into the Executive Session. This motion, made by Ed DePeau and seconded by Carl Stebbins, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

**Discussion:** The Board entered Executive Session at 7:37 p.m. and returned to open session at 8:40 p.m.

**14. ADJOURNMENT**

**Motion** to adjourn meeting at 8:40 p.m. This motion, made by Krista Cherry and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1 (Jan Martin)**

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Krista Cherry, BOE Secretary      Date

Jenna McDermott, BOE Recording Secretary

**2023-2024**

**Monthly Report**

(Through 9/1/2023 Payroll)

CATEGORY	ITEM	Approved Budget	Budget Adjustment	Revised Budget	Actual Expenditures	Encumbered	Total Projection	Variance	% +/-
<b>Salaries</b>	Teachers	11,890,609	(72,261)	11,818,348	475,156	11,297,148	11,772,304	46,044	0.39%
	Secretaries/Paraprofessionals	2,284,949	95,006	2,379,955	242,319	2,112,077	2,354,396	25,559	1.12%
	Administrators	1,743,659	9,829	1,753,488	296,930	1,456,558	1,753,488	0	0.00%
	Custodians/Maintainers	957,390	305	957,695	196,562	722,520	919,081	38,614	4.03%
	Other Instructional	521,983	(34,216)	487,767	43,679	404,049	447,728	40,039	7.67%
	Nurses	289,869	3,272	293,141	9,802	276,074	285,876	7,265	2.51%
	Medical Advisor	1,500	0	1,500	0	1,500	1,500	0	0.00%
	<b>SUBTOTAL</b>	<b>17,689,959</b>	<b>1,935</b>	<b>17,691,894</b>	<b>1,264,447</b>	<b>16,269,925</b>	<b>17,534,372</b>	<b>157,522</b>	<b>0.89%</b>
<b>Insurance &amp; Benefits</b>	Health Insurance	3,608,118	(12,168)	3,595,950	360,928	3,173,786	3,534,714	61,236	1.70%
	Social Security	549,550	20,000	569,550	65,308	508,086	573,395	(3,845)	-0.70%
	Pension	227,832	0	227,832	7,337	220,496	227,832	0	0.00%
	Worker's Comp	100,000	(9,493)	90,507	22,687	67,820	90,507	0	0.00%
	Property / Liability	98,525	346	98,871	30,736	68,135	98,871	0	0.00%
	Long Term Disability	47,000	0	47,000	6,342	30,691	37,033	9,967	21.21%
	Life Insurance	32,000	0	32,000	3,245	15,277	18,522	13,478	42.12%
	School Board Legal	10,000	0	10,000	2,500	7,500	10,000	0	0.00%
	Unemployment	10,000	0	10,000	12	9,988	10,000	0	0.00%
	OPEB	28,089	0	28,089	0	28,089	28,089	0	0.00%
<b>SUBTOTAL</b>	<b>4,711,114</b>	<b>(1,315)</b>	<b>4,709,799</b>	<b>499,095</b>	<b>4,129,868</b>	<b>4,628,962</b>	<b>80,837</b>	<b>1.72%</b>	
<b>Tuition</b>	Special Education	1,040,421	(158,922)	881,499	29,890	663,536	693,426	188,073	18.08%
	Non-Special Education	134,000	25,885	159,885	0	133,000	133,000	26,885	20.06%
	<b>SUBTOTAL</b>	<b>1,174,421</b>	<b>(133,037)</b>	<b>1,041,384</b>	<b>29,890</b>	<b>796,536</b>	<b>826,426</b>	<b>214,958</b>	<b>18.30%</b>
<b>Transportation</b>	Regular Transportation	933,796	0	933,796	658	933,138	933,796	0	0.00%
	Special Education Transportation	350,000	58,278	408,278	31,579	398,421	430,000	(21,722)	-6.21%
	Athletics/Field Trips	39,850	0	39,850	0	32,500	32,500	7,350	18.44%
	<b>SUBTOTAL</b>	<b>1,323,646</b>	<b>58,278</b>	<b>1,381,924</b>	<b>32,237</b>	<b>1,364,059</b>	<b>1,396,296</b>	<b>(14,372)</b>	<b>-1.09%</b>
<b>Utilities</b>	Electricity	473,000	0	473,000	42,139	353,911	396,050	76,950	16.27%
	Fuel	163,950	(186)	163,764	684	163,080	163,764	0	0.00%
	Telephones	36,300	0	36,300	4,709	24,166	28,875	7,425	20.45%
	<b>SUBTOTAL</b>	<b>673,250</b>	<b>(186)</b>	<b>673,064</b>	<b>47,532</b>	<b>541,157</b>	<b>588,689</b>	<b>84,375</b>	<b>12.53%</b>
<b>Maintenance</b>	General/Dept Maint	634,040	8,200	642,240	174,905	467,336	642,240	0	0.00%
	Custodial Supplies	48,000	0	48,000	30,607	17,393	48,000	0	0.00%
	<b>SUBTOTAL</b>	<b>682,040</b>	<b>8,200</b>	<b>690,240</b>	<b>205,512</b>	<b>484,728</b>	<b>690,240</b>	<b>0</b>	<b>0.00%</b>
<b>Instructional Resources</b>	Books, Textbooks, Workbooks	149,953	0	149,953	4,662	58,049	62,710	87,243	58.18%
	Technology AV Materials	101,230	0	101,230	92,727	825	93,552	7,678	7.58%
	General & Dept Supplies	176,810	0	176,810	28,618	35,463	64,081	112,729	63.76%
<b>SUBTOTAL</b>	<b>427,993</b>	<b>0</b>	<b>427,993</b>	<b>126,006</b>	<b>94,337</b>	<b>220,343</b>	<b>207,650</b>	<b>48.52%</b>	
<b>Extracurricular</b>	Coaches	193,225	16,125	209,350	13,942	195,408	209,350	0	0.00%
	Activity Advisors	60,349	0	60,349	0	60,349	60,349	0	0.00%
	Athletic/Academic Act	95,450	0	95,450	1,415	94,035	95,450	0	0.00%
<b>SUBTOTAL</b>	<b>349,024</b>	<b>16,125</b>	<b>365,149</b>	<b>15,357</b>	<b>349,792</b>	<b>365,149</b>	<b>0</b>	<b>0.00%</b>	
<b>Equipment</b>	New and Replacement	249,000	0	249,000	176,713	37,115	213,828	35,172	14.13%
<b>Admin Overhead</b>	Postage, Dues, Travel, BOE Exp., etc.	181,185	0	181,185	18,967	123,592	142,559	38,626	21.32%
<b>ARP Municipal</b>	Offset	(50,000)	50,000	0	0	0	0	0	
<b>GRAND TOTAL</b>		<b>27,411,632</b>	<b>0</b>	<b>27,411,632</b>	<b>2,415,757</b>	<b>24,191,109</b>	<b>26,606,865</b>	<b>804,767</b>	<b>2.94%</b>

As of 9/1/2023

# Somers Board of Education General Budget Treasury Warrant

Report # 82469

Check Batch: 54078  
 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: 9/7/23  
 Stephanie Levin, Director of Business Services

54078	23556	09/11/2023	V62704	A&D Portable Rentals	0.00	285.00
	23557	09/11/2023	V52404	Allstate Fire Equipment	0.00	1,051.35
	23558	09/11/2023	V52670	Amazon Capital Services	0.00	1,591.74
	23559	09/11/2023	V60041	Anthem BCBS	0.00	349,503.59
	23560	09/11/2023	V00884	Avery Septic Service	0.00	100.00
	23561	09/11/2023	V60600	BSN Sports LLC	0.00	2,486.51
	23562	09/11/2023	V54308	Gale/CENGAGE Learning	0.00	2,915.89
	23563	09/11/2023	V62902	CHLIC	0.00	13,861.52
	23564	09/11/2023	V60574	CLG Electric LLC	0.00	415.00
	23565	09/11/2023	V61473	COX Business	0.00	199.22
	23566	09/11/2023	V60390	Cummins Sales and Service	0.00	3,400.60
	23567	09/11/2023	V62797	DDR Properties	0.00	770.00
	23568	09/11/2023	V54168	First Student, Inc	0.00	6,107.26
	23569	09/11/2023	V54081	Graduate Pest Solutions, Inc.	0.00	915.00
	23570	09/11/2023	V00511	Grainger	0.00	93.63
	23571	09/11/2023	V62863	Half-Pint Readers	0.00	1,900.80
	23572	09/11/2023	E01223	Hargraves, Caroline	0.00	31.57
	23573	09/11/2023	V62833	Home Depot Pro, The	0.00	70.37
	23574	09/11/2023	V62921	Hearst Media Services CT, LLC	0.00	47.22
	23575	09/11/2023	V21177	Home Depot Credit Services	0.00	25.00

# Somers Board of Education General Budget Treasury Warrant

Report # 82469

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	23576	09/11/2023	V62816	Hussey Seating Company	0.00	6,190.00
	23577	09/11/2023	V62855	JP Climate Control LLC	0.00	3,905.00
	23578	09/11/2023	V61604	Kelly Refrigeration & Freezer	0.00	475.00
	23579	09/11/2023	V61444	Morgan Stanley	0.00	51,958.00
	23580	09/11/2023	V62901	National Center for Civic Innovation	0.00	2,400.00
	23581	09/11/2023	V62817	New England Turf Management	0.00	734.00
	23582	09/11/2023	V02407	OTIS Elevator Company	0.00	100.00
	23583	09/11/2023	V53914	Pitney Bowes, Inc.	0.00	105.00
	23584	09/11/2023	V52686	Plimpton & Hills	0.00	146.22
	23585	09/11/2023	V62911	Raptor Technologies, LLC	0.00	2,130.00
	23586	09/11/2023	V52775	Rochester 100 Inc.	0.00	145.00
	23587	09/11/2023	V62866	rSchool Today-VNN	0.00	1,200.00
	23588	09/11/2023	V51324	Sherwin-Williams Co., The	0.00	37.86
	23589	09/11/2023	V61387	Shipman & Goodwin, LLP	0.00	5,169.50
	23590	09/11/2023	V60940	Sid Harvey Industries, Inc	0.00	1,673.34
	23591	09/11/2023	V01485	Social Studies School Services	0.00	572.45
	23592	09/11/2023	V00886	Somers Lunch Program	0.00	3,140.00
	23593	09/11/2023	V01591	Town of Somers	0.00	1,638.15
	23594	09/11/2023	V62914	The Hartford	0.00	4,431.70
	23595	09/11/2023	V54059	Verizon Wireless	0.00	397.77
	23596	09/11/2023	V53413	W.B. Mason Co., Inc.	0.00	105.26
	23597	09/11/2023	V61401	Walch & Company, Inc	0.00	360.00
	23598	09/11/2023	V61410	Elan Financial Services	0.00	459.70
	23599	09/11/2023	V60012	Week Magazine, The	0.00	1,184.22
	23600	09/11/2023	V61689	West Hartford Lock Co. LLC	0.00	1,971.88
	23601	09/11/2023	V02738	William V. MacGill & Co.	0.00	382.24
	23602	09/11/2023	V51162	Wilson Language Training Corp.	0.00	320.00
	23603	09/11/2023	V61390	Wings Testing & Balancing Co, Inc	0.00	2,400.00
	23604	09/11/2023	V62810	Xerox Corporation	0.00	57.19
	23605	09/11/2023	V60943	Zoro Tools Inc	0.00	286.80
<b>Totals:</b>					0.00	\$479,847.55

50 Checks Listed.

# Somers Board of Education General Journal Register

Report # 82468  
Batch: 54040  
Transaction: N/A  
Show Summary Only: Yes

Batch # 54040	Control Total \$479,847.55	Status Posted	Created By Lbergamini	Created On 09/01/2023	Last Updated By Lbergamini	Last Updated On 09/07/2023
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General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>September, 2024</b>						
<b>Generated Distributions</b>						
	10-000-0000-710-00-0-00000-000-0-00	ENCUMBRANCE CONTROL			479,675.27	0.00
	10-000-0000-720-00-0-00000-000-0-00	RESERVE FOR ENCUMBRANCE			0.00	479,675.27
Total Generated Distributions					\$479,675.27	\$479,675.27
<b>User-Entered Distributions</b>						
	10-000-0000-241-00-0-00000-000-0-00	ACCOUNTS PAYABLE			54.17	0.00
	10-000-0000-241-00-0-00000-000-0-00	ACCOUNTS PAYABLE			0.00	479,901.72
	10-140-1000-611-20-5-00155-241-2-01	K-5 - GENERAL SUPPLIES			105.26	0.00
	10-140-1000-611-20-5-00771-242-2-01	K-5 - FIRST GRADE SUPPLIES			145.00	0.00
	10-140-1000-611-50-5-00873-241-2-01	SW - GENERAL COMPUTER SUPPLIES			754.53	0.00
	10-160-1000-611-30-5-00184-242-2-01	MA - LANGUAGE ARTS SUPPLIES			53.99	0.00
	10-260-1000-641-20-5-00105-220-2-01	K-5 - LANGUAGE ARTS TEXTBOOK			1,900.80	0.00
	10-300-1000-611-30-5-00210-242-2-01	MA - SOCIAL STUDIES SUPPLIES			572.45	0.00
	10-300-1000-641-40-5-00125-220-2-01	HS - SOCIAL STUDIES TEXTBOOKS			1,184.22	0.00
	10-420-2600-430-40-5-00394-722-5-06	HS - ATHLETICS MAINTENANCE			323.97	0.00
	10-420-3200-690-40-5-00595-880-7-06	HS - ATHLETIC SUPPLIES			2,486.51	0.00
	10-480-2130-323-40-5-01146-421-3-02	SW HEALTH SUPPLIES			382.24	0.00
	10-500-2190-690-50-5-00875-134-1-05	SW - PROF DEVELOPMENT SUPPLIES			3,093.64	0.00
	10-500-2210-322-50-5-00297-251-1-05	CO - ADMINISTRATION WORKSHOP			140.00	0.00
	10-500-2210-322-50-5-00300-251-2-01	CURRICULUM DEVELOPMENT			2,720.00	0.00
	10-520-2220-642-40-5-00139-231-2-03	HS - LIBRARY BOOKS			2,915.89	0.00
	10-620-2600-430-20-5-01141-722-5-08	K-5 - BUILDING REPAIRS			25.00	0.00
	10-620-2600-430-50-5-00452-722-6-04	SW - MAINTENANCE CONTRACTS			14,241.95	0.00
	10-620-2600-430-60-5-00422-722-5-08	K-5 - SEPTIC TANK			100.00	0.00
	10-620-2600-430-60-5-00430-722-5-08	MA - BUILDING MAINTENANCE			7,870.22	0.00
	10-620-2600-430-60-5-00431-722-5-08	MA - SEPTIC TANK			0.00	0.00
	10-620-2600-430-60-5-00438-722-5-08	HS - SEPTIC TANK			0.00	0.00
	10-620-2600-430-60-5-00439-722-5-08	HS - BUILDING MAINTENANCE			518.74	0.00
	10-620-2600-430-60-5-00440-722-5-08	SW - EQUIPMENT REPAIR			0.00	0.00
	10-620-2600-430-60-5-00442-722-5-08	SW - GROUNDS KEEP			734.00	0.00
	10-620-2600-430-60-5-00445-722-5-08	SW - TOOL SUPPLY			0.00	0.00

## Somers Board of Education General Journal Register

Report # 82468

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
54040	\$479,847.55	Posted	Lbergamini	09/01/2023	Lbergamini	09/07/2023
					99.08	0.00
					0.00	54.17
					37.86	0.00
					915.00	0.00
					140.00	0.00
					216.59	0.00
					2,130.00	0.00
					335.52	0.00
					81.77	0.00
					167.13	0.00
					149.04	0.00
					199.05	0.00
					396.27	0.00
					105.00	0.00
					57.19	0.00
					1,245.00	0.00
					63.18	0.00
					254.34	0.00
				Yes	5,169.50	0.00
					13,861.52	0.00
					1,353.97	0.00
					3,077.73	0.00
					51,958.00	0.00
					349,503.59	0.00
					6,107.26	0.00
					1,229.10	0.00
					409.05	0.00
					31.57	0.00
					340.00	0.00
					<u>          </u>	<u>          </u>
				Total User-Entered Distributions	<b>\$479,955.89</b>	<b>\$479,955.89</b>
				Total for September, 2024	<b>\$959,631.16</b>	<b>\$959,631.16</b>
					<u>          </u>	<u>          </u>
				Grand Total for Batch # 54040	<b>\$959,631.16</b>	<b>\$959,631.16</b>

**Somers Board of Education  
General Journal Register**

Report # 82468

<b>Batch #</b>	<b>Control Total</b>	<b>Status</b>	<b>Created By</b>	<b>Created On</b>	<b>Last Updated By</b>	<b>Last Updated On</b>
54040	\$479,847.55	Posted	Lbergamini	09/01/2023	Lbergamini	09/07/2023

162 Transactions Listed.

## **INSTRUCTION**

### Survey of Students (Student Privacy)

The Board of Education recognizes the staff's need to collect input from students and parents in order to assist decision-making related to curriculum and instruction, program development, and operations. To this end, the board supports the use of appropriate surveys in accordance with the guidelines contained within this policy.

Administrators, teachers, other staff members, and the Board of Education may use surveys for many purposes. Such purposes may include, but are not limited to, the need for student services, the determination of prevailing views pertaining to proposed policies and/or practices, or the determination of student knowledge and/or attitudes related, to a specific subject or units. These are examples of surveys and not intended to be an all-inclusive listing. Administrative approval is required for surveys. Responses will not be used in any identifying manner. [Surveys used in any experimental program or research project will be subject to the requirements of Policy 6141.11](#) Parents shall have the right to inspect all instructional material that will be used for a survey, analysis, or evaluation as part of a federal program.

Prior to administering a survey, the Board of Education must approve all those that are received by the Superintendent that include reference to any of the factors listed below. In addition, no student may, without parental consent, take part in a survey, analysis, or evaluation that reveals information concerning:

1. political affiliations or beliefs of the student or the student's parent;
2. Mental or psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating and demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program); or
8. religious practices, affiliations, or beliefs of the student or the student's parent.

In the event the District plans to survey students to gather information **gathered** [included](#) in the above list, the District will obtain written consent from the parent/guardian in advance of administering the survey.

Surveys conducted for other agencies, organizations, or individuals must have the recommendation of the Superintendent of Schools and the approval of the Board of Education as to content and purpose. The results of such approved surveys must be shared with the Board of Education.

Parents/guardians shall have the right to inspect, upon their request, a survey created by a third party before the survey is administered or distributed by a school to a student. Such requests shall be made in writing with a response to be at least two weeks in advance of any survey to be given. **Overall survey results following decisions must be shared with all parties who request such information.**

### Marketing

It is the Board's policy not to collect, disclose, or use personal information gathered from students for the purpose of marketing or selling that information or providing it to others for that purpose. This does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to students, or educational institutions, such as:

- a. College or other post secondary education recruitment, or military recruitment;
- b. Book clubs, magazines, and programs providing access to low-cost literary products;
- c. Curriculum and instructional materials used in schools;
- d. ~~Tests and assessments;~~ Tests and assessments used by schools to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students;
- e. Student recognition programs; and
- a. f. The sale by students of products or services to raise funds for school-related activities or education-related activities.

### Notification

Parents/guardians of a student shall also have the right to inspect and review upon written request to the Building Principal, any instructional material used as part of the educational curriculum. The District shall grant access to instructional material within a reasonable period of time, after a parental request if received.

Parents/guardians shall be notified at least annually, at the beginning of the school year, of this policy and when enrolling students for the first time in District schools. The District shall also notify parents/guardians within a reasonable period of time after any substantive change to this policy.

### Invasive Physical Examinations

**Note:** *The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision or scoliosis screening.*

Prior to the administration of any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school not necessary to protect the immediate health or safety of the student or other students and not otherwise permitted or required by state law, a student's parent/guardian will be notified and given an opportunity to opt their child out of the exam. Hearing, vision and scoliosis screenings are not subject to prior notification.

Cross Reference: [6161](#) - Equipment, Books and Materials: Provision/Selection

Legal Reference: P.L. 103-227 Section 1017 (which amends Section 439 of the General Education Provisions Act)

P.L. 107-110, (HR 1-"Leave No Child Behind") §1061/1062 - Student Privacy, Parental Access to Information, and Administration of Certain

Physical Examinations to Minors.

**Adopted: January 27, 2003**

**Revised: June 25, 2018**

**Instruction**

**Gifted and Talented Students Program**

Gifted students are those with outstanding learning abilities or outstanding talent in the creative arts.

The Somers Public Schools, in conjunction with State of Connecticut regulations and requirements, will identify students demonstrating extraordinary ability academically, creatively and artistically.

The identification process is based on a multi-criteria assessment process, typically including both subjective and objective data. It is recognized that identified students may be accommodated in a variety of ways, such as, but not limited to, the provision for supplementary materials, extensions to the curriculum and accelerated placement options.

Upon the identification of a student as gifted and talented, the District shall provide electronic notice of such identification to the parent/guardian of such student. Such notice shall include, but need not be limited to:

1. an explanation of how such student was identified as gifted and talented,
2. the contact information for the District's employee in charge of the provision of services to gifted and talented students, or, if there is no such employee, the District's employee in charge of the provision of special education and related services,
3. the employee at the State Department of Education who has been designated as responsible for providing information and assistance to Boards of Education and parents or guardians of students related to gifted and talented students, pursuant to section [10-3e](#) of the General Statutes, and
4. any associations in the state that provide support to gifted and talented students.

Legal Reference: Connecticut General Statutes

[10-76a-\(e\)](#) Definitions.

[10-76d-\(e\)](#) Duties and powers of Boards of Education to provide special education programs and services.

PA 17-82 An Act Concerning Services for Gifted and Talented Students

PA 19-184 An Act Concerning the Provision of Special Education

**Policy adopted:**

## **NEW CONSTRUCTION**

### **Indoor Air Quality**

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

### **Indoor Air Quality in Existing Facilities**

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

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

Prior to January 1, 2008 and every ~~five (5)~~ three (3) years thereafter, for any District facility that has been constructed, extended, renovated or replaced on or after January 1, 2003, the Board of Education shall provide for a uniform inspection and evaluation program of indoor air quality within such buildings, such as the Environmental Protection Agency's Indoor Air Quality for Schools Program. The results of the evaluation shall be made available for public inspection at a regularly scheduled Board of Education meeting and also posted on the District's website.

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

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

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

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

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

Prior to January 1, 2024, and every five years thereafter, the local or regional Board of Education shall provide for a uniform inspection and evaluation of the heating, ventilation and air conditioning system within each school building under its jurisdiction. Such inspection and evaluation shall be performed by a certified testing, adjusting and balancing technician, an industrial hygienist certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing, or a mechanical engineer. Such heating, ventilation and air conditioning systems inspection and evaluation shall include, but need not be limited to:

1. Testing for maximum filter efficiency
2. Physical measurements of outside air delivery rate
3. Verification of the appropriate condition and operation of ventilation components
4. Measurement of air distribution through all system inlets and outlets
5. Verification of unit operation and that required maintenance has been performed in accordance with the most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers
6. Verification of control sequences
7. Verification of carbon dioxide sensors and acceptable carbon dioxide concentrations indoors, and
8. Collection of field data for the installation of mechanical ventilation if none exist.

The ventilation systems inspection and evaluation shall identify to what extent each school's Current ventilation system components, including any existing central or non-central mechanical ventilation system, are operating in such a manner as to provide appropriate ventilation to the school building in accordance with most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. The inspection and evaluation shall result in a written report, and such report shall include any corrective actions necessary to be performed to the mechanical ventilation system or the heating, ventilation and air

conditioning infrastructure, including installation of filters meeting the most optimal level of filtration available for a given heating, ventilation and air conditioning system, installation of carbon dioxide sensors and additional maintenance, repairs, upgrades or replacement. Any such corrective actions shall be performed, where appropriate, by a contractor, who is licensed in accordance with chapter 393. The local or regional Board of Education conducting an inspection and evaluations pursuant to this subsection shall make available for public inspection the results of such inspection and evaluation at a regularly scheduled meeting of such Board and on the Internet website of such Board and on the Internet website, if any, of each individual school. The local or regional Board of Education shall not be required to provide for a uniform inspection and evaluation under this subdivision for any school building that will cease to be used as a school building within the three years from when such inspection and evaluation is to be performed.

### **Indoor Air Quality in New or Renovated Facilities**

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

1. Adhere to the requirements defining minimum air circulation contained in the State Building Code, which apply only when constructing new space.
2. The building/space meets or exceeds the ASHRAE (American Society of Heating, Ventilating and Air Conditioning Engineers) 62-1999 standard, "Ventilation for Acceptable Indoor Air Quality," which considers chemical, physical and biological contaminants that can effect air quality as referenced by the State Code adopted pursuant to C.G.S. [29-252](#).
3. Utilizing the ASHRAE 62-1999 standard, achieve a minimum ventilation rate per occupant of 15 cubic feet per minute (cfm) of outdoor air.
4. Design and placement of air handling equipment needs to be done in a manner where it is accessible to inspect and maintain the equipment; therefore mechanical rooms are desirable versus exposed rooftop units or units hung above suspended ceilings.
5. With increased air flow requirements, attention must be given to the potential of air velocity noise within ductwork.
6. Fresh air intakes must be located, whenever possible, away from all types of vents and exhausts on roofs.
7. Air intakes and ventilation windows must be sufficiently distant from bus loops and loading docks.
8. Radon mitigation systems to provide a vapor barrier and protection from under-slab humidity should be a part of new school construction.

9. Attention must be given to the selection of carpeting, carpet adhesives and synthetic materials which may emit odorous and irritating volatile organic vapors degrading indoor air quality.
10. Reduce the potential of moisture intrusion through appropriately designed pitched roofs wherever possible.
11. Consider the economic feasibility of achieving dehumidification through air conditioning.
12. Install temperature control systems, which monitor temperature and other factors helpful in monitoring and diagnosing heating, ventilating and air conditioning (HVAC) systems.
13. When renovating an occupied building provide for the mechanical control of airborne pollutants associated with the construction process.

Legal Reference: Connecticut General Statutes

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

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

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

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

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

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

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

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

~~[P.A. 03-220 An Act Concerning Indoor Air Quality in Schools.](#)~~

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

**Adopted: November 10, 2003**

**Revised: September 25, 2017**



# SOMERS PUBLIC SCHOOLS

## Job Description

**TITLE:** Superintendent of Schools

**REPORTS TO:** Somers Board of Education

### **OVERVIEW:**

The Superintendent serves as the chief executive officer of the Board of Education. The Superintendent has sole executive authority over the school system and the responsibility for its operation and supervision. He/she acts on own discretion if action is necessary in any matter not covered by Board policy, reports such actions to the Board as soon as is practicable, and recommends policy changes in order to provide guidance in the future. The Superintendent delegates at own discretion to other employees of the Board the exercise of any powers or the discharge of any duties with the knowledge that the delegation of power or duty does not relieve the Superintendent of final responsibility for the action taken under such delegation.

### **QUALIFICATIONS:**

Connecticut certification as a Superintendent of Schools.

Doctorate preferred but not required.

Experiences as a building administrator or Central Office administrator.

Such additional qualifications as the Board of Education may require at its discretion.

### **SUPERVISES:**

All administrative and supervisory personnel of the district and through them all employees.

### **JOB OBJECTIVE:**

To inspire, lead, guide and direct every member of the administrative, instructional, and supportive services teams in setting and achieving the highest standards of excellence, so that each individual student enrolled in our district may be provided with a complete, valuable, meaningful, and personally rewarding education.

Further, to oversee and administer the use of all district facilities, property, and funds with a maximum of efficiency, and an ever-present overriding concern for their impact upon each individual student's education.

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***Vision:*** The Somers Public Schools strives to be an exceptional and innovative educational community.

***Mission:*** Prepare each student to contribute and succeed in an ever-changing global society.

## **I. Board – Superintendent Interactions**

The Superintendent works with the Board of Education to establish trusting relationships, a vision, goals and objectives for the district. The Superintendent communicates regularly and clearly with the Board and provides necessary data and information to assist them with the evaluation of district programs and operations.

### **A. Executive Function**

1. Makes recommendations to the Board relative to matters requiring Board action, placing before the Board such necessary and helpful facts, information, and reports as are needed to assist in making informed decisions.
2. Advises, counsels, and assists the Board in the timely development of appropriate planning documents and realistic annual district goals.
3. Informs and advises the Board about the programs, practices, and challenges of the school district, and keeps the Board informed of the activities and needs which fall under the Board's authority.
4. Informs the Board about current federal and state laws, local ordinances and the policies and regulations of the district and advises the Board on the need for new or revised policies.
5. Informs the Board about the financial condition of the district and proposes short- and long-range recommendations.
6. Studies concerns and complaints and reports to the Board when appropriate.
7. Prepares in collaboration with the Board Chairman, the agendas for meetings and delivers the agendas and associated materials well in advance of the meetings to the entire Board.
8. Attends and participates in all meetings of the Board of Education (including executive sessions), unless excused by the Board for good cause.
9. Carries out directives from the Board.

### **B. Communication**

1. Uses effective written and verbal language in communicating with the Board.
2. Develops and informs the Board concerning the public communications plan.

### **C. Relations**

1. Demonstrates respect and cooperation in relationships with the Board. Remains impartial and treats all members fairly.
2. Maintains liaison between the Board and personnel, working toward a high degree of understanding and respect between the staff and the Board.
3. *Works with the School Resource Officers and Board of Education to ensure district-wide safety and security to maintain the highest degree of preparedness, readiness, and effectiveness.*

## **II. Educational Leadership**

The Superintendent develops a comprehensive vision for the district. He/she identifies the values under which the schools function daily, sets high performance expectations for

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students and staff, and advocates for and supports quality research-based programs to enhance teaching and learning.

1. Leads and directs the instructional program of the school system, placing emphasis on the needs of each student.
2. Ensures best practices based on current research related to learning, teaching, student development, organizational development, technology, and data management to optimize learning for all students.
3. Develops and implements District Strategic Plans that support the vision, mission and goals of the school district.
4. Assumes overall responsibility for developing and maintaining curriculums for all subjects and programs and oversees the timely revision of all curriculum guides and courses of study.
5. Advocates for innovative pedagogical strategies to ensure high quality and relevant instruction.
6. Responsible for adoption all courses of study, curriculum guides and major changes in instructional resources.

### **III. Community/Public Relations**

The Superintendent, in cooperation and consultation with the Board of Education, maintains positive working relationships with the community, local, regional and state organizations and agencies.

1. Establishes and implements a public communications plan utilizing technology to keep the community informed about the vision/mission, performance, activities, needs and successes of the schools.
2. Maintains an effective and cooperative professional relationship with community agencies (e.g., Board of Selectmen and Board of Finance), while representing the best interests of the district.
3. Represents the schools before the public and at community functions in a manner which leads to mutual respect and support.
4. Is sensitive and responsive to community and family concerns and solicits appropriate information and input regarding the educational system.
5. Uses effective written and verbal language in communicating with staff and the public.

### **IV. Organizational Management**

The Superintendent, as the Chief Executive Officer, efficiently and effectively facilitates the day-to-day operations of the school district and its policies.

1. Administers the schools in accordance with current federal and state laws, local ordinances, bargaining agreements, and the policies and regulations of the district.
2. Submits to the Board annual assessment reports of student academic achievement to determine progress towards meeting district goals.
3. Oversees the administration of the budget keeping expenditures within limits and in accordance with legal requirements and adopted Board policies.
4. Ensures that proper accounting and control procedures are followed.
5. Develops administrative regulations that support the implementation of Board policy.

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6. Develops and implements the annual operating budget and presents it to the Board for adoption and the public.
7. Develops the organization chart for the district and renews and revises as needed.

## **V. Human Resources Management**

The Superintendent recruits, hires, and retains personnel (in compliance with BOE policy) who show the potential to best meet the needs of all students and/or the school district. A system of support, supervision and consistent evaluation should be in place to ensure that all staff are effective in their positions.

### **A. Hiring**

1. Maintains up-to-date job descriptions for all personnel.
2. Maintains a current recruitment plan designed to attract the best available personnel.
3. Implements sound personnel practices, consistent with law, Board policy and collective bargaining agreements, including recruitment, hiring, and assignment.

### **B. Staff Development & Management**

1. Encourages an exchange of ideas and active participation in the development of district programs and initiatives among school personnel.
2. Provides an appropriate program of continuing growth and professional development for administrators, faculty and non-certified staff.
3. Periodically reviews and reorganizes staff duties and delegates responsibilities appropriately to take full advantage of the staff's special competencies.
4. Develops and maintains positive staff morale and loyalty to the school district.
5. Implements sound personnel practices, consistent with law, Board policy and collective bargaining agreements, including leaves of absence, transfers, supervision, evaluation, promotion, discipline and termination of all personnel.
6. Holds personnel meetings as appropriate for the discussion of matters concerning the improvement and welfare of the schools.
7. Serves as liaison in all professional and non-certified negotiations.
8. Makes recommendations to the Board regarding salary and tenure of all employees.

### **C. Evaluation**

1. Implements and maintains a personnel evaluation system insisting on a high level of performance by all staff.
2. Supervises and evaluates Principals, Assistant Principals, Director of Pupil Services, Director of Business Services, Director of Curriculum and Instruction, Director of Technology and Information Services, Supervisor of Buildings and Grounds, and Administrative Assistant to the Superintendent.

## **VI. Personal Qualities**

The Superintendent is principled, has strong interpersonal skills, leads ethically, and interacts effectively in the full range of his/her professional activities.

1. Defends principle and conviction in the face of pressure and partisan influence.
2. Maintains a high standard of ethics, honesty and integrity, in all personal and professional matters.
3. Develops collaborative and collegial relationships with professional colleagues.

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***Mission:** Prepare each student to contribute and succeed in an ever-changing global society.*

4. Maintains poise and emotional stability in the full range of professional responsibilities.

**TERMS OF EMPLOYMENT:**

Twelve-month year. Salary and working conditions per the contract between the Board of Education and the Superintendent of Schools.

**EVALUATION:**

Somers Board of Education as determined by contract.

Legal Reference: Connecticut General Statutes  
10-157 Superintendents. Relationship to local or regional board of education; written contract of employment; evaluation of superintendent by board of education (as amended by P.A. 85-54, An Act Concerning the Appointment of a Superintendent – effective 7/1/85)  
  
10-226 Reports to state board of education (as amended by P.A. 85-54)

**Approved:**

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