

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

SOUTHINGTON BOARD OF EDUCATION

SOUTHINGTON, CONNECTICUT

REGULAR MEETING

AUGUST 10, 2017

The regular meeting of the Southington Board of Education was held on Thursday, August 10, 2017 at 7:00 p.m. in the John Weichsel Municipal Center Public Assembly Room, 200 North Main Street, Southington, Connecticut with Executive Session scheduled for 6:30 p.m.

1. CALL TO ORDER

Mrs. Terri Carmody, Vice Chairperson, called the meeting to order at 6:30 p.m.

Board members present: Mrs. Terri Carmody, Mr. Robert Brown, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Terry Lombardi, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Mr. Brian Goralski, Chairperson.

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

2. EXECUTIVE SESSION to Discuss Student Matters and Negotiations Update – AFSCME & UPSEU) ~ 6:30 p.m.

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

"Move to go into Executive Session, excluding the public and the press, for the purpose of discussing Student Matters and Negotiations Update (AFSCME & UPSEU), and upon conclusion reconvene to public session."

Motion carried unanimously by voice vote.

Mrs. Carmody declared Executive Session ended at 6:50 p.m.

3. RECONVENE MEETING ~ REGULAR SESSION

Mrs. Carmody, Vice Chairperson, reconvened the regular session at 7:00 p.m.

Board members present: Mrs. Terri Carmody, Mr. Robert Brown, Mrs. Juanita Champagne, Mrs. Colleen Clark, Mr. David Derynoski, Mrs. Terry Lombardi, Mr. Zaya Oshana, and Mrs. Patricia Queen. Absent was Mr. Brian Goralski, Chairperson.

Administration present: Mr. Timothy Connellan, Superintendent of Schools; Mrs. Sherri DiNello, Director of Business and Finance; and Ms. Margaret Walsh, Director of Special Services.

Student Representative present was Joseph Martin.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Mrs. Carmody called for a moment of silence in memory of Teresa King who was an elementary teacher at Plantsville School for 29 years retiring in 1990 and passed away on July 19, 2017.

5. APPROVAL OF MINUTES ~ June 22, 2017

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

“Move to approve the Regular Board of Education minutes of June 22, 2017, as submitted.”

Motion carried unanimously by voice vote.

6. COMMUNICATIONS

a. Communications from Audience

There was no audience communication.

b. Communication from Board Members

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

“Move Agenda Item 10.f ‘Middle School Activities Committee Recommendations’ to Agenda Item 8.d.”

Motion carried unanimously by voice vote.

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

“Move Agenda Item 10.g ‘Approval of Out of State Field Trip – Boston and Wrentham, MA’ to Agenda Item 6.d.”

Motion carried unanimously by voice vote.

- The Wall of Honor ceremony is October 23, 2017 at 6:00 p.m. at Southington High School. The committee applied for a 501(c)3 tax exempt status.
- Mr. Brown asked the people in the audience to contact their state legislators and Governor Malloy to approve a state budget for FY’2017-2018. Municipalities will

be starting school soon not knowing how much money that they will be receiving from the state. The state also has two items in the budget that could have a negative monetary impact on Southington.

Communication from Student Representative

- The Annual Summer Marching Band Camp starts on Monday, August 14, 2017, 8-hours a day for two weeks.
- Mr. Martin will be a senior when school starts on August 31, 2017.

c. Communication from Administration

Administration reported on the following:

1. Special Education – Annual Performance Report: Mr. Connellan reported that the Annual Performance Report from the state shows that Southington is doing a very good job with students who have special needs.
2. Summer School – Extended School Year: Ms. Walsh reported that the Extended School Year (ESY) Summer School for special needs students is driven by students' PPT (Planning and Placement Team) and IEP (Individualized Education Program). They serviced over 155 students Pre-K to age 19 this summer at Hatton Elementary School and Southington High School. She gave a detailed report about the program.
3. Summer Technology Work: Mr. Connellan reported that the summer technology work is now in place with a strong firewall and antivirus upgrades. The software will be in place for the Mobile Device Management, which will let them track the mobile devices, make sure unauthorized software is not downloaded and allows them to turn-off devices if they are stolen so they cannot be used. The new high school server will be the data hub and will serve as the vehicle for the Voice over Internet Protocol (VoIP) for the new telephone system. Mr. Connellan explained the Internet access coverage for the district and specific logins for students and staff. He will provide a report to the Board in September of where the school district currently is with Internet access versus one year ago.

d. Approval of Out of State / Overnight Field Trip – Boston and Wrentham, MA (formerly Agenda Item 10.g)

Mr. Dan Dachelet, Cross Country Coach, explained that the field trip was for the Southington High School Cross Country team to tour Boston, Massachusetts before they compete in the Frank Kelly Invitational in Wrentham, Massachusetts.

MOTION: by Mrs. Clark, seconded by Mr. Derynoski:

“Move that the Board of Education approve the field trip request for the Southington High School Cross Country Team to attend a competition in Wrentham, Massachusetts and participate in a tour of Boston, Massachusetts, as presented.”

Motion carried unanimously by voice vote.

7. SUPERINTENDENT’S REPORT

a. Personnel Report

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

“Move to approve the Personnel Report, as presented.”

Motion carried unanimously by voice vote with Mrs. Lombardi abstaining.

8. COMMITTEE REPORTS

Mrs. Carmody requested, with Board Members approval, to change the agenda line up under Committee Reports.

a. Policy & Personnel Committee Meeting ~ July 13, 2017 (formerly Agenda Item 8.b)

Mrs. Queen reported that the committee discussed the draft job description for Teacher of the Hearing Impaired K-12, a new position, because the American School for the Deaf no longer will be providing outside services. The school system still needs to meet the needs of students who require these services.

b. Finance Committee Meeting ~ August 1, 2017 (formerly Agenda Item 8.c)

Mrs. Clark reported that the Finance Committee discussed Self Insurance, Teacher of the Hearing Impaired, Technology Apple Lease #11, Year End Closeout for 2016-2017 and Middle School Athletics. Mrs. DiNello explained in detail the 2016-2017 Year End Closeout and how she is supporting the Middle School Athletics Committee with best practices for fundraising activities and suggestions on how the school district can assist this program.

MOTION: by Mrs. Clark, seconded by Mrs. Lombardi:

“Move to approve the Apple Lease #11 Agreement as recommended by the Finance Committee.”

Motion carried unanimously by voice vote.

Mrs. DiNello addressed the possibility of a hearing-impaired student with the most service hours who is currently enrolled withdrawing from the school system. If that should happen, based on the population that they still need to service, the committee felt that it made financial sense to move ahead and hire the teacher.

c. Middle School Activities Committee Meetings ~ July 12, 2017, July 19, 2017 & July 26, 2017 (formerly Agenda Item 8.a)

Mrs. Queen submitted Middle School Activities Committee meeting minutes for August 8, 2017 that were not posted on the agenda (*Attachment #1*). Mrs. Queen and Mr. Oshana, Co-Chairs of this committee, discussed in detail the collaboration, partnership and charge of the committee, and timeline urgency. The following are recommendations from the Middle School Activities Committee:

- Parents formed an organization to raise funds, separate from the Board of Education Middle School Activities Committee.
- Parents formed a Booster Club called the “**Southington Middle School Athletic Association (SMSAA)**” to fund interscholastic middle school sports and, eventually, new intramurals programming.
- Southington Public Schools will run programs including hiring and evaluation of coaches, scheduling and transportation, Board of Education insurance, establishment and payment of expenses.
- Parents will be charged an activity fee collected by the Southington Public Schools for all sports including cross country. The main reason is to protect the confidentiality of parents and students that could not afford the fee.
- Funding from SMSAA for coaches stipends will be collected before the start of each season.
- Extent of programming will be based on how much money can be raised as of a set date prior to each season.
- Assuming that the costs will be less than \$120,000 and working with administration to identify cost savings with some costs still needing to be determined.
- There will be equity of opportunity between middle schools.
- All safety protocols and training requirements will be met.

Mrs. Queen and Mr. Oshana, Co-Chairs, support the work of the committee and endorse the presentation this evening from the Southington Middle School Athletic Association (SMSAA).

Board members stated that it was amazing on what these committees have accomplished in a short one-month timeframe and praised the dedication and partnership between the Board of Education sub-committee and the Parent Booster Club.

Mr. Mike Taylor, Vice President of the Southington Middle School Athletic Association (SMSAA) representing DePaolo Middle School, gave a PowerPoint presentation on what this parent committee has achieved thus far to save and improve middle school sports and activities (*Attachment #2*). He explained at length the three-year phased-in approach with an emphasis on equity, sustainability and inclusiveness. His presentation included:

- Establishing a not for profit 501(c)3 Booster Club and bylaws.
- Southington Middle School Athletic Association (SMSAA) intentions
- Established temporary SMSAA Officers: Mike Defeo, Mike Taylor, Casie Messina, Alisa Delmonte, and Kim Carr. In 90-days they will hold elections.
- Three-Phases over three years.
- Phase 1: Saving as many existing middle school sports and fundraising. A \$100 activity fee would be assessed to roster spots of each sport with possible family cap. No student would be excluded. Activity fee to be handled by Southington Public Schools. What year one scheduling would look like. What the “new” student athlete would look like in year one. Cheerleading will be moved into the winter season.
- Phase 2: Restore full schedules and ramp up fundraising /grants.
- Phase 3: Introduce intramural programs in both middle schools.

The SMSAA requested that the Board of Education approve the new funding structure/partnership between the SMSAA and Southington Public Schools to restore middle school sports short-term and add/enhance additional opportunities long term and to discuss and approve an activity fee.

The Board members discussed this at length including if the coaches stipends had been negotiated. This was being discussed with Mr. Dan Hart, President of the Southington Education Association, depending on the number of days and possibly paying on a per diem basis.

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

“Move to move forward and agree to enter into a partnership with the SMSAA and Board of Education to continue along with the Middle School Sports Program.”

ROLL CALL VOTE: YES - Mrs. Clark, Mr. Derynoski, Mr. Brown, Mrs. Lombardi, Mrs. Champagne, Mr. Oshana, Mrs. Queen, Mrs. Carmody. **Motion carried unanimously.**

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

“Move that the Board of Education create a student athletic activity fee for participation in Middle School Sports.”

Mrs. DiNello stated that it would be helpful if the Board determined a fee tonight with the committee looking further into establishing a family cap and working out logistics. The Southington Public Schools will be collecting the fee and applying it to the expense of the program. The Board members discussed at length how to word the motions.

ROLL CALL VOTE: YES – Mr. Brown, Mrs. Clark, Mr. Derynoski, Mrs. Lombardi, Mrs. Champagne, Mr. Oshana, Mrs. Queen, Mrs. Carmody. **Motion carried unanimously.**

MOTION: by Mrs. Queen, seconded by Mrs. Champagne:

“Move that the Board of Education establish that the Student Athletic Activity Fee for participation in Middle School Sports will be in the amount of \$100 per student, per sport for the 2017-2018 school year.”

The Board members discussed the wording of the motion.

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

“Move that the Board of Education establish a Student Athletic Activity Fee for participation in Middle School Sports in the amount of \$100 for the 2017-2018 school year.”

Mr. Oshana thought that it was important that the SMSAA discuss a family cap.

ROLL CALL VOTE: YES – Mrs. Clark, Mr. Derynoski, Mr. Brown, Mrs. Lombardi, Mrs. Champagne, Mr. Oshana, Mrs. Queen, Mrs. Carmody. **Motion carried unanimously.**

Mr. Oshana praised the work of the SMSAA for saving the middle school sports. He noted that Mr. Defeo, President of the SMSAA, does not even have children in middle school sports.

Ms. Casie Messina announced that the SMSAA Booster Club will hold a meeting at the Town Hall on Tuesday, August 15, 2016 at 6:15 p.m. and is opened to the public.

Mrs. Carmody pointed out the talented artwork of the Southington Public School students hanging on the walls in the John Weichsel Municipal Center Public Assembly Room.

9. OLD BUSINESS

a. Town Government Communications

There was no communication.

10. NEW BUSINESS

a. Superintendent's Annual Report ~ 2016-2017

Mrs. Carmody requested that the annual report be put on the school district's website to showcase the accomplishments of the district. The Board members praised the well-written, highly informative report and requested that it be sent as a pdf to the chairman of the Town Council and Board of Finance.

MOTION: by Mrs. Clark, seconded by Mrs. Champagne:

"Move to approve the Superintendent's Annual Report for the 2016-2017 school year, as submitted."

Motion carried unanimously by voice vote.

b. Class Size Report

Mr. Connellan stated that the elementary class size report, based on projected enrollment through August 7, 2017, shows the district in good shape. However, at this time of year, the numbers are always changing.

c. School Opening Dates ~ 2017-2018

The 2017-2018 Opening of School dates are for the Board's information and includes the dates of the various school open houses.

d. Job Description Approval ~ Teacher of the Hearing Impaired K-12

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

"Move to approve the job description for a Teacher of the Hearing Impaired K-12, as recommended by the Policy and Personnel Committee."

ROLL CALL VOTE: YES – Mrs. Clark, Mr. Derynoski, Mr. Brown, Mrs. Lombardi, Mrs. Champagne, Mr. Oshana, Mrs. Queen, Mrs. Carmody. **Motion carried unanimously.**

e. Woodland Heights Development ~ District Attendance

Mr. Connellan explained that this new neighborhood is currently designated as a Thalberg Elementary School attendance area where currently instructional space is limited and could affect student enrollment. He stated that it would be beneficial to designate just this area to Flanders Elementary School, which has the classroom space.

MOTION: by Mrs. Clark, seconded by Mr. Brown:

“Move to designate the Woodland Heights development for attendance at Flanders Elementary School given the current enrollment projections at both Thalberg and Flanders Elementary Schools and the proximity of the new location to Flanders Elementary School. It is likely that redistricting will occur as a result of the work that will be undertaken by the Board and the community once the enrollment study has been completed.

Motion carried unanimously by voice vote.

f. Possible Action ~ Middle School Activities Committee Recommendations
(moved to Agenda Item 8.d)

g. Approval of Out of State / Overnight Field Trip – Boston and Wrentham, MA
(moved to Agenda Item 6.d)

11. ADJOURNMENT

MOTION: by Mr. Derynoski, seconded by Mrs. Clark:

“Move to adjourn.”

Motion carried unanimously by voice vote.

The meeting adjourned at 8:19 p.m.

Respectfully submitted,
Linda Blanchard
Recording Secretary

Middle School Activities Committee

August 8, 2017 5:40 pm

Municipal Center Conference Room #2

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

Absent: Kim Carr, Alisa DelMonte, Dave Lepreay

Questions from the last meeting were discussed.

Tim Connellan handed out a proposed draft Per Diem stipend structure for the coaches. Stipends go back many years and there was no exact formula for calculating them on the record. Tim spoke to Rick Terino and came up with the following. There has been 1 week of tryouts, 2 weeks of practice and 6 weeks of the season. In total 9 week with a 5 day a week schedule. Using this, Tim calculated the stipends on a 4, 3 and 2 day a week schedule. He will be working with Dan Hart on this to see if the SEA will agree to this structure.

The question on in town transportation is still being researched.

The cost of the Site Manager role is still under discussion. Tim will work with Dan Hart on this.

Discussion took place on preparation for the board presentation. Discussion items: what has been done so far, the establishment of the SMSAA, initiatives of the committee, focus on interscholastic activities, a three phased approach, what is the ultimate objective, how do we get there and how do we sustain.

Phase 1: Focus on getting a schedule in place for the fall, winter and spring seasons, what sports and what schedule can we get set up, what is the new student athlete

Phase 2: Try to reinstate the remainder of the full schedule for each season

Phase 3: Set up an Intramural schedule and other activities to reach more students

Discussion of the activity fee came up. It was discussed that if this committee recommends an activity fee be implemented, it would then become a discussion and action item for the full BOE. If the fee came to be, the Board would collect the fee, not the booster organization. There was discussion on what the reasonable fee would be, is \$100 reasonable, would the fee be per roster spot, would there be a family cap, what if a student does multiple sports? No student would be denied access because they cannot afford to pay the fee.

If the full Board of Education approves the proposed structure, there would be collaboration between the district and the SMSAA. SMSAA would fund the activities and the district would run the programs.

The committee reviewed the financial operating statement prepared by the SMSAA to fund the sports seasons. The assumptions include a \$100 activity fee per roster spot. With that in place, the committee would need to raise approximately \$53,000 to fund the three seasons on a 3 day per week schedule.

Greg Ferry will be asked to research what surrounding towns charge for their activity fee and whether it is per roster spot or if there is some type of cap.

The Parents Committee has set a Drop Dead Date of September 8 where they will know what funds they have available. The fund balance as of that date will drive what the fall schedule will look like.

Update on the Parents Organization. The Southington Youth Basketball program has offered the use of their PO Box to the group. Officers of the group have met with Sherri DiNello to get advice on the setup of their organization and the funding mechanism, there has been a lot of discussion on fundraising, pledges have started to come in and there is approximately \$10,000 already pledged, they have legal resources helping to set up the tax exempt status, and much work has been put in to set up the budget.

Our next step will be to present the proposal to the Board of Education at this Thursday's meeting and open it up for discussion and hopefully receive formal approval of the concept and the activity fee.

Meeting adjourned at 7:15 pm

Respectfully Submitted: Zaya Oshana



Saving And Improving Middle School Sports and Activities

SMSAA Update/Overview

August 10, 2017

Topics to Review

- What We've Achieved Thus Far
 - Establishment of a not for profit 501c3 booster club Southington Middle School Athletic Association (SMSAA), Our Intentions, Current Structure
 - Development of a Phased Approach/Roadmap
- Introduction/Overview of Our Phased Approach
 - 3 year plan with an emphasis on equity, sustainability, and inclusiveness
 - Review possible funding sources/current commitments
- Ask for Motion of Approval
- Next Steps

What We've Achieved Thus Far : SMSAA Establishment

TOWN OF SOUTHTON MIDDLE SCHOOL ATHLETICS ASSOCIATION BYLAWS

ARTICLE I: NAME

The name of this organization shall be the SOUTHTON MIDDLE SCHOOL ATHLETICS ASSOCIATION (SMSAA).

ARTICLE II: OBJECTIVE

The objective of this group shall be to support the after-school athletic activities of middle school students in the Town of Southton. Our goal is to work in cooperation with the various Town of Southton departments to improve, maintain and support the town's afterschool athletic program for middle school students. We believe that strong middle school athletic programs are vital to the active, healthy culture and shared values of our community. This association will provide a channel through which residents and other interested parties can unify and partner with each other for the advancement of these programs in town.

ARTICLE III: POLICIES

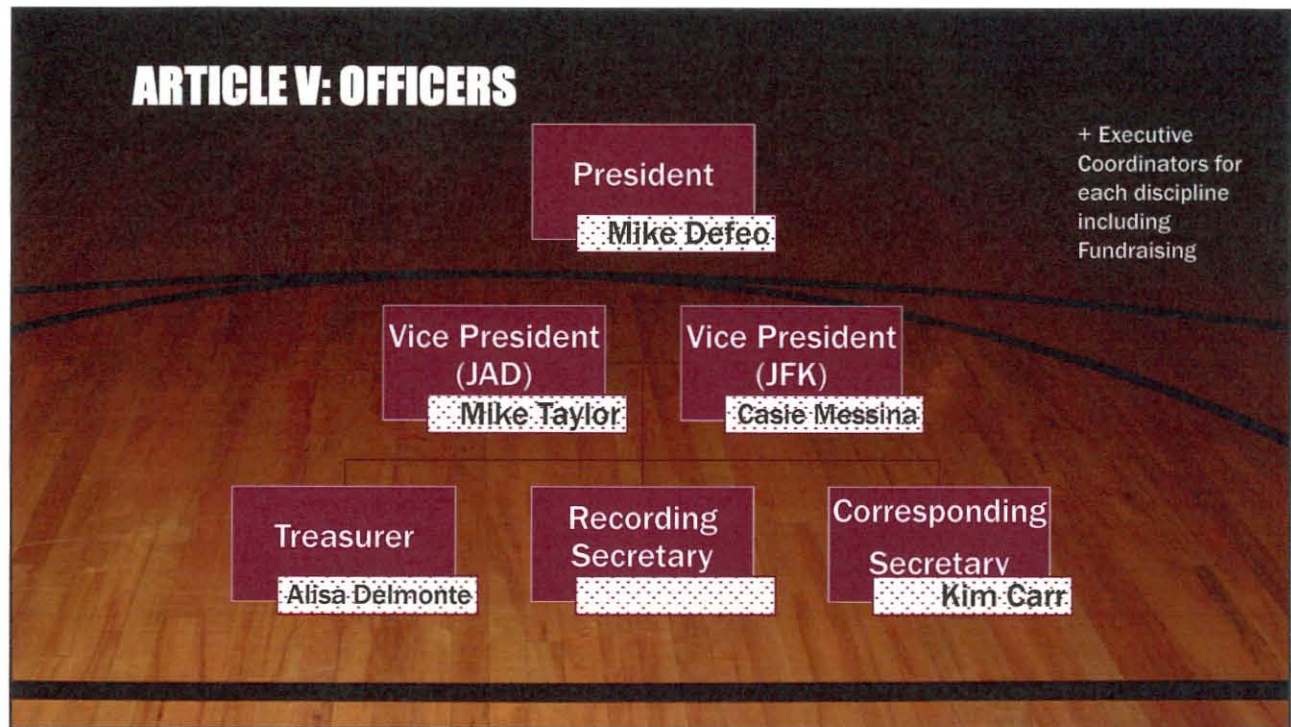
- A. This association shall be nonprofit, nonpartisan and nonsectarian.
- B. The purpose of this association shall be, organizational, informative and financial.
- C. No political candidate shall be endorsed by this organization. Neither the name of the association nor the names of its executive board members in their official capacities on the SMSAA shall be used in any connection with a commercial concern or with any partisan interest. This organization may cooperate with other agencies active with children's welfare.

ARTICLE IV: MEMBERSHIP + QUORUM

- A. Any Southton resident may become a member.
- B. A member shall be deemed in good standing, when such member attends at least 4 of SMSAA meetings in a given fiscal year, and/or volunteers for a SMSAA committee or event. Only members in good standing of the organization shall be eligible to serve as an officer of the executive board, with the exception of the president or the vice president positions. In order to serve in the position of president or vice president, a member in good standing must also be a current or previous officer, coordinator, or committee chairperson.
- C. A quorum shall be the majority of the members present.

SMSAA Intentions

Southton Middle School Athletics Association (SMSAA) is a non-profit organization that serves the Southton community. We are organized to provide funding for after school athletic activities including, but not limited to, interscholastic sports.



Introducing Our Phased Approach

How Do We Get There?

3 Phase Approach

- **Phase 1 (Year 1)** - Restore as many middle school sports programs and schedules as funding allows
- **Phase 2 (Year 2)** - Restore schedules that were unable to be fully funded in Year 1 and look for opportunities to expand activities
- **Phase 3 (Year 3)** - Establish intramural programs that would be open to entire student populations of both schools

Phase 1. Save As Many Existing Middle School Sports Teams as We Can Year 1

- Focus year one efforts season by season, starting with Fall 2017
 - Once funding is in place for Fall season, transition and focus on subsequent seasons
- New Fall season now consists of 3, not 4 activities
 - Suggest moving Cheer to Winter for this year
- Develop a robust and ongoing fundraising apparatus for long-term sustainability

Phase 1. What does the “new” student athlete look like for Year 1?

- Each roster spot will be assigned an activity fee
- Remaining costs will be offset by SMSAA Fundraising efforts
- Cost per student athlete will decrease through cost savings and efficiencies



Phase 1 - More on the Activity Fee

- \$100 activity fee is assessed to roster spots of each sport
- Possibility of implementing a “family cap” per sport per family
- \$100 fee is comparable - and in many cases - less expensive to surrounding communities’ middle school sports fees and similar extra curricular activities
- No student will ever be excluded from participation if they cannot afford the activity fee
- Activity fee will be handled by the Southington Public Schools



Phase 1 - More on what Year 1 Scheduling Looks Like

- Coaches' stipends as well as game and practice schedules will be determined by funding amount
- Scenarios could include a 3 day a week schedule for year 1 if that's all funding allows
- We'll be able determine what we can support for the Fall by Sept 8
- Cheer moves to the winter season



Phase 2. Restore Full Schedules and Ramp Up Fundraising

As fundraising dollars grow, possibilities of lowering Activity fees may be realized

Grants – Lay Foundation For Latter Year 1 Seasons and Year 2 Cost Offsets

- Fundraise and write for grants through local organizations such as the Calvanese Foundation and national organizations such as Dick's Sporting Goods' Sports Matter programs

Group Fundraising Events – Establish for Year 2 and Ongoing Funding

- Ideas include charity 5Ks, golf tournaments, charity games, fundraiser nights at local restaurants

Individual Player Fundraising Efforts

- Calendar Fundraiser, etc

Potentially introduce one or two new competitive sports if funding allows (boys volleyball for instance)

Grants to USA Nonprofits in New England for Health, Academics, Community, and Athletics Programming for Children

Deadline: Ongoing

Grants to USA nonprofits for children's programming in the New England region. Pi outreach, athletic health. Eligible sti Massachusetts...



Phase 3. Introduce Intramural Programs in Both Middle Schools

- Designate staff meeting days at the schools as "Intramural" days at the schools
- Programs open to all members of the student population at both schools
- Opportunities for co-ed activities and sports
- Mirror surrounding school districts who have similar programs in place, with costs ranging from only \$7,000 - \$9,000 annually.



Our Ask for Approval

Approve the new funding structure/partnership between the SMSAA and Southington Public Schools to restore middle school sports short term and add/enhance additional opportunities longer term.

Discuss and approve an activity fee.