

AGENDA
SHERMAN BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, MAY 1, 2019
THE SHERMAN SCHOOL - LIBRARY MEDIA CENTER
7:00 PM

Vision Statement

**We enable all Sherman Students to become the best possible version of themselves.
We provide an environment where our children develop into empathetic, self-directed,
critical thinkers who don't give up when faced with challenges.**

Professional Development/Dinner 5:30 PM - 6:00 PM - Superintendent's Office

1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE
2. CELEBRATIONS
 - 2.1 Recognition of CAFE Leadership Award
 - 2.2 Superintendent's Student of the Year Award
3. PUBLIC COMMENTS
4. ADDITIONS TO THE AGENDA
5. CONSENT AGENDA
 - 5.1. Review of Minutes:
Minutes - Regular Meeting, April 3, 2019
Minutes - Curriculum Committee Meeting, April 3, 2019
Minutes - Maintenance Meeting, March 22, 2019
 - 5.2. Personnel Actions
Appointment - Ken Palmer, Teacher
Appointment - Krystianna Toth, Preschool Teacher, Effective August 26, 2019
Resignation - Cecelia Loira-Marrero, Dir. of Finance & Operations, Effective April 26, 2019
 - 5.3. Monthly Enrollment Report
 - 5.4. Monthly Budget Report 18-19: Budget by Function & Summary of Funds
6. APPROVAL OF CURRENT BILLS
 - 6.1. 2018-2019 Current Bills
7. ORAL REPORTS
 - 7.1. SPTO Update
 - 7.2. Sub-Committee
 - 7.3. Chair
 - 7.4. Superintendent Update
8. PRESENTATION
9. NEW BUSINESS
10. UNFINISHED BUSINESS
 - 10.1 Discussion and Possible Approval of the 2019-2020 School Calendar (Enc. 10.1)
 - 10.2 Discussion of Possible Change in Practice of Including Enclosures with Agenda (Enc. 10.2)

- 10.3 Second Reading Policy 7115 Developing Educational Specifications (Enc. 10.3)
- 10.4 Second Reading Policy 7211 Architect Selection (Enc. 10.4)
- 10.5 Update Regarding Design and Innovation Committee

11. COMMUNICATIONS

12. PUBLIC COMMENTS

13. BOARD OF EDUCATION COMMENTS

14. FUTURE MEETING AND TOPICS

- 14.1 Board of Education Meeting - Wednesday, June 5, 2019 at 7:00 PM
- 14.2 Communication Committee Meeting - To be scheduled
- 14.3 Curriculum Committee Meeting - To be scheduled
- 14.4 Policy Committee Meeting - To be scheduled

15. ADJOURNMENT

REMINDER: Agenda suggestions for the next business meeting are due to the Chairman or Superintendent by 12:00 noon May 13, 2019. Copies of agenda enclosure are available for examination at the Superintendent's Office at the Sherman School during business hours: 8:00 AM to 4:00 PM Monday through Friday.

Sherman School – 2019-2020 Calendar Draft

August 27	Opening Day for Teachers
August 28	Professional Development Day
August 29	First Student Day
September 2	Labor Day (No School)
September 17	Early Dismissal 12:30 P.M. (Strategic Plan)
September 27	Professional Development Day (No School)
September 30	Rosh Hashanah (No School)
October 7	Evening Conferences
October 8	Early Dismissal 12:30 P.M. (Conferences)
October 9	Yom Kippur (No School)
October 10	Three Hour Delayed Opening (Conferences)
October 11	Early Dismissal 12:30 P.M. (Conferences)
October 14	Columbus Day (No School)
November 5	Election Day/Professional Development (No School)
November 19	Early Dismissal 12:30 P.M. (Prof. Dev.)
November 27	Early Dismissal Thanksgiving Break
November 28-29	Thanksgiving Recess
December 10	Early Dismissal 12:30 P.M. (Strategic Plan)
December 23-January 1	Holiday Recess
January 17	Professional Development Day (No School)
January 20	Dr. Martin Luther King, Jr. Birthday (No School)
January 21	Three Hour Delayed Opening (Strategic Plan)
February 12	Three Hour Delayed Opening (Conferences)
February 13	Early Dismissal 12:30 P.M. (Conferences)
February 14	Early Dismissal 12:30 P.M. (Conferences)
February 17-18	President's Day (No School)
March 10	Early Dismissal 12:30 P.M. (Prof. Dev.)
April 7	Early Dismissal 12:30 P.M. (Prof. Dev.)
April 10-17	Spring Break (April 10 Good Friday)
May 12	Early Dismissal 12:30 P.M. (Prof. Dev.)
May 25	Memorial Day (No School)
June 12	Last Student Day (Early Dismissal 12:30 P.M.)

Any days lost by emergency closing of school will be added to the calendar beginning June 15 through and including June 26, 2020. If needed, additional snow emergency days will be taken from spring recess beginning with April 17, and working backwards.

Graduation date will be set by the BOE at its April meeting.
Approved by the Board of Education on 5/1/2019.

2 days 2

August 2019

S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

18 days 20

September 2019

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

21 days 41

October 2019

S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 days 59

November 2019

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 days 74

December 2019

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

20 days 94

January 2020

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 days 112

February 2020

S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

22 days 134

March 2020

S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16 days 150

April 2020

S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

20 days 170

May 2020

S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

10 days 180

June 2020

S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

	Early Dismissal
	Three Hour Delayed Opening
	Teacher work day- no students
	School Closed
	Weather Related Closing

Procedures for communicating Board Agenda and Minutes
 Revised April 2019

BOARD OF EDUCATION	PUBLIC
Friday before BOE Meeting	
<ul style="list-style-type: none"> - Board receives agenda without enclosures listed on agenda - Board receives all enclosures as part of a single PDF document 	<ul style="list-style-type: none"> - Agenda posted online with only New Business enclosures included (no Consent Agenda enclosures will be included). All New Business enclosures will be marked DRAFT.
48 Hours after BOE Meeting	
<ul style="list-style-type: none"> - Once the Consent Agenda has been approved, Board Clerk will post all approved minutes from Consent Agenda on the school's website marked as "Official Minutes." - The following reports will also be loaded to website under the Minutes Tab: <ul style="list-style-type: none"> - Enrollment Report - Monthly Budget Report - Current Bills 	<ul style="list-style-type: none"> - All approved minutes and reports from the Consent Agenda will be available on the school's website, including: <ul style="list-style-type: none"> - All approved minutes from Consent Agenda - Enrollment Report - Monthly Budget Report - Current Bills - Minutes template will document online: <ul style="list-style-type: none"> - Time meeting was called to order - Attendance - Motions made - Adjournment
72 Hours After BOE Meeting	
	<ul style="list-style-type: none"> - Board Secretary to review all Board of Education Minutes - Draft Board of Education Minutes will be posted on the school's website, marked Unofficial Draft

P7115(a)

New Construction

Developing Educational Specifications

Where a proposed construction project involves all or a portion of a building where instruction takes place, the Superintendent of Schools will prepare educational specifications for the project. These specifications may be prepared with the assistance of additional stakeholders and the advice of outside consultants. A description of the general nature and purpose of the proposed building project shall be included.

Upon completion, the specifications will be presented to the Board of Education for its approval and, upon acceptance, they will be furnished to the Building Committee and its architect for use in preparing and drafting plans.

Educational specifications should take the following into consideration:

1. applicable information on school organization, estimated enrollment and proposed project capacity.
2. description of proposed curriculum and teaching methods and techniques to be used (or description of the nature and organization of the educational program);
3. space requirements, including a desired layout of special areas and equipment for such area;
4. any references to standard codes and regulations which may affect planning;
5. compliance with the school safety infrastructure standards developed by the School Safety Infrastructure Council; and
6. accommodations for educational technology.

These specifications are intended to constitute a written communication to the architect that identifies the nature of the educational programs to be served by the new construction, the desired relationships among the various major areas of the building, the design objectives and the various facilities required.

The educational specifications should enable the architect to exert his/her creative ability, imagination, and technical and artistic skills in designing facilities that best suit the educational programs, safety and other considerations applicable to new facilities development and construction.

(cf. 7230 - Design and Process)
(cf. 7230.1 - Energy Conserving Construction)
(cf. 7230.2 - Indoor Air Quality)
(cf. 7410 - Project Bids and Quotations)

New Construction

Developing Educational Specifications

Legal Reference: Connecticut General Statutes

10-283 Applications for grants for school building projects

10-284 Receipt and review of applications by Commissioner of Education. Approval or disapproval of applications by Commissioner of Construction Services (as amended by Section 81 of P.A. 13-3)

29-315 Fire extinguishing system required for certain buildings for human occupancy; other occupancies. (as amended by P.A. 01-173)

Public Act 13-3 An Act Concerning Gun Violence Prevention and Children's Safety (Sections 80, 81)

Policy adopted:

SHERMAN SCHOOL
Sherman, CT

New Construction

Architect Selection

The Board must continuously strive to provide new facilities and/or timely renovation that will provide the best educational environment for all students within fiscal constraints. To assist the Board in the accomplishment of this objective, an architect will be commissioned for every major building or renovation project initiated by the Board. Selection of an architect and/or construction manager for school construction projects costing more than \$10,000 is subject to a competitive bidding process.

In selecting an architect, the following criteria will be considered:

1. Training and experience including that of partners and associates.
2. Planning ability and promptness.
3. Specification writing, accuracy and sufficiency of detail.
4. Design, appearance and utility.
5. Inspection of job effectiveness.
6. Relation with contractors.
7. Experience with government agencies.

In compliance with Section 25 of P.A. 07-249, contract for architectural or construction management services executed on or after July 1, 2007 must be awarded to the lowest responsible bidder only after a public invitation to bid. Supporting documentation for audit purposes include newspaper invoices or advertisements, bid summaries and other documentation which supports the district's choice.

The Building Committee and Superintendent will interview qualified applicants for the project and select an architect.

Legal Reference: Connecticut General Statutes

PA 07-249 An Act Concerning Authorization of State
Grant Commitments for School Building Projects and Changes to the
Statutes Concerning School Building Projects

Policy adopted:

SHERMAN SCHOOL
Sherman, CT