

AGENDA
SHERMAN BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, JUNE 26, 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.**

1. CALL TO ORDER, ROLL CALL AND PLEDGE OF ALLEGIANCE
2. CELEBRATIONS
 - 2.1 High School Student Awards
3. PUBLIC COMMENTS
4. ADDITIONS TO THE AGENDA
5. CONSENT AGENDA
 - 5.1. Review of Minutes:
 - Minutes - Regular Meeting, June 5, 2019
 - Minutes - Special Meeting, June 11, 2019
 - Minutes - Maintenance Committee Meeting, June 11, 2019
 - Minutes - Executive Session, June 5, 2019
 - Minutes - Policy Committee Meeting, June 5, 2019
 - Minutes - Executive Session, May 30, 2019
 - Minutes - Maintenance Committee Meeting, May 30, 2019
 - Minutes - Maintenance Committee Meeting, May 17, 2019
 - Minutes - Maintenance Committee Meeting, April 26, 2019
 - Minutes - Maintenance Committee Meeting, March 22, 2019
 - 5.2. Personnel Actions
 - Appointment:**
 - Andrew Tracy, Math Teacher, Effective August 26, 2019
 - Resignations:**
 - Alexa Blanchard, School Counselor, Effective 6/30/2019
 - Andrew Schoefer, Assistant Principal, Effective 6/20/2019
 - Kristi Montemurro, Teacher, Effective 6/17/2019
 - Ali Moravsky, Tutor, Effective 6/17/2019
 - Arica Vancil, Para, Effective 5/3/2019
 - Administration Contract Approval:**
 - Jeff Melendez, Superintendent-Principal
 - Tracy Edwards, Director of Special Education
 - Keri Snowden, Director of Curriculum, Instruction and Innovation
 - Non-Affiliated Salary Approval:**
 - Jane Barillaro, Special Education Secretary
 - Kathryn Calsetta, Occupational Therapist
 - Joseph Lombardozzi, Facility Supervisor

Non-Affiliated Salary Approval (continued):

James Luchsinger, Director of Technology
Anthony Rowella, Director of Finance & Operations
Nancy Winkler, Business Office Assistant

- 5.3. Monthly Enrollment Report
- 5.4. Monthly Budget Report 18-19 Prior to Transfers: Budget by Function & Summary of Funds
- 5.5. Monthly Budget Report 18-19 Prior to After: Budget by Function & Summary of Funds
- 5.6. Budget Transfer Report
- 5.7. Disposal of Primary Non-fiction and Picture Books Resources

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
 - 8.1 AESOP Substitute Teacher Report Enc 8.1
 - 8.2 Surplus analysis

9. NEW BUSINESS
 - 9.1 Discussion and possible action regarding 2018-2019 Superintendent Evaluation
 - 9.2 First Reading Policy 1212 School Volunteers Enc 9.2
 - 9.3 First Reading Policy 1331 Smoke Free Environment Enc 9.3
 - 9.4 First Reading Policy 1412 Fire Department Enc 9.4
 - 9.5 First Reading Policy 1700 Otherwise Lawful Possession of Firearms on School Property Enc 9.5
 - 9.6 First Reading Policy 2111 Equal Employment Opportunity Enc 9.6
 - 9.7 Discussion and possible action regarding the formation of a Board sub-committee on school lunches

10. UNFINISHED BUSINESS
 - 10.1 Discussion and next steps 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, September 4, 2019 at 7:00 PM

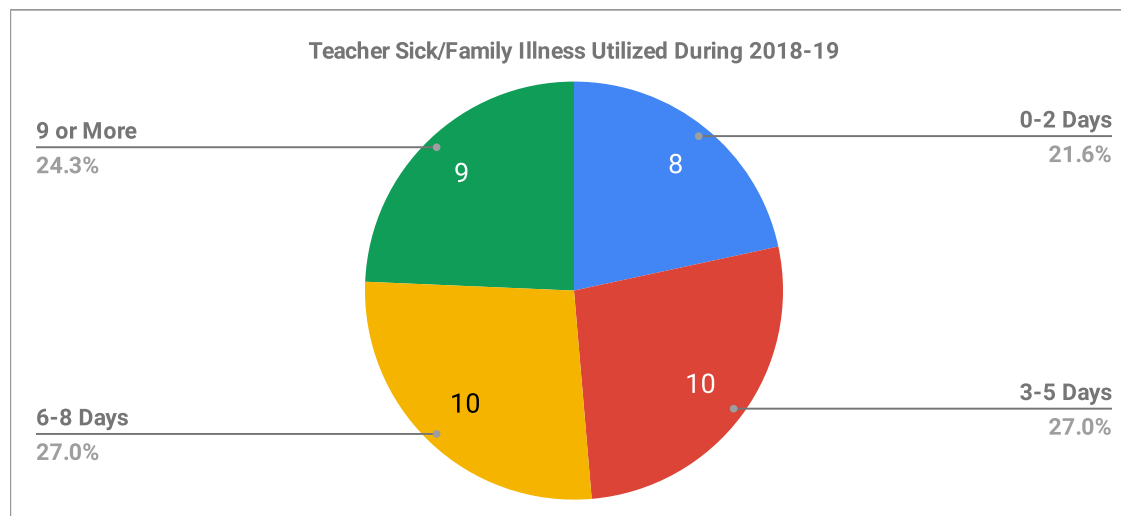
15. ADJOURNMENT

REMINDER: Agenda suggestions for the next business meeting are due to the Chairperson or Superintendent by 12:00 noon August 16, 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.

**Report of Certified Staff Time Away From Classes and a Substitute is Required
August 29, 2018 to June 17, 2019**

	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	2017-18TOTAL
Conferences		0.50	13.00	11.50	6.00	6.50	5.00	9.50	3.00	16.00	1.50	72.50	62.88
PPT	0.82	6.43	11.71	7.72	5.81	5.38	7.52	8.98	11.09	15.58	11.27	92.31	85.22
Fountas & Pinnell		7.94				10.00				9.00		26.94	27.76
Data Planning and Analysis		3.00	10.50			4.00	10.00			8.00		35.50	0.00
Field Trips				2.15				2.00	1.00	5.00	3.00	13.15	12.26
OTHER PROFESSIONAL OBLIGATIONS			0.88	0.15	0.36	1.03	0.30	3.53	2.18	0.14	2.73	11.30	18.02
TOTAL PROFESSIONAL OBLIGATIONS	0.82	17.87	36.09	21.52	12.17	26.91	22.82	24.01	17.28	53.72	18.50	251.70	206.14

Illness/Family Illness	0.5	9.5	29.5	20.5	25.5	15.5	18.5	25.5	17.5	19	6	187.5	274.26
Medical Leave				17	15							32	
Personal Day	1	5.5	11	8.5	9.5	1.5	4.5	7.5	9.5	18	13.5	90	61.2
OTHER INDIVIDUAL OBLIGATIONS			1	1		2		1	1	1		7	8.56
TOTAL INDIVIDUAL OBLIGATIONS	1.5	15	41.5	47	50	19	23	34	28	38	19.5	316.5	344.02



Draft

P1212

Community Relations

School Volunteers

The Board of Education recognizes that volunteers can make many valuable contributions to our schools. The Board endorses a program encouraging community residents to take an active role in improving schools and to become school volunteers subject to suitable regulations and safeguards. Appropriate recognition of volunteer services shall be made by the Board and school district administration.

The Superintendent shall establish procedures for securing and screening resource persons and volunteers. No person who is a "sex offender," as defined by Public Act 98-111, An Act Concerning the Registration of Sexual Offenders shall be used.

Volunteers may be required to submit to state and federal criminal record checks and a record check of the Department of Children and Families (DCF) Child Abuse and Neglect Registry. No person required to register as a sex offender under state or federal law or whose name is listed on the DCF registry, may volunteer in/or at school events.

Annually, the Assistant Principals shall submit a list of all regular volunteers in the district (chaperones on field trips, aides, library and classroom volunteer assistance, grandparents, assistance at athletic events, field days, etc.) to the Superintendent of Schools.

Legal Reference: Connecticut General Statutes

[10-4g](#) Parent and community involvement in schools; model programs; school-based teams

[10-235](#) Indemnification of teachers, board members, employees and certain volunteers and students in damage suits; expenses of litigation.

[54-254](#) Registration of person who has committed a felony for a sexual purpose

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

Policy adopted: April 1, 2009

Policy Revised:

SHERMAN SCHOOL DISTRICT

Sherman, Connecticut

DRAFT

P1331

Community Relations

Smoke Free Environment

Smoking Within the School Building and Grounds

No person shall be permitted to smoke in any area of the school building and school grounds.

In accordance with law and to promote the health and safety of all students and staff, the District prohibits all employees, students and patrons from smoking using tobacco or tobacco products in all school facilities, buildings and buses or other District transportation at all times, including athletic events and meetings.

Tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, nicotine delivery systems, vapor products, chemicals or devices that produce the same flavor or physical effect of nicotine substances; and any other tobacco or nicotine innovations.

For the purpose of this policy “smoke” shall mean the lighting or carrying of a lighted cigarette, cigar, pipe, or similar device.

Legal Reference: Connecticut General Statutes

[19a-342](#) Smoking prohibited in certain places. Signs required. Penalties.

[21a-242](#) Schedules of controlled substances.

PL 107-110, Section 4303, “Non-smoking Policy for Children's Services’

P.A. 15-206 An Act Regulating Electronic Nicotine Delivery Systems and Vapor Products

Policy adopted: April 1, 2009

Policy Revised:

SHERMAN SCHOOL DISTRICT

Sherman, Connecticut

DRAFT

P1412

Community Relations

Fire Department

Members of the Volunteer Fire Department and the Town Fire Marshal play a vital role in the school safety program. The Superintendent of Schools and administrative staff shall have the following responsibilities:

1. Establish and maintain relationships with the local Fire Marshal and Fire Departments.
2. Work with the faculty in determining the nature and timing of the Department's participation in the school program.
3. Coordinate and supervise planned activities.
4. Involve the fire department in crisis response drills and other related activities designed to practice and test the effectiveness of district and school response plans.

As necessary or appropriate administrators shall seek the advice and cooperation of the Fire Marshal and Fire Department in:

1. Planning and conduct of fire drills.
2. Fire prevention education.
3. First aid, especially in fire related incidents.
4. Conforming to state and local fire codes.
5. Crisis response planning and drills.

(cf. [6114](#) - Emergencies and Disaster Preparedness)

Policy adopted: April 1, 2009

Policy Revised:

SHERMAN SCHOOL DISTRICT

Sherman, Connecticut

Community Relations

Otherwise Lawful Possession of Firearms on School Property

Notwithstanding the otherwise lawful possession of firearms defined in Section [53a-3](#) in or on the real property comprising school district property by persons who hold a valid state or local permit to carry a firearm and would otherwise legally traverse school property with an unloaded firearm for the purpose of gaining access to public or private lands open to hunting or for other lawful purposes, such entry onto school property by these persons for these purposes is prohibited by the Board of Education.

The issuance of a permit to carry a pistol or revolver does not authorize the possession or carrying of a pistol or revolver on school district property. The Board of Education prohibits such possession on school district property.

The Board of Education may employ or enter into an agreement for public school security services with a firearm, as defined in state law, only with a sworn member of a local police department or a retired state or local police officer, or retired federal law enforcement agents and retired police officers from an out-of-state police department.

A peace officer engaged in the performance of his/her official duties who is in lawful possession of a deadly weapon or firearm may bring such item on the real property of any District school or administrative office building or to a school-sponsored activity.

A motor vehicle inspector, designated under section C.G.S. [14-8](#) and certified pursuant to C.G.S. [7-294d](#), while engaged in the performance of such motor vehicle inspector's official duties may carry weapons on school grounds, effective October 1, 2016.

Students are prohibited by the Board of Education from possessing firearms for any reason, whether otherwise lawful or not, in or on the real property comprising the public or private elementary or secondary school or at a school sponsored activity as defined in Subsection (h) of Section [10-233a](#).

(cf. [5114](#) - Suspension/Expulsion/Exclusion/Removal)

Legal Reference: Connecticut General Statutes

[29-28](#) Permit for sale at retail of pistol or revolver. Permit to carry a pistol or revolver. Confidentiality of name and address of permit holder. (as amended by PA 98-129)

[29-33](#) Sale, delivery or transfer of pistol and revolvers. Documentation requirements. Waiting period. Exempted transactions. Penalty. (as amended by PA 98-129)

[52a-3](#) Definitions.

[53a-217b](#) Possession of a weapon on school grounds: Class D felony. (as amended by PA 16-55)

P.A. 13-188 An Act Concerning School Safety

P.A. 14-217 Section 254 of "Budget Implementer Bill"

P.A. 14-212 An Act Concerning the State Education Resource Center

P.A. 16-55 An Act Concerning Recommendations by the Department of Motor

Vehicles Regarding Hazardous Materials, Car Dealers, Student Transportation Vehicle

Operators, Diversion Programs and Motor Vehicle Inspectors

Policy adopted: April 1, 2009

Policy Revised:

SHERMAN SCHOOL DISTRICT

Sherman, Connecticut

Administration

Equal Employment Opportunity

All personnel policies and practices of the Board of Education will be in accord with equal employment opportunity practices as determined by state and federal legislation. A job description and required qualifications for a position to be filled will be made available to all applicants. Equal employment opportunity means that equal employment possibilities are available to all protected groups and that no individual will be discriminated against because of race, gender, color, religion, national origin, age, sex, sexual orientation, **gender identity or expression**, disability, or unrelated abilities to perform the duties of the position.

The district's staffing plan should be designed to ensure that the public schools are continuously moving toward integrated staff at all levels, in all schools, and in other areas throughout the system.

The Board believes in the importance of the district's practices to support the concept of staff balance. Within each group of employees there will be represented, when possible, a cross-section of employees of different gender, racial and ethnic backgrounds, and length of administrative and teaching experience.

Under the balanced-staff concept, the staff and students will benefit greatly by having exposure to a diverse staff.

Legal References: Title VII of the Civil Rights Act of 1964, 42 U.S.C., sub 2000e.

Age Discrimination in Employment Act, 29 U.S.C. Sec 621.

Executive Order 11246.

Connecticut General Statutes

Connecticut Constitution Article I, Section 20; Amendment V Equal Rights Protection Amendment.

[46a-51](#) (8), (17), (18) Discriminatory practices.

[46a-58](#)(a) Deprivation of rights.

[46a-60](#) Discriminatory employment practices prohibited.

[46a-79](#) State policy re employment of criminal offenders.

[46a-80](#) Denial of employment based on prior conviction of crime.

[10-153](#) Discrimination on account of marital status.

PA 91-58 An act concerning discrimination on the basis of sexual orientation

Policy adopted: April 1, 2009

Policy Revised:

SHERMAN SCHOOL DISTRICT

Sherman, Connecticut