

TOLLAND BOARD OF EDUCATION  
Hicks Municipal Center  
Council Chambers  
Tolland, CT 06084

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA  
October 13, 2016

**VISION STATEMENT**

*To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.*

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

Regular Meeting – September 28, 2016

C. PUBLIC PARTICIPATION (2 minute limit)

*The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.*

D. POINTS OF INFORMATION

E. STUDENT REPRESENTATIVES REPORT – Charles Perosino and Andrew Harger

F. SUPERINTENDENT'S REPORT

- F.1 Monthly Financial Report – September 2016
- F.2 2017 -Board of Education Meeting Dates
- F.3 Capital Improvements (no enclosure)

G. COMMITTEE & LIAISON REPORTS

H. CHAIRPERSON'S REPORT

I. BOARD ACTION

- I.1 Policy 1090 - Volunteers

J. PUBLIC PARTICIPATION (2 minute limit)

*Comments must be limited to items on this agenda.*

K. POINTS OF INFORMATION

L. CORRESPONDENCE

- Town Council Meeting – September 27, 2016

M. FUTURE AGENDA ITEMS

N. EXECUTIVE SESSION – TOLLAND MIDDLE SCHOOL PRINCIPAL TRANSITION

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION  
Hicks Municipal Center  
Council Chambers  
Tolland, CT 06084

REGULAR MEETING – September 28, 2016

Members Present: Mr. Sam Adlerstein, Chair; Mr. Patrick Doyle, Vice Chair; Ms. Cathy Gorsky, Secretary; Ms. Karen Moran, Ms. Colleen Yudichak, Ms. Susan Seaver, Mr. Jeffrey Schroeder, Mr. Bob Pagoni, and Ms. Michelle Harrold.

Administrators Present: Dr. Walter Willett, Superintendent of Schools

Mr. Adlerstein asked that those in attendance have a 5 minute discussion regarding “When you hear Open Choice, what comes to mind?” The statement, “The Hartford Region Open Choice Program is a 50 year old program that offers Hartford students the opportunity to attend public schools in suburban towns” was presented.

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Adlerstein called the meeting to order at 7:39 P.M. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

Special Meeting – September 14, 2016

Regular Meeting – September 14, 2016

Ms. Gorsky motioned to accept the minutes of the September 14, 2016 special meeting. Ms. Yudichak seconded the motion. Changes: none. All were in favor. Motion carried.

Mr. Doyle motioned to accept the minutes of the September 14, 2016 regular meeting. Ms. Moran seconded the motion. Changes: none. All were in favor. Motion carried.

C. POINTS OF INFORMATION

Ms. Gorsky noted that correspondence was received in regard to Open Choice.

Three letters were received that expressed concerns including the cost of program and that the decision was rushed, concern that the program will lead to violence, threats, and bullying, and that there are other ways in which diversity could be expanded such as teacher exchanges, foreign exchange programs, and sending students to magnet schools.

Two letters were received in support. They included that students have expressed a need for diversity, teachers will get professional development and training opportunities, and it helps the district reach its goal of improving culture and climate.

Mr. Pagoni commented that Open Choice was discussed when Dr. Guzman was the Superintendent and for a long time with the present Board, particularly with Dr. Willett. If people believe this has been rushed, he assumed that people had not been to meetings or read the transcripts. In regard to the threats of violence and bullying, he does not see this happening. They are bringing in kindergarteners.

Mr. Adlerstein inquired how many in the audience came to the meeting with Open Choice on their mind. The majority of attendees put up their hands. He then presented the plan, rules, and asked that people bring an open mind and listen to understand each other. Also, in one's enthusiasm one may inadvertently hurt another's feelings. If this happens, say, "ouch" so the things can slow down and people can think about the process. Lastly, he asked that everyone remember that the discussion is about children and some things cannot be quantified.

The audience and Board members broke into 3 groups and were asked to list out advantages and obstacles to Open Choice in Tolland. Each group was asked to have a scribe and have at least one person report out on what was discussed. An opportunity for public comment will follow.

**D. BREAKOUT SESSION - Group discussions and Share Out on Open Choice Program**

- a. Organize into working groups
  1. Review information provided
  2. Share out with group perspectives on program
    - a. Advantages
    - b. Obstacles
  3. What I Know/What I Need to Know/ share out

The groups presented multiple points including the following:

**Group 1**

**Advantages:** adds enrichment, improves academic achievement, adds diversity, school today is more than the 3Rs and diversity isn't always discussed at home so it's up to the schools to educate the students, possible grant funding, mentoring, learning by example, students will learn from adults embracing Open Choice, prepares students for a multicultural life

**Obstacles:** learning curve, distance, budget, transportation, siblings in other districts make it difficult for parents, students acceptance by peers, resident parents fight for resources for their students now and what if more resources are needed for other students and the effect

**Group 2**

**Advantages:** brings different cultures to Tolland, different points of view and life experiences, educates children and parents, what is learned here may be brought back to Hartford, professional development opportunities for teachers benefit all students, teachers will have to use different best practices to teach to different types of students, the district will be more engaged with others

**Obstacles:** misinformation about public perception, fear of the unknown, unwelcoming attitude, transportation in regard to after school activities, what if a student does not assimilate, what if students do not choose Tolland

**Group 3**

**Advantages:** meaningful experience for Tolland students, students exposed to diversity, opportunity for staff training, CREC liaisons and additional support, helping kids who do not live in Tolland, revenue

Obstacles: potential loss of funding, negative tax impact, student/teacher ratio, ensuring students coming to Tolland are welcomed; diversity can be an advantage and an obstacle in this program

E. POINTS OF INFORMATION

Dr. Willett presented information on Open Choice.

All change requires courage, when anything new is presented it can be encountered with fear. When Open Choice is introduced to a community there is sometimes fear. Fear of what will happen with discipline, the budget, and if there will be a disruption to how things are done. Open Choice is critical for the children. He urged residents to look at the information posted on the [www.tolland.k12.ct.us](http://www.tolland.k12.ct.us) Superintendent Bulletin website, and review the [ctmirror.org](http://ctmirror.org) to see Tolland from 1968 to today. It remains one of the most segregated districts in one of the most segregated states in the country. In a few years this country will no longer have the demographics it has today. There will be a lot more of “the other” people and the children do not know how to interact. When they leave the Tolland district they will have conversations upon which they will be judged. They may be seen as ignorant at best and bigoted otherwise. He wants kids to have a good math program, a good writing program, and know how to interact with people different than themselves. This requires courage. This year, Love and humanity is the call he made to staff, it is what is necessary and it is the core of this.

Dr. Willett explained that Open Choice is a 50 year old program that serves 2,400 children in 28 districts. He has reached out to every district that participates in the CREC/Hartford program and spoke with many of the superintendents and will meet with people anytime to discuss the program for Tolland. After speaking with them, Dr. Willett wants this program in Tolland even more for the children. Open Choice is not a forced busing program. It is designed to be something that can be used to address the needs of the district - Tolland students who are residents, and Tolland students who reside in Hartford. The district will be able to adjust the available seats and nothing is forced. The myth is that integration and equity are zero-sum – that in order for one group to have something, another group must lose something. This is not true and evidence supports this. This is the right thing to do. Our country is experiencing a great time of conflict and it is generally based on a lack of understanding of each other. The district is at a pivotal point. It cannot be that a teacher is imported to teach this because students learn the most from each other.

Dr. Willett went on to say that when students do not learn together from the beginning, they are in peril and they are in peril right now. He sees discipline issues in his office that are incredible. This cannot continue or be accepted as status quo. Integration is a positive thing and Dr. Willett referenced quotes posted on the website. This will benefit all of the children and dovetails with mastery learning.

Dr. Willett explained that the district should gradually enter the program, 4 students one year, then up to 10 each of the following years but this is up to the Board. It needs to see how this is going to work in regard to the budget and otherwise. Class sizes can be held to the goals. Superintendents in other districts with the programs told him of the benefits as well as some cautions. In regard to the cautions, it is usually about how the students treat each other. It is better to address this now when students are young.

Dr. Willett also reviewed the general economic information in regard to Open Choice. The program is designed to be a break even scenario but this about providing a better opportunity for the children. Additionally, there are resources including the cultural responsive education program that will benefit Tolland. Most of the superintendents he spoke with said that it was financially beneficial although this is not the reason to participate. Dr. Willett added that money is spent on the math and writing curriculum so even if money is spent on this culturally responsive program, it will not affect tax dollars any more than the math and writing programs and curriculum. He is happy to meet with individuals and groups. There will be more information coming on this and CREC will do workshops. His ears are open and he is passionate about this for the children.

F. PUBLIC PARTICIPATION

Deirdre Goldsmith, 21 Marlboro Glade, thanked Dr. Willett for bringing up the possibility of Open Choice. We all want our kids to be global citizens and to not take this opportunity, when this is what we should all be striving for, would be a disservice to the kids.

Alan Shepard, 200 Kate Lane, commented that he is not only a resident but has also been the state legislature's education fiscal analyst for the past 30 years and Open Choice is one of the programs he monitors. He explained that Dr. Willett's presentation of the finances was on point. The program was designed to be cost neutral and it never been not been funded. He noted that the district should only budget based on the information presented by Dr. Willett – not on the bonus grants, only the \$3,000. He added that this does not impact ECS. In theory it would but in practice it does not. If anyone has questions, they may reach out to him at his office. Dr. Willett has his contact information.

Kim Reilly, 20 Arnold Drive, thanked the Board for giving the public the opportunity to come to the meeting tonight to discuss this important issue. It is so important for all the kids to have this opportunity. We are a global community and it surprises her that in 2016 that this is a question that is being debated. Segregation was abolished long ago. She does not believe her children should have more privilege because their parents can afford to live in Tolland. She would like to see more opportunity for all citizens, particularly those in Hartford.

Brenda Falusi, 4 Laurel Ridge Road, commented that her daughter goes to high school outside of Tolland and Ms. Falusi is happy that she made that choice. She sits in her social studies classes and discusses world issues with students who are from different parts of the world. Even though she is paying for this, it is the best decision she made for her. Ms. Falusi also has a daughter at TMS and she would love the opportunity for her to be able to sit in a social studies class and have the opportunity to discuss world issues with students from different backgrounds. She appreciates Dr. Willett's passion and dedication to the students and thanked him for standing up.

Liz Costa, 54 Josiah Lane, noted that she has 3 kids at TMS. She has discussed this topic with family in other areas where there is Open Choice and speaks with her children about diversity. Thinking about how her children versus kids from other areas treat an issue teaches critical thinking skills and thanked the Board. She had 3 questions: Does the Board decide how many kids are brought in and in what grades? Which town accepts the most students as a percentage? What school was the last to adopt Open Choice? Lastly, one does not have to look at what happened at Quinnipiac last week to know what can happen if children are not exposed.

Earl Leighton, 32 Leonard Drive, inquired if this was voted on 2 weeks ago. There was some confusion at last night's Town Council meeting. He is glad this is being discussed. Taxes are going up and he believes this is a discussion the entire town should take part in not just in regard to taxes but that good schools bring people to Tolland. He appreciates tonight's discussion but is concerned that once the district joins this program it has to see it through the entire education of a child and that the expenses are properly being calculated going 10-20 years out. There has to be a point where more teachers will be needed but it will not be attributed to the Open Choice program. Additionally, no one has considered that the population may grow heavily in the next year or two with apartments coming in. His main concern is the fiscal impact and that the tax payers have representation. It is noble that everyone wants to help kids from outside of Tolland but his concern is who will pay the bill. There are at least 2 towns where this program has cost money.

Amy Duff, 127 Robin Circle, appreciates that they are discussing this issue. She respectfully disagrees with the last speaker in regard to asking for community vote. Every decision made is fiscally going to impact taxes and this is why people vote. She trusts the Board and knows many of them personally and knows the choices and decisions made are in the best interest of the children.

G. POINTS OF INFORMATION

Dr. Willett responded to questions posed during public participation.

He noted that the district decides how many students to accept and in which grades. Bolton takes the greatest number of students as a percentage but he is unsure which district was the most recent in adopting Open Choice. In regard to the fiscal impact, the Math In Focus, Writers Workshop, athletic programs, and having constables have all been discussed and the public did not come out to discuss the financial impact of those items. Why is there a concern about this one? They were all items with fiscal impact. Open Choice is a program and it has costs, and like the others it is needed for the children and the country. Dr. Willett provided background on this program. A difference between Math In Focus or Writers Workshop is that Open Choice will give money back to the district as well as being the right thing to do for the children. Most superintendents have said that this program works out for the districts financially.

Two weeks ago, the vote was to request that the state consider Tolland for the Open Choice program. They will look at the community to ensure people will not be awful to these children. We need to interact and this program helps us work together. Integration works and this program has a 50 year history. This program is needed for the children of Tolland and those coming from Hartford. The process is outlined on the website. The plan is to have children come in at the kindergarten level. If a student comes in under Open Choice, the district has the responsibility to educate them. That said, there may be some children who leave the system. If a family moves out of Hartford, the student would no longer be able to participate.

Ms. Harrold commented that there was an insinuation that the schools and their reputation would be impacted negatively and she wanted to note that this program will only make the schools better.

Ms. Gorsky commented that suggesting that the district is not only doing this merely as a noble gesture. The Board has not chosen this path because only because it fills a moral obligation to

the children from Hartford. This program will benefit our kids as much and maybe even more than the kids coming in from Hartford. Our kids need this. She has a daughter in college in a major city school. She believes the attitudes of many students she knew in Tolland would make it very difficult for them to get along with a diverse population.

Dr. Willett noted that the conversations around culturally responsible education and the challenges that face Tolland have been occurring during his Principal's Breakfast and his Superintendent's Breakfast. He has heard many things and this is not a surprise for those who have attended these. This is a progression toward doing the right things for the children. It is an exciting opportunity and he welcomed anyone interested to meet with him individually or in a group.

Mr. Doyle commented that this has been an important and great discussion. In regard to the budgeting process, he looks at the priorities and asks if the district is working toward them. This is something that has been discussed for a long time and as a Board member he is not willing to accept not making progress toward the priorities. He expects this conversation to continue through the budget process which includes ways to generate revenue and save money. The first budget workshop will be held on October 5<sup>th</sup> and he invited the community to attend and be a part of it. In regard to diversity, he is proud of the discussion tonight. The slides provided guidance and people were able to share thoughts and ideas. Part of diversity is diversity of viewpoint. As discussions continue, they need to be on the issue at hand and not made personal. He believes when one listens to the underlying concerns of those who disagree with you, a better decision can be made. He hopes many will get involved as this is needed as decisions are made over time.

H. STUDENT REPRESENTATIVES REPORT

Mr. Perosino noted that the Student Council meeting was held today. The Homecoming Dance will be held on October 22<sup>nd</sup> and the ticket price may be increased to \$12 to account for the increased cost of public safety officials. Additionally, leading up to Homecoming there will be 5 Spirit Days. On Friday, Spirit Week culminates in the pep rally. Mr. Doyle thanked Mr. Perosino for the Board discussions he brings to the Student Council. Mr. Adlerstein added that he is grateful for what he and Mr. Harger discuss with the Board.

I. SUPERINTENDENT'S REPORT

F.1. Policy 1090 - Volunteers

Dr. Willett reviewed attachment F1 and the proposed Policy 1090.

J. COMMITTEE AND LIAISON REPORTS

Finance and Facilities – Mr. Doyle encouraged everyone to attend the October 5<sup>th</sup> budget workshop. It will be held at 7pm in the THS library. It will be in workshop format.

Policy – Ms. Gorsky noted that the committee discussed standardized testing and a workshop regarding this topic will be held on October 19<sup>th</sup>. The issue of public safety officers was also discussed and Dr. Willett and the Fire Marshall (public safety liaison) will meet to discuss the process that should be used and how many officers will attend school events.

Town Council – Mr. Schroeder reviewed items discussed at the meeting which included Open Choice.



K. CHAIRPERSON'S REPORT - none

L. BOARD ACTION -none

M. PUBLIC PARTICIPATION

Tammy Nuccio, 71 Webber Road, commended Mr. Perosino on wanting to know why the cost of the Homecoming Dance tickets is going up. Ms. Nuccio noted that she is for the Open Choice program but wholeheartedly hears and understands the people's concern about the financial aspect. She challenged that if this is not being done for a noble cause then you are seriously strictly doing it so your children will be more diverse and your children will benefit. That is 110% condescending. In general, people are hearing that one is either for or against it. She went to 12 different schools before moving back to Tolland. From a diversity background, she has lived it but how will that child feel who hears that this is a great program because it provides diversity to the town knowing they are here to make the town more diverse. This should be done for a noble cause. The Town has the means and opportunity to help these kids. When reviewing the numbers, the cost comes out to \$1,047.32 per child. With 40 kids that is only a \$40K impact to the town, less than the cost of other programs. The concern is with the words used. She hears that this has to be done for the kids of Tolland. It is bigger than that. It is a huge negative for kids to hear that they are coming to Tolland to make the town more diverse and it is this sensitivity that has to be brought to the issue. If she was a child and heard that she was present to provide a better education to another child, it would hurt. One needs to be careful with the words used.

Liz Costa, 54 Josiah Lane, inquired about the new grading policy at TMS. It is a concern for the students and the parents.

N. POINTS OF INFORMATION

Dr. Willett explained a discussion of the grading situation at TMS can be held with both the parents and the students. He provided an overview of mastery based learning tenets, formative assessments, and summative assessments.

Mr. Pagoni, in regard to offering Open Choice for all the right reasons, commented that this is being done for all the right reasons. It is a win for everyone but it may cost some extra money. It is being done for the kids who are residents of Tolland and those who are not so they all can learn about what is different in their lives. There is no downside – everyone benefits. He thanked Mr. Adlerstein for allowing for a bit of exchange – some flexibility is needed.

O. CORRESPONDENCE

- Special Town Council Meeting – September 13, 2016

P. FUTURE AGENDA ITEMS

- Policy 1090
- Homecoming Dance ticket cost increase

Q. EXECUTIVE SESSION – DISCUSSION AND VOTE ON TOLLAND EDUCATION ASSOCIATION CONTRACT

Mr. Doyle motioned to go into executive session at 9:27PM for the purpose of discussing and voting on the Tolland Education Association contract and invited Dr. Willett and Town Council

Chairman Rick Field to attend. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

Ms. Gorsky motioned to go past 10PM. Ms. Moran seconded the motion. All were in favor. Motion carried.

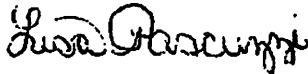
The Board returned to regular session at 10:15PM.

Mr. Pagoni motioned to ratify and accept the TEA contract presented by Superintendent Willett. Mr. Schroeder seconded motion. All were in favor. Motion carried.

R. ADJOURNMENT

Mr. Pagoni motioned to adjourn the meeting at 10:17PM. Mr. Doyle seconded the motion. All were in favor. Motion carried.

Respectfully submitted,



Lisa Pascuzzi  
Clerk



## TOLLAND PUBLIC SCHOOLS

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OFFICE OF THE  
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.  
Superintendent

F.1

**TO:** Board of Education

**FROM:** Mark S. McLaughlin, Business Director

**RE:** Monthly Financial Report-September 2016

**Date:** October 6, 2016

**CC:** Walter Willett, Ph.D. Superintendent of Schools

Please find attached the financial report for the month of September 2016, 3rd month of the 2016 fiscal year. This report once again represents a snapshot of the financial condition for the first quarter of FY16-17. This method allows for a good comparison each year for the same time period each month.

The financial attachment is provided in an object format to clearly show the adopted budget and the expenditures against the budget. The object line items show all of the Board's expenses and encumbrances such as salaries, health insurance, utilities, textbooks, etc.

The attached September 2016 financial report shows an available balance of \$2,710,127 or 6.89% of the BOE's current budget. The majority of the budget has been encumbered to provide better fiscal management and greater control. Encumbrances provide a better picture of the district's performance vs the approved budget. The overall budget is on track as PO's are generated and expenses paid. Some line items are over and under budget, depending on encumbrances and timing of expenditures. There are three line items noteworthy at this time. Stipends are over budget because of pay to participate funds not yet collected. Out of District Tuitions are over budget because we have encumbered the full amount of each tuition and will not receive Excess Cost Reimbursements until December. The last line item, Misc. Expenses, are over budget because the town required the BOE to reimburse the town for the state budget funding shortfall due to late notification.

As part of the overall BOE Budget Planning Process for FY17-18, we have begun to review and identify the appropriate areas in our budget that will require greater analysis. The Budget Development Calendar has been established, approved and distributed by the Superintendent. The Budget Process is a long and detailed process. The Capital improvement Plan is the first major development in the process. The next major step will be to review all department requests for non-personnel expenses. The last step in the process is to review all personnel. The Superintendents Proposed Budget is due Jan. 11, 2017 with the final presentation and vote scheduled for Feb. 8, 2017.

Respectfully Submitted,  
Mark McLaughlin

# Tolland Public Schools

## MM OBJ A Expenditure Report Summary (by OBJ - ???)

From Date: 9/1/2016

To Date: 9/30/2016

Fiscal Year: 2016-2017

☐ Subtotal by Collapse Mask
 ☒ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range
 ☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
0100.0000.110.00.000.1	Salaries	\$21,162,994.00	\$2,416,767.94	\$3,621,089.14	\$17,541,904.86	\$16,984,270.90	\$557,633.96	2.63%
0100.0000.120.00.000.1	Substitutes	\$471,941.00	\$25,354.08	\$27,003.01	\$444,937.99	\$0.00	\$444,937.99	94.28%
0100.0000.130.00.000.1	Overtime	\$158,159.00	\$16,118.61	\$50,231.21	\$107,927.79	\$0.00	\$107,927.79	68.24%
0100.0000.150.00.000.1	Stipends	\$349,031.00	\$21,586.46	\$29,166.26	\$319,864.74	\$450,792.97	(\$130,928.23)	-37.51%
0100.0000.190.00.000.1	Pension/Severance	\$170,747.00	\$1,056.00	\$8,103.00	\$162,644.00	\$31,990.10	\$130,653.90	76.52%
0100.0000.200.00.000.1	Employee Benefits	\$324,532.00	\$12,132.20	\$207,289.89	\$117,242.11	\$161,812.50	(\$44,570.39)	-13.73%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,352,592.00	\$480,207.93	\$645,078.94	\$4,707,513.06	\$4,213,493.58	\$494,019.48	9.23%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$611,206.00	\$61,435.67	\$99,569.84	\$511,636.16	\$428,037.94	\$83,598.22	13.68%
0100.0000.240.00.000.1	Retirement (ICMA)	\$213,789.00	\$23,341.02	\$41,035.13	\$172,753.87	\$162,482.19	\$10,271.68	4.80%
0100.0000.250.00.000.1	Course Reimbursement-Degree Ch	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
0100.0000.260.00.000.1	Unemployment Compensation	\$56,681.00	\$4,458.00	\$4,458.00	\$52,223.00	\$25,542.00	\$26,681.00	47.07%
0100.0000.270.00.000.1	Workers' Compensation	\$276,021.00	\$68,746.57	\$137,494.85	\$138,526.15	\$137,498.27	\$1,027.88	0.37%
0100.0000.300.00.000.1	Purch Prof & Tech Servcs	\$41,220.00	\$23,708.50	\$27,847.85	\$13,372.15	\$0.00	\$13,372.15	32.44%
0100.0000.310.00.000.1	Benefits Consultant Services	\$67,036.00	\$0.00	\$7,128.32	\$59,907.68	\$35,641.60	\$24,266.08	36.20%
0100.0000.320.00.000.1	Prof Educ Servcs	\$422,957.00	\$34,832.65	\$45,113.58	\$377,843.42	\$249,467.76	\$128,375.66	30.35%
0100.0000.330.00.000.1	Professional Tech Srvs	\$32,482.00	\$4,377.28	\$12,372.17	\$20,109.83	\$14,952.98	\$5,156.85	15.88%
0100.0000.340.00.000.1	Legal/Audit/Consult Servcs	\$244,597.00	\$12,229.76	\$34,876.73	\$209,720.27	\$93,735.44	\$115,984.83	47.42%
0100.0000.350.00.000.1	Tech Services	\$449,734.00	\$38,207.58	\$143,679.97	\$306,054.03	\$37,342.30	\$268,711.73	59.75%
0100.0000.410.00.000.1	Sewer/Water	\$43,940.00	\$43,940.00	\$43,940.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$120,457.00	\$9,909.00	\$24,721.50	\$95,735.50	\$47,502.50	\$48,233.00	40.04%
0100.0000.430.00.000.1	Repair and Maint Servs (Facili	\$258,416.00	\$40,461.96	\$82,304.21	\$176,111.79	\$39,654.98	\$136,456.81	52.81%
0100.0000.440.00.000.1	Rentals	\$138,371.00	\$20,911.30	\$38,794.47	\$99,576.53	\$116,033.99	(\$16,457.46)	-11.89%
0100.0000.510.00.000.1	Student Transp Srvs	\$2,493,712.00	\$36,530.00	\$113,384.34	\$2,380,327.66	\$2,228,276.34	\$152,051.32	6.10%
0100.0000.520.00.000.1	Property/Liability Insurance	\$180,422.00	\$55,562.63	\$108,082.04	\$72,339.96	\$88,386.76	(\$16,046.80)	-8.89%
0100.0000.530.00.000.1	Telephone/ Postage	\$46,562.00	\$7,884.10	\$11,519.18	\$35,042.82	\$21,029.77	\$14,013.05	30.10%
0100.0000.540.00.000.1	Advertising	\$2,865.00	\$856.99	\$1,664.69	\$1,200.31	\$175.00	\$1,025.31	35.79%
0100.0000.550.00.000.1	Printing and Binding	\$30,940.00	\$4,044.41	\$7,008.01	\$23,931.99	\$8,746.12	\$15,185.87	49.08%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,717,299.00	\$224,006.62	\$305,845.82	\$2,411,453.18	\$2,958,661.28	(\$547,208.10)	-20.14%
0100.0000.580.00.000.1	Travel and Conference	\$29,142.00	\$4,165.46	\$4,763.53	\$24,378.47	\$2,740.00	\$21,638.47	74.25%
0100.0000.590.00.000.1	Public Officers & State Troope	\$94,322.00	\$0.00	\$0.00	\$94,322.00	\$2,300.00	\$92,022.00	97.56%
0100.0000.600.00.000.1	General Supplies	\$209,614.00	\$46,744.45	\$92,842.90	\$116,771.10	\$39,958.95	\$76,812.15	36.64%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$356,769.00	\$44,576.32	\$51,947.68	\$304,821.32	\$110,082.21	\$194,739.11	54.58%
0100.0000.620.00.000.1	Energy	\$1,559,025.00	\$1,363,259.78	\$1,363,259.78	\$195,765.22	\$191,796.38	\$3,968.84	0.25%
0100.0000.640.00.000.1	Textbooks	\$225,935.00	\$22,032.49	\$29,364.74	\$196,570.26	\$25,703.00	\$170,867.26	75.63%
0100.0000.650.00.000.1	Films and Videos Supl	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$287.50	\$912.50	76.04%
0100.0000.660.00.000.1	Computer Software	\$58,525.00	\$13,651.09	\$21,178.17	\$37,346.83	\$29,152.40	\$8,194.43	14.00%
0100.0000.690.00.000.1	Misc Supplies	\$62,796.00	\$7,195.04	\$7,234.43	\$55,561.57	\$42,831.94	\$12,729.63	20.27%
0100.0000.730.00.000.1	Equip Instruct - New	\$199,958.00	\$66,364.31	\$67,119.40	\$132,838.60	\$46,954.03	\$85,884.57	42.95%
0100.0000.810.00.000.1	Dues and Fees	\$47,959.00	\$1,692.00	\$39,706.00	\$8,253.00	\$1,822.88	\$6,430.12	13.41%
0100.0000.890.00.000.1	Misc Expense	\$0.00	\$0.00	(\$54.80)	\$54.80	\$38,500.00	(\$38,445.20)	0.00%
<b>Grand Total:</b>		<b>\$39,333,948.00</b>	<b>\$5,258,348.20</b>	<b>\$7,556,163.98</b>	<b>\$31,777,784.02</b>	<b>\$29,067,656.56</b>	<b>\$2,710,127.46</b>	<b>6.89%</b>

End of Report

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** 2017 – Board of Education Meeting Dates

**ITEM SUBMITTED BY:** Walter Willett, Ph.D., Superintendent

**For BOE meeting:** October 13, 2016

**ITEM SUMMARY:**

Attached please find the recommended Board of Education meeting dates for calendar year 2017. The calendar includes dates for proposed meetings on the second and fourth Wednesdays of the month. Please note April 12 meeting was moved to April 13 due to Passover.

**FINANCIAL SUMMARY:**

N/A

**BOE ACTION DESIRED:**

**SUPPORTING MATERIALS ATTACHED:**

**TOLLAND BOARD OF EDUCATION**  
**2017 Meeting Dates**  
**7:30 p.m.**

<b>January</b>	11 25	
<b>February</b>	8 22	
<b>March</b>	8 22	
<b>April</b>	13* 26	(Moved due to Passover)
<b>May</b>	10 24	
<b>June</b>	14 28	
<b>July</b>	12 26	
<b>August</b>	9 23	
<b>September</b>	13 27	
<b>October</b>	11 25	
<b>November</b>	8 22*	
<b>December</b>	13 27*	

\*Meetings followed by an asterisk have previously been cancelled because of past practice and could potentially be cancelled. Final determination will be made closer to the date. Meetings are held at the Hicks Municipal Center, Council Chambers.

**SUPERINTENDENT'S AGENDA ITEM BACKGROUND**

**ITEM:** Policy 1090 - Volunteers

**ITEM SUBMITTED BY:** Walter Willett, Ph.D., Superintendent

**For BOE meeting:** October 13, 2016

**ITEM SUMMARY:**

The district has Volunteer Procedures in place, but no Volunteer Policy. This policy will formalize the procedures of background checks and supervisory responsibilities. The policy also sets expectations for standards of conduct.

**FINANCIAL SUMMARY:**

N/A

**BOARD ATTORNEY REVIEW:**

**Legal review of policy occurred. Policy reflects recommended language from Shipman and Goodwin.**

**BOE ACTION DESIRED:**

Second reading of Volunteer Policy. If BOE feels so included, a move to action and motion.  
Proposed motion: *Motion to approve and accept the proposed Volunteer Policy 1090 and put such policy into force.*

**SUPPORTING MATERIALS ATTACHED:**

Proposed Volunteer Policy 1090

**TOLLAND PUBLIC SCHOOLS  
TOLLAND, CONNECTICUT**

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**BOARD POLICY**

**REGARDING: [Community/Board Operations]**

**NUMBER: [1090]  
[VOLUNTEER]**

**APPROVED [PENDING]**

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The Board of Education recognizes the importance of school volunteers at all levels of schooling. Volunteers can enhance collaboration between the school and community, broaden the school's educational environment and ultimately enrich students' school experience. The Board further acknowledges that it may, from time to time, be asked to provide learning experiences for student interns within the school environments. In recognition of the benefit of having volunteers, interns and other such non-employees providing services within the schools, the Board supports the involvement of these individuals in accordance with suitable regulations and safeguards to be developed by the Administration.

Volunteers, interns and other such non-employees working within the schools ("volunteers") must work under the supervision of Tolland Public Schools staff. Volunteers are held to the same standards of conduct as school staff and must observe all Board of Education policies, including applicable policies on the confidentiality of student information.

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 who is required to register as a sex offender under state or federal law, or whose name is currently listed on the DCF registry, may volunteer in the Tolland Public Schools.

No employee of the Tolland Public Schools shall serve as a volunteer in any capacity, except as may be approved by the Superintendent or her/his designee based on the specific situation.

Persons interested in volunteering their services should contact the school central office.



## MEETING MINUTES

### TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6<sup>th</sup> FLOOR COUNCIL ROOM SEPTEMBER 27, 2016 – 7:30 P.M.

**MEMBERS PRESENT:** Rick Field, Chair; William Eccles, Vice-Chair; Robert Green; Paul Krasusky; Kristen Morgan; Joseph Sce and David Skoczulek

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Steven Werbner, Town Manager

1. **CALL TO ORDER:** Rick Field called the meeting to order at 7:30 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS:** None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (*2 minute limit*): None.
6. **PUBLIC HEARING ITEMS:** None.
- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** None.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **Robert Green, TWC:** There was positive cash flow over the last month; there were no customer complaints in the month of August; they have a new Operator Agreement commencing October 3, 2016, which will save approximately \$100 per month over the previous agreement; there were no non-routine maintenance issues; and they are continuing to build a customer base, particularly south on Rt. 195. Mr. Field asked Mr. Werbner where they stood with the Water Company. Steven Werbner advised that they are having their first internal meeting with the Town Attorney on October 13, 2016. **Bill Eccles, WPCA:** There was discussion regarding the costs for the upgrade to the filtering treatment plant in Vernon; there was technical discussion about the system and how it is being cared for. **Kristen Morgan, BOE:** Stephanie Cassidy was recognized as Teacher of the Year; Linda Palmer was recognized as the Para-Professional of the Year; Mr. Willett reviewed the financial report; and there was discussion regarding the constable situation. Some of the discussion regarding the constables was focused around whether or not the constable should be town employees or BOE employees? They would like the Council to discuss this. The Board voted to continue looking into the Open Choice program. Tomorrow night there will be breakout sessions to discuss the Open Choice program. Mr. Willett has prepared a letter regarding Open Choice, which is posted to the Tolland Public Schools website under the Superintendent's Corner, and can be found [here](#). **Jeffrey Schroeder from the BOE** was present. He reiterated what Ms. Morgan said about the topics discussed at the BOE meeting, and added some additional discussion on the Open Choice program. **Paul Krasusky, PZC:** A density study was presented by Nathan Kelly of the Horsley Witten Group, which is posted on the town's Planning & Development website, and can be found [here](#). He encouraged everyone to review it. Mr. Krasusky summarized the Study. The scope included: the size, scale and traffic. The PZC was commended on having good language and aggressive storm water management plan. The Study outlines ways that the Commission could passively cap density without coming to specific numbers. They could regulate parking, open-space, affordable housing and storm water. He noted that Mr. Kelly

said multi-family housing is 'almost always tax positive.' Mr. Kelly referenced a development in South Kingston, Rhode Island, which has been successful and is similar in concept to what is being considered for Tolland.

**8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

**8.1 Consideration of the setting of a public hearing for October 11, 2016 on a Proposed Tolland Blight Ordinance.**

Mr. Eccles said he was approached by a resident asking if the definition of farm, which is used in the Blight Ordinance, would be defined in the ordinance, or if it was carried over from somewhere else, ex.: Planning & Zoning Regulations. Mr. Werbner will look into this and report back.

Mr. Green said what concerns him, and some people he's talked with, is that the town exempts itself from its own regulations. He wants to understand why this is like this. He recalls asking Heidi Samokar about this, but he didn't feel comfortable in how he interpreted it. Mr. Krasusky said he believes Heidi Samokar said it was because the town tends to own a number of potentially historic/antique type properties that may be a challenge to maintain to the blight standard. Mr. Field said he brought it up at a Blight Committee meeting, and Ms. Samokar brought it to the Town Attorney input. He advised that the town should be exempted due to liability reasons. Mr. Field said other towns do this. Mr. Skoczulek recalled the same comments from Ms. Samokar regarding historic buildings being harder to maintain. Also, the town is exempted from a majority of the zoning regulations to begin with. He said he would like to know the rationale as well. Mr. Werbner will get an answer to this in time for the public hearing. As it stands now, Mr. Green said he would object to this. Mr. Werbner said the town does inherit properties, some with facilities on them that are not in the best of shape. It would be expensive for the community if it was forced to bring them up to standard. He gave the example of the printing press location. Over the course of 4-5 years, they have been gathering grants to address the hazardous situation there.

Bill Eccles motioned that the following resolution be introduced and set down for a public hearing on October 11, 2016 at 7:30 p.m. in Tolland Town Council Chambers:

**BE IT RESOLVED** that the Proposed Tolland Blight Ordinance be approved.

Seconded by Robert Green. All in favor. None opposed.

**8.2 Consideration of a resolution to declare equipment as surplus property within the Town.**

Mr. Werbner said this is a routine item. The items are deemed to be surplus.

Bill Eccles motioned to accept the following resolution:

**BE IT RESOLVED** that the following attached list of items are hereby declared surplus and may be disposed of in accordance with Policy A176-4, Policy Concerning Disposal of Surplus Personal Public Property.

Seconded by Robert Green. All in favor. None opposed.

**8.3 Appointments to vacancies on various municipal boards/commissions.**

**8.3.a. Appointment to Tolland Library Advisory Board**

David Skoczulek moved to appoint **Marilyn Shirley** of **27 Alden Circle** to the Tolland Library Advisory Board, term 11/06/13 – 11/02/16; Seconded by Paul Krasusky. All in favor. None opposed.

9. **OLD BUSINESS (ACTION/DISCUSSION ITEMS):** None.

10. **REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1<sup>ST</sup> MEETING OF THE MONTH ONLY):** Mr. Werbner had noting in addition to his written report.

11. **ADOPTION OF MINUTES**

- 11.1 September 13, 2016 Regular Meeting Minutes: Bill Eccles moved to adopt the minutes; Seconded by Robert Green. All in favor. None opposed. Joseph Sce abstained.

12. **CORRESPONDENCE TO COUNCIL**

- 12.1 Letter from the Connecticut Green Bank re: closing of facility.  
12.2 Letter from Frontier.  
12.3 E-mail from Linda Berkowitz regarding the purchase of 53 Cider Mill Road, with a response.  
12.4 E-mail regarding ragweed at Crandall's Park.  
12.5 E-mail regarding pet owners not picking up after their dogs at Cross Farms. Mr. Werbner said they will be installing additional signs at Cross Farms. Mr. Sce said some parents have offered to put up cameras in the area to catch people. The Town Manager and the Council ask the community to please clean up after their dogs.

13. **CHAIRMAN'S REPORT**

- 13.1 Chair Hour is October 6<sup>th</sup>, 6-7:30 p.m.;  
13.2 Celebrate Tolland went very well;  
13.3 October is free bulky waste month; and  
13.4 October 22<sup>nd</sup>, 9-12:00 p.m. at THS, there will be a free electronic recycling event.

14. **COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS:** None.

15. **PUBLIC LISTED PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (*3 minute limit*): None.

16. **EXECUTIVE SESSION**

Bill Eccles motioned to go into Executive Session at 8:10 p.m., thus ending the Regular Meeting of the Town Council. The Town Manager, Town Attorney and Mike Wilkinson were invited to attend. Seconded by Robert Green. All in favor. None opposed. Executive Session ended at 9:09 p.m.

- 16.1 Discuss Collective Bargaining, a Personnel Matter and the Town Manager Evaluation.

17. **ADJOURNMENT:** Bill Eccles moved to adjourn the meeting; Seconded by Joseph Sce at 9:09 p.m. All were in favor.

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Richard J. Field, Council Chair

Michelle A. Finnegan  
Town Council Clerk