

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

REGULAR MEETING

7:30 – 10:00 P.M.

AGENDA
February 14, 2018

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

Special Meeting – January 18, 2018

Regular Meeting –January 24, 2018

Special Meeting –January 31, 2018

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. CORRESPONDENCE

E. POINTS OF INFORMATION

F. STUDENT REPRESENTATIVES' REPORT - Alexandra Simon and Mallory Goldsmith.

G. SUPERINTENDENT'S REPORT

- G.1 Honoring Jeanne Meddick (Rob Greene)
- G.2 State Representatives
- G.3 Monthly Financial Report
- G.4 Tolland Health Services Report
- G.5 Capital Funds and Projects
- G.6 Shortening April break due to snow days
- G.7 Donation-Scoreboard

H. COMMITTEE & LIAISON REPORTS

I. CHAIRPERSON'S REPORT

J. BOARD ACTION

J.1 2018 – 2019 Budget (No Enclosure)

K. PUBLIC PARTICIPATION (2-minute limit)

Comments must be limited to items on this agenda.

L. POINTS OF INFORMATION

Town Council Meeting- January 23, 2018

Town Council and Board of Education Joint Meeting – February 1, 2018

M. FUTURE

N. NEW BUSINESS

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Tolland High School
Library
Tolland, CT 06084

SPECIAL MEETING – January 18, 2018

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary (arrived 8:20pm); Mr. Bob Pagoni, Ms. Christina Plourd, Mr. Jeff Schroeder, Mr. Sam Adlerstein, Ms. Susan Seaver, Ms. Jane Pasini

Administrator Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:40PM. The Pledge of Allegiance was recited.

B. PUBLIC PARTICIPATION (2-minute limit)

Deb Goetz of 176 Kate Lane noted that the Google drive documents for the Board of Education online are not printable and she would like to be able to print some of them. Dr. Willett made a note to investigate and review this.

C. 2018 – 2019 BUDGET

Dr. Willett reviewed changes made to the budget to reflect clarifications and financial changes since their last meeting. He said the new budget with the impacts represents a .78 percent increase over last year. He said he responded to all of the questions that the Board had previously posed. Dr. Willett also said he is working on a Q&A grid document to post to the school website.

Ms. Plourd asked if they can offer any incentives to teachers for a voluntary retirement package. Dr. Willett said they cannot offer any large scale incentives, but they do offer any teacher a \$1,000 incentive if they inform the BOE before January 15 that they will be retiring/leaving. The desire is to get any information for staffing changes as early as possible for planning purposes. He said it is difficult to predict who will retire and when, and they don't want to overshoot their predictions.

Ms. Yudichak noted that some towns share bus fleets and repair parts. She asked if that might be a way to save dollars. Dr. Willett said the Finance and Facilities Committee is looking at cooperative measures, and while they might not have anything actionable for this year, it could be useful for the future. Currently Tolland uses 27 or more buses and does four runs so they would need to figure it out with respect to the needs of nearby Towns.

Dr. Willett said that Education Cost Sharing (ECS) is about 25 percent of their budget and the budget before them includes items the Board has discussing. He said it is important to have scientific research-based intervention (SRBI/RTI) services, which can help serve students in the general population setting and could potentially result in fewer special education placements. There is a state obligation to provide SRBI/RTI services.

Ms. Yudichak asked if Dr. Willett expects to see any cost savings for special education. Dr. Willett said he did as programs evolve and the district ameliorate some challenges by investing in SRBI/RTI services. In addition, the goal is to better serve students internally, which will help provide options other than outplacement for some students. Dr. Willett said they also need to adhere to state testing requirements for Next Generation Science Standards (NGSS), and district staff are working hard to meet standards and create the required courses and sequence. This budget, he said, responds to the holes that need to be filled. Ms. Yudichak said she fully supports the interventionist program.

Ms. Plourd asked if they ended up hiring a math teacher. Mr. Adlerstein said that position is on the reduction list. Dr. Willett said right now that the NGSS standards update make the science position more urgent at this time. The scheduling committee may also help inform and have suggestions for needs including math and other positions.

Mr. Schroeder asked if Dr. Willett had the class size numbers for the relevant grades. He asked about trends in class sizes and how Tolland compares with other similar local districts. He also asked if there is a maximum limit on the number of students allowed by law or by contract. Dr. Willett said there are some maximum limits set in contracts, but they can reopen a contract if absolutely necessary. He said Tolland's class sizes are similar to other towns, such as Ellington. He said they had 21 to 23 students in classes on average in K – 8, but are now up to 24+ in some. He ran through the number of class sizes for K – 8, and said he would like to work on the mode and median for high school sections. He said he did post some of this information online.

Dr. Willett said that with this budget they are poised to handle SRBI/RTI challenges. It includes cost avoidance measures and will help position Tolland to continue to be competitive. The Open Choice program in Tolland starts in Kindergarten and provides students experience with curriculum, and each other, helping relationships form. The children will get the benefit of socialization.

Ms. Seaver asked if there has been any interest expressed regarding this program. Dr. Willett people did express interest and thoughts. The district anticipates four or five students to come into the program this coming year. He also discussed other opportunities this will open up, and grants such as the academic and social support grants. Because Tolland is now a member of the choice program, schools they can get cooperative services and access to consultants and PD. There are a lot of benefits to being a participating district.

Ms. Seaver asked if there is any chance of Tolland getting a curriculum director back into the budget. Dr. Willett said the cost for this could run up to \$175,000, which would be difficult to do. One component of that job, however, is grant writing and one of his biggest fears in not having a curriculum director is that the ball would be dropped on grants. Ms. Seaver said a curriculum director is a big part of cost avoidance.

Ms. Moran said another concern for her is that Dr. Willett is their sole district person and that puts a lot of burden on his shoulders. If there were an emergency and he were in some way incapacitated, she worried who would run the district.

Ms. Plourd said that looking at last year's budget, \$800,000 was taken out of the fund balance and another \$400,000 out of their 1 percent fund, and taxpayer support was \$28 million. And the budget is still going up \$616,000. She said this is very tough on the townspeople and asked if there were other ways to get revenues. She suggested they need to ask for union concessions. They need a curriculum director and they need to approach the unions to help solve the problem.

Dr. Willett said that looking at compensation and furlough data, the metrics are not favorable. Tolland is not in a bargaining position, with regard to other comparable districts, to claim that teachers are overcompensated. Tolland's pay scales are generally at or below the midpoint and there is a sense that in this way the teachers have been making concessions. Plus if they put in wage freezes, it makes Tolland less competitive when hiring.

Ms. Harrold said she was on the Negotiating Committee and she fears that if they ask for more concessions, when they go to negotiate, employees will want to get back the things they agreed to let go of previously. Ms. Moran concurred. Mr. Pagoni asked if Dr. Willett had approached the unions. Dr. Willett said he has talked to them about this on more than one occasion. He has also talked to administrators. They are both against additional concessions. Dr. Willett said administrators gave up an increase a few years ago. He said requests under these circumstances can leave staff feeling de-valued.

Ms. Plourde asked if they ever rent out Tolland High School to outside groups. Dr. Willett said they do, and that they spend time managing logistics and scheduling of such groups as a service to the community.

Mr. Adlerstein asked about process. He asked when they would be having a joint meeting with the Town Council to discuss these issues. He said they are facing a \$335,000 ECS revenue reduction and Tolland is near the bottom in per pupil spending already. He does not expect they can find much more in savings and said they need to look for direction from the Town Council. He would like to see an early collaborative discussion about not just the coming year, but how they plan to address problems five and ten years down the road. Dr. Willett said he can try to reach out to the Town Manager to meet earlier than their planned meeting in March.

Ms. Yudichak suggested they reach out to the Town Council next Tuesday at the Town Council meeting. She asked if anyone had directed Dr. Willett to keep the budget

increase under 1 percent. Dr. Willett said he understood, given the financial climate, that they need to keep the budget as close to a zero percent increase as possible.

Ms. Yudichak asked if they could share a curriculum director with another town, even temporarily. Dr. Willett said Tolland has some curriculum opportunities it needs to address. He explained that when a position is shared, districts typically do not get 50 percent of that person, rather it is typically about 35 percent as a certain amount goes into the logistics of the split. Mr. Adlerstein said sharing of services tends to work better with process-oriented jobs, such as payroll services. A curriculum director's time would be difficult to split, but something might still be better than nothing. It was anticipated that Tolland would incur about an \$80,000 expense to cost-share a curriculum director.

Mr. Schroeder asked if they could hire a part time curriculum director. Dr. Willett said he is willing to look at all opportunities, and what would be most optimal for Tolland, although there is not a great market for part time work of this kind as many can find full-time post retirement work. There could be a fit, however, and he could explore it if that is the direction the BOE wishes to go.

Mr. Adlerstein expressed concern as others had that too much of a burden is being put on Dr. Willett. Dr. Willett said he just wants the Board to recognize that some things will have to take a back seat to other things at times as priorities are balanced.

Ms. Plourd asked if Dr. Willett could delegate any of his responsibilities, particularly when it comes to a curriculum supervisor or a science coordinator. Dr. Willett said he acts as a logistical coordinator but does rely on teachers for their expertise.

Ms. Harrold said she was very unhappy to lose the curriculum director position as it will cost the town money and puts greater demands on Dr. Willett's time. She said she is struggling with supporting adding a business program when they have such an important curriculum need, and still needs to be convinced to go forward with it.

Ms. Yudichak asked how much a business teacher would cost. Dr. Willett said it would be about a third of the cost of a curriculum director. Dr. Willett noted that there is also a judicial issue involved regarding Scheff v. O'Neill. To expand the number of suburban children participating in magnet schools he expects the trend will be less building brick and mortar schools, and more incentivizing program offerings that allow students to seek out specialized programs of study in existing schools. If Tolland is in a position to have a special program of study, it could be competitive in this market.

Mr. Adlerstein said he is all for a pilot program, but asked how they would know if it is panning out. Dr. Willett said they will launch it by offering it only to Tolland students first. Then they would open it up to other districts. Dr. Willett said he has an outline and has been working with staff. He said he feels it has a lot of potential and they have the talent in Tolland to make it a success, but there is always some risk involved. Dr. Willett added that he anticipates more and more schools will go this route in the coming five or ten years, offering "paths" or "academies," and there will be winners and loser districts in the process with regard to students coming to some districts, and not to others.

Mr. Adlerstein said he is in support of the program but would not want it to be at the cost of losing their core education—reading, math, science, etc. Dr. Willett said he is open to doing whatever the Board directs him to do.

Ms. Plourd said she would like to get an idea what the financial investment would be for the business program. Dr. Willett said he believes that it could be done with this one added staff position. He said other schools are going in the direction of STEAM or STEM education. Offering a Business program would be novel and set Tolland apart. He said he would ideally want to market Tolland High School with this new program, get some advertising out to the public. This might help with students seeking other options and bring some dollars back to the district. In time they may be able to leverage their resources into multiple pathways.

Ms. Pasani asked about the general savings on utilities. Dr. Willett said that geothermal systems tend to be more efficient than traditional systems and they are benefiting from the cost saving measures with utilities.

D. PUBLIC PARTICIPATION (2-minute limit)

Brendan Marinan of 267 Sugar Hill Road complimented the Board on the hard work they do. He said it would be great if they could get a business teacher, but also suggested they look into what South Korea and other enterprising, successful countries have done, which is combining the free market with technology when it comes to education. He said excellent teachers are educating classes of students on big screens where multiple towns could buy in and pay for a teacher. In this way, the individual costs to towns are much smaller. He suggested anyone interested should research Andrew Coulson; School, Inc., and the Cato Institute.

Jon Crickmore of 31 Cook Road asked why a curriculum director would be the highest paid employee in the district. Dr. Willett said this amount includes benefits and is probably the maximum cost. They could get someone for \$125,000 to \$150,000 plus benefits. He said this is a position with a large amount of responsibility and in other districts are sometimes Assistant Superintendents. It can be a higher level position than a building administrator.

Mr. Crickmore asked if they could hire a retired teacher for the position who would not need to have health benefits. He said some towns share superintendents also. He said he feels they need to look into things like this. He wants to feel that the BOE is making an honest effort to look into ideas that could result in cost savings.

Deb Goetz of 176 Kate Lane asked if Dr. Willett could put teacher compensation comparison information online. She asked if Tolland's benefits package is comparable to other towns. Dr. Willett said there are many variables to consider with benefits, and they offer more than some districts and less than others. He said he felt Tolland offers competitive benefit packages.

Ms. Goetz added that at the October 30 meeting last year, \$993,000 was added back to the budget, but she didn't know if any of the positions discussed were added back. She said she voted for the budget expecting that those positions would be filled. Dr. Willett

said the list was a wish list, but because of the financial uncertainties they are dealing with they could not commit to hiring for new positions. They had material resources they needed as well as staff. He said right now the district was being cautious with the financial situation.

Ms. Goetz said she is afraid that Tolland might lose students if they become too business focused. She said they already have strong business classes. Dr. Willett said he finds students are going to magnet schools that offer an education in the arts and in aerospace. He said he does not expect with their own course offerings that they will lose many to STEM/STEAM academies. A business academy may be low-hanging fruit for Tolland as resources exist now to start a program. This however, would not mean they would neglect STEM classes. He said he wants to be able to create a structure where they can advertise and promote Tolland Schools.

Ms. Goetz said they used to get a report every fall on where THS graduates were going on to college and how they performed on the SATs. Mr. Pagoni said he liked that report because they could see the fruits of their labors. Dr. Willett said the position that used to do that report each year was reduced but he will compile information and provide as soon as he is able, and is hoping to create an annual data report to post.

Tammy Nuccio of 71 Webber Road asked if the academic and social support grant would go to the town or to the Board of Education. Dr. Willett said the Town and BOE decided funds would come to the BOE, and that what the BOE would ask for in their budget could be lower. Ms. Nuccio also asked where rental revenues were reflected in the budget. Dr. Willett said he would need to review, but the funds were not high and typically go into maintaining the materials and facilities used. The Town is involved in field use revenue. He also noted that Tolland non for profit organizations get preference and do not have to pay to utilize the schools. He said he is looking at putting some limits on use with regard to heating and cooling the facilities. Ms. Nuccio said her concern was more with the fields, the wear and tear on them, and concerns about the dangers of playing on worn out fields. She suggested they may need to charge fees to use them. Dr. Willett said the fields would entail a discussion with the Town.

Karen Moran made a motion, seconded by Christina Plourd to extend the meeting past 10:00 p.m. Karen Moran, Christina Plourd, Colleen Yudichak, Bob Pagoni, Jeff Schroeder, Sam Adlerstein, Susan Seaver and Jane Pasini voted in favor. Michelle Harrold was opposed. Motion carried.

Ms. Nuccio noted that Dr. Willett had said earlier he would prefer a science supervisor over a curriculum director, and she said the State of Connecticut has an online curriculum. She asked that if all the towns are teaching Common Core, then perhaps they could look at sharing curriculum director services. She also said they have not mitigated the \$1.2 million they took from their fund and they need to find savings. She noted that Coventry's bond rating was hit when they dipped into their fund balance.

Ms. Nuccio said she supports a business pathway, but they should note Tolland already has a competitive school system. She asked what one teacher would bring to the table, and if they could institute any part of the plan without hiring that one teacher, opting for

a math teacher instead. She also said she would like to see a basic business plan for this. She noted that THS requires a lot more credits than the state requires and wondered if they could find any savings if they did not require as many credits.

Dr. Willett said there are many magnet programs, he has an overall plan and he can put together a business plan with the understanding that it is a projection and any decision should assume a certain level of risk.

Ms. Harrold asked if it was possible for Dr. Willett to reach out to other Superintendents and Boards as he would know best what types of services we could share. She said no one knows education systems better than the superintendents. Dr. Willett said he agreed it made sense to look for opportunities to cooperate between districts. The food service program was briefly discussed. Dr. Willett said they are part of a food buying cooperative.

Bob Rubino of 296 Weigold Road said he feels the Board has a tough job and likes the bold step they are considering for developing a business curriculum. He said he supports it and would like to see them promote entrepreneurship such as Nerac has been involved in. He said he was piqued by the fact that the curriculum director typically is responsible for grant writing and noted that on the town side, the Human Services Director brings in a large amount of grant monies that far exceeds her salary.

Mr. Rubino said that while the Town Council has to look at dollars and cents, the BOE looks at curriculum and suggested that their outreach to the Council should stilt more toward numbers. He said they need to start speaking that language to the new Town Manager that gets hired.

Amy Raccagni of 21 Williams Drive said she understands the need to be proactive and to woo people into Tolland, and she is intrigued by the idea of a business academy but wants reassurance that AP and UConn credit classes will remain strong. She noted her family was saving a good deal on her son's college education because he earned a number of college credits in THS classes. As a person who focusses more on English, she said businesses want people that can write well and it is important that Tolland students get those important skills.

Dr. Willett assured Ms. Raccagni that there would be no degradation of basic skills and courses if they went forward with a business academy. He said pathways are the trend of the future and he expects school systems will increasingly go that route.

Kate of 80 Tolland Green said that Tolland, to her, is not just about SAT scores and she liked seeing more outreach on Facebook and other social network sites that lets parents in town know what is available for their children.

Ms. Goetz asked Dr. Willett to post some of the questions posed this evening on the town website so people know the effort that the Board puts in to solving the issues before them.

Ms. Raccagni noted it can be difficult sometimes to hear people in the library, and asked that Board members try to speak louder for everyone's benefit.

Ms. Harrold asked that when the budget is put up online that a new link or tab be made for it, for ease in finding it.

Mr. Adlerstein said they had a good discussion tonight and they need to begin collaborating with the Town Council soon as a lot of questions, such as debt service, are their purview.

E. ADJOURNMENT

Jeff Schroeder made a motion to adjourn, seconded by Michelle Harrold. Motion was unanimously approved.

Respectfully submitted,

Annie Gentile
Clerk (substitute)

TOLLAND BOARD OF EDUCATION

Hicks Memorial Center
Council Chambers
Tolland, CT 06084

REGULAR MEETING – January 24, 2018

Members Present: Ms. Colleen Yudichak , Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Mr. Jeff Schroeder, Ms. Susan Seaver, Ms. Jane Pasini
Members Absent: Mr. Bob Pagoni, Ms. Christina Plourd, Mr. Sam Adlerstein
Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:30PM. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Regular Meeting –January 10, 2018
Ms. Moran motioned to approve the minutes of January 10th meeting. Ms. Pasini seconded the motion. Changes: none. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION - none

D. CORRESPONDENCE

Two e-mails were received:

- Inquiry regarding if the district is seeking furloughs or concessions from the unions
- List of budget questions

E. POINTS OF INFORMATION

Ms. Moran highlighted that the Harlem Wizards vs. Tolland Eagle All Stars game this weekend was a really great event. It was a collaboration of all three PTOs in Town and all of the proceeds will be split among the three organizations. The sold-out event's committee was headed by Ms. Jackie Kolb and included Carol Kavanagh as well as Sheila Leach, Matt Murphy, Tricia Byam, and Tabitha McKown. There were many great sponsors from the community and beyond.

Ms. Kolb commented that she had seen the Harlem Wizards years ago and wanted to do a community event that would incorporate all of the schools and PTOs. The madrigal singers, Boy Scouts, and dance team participated as well. She is grateful to the over 40 people who helped and volunteered and thanked everyone for their support. A Facebook page dedicated to the event is available with more information.

F. STUDENT REPRESENTATIVES' REPORT – Alexandra Simon & Mallory Goldsmith

- The Harlem Wizards game was a great success and wonderful for the community.
- Students are currently taking their finals.
- Student Council made 19 fleece blankets which were donated to the homeless shelter.
- The Club Fair at THS will be held tomorrow night.
- In regard to finals, it is a very stressful time.

- One recommendation was to have more midterms so the breadth of material on the finals would be less.
- Many students prefer to split finals between Friday and Monday.
- Last year during AP testing the librarian, a yoga instructor, helped students with breathing exercises to help them focus – perhaps a similar resource could be organized.
- A brief discussion regarding bringing in therapy dogs to help reduce stress took place.

G. SUPERINTENDENT'S REPORT

G.1. 2018 – 2019 Budget (No Enclosure)

Dr. Willett's budget presentation to the Town Council took place last night and is posted on the website http://www.tolland.k12.ct.us/board_of_education/budget. Additional links to budget documents and a form to submit questions are available here as well.

Dr. Willett explained to the Board that if it is interested in making adjustments to the budget that this item was included so it may discuss recommendations and start to come to a resolution about what it wants to see in the budget booklet. Dr. Willett will then make the adjustments and the Board will need to vote on it so that he can provide it to the Town Manager by February 21st. He noted that the Board may want to consider changing the January 31st budget workshop to a special meeting. Information could then be presented for its first reading on January 31st, reviewed on February 14th, and possibly adopted that evening as well. If the budget booklet is not adopted that evening, there will need to be a special meeting so it is adopted before February 20th.

Ms. Seaver inquired about the graphical representations of the district's outplacement expenditures and enrollment (7th slide of the presentation). These numbers need to be addressed by incorporating SRBI and RTI and Ms. Seaver thanked Dr. Willett for addressing this item. Dr. Willett explained that this is a challenge faced by the district that goes back several years. He believes some programs and staff that assisted students disappeared during the time of the state initiative for TWNDP (Time with Non-Disabled Peers) and thus more students were outplaced. With SRBI and RTI some students will be able to remain in-district which is a win-win for everyone. The budget accounts for an interventionist for the SRBI and RTI program, two staff members reassigned, as well as a special educator.

Special Education Outplacement Comparisons 2017-2018, (8th slide of the presentation) were addressed. Dr. Willett explained that about 13% of the district's student population is in special education. Without SRBI or RTI resources in place, a student with tier 2 or tier 3 needs could be referred for special education. With SRBI and RTI, things can be done more effectively within general education. A discussion regarding the resource allocations needed if SRBI and RTI are not available took place.

A discussion took place regarding the director of curriculum position. Ms. Harrold commented that she is concerned about the curriculum in the district given the lack of a director particularly in science and social studies in K-5. Options were discussed including sharing the position with another district, having it as a part time position, and hiring a

CREC consultant. Dr. Willett explained that splitting such a position could be tricky and that the district would be paying for $\frac{1}{2}$ of the position but only realizing a third after calculating in logistics. While some positions can be shared, he does not recommend this be one of them. Seeking out a part time person could be done but he does not believe such a position is viable. In regard to using services from a RESC, a specific review or program task could cost \$30K-\$50k. If funds were made available for such a project, Dr. Willett would utilize them.

Ms. Moran inquired if curriculum writing would take place over the summer. Dr. Willett explained that while some will be done, as an educator he recommends that the work be done also during the academic year. This enables curriculum development to be embedded in the educational process and for more staff to take part. Currently, there is a math supervisor and a language arts supervisor. Dr. Willett will organize the social studies staff and will work to find a stipend to cover science. Next year he will round out the group requesting a science supervisor (projected cost of up to \$113K without benefits). Ms. Harrold inquired if it would better to have this supervisor than a science teacher. Dr. Willett explained that at the moment they need a science teacher to cover sections necessary for the NGSS (Next Generation Science Standards).

Given the discussions, Dr. Willett commented that if the Board would like to add a position, it would be in the best interest of Tolland to hire a full time science supervisor (K-12) over a director of curriculum at this time. If a science supervisor position is added at \$113K it would bring the budget increase to about 1.1%.

Ms. Harrold inquired about the LEAP program, its expectation, and if outside students would join next year. Dr. Willett explained that the value in providing better internal services as a better option than outplacement, although it may be that one or two out of district students could join next year. The program has been very good and a staff member for the 6th to 8th grade range will be a valuable addition.

Mr. Schroeder inquired about shared services. Dr. Willett discussed the Shared Services Committee, of which he is a part, and that they are meeting to develop ideas.

Ms. Moran inquired about grant writing. Dr. Willett explained that teachers have been successful at grant writing and tend to focus on and benefit from the TEF. In his weekly staff newsletter, Dr. Willett often provides a list of grants both local, state, and national.

Ms. Yudichak commented in regard to the lighthouse plan. The Town Council would like to see further information including a plan and forecast. Dr. Willett will draft a document. He estimates that over a period of 10 years the district will recover approximately \$2.5M but cautioned that building projections on tuition programs is speculative but will use conservative data. The path includes creating a program of study, making it one that Tolland students will apply to, and then opening it up for tuition from outside of the community. This is a form of sharing services and is aligned with the state trend toward regionalization. Dr. Willett believes the program would be very marketable but carries the greatest risk of those suggested as courses of action. He explained that he is trying to position Tolland so it can build off of its strengths and assets and use them to leverage

resources for other programs. The program would also have a work study program and could include other areas such as STEM, robotics, world language, and/or culinary arts.

Mr. Schroeder inquired about the teacher compensation comparison data and would like to see how Tolland compares to other districts in regard to the total benefits package. Dr. Willett will research and compile the information. He noted that the benefits package is not tremendously advantageous on average from what other districts offer. Tolland teachers' entire package of compensation and insurance probably puts them in the mid-range when compared to other similar districts.

Ms. Pasini commented that she has heard citizens say the crumbling foundation issue will result in lower enrollments; yet, she believes the opposite is true. If one cannot sell his/her home, the residents will not move. Dr. Willett noted that it is difficult to say what will happen in this regard.

Dr. Willett explained that education today is very different due to new requirements, special education, and mandates. This is what makes up the difference in the district's budget from years ago, not extras.

Ms. Harrold inquired if the budget would impact teams in the language arts program at TMS. Dr. Willett explained that while the program has been impacted, the team structure will not change at this time.

Ms. Moran commented in regard to the future and that it weighs heavily on her that the district does not have the positions of director of curriculum, assistant high school principal, or director of guidance. Dr. Willett explained that under the current circumstances he does not believe he can add these positions in the near future particularly when a science supervisor is needed. He needs to balance the needs of the district. Ms. Seaver thanked Ms. Moran for noting this. She likes the budget and it addresses some holes but these items need to be acknowledged and discussed. There are sacrifices and hardships in all of the schools and she appreciates the difficulty in what Dr. Willett needs to do. Dr. Willett added that by plugging some of the holes the district may be able to re-energize some other areas.

Ms. Pasini spoke in regard to the lack of a director of guidance position. Dr. Willett explained that while they do not have this position they do have a counselor in the position of team leader. In addition to school counselor positions, a school psychologist is vital. They cover a multitude of areas including assessments and psychology-related tasks. Ms. Pasini commented that Dr. Willett's plan looks past one year and thanked him for including the future.

Ms. Moran noted that she would like to see what the numbers would look like if the science supervisor is included in the budget booklet. Ms. Harrold agreed.

Ms. Pasini motioned to move item G.1 to item J.2 for action. Ms. Seaver seconded the motion. All were in favor. Motion carried.

H. COMMITTEE AND LIAISON REPORTS

Policy – The Committee met on Thursday. Discussion – the THS Athletic Handbook and the need for a policy on restorative justice, non- FOI requests, and classroom visits for those who are not volunteers.

Finance and Facilities – will meet next week.

Communications – will meet in early February.

CABE – The Legislative Breakfast has been moved to February 8th.

Town Council – Dr. Willett presented his proposed budget to the Town Council. It was noted that cafeteria permits will be needed and there will be a cost. Dr. Willett believes this will be able to be funded via the Food Services program.

Ad-hoc Shared Services – next meeting February 21st.

I. CHAIRPERSON'S REPORT

Ms. Yudichak noted that a joint workshop between the BOE and the Town Council will be held on February 1st.

Ms. Yudichak invited input from the Board in regard to the inquiries from the town manager search consultant.

J. BOARD ACTION

J.1 Food Service Increase

Mr. Schroeder motioned to approve the school lunch price increase as recommended by the Superintendent of Schools and as proposed in agenda item G1 of the January 10, 2018 meeting. Ms. Pasini seconded the motion. Discussion – Ms. Harrold inquired as to why prices are being increased in the middle of the year and noted that it creates a strain for some families. Dr. Willett explained that sometimes they do not have all of the information over the summer and he is trying to adapt to changes before they are at a point where dollars are needed from the operating budget. While he could wait, funds could be lost. All were in favor. Motion carried.

J.2 2018 – 2019 Budget

Ms. Moran motioned to add a Special Meeting of the Board of Education on January 31, 2018 for the purpose of discussing the fiscal year 2018/19 budget. Ms. Pasini seconded the motion. All were in favor. Motion carried.

K. PUBLIC PARTICIPATION

Tammy Nuccio, 71 Webber Road, clarified that the cafeteria permit item will range from \$250 to \$380 per year for each school. Thus, the high limit for the impact on the district will be \$1,520. In regard to SRBI, she supports this and likes that Dr. Willett is re-assigning teachers. She inquired if with this program some students will be able to move out of special education and into general education. Dr. Willett explained that while that is possible, it is also likely that they will have students assisted through SRBI/RtI who will then be less likely to be referred for additional services. In regard to the budget, Ms. Nuccio does not advocate for it increasing from .78%. Given the climate there will be a lot more pressure on raising taxes at the local and state levels due the federal offsets. That said, the science supervisor position sounds like a

responsible position to add. With a salary of approximately \$113K, are there any efficiencies that could be found to offset the full amount? In regard to the lighthouse program, Ms. Nuccio would like to see a listing of grants that may be available included in the business plan. Additionally, she recommended presenting a 2-5 year staffing plan to the community.

Laura Roberts, 74 Nedwied Road, inquired regarding the pre-k program. She noted that in some districts they charge the non-special education students and asked about the model in Tolland. Further, she had the same question regarding the preschool program at THS.

L. POINTS OF INFORMATION
(Town Council Meeting – January 9, 2018)

In response to Ms. Nuccio, Dr. Willett commented that he would try to find a way to add a science supervisor and keep the budget below 1%. Further, potential grants and funding opportunities be including in the business plan. Lastly, he is working on a 5-year staffing plan.

In response to Ms. Roberts, Dr. Willett will research this. Ms. Yudichak stated that a typical peer is a role model for a special education student but was not aware that that there was a fee since they were performing a service. Dr. Willett explained that such programs facilitate integration. Special education students are integrated with general education students so students can become aware of each other and work together in inclusive, kind and loving ways.

M. FUTURE

- Culturally responsive education (March)
- Strategic prevention partnership (April)

N. NEW BUSINESS -none

O. ADJOURNMENT
Mr. Schroeder motioned to adjourn the meeting at 9:40PM. Ms. Harrold seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

TOLLAND BOARD OF EDUCATION

Tolland High School Library
One Eagle Hill
Tolland, CT 06084

SPECIAL MEETING – January 31, 2018

Members Present: Ms. Colleen Yudichak , Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Ms. Christina Plourd, Mr. Sam Adlerstein, Ms. Jane Pasini, Mr. Sam Adlerstein

Members Absent: Ms. Susan Seaver, Mr. Jeff Schroeder, Mr. Bob Pagoni

Administrators Present: Dr. Walter Willett, Superintendent of Schools

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:36PM. The Pledge of Allegiance was recited.

B. PUBLIC PARTICIPATION - none

C. 2018-2019 Budget

As requested, Dr. Willett created and distributed two scenarios with draft numbers for consideration based on the Board's previous discussions.

- Scenario 1 – takes away the proposed business teacher position (\$53K) and replaces it with a science supervisor position (\$113K); proposed increase of .84% (\$39,665,707); it was noted that taking away the benefits for the proposed business teacher position in the approximated amount of \$18K would bring the proposed increase to .83%
- Scenario 2 – includes the proposed business teacher position (\$53K) and adds a science supervisor position (\$113K); proposed increase of .98% (\$39,719,707)
- Note – the Superintendent's original proposed budget included a business teacher position; proposed increase of .78% (\$39,642,607)
- In regard to the custodian reduction, this is not a reduction of a staff position but a line item reduction and reconciliation.

Dr. Willett explained that negotiations with the paraprofessionals will probably continue next year relative to a portion temporarily resolved in a side letter and the Board may want to reopen negotiations with the teachers at some point depending on the budget situation. That said, the negotiations line item should be able to be reduced since they will not be negotiating with all of the bargaining units.

Dr. Willett invited input from the Board.

Ms. Moran asked Dr. Willett to review the responsibilities of the science supervisor position. Dr. Willett explained that the person filling the position would manage and supervise and evaluate science staff, complete observations and informal walkthroughs in classrooms, develop science curriculum with staff, create, organize and assemble curriculum with a focus on the NGSS, (Next Generation Science Standards), and write grants. A language arts supervisor and a math supervisor are currently on staff. Dr. Willett will act in the role of social studies supervisor next year and director of curriculum in addition to his position as superintendent. He noted that the former curriculum director had a science background, and was prior to that job in a science curriculum position, but recommended that in the future a science supervisor be added.

Ms. Harrold commented that the Common Core curriculum was implemented poorly and expressed concern given the NGSS. Other districts are investing in their science programs and Tolland is taking a lot away. She inquired what the plan is if there is not a science supervisor in the district.

Dr. Willett explained that they have sent teachers to work with CREC on writing science curriculum. By doing so, the districts will be able to have the K-12, NGSS curriculum made available to them at a lower cost which will help the district next year. Further, in regard to the NGSS, the district is making adjustments to the high school schedule. Integrated Science will be adjusted, with new content and with modifications to chemistry and biology – and more courses offered overall. Additionally, the sequence will need to be altered. In turn, an additional staff member will be needed to cover the needed science sections. This is why this position was requested in his original budget. In the K5 and K-12, the school system will integrate the curriculum acquired by its work with CREC. Without the high school science teacher position, the district will have the curriculum and the integration but will not be able to implement all of the courses. Dr. Willett highlighted that at the last NEASC evaluation the district was “knocked” on curriculum and needs in the next 3 to 5 years to prepare for the next evaluation.

Ms. Yudichak inquired if Dr. Willett would prefer the business teacher position to the science supervisor position. Dr. Willett explained that what was put forward in his proposed budget, the business teacher, is needed for the 2018/19 academic year but a science supervisor is on the radar for the future. Ultimately, he would like to restore supervision and coverage for all four academic curriculum areas (language arts, math, science, social studies). Dr. Willett will cover the latter himself for the time being.

Dr. Willett asked that if possible, he would like the Board to provide him with some direction in regard to the budget so he can compile the budget booklet for review.

Ms. Plourd commented that there could be another scenario. Last year, schools opened at \$38.4M with the expectation that there would be the 1% fund for a total of \$38.8M. The budget passed at \$39.3M so there was an additional \$533K. While the district did not actually start at \$38.8M, it has been very conservative. Thus, Ms. Plourd explained that if there is money left, it should be put in the 1% fund. She is looking at the effect of the \$39.6M on the taxpayers. Taxpayers' support for last year was \$28.8M. In this budget it looks like they are asking for \$28.6M but \$400K was taken from the 1% fund and \$470K was taken from the fund balance. Thus, the actual taxpayer support for last year was really \$28M. With this budget there is a \$600K tax increase on the people of the town. She explained that if there was money that is not spent this year, they should be transparent and put it in the 1% fund and keep the budget flat at \$39.3M with the assumption that they will get the \$400K back. Thus at \$39.3M plus \$400K brings it to \$39.7M and they would be able to get to the bottom line of Scenario 2. This way the Board is giving itself the 1% increase but not asking the taxpayers to fund it.

Dr. Willett explained that the increase would be .78 plus whatever the town additions or adjustments are to it. Making comparisons between the superintendent's proposed budget and a previous year's BOE adopted budget can be result in misinterpretations. He will provide a more detailed page in the booklet to address this for the BOE budget book. He explained when BOE budgets go to referendum; it is for the funds to spent on education. Through a straw poll and then formally, the Board asked him to take money out of line items and put it into the 1%

fund for the purpose of having an offset the following year, and it was done. Ultimately however that is not the general practice. Both the Town and the Board made a cooperative effort in response to an unpredictable state budget; the Town took some liberty with the ordinance and pushed the referendum back, and the BOE transferred funds out of line items to the 1%. While both bodies did things to try to adjust, it is not the typical *modus operandi* or what is generally supposed to occur. In the end, if this is done a lot, it will look strange - it would appear that you are asking for more than is needed, hiding it in the Board budget, and using it to offset the Town budget. He added that if you do not have a budget, technically you are supposed to go with the prior year's budget and Tolland did not have a clear budget until November 14th. The line items in the budget are supposed to be expended for the purpose for which they were allocated in referendum; any remaining funds after that process go to the Town. If the Board directs the Superintendent to do differently he will do so as he works for the Board but would be concerned if the recommendation were to pull substantial funds out of line items for the 1% fund year after year.

Mr. Adlerstein commented that it is imperative that leadership put stability into the school system. The district should spend the budget it has and have a plan. He cannot imagine that with the 17/18 reductions that there is anywhere that could be reduced.

Dr. Willett thanked Ms. Plourd for her creativity but inquired as to where does it end? It makes people think that there is hidden money every year. Money appropriated for education needs to be used for education. The 1% fund was established to make use of funds for needs the following year or years in case there was some leftover at the end of the fiscal year. It is there in case there is a calamity. Now that there is some semblance of what is going on, they need to go back to their statutory roles. The Board – to fight for education and go to referendum with something that is reasonable for the school system and the Town. When the referendum is passed, the appropriated funds are to be used for education, and funds that remain at the end of the year go to the Town or are requested to be put in the 1% fund.

Mr. Adlerstein commented that the fund balance is far higher than ever. It was \$7.1M and a year later is \$7.9M. He does not think it is fair at this point to say a .78% or .98% will go straight to the mill rate. There is this fund as well as others that he hopes would be used. Right now they need to look at what is needed to run the district another year.

Ms. Yudichak commented that the district has to spend the \$400K.

Mr. Adlerstein explained that he has not heard why they do not need the science supervisor and he, in good faith, could not vote to send the budget forward. A budget needs to be put forward that is responsible and takes care of the students.

Ms. Plourd quoted Albert Einstein, "We cannot solve our problems with the same thinking we used when we created them." She explained that there needs to be transparency. They said they did not know what was going on last year and in turn did not hire people for the positions they wanted to fill. The money was not spent and there is an ordinance where the \$400K can be saved. It is not something that is going to happen every year but to get through 2018/19 and 2020 which may be worse, she does not see any reason why they should not be financially responsible and save the money so it can be put toward the budget so they can ask for a zero or a slight increase and add the \$400K. By getting to the \$39.3M the district could have all the

needed positions. With a slight increase they could find a curriculum director with a science background. She explained that this is outside the box thinking but these positions are needed. She added that the business teacher could bring in \$15K per student. While they cannot take tuition from surrounding districts, the per-pupil reimbursement is \$15K. She added the Dr. Willett said they could open it up to Open Choice as well and bring students in at the high school level. She is thinking outside the box to try to figure out how the Board can get to its number. If the scenario she presented does not work, she supports Dr. Willett's original proposal.

A brief discussion took place. Mr. Adlerstein, Ms. Harrold, and Ms. Yudichak were not comfortable with Ms. Plourd's scenario.

Dr. Willett explained that in the next few years he will only look to hire for positions that will offset outplacements, fill intervention holes, and address some aspects of the magnet/charter school situation unless the Board does not wish to do so in which case he will look to other options. His role is to work for the Board and present the best possible scenario for how the school system can be its best.

Mr. Adlerstein noted the he heard that there was a lot of support for the business teacher position just not at the detriment of the core curriculum. Dr. Willett explained that they are in a position to create pathways in the district without a major investment. These can bring back at least some of the \$250K that is lost when students leave the district to magnets and charters and the business teacher position can create opportunities in the district that have multiple facets such as culinary and robotics and thus be more appealing to students. He wants to see the district be positioned to be even more competitive in the future.

In regard to teacher compensation, Dr. Willett explained that it is about even with other districts. For per-pupil expenditure, the district is 133/166. Nothing is being spent irresponsibly, and the .78% is realistic. He wants to make the district as competitive as it can be but to do so he needs the interventionist and science staff while addressing outplacements and RTI/SRBI.

Ms. Pasini commented that it is irresponsible to try to get to a 0%. They were elected to be advocates for students and teachers. If they start cutting they are not doing their jobs. She believes they need to do one of the presented scenarios.

Ms. Moran noted that she supports the second scenario of having the business teacher and the science supervisor. Both contribute to keeping the district competitive. The NGSS are crucial and need to be addressed now. Further, this will affect students throughout the school system. In regard to the attrition to magnet and charter schools she noted that not only is money leaving the district it is also has an impact on the local economy since people in turn are spending money outside of the community. Ms. Moran supports .98% as a starting point. It is reasonable based on history and it is time to keep the district sustainable and competitive for the future.

Mr. Adlerstein commented that he does not believe the .98% is more than the "bare bones". If the Town Council looks at the mill rate and says it cannot be done they will let the Board know but parents need to think about what it takes to run a school district and voice their opinion of what they want from their schools.

Ms. Harrold commented that she is seriously concerned about the lack of curriculum leadership and struggles with the .98% since it was not in the Superintendent's proposed budget. A strong curriculum is needed in order for the district to be competitive and her job is to do what is right for the students, teachers, and town. Ultimately, she supports presenting the .98% to the Town Council.

Ms. Yudichak commented that she assumes the Town Council is looking for a low increase from the Board and recognized Ms. Plourd for doing the research and being creative. Ms. Yudichak inquired of Dr. Willett if it would be more important to have three teachers or the curriculum position and if the latter position could wait another year. Dr. Willett referred to the original proposed budget and the positions he would like to fill, and added that the science supervisor position would be needed in the future. He added that there will be retirements next year and other opportunities. Over the next 3-5 years he will look to address other considerations to make Tolland the best it can be.

Mr. Adlerstein commented that without Dr. Willett the district would need a director of curriculum and a social studies supervisor as well as a science supervisor. He does not like seeing the Superintendent working 7 days a week and it should not have to be done. A .2% increase is a small investment to make the district more sustainable and fills a needed position. Ms. Harrold added that she wants the superintendent to be a full time superintendent, not one who wears all the hats.

The majority of the Board members were in favor of presenting a .98% increase to the Town Council.

D. PUBLIC PARTICIPATION

Liz Costa, 54 Josiah Lane, thanked the Board members and appreciates the time they take to support the endeavors of Tolland education. She commented to Ms. Plourd that "with all due respect" she suggested that she should be on a different Board and added, "you are not supporting the Town of Tolland's education system, you are trying to represent the Town Council". Ms. Costa added that, "it feels like you've been a puppet sitting there...for the Republican party saying don't spend any money." Ms. Costa added that the students deserve to have a good education system. Further, with all due respect, given the NGSS and initiating the curriculum without a curriculum director is like giving someone a kayak without a paddle. It does not make sense. She added that Dr. Willett said that someone from CREC could come in but it does not have the same weight as a staff member. While it is great curriculum, if not delivered properly, it will not stick. Ms. Costa added, "saving our way to glory does not make any sense" and that the number you (the Board) start with the Town Council is a negotiation point. The Board should not be giving them its "walk-away" point.

Kate Vallo, 80 Tolland Green, commented that she was a little concerned about the .78% because she understands how the district has been operating as well as the cuts and was hoping for something a little more "whole". The .98% seems to include items that help bring the district to that whole and she is in support of this increase and thanked the Board for its support.

E. POINTS OF INFORMATION

Dr. Willett noted that he will create a Board of Education Budget Booklet that will include a science supervisor and other staff and takes into account the adjustments and scenarios presented. This will be at the .98% level.

Ms. Plourd commented that it does "hurt a little bit to be called a puppet but I am here for diversity of thought". She added that she has some good ideas, some bad ideas, and some crazy ideas but "I am a good person. I advocate for the kids. My suggestion was so we could hit that \$39.7M number. It may not work, obviously it will not work." Mr. Adlerstein commented that he appreciated Ms. Plourd's diversity of thought. It is a good conversation and how different perspectives are brought together and hopefully they make the right decision. There are a lot of numbers that they are trying to absorb and what will make the most sense for the district. He hopes that Ms. Plourd feels appreciated. Ms. Yudichak commented that she does not feel Ms. Plourd is a "puppet" for the committee. It was a clever but risky idea. Ms. Yudichak added that Ms. Plourd is a valuable member of their team and they need to question themselves more. Ms. Harrold agreed. Ms. Pasini added that they all have different perspectives and it is ok.

Dr. Willett's objective is to have the draft budget booklets available to the BOE sometime next week.

F. ADJOURNMENT

Ms. Plourd motioned to adjourn the meeting at 9:21PM. Mr. Adlerstein seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Honoring Jeanne Meddick

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

Throughout the history of the Tolland Public Schools, countless teachers have “made the difference” for the youth in this community. Tonight we honor one of those teachers whose efforts deeply impacted a student to the extent that, to this day, he remembers her – and honors her memory.



Please see the attached communication highlighting the positive impact Ms. Jeanne Meddick has on a student's life, as we honor her this evening.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Honor former teacher

SUPPORTING MATERIALS ATTACHED:

Letter regarding Ms. Meddick

Dear Dr. Willett:

Forty five years ago this past September I met the most impactful teacher I would ever have. Jeanne Meddick was my second grade teacher and over the course of that academic year, as well as the years that followed, she would have more of an effect on my personality and thinking than any other teacher. I had other wonderful teachers as well. Truly I did. But Jeanne possessed a special blend of professional performance and tender-heartedness that placed her in a league all her own. She was influential through both what she taught me and by her personality. You might call it a magnificent blend of talent and temperament. What she accomplished was achieved mostly in semi isolation as well. One individual working largely by herself, with many children, in a single room, six hours a day, for an entire academic year. No easy feat to be sure. Even the fact that I can put my thoughts on paper is due in some degree to her actions. You could not help but be touched by the life-spark she carried. It was unique.

She took wonderful care of me personally and professionally, both while her student and long afterward. You could trust her with your life and welfare and my parents trusted her with mine on more than one occasion. She assisted me with family struggles. She could inspire you to work for great goals. During the year I had her, she told me that she had attained her Master's Degree. She did this while being employed full time. Even as a little kid I thought that was quite an accomplishment. That memory made a deep impression and has stayed with me all my life. In fact, roughly 20 yrs. after Jeanne and I first met, I found myself going to college and later graduate school at night while employed during the day. Her example was a great inspiration during that period and helped me to persevere during the long days and late nights which are to be expected during such an undertaking. If she could do it, then so could I.

She excelled in the classroom. You could ask her anything and she always answered respectfully and never shied away from any line of inquiry. Television, culture, cooking, politics, family, fashion, voter participation- they were all fair game and she and I discussed each and every one of them. Jeanne was always very "present" when you spoke to her. You never had to reach through a fog of indifference or distraction. She was always willing to stretch the limits of my thinking. One event comes to mind that illustrates this. The following event changed the direction of both my thinking and my life.

On occasion, she would bring in magazines for us to look at or to use as parts for an art project. A particular magazine I was looking at contained a photo of a man giving the finger to the camera. I was curious as to why he felt the need to do this. I did not understand his rage and discontent. Jeanne stopped by to see what I was doing. Referring to the photo, I asked "why is this wrong?" Her response was that sometimes society decides something is wrong and it should be branded as such and banned. It was a quick response and struck me as being rather weak, which was not her style. I suspect I was getting the "little kid answer", which was very unusual for her. I found her answer unsatisfying. So unsatisfying in fact, I asked the question again at some point afterward. Her answer was the same. I puzzled on this a bit and was frustrated by the lack of dialogue on the subject. Is that all there is to morality? Is right and wrong based merely on majority thought and therefore subject to changes in popular opinion? I continued to consider her answer for a bit longer. Aren't some thing just wrong I asked myself? If things are wrong, why are they wrong? I felt no more satisfied this time than I did the first time I asked the question. I did not press the issue and did not ask her a third time.

The magic of that exchange is that I became consciously aware of the tension between objective and subjective truth for the very first time in my life. It was an explosive moment that has touched my life to this day. That exchange ignited the spark in my mind ultimately enabling me to hold two potentially conflicting ideas in tension and to try to draw a conclusion as to what any given truth is, or might be. Put another way: thesis, antithesis, synthesis. I do not know if she was intentionally trying to frustrate me, or quietly challenging me to think beyond the question. She might have been avoiding a difficult inquiry, but this was not her usual approach to me. In that exchange I might not have been dealing with a grammar school teacher but rather a college professor. Whatever her motivation was, the ignition of thought took place in her company and on her watch. Whether by accident or by design a new thought pattern was established. Bravo Jeanne. It is a tribute to her that I felt comfortable enough and safe enough to ask any question on any subject in any situation and to expect a civil and thoughtful answer in reply. So much of what I do in my professional, religious and political lives revolves around the necessity of balancing, or even reconciling, competing views and attempting to discern the truth, or at least the best solution. In those moments so much of my future was set in motion. It all starts with her.

Many of her gifts to my life were not apparent for a long time. When I turned fifty, I began to take note of, and reach back to, those individuals who were generous to me in my formative years. She was the most important person in that group, but the one I found most difficult to contact. Though I had not spoken to her in many years, I thought of her regularly. One day in June, I decided that I would contact her in honor of her upcoming seventieth birthday. The following day, I went on the internet and to my great sadness I found her obituary. She had died only a few months before. I have no words to describe my reaction to learning this. My world had suddenly become colder with the knowledge that she was not there. My wonderful mentor, friend and protector was gone and I was, and remain, heartbroken by the loss.

Her obituary stated that through her work she touched many lives. She absolutely touched my life and in many ways continues to do so. This letter is proof of that. I can't think of a more deserving candidate for recognition. She performed many acts of supreme kindness and professional excellence that I have not set forth here. Her fingerprints remain on me and her touch shapes my heart and thinking to this day. Jeanne truly was the most impactful teacher I ever had. So much of what I became began at her feet and was shaped by her hands. I knew her at the foundation of my life and of my intellect and so much of me starts with her and so much of her still resides in me.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: State Representatives

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

State representatives Tim Ackert (House District 8 Republican – Columbia, Coventry, Tolland, Vernon), Sam Belsito (House District 53 Republican – Ashford, Tolland, Willington), Tony Guglielmo (Senate District 35 Republican – Ashford, Chaplin, Coventry, Eastford, Ellington, Hampton, Pomfret, Stafford, Tolland, Union, Vernon, Willington, Woodstock) were invited to the meeting this evening to share information on the state budget situation.

FINANCIAL SUMMARY:

Discussion of the state budget.

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

Review

SUPPORTING MATERIALS ATTACHED:

None.



TOLLAND PUBLIC SCHOOLS

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OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

Walter Willett, Ph.D.
Superintendent

TO: Board of Education

G.3

FROM: Mark S. McLaughlin, Business Director

RE: Monthly Financial Report for January 2018

Date: February 9, 2018

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

Please find attached the financial report for the month of January 2018, the 7th month of the 2017-2018 fiscal year. This report is a snapshot of the financial situation for FY17-18. This year's budget did not get approved until November 14, 2017 due to the financial crisis at the state level. The financial attachment is provided in an object format to show the adopted budget and the expenditures against the budget YTD. The object line items follow the reporting format required by the State Dept. of Education. The line items show all expenses and encumbrances such as salaries, health insurance, utilities, tuition, transportation, textbooks, etc.

The attached January 2018 financial report shows an available balance of \$2,765,047 or 7.03% of the BOE's current budget. This includes encumbrances committed to vendors, collective bargaining agreements, contracts tuitions, etc. Encumbrances provide a better picture of the district overall performance vs the approved budget. At this snapshot in time some line items are over budget, while some are under budget depending on encumbrances and timing of expenditures. Some line items cannot be encumbered such as substitutes, course reimbursement unemployment compensation and severance. As part of the UISF agreement the BOE has transferred the designated energy budget to the town. The town pays the invoices based on the BOE funding and any residual balance that remains in the form of cost savings will remain in the UISF reserve account.

In a typical year the budget is built 18-20 months from implementation based on the best know assumptions from the town, state of Ct, interest rates, market conditions, contacts, negotiations, Department of Ed. Mandates, etc.

This year's Budget, FY17-18 was approved for \$39,333,948. As a result of strong oversight and management, the BOE is closely monitoring spending. The BOE is anticipating to spend the allocated budget by year end in accordance with CGS 10-222. Any balances as in the past may be returned to the town or the BOE can request it be transferred to the 1% fund upon final approval by the auditors.

Tolland Public Schools

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

From Date: 1/1/2018

To Date: 1/31/2018

Fiscal Year: 2017-2018

☐ 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	\$20,442,873.11	\$1,584,052.77	\$9,839,641.65	\$10,603,231.46	\$10,120,731.58	\$482,499.88	2.36%
0100.0000.120.00.000.1	Substitutes	\$471,941.00	\$23,856.51	\$145,526.34	\$328,414.66	\$13,083.22	\$313,351.44	66.40%
0100.0000.130.00.000.1	Overtime	\$164,166.00	\$11,891.07	\$103,483.83	\$60,682.17	\$5,654.48	\$55,027.71	33.52%
0100.0000.150.00.000.1	Stipends	\$337,840.00	\$18,939.47	\$108,502.65	\$231,337.45	\$338,933.12	(\$107,595.67)	-31.85%
0100.0000.180.00.000.1	Pension/Severance	\$156,380.00	\$4,000.00	\$21,313.23	\$135,076.77	\$7,656.00	\$127,420.77	81.46%
0100.0000.200.00.000.1	Employee Benefits	\$808,124.00	\$270,487.50	\$590,638.08	\$17,487.92	\$4,125.00	\$13,362.92	2.20%
0100.0000.210.00.000.1	Health/Life/Disabl Ins	\$5,411,140.89	\$498,599.07	\$2,971,639.68	\$2,439,501.21	\$2,223,317.75	\$216,183.46	4.00%
0100.0000.220.00.000.1	FICA/MED/Soc Sec	\$849,688.00	\$40,368.84	\$277,049.60	\$372,619.40	\$253,742.84	\$118,876.76	16.30%
0100.0000.240.00.000.1	Retirement (ICMA)	\$238,950.00	\$16,522.25	\$117,175.84	\$121,774.16	\$100,214.17	\$21,559.99	9.02%
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	\$58,681.00	\$0.00	\$24,704.00	\$31,977.00	\$0.00	\$31,977.00	58.42%
0100.0000.270.00.000.1	Workers' Compensation	\$283,612.00	\$0.00	\$208,839.00	\$74,773.00	\$69,613.00	\$5,160.00	1.82%
0100.0000.300.00.000.1	Purch Prof & Tech Svcs	\$88,232.00	\$0.00	\$12,906.99	\$53,325.01	\$330.00	\$52,995.01	80.01%
0100.0000.310.00.000.1	Benefits Consultant Services	\$50,750.00	\$3,564.16	\$21,384.96	\$29,365.04	\$21,384.96	\$7,980.08	15.72%
0100.0000.320.00.000.1	Prof Educ Svcs	\$392,505.00	\$14,545.50	\$67,226.84	\$325,278.16	\$56,898.88	\$268,281.28	68.35%
0100.0000.330.00.000.1	Professional Tech Svcs	\$29,492.00	\$979.48	\$16,359.36	\$13,122.64	\$11,492.25	\$1,630.39	5.53%
0100.0000.340.00.000.1	Legal/Audit/Consult Svcs	\$219,087.00	\$7,287.15	\$91,745.62	\$127,341.18	\$35,046.68	\$92,294.50	42.13%
0100.0000.350.00.000.1	Tech Services	\$445,757.00	\$30,739.48	\$208,713.16	\$239,043.84	\$23,387.94	\$215,675.90	48.38%
0100.0000.410.00.000.1	Sewer/Water	\$29,501.00	\$0.00	\$29,501.00	\$0.00	\$0.00	\$0.00	0.00%
0100.0000.420.00.000.1	Cleaning/Rubbish Services	\$126,420.00	\$5,778.62	\$45,657.59	\$80,762.41	\$23,691.85	\$57,070.66	45.14%
0100.0000.430.00.000.1	Repair and Maint Svcs (Facil)	\$261,962.00	\$9,590.89	\$60,024.55	\$201,937.45	\$51,144.92	\$150,792.53	57.56%
0100.0000.440.00.000.1	Rentals	\$148,552.00	\$15,018.61	\$73,880.02	\$74,671.98	\$87,490.32	(\$12,818.34)	-8.63%
0100.0000.510.00.000.1	Student Transp Svcs	\$2,551,582.00	\$210,597.35	\$1,060,874.69	\$1,490,707.31	\$1,482,427.09	\$8,280.22	0.32%
0100.0000.520.00.000.1	Property/Liability Insurance	\$180,160.00	\$0.00	\$153,251.71	\$38,908.29	\$44,510.00	(\$7,601.71)	-4.00%
0100.0000.530.00.000.1	Telephone/ Postage	\$52,542.00	\$3,180.61	\$26,764.74	\$26,777.26	\$14,245.57	\$11,531.69	21.95%
0100.0000.540.00.000.1	Advertising	\$4,565.00	\$0.00	\$1,223.85	\$3,341.15	\$841.15	\$2,500.00	54.76%
0100.0000.550.00.000.1	Printing and Binding	\$28,052.00	\$0.00	\$2,503.23	\$25,548.77	\$2,310.17	\$23,238.60	82.84%
0100.0000.560.00.000.1	Tuition Educ Agency	\$2,847,347.00	\$281,500.97	\$1,825,014.43	\$1,322,332.57	\$1,507,541.97	(\$185,209.40)	-6.25%
0100.0000.580.00.000.1	Travel and Conference	\$37,731.00	\$841.49	\$7,956.76	\$29,774.24	\$4,011.30	\$25,762.94	68.28%
0100.0000.590.00.000.1	Public Officers & State Troope	\$86,322.00	\$3,859.98	\$36,191.42	\$50,130.58	\$38,475.59	\$11,654.99	13.50%
0100.0000.600.00.000.1	General Supplies	\$211,080.00	\$2,672.59	\$40,656.70	\$170,423.30	\$53,486.89	\$116,956.41	55.41%
0100.0000.610.00.000.1	Instr Supplies/Mat'ls	\$392,108.00	\$1,933.94	\$47,702.94	\$344,403.06	\$42,454.62	\$301,948.44	77.01%
0100.0000.620.00.000.1	Energy	\$1,641,399.00	\$0.00	\$1,493,868.84	\$147,730.36	\$143,402.36	\$4,328.00	0.28%
0100.0000.640.00.000.1	Textbooks	\$220,828.00	\$4,542.49	\$10,801.92	\$209,726.08	\$8,022.98	\$203,703.10	92.33%
0100.0000.650.00.000.1	Films and Videos Supl	\$650.00	\$0.00	\$0.00	\$650.00	\$0.00	\$650.00	100.00%
0100.0000.660.00.000.1	Computer Software	\$42,821.00	\$775.00	\$43,141.98	(\$520.98)	\$84,013.60	(\$84,534.76)	-198.34%
0100.0000.680.00.000.1	Misc Supplies	\$59,908.00	\$677.75	\$11,768.34	\$48,137.66	\$21,776.77	\$26,360.89	44.00%
0100.0000.730.00.000.1	Equip Instruct - New	\$170,588.00	\$1,111.45	\$9,471.20	\$161,114.80	\$20,887.79	\$140,227.01	82.26%
0100.0000.760.00.000.1	Equip - Spec Ed - Instr - New	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
0100.0000.810.00.000.1	Dues and Fees	\$53,036.00	\$1,321.75	\$48,383.84	\$4,652.06	\$3,127.58	\$1,524.48	2.87%
Grand Total:		\$39,333,948.00	\$3,047,238.72	\$19,851,388.58	\$19,682,559.42	\$16,917,512.37	\$2,765,047.05	7.03%

End of Report

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Tolland Health Services Report

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

At intervals a "nurse visit" or Tolland Health Services report is provided to the BOE. This indicates the trend data for health visits to the nurse's office over a span of three years and for each building. Overall most schools are trending down from three years ago, but are in some cases (TIS) up a bit this year. Generally schools are not experiencing dramatic increases in health visits.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

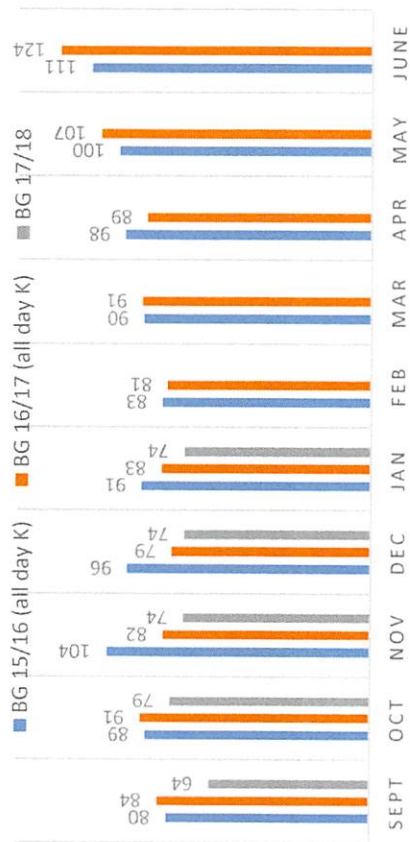
BOE ACTION DESIRED:

Review of report.

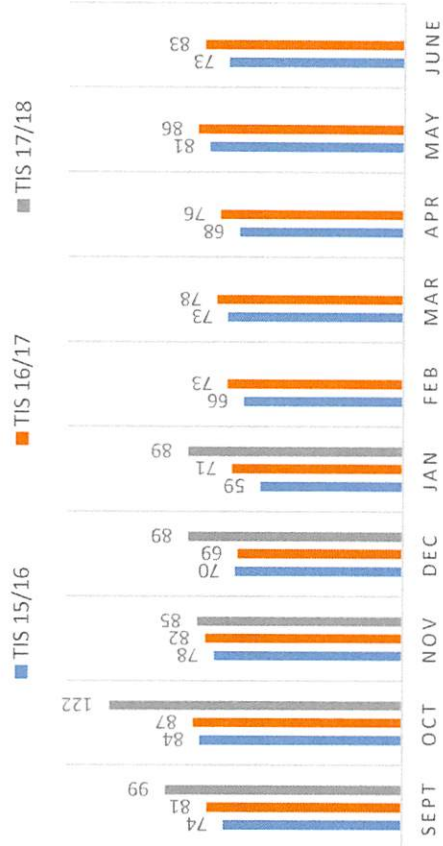
SUPPORTING MATERIALS ATTACHED:

Tolland Health Services report

BG VISITS/DAY



TIS VISITS/DAY



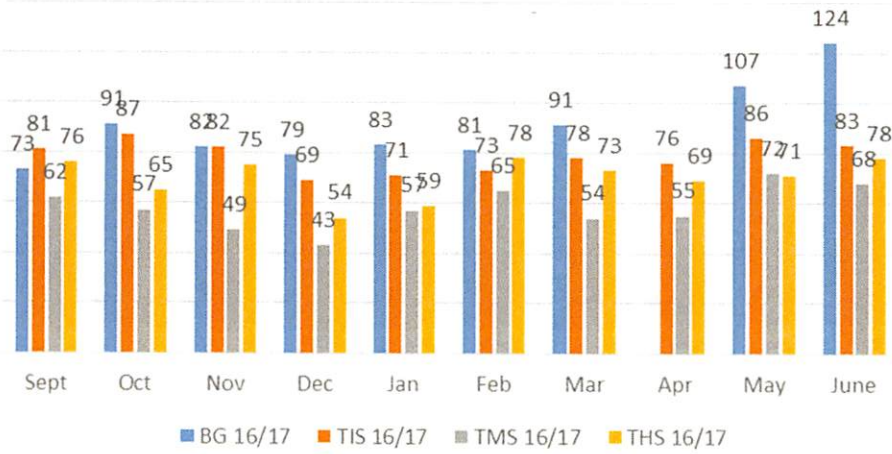
TMS VISITS/DAY



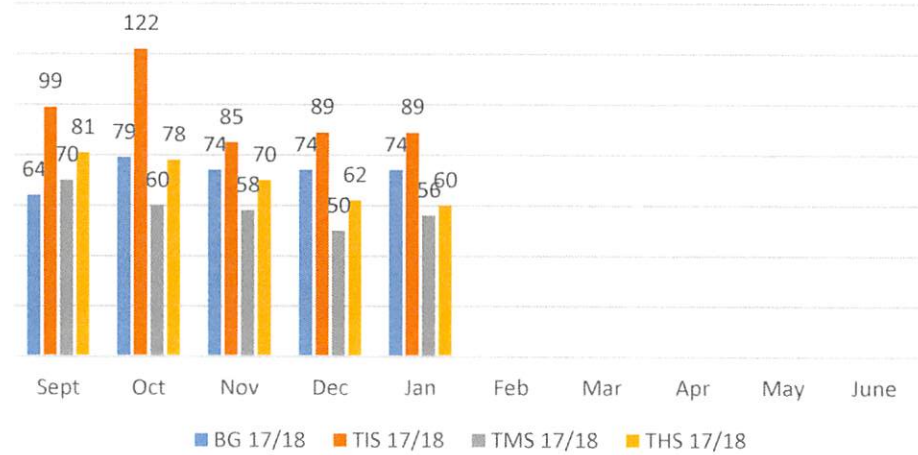
THS VISITS/DAY



Visits/Day for 16/17



Visits/day for 17/18



Respectfully Submitted,

Christine Grulke RN

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Capital Funds and Projects

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

The attached document provides a requested updated on the status of capital projects. Please note there are three designations: 1) Not Funded/Not completed, 2) Bonded/Completed, and 3) Bonded/Not Begun. For each "Bonded/Not Begun" comments are included below:

Not Funded/Not completed work is work that must be done by the school district out of any available operating funds. Bonded/Completed is work that has been completed, funded by the November 2016 bond referendum. Bonded/Not Begun work are projects that were approved for bond under the November 2016 referendum but have not yet been started. There is a question at this time as to whether some or all of the project in this category will be completed as the Town may not utilize the full amount approved in the November 2016 referendum. Please see below for a summary of the projects that are in the Bonded/Not Begun category.

Status on Bonded Capital Projects Per Referendum November 2016

TMS Retaining Wall and Press Box

Project could possibly be scaled back to include only the removal of the Press Box which is structurally un-safe above the 1st story. Not doing the wall and hillside riprap will result in increased preventative maintenance in area

TMS and TIS Dividers

Both are effectively obsolete, parts are unobtainable, units could be utilized until failure but then would need replacement at such time .THS VCT Flooring- A Wing Hallway is showing some severe cracking, project could be scaled to include only the cracked areas but the Mannington Tile there is no longer manufactured

TMS Fire Panel Replacement

Panel has been selected for an update, it is currently the oldest panel in the district, could be postponed but recommend setting aside reserve money for replacement

TMS and TIS Ceiling Tile Replacements

Project was considered to standardize ceiling tile, improve R value, improve indoor air quality, improve aesthetics. Could delay but at some point those schools are 52 and 49 years old respectively.

BGP Roof Replacement-

Roof is currently in its 21st year is showing some leakage in gymnasium area, needs significant canting patching and is outside its warranty.

Could be maintained for the next few years under a PM program (with increase to operations budget \$15-20K) but then replacement becomes even more critical

TMS Roof Replacement

Roof is currently in its 21st year and is showing leakage in music hallway, outside cafeteria, some gym sections and some science wing areas.

Like the BGP roof, could be maintained with additional increases to operations budget (\$15-20K), but is also outside its warranty and will need replacement at some point.

TIS Asbestos Tile removal and remediation

Project involves replacement of library carpeting that is 49 years old, and VCT asbestos tile and glue removal and replacement in classrooms and Hallways

Project could be somewhat reduced to include only the oldest, and highest risk (most traffic and most worn) areas, while the remaining flooring to be maintained via Asbestos Surveillance Program

District-wide School Security Upgrades

A grant has been applied for that could dictate the amount of proceeds available. Upgrades include penetration resistant glass on all school entrances, more camera surveillance coverage, new exterior doors at TIS, additional inventory of digital radios, interior access control, school panic buttons, and surveillance and access control computer integration

TMS Window and Exterior Door Replacement

School is now 52 years old and contains the original doors and windows. Many of the doors are beginning to rust severely at the bottom, many are beginning to lose functionality and are becoming less secure. The windows are single paned, have lost the majority of their glazing, lack weather-stripping and screens and are difficult to operate. If project not completed I recommend minimally the utilization of \$40-50K to re-glaze, caulk and repoint the building, and another \$25K to re-paint and repair outside doors.

BGP Replacing of condensing units

Rooftop condensing units are reaching the tail end of their useful lives. Could be maintained until complete failure, but based upon their high cost I recommend set asides into energy fund or reserve accounts to cover expense.

FINANCIAL SUMMARY:

Please see attached.

BOARD ATTORNEY REVIEW: N / A

BOE ACTION DESIRED: Review and discuss.

SUPPORTING MATERIALS ATTACHED: 2018-1-11 CIP update

**Town of Tolland
Departmental Capital Projects Summary**

Page 1

Department: Board of Education

Division: Central Office

Prepared By: Walter Willett Superintendent

Date Prepared: October 2, 2017

Town Bonded Projects FY18-20

BOE Capital Requests FY18-23

When Opportunity Arises

Dept. Priority	Project Title	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	TOTAL	WOA
HIGH	BOE Maintenance Equipment Trailer			13,200	Not Funded/Not Completed				13,200	
MEDIUM	Dist Wide Custodial Burnisher			19,000	Not Funded/Not Completed				19,000	
MEDIUM	THS VCT Tile replacements Multi-areas			30,000	Not Funded/Not Completed				30,000	
MEDIUM	THS Fire Panel			40,000	Not Funded/Not Completed				40,000	
MEDIUM	THS Security Panel			15,000	Not Funded/Not Completed				15,000	
MEDIUM	BGP Security Panel			12,000	Not Funded/Not Completed				12,000	
MEDIUM	TIS Main Entry Door System (Front door System)				25,000	Not Funded/Not Completed			25,000	
MEDIUM	TIS Carpet for Library and Main Office				30,350	Not Funded/Not Completed			30,350	
MEDIUM	TIS Security Panel				20,000	Not Funded/Not Completed			20,000	
MEDIUM	TIS Electrical Surge protected System for switch gear				8,500	Not Funded/Not Completed			8,500	
MEDIUM	Dist Wide BOE office Window replacement				8,400	Not Funded/Not Completed			8,400	
MEDIUM	TMS Electrical Surge protected System for switch gear				8,500	Not Funded/Not Completed			8,500	
MEDIUM	Dist Wide BOE Parking lot repavement					53,000	Not Funded/Not Completed		53,000	
MEDIUM	BGP Carpet Replacement/Conversion to VCT					50,000	Not Funded/Not Completed		50,000	
MEDIUM	BGP Carpet Replacement/Conversion to VCT						71,536	Not Funded/Not Completed	71,536	
MEDIUM	TMS Library and Main Office carpet						26,950	Not Funded/Not Completed	26,950	
MEDIUM	TMS New concrete front sidewalk							35,100	35,100	
MEDIUM	TMS Security Panel							25,000	25,000	
MEDIUM	BGP Air Conditioning A,B,E wings							54,540	54,540	
CRITICAL	THS Warning Transition Strips		232,000	Bonded/Completed						
CRITICAL	TIS Roof		1,897,000	Bonded/Completed						
CRITICAL	THS PA System Expansion		37,374	Bonded/In-Progress						
CRITICAL	BGP Exterior Door Replacements		60,441	Bonded/Completed						
CRITICAL	BOE Boiler Replacement and Fuel Conversion		16,573	Bonded/Completed						
HIGH	THS Track Resurfacing		119,308	Bonded/Completed						
HIGH	BGP security fence and gate		13,070	Bonded/Completed						
HIGH	District Paving @ TIS and BGP		46,177	Bonded/Completed						
HIGH	TIS Cafeteria Tables		27,881	Bonded/Completed						
HIGH	HVAC Upgrades-District Wide		24,995	Bonded/In-Progress						
HIGH	Dist Wide Snow & Lawn Equipment		51,058	Bonded/In-Progress					51,058	
HIGH	THS Classroom Tech Upgrades									126,122
HIGH	TMS Science Lab Tech Upgrades									104,224
HIGH	TMS Press Box/Retaining Wall & Pavement			45,000	Bonded/Not Begun * See Note				45,000	
MEDIUM	THS STEM/Math Enhancement									50,000
MEDIUM	TMS Gym Dividers			15,000	Bonded/Not Begun * See Note				15,000	
MEDIUM	TIS Gym Dividers			15,000	Bonded/Not Begun * See Note				15,000	
MEDIUM	THS VCT Flooring A Wing Hallway			10,000	Bonded/Not Begun * See Note				10,000	
HIGH	TMS Fire Alarm Notification System			50,000	Bonded/Not Begun * See Note				50,000	
HIGH	THS Business Lab Upgrade									16,125
HIGH	THS New English Lab Upgrade									11,540
HIGH	THS Music & Art Lab Upgrade									52,964
HIGH	BGP Science Lab Tech Upgrades									23,083
HIGH	TMS Classroom Tech Upgrades									93,000
HIGH	THS Science Lab Tech Upgrades									56,761
MEDIUM	TMS STEM/Math Enhancement									30,000
MEDIUM	TIS Replacement Ceiling Tile (Building wide)				318,000	Bonded/Not Begun * See Note			318,000	
CRITICAL	BGP Roof Replacement Section A-H				1,750,000	Bonded/Not Begun * See Note			1,750,000	
CRITICAL	TMS Roof Replacement Section A-S			2,265,150	Bonded/Not Begun * See Note				2,265,150	
HIGH	TIS Asbestos removal & replacement of floor tiles			452,180	Bonded/Not Begun * See Note				452,180	
MEDIUM	TMS Replacement Ceiling Tile (Building wide)				318,000	Bonded/Not Begun * See Note			318,000	
HIGH	Dist Wide School Bldg Security Upgrades			500,000	Bonded/Applied for Grant * See Note				500,000	
HIGH	TMS Window, Exterior Doors & PCB Removal				880,000	Bonded/Not Begun * See Note			880,000	
HIGH	BGP Classroom Tech Upgrades									105,190
HIGH	TIS Classroom Tech Upgrades									107,590
HIGH	TIS Science Lab Tech Upgrades									34,071
MEDIUM	BGP Replace Condensing Units				132,905	Bonded/Not Begun * See Note			132,905	
MEDIUM	BGP STEM/Math Enhancement									15,000
MEDIUM	TIS STEM/Math Enhancement									20,000
MEDIUM	THS Graphics Lab Upgrade									29,200
MEDIUM	TMS Computer Ed Labs Upgrade									75,450
MEDIUM	THS World Language Lab Upgrade									23,640
MEDIUM	TMS Art & Music Labs Upgrade									35,173
MEDIUM	TMS Replacement Science Lab Furniture									36,380
MEDIUM	TMS Renovation of 6 Science Labs									1,060,000
MEDIUM	TMS Technology Ed Labs Upgrade									26,240
MEDIUM	BGP Lab Upgrade									20,415
MEDIUM	TIS Computer Ed Lab Upgrade									14,818
MEDIUM	TIS Keyboarding Lab Upgrade									38,853
MEDIUM	TIS Library Lab Upgrade									24,308
MEDIUM	THS CADD Lab Upgrade									22,728
MEDIUM	BGP Parking Lot Paving(staff,visitors,bus lane,access Rd)							318,450	318,450	
MEDIUM	BGP Boiler Replacement							380,000	380,000	
MEDIUM	TMS Removal of Modul classrooms							16,000	16,000	
MEDIUM	TMS Paving of parking lot (excluding access road & exit)							259,310	259,310	
HIGH	Dist Wide Wireless Access Point Upgrades							130,800	130,800	

BOE TOTAL CAPITAL PROJECTS w/o WOA	\$0	#####	\$3,481,530	\$3,499,655	\$103,000	\$0	\$1,219,200	\$8,452,929	\$2,252,875
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BOE CAPITAL PROJECTS	\$0	\$0	\$129,200	\$100,750	\$103,000	\$98,486	\$1,219,200	\$1,650,636
BOE CAPITAL PROJECTS FROM BOND	\$0	\$51,058	\$3,352,330	\$3,398,905	\$0	\$0	\$0	\$6,802,293
BOE CAPITAL PROJECTS "WOA"								\$2,252,875

ALL CAPITAL PROJECTS	\$0	\$51,058	\$3,481,530	\$3,499,655	\$103,000	\$98,486	\$1,219,200	\$10,705,804
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Note: Bond Issuance Costs of \$418,637 not included in the BOE Capital Project List
Prepared by M McLaughlin 10.02.2017

Notes: Bonded Capital Projects Per Referendum November 2016.

TMS Retaining Wall and Press Box- Project could possibly be scaled back to include only the removal of the Press Box which is structurally un-safe above the 1st story.

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If project not completed I recommend minimally the utilization of \$40-50K to re-glaze, caulk and repaint the building, and another \$25K to re-paint and repair outside doors.

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but based upon their high cost I recommend set asides into energy fund or reserve accounts to cover expense.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Shortening April break due to snow days

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

April break is April 16 through April 20, 2018. Currently, due to weather related school closures, the last day of school is June 20, 2018. This item is offered to the Board for consideration as any additional cancellations will continue to push back the end of the school year. The board of education typically utilizes two reviews of information, and therefore this would constitute the first review for discussion. The school year cannot legally extend beyond the end of the month of June.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

None.

SUPPORTING MATERIALS ATTACHED:

None.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Donation Scoreboard

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

FOR BOE MEETING: February 14, 2018

ITEM SUMMARY:

The Friends of Tolland Athletics has offered to fund the purchase of a scoreboard for Tolland Middle School. This is to replace the out-of-service scoreboard. The replacement will cost \$5,335. In accordance with Policy 3050 the Superintendent of Schools must review any gifts above \$500 and must come with an accompanying letter or communication. This item constitutes the communication. As the donation has a purpose consistent with the goals of the school district, will not begin a program that the BOE would have to take over, will not bring any unanticipated costs, will place no restrictions, is suitable for the needs of the school, will not be inappropriate or harmful, will not endorse any business or product, and will not be in conflict with the provisions of the school code or public law, it will be graciously accepted with thanks to the Friends of Tolland Athletics.

FINANCIAL SUMMARY:

See attached invoice

BOARD ATTORNEY REVIEW:

BOE POLICY and REGULATION 3050 applies

BOE ACTION DESIRED:

Review and endorsement.

Proposed Motion: Motion to accept the donation of the Scoreboard by the Friends of Tolland Athletics

SUPPORTING MATERIALS ATTACHED:

Quote.pdf



ENGINEERING CORPORATION

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TO: TOLLAND MIDDLE SCHOOL
1 FALCON WAY
TOLLAND, CT

ATTENTION: MR PETER SZTABA

DATED: FEBRUARY 7, 2018
NUMBER: 18-0153
EMAIL: PSZTABA@TOLLAND.K12.CT.US
FAX:

PHONE: 860-207-2331

MAIN OFFICE AND FACTORY:

99 SHAKER ROAD
PO BOX 563
EAST LONGMEADOW, MA 01028-0563
TEL: 413-525-3981

800-253-2133

FAX: 413-525-4741

Email: sales@hampden.com

SUBJECT: QUOTATION REQUEST

Dear Peter,

We are pleased to quote you on the following:

1 – Fair-Play Model BB-1520-4 – Basketball Scoreboard with

- MP-70 – Scorer's Control
- 10-FT Data Cord
- Carrying Case
- TEAM NAME in Place of HOME

Price \$ 4,660.00

1 – Fair-Play Model L0220 Letter Kit – 1,125 Letters and Numbers

Price \$ 325.00

1 – Installation to Include:

- Take Down Existing Scoreboard
- Mount New Scoreboard in Same Location
- Make Final Connections
- Test and Demo
- Straighten Frame of Announcement Panel

Price \$ 350.00

Note: No state or local sales or use taxes included in above quotation

THE NATION'S LEADER IN MANUFACTURE AND DESIGN OF:
ENGINEERING – TECHNICAL – VOCATIONAL – EQUIPMENT FOR TRAINING – EDUCATION – GOVERNMENT – INDUSTRY



ENGINEERING CORPORATION

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TO: TOLLAND MIDDLE SCHOOL
1 FALCON WAY
TOLLAND, CT

ATTENTION: MR PETER SZTABA

DATED: FEBRUARY 7, 2018
NUMBER: 18-0153
EMAIL: PSZTABA@TOLLAND.K12.CT.US
FAX:
PHONE: 860-207-2331
MAIN OFFICE AND FACTORY:
99 SHAKER ROAD
PO BOX 563
EAST LONGMEADOW, MA 01028-0563
TEL: 413-525-3981
800-253-2133
FAX: 413-525-4741
Email: sales@hampden.com

SUBJECT: QUOTATION REQUEST

Terms: Net 30 Days Subject to Credit Approval

Delivery: 4 – 6 Weeks After Receipt of Order

FOB: Jobsite

Quote Valid: 90 Days

Respectfully,

Michael J. Flynn
CEO

MJF/jsm

Note: No state or local sales or use taxes included in above quotation

THE NATION'S LEADER IN MANUFACTURE AND DESIGN OF:
ENGINEERING – TECHNICAL – VOCATIONAL – EQUIPMENT FOR TRAINING – EDUCATION – GOVERNMENT – INDUSTRY

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM JANUARY 23, 2018 – 7:00 PM

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio; John Reagan; Paul Reynolds and Christine Vincent

MEMBERS ABSENT: None.

OTHERS PRESENT: Michael Wilkinson, Director of Administrative Services; Lisa Hancock, Director of Finance and Records

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS/PRESENTATIONS:**

4.1 Presentation of Memorial Signs to Families of Raymond Blanchette and Donald C. Le Blond

Richard Tapp, Chairman of the Veterans' Recognition Commission, and Robert Lincoln, Secretary to the Commission, were present to honor two fallen residents who gave their ultimate sacrifice during the Vietnam War. They presented facsimiles of the memorial signs to the families of Lance Corporal Raymond Blanchette, killed in action on March 4, 1966, and Staff Sergeant Donald C. Le Blond, killed in action on February 26, 1969. The actual memorial signs have been placed on Route 84. Mr. Tapp gave special thanks to Mr. Werbner, Senator Guglielmo and Lt. Governor Nancy Wyman for their assistance with the DOT. State Representative Tim Ackert spoke, giving thanks to the Commission on behalf of Senator Guglielmo, who could not be here tonight. He also thanked Nancy Wyman for her efforts.

5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** *(on any subject within the jurisdiction of the Town Council) (2 minute limit):*

Sam Adlerstein of 164 Pine Hill Road: He is curious as to what they are going to do with the \$870,000 reduction this year? It is hard to go into the 18/19 budget with the feeling that the 17/18 budget is not resolved. He asked where they stood with regard to the February 1st deadline.

Mr. Eccles said they haven't really discussed it. He also questioned what the February 1st deadline was for.

Mr. Adlerstein said it is the State's deadline for supplemental tax increases.

Ms. Hancock responded that there was a time limit, but didn't know what it was off the top of her head. At this point, she isn't sure that is where the town would be headed.

Mr. Eccles said he had asked Mr. Werbner if they are under any kind of deadline or pressure and he said no. So, at that point, they figured they would wait to see what the Legislature was doing. Personally, he is not in favor of sending out a supplemental tax bill. He does not know if that is the opinion of the Council though.

John Crickmore of 31 Cook Road: (re: 97 Gerber Road) - He is against the town giving away a piece of property for 18% of what it is worth. If they are going to do this, he would like to see it go to someone that could boost the tax base. Also, if this property is sold, are there any mechanisms in place so that the person can't turn around and sell the property for the assessed value of \$160,000.

Mr. Eccles said the purpose tonight is to only set a public hearing for the future. In theory, they could put something in the contract stating that they can't just flip it.

Laurie and Paul Genovesi of Genovesi Construction: She advised the Council that they were in attendance if anyone has any questions. They currently rent space in Tolland, and they would like to make it a more permanent home for their business.

Laura Robert of 74 Nedwied Road: She noticed that Anthony Road is having trouble with break in's. She would like to know if a more detailed police log could be available to the residents. She's not looking for names, just what activity has been occurring and the area.

6. PUBLIC HEARING ITEMS: None.

7a. REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:

Brief overview on activities and any major issues that will be undertaken by:

7a.1. Recreation Advisory Board

Jeff Maron, Chair of the Recreation Advisory Board: The Department is 85% self-sufficient. Only 15% comes from the General Fund. They provide sports, yoga, zumba, hip/hop, music theater class, etc. They conduct surveys to see what people are looking for. The Department also has a pre-school program and after school program, summer camp (500-1,000 kids), they help to coordinate Celebrate Tolland and the Cider Mill race. They also schedule all the fields with the leagues. The leagues do contribute to the maintenance of the fields. They are also involved with the rental of the Lodge and pavilion. In the future, once the new senior center is in, they may be able to provide services to those senior's. They would like to install a new playground where the Rec Department is located. Although, that is on hold until they see what happens with the senior housing.

7a.2. Conservation Commission

Don DiGenova, Chair of Conservation Commission: He gave a presentation with the use of a PowerPoint. They have been in existence for 20 years. It is their hope that people get out and walk. Currently, the Commission is responsible for 1000 acres of open space and 23 miles of hiking trails. Volunteers donate 600 hours of free labor annually. It is an incredible volunteer organization that has done a lot of work. Some of their responsibilities include maintaining open space; sponsoring outdoor events, educating residents as to the benefits of open space, maintaining the rural character of the town, channeling community resources, enhancing community involvement and improving the quality of life in Tolland.

7b. REPORTS OF TOWN COUNCIL LIAISONS: John Reagan, WPCA: It was a short meeting. They discussed the projects they are currently working on. Their goal is to be self-sufficient. He spoke about the Vernon Treatment Facility Rehab for \$60-70m. As of now, Tolland would be responsible for 8% of this. It was originally thought that Tolland contributed 8% of the water that is being treated. As it turns out, Tolland is only contributing 3%. The Chair of the WPCA said a revision will need to take place on the contract. **Tammy Nuccio, EHHD:** They passed a resolution that all schools will be responsible for paying a fee for their cafeteria inspections. As of now, they have been free. Also, the flu has spiked earlier than normal. The State of Connecticut will be holding a vaccine promotion day on January 27th at any CVS/Walgreens or your doctor's office. There will be a new shingles vaccine coming out. She spoke about a program that is being done for high school kids, wherein the police are coming in and running a program and showing the movie *Chasing the Dragon*. Since we don't have a police

department, she doesn't know if they would come to Tolland. She thinks it is something to look into though.

BOE: They spoke about the budget presentation that Dr. Willett will be giving tonight. **Brenda Falusi, PZC:** Attorney Mark Branse from Halloran & Sage came and provided a training regarding Public Hearings. They received three proposals for the revision of the Plan of Conservation and Development. No one was happy with the proposals, so the application process will be open again.

8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

8.1 Presentation of budget options by the Board of Education (BOE).

Dr. Willett gave a presentation with the use of a PowerPoint. Before he began, Ms. Yudichak commented that this is still a work in progress. Dr. Willett outlined that he was going to provide a basic overview of the budget, and provide answers to some commonly asked questions. He said it all begins with him providing a budget. The Board then makes whatever changes are necessary. Once the budget is adopted by the BOE, it gets passed to the Town Manager.

For the 18/19 budget, the Superintendent proposed:

~a 0.78% budget increase = \$308,659

~the total budget = \$39,642,607

The District priorities are: cost avoidance, SRBI/RTI support, academic programs and tuition programs. He explained SRBI/RTI and why it needs to be shored up. Tolland is spending much more money on outplacement than other similar towns. Before tonight's meeting, Dr. Willett was able to do a quick search of various towns, and found that Tolland is the highest in outplacement (amongst the towns he reviewed). While he pinpointed four (4) priorities, he made it clear that there are other items needed, but these are the four main issues bleeding us. He believes we can do a better job for our students.

He provided key information and data points for items people tend to inquire about. Some included:

Tolland is ranked close to the bottom in per pupil expenditures.

He reviewed the tuition rates for the Tolland Public Schools.

The projected class sizes (overall averages): grades K - 2 = 22; grades 3 - 5 = 21; grades 6 - 8 = 21; and grades 9 - 12 = 24.

In terms of teacher compensation, Tolland is in the bottom third in most cases.

A slide was shown regarding HDHP comparative stats. Tolland is competitive in this area.

He reviewed the enrollment figures. For 18/19, he is estimating 2386 kids.

He provided estimates of the annual costs of the buildings.

He closed by saying the future for Connecticut is going to be regionalized school districts. He advised that the presentation shown at tonight's meeting will be made available on the Board's website.

Dr. Willett answered questions from the Council members.

8.2 Consideration of a resolution for the Town Manager to sell to Genovesi Construction LLC the premises located at 97 Gerber Drive for the sum of \$25,000 and the setting of a Public Hearing thereon for February 13, 2018.

Mr. Wilkinson said this item was discussed in a previous executive session. There is an offer of \$25,000 for 97 Gerber Drive. This item is to set the public hearing. The Planning and Zoning Commission reviewed the potential sale, and issued a negative referral. Such disapproval means that the sale of the parcel will require a two-thirds vote of the Town Council. Ms. Samokar had prepared and provided a memo on this item.

David Skoczulek motioned that the following resolution be introduced and set down for a Public Hearing on February 13, 2018 at 7:00 p.m. in the Tolland Town Council Chambers:

WHEREAS, the Town developed the Tolland Business Park in order to promote economic development in Tolland;

WHEREAS, 97 Gerber Drive is a vacant Town-owned parcel in the Business Park;

AND FURTHER, Genovesi Construction LLC has offered to purchase the parcel for \$25,000 for the purposes of moving their business to the parcel;

BE IT RESOLVED that the Town Council authorizes the Town Manager to sell to Genovesi Construction LLC the premises located at 97 Gerber Drive in the Tolland Business Park for the sum of \$25,000 and to sign all necessary documents related to this transaction.

Seconded by Tammy Nuccio.

Ms. Falusi said she appreciated the background provided to them. It gives them a good baseline to take a look at what their future decisions might end up being. She advised that the memo is available to the public in the Council packet.

Ms. Nuccio said she is interesting hearing the facts. She thinks the public is interested and would like to hear from them. Ms. Vincent agreed with Ms. Nuccio.

All in favor. None opposed.

8.3 Appointments to vacancies on various municipal boards/commissions.

David Skoczulek motioned to appoint the following:

8.3.a. Reappointment to Tolland Water Commission

Eugene Koss, 59 Kate Lane, term 01/31/18 – 01/31/22

8.3.b. Appointments to Board of Assessment Appeals – Members and Alternates

Leslie Howlett III, 3 Beech Road, term 11/08/17 – 11/06/19 (**moving from Alternate to Member**)

Robert Entigar, 11 Curtis Drive, term 11/08/17 – 11/06/19 – **Member**

Victoria Ricci, 456 Old Stafford Road, term 11/08/17 – 11/06/19 – **Alternate**

Richard Field, 139 Torry Road, term 11/08/17 – 11/06/19 – **Alternate**

Seconded by Brenda Falusi. 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 1ST MEETING OF THE MONTH ONLY): Mr. Wilkinson had nothing to add.

11. ADOPTION OF MINUTES

- 11.1 January 9, 2018 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed.

12. CORRESPONDENCE TO COUNCIL:

- 12.1 Report from the Capital Workforce Partners
- 12.2 Solicitation from Goman + York Advisory Services

13. CHAIRMAN'S REPORT: Mr. Eccles reported the following:

- ~He sent the BOE schedule out the Council members for scheduling purposes;
- ~A goal sub-committee meeting will be 7 p.m. on January 29th; and
- ~He will work on the co-liaison schedule for the BOE meetings.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS

Tammy Nuccio said she had a meeting with CCM for newly elected officials. The finance person from Bristol spoke about having a line item that was a contingency line item. It would be their first line of defense against over expenditures or when you get smacked with reductions. She wasn't sure if that is something that they want to talk about, or is the general fund good enough. Mr. Eccles said he would like to know what the benefit is to have a separate account.

Ms. Hancock said Tolland usually has a small amount of 'contingency' built into the budget. Every town does it a little bit differently.

Ms. Nuccio will send Ms. Hancock an article she saw in the newspaper about South Windsor doing it.

Ms. Nuccio advised that people can go onto *connecticut.gov* and *financial indexes* to look at all the other towns. It shows that other towns with a triple A bond rating are significantly bigger than us. Our fund balance compared to other towns is not out of line. It is detailed and very interesting.

Ms. Vincent has received the following questions from the residents:

- ~what is the status of the police study? *Mr. Wilkinson said they are working on a draft, which should be done in a couple of weeks.*
- ~is it possible to put the recycling schedule on the town's main page with a tab? *Mr. Wilkinson will try to find a way to get the schedule more noticeable. It is currently on the site though.*
- ~What is going on with Route 195? *Mr. Eccles said he believed there were three problems. One of which was no turn on red off the exit ramp. They will be putting up a sign stating that a right turn on red will only be allowed from the extreme right lane. There was a problem with the fire training center turn in, which they will fix, and lastly, a sign will be put up for the pedestrians. Mr. Wilkinson said the DOT is having funding issues, but he will follow up on this.*
- ~When does tree trimming happen? and can some type of communication be sent out when it is occurring? *Mr. Wilkinson said when the town does it, something can be sent out. He advised that some of the trimming is being done by Eversource.*
- ~There is a panhandler at the entrance to the Big Y plaza. Can something be done? *Mr. Wilkinson said he can talk to the state troopers about it.*

Ms. Falusi would like to see more budget information as it becomes available.

15. PUBLIC LISTED PARTICIPATION *(on any subject within the jurisdiction of the Town Council)*
(3 minute limit)

Dr. Willett advised that they did show the movie *Chasing the Dragon* in school.

Bob Rubino of 296 Weigold Road: (regarding 8.1) - He is in support of Dr. Willett's draft budget. He commented that our Superintendent is much more transparent than the ones in the past. When it comes to regionalization, the

ones who get out in front of it are the ones who control it the best. He hopes the Council gets as excited as he does when they look at Dr. Willett's budget.

16. **ADJOURNMENT:** David Skoczulek moved to adjourn the meeting; Seconded by Christine Vincent at 9:15 p.m. All were in favor.

William N. Eccles, Chairman

Michelle A. Finnegan
Town Council Clerk

TOWN COUNCIL & BOARD OF EDUCATION MINUTES
SPECIAL JOINT MEETING
LIBRARY PROGRAM ROOM
FEBRUARY 1, 2018 - 7:00 P.M.

BOE Members Present: Karen Moran, Michelle Harrold, Colleen Yudichak, Christina Plourd, Jane Pasini, Sam Adlerstein, Jeff Schroeder

BOE Members Absent: Robert Pagoni, Susan Seaver

Council Members Present: Brenda Falusi, Christine Vincent, Dave Skoczulek, Tammy Nuccio, Bill Eccles, Paul Reynolds

Council Members Absent: John Reagan

Others Present: Walter Willett, Steven Werbner, Stacey Forish

- 1) **Call to Order:** The meeting was called to order at 7:00 PM.
- 2) **New Business:** Discussion of Joint Working Agreement.
- 3) **Adjournment:** J. Schroeder / M. Harrold motion to adjourn at 10:14 PM. Motion was unanimously approved.