

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

Time-Place:

**Council Chambers
820 Enfield Street
Enfield, CT
7:00 PM Regular Meeting**

Date: 04/26/16

1. **Call to Order – 7:00 PM**
2. **Invocation or Moment of Silence – Ray Peabody**
3. **Pledge of Allegiance – Ray Peabody**
4. **Fire Evacuation Announcement**
5. **Roll Call**
6. **Board Guest(s)**
7. **Superintendent’s Report**
 - a. **Student Representatives Report**
 - b. **Grant Report**
 - c. **Personnel Report**
8. **Audiences**
9. **Board Members’ Comments**
10. **Unfinished Business**
 - a. **Transition Update**
 - b. **Discussion and action if any regarding Appointing Board Liaison(s) to the Joint Facilities Committee (Tabled on 03-23-16)**
 - c. **Discussion and action if any regarding Appointing Board Liaison(s) to the John F. Kennedy Middle School Pre-Referendum Committee (Tabled on 03-23-16)**
11. **New Business**
 - a. **SRO MOU**
 - b. **Adjustment to School Day Hours and Two Hour Delay Schedule**
 - c. **2016-17 Budget Update (Review of Superintendent’s Budget Memos)**
12. **Board Committee Reports**
 - a. **Building Committee**
 - b. **Curriculum Committee**
 - c. **Finance Committee**
13. **Approval of Minutes: Regular Meeting Minutes – April 12, 2016**
14. **Approval of Accounts and Payroll**
 - a. **For the Month of March 2016**
 - b. **Line Item Transfers, if any**
15. **Correspondence and Communications**
16. **Audiences**
17. **Executive Session**
 - a. **Matter(s) Related to Collective Bargaining**
 - b. **Superintendents Annual Evaluation Report**
18. **Adjournment**



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Superintendent's Report

- a. **Student Representative Report(s)**: Enclosed in your packet, you will find a report from both BOE Student Representatives regarding events/happenings at their respective high schools. Student Representatives may have some additional information or comments to share with Board members.
- b. **Grants Report**: The Grant Report for March 2016 is enclosed for your review.
- c. **Personnel Report**: The Personnel Report for March 2016 is also enclosed for your review.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Transition Update

At this time, I will update the Board regarding the Enrico Fermi/Enfield transition.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Discussion and action if any regarding Appointing Board Liaison(s)
to the Joint Facilities Committee (*Tabled on 03-23-16*)

This item was tabled at the March 23, 2016 Board meeting.

Chairman Sirard previously discussed the concept of Town/Board committees. Enclosed in your packet is a resolution for the Joint Facilities Committee.

Chairman Sirard will continue this discussion at this time.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately by appointing the Board Liaison(s) to the Joint Facilities Committee.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Discussion and action if any regarding Appointing Board Liaison(s)
to the John F. Kennedy Middle School Pre-Referendum Committee
(Tabled on 03-23-16)

This item was tabled at the March 23, 2016 Board meeting.

Enclosed in your packet is a resolution for the John F. Kennedy Pre-Referendum Committee.

Chairman Sirard will continue this discussion at this time.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately by appointing Board Liaison(s) to the John F. Kennedy Pre-Referendum Committee.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: SRO MOU

Enclosed in your packet is a copy of the Memorandum of Understanding (MOU) for the Enfield School Resource Officer (SRO) Program. Both Mr. Drezek and I will address this item with the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately regarding approving the SRO MOU as presented and authorize the Superintendent of Schools to endorse it on behalf of the Board.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Adjustment to School Day Hours and Two Hour Delay Schedule

Enclosed in your packets is information regarding the proposed time adjustments for regular school days and two hour delay schedule. Both Mr. Drezek and I will address this item with the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately regarding approving the adjustment to school day hours and two hour delay schedule as presented.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: 2016-17 Budget Update (Review of Superintendent's Budget Memos)

At this time, I will update the Board regarding the 2016-17 Budget and Budget Memos.



ENFIELD PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT OF SCHOOLS

Date: April 26, 2016
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to Collective Bargaining
- Matter(s) Related to Superintendents Annual Evaluation Report

Therefore, I recommend that the Enfield Board of Education enter into executive session, with the appropriate personnel invited, for the reasons described above. An affirmative vote of two-thirds of the members present and voting is required. Board members can relocate to the Enfield Room for the executive session.


EHS/FHS Student Representative Reports – April 26, 2016
Enfield High & Enrico Fermi High School:

- Penny Rock Performance will be held on May 5th at Enrico Fermi High School in the Auditorium at 7:00 PM.

Athletics for the Week of April 25th

Monday, April 25		Game Time	Bus Time
HOME			
TWO RIVERS MAGNET MS	@ JFK BASEBALL	3:45 P.M.	
SMSA	@ ENFIELD GOLF (Cedar Knob, Somers)	3:00 P.M.	
CANTON	@ ENFIELD BOYS TENNIS	3:45 P.M.	
COVENTRY	@ ENFIELD BASEBALL (JV)	4:00 P.M.	
COVENTRY	@ ENFIELD SOFTBALL (Varsity)	4:00 P.M.	
EAST HARTFORD	@ FERMI BOYS TENNIS	3:45 P.M.	
ROCKY HILL	@ FERMI BASEBALL (JV)	3:45 P.M.	
Away			
JFK Softball	@ Stafford Middle School	3:45 P.M.	2:20 P.M.
Enfield Girls Tennis	@ Canton (Mills Pond Park)	3:45 P.M.	2:15 P.M.
Enfield Softball (JV)	@ Coventry High School	4:00 P.M.	2:15 P.M.
Enfield Baseball (Varsity)	@ Coventry High School	4:00 P.M.	-----
Fermi Baseball (Varsity)	@ Rocky Hill High School	3:45 P.M.	2:15 P.M.
Fermi Girls Tennis	@ East Hartford High School	3:45 P.M.	2:15 P.M.
Fermi Boys Volleyball (JV)	@ Conard High School	5:00 P.M.	3:45 P.M.
Fermi Boys Volleyball (V)	@ Conard High School	6:00 P.M.	-----
Tuesday, April 26			
HOME			
GRANBY MEMORIAL	@ ENFIELD GIRLS TENNIS	3:45 P.M.	
SUFFIELD (JV)	@ ENFIELD SOFTBALL	4:00 P.M.	
EAST CATHOLIC	@ FERMI BOYS & GIRLS TRACK	3:45 P.M.	
Away			
JFK Baseball	@ Tolland Middle School	3:45 P.M.	2:20 P.M.
JFK Softball	@ Tolland Middle School	3:45 P.M.	-----
Enfield Softball (Varsity)	@ Suffield High School	4:00 P.M.	2:30 P.M.
Enfield Boys & Girls Track	@ Canton High School / Classical Magnet	4:00 P.M.	2:15 P.M.
Fermi Boys Tennis	@ Bristol Central High School (Double Header)	3:45 P.M.	2:15 P.M.
Fermi Girls Tennis	@ Newington High School	3:45 P.M.	2:15 P.M.
Wednesday, April 27			
HOME			
SOMERS	@ ENFIELD BASEBALL (Varsity)	4:00 P.M.	
WOLCOTT TECH (JV)	@ ENFIELD BOYS VOLLEYBALL (@ Fermi)	4:00 P.M.	
WOLCOTT TECH (Varsity)	@ ENFIELD BOYS VOLLEYBALL (@ Fermi)	5:00 P.M.	
EAST HARTFORD	@ FERMI SOFTBALL (JV & Varsity)	3:45 P.M.	
ROCKVILLE	@ FERMI GIRLS TENNIS	3:45 P.M.	

Item #7b

ENFIELD PUBLIC SCHOOLS

FY 2016 GRANTS - APRIL

	<u>Applied For</u>	<u>Awarded</u>	<u>Date Submitted</u>	<u>Approval Date</u>
Adult Education - (Grant Portion)	192,584.00	192,584.00	4/9/2015	8/25/2015
Adult Education - Cooperative	60,404.00	60,404.00	4/9/2015	8/25/2015
Adult Education Program Improvement Project	70,000.00	70,000.00	5/18/2015	9/11/2015
Perkins	63,585.00	66,532.00	5/15/2015	10/21/2015
Sheff Open Choice	41,150.00	41,150.00	4/30/2015	6/21/2015
Open Choice Magnet School (from PSIS Report- 75 students)	-	237,342.00	-	2/29/2016
Head Start State Grants (Enhancement, Extended Services, Early Link)	137,838.00	134,411.00	4/14/2015	4/1/2016
Head Start Federal Grants (FY 3/1/15 - 2/28/16)	824,234.00	824,234.00	10/28/2014	2/18/2015
Title I Entitlement	-	841,247.00	11/9/2015	12/8/2015
Title II Entitlement	-	127,363.00	11/9/2015	12/8/2015
Title III Entitlement	-	14,196.00	10/20/2015	1/7/2016
IDEA Section 611, Special Education Assistance (FY 07/01/15-06/30/17)	1,227,774.00	1,227,774.00	5/8/2015	7/1/2015
IDEA Section 619, Preschool Education (FY 07/01/15-06/30/17)	50,080.00	50,064.00	5/8/2015	7/1/2015
Smart Start Grant- Operations	130,000.00	100,000.00	12/19/2014	7/14/2015
Smart Start Grant-Capital Improvements	150,000.00	150,000.00	12/19/2014	5/14/2015
PegPetia Grant	125,391.00	115,366.00	3/6/2015	6/9/2015
District Technology Upgrades to Support Transition to the New Standards	112,606.00	112,606.00	7/17/2015	3/7/2016
LEGO Community Fund US Inc	44,000.00	21,000.00	6/1/2015	11/18/2015
Parent Leadership	28,186.00	24,466.90	8/6/2015	1/4/2016
TOTAL	3,257,832.00	4,410,739.90		

Notes:

Item # 7c.

**CERTIFIED PERSONNEL MATTERS
MARCH 21, 2016 THROUGH APRIL 15, 2016**

RETIREMENT:

<u>NAME</u>	<u>DOH</u>	<u>EFFECTIVE DATE</u>	<u>POSITION / LOCATION</u>	<u>REASON</u>
Ann Leader	09/01/73	09/02/2016	Special Education / Parkman	Retirement

RESIGNATION:

<u>NAME</u>	<u>DOH</u>	<u>EFFECTIVE DATE</u>	<u>POSITION / LOCATION</u>	<u>REASON</u>
Angela Courchesne	09/01/15	06/30/16	Chemistry / Enfield High	Resignation

**NON-CERTIFIED PERSONNEL MATTERS
MARCH 21, 2016 THROUGH APRIL 15, 2016**

NO PERSONNEL CHANGES

ENFIELD TOWN COUNCIL

RESOLUTION NO. _____

Resolution Establishing a Joint Facilities Committee

WHEREAS, the Enfield Town Council and the Enfield Board of Education jointly recognize the need for Town and Board of Education facilities improvements; and

WHEREAS, the Enfield Town Council and the Enfield Board of Education jointly desire to work together to review facility needs, prioritize facility improvement projects and develop a schedule and funding plan for the implementation of needed facility improvements, and

WHEREAS, Strategic Building Solutions, LLC conducted a detailed Facilities Conditions Assessment and Project Inventory by Funding Plan which can serve as a foundation for the Joint Facilities Committee's work, and

WHEREAS, the Enfield Town Council is authorized to establish a Joint Facilities Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Town Council appoint two (2) of its members and one (1) elector to the Joint Facilities Committee; and

BE IT FURTHER RESOLVED, that the Board of Education appoint two (2) of its members and one (1) elector to the Joint Facilities Committee; and

BE IT FURTHER RESOLVED, that the Joint Facilities Committee's duties and responsibilities will be to:

1. Work with the selected architectural and/or engineering firm to review the improvements needed, prioritize these needs and update cost estimates.
2. Work with the architectural and/or engineering firm to prepare a proposed schedule for planning and construction phases.
3. Work with the architectural and/or engineering firm to prepare a funding plan for implementation of the needed facilities improvements.
4. Provide timely updates to the Town Council, the Board of Education and related committees, if any.
5. Transmit quarterly progress reports to the Town Manager.
6. Transmit a final report of its work to the Town Council and Board of Education.

BE IT FURTHER RESOLVED, that the Joint Facilities Committee's duties and responsibilities will terminate after the transmittal of the final report of its work to the Town Council and Board of Education.

ENFIELD TOWN COUNCIL

RESOLUTION NUMBER

Resolution Establishing the John F. Kennedy Middle School Pre-Referendum Committee

WHEREAS, it is a goal of the Enfield Town Council to provide the community with modern, efficient, accessible, and suitably equipped public buildings; and

WHEREAS, the Enfield Town Council and the Enfield Board of Education have recognized the need to prioritize improvements and upgrades to the educational facilities, building systems, and athletic fields at John F. Kennedy Middle School; and

WHEREAS, among the improvements sought is the addition of space sufficient to eliminate the portable classroom trailers on the property; and

WHEREAS, to finance and implement a recommended project requires a successful referendum vote by the electors of the Town of Enfield; and

WHEREAS, before a referendum may be considered and presented to the public a number of tasks must be completed which can be facilitated through the appointment of a John F. Kennedy Middle School Pre-Referendum Committee,

NOW, THEREFORE, BE IT RESOLVED, that the Enfield Town Council does hereby establish the John F. Kennedy Middle School Pre-Referendum Committee to be comprised of the following members, all of whom shall be residents of Enfield: one (1) school administrator, one (1) middle school teacher, five (5) electors, and two (2) town employees (staff); and

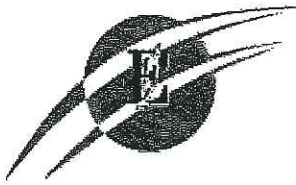
FURTHER BE IT RESOLVED, that the Enfield Town Council, after consulting with the Enfield Board of Education, shall make appointments of the above referenced committee members by way of separate resolutions; and

FURTHER BE IT RESOLVED, the Enfield Town Council and the Enfield Board of Education shall each appoint two of its members to act as liaisons between their respective Council/Board and the John F. Kennedy Middle School Pre-Referendum Committee; and

FURTHER BE IT RESOLVED, that the John F. Kennedy Middle School Pre-Referendum Committee's duties and responsibilities (charge) will be to:

1. Work with the selected architectural and/or engineering firm during the design phase of preliminary plans and cost estimates.
2. Work with the Town, Board staff and engaged consultants to determine enrollment estimates, education specifications, space needs and technology opportunities for the middle school.
3. Work with the architectural and /or engineering firm to prepare proposed scheduling and phasing of planning and construction.
4. Provide timely updates to related committees, Enfield Town Council, Enfield Board of Education and administrators as necessary.
5. Coordinate communication between the John F. Kennedy Middle School Pre-Referendum Committee, the Town Manager, and the Superintendent in order to keep them apprised of updates.
6. Engage citizens, businesses and students in Enfield regarding the proposed improvements to solicit input, record comments, and report findings back to the Enfield Town Council and the Enfield Board of Education.
7. Work with middle school staff, students, parents, and residents to identify priority goals and objectives for the middle school along with the benefit of their ultimate accomplishment.
8. Transmit a final report of its work to the Town Manager by July 22, 2016.

FURTHER, BE IT RESOLVED, the John F. Kennedy Middle School Pre-Referendum Committee shall terminate upon the date of its transmittal of the final report to the Town Manager or upon the Town Council's dissolution of the John F. Kennedy Middle School Pre-Referendum Committee, whichever comes first.



MEMORANDUM OF UNDERSTANDING
ENFIELD SCHOOL RESOURCE OFFICER PROGRAM

This Memorandum of Understanding (hereinafter "Agreement") is made, this ____ day of _____, 2016, by and between the Enfield Public Schools and the Town of Enfield Police Department.

WITNESSETH:

WHEREAS, the Police Department agrees to provide a School Resource Officer (SRO) Program for the Enfield Public Schools.

WHEREAS, the Enfield Public Schools and the Police Department desire to set forth in this Agreement the specific terms and conditions of the services to be performed and provided by the SROs in the Public School System.

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

I. Introduction

The School Resource Officer (SRO) Program involves the placement of law enforcement officers within the education environment. The SROs are Town police officers assigned by the Police Department to serve as liaisons between the school community and the police department and to support the school administration and staff in maintaining a safe and positive school environment.

The SROs are visible and active law enforcement figures at the schools to which they are assigned. The Enfield Public Schools and the Enfield Police Department shall review and adhere to the principles set forth in the Juvenile Justice Advisory Committee guidance document, which is attached hereto as **Exhibit A**, and expressly incorporated into the terms of this Agreement.

1. Cost of the SRO Program

- A. The cost of the SRO Program shall be paid by the Police Department.

2. Employment/Supervision of School Resource Officers

The SRO shall be employees of the Police Department and shall be subject to the administration, supervision and control of the Police Department. As an employee of the Police Department, the SRO will be subject to the chain of command of the Police Department.

- A. The SRO shall be subject to all personnel policies and practices of the Police Department except as such policies or practices may be modified by the terms and conditions of this Agreement.
- B. The Enfield Police Department agrees to provide an SRO to the following schools within the Enfield Public School system:

[Insert schools]
- C. The Enfield Police Department, in conjunction with the principal of the particular school will determine which Enfield Police Officers will assume the roles and responsibilities of an SRO.
- D. It is the responsibility of the SROs to notify their school principal of their police officer work schedule.
- E. SROs shall remain employees of the Enfield Police Department and shall not be employees of the Enfield Public Schools. The Enfield Public Schools acknowledge that the SROs will remain subject to the administration, supervision and control of the Enfield Police Department. However, while acting in the capacity of an SRO, the SROs shall take direction from school administration with the exception that while in the performance of their law enforcement duties the SROs will follow Enfield Police Department protocol.
- F. The school administration shall meet annually with each SRO and the Chief of Police or his/her designee to discuss the job performance of the SRO. The school administration shall then submit a written report to the Chief of Police on the SRO.
- G. In the event a Principal of a school to which an SRO is assigned feels that he/she is not effectively performing his or her duties and responsibilities, the Principal shall contact the Superintendent. Within a reasonable amount of time after the Superintendent receives this information the Superintendent shall notify the Chief of Police or his/her designee. A meeting shall be conducted with the SRO to mediate or resolve any problems. The Chief of Police may dismiss or reassign the

SRO, in accordance with the Enfield Police Department's rules, regulations and general orders.

- H. The Enfield Police Department and the Enfield Public Schools agree to provide their employees with training relative to this agreement and its purposes. The parties agree to maintain regular and open communication to evaluate the effectiveness of this agreement and suggest improvement or adjustments that may be necessary.

3. Duty Hours

- A. SRO duty hours shall be determined by the Police Department. Whenever possible, it is the intent of the parties that the SRO's duty hours shall conform to the school day.
- B. In the event an SRO is absent from work, the SRO shall notify his or her supervisor in the Police Department. The Police Department shall notify school personnel of the absence.

4. Duties of School Resource Officers

The SRO's duties will include, but not be limited to, the following:

- A. To be a visible, active law enforcement figure on campus dealing with law enforcement matters.
- B. To provide a classroom resource for law education using approved materials.
- C. To be a resource for students which will enable them to be associated with a law enforcement figure in the students' environment.
- D. To be a resource for teachers, parents and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.
- E. The SRO will not be involved in ordinary school discipline, UNLESS it pertains to preventing a potential disruption and/or climate that places students at risk of harm. Disciplining students is a School District responsibility, and only when the principal and the SRO agree that the SRO's assistance is needed to maintain a safe and proper school environment would the principal request SRO involvement.
- F. SROs shall take law enforcement action when necessary, including but not limited to the following: 1) when they have personally observed a violation of the law; 2) received a complaint from a victim or a witness of a crime; 3) where the safety of a person or the protection of property is involved; and/or 4) when law enforcement action is required by law. Involvement of the SROs shall not necessarily mean arrest and referral to court.

- G. If the principal believes that in a given situation or incident there is a law violation, the principal shall request SRO involvement.
- H. All local law enforcement and state agencies requesting to conduct formal police interviews, interrogations, and arrests of any student should be referred to the campus SRO
- I. Police will act through school administrators whenever they plan any activity on school grounds. Officers entering school grounds will be aware of the potential disruption of the educational process that police presence may cause. Prior to entering a school to conduct an investigation, arrest or search, officers will consider the necessity of such action based on:
 - The potential danger to persons;
 - The likelihood of destruction of evidence or other property;
 - The ability to conduct the investigation, arrest or search elsewhere.

When taking a student into custody, officers should make reasonable efforts to avoid making arrests or taking students into custody on the school premises. Whenever possible, students should be taken into custody out of sight and sound of other students.

- J. The SRO will be familiar with helpful community agencies, such as mental health clinics, drug treatment centers, etc., that offer assistance to dependency- and delinquency-prone youths and their families. Referrals will be made when necessary.
- K. The SRO and the principal will develop plans and strategies to prevent and/or minimize dangerous situations, which might result in student unrest.
- L. The SRO will coordinate all of his/her activities with the principal and staff members concerned and will seek permission, guidance, and advice prior to enacting any programs within the school.
- M. The SRO is first and foremost a law enforcement officer. This fact must be constantly reinforced.
- N. The SRO may be asked to provide community wide crime prevention presentations that include, but are not limited to:
 - Drugs and the law — Adult and juvenile;
 - Alcohol and the law — Adult and juvenile;
 - Sexual assault prevention — Adult and juvenile;
 - Safety programs — Adult and juvenile;
 - Assistance in other crime prevention programs as assigned.
- O. The SROs will wear their department authorized duty weapons in accordance with department policy.

- P. The SRO will have reasonable access to all areas of the campus and will monitor the building(s), grounds and parking lot(s) in order to provide a safe environment for students, staff and visitors. The SRO will have a designated work area that will be used to meet with students, parents and staff. Where applicable, the SRO will have use of School District equipment which may be required for his/her duties.

5. Administrative Notification

- A. SROs will contact the principal of the school about any juvenile delinquency incidents, charges, and arrests in a timely manner. The SROs shall notify the school principal or their designee and the Superintendent whenever any law enforcement action has been taken while performing in the role of the SRO.

6. Access to Education Records

- A. SROs shall have access to student record information in accordance with the Family Educational Rights and Privacy Act ("FERPA"), §20 USC 1232g.
- B. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence.

7. Data Collection and Monitoring

The parties agree that they will provide baseline data for comparison purposes and regularly collect, share, monitor and report data resulting from the implementation of this agreement.

Data Collection: On a quarterly basis, the following information will be collected:

School—number and types of disciplinary actions, numbers and demographics of students involved, referrals to police.

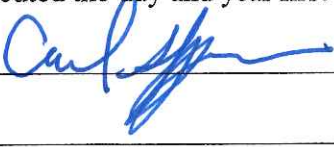
Police—number and types of school incidents for which police incident reports are written, police actions on incidents.

Monitoring and Oversight: On a regular basis and at least quarterly, parties acknowledge and agree that a School/Police Collaboration Team composed of at least two members from each party will meet to provide oversight of the agreement and review relevant data and analysis. At least annually, the Team will prepare a report of activities and make recommendations for improvements to the agreement and/or its implementation.

8. Term of Agreement

The SROs are appointed annually by the Chief of Police, in consultation and agreement with the Superintendent of Schools. It is understood that either party may terminate this Agreement voluntarily upon written notice of thirty (30) days to the other party. A request for revisions or modifications to this Agreement may be made by either party in writing.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed the day and year first written above.

By:  _____

By _____

Regular School Hours

Item #11b.

NEW Regular School Hours

9:05 - 3:31 - SELC
8:55 - 3:21 - K-2
8:35 - 3:01 - 3-5
7:43 - 2:31 - 6-8
7:26 - 2:02 - 9-12

9:05 - 3:31 - SELC
8:55 - 3:21 - K-2
8:40 - 3:06 - 3-5
7:48 - 2:36 - 6-8
7:26 - 2:02 - 9-12

90 Minute Delay Hours

10:35 - 3:31 - SELC
10:25 - 3:21 - K-2
10:05 - 3:01 - 3-5
9:13 - 2:31 - 6-8
8:56 - 2:02 - 9-12

Two Hour Delay Hours

11:05 - 3:31 - SELC
10:55 - 3:21 - K-2
10:40 - 3:06 - 3-5
9:48 - 2:36 - 6-8
9:26 - 2:02 - 9-12

90 Minute Delay Head Start

Reg. Program - 11:00 - 1:00 PM
Ext. Day - Use 90 Min. Delay

Two Hour Delay Head Start

Reg. Program - 11:00 - 1:00 PM
Ext. Day - Use **Two Hour** Delay

90 Minute Delay - Pre-K

AM-Pre-K - Cancelled
PM-Pre-K - 12:20 - 2:50 PM

Two Hour Delay - Pre-K

AM-Pre-K - Cancelled
PM-Pre-K - 12:20 - 2:50 PM

Early Release Days with Lunch

2:00 - SELC
1:50 - K-2
1:30 - 3-5
12:55 - 6-8
12:20 - 9-12

***Early Release Days without Lunch**

10:55 - Head Start
11:10 - AM Pre-K

Early Release Days with Lunch

2:00 - SELC
1:50 - K-2
1:35 - 3-5
1:00 - 6-8
12:20 - 9-12

***Early Release Days without Lunch**

10:55 - Head Start
11:10 - AM Pre-K



ENFIELD PUBLIC SCHOOLS

27 SHAKER ROAD • ENFIELD, CONNECTICUT 06082

TEL: 860.253.6500 • FAX: 860.253.6510 • WWW.ENFIELDSCHOOLS.ORG

DATE: 12 April 2016
 TO: Board of Education Members
 FROM: Dr. Jeffrey A. Schumann, Superintendent
 SUBJECT: 2016-2017 Budget Reductions

Listed below are possible reductions to adjust the Board's budget request to the Town Manager's proposed budget. Please contact me if you have any questions regarding this list.

		FTE	
Health Insurance Adjustment to 20%	\$ 170,720		
Technology Hardware	\$ 168,823		
Science Teacher JFK Gr 6 Team	\$ 55,000	1	
Mathematics Teacher JFK Gr 6 Team	\$ 55,000	1	
Social Studies Teacher JFK Gr 6 Team	\$ 91,615	1	
English Teacher JFK Gr 6 Team	\$ 105,216	1	
World Language Teacher JFK	\$ 55,000	1	
Integrated Pre-school SLP	\$ 55,000	1	
K & Gr. 1 Technology Instruction	\$ 55,000	1	
K - 2 School Counselor	\$ 55,000	1	
K-5 Social Worker	\$ 55,000	1	
MS Technology Instruction	\$ 33,000	0.6	
FACS Teacher	\$ 33,000	0.6	
MS Special Education	\$ 108,426	1	
Paraprofessional Reductions (6 positions)	\$ 137,599	6	
Percussion Director Stipend	\$ 2,200		
K-5 Office Support	\$ 70,462		
Nutrition Services	\$ 125,000		
Culinary Instructional Supplies	\$ 10,000		
Science Instructional Supplies	\$ 8,500		
Art Kilns	\$ 12,000		
Unified Sports Expansion	\$ 6,400		
EHS AP Testing	\$ 64,000		
Postpone CFO replacement	\$ 35,000		
Pension Adjustment	\$ 98,500		
Transportation Fuel	\$ 85,500		
Guidance Text/Periodicals	\$ 7,000		
Magnet School Tuition	\$ 38,424		
General Liability Insurance	\$ 18,750		
Worker Compensation Insurance	\$ 32,150		
Transportation Regular Education	\$ 66,500		
Unemployment Compensation (delete if beyond Manager's Budget)	\$ 19,850		
Retirement Savings (beyond \$240,000 in budget)	\$ (5,296)		
Human Resources salary adjustments	\$ 31,985		
Chemical Safety Advisor Stipend	\$ 2,500		
Crandall PBIS Pilot Stipend	\$ 2,200		
Attendance Officer	\$ 14,000	0.5	
Curriculum Writing	\$ 36,000		
Middle School Athletic Program	\$ 56,000		
Freshman Sport Program	\$ 48,000		
Town Manager's Budget ~ SUB TOTAL	\$ 2,119,024	17.7	\$ 13,615
Reductions beyond Town Manager's Budget Allocation			
Varsity & JV Sports Programs	\$ 658,000		
Extra-curricular activities stipends	\$ 107,000		
Abandon New EHS Schedule (cut approximately 12 teaching positions)	\$ 744,000	12	
Eliminate Full Day Kindergarten (revert to half day programming)	\$ 372,000	6	
GRAND TOTAL	4,000,024	35.7	



ENFIELD PUBLIC SCHOOLS

27 SHAKER ROAD • ENFIELD, CONNECTICUT 06082
 TEL: 860.253.6500 • FAX: 860.253.6510 • WWW.ENFIELDSCHOOLS.ORG

DATE: 19 April 2016
 TO: Board of Education Members
 FROM: Dr. Jeffrey A. Schumann, Superintendent
 SUBJECT: Request for Historical Budget Data

Listed below are data related to the Board's budget, which were requested by a member of the Board. It is possible to go back additional budget years, however that data may take a couple weeks to gather as they are archived and in storage.

Educational Cost Sharing Data

	<u>ECS Grant</u>	<u>Enfield Allocation</u>	<u>Total Budget (budget increase)</u>
2011-12	\$28,380,144 (45%)	\$34,330,863 (55%)	\$62,711,007 (0.00%)
2012-13	\$28,810,492 (46%)	\$34,330,863 (54%)	\$63,141,355 (0.69%)
2013-14	\$29,931,293 (47%)	\$34,330,864 (53%)	\$64,262,157 (1.78%)
2014-15	\$28,973,638 (45%)	\$35,288,519 (55%)	\$64,252,157 (0.00%)
2015-16	\$29,713,578 (45%)	\$36,170,104 (55%)	\$65,883,682 (2.52%)
Five-year Average	(45.6%)	(54.4%)	(0.998%)

CREC/Magnet School Tuition Expenses

2012-13	\$1,488,662
2013-14	\$1,371,465
2014-15	\$1,521,335
2015-16	\$1,438,299
2016-17	Will not know until October 1, 2016 (BOE budget = \$1,532,424) Suggested reduction to \$1,494,000 to meet Town Manager's budget

Special Education Excess Cost Reimbursement

	<u>PPE Threshold</u>	<u>Percent Reimbursed</u>	<u>Amount Reimbursed</u>	<u>Amount Spent</u>
2011-12	4.5x	72%	\$1,289,003	\$1,783,757
2012-13	4.5x	77%	\$1,531,901	\$1,988,593
2013-14	4.5x	76%	\$1,421,970	\$1,867,995
2014-15	4.5x	80%	\$1,266,792	\$1,583,243

	<u>Shortage</u>
2011-12	\$494,754
2012-13	\$456,692
2013-14	\$446,025
2014-15	\$316,451



ENFIELD PUBLIC SCHOOLS

27 SHAKER ROAD • ENFIELD, CONNECTICUT 06082
TEL: 860.253.6500 • FAX: 860.253.6510 • WWW.ENFIELDSCHOOLS.ORG

DATE: 22 April 2016
TO: Board of Education Members
FROM: Dr. Jeffrey A. Schumann, Superintendent
SUBJECT: Superintendent's Recommended 2016-2017 Budget Reductions

Listed below, above the line is a prioritized list I recommend the Board eliminate to meet the Town Manager's proposed budget. I recommend eliminating the items below the line if Board's allocation is reduced by \$1,000,000 beyond the Manager's budget. Please contact me if you have any questions regarding this list.

	FTE	
Technology Hardware	\$168,823	
Health Insurance Adjustment to 20%	\$170,720	
Pension Adjustment	\$ 98,500	
Transportation Fuel	\$ 85,500	
General Liability Insurance	\$ 18,750	
Worker Compensation Insurance	\$ 32,150	
Transportation Regular Education	\$ 66,500	
Retirement Savings (beyond \$240,000 in budget)	\$ 25,550	
Human Resources salary adjustments	\$ 31,985	
Postpone CFO replacement	\$ 35,000	
Unemployment Compensation	\$ 19,850	
Magnet School Tuition	\$ 38,424	
K-5 Office Support	\$ 70,462	
Art Kilns	\$ 12,000	
Culinary Instructional Supplies	\$ 3,000	
Science Instructional Supplies	\$ 5,000	
Unified Sports Expansion	\$ 6,400	
EHS AP Testing	\$ 64,000	
Guidance Text/Periodicals	\$ 5,000	
Attendance Officer Security	\$ 14,000	0.5
Percussion Director Stipend	\$ 2,200	
Paraprofessional Reductions (6 positions)	\$137,599	6
Curriculum Writing	\$ 36,000	
FACS Teacher	\$ 33,000	0.6
MS Technology Instruction	\$ 33,000	0.6
MS Special Education	\$108,426	1
Social Studies Teacher JFK Gr 6 Team	\$ 91,615	1
Science Teacher JFK Gr 6 Team	\$ 55,000	1
World Language Teacher JFK Gr 6 Team	\$ 55,000	1
English Teacher JFK Gr 6 Team	\$105,216	1
Mathematics Teacher JFK Gr 6 Team	\$ 55,000	1
K & Gr. 1 Technology Instruction	\$ 55,000	1
Integrated Pre-school SLP	\$ 55,000	1
K-5 Social Worker	\$ 55,000	1
K - 2 School Counselor	\$ 55,000	1
Nutrition Services	\$125,000	
Middle School Athletic Program	\$ 56,000	
Freshman Athletic Program	\$ 48,000	
<hr/>		
Health Insurance Adjustment to 18%	\$170,720	
Guidance Text/Periodicals	\$ 2,000	
Crandall PBIS Pilot Stipend	\$ 2,200	
Chemical Safety Advisor Stipend	\$ 2,500	
Culinary Instructional Supplies	\$ 7,000	
Science Instructional Supplies	\$ 3,500	
Mentoring Program & KITE Support	\$ 58,849	
Athletic Trainer, Faculty Manager & Athletic Activity	\$ 95,000	
Varsity & JV Athletic Programs	\$658,000	

DRAFT

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
APRIL 12, 2016**

A regular meeting of the Enfield Board of Education was held at Town Hall in Council Chambers, located at 820 Enfield Street, Enfield, CT on April 12, 2016.

1. **CALL TO ORDER:** The meeting was called to order at 7:00 PM by Mike Ludwick.
2. **INVOCATION OR MOMENT OF SILENCE:** Tim Neville
3. **PLEDGE OF ALLEGIANCE:** Tim Neville
4. **FIRE EVACUATION ANNOUNCEMENT:** Tom Sirard announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Walter Kruzel, Raymond Peabody, Lori Unghire, Mike Ludwick, Tina LeBlanc, Tim Neville, Stacy Thurston and Tom Sirard (arrived at 8:30 PM)

MEMBERS ABSENT: Vin Grady

ALSO PRESENT: Dr. Jeffery Schumann, Superintendent; FHS Student Representative Thomas Vose and EHS Student Representative Caitlyn Passmore

Vice Chairman Ludwick reported that Chairman Sirard will be late and Mr. Grady is out of town and unable to attend tonight's meeting.

6. **BOARD GUEST(S):** None
7. **SUPERINTENDENT'S REPORT:**
 - a. Student Representatives – as presented
 - b. FY2016-17 Budget Community Conversation & Public Hearing – as presented
 - c. April Events – as presented
8. **AUDIENCES** - None
9. **BOARD MEMBER COMMENTS**

Mr. Kruzel attended the Buzz Robotics Competition held at Hartford Public High School Academy of Engineering and Green Technology in Hartford, CT. The team worked really hard but unfortunately they did not win. They also held a fundraising event for Buzz Robotics that was well attended. He is not sure how much money they raised but believes it was quite a bit.

Mr. Peabody thanked Two Moms on a Mission for the Easter Egg Hunt and Vendor Fair they held. Both events were quite successful. The money they raise helps our PTO's.

Mr. Peabody wished the Enfield High Band luck in their upcoming competition in Canada. He urged community members to attend the upcoming community FY2016-17 budget

conversation being held on Wednesday, April 13th at 7:00 PM in the Henry Barnard All-Purpose Room. We need your input. We may not do what you are suggesting, but we still need to hear from you.

Mr. Peabody stated the school system needs to be the #2 priority in our Town. Our community safety is the number #1 priority. The Town and Board will hold a public hearing for the FY2016-17 budget on Wednesday, April 20th at 6:30 PM in the John F. Kennedy Middle School Auditorium. We need the public to attend this event. Please get involved.

Mr. Peabody added that the Board has a good working relationship with the Town Council. We will be holding a joint budget workshop.

Mrs. Unghire stated the Hazardville Memorial PTO met and they are doing a great job. They will hold a fun-run on Saturday, May 21st. You can walk or run. Everyone is encouraged to attend.

Mrs. Unghire stated the Enrico Fermi students held a talent show. We have some truly talented students. They had a good variety of talent at this event. They also had an instrumental and slide show about Enrico Fermi that was very informative.

Mrs. Unghire attended the Woman's Club Art Show. She was very impressed by the students art work. We have some very talented students in Enfield. They had some live events at the art show that showed the students working on art items like painting and ceramics.

Mrs. Unghire reported the Opening Ceremony Committee met and are discussing several ideas. We will meet again on Wednesday, May 25th at 7:00 PM in the Board Conference Room.

Mrs. Unghire congratulated the EHS National Honor Society for raising money at ShopRite for their charity. Kudos all of the students involved in this project.

Mrs. LeBlanc also attended the Woman's Club Art Show. Her son made one of the many blue squirrels that were displayed throughout the café. Her son actually found the squirrel he made.

Mrs. LeBlanc encouraged parents to attend several different college fairs that are being offered. You will learn a lot. She was able to talk to an admissions counselor who addressed her many questions. You will learn a lot by attending these. It will help your child to narrow down the fields they would like to major in if they are undecided.

Mrs. LeBlanc stated she was elected to the Board to be transparent and honest. She hopes that what she says will not negatively affect the Board or the replacement of a new Town Council Member. She is a member of the Town/Board joint insurance sub-committee. She read a prepared statement.

Mrs. LeBlanc encouraged all residents to work together and fight for transparency with our Town Government.

Mr. Peabody added there was a face book post about the quality of the food in our schools. He wanted to let everyone know that we have quality insurance protocols in place and the product in question was pulled from the line before anything was served to the students.

Mr. Ludwick thanked our teachers that send out the positive message postcards to the students when they do something good. This really makes a difference to our kids that receive these. He also thanked the teachers for participating in April 1st pranks with the students. It

is great to see the teachers and students having fun while learning.

Mr. Ludwick stated the St. Bernard's Basketball team played in the championship but did not win. These students did not give up and gave it their heart and soul. He is very proud of these dedicated students. They represented our town proudly.

10. UNFINISHED BUSINESS

a. Transition Update

Dr. Schumann stated the repairs to the air compressor for the chemistry lab, technology lab and the lifts in the auto shop at Enfield High have been made.

Dr. Schumann stated the Enfield High School Gym will be open when the students come back from their spring vacation break. The gym is fantastic.

Dr. Schumann added that 4 labs (three graphic arts/engineering labs and one world language lab) will be going in the new STEAM Wing. We will need high powered machines to operate in these labs. We are looking to see if the Building Committee can purchase these items for the labs. We do not believe the new technology would be able to work properly with our current older machines. We would repurpose the older machines in other areas in the high school. We are hoping this can be done.

Mr. Ludwick asked if the gym and cardio rooms are open.

Dr. Schumann stated the gym will be open after the spring break. The cardio room is being used as a music room temporarily. He believes the weight room will be used soon. Hopefully that will also be open after vacation.

11. NEW BUSINESS

a. "Receipt of and Action upon Recommendation of Superintendent of Schools Concerning Teacher Contract Non-renewals in Accordance with Connecticut General Statutes 10-151"

Mrs. LeBlanc moved, seconded by Mrs. Thurston that the Enfield Board of Education that the contract of employment for...

Lauren Andrews
Traci Artioli
Renee Baillargeon
Daniel Barrett
Adam Behling
Donna Bell-Paolucci
Brianna Cacela
Jacqueline Cahillane
Melissa Clark
Christopher Colburn
Courtney Collins
Cheryl Conley
Aimee Cotto
Frances DeLao
Alison Delphia
Amy Dennis

Tara Discepolo
Angela Earley-Alves
Lynsey Eslinger
Melanie Finn-Scofield
Kristen Fitzsimons
Desiree Fontaine
Nicole Fontaine
Steven Fix
Deborah Gaskell
John Paul Gill
Eliza Gonzalez
Michaela Gorham
Donald Gumeary
Erin Hayes
Shawnee Herrlein
Jeanne Horton

Lauren Hughes
Alyssa Ivanoff
Jane Karcz
Allison Law
Isabelle Matos
Kelsey McGuire
Kate Meissner
Adam Mitchell
Michael Misserri
Bridgette Moriarity
Kelly Morrison
Kim Muggleton
Heather Munafò
Joshua Ogradowski
Richard Onofrey
Amber Pascoe

Lee Piekos
Caroline Pierce
Nicole Ricci
Rebecca Rojano
Caryn Rosenberg
Kelly Rossetti
Stuart Sanborn
Alyssa Santos
Jacquelyn Sawn

Jennifer Scully
Leigh Scordato
Kelly Shea
Rebecca Shinner
Kristen Sixbey
Rebecca Skrabely
Bethany Sullivan
Heather Teraila
Justin Teraila

Alexander Tracey
John Unghire
Deborah Wagner
William Walpole
Mary Kate Walsh
Laura Williams
Jennifer Willis
Nicole Wright
Evelyn Wullner

...not be renewed for the following year upon its expiration at the end of the 2015-16 school year, and that the Superintendent of Schools be direct to advise such persons in writing of this action.

Discussion:

Mr. Neville stated this is something we have been doing for years. Board members dread this every year. We are talking about our newest and brightest teachers that have been handpicked by our administration. We are obligated to vote on this due to legal obligations. We do this because we need to. He would like to get to a point where we would not need to do this every year. He finds this personally offensive.

Mr. Peabody echoed Mr. Neville's comments. There is a fallacy out there that teachers can get a job anywhere. This is not true. Other towns are facing the same budget constraints that we are. We are on the brink of moving our school system from good to great. We will do what we can to keep these teachers here. Our goal is to educate our children and support our teachers. This is a tough fiscal time for everyone. We need the funds to give our kids the best world class education we can afford.

Mr. Kruzel added that the State needs to educate students in grades K-12. They do not need to include the colleges.

A vote by **roll-call 6-1-0** passed with Mrs. LeBlanc in dissent.

12. BOARD COMMITTEE REPORTS

a. Building Committee

Mr. Neville stated we are on target. He believes the weight room is currently being used. We were paying for storage for the equipment. The gym will be turned over after the spring vacation. The Building Committee will meet on Thursday, April 14th.

Mr. Kruzel stated the foundation is in for the music wing. He thanked the staff and students of Enfield High for putting up with the construction. It will all be in the past very soon.

b. Curriculum Committee

Mr. Neville stated the Curriculum Committee will meet on Wednesday, April 13th

c. Finance Committee

Mr. Peabody stated the Finance Committee will meet on April 25th.

- a. Policy Committee

Mr. Ludwick stated the Policy Committee will meet on April 28th.

13. APPROVAL OF MINUTES

Mr. Kruzel moved, seconded by Mr. Neville that the Regular Meeting Minutes of March 22, 2016 be approved. A vote by **show-of-hands 6-0-1** passed with Mrs. Unghire abstaining.

14. APPROVAL OF ACCOUNTS PAYROLL - None

15. CORRESPONDENCE AND COMMUNICATIONS

- a. Thank you note from Elizabeth Bouley for Board Member participation in the Pink-a-Thon.

16. AUDIENCES

Bob Tkacz, No Certain Address – Mr. Tkacz stated the practice of non-renewals has been going on since the 1970's. This was done when he was a Board member. This needs to be done for all non-tenured teachers. The Board's budget exceeds the Town's budget. The police department's budget is a small portion of the Town's budget. The school has been the #1 priority. The superintendent present his budget requests to the Board who then present it to the Town. The Town will set the budget they can afford. The insurance is set by contracts and by the co-pays. There is no mismanagement of funds or impropriety. Insurance costs have gone through the roof. Medical costs have risen sharply. He wished everyone would stop getting so upset about this. You will hear the real facts at the community conversation and public hearing.

Gina Sullivan, Spier Avenue – Mrs. Sullivan would like the Board to address the questions raised by Ms. Grant at the last Board meeting about budget items. Mrs. Grant cannot be here tonight. Thank you.

Jen Bruyette, Laurel Park – Ms. Bruyette is glad to hear that you are considering joining CABE. Hopefully this will fit in still with the budget cuts. There is a lot of misconceptions and misunderstanding about the insurance. She would like someone to explain this to the community so we can all understand what is going on. She doesn't understand and she is an accountant. She thanked Mrs. LeBlanc for her comments.

17. EXECUTIVE SESSION

Mr. Kruzel moved, seconded by Mrs. Unghire that the Enfield Board of Education enters into Executive Session for Matter(s) Related to Personnel and Matter(s) Related to Collective Bargaining.

A vote by **show of hands 6-1-0** passed with Mrs. Thurston in dissent.

The Board relocated to the staff lounge for the Executive Session at 7:30 PM. Dr. Schumann joined the Board in Executive Session.

No Board action occurred during the Executive Session.

Mr. Sirard arrived at 8:30 PM.

18. ADJOURNMENT

Mrs. Thurston moved, seconded by Mr. Kruzel to adjourn the Regular Meeting of April 12, 2016.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:15 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary