

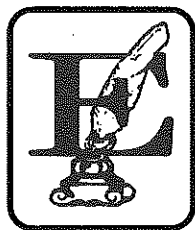
**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

Agenda

Date: 09/11/12

**Time-Place: Enfield Town Hall
 820 Enfield Street
 Council Chambers
 Enfield, CT
 7:30 PM Regular Meeting**

- 1. Call to Order – 7:30 PM**
- 2. Invocation or Moment of Silence – Vincent M. Grady**
- 3. Pledge of Allegiance – Vincent M. Grady**
- 4. Fire Evacuation Announcement**
- 5. Roll Call**
- 6. Approval of Minutes: Regular Meeting Minutes – August 28, 2012**
- 7. Board Guests**
 - a. Mrs. Deborah Berger, Principal, Enfield Street School**
- 8. Correspondence and Communications**
- 9. Audiences**
- 10. Board Members' Comments**
- 11. Superintendent's Report**
 - a. Welcome Student Representatives**
 - b. First Week of School & Curriculum/Open House Nights**
 - c. Rachel's Challenge Week (*September 17-21*)**
 - d. Superintendent's Entry Plan Activities**
- 12. Board Committee Reports**
- 13. Approval of Accounts and Payroll**
- 14. Unfinished Business**
 - a. Policy Revision #6145 Eligibility – Extracurricular Activities – Second Reading**
- 15. New Business**
 - a. Policy Revision #6156.2 Off-Site Computer Use by Staff – First Reading**
 - b. Transportation Discussion and Action if any**
 - c. Policy Revision #9368 Order of Business and Board of Education Meeting Conduct – First Reading**
 - d. Policy Revision #8341 Meetings – First Reading**
 - e. Policy Revision #9133 Committees of the Board – First Reading**
 - f. Policy Revision #2110 Superintendent Job Description – First Reading**
 - g. Policy Revision #2110.1 Purposes of Evaluation – Superintendent of Schools – First Reading**
- 16. Executive Session**



ENFIELD PUBLIC SCHOOLS

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

Date: September 11, 2012
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Superintendent's Report

- a. **Welcome Student Representatives** – We held an in-service/orientation for Student Representatives and Alternates as well as Student Senate Council Representatives and Class Presidents on Friday, September 7th. Chairman Neville, Vice Chairman Grady and Deputy Superintendent Drezek joined us. We welcome our high school representatives to tonight's meeting.

- b. **First Week of School & Curriculum/Open House Nights** – The Enfield Public Schools enjoyed a great first day on Tuesday, September 4th. The superintendent and Chief Information Officer travelled together and visited all ten schools. The Chief Academic Officer and Chief Personnel Officer travelled together and visited 5 schools. The Deputy Superintendent and Chief Finance Officer travelled together and visited the other five schools. All members of the cabinet reported that it was great to see our teachers and students back in their classrooms engaged in learning activities from the opening bell.

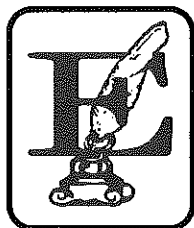
As is to be expected with such a large district and so many moving parts, there were some glitches that we suspected: transportation and lunches. All of these are being looked into at the building, Central Office and Board level. Many have been resolved and the remainder we hope to resolve shortly. Below is a summary of some of concerns brought to Central Office over the first few days of school:

Overcrowding on some buses
Students placed on the wrong buses
Requests for special transportation stops

Schools will be holding curriculum nights and open houses during the month of September. Please refer to our website www.enfieldschools.org for specific dates and times.

- c. **Rachel's Challenge Week** - During the week of Sept. 17th, in an unprecedented action, the Town of Enfield is bringing the 'Rachel's Challenge' program to every school in Enfield. Rachel's Challenge is the largest character education program in the nation. Flyers will be mailed home to Enfield residents. If you would like to find out additional information about Rachel's Challenge please refer to our website www.enfieldschools.org.

- d. **Superintendent's Entry Plan Activities** – The Listen and Learn Activities will begin on October 2nd at Eli Whitney School. A complete list can be found on our website www.enfieldschools.org.



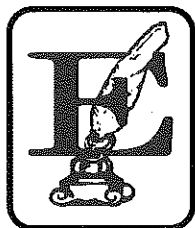
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Date: September 11, 2012
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Policy Revision #6145 Eligibility – Extracurricular Activities – Second Reading

Mr. Johnson, Chair of the Policy Review Committee, will address this policy. This policy was discussed at the last Board meeting and the Policy Review Committee reviewed the proposed changes to and is recommending it to the Board for a second and final reading.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the approval, as a second reading of Policy #6145 Eligibility – Extracurricular Activities as presented.



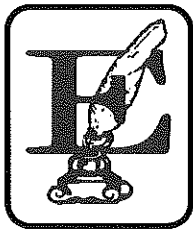
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Date: September 11, 2012
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Policy Revision #6156.2 Off-Site Computer Use by Staff – First Reading

Mr. Johnson, Chair of the Policy Review Committee, will address this policy. This policy was discussed by Policy Review Committee and they are recommending the proposed changes to the Board for a first reading.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding the approval, as a first reading of Policy #6156. Off-Site Computer Use by Staff as presented.



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Date: September 11, 2012
To: Enfield Board of Education
From: Dr. Jeffrey A. Schumann
Re: Transportation Discussion and Action if any

Chairman Neville will address this item. The Board may take any action(s) deemed appropriate regarding transportation.

Item #6.

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
AUGUST 28, 2012**

DRAFT

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 August 28, 2012.

1. **CALL TO ORDER:** The meeting was called to order at 7:30 PM by Chairman Neville.
2. **INVOCATION OR MOMENT OF SILENCE:** Peter Jonaitis
3. **PLEDGE OF ALLEGIANCE:** Peter Jonaitis
4. **FIRE EVACUATION ANNOUNCEMENT:** Chairman Neville announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Peter Jonaitis, Charles Johnson, Vin Grady, Tina LeBlanc, Joyce Hall,
Jennifer Rancourt, Donna Szewczak and Timothy Neville

MEMBERS ABSENT: Kevin Fealy

ALSO PRESENT: Dr. Jeffrey Schumann, Superintendent and Mr. Christopher Drezek, Deputy Superintendent

6. **APPROVAL OF MINUTES**

Mr. Grady moved, seconded by Ms. Hall that the Special Meeting minutes of July 10, 2012 be approved. A vote by **show-of-hands 7-0-1** passed with Mrs. Szewczak abstaining.

Ms. Hall moved, seconded by Mr. Grady that the Regular Meeting minutes of July 10, 2012 be approved.

Chairman Neville would like additional information regarding paying in advance for meals and the transaction fee for doing this. It seems like we are adding a fee on something we want parents to use. He would like to know if there is another more efficient way for parents to do this. Mrs. Rancourt would also like to know the name of the website so they can look into it themselves. Dr. Schumann will look into this for Board members.

A vote by **show-of-hands 8-0-0** passed unanimously.

Mr. Grady moved, seconded by Ms. Hall that the Special Meeting minutes of July 18, 2012 be approved.

Mr. Jonaitis would like to know if Board members will receive a copy of the new version of Roberts Rules of Order. Chairman Neville would like all Board members to receive this. Mr. Johnson stated the newer version would be different than what Board members previously received. Mr. Johnson, Mrs. Szewczak and Chairman Neville would like to receive the CD version. They would be able to place it on the iPads as an app. Chairman Neville would like Dr. Schumann to look into these items and provide the Board with the information. Dr. Schumann will also look into this for Board members.

A vote by **show-of-hands 8-0-0** passed unanimously.

Ms. Hall moved, seconded by Mrs. LeBlanc that the Regular Meeting minutes of June 26, 2012 including the Public Hearing Minutes related to Certification of Children's Internet Protection Act be approved. A vote by **show-of-hands 7-0-1** passed with Mr. Grady abstaining.

7. BOARD GUESTS

a. Patty Herbst – School Messenger

Dr. Schumann stated that Patty Herbst from SchoolMessenger will speak to the Board tonight about a rapid notification system. She gave each Board member a handout about this system.

Ms. Herbst thanked Board members for allowing her to be here tonight and appreciates this opportunity to discuss the SchoolMessenger rapid notification system. Ms. Herbst stated that SchoolMessenger has formed a consortium with ACES and CREC. This system can call and inform parents through many different forms of communication (e-mail, text, phone calls, etc.) when there is an emergency situation. It is instant and very useful by broadcasting and sending out messages. We are number one nationwide. In the Harford area many school districts as well as the Coast Guard, National Guard and New York School System use SchoolMessenger.

Ms. Herbst reviewed how the program works and the benefits of SchoolMessenger with Board members.

Mr. Jonaitis asked what will happen when the power goes out like what happened last October. Ms. Herbst stated there was no single point of failure with their system. We will use other signals to get the message out like smart phones, internet, etc.

Chairman Neville stated during this storm, the cell phone towers were not working. Ms. Herbst stated we will bounce our signals off of different towers to get the messages out.

Mr. Johnson asked about e-mails not going through due to power outages. Will this system produce a report letting you how many calls went through and did not go through? Ms. Herbst stated you will choose how many attempts will be made within a certain timeframe and can produce reports showing this.

Mr. Johnson asked if the system can work in reverse. Ms. Herbst stated people cannot get into our system. We have many firewalls. We will use your K-12 student information so no predators will receive messages. You cannot call in and subscribe to receive messages.

Mr. Johnson asked if this system can send out messages to the community. Ms. Herbst stated this is setup based on the number of students. If you wanted to add community members it would be an additional cost. Mr. Johnson stated everything is based on the number of students receiving the message.

Mr. Johnson asked if this number will include magnet students and parochial students. We could add a database for those students but they would need to pay for the fee. This system has the capability to do that.

Mrs. Leblanc stated this system can be used for many different purposes besides emergency situations. It can be used for reminders, report card conferences, concerts, etc. Is this something that a lot of districts are doing? Ms. Herbst stated they usually start with emergencies and branch into a variety of outreach programs/events to send messages. Mrs. LeBlanc stated that any student that is registered with EPS can receive messages. Ms. Herbst stated parents will have the ability to replay messages that have been sent in case they are

deleted.

Mrs. Rancourt stated the Town uses Everbridge and it is similar to this system.

Mrs. Rancourt stated if a student is absent you will receive a call about this. Ms. Herbst stated that is correct it will work with your student information system. There are many features with this system.

Mrs. Rancourt asked if the forms parents complete at the start of school every year are entered into our system. Dr. Schumann stated our student information system has some of the information already. We would printout the information and have parents make any necessary changes or parents can log in and make the changes themselves in SchoolMessenger.

Mrs. Rancourt stated if you set it so you receive text messages and you do not have unlimited text capability on your phone, you need to be aware that you can be billed. Ms. Herbst stated parents can choose how they want to receive messages. Parents would need to opt in to receive a SMS message. We will send out a test message with a disclaimer first about that. We have templates for the district to use so it can be successful.

Mrs. Rancourt asked who would be responsible for sending out messages when a student is on a sports team. Dr. Schumann stated we would rely on the individual schools to send out those messages in the future and the bus company to ensure that the student's bus numbers are correct.

Mrs. Szewczak asked how many query parameters can be setup per student. Ms. Herbst stated the number is unlimited but a field of 6 is needed for a query.

Mr. Johnson asked when a student is absent from school, will this system allow for two-way communication so the parent can speak with someone immediately. Ms. Herbst stated this can be done. It will depend on how you setup the system. Interactivity can be setup. We make upgrades two times a year based on the district's feedback.

Mr. Johnson asked if there are any limitations with the database size with queries. Ms. Herbst stated there are a minimum number of fields needed for a query. We will integrate with Pentamation and tie that in with other programs into SchoolMessenger. There are no limitations with the queries. We can accept over 100 different kinds of systems. It is the most robust system in the nation.

Mr. Grady asked how long will the setup take. Ms. Herbst stated for emergencies it can be anywhere from 6-10 hours to set it up. Adding other systems can take more time, up to a week.

Mr. Grady asked if we would be limited the amount of times we change our student information system. Ms. Herbst stated you can change your system as many times as you want to. Our technical support team is excellent. We offer a 5 minute guarantee and are available 24/7 and are based in the United States.

Mr. Jonaitis stated the cost per student is \$1.84 and everything is included in the price. Ms. Herbst stated the cost is usually \$2.75 but CREC has negotiated the price. Everything is included in this price.

Mrs. Szewczak asked if there is a maintenance fee or setup charges. Ms. Herbst stated there are no additional charges. The first year it is based on the number we were provided by Dr. Schumann. The second year it is based on the number of students in the database.

Mr. Johnson asked who will build the database and is software/hardware maintained by you or us. Ms. Herbst stated the system is fully hosted software and will be maintained by SchoolMessenger and Mr. Bourassa.

Mr. Johnson asked about the up time. Ms. Herbst stated 100%. We have never been down. She encourages you to contact other districts that are using SchoolMessenger. It is easy to use.

Ms. Hall asked if formal training is needed. Ms. Herbst stated we will offer remote training through go-to-meeting for 9-12 administrators. We will also offer refresher training.

Mr. Johnson asked if Mr. Bourassa has looked at this. Mr. Bourassa has not gone through the SchoolMessenger system, just the information that has been provided by Ms. Herbst.

Mr. Jonaitis stated it does not matter what kind of system you have. SchoolMessenger will work with them all. Ms. Herbst stated it is a web based system and can be accessed from anywhere or by telephone.

Mr. Johnson asked about security. Ms. Herbst stated the system is password protected and is encrypted. There are a lot of security measures in place.

Chairman Neville asked if you forget your pin or password. Ms. Herbst stated we have settings for them to use.

Chairman Neville asked about broadcasting to large groups of people. Does this include the teachers/staff as well as students? Ms. Herbst stated they are included. Chairman Neville asked if there are any size restrictions for sending out newsletters. Ms. Herbst stated there are size restrictions for newsletters – 2 megs each.

Chairman Neville thanked Ms. Herbst for her presentation.

Ms. Hall asked if we have spoken to anyone that uses this system. Dr. Schumann stated both Newington and CREC use SchoolMessenger.

Ms. Hall asked how long have the district's in this area been using SchoolMessenger. Ms. Herbst stated some districts have been with us around 6-8 years. CREC has been with us for 2 ½ years. Southington has been with us for 6 years. SchoolMessenger has been around for 12 years. Many districts use our system.

Chairman Neville asked if anyone else used Pentamation. Ms. Herbst stated yes. This is fail proof. The data integration is seamless.

Ms. Herbst thanked Board members.

8. CORRESPONDENCE AND COMMUNICATIONS

a. Congressional Record – House of Representatives Recognition

Chairman Neville stated that both Dr. Gallacher and Mr. Torre were unable to attend tonight's meeting and asked Mrs. Szewczak to read the following.

CONGRESSIONAL RECORD - PROCEEDINGS AND DEBATES OF THE 112TH CONGRESS,
SECOND SESSION

House of Representatives

IN HONOR OF ANTHONY A. TORRE & JOHN GALLACHER, PH.D.

HONORABLE JOSEPH D. COURTNEY
OF CONNECTICUT
IN THE HOUSE OF REPRESENTATIVES

MR. COURTNEY. Mr. Speaker, I rise today to recognize the remarkable careers of Dr. John Gallacher and Anthony A. Torre. As these men prepare to retire as the Superintendent and Assistant Superintendent of Schools for the town of Enfield, they leave a legacy of excellence and two very big shoes to fill.

Dr. John Gallacher's passion for education began in 1968, when he started his career as a sixth grade teacher for the Elmhurst U-205 School District in Elmhurst, Illinois. He moved to Iowa eight years later to become an Elementary School Principal: first for the Ponorria-Linden Community School District in Panora, Iowa, and then for Washington and Torrence Schools in Keokuk. Dr. Gallacher continued his work in Keokuk until 1992, serving as the Instructional Services coordinator and the Superintendent of Schools for the district. Having held a variety of positions within the public school system, Dr. Gallacher brought an impressive knowledge and diverse set of skills to Enfield, Connecticut. He has worked as the Superintendent for the past twenty years, where he earned the reputation of an astute problem solver and tireless worker.

Like Dr. Gallacher, Anthony Torre experienced multiple facets of education before becoming an administrator for the Enfield Public School System. In 1959 he started out as a classroom teacher at A.D. Higgins Junior High School, working for six years before transitioning to the Chair of the Math Department at Enfield High. Mr. Torre went on to serve as the school's Assistant Principal and Principal as well as the Principal of Enrico Fermi High School in town. He has remained at this current position of the Assistant Superintendent of Schools for nearly forty years, playing a key role overseeing the expansion of the town's High Schools and ensuring the technological advances were integrated into the classrooms.

These two men have nearly one-hundred years of experience between them. I ask my colleagues to join with me to recognize the astonishing service that Dr. John Gallacher and Mr. Anthony Torre have provided to Connecticut's children.

Chairman Neville asked Dr. Schumann and Mr. Torre to present this Congressional Record to both Dr. Gallacher and Mr. Torre.

9. SUPERINTENDENT'S REPORT

- a. Communication – as presented
- b. Staff Convocation & Professional Development – as presented
- c. Back to School – as presented
- d. BOE Retreat – as presented
- e. Summer Reading Lists Update – as presented

Ms. McKernan the Chief Academic Officer reviewed her memo regarding the summer reading program with Board members.

Mrs. Rancourt asked about Enfield High's summer reading list requirement start. Ms. McKernan stated they just started this. Mrs. Rancourt stated her son is a senior at EHS and

went to FHS before and they had summer reading lists they received from the library.

Mrs. Szewczak asked how we can promote challenging literature without censoring. Ms. McKernan stated there are good books beyond the lists that students receive. Books that are on the lists must be a good read and should have literary value. We do not want to discourage students from reading. By looking at the lists in April, we can make sure the books are reviewed by staff with good background knowledge and work together to make sure the lists that we put out are of high quality, rigorous and have standards for reading at grade level with the Common Core State Standards for student learning by putting our endorsement behind a set of books for a good summer read.

Mr. Jonaitis asked if students can go off of the reading list and submit a report that will show they did read something. Ms. McKernan stated students can read one book on the summer reading list and one book of their choice.

Mr. Jonaitis stated the English and Language Arts departments make up the reading lists. Can they include non-fiction books to the reading list? Ms. McKernan stated the summer reading assignment is tied to the class. They will take a quiz or a writing assignment on the books they read over the summer. She believes adding non-fiction books to the list would be highly supported by the Common Core State Standards. This is something we can look at and should look at.

Mr. Johnson would like to make sure we have something in place. This is something we really haven't had to deal a lot with and would like to get this item off of the table. We don't want students reading books that are not appropriate for them. The books that are being read need to mean something to the curriculum. He does not have a problem with students reading books outside of the reading list. We should recommend books that we endorse as a school system not because they came off a national list. Ms. McKernan believes this can be done by the work of the subcommittee stating the schools' recommendations.

Mr. Jonaitis does not want to see controversial books on the list.

Chairman Neville understands what Mr. Jonaitis is saying. We do not want censorship. By adding non-fiction books to the list is a good thing. The books need to have value to the curriculum. There will be a process for reviewing the summer reading lists based on our curriculum that will be reviewed by the departments. Ms. McKernan stated that can be done.

Dr. Schumann added one additional item to the Superintendent's Report regarding the selection process for the new assistant principal position at JFK Middle School. We received 74 applications and 11 individuals were chosen for interviews. One candidate withdrew their application due to being offered a position in a different school system. We have interviewed 10 candidates. We selected 4 to give presentations to the committee. We are advancing 3 candidates to the focus groups to be held at JFK Middle School next Thursday, September 6th evening. Board members are welcome to attend. If you would like to be part of the focus group, please call Mrs. Zalucki. After the focus groups are completed we will decide if the committee will make site visits or not before we bring a candidate to the Board.

Mr. Jonaitis asked about the presentations. Dr. Schumann stated the candidates were asked to present 4 scenarios (lost child, snow delay, data presentation and special education). This was done in 2 groups. Each presentation was to be around 8-10 minutes.

Mr. Drezek added the candidates met in two different locations and were given 4 tasks outlining their vision for middle school education, their personal vision for themselves, their personal vision for students, parents and the school and why they should be chosen for the position.

Mr. Jonaitis asked if this is going to be the new standard for hiring principals. Dr. Schumann stated yes. Mr. Jonaitis stated this is a good process.

- f. Grants Update – as presented
- g. Personnel Report – as presented

10. AUDIENCES

Bill Thomson, Duff Drive - Mr. Thomson thanked the Board for their service to the community and appreciates the time you have committed to serving on the Board and the difficult decisions you need to make on behalf of the children/students in Enfield. The Board saved the district money by settling the First Cathedral lawsuit. The other district pursuing a graduation lawsuit did not receive a favorable outcome. By settling this, you saved Enfield taxpayers a lot of money. Mr. Thomson thanked the Board for making education your first priority.

Christy Bosco, Southwood Drive – Mrs. Bosco thanked Board members for your quick response she received regarding the summer reading lists. She would like to know where the procedures that should have been in place were. She would like to know who approved the list and who is responsible. Someone should be accountable for this. She will not mention the title of the book she is questioning, but it is not appropriate. This is not something the school system should recommend as summer reading. She e-mailed Mr. Cuhna at Enfield High and he did not have a concern with this. This is also a concern for her. She is glad the Board is addressing this issue. She thanked Board members.

Chairman Neville stated it is not part of our process to address this now but it may be addressed under Board member comments.

11. BOARD MEMBER COMMENTS

Mr. Jonaitis stated he did not receive any e-mail due to the problems he is encountering. The lists start with the department heads and somewhere along the line they come to an agreement. He would assume the department chair would sign off on the list and it would then go to a vice principal or principal. Chairman Neville stated it would go to the Curriculum Director. Mr. Jonaitis added there is a chain of command for the process.

Mr. Jonaitis address the first speaker by stating the other district pursuing a graduation lawsuit has appealed that decision and will continue the fight to the Supreme Court. The cost for the lawsuit is around \$15K and their insurance company is backing them unlike ours.

Mrs. LeBlanc thanked Mrs. Bosco for speaking tonight. We are in the process of adding steps to ensure this does not happen again. The next summer reading list should put your mind to rest with the new procedures that will be in place. As a parent, she commends you for coming forward with this.

Mrs. LeBlanc stated school starts next week. It will be a busy time for parents and students with open houses. Read the notices that will come home with your children. We will be in full gear next week.

Mr. Johnson agrees with Mrs. Bosco and this kind of reading material should not be in our school. If a parent wants to have their child read it, so be it. This is something the Enfield Public Schools should not endorse. We have discussed this at a policy meeting earlier tonight. We will look into this.

Mr. Johnson stated that he agrees with what Mr. Jonaitis stated about the other district

pursuing a lawsuit regarding graduations. They will appeal this to the Supreme Court. They are expecting this suit to cost up to \$15K. We did not pursue this fight due to reluctance from our insurance carrier.

Mr. Johnson asked for your patience with bussing for the first week or so. For some students this is new. He wished everyone a good school year.

Mr. Grady wished the students and parents good luck. They are in very good hands with the teachers we have in our school system.

Mr. Grady thanked Mr. Thomson for saying this Board saved the district money for settling the lawsuit. We were in a place where our insurance carrier did not want to cover us anymore. He believes the Board made the right decision not to pursue this.

Mrs. Rancourt thanked Mrs. Bosco and understands the issue with the book and would also want someone to be accountable. We have steps in place to make sure this does not happen again.

Mrs. Rancourt attended the staff convocation and it was fabulous and felt very motivated. She hopes all the teachers are excited.

Mrs. Rancourt stated as the Eli Whitney representative, they will hold a teacher/staff back to school breakfast tomorrow at 8:00 AM. On Friday September 7th at 5:30 PM they will hold a back to school picnic and they are asking everyone to bring canned goods for the Enfield Food Shelf. The first PTO meeting will be held on September 11th and they will start a school fundraiser on September 12th. Family Day will be held on Sunday September 16th. This is a wonderful event for community members to attend.

Mrs. Rancourt stated there is still time to sign your child up for before and after school care. The Y will have a program at Crandall, Hale and Parkman from 7:00 AM – 6:00 PM and ERfC will be at Barnard, Enfield Street, Memorial and Eli Whitney. You can apply on line or by going to our website. The ERfC program will also be at JFK.

Ms. Hall is looking forward to the start of a new school year. She has been down in Georgia and our temperature was pretty much the same as down there.

Ms. Hall asked for parents and community members to collect Box Tops for Education. All of the schools collect these. The PTO's are the ones that will turn these into money for the schools. They can be dropped off at any school or you can bring them to Central Office. Head Start collects Labels for Education that can be found on Campbell Soup Cans.

Mrs. Szewczak stated over the past three years we have consolidate and reorganized and have some great programs coming on line. We now have iPads for our students. These are good conscientious decisions the Board has made by not spending money and has worked in conjunction with the Town Council and have been able to push money forward to the next year. This is a really big deal. We were able to start an iPad program.

Mrs. Szewczak thanked Mrs. Bosco for bringing this item forward. She is stunned by some of the books.

Chairman Neville thanked Mrs. Bosco for bringing this problem to us. You identified the problem very articulately. We did not know about this. This is why we moved so quickly on this and have put something in place so this will not happen again. He is assuming that some of the books came from national recommendations. You are not about censorship and neither are we. As Mr. Johnson stated, we need to make sure someone reviews the books on the lists

to make sure they meet our criteria. Parents can decide what books their children read. Our summer reading list must meet our recommendations and meets our curriculum and State goals. This is what we are putting in place. The criteria will be specified now and appreciates you bringing this forward.

Chairman Neville agrees with Mrs. Rancourt and commends Dr. Schumann and his cabinet for the staff convocation. He has attended many over the years and this was the best. It was exceptional and made him want to get back into the trenches. He was pleased that you showcased the students. The students deserved the standing ovation they received. The technology used was a good role model for staff. He hopes that this will be aired on E-TV. This was such a positive message. They were left with a positive message about education.

Chairman Neville liked the Mayors comments. We have started a relationship with the local business community. We have local companies that are willing to share their expertise with us and collaborate with us. He would like Dr. Schumann and Ms. McKernan to set some dates and meet with them to continue these partnerships. He knows Dr. Schumann has started something with Lego. Mass Mutual, Eppendorf and Hallmark are more than willing to get involved with us.

Chairman Neville stated Rachel's Challenge was also mentioned. This was started as part of a collaboration coming from tragedy. He is pleased that this is happening and would like an update on this.

Chairman Neville stated he would like to start discussing the graduation start time by pushing it back 1 hour. He enjoyed the graduation ceremonies on the field. By pushing this back an hour, we can avoid some of sun/heat and make it easier for parents to get here. He has discussed this with the Mayor who is also in agreement with a later start time. We will need to contact the Safe Grad groups about this now before they book anything. He would like Dr. Schumann to look into this also.

Chairman Neville wished everyone a great start to the new year!

Mrs. LeBlanc stated that she is reaching out to some of the athletic groups in our community about having our students sing or play the National Anthem at events. She has spoken to Councilman Crowley about this. We have some really talented students and we would like to showcase them. We need to reach out to our students.

Mr. Jonaitis stated the buses should run smoothly this year. We now will have daycare available at each of the schools.

12. **BOARD COMMITTEE REPORTS** - None
13. **APPROVAL OF ACCOUNTS PAYROLL** - None
14. **UNFINISHED BUSINESS**

Suspend the Rules – Add an Item to the Agenda:

Mr. Grady moved seconded by Mrs. Rancourt to suspend the rules to add an item to the agenda. Policy #6145 Eligibility for Extracurricular Activities – First Reading.

Discussion:

Mr. Johnson stated this policy is for eligibility for extracurricular activities. We now have grade 6 students in middle school. The idea is to correct the current policy for students in grades 7-

12 to students in grades 6-12. All students will be required to meet the same eligibility requirements.

Chairman Neville stated this will be for the C- rule for students so we will follow the CIAC rules. The only way to get this in time for the start of school would be to suspend the rules and add an item to the agenda. This would become Item 14b.

Mr. Jonaitis asked how other schools with the same grade configurations are doing this. Chairman Neville has not spoken to anyone about this. He recalls schools with the same grade configurations as ours would have all the students follow the same grade requirements. If they are going to be on the same team, they will need to adhere to the same rules. Currently this would not apply to grade 6 students based on our policy.

Mr. Jonaitis asked if grade 6 students will participate in sports. Chairman Neville stated yes. Mrs. Szewczak stated they will be all going to the middle school. Mr. Jonaitis is concerned with safety. Chairman Neville stated they are currently playing together now. They play soccer together in town.

Mrs. Rancourt stated Park and Recreation just held a Field Hockey clinic where students from grade 5 - 8 participated. You also have a mix of students playing on the Ramblers. Mr. Jonaitis is concerned with the size of some middle school students and the chance for injuries. He would like us to really look at this.

Chairman Neville stated we are all concerned with safety. We are trusting that our coaches will make sure our students are safe. We are not playing football at the middle school. We are trying to provide our students with an opportunity. The Board made the decision to bring back sports at the middle school and to allow grade 6 students to participate. In order to do this, they will need to be held to the same criteria as the other middle school students.

Ms. Hall asked if this is for a first or second reading. Chairman Neville stated this is for a first reading and the students will not try out for the teams until after the second reading.

Mr. Johnson stated we will only change line 7 from grade 7-12 to 6-12. This will require that all students to adhere to the same rules.

Mr. Johnson does not agree with suspending the rules. If we do not do this, we would delay this by another two weeks. He will vote against suspending the rules. Chairman Neville asked if he is in favor of this change. Mr. Johnson stated he is in favor of the change.

Mrs. Szewczak asked if they are eligible to do all these things. Chairman Neville stated they are eligible. After the first marking period grades, students would then be subject to the rules. Coaches will check grades after the first quarter.

Mr. Johnson stated since this will not be relevant until the second marking period would students still need to meet the C- requirement. Chairman Neville stated when students come into JFK the assumption is they have been promoted. They are eligible to participate in extracurricular activities. Unless you tell them that they need to meet the C- requirement to stay on the team or participate in any activities you are not being fair to the other students.

Mrs. Szewczak stated this will make it clear from the start of the school year for all students.

Chairman Neville stated the rules will not be there for the grade 6 students unless we make this change.

Mrs. LeBlanc stated JFK will hold curriculum nights and this should be discussed now for

grade 6 students that plan to participate in extracurricular activities. This is done the second week of school. This policy change needs to be done.

Mr. Johnson asked about seniors and their extracurricular activities. Chairman Neville stated high school students will need to earn credits in order to pass.

Mrs. Rancourt will read policy #6145 Eligibility – Extracurricular Activities when we get to it on the agenda.

A vote by **roll-of-call 6-2-0** passed with Mr. Jonaitis and Mr. Johnson in dissent.

Chairman Neville stated this will be item 14b.

a. Policy Revision #5142 Policy on Safety – Second Reading

Mr. Johnson reviewed the changes to policy #5142 Policy on Safety.

Mr. Johnson moved, seconded by Mr. Grady that the Enfield Board of Education accepts the changes to Policy #5142 Policy on Safety as a second reading.

Discussion:

Ms. Hall is questioning the education laws referenced about eye protection and believes other laws should be referenced.

Mr. Johnson does not recall any other safety related laws. Ms. Hall is just raising the question regarding this.

Mrs. Szewczak stated this can all be found in the administrative regulation now or do we refer to OSHA standards. Mr. Johnson is not sure. All of our policies refer to either State or Federal Laws. Chairman Neville stated this can be looked into since we do not know the answer.

Mr. Drezek stated if there is a specific safety concern related to this policy it will be identified in the administrative regulation. We can look into additional clarification for this specific policy.

Chairman Neville stated they will research it and bring it to the policy committee.

A vote by **roll-of-call 8-0-0** passed unanimously.

a. Policy Revision #6145 Eligibility – Extracurricular Activities

Mr. Johnson mentioned this change earlier. We will change line 7 of the policy. We will change grades 7-12 to grades 6-12. Students in grade 6 will need to maintain the same grade requirements as the students in middle schools.

Mr. Johnson moved, seconded by Mr. Grady that the Enfield Board of Education changes the grade configurations in Policy #6145 Eligibility – Extracurricular Activities from grades 7-12 to grades 6-12 on line #7 as a first reading.

Discussion:

Mr. Jonaitis asked Mrs. Rancourt to read the policy. Mrs. Rancourt read Policy #6145 Eligibility – Extracurricular Activities to Board members.

A vote by **roll-of-call 8-0-0** passed unanimously.

15. NEW BUSINESS

a. Action if any on Approval of SchoolMessenger Notification System

Mr. Grady moved, seconded by Mrs. LeBlanc that the Enfield Board of Education approves the School Messenger Notification System as presented for the start of the school year.

Discussion:

Mr. Johnson appreciates receiving information about the other vendor. Dr. Schumann stated he reached out to CREC (Capital Region Education Council) that did the report. They worked with 8 different vendors and consulted with 40 different districts. AEP (Association of Educational Purchasing Agencies) looked at 12 different vendors. CREC established a contract with SchoolMessenger at \$1.84 per student. Mr. Johnson appreciates the savings per student.

Mr. Johnson stated this is based on the number of students. How will this be used with teachers and Board members being notified? Dr. Schumann stated we are allowed to notify our staff and Board and they are included in the \$1.84 price. You will just need to be added into our database. It is approximately \$12K.

Mr. Johnson asked where the money would come from to support this. Dr. Schumann stated from the cost savings from new hires. Mr. Littizzio is also looking at other ideas for funding like vending machine money. Chairman Neville stated the vending machine money goes to BESB (Board of Education Services for the Blind).

Mr. Johnson asked if there will be any limitation to the number of administrators we will have using the system. Dr. Schumann does not believe there would be any limitations. It would be who we designate. We would have some controls in place and would limit the messages sent out. The Superintendent and Deputy Superintendent will monitor what is going out.

Mr. Jonaitis stated this sounds like a good and quick system for getting information out to the people. We have TV, our school website and the town. Handouts are given out and parents can sign up to receive information.

Mrs. Rancourt stated that is not true. Chairman Neville stated we did that at JFK but it was not done system-wide. We did a lot of things in-house at JFK.

Mr. Johnson stated he receives things now on school closings. Chairman Neville stated this system can do much more than what we currently have. We can find considerable savings with this system.

Mr. Jonaitis stated we have a multitude of ways of getting information out now. Is this worth the money? He wonders how many people will take advantage of this.

Chairman Neville stated the secretaries will call the parents once they get a chance to check attendance. This will be done quicker now. Parents can check messages up to 30 days to make sure they are receiving the calls.

Mrs. Rancourt stated there are indirect and direct cost savings with this system. There would be savings from copying. A secretary will call parents. We can also receive frantic parent calls. If she received a call she would want to push "0" to reach someone immediately. Parents want to hear things instantly. This would be an excellent resource. The town uses many different choices to send out information. If we do this, we should only use this system and should let parents know this. She would like us to put a rollout message on the website about this.

Mrs. Szewczak stated we need to be the ones to put out the information and dispel any misinformation. We will save money with student mailings. If someone calls me with a question she would like them to receive information from someone that knows what is going on like from the Superintendent's office.

Mr. Johnson stated we already have something in place. We need a planned rollout. We should be able to get more out of this system. We need to make sure the correct information is inputted into the database. If this will save us money he is ok with this system.

Ms. Hall stated current data is need. This is something we want with our student data system.

Mr. Johnson stated we need a planned rollout. Ms. Hall stated we need to start out slow.

Chairman Neville stated we will gather data. Secretaries routinely will update changes in the system. This is a consent process. They will pull information from our system. They will update their system two times a year. We will gather data and will report back to the Board on the uses.

Mrs. LeBlanc stated we will know after the first few weeks of use. The schools will decide how they want to use the system.

Mr. Johnson stated the information we get from home is not always complete.

A vote by **roll-call 8-0-0 passed** unanimously.

Mr. Grady wished Mrs. Rancourt a happy birthday.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Mr. Grady moved, seconded by Mrs. LeBlanc to adjourn the Regular Meeting of August 28, 2012.

All ayes, motion passed unanimously.

Meeting stood adjourned at 9:52 PM.

Donna Szewczak
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary

START A CHAIN REACTION.

KINDNESS. COMPASSION. CHARACTER.



A RACHEL'S CHALLENGE EVENT IS COMING SOON!



"I have this theory that if one person can go out of their way to show compassion, then it will start a chain reaction of the same. People will never know how far a little kindness can go."

- Rachel Joy Scott

Come experience one of America's Largest Character Development Programs that has transformed millions of lives worldwide. Hear the true story of a remarkable young girl who believed her life would impact the world.

You are invited to attend the following presentations:

9/18 - JFK Middle School (7:00 PM)

9/19 - Fermi High School (7:00 PM)

9/20 - Enfield High School (7:00 PM)

ALL community members are invited to this town wide initiative.

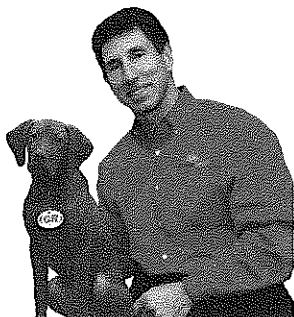
Parents of students can attend **any** or all of these events **regardless** of what school your child attends.

Please note: These 60 minute evening programs are suitable for children 6th grade and up

For more information, please check out: www.rachelschallenge.org

We would like to thank Gary Rome
for helping to get the word out about

Rachel's Challenge



Gary Rome

www.GaryRomeKia.com of Enfield
809 Enfield St. Enfield, CT 06082
866-688-GARY (4279)

RACHEL'S Challenge

start a chain reaction

www.rachelschallenge.org

Rachel's Challenge exists to equip and inspire individuals to replace acts of violence, bullying, and negativity with acts of respect, kindness, and compassion. Rachel's Challenge is based on the life and writings of Rachel Scott who was the first victim of the Columbine school shootings in 1999. Through her example, Rachel's Challenge is making a positive impact in the lives of millions of people every year.

Superintendents, principals, teachers, parents, and students bring Rachel's Challenge into their schools because of escalating problems such as: bullying, student isolation, teen suicide, discrimination, school violence, and increased disciplinary actions. Through powerful presentations, trainings, community events, and professional development, Rachel's Challenge provides the sustainable solution.

Rachel's inspiring story provides a simple, yet powerful example of how small acts of kindness and acceptance motivate us to consider our relationships with the people we come in contact with every day. Rachel's Challenge renews our hope that our life has meaning and purpose. Rachel's story gives us permission to start our own chain reaction of kindness and compassion, which positively affects the climate in our schools and communities.

A few weeks after the tragedy, Darrell Scott, Rachel's father, spoke to a Congressional House Judiciary Committee regarding issues of school violence. His speech has become one of the most widely read on the internet. Shortly afterwards, he founded "Rachel's Challenge", a bullying and violence abatement program. More than 2.5 million students annually experience Rachel's Challenge and have the opportunity to accept the challenges, modeled after Rachel's life and writings.

Since inception, over 17 million people have heard Rachel's story in live settings around the world, at least eight school shootings have been prevented, and over 500 suicides have been averted. The Scott family and other Rachel's Challenge certified presenters have reached millions more on popular media outlets like CNN, Fox News, The Today Show, Good Morning America, Larry King Live, Oprah, Dateline, O'Reilly Factor, Hannity and Colmes and numerous others. Mr. Scott has also authored three books, including the bestseller "Rachel's Tears."

SECOND
READING

**ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT**

ELIGIBILITY - EXTRACURRICULAR ACTIVITIES

6145

Grades 6 - 12

A. To participate in extracurricular activities, a student must satisfy the following requirements:

1) At the end of each marking period 1, 2, and 3:

- a. maintain a minimum grade point average of 4.0 (C-) in each marking period;
- b. earn not more than 1 failing grade (F); and
- c. be a good school citizen and a worthy representative of Enfield Secondary Schools. Accumulated school discipline, poor attendance, or other evidence of poor citizenship will, as determined by the building principal, render a student ineligible.

2) At the end of the school year (Fall Eligibility):

- a. maintain a minimum grade point average of 4.0 (C-) in all final grades (including Semester 1 courses, Semester 2 courses, and full year courses) in the previous school year;
- b. earn a minimum of 4.5 credits in the previous school year; and
- c. be a good school citizen and a worthy representative of Enfield Secondary Schools. Accumulated school discipline, poor attendance, or other evidence of poor citizenship will, as determined by the building principal, render a student ineligible.

B. The Superintendent of Schools shall be authorized to define and categorize extracurricular activities relative to this policy. The list of extracurricular activities affected by this policy shall be published in the student handbook.

Special Education Students:

Special education students will be subject to the general policy regarding participation in extracurricular activities, unless extenuating circumstances are in evidence which might exclude such students from the grading policy as determined by the P.P. T.

It is expected that the P.P.T will anticipate "exceptions" to Board policy as early in the program planning stage as may be feasible.

Adopted:	July 1, 1983	Amended:	May 23, 1995
Effective:	September 1, 1983	Effective:	Summer Season 1995
Amended:	November 28, 1984	Amended:	January 8, 2008
Amended:	May 14, 1984	Reviewed:	June 23, 2009
Amended:	June 16, 1986	Revised:	
Effective:	September 1, 1986		

ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT

ELIGIBILITY - EXTRACURRICULAR ACTIVITIES

6145

Grades 7 6 - 12

A. To participate in extracurricular activities, a student must satisfy the following requirements:

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FIRST
READING

**ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT**

OFF-SITE COMPUTER USE BY STAFF

6156.2

To facilitate computer use by Administrators, Educators, Board of Education Members, and who the Superintendent deems it necessary in the performance of their duties for instructional or administrative purposes, the building principal may authorize the borrowing of microcomputers, assorted computer hardware and software for use by staff members. The off-site use must relate directly to the instructional or administrative goals of the school system. Such loans of school equipment are subject to the following:

1. Instructional use shall be defined as practice in the use of software related to instructional programs, preview of instructional software, curriculum development or revision or development of instructional materials.
2. Computers cannot be taken from lab or network setups where substantial dismantling of components is required.
3. Computers, assorted hardware, and software may be borrowed over weekends, school year vacation periods, and summer break. No item will be loaned if a disruption in educational programs result. Items must be returned so that they are available in working order for classroom use. Items must be returned at the end of the authorized loan period or upon request by the building principal or his/her designee. Staff requesting use of a computer hardware or software, must complete the EQUIPMENT USE FORM (Form #22).
4. The staff member will be held responsible and liable for damage, theft, or misuse of the borrowed equipment.

Adopted: February 26, 2002

Reviewed: June 23, 2009

Revised:

EQUIPMENT USE FORM

Loan Date: _____ Name: _____ Home Phone: _____

Address: _____ School Assignment: _____

Date Return By: _____ Location Return To: _____

Description of
Equipment: _____

Serial Numbers and/or Inventory Identification Number: _____

Comments: _____

I have received the equipment listed above. My Renters/Homeowners insurance will cover the replacement costs of the equipment, or I will assume the responsibility. If the equipment is lost, stolen or damaged while in my possession, I will take action to reimburse the Enfield Board of Education for the equipment within two weeks of the return date or the Board of Education may deduct the cost of the equipment from my salary. If expenses are incurred for the use of the equipment (such as cellular charges, diskettes, toner etc.), I will reimburse the district immediately upon notification of the amount of those charges.

Signature: _____ Date: _____

Date Returned: _____ Satisfactory Condition: _____

Granted By: _____ Returned To: _____

Form #22

ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT

OFF-SITE COMPUTER USE BY STAFF

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To facilitate computer use by staff *Administrators, Educators, Board of Education Members, and who the Superintendent deems it necessary in the performance of their duties* for instructional or administrative purposes, the building principal may authorize the borrowing of microcomputers, assorted computer hardware and software for use by staff members. The off-site use must relate directly to the instructional or administrative goals of the school system. Such loans of school equipment are subject to the following:

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Reviewed: June 23, 2009
Revised:

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