

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

REGULAR MEETING

7:00 – 10:00 P.M.

AGENDA  
January 26, 2011

- A. CALL TO ORDER
- B. EXECUTIVE SESSION – Personnel Matters
- C. PLEDGE OF ALLEGIANCE
- D. STUDENT REPRESENTATIVE REPORT
- E. APPROVAL OF MINUTES
  - January 13, 2011 – Regular Meeting
  - January 19, 2011 – Special Meeting – Budget Workshop
- F. SUPERINTENDENT'S REPORT
  - F.1. Language Arts Curriculum Report
  - F.2. Suicide Risk Intervention Procedures
  - F.3. Gifted and Talented Report
  - F.4. Birch Grove Primary School – Project No. 142-0064EA
  - F.5. Status of the Budget – January 18, 2011 (no enclosure)
  - F.6. Superintendent of Schools Budget Request Fiscal Year 2011-2012 Budget (no enclosure)
- G. PUBLIC PARTICIPATION
- H. POINTS OF INFORMATION
- I. COMMITTEE REPORTS
- J. BOARD ACTION
  - J.1. Board Policies (no enclosure)
    - Policy 3061 – Individuals with Disabilities Education Act Fiscal Compliance
    - Policy 6091 – Individuals with Disabilities Education Act – Alternative Assessments for Students with Disabilities for Statewide and District-Wide Assessments
    - Administrative Regulation 3061 - Individuals with Disabilities Education Act Fiscal Compliance
- K. INFORMATIONAL ITEMS
  - School Calendars for February
- L. OLD BUSINESS
- M. COMMUNICATIONS
  - Minutes from the Town Council Meeting of January 11, 2011
- N. CHAIRPERSON'S REPORT
- O. FUTURE AGENDA ITEMS
- P. EXECUTIVE SESSION – Personnel Matters
- Q. ADJOURNMENT

**TOLLAND BOARD OF EDUCATION**  
**Regular Meeting Rescheduled**  
**to January 13, 2011**  
**Tolland, CT**

**MINUTES – January 13, 2011**

**Members Present:** Mr. Robert Pagoni, Chairperson, Dr. Gayle Block, Vice Chairperson; Mr. Steve Clark; Mr. Thomas Frattaroli; Mrs. Diane Clokey; Ms. Karen Bresciano; Mrs. Judy Grabowicz; and Mr. Andy Powell.

**Administrators Present:** Mr. William Guzman, Superintendent of Schools; Dr. Kathryn Edison, Director of Curriculum; Mr. Roger Leege, District Director of Technology; and Ms. Jane Regina, Business Manager.

The meeting was called to order at 7:34 p.m. Mr. Pagoni requested a moment of silence for the victims of the shooting in Tucson, Arizona.

**STUDENT REPRESENTATIVE REPORT**

Beverly Naigles reported that the first semester would be ending soon. The music department had a concert on Tuesday, January 11, 2011 and will be participating in the Eastern Region Music Festival the weekend of January 15, 2011. The Madrigal dinner held in December went very well. Many of the clubs did food baskets for the Tolland Human Services. Student Council is working on options for events for Spring Semester.

**APPROVAL OF MINUTES**

Mrs. Clokey motioned and Mrs. Bresciano seconded to approve the minutes of the regular meeting of December 8, 2010. Mrs. Clokey, Mr. Frattaroli, Mr. Clark, Dr. Block, Mr. Pagoni, Mrs. Bresciano in favor. Mr. Powell and Mrs. Grabowicz abstained. Motion carried.

Mrs. Bresciano motioned and Mr. Frattaroli seconded to approve the minutes of the special meeting of December 8, 2010. Mrs. Clokey, Mr. Frattaroli, Mr. Clark, Dr. Block, Mr. Pagoni in favor. Mrs. Bresciano, Mr. Powell and Mrs. Grabowicz abstained. Motion carried.

**SUPERINTENDENT'S REPORT**

**D.1. Mathematics Curriculum Report**

Mr. Guzman introduced Bob Storozuk, District Mathematics Coordinator, who presented a report on the mathematics curriculum. Mr. Storozuk thanked the Board for the opportunity to present on the status of the math curriculum which focused on three critical questions:

1. What evidence of student learning is used by teachers to make instructional decisions, and how is this data being used to increase student achievement?

2. What curricular initiatives have recently been implemented, and what has been their impact on student learning?
3. What is the vision for the continued improvement of the K-12 Mathematics curriculum? With the adoption of national standards and new state graduation requirements, there will be a major impact on math instruction, especially at Tolland High School.

Mr. Storozuk presented information on Tolland's test scores relative to the other districts in DRG C and also cohort data with respect to the students in Tolland. He explained the focus of the curriculum on number sense rather than the process of mathematical calculations. With Mastery Manager and PowerSchool, the teachers are able to make decisions to impact student learning. Mr. Storozuk also commented on the changes that are being considered for graduation requirements from high school and also the need for remediation at all grade levels. The results indicate that the teachers and the students are working very hard and succeeding in their learning goals. Mr. Storozuk responded to questions from members of the Board.

#### **D.2. Fire Marshall Report**

The Superintendent reported that Public Act 09-227, An Act Concerning School Inspection Reports, requires the local fire marshal to submit written reports of every school inspection to the local board of education. Mr. Guzman presented the November 8, 2010 inspection report by Fire Marshal Richard Munichiello, and the January 5, 2011 response to the Fire Marshall's inspection. Mr. Powell stated that many of the items are recurring and the Superintendent explained that efforts have been made at the beginning of each year that explaining what constitutes fire hazards.

#### **D.3. Five-Year Capital Plan**

The Superintendent presented a memo from Steve Werbner, Town Manager, to the Town Council detailing the Five Year Capital Plan covering the 2011/12 through 2015/16 fiscal years. The Budget Summaries for the Capital Plan were also reviewed. Mr. Guzman explained that the complete document with attachments can be found on line in the electronic version of the Board agenda at [www.tolland.k12.ct.us](http://www.tolland.k12.ct.us).

#### **D.4. BlumShapiro Audit Findings – FY 2009/2010**

Mr. Guzman reported on the Independent Auditor's Report dated November 23, 2010 from Blum Shapiro. Also presented was a copy of the Federal Single Audit Report for year ended June 30, 2010 (Attachment 1) and a copy of the State Single Audit Report for year ended June 30, 2010 (Attachment 2). Attachment 3 is the auditor's report on the District's school year grant data. The forms reviewed included Form ED001 (End of Year School Report), Form ED006S (Public School Information System Supplemental Information), and the PSIS Racial Survey and Enrollment report. The full audit report can be found on line in the electronic version of the Board agenda at [www.tolland.k12.ct.us](http://www.tolland.k12.ct.us).

### **D.5. Town Council Request**

The Superintendent presented a September 29, 2010 memorandum from Town Council Chairperson, Fred Daniels, requesting the Board to consider an allocation of \$18,014 to cover additional interest expense and debt issuance costs related to the bonds for the High School construction project. This item had been considered by the Board and was tabled for future consideration. The Finance and Facilities Committee recommended that this item be placed on the agenda for discussion.

A discussion followed concerning the amount of money that resulted from the cancellation of outstanding Purchase Orders from 2009/2010. Ms. Regina reported that the amount was \$12,605 which has been returned to the Town. Mrs. Grabowicz requested that this amount be applied toward the \$18,014 and waiting until the end of the current fiscal year to determine if the remainder of the amount would be available from other savings.

### **Motion**

Mr. Powell motioned and Mr. Clark seconded to move item D.5. to item H.2. under Board Action. All in favor. Motion carried.

### **D.6. Board Policies**

- **Policy 3061 – Individuals with Disabilities Education Act Fiscal Compliance**
- **Policy 6091 – Individuals with Disabilities Education Act – Alternative Assessments for Students with Disabilities for Statewide and District-Wide Assessments**
- **Administrative Regulation 3061 - Individuals with Disabilities Education Act Fiscal Compliance**

Mrs. Clokey reported that the above policies were discussed at the Policy Committee meeting held prior to the meeting of the Board. They are new policies and are a result of a memorandum from the Connecticut State Department of Education regarding IDEA fiscal compliance. The policies will be on the January 26, 2011 agenda for Board Action.

### **D.7. Superintendent of Schools Fiscal Year 2011-2012 Budget**

Mr. Guzman distributed the budget request for the fiscal year 2011-2012 budget. He presented a brief PowerPoint presentation outlining the driving forces resulting in a 6.53% budget increase. The increase in medical insurance benefits accounted for 3.61% of the 6.53 % increase. The presentation also reviewed the historical data for budget increases and the lack of funding over the last two years. A budget workshop will be held on January 19, 2011 in the Tolland High School Library Media Center at 7:00 p.m. Any questions should be sent to the Superintendent prior to the meeting in order to adequately prepare answers. Ms. Regina reviewed changes to the budget document and additional requests for explanation of grant versus revenue be added.

### **PUBLIC PARTICIPATION**

None

**POINTS OF INFORMATION**

Mr. Pagoni stated that Mr. Clark had emailed him and the Superintendent to consider cancelling this evening's meeting and waiting until next Wednesday when there was already a meeting scheduled. Mr. Clark felt that Wednesday evenings were associated with Board Meetings and that members scheduled around Wednesday evenings. Dr. Block indicated that each case should be made on an individual basis with respect to rescheduling cancelled meetings.

Mr. Pagoni also explained that the cancellation, delay or early closing of schools is not made in a vacuum. The Superintendent is in consultation with the Town road crews and Public Safety through the District's Maintenance Manager before the decision is made.

**COMMITTEE REPORTS**

- **Town Council Liaison**

Mr. Clark reported that the Town Council had approved the request for the repair of the elevator at Tolland Intermediate School. He also reported that the ERASE survey results were reported to Town Council by Bonnie Smith, ERASE and Nancy Dunn of Tolland Human Services. Nancy Dunn also introduced the new social worker at Tolland High School who presented possible strategies to change the use of drugs and alcohol at the middle and high school levels.

**Motion**

Mr. Powell motioned and Mrs. Bresciano seconded to extend the meeting beyond 10:00 p.m. All in favor. Motion carried.

**BOARD ACTION****H.1. Revised District Budget Adoption Calendar**

Dr. Block motioned and Mr. Powell seconded to approve the revised district budget adoption calendar. A discussion followed as to what the purpose of the change in the calendar would accomplish. It was determined that additional dialogue with Council Members to discuss the budget was beneficial. Mrs. Clokey, Mr. Frattaroli, Dr. Block, Mr. Pagoni, Mr. Powell, Mrs. Grabowicz and Mrs. Bresciano in favor. Mr. Clark opposed. Motion carried.

**H.2. Town Council Request**

Dr. Block motioned and Mr. Clark seconded to direct the Superintendent to recommend to the Town Manager that the \$12,605 from cancellation of 2009/2010 closed purchase orders be used to cover a portion of the \$18,014 additional interest expense and debt issuance costs related to the bonds for the High School construction project. All in favor. Motion carried.

**INFORMATIONAL ITEMS**

School calendars for January were enclosed.

### **OLD BUSINESS**

Dr. Block asked about the status of the Anti-Defamation League. Mr. Guzman stated that this subject would be discussed at a Policy Committee meeting.

Mrs. Bresciano asked the status of any gifted and talented programs that were discussed with Dr. Sally Reis of the University of Connecticut. Mr. Guzman explained about the suggestion to cluster students, of similar reading levels. He will report back to the Board on the status.

### **COMMUNICATIONS**

The minutes from the Town Council Meeting of December 14, 2010 and December 28, 2010 were enclosed. Also enclosed was a thank you letter to Heather Ricker Gilbert for a donation of computer equipment.

### **CHAIRPERSON'S REPORT**

Mr. Pagoni noted that Victor Hurtuk had written an email stating that the Hoops for Heart had raised over \$350,000. He wanted to publicly thank Debbie Hancock, a recent retiree, for her driving force in the efforts to raise this money for the American Heart Association.

### **FUTURE AGENDA ITEMS**

1. Language Arts Curriculum Report
2. Corinne Lorenzet – Suicide Mitigation
3. Status of the Budget
4. Board Policies
5. Final Financial Report for Birch Grove
6. Gifted and Talented Report

### **EXECUTIVE SESSION**

Mr. Clark motioned and Mr. Powell seconded to go into Executive Session at 10:29 p.m. for the purpose of discussing personnel matters and contract ratification inviting Mr. Guzman to attend. All in favor. Motion carried.

The Board returned to public session at 10:37 p.m.

### **Motion**

Mr. Clark motioned and Mr. Powell seconded to accept the Nurse's Contract as explained for the period of July 1, 2011 through June 30, 2014. All in favor. Motion carried.

Mr. Clark motioned and Mr. Powell seconded to return to Executive Session at 10:40 p.m. for the purposes of discussing personnel matters and inviting Mr. Guzman to attend. All in favor. Motion carried.

**ADJOURNMENT**

Mr. Clark motioned and Mr. Powell seconded to adjourn the meeting at 11:35 p.m. All in favor. Motion carried.

Respectfully submitted,

Cheryl J. Abbott  
Board Clerk

**TOLLAND BOARD OF EDUCATION**  
**Tolland, CT**

**MINUTES – Budget Workshop - January 20, 2011**

**Members Present:** Mr. Robert Pagoni, Chairperson; Dr. Gayle Block; Vice Chairperson; Mr. Andy Powell; Mr. Steve Clark; Mrs. Judy Grabowicz and Mrs. Diane Clokey

**Administrators Present:** Mr. William Guzman, Superintendent of Schools; Dr. Kathryn Eidson, Director of Curriculum and Instruction; Ms. Dominique Fox, Principal, Tolland High School; Dr. Walter Willett, Principal, Tolland Middle School; Mr. James Dineen, Principal, Tolland Intermediate School; Mr. Thomas Swanson, Principal, Birch Grove Primary School; Mrs. Kathleen Raymond, Director of Pupil Services; and Ms. Jane Regina, Business Manager.

The meeting was called to order at 7:10 p.m.

**PUBLIC PARTICIPATION**

None

**BUDGET WORKSHOP**

Mr. Guzman distributed the response to a budget question submitted by Mr. Clark. The question and answer are attached to these minutes. Ms. Regina reviewed the information and additional clarification was added by the appropriate administrative personnel and the Superintendent.

Mr. Pagoni asked about the impact in the coming years concerning the settlement of contract and salary increases. The Superintendent responded that the salary increases will range in the area of 3% in each of the coming two years beyond 2011/2012.

The Superintendent also explained that although the operating budget request has a 0% FTE increase, the Education Jobs Grant will fund 5 FTE teaching positions in 2011-2012.

Mrs. Grabowicz stated that with the 0% and 1% increase in the budget for the last two years, the district has not been able to keep up with the materials needed for the program side of the budget.

Mrs. Grabowicz asked about the number of students in magnet schools and Ms. Regina stated that currently there are 29 students in magnet schools and that for the budget she estimated that 5 additional students would be going to magnet schools during the 2011/12 school year.



Mrs. Grabowicz asked if the Board was requesting bids from other insurance companies. The Superintendent will discuss this with the Town Manager when he meets with him on February 1, 2011.

Mrs. Grabowicz also felt that the elimination of support positions should be revisited, as this helps to identify students before they go to the upper grades. If it is a choice between athletics and math/literacy support, then athletics should go.

Each of the principals had an opportunity to reflect upon the impact of the budget reductions over this last year.

Mr. Swanson, Principal of Birch Grove Primary School, reported that class sizes were larger, there was less support for teachers with the reduction of paraprofessionals, curriculum materials were not ordered and that the building was not as clean with the reduction of a custodian.

Mr. Dineen, Principal of Tolland Intermediate School, reported much the same for his building. He also mentioned the loss of the Technology position, an art teacher and the large number of special needs children in the building.

Mr. Willett, Principal of Tolland Middle School, reported that the impact on the schedule reduction to six periods actually resulted in deciding between reading or math support for some students. The music program was in jeopardy and there was little time for teaming. A new schedule is being reviewed and that a seven period day would eliminate some of the issues. Mrs. Clokey felt that the loss of Skills for Adolescents and ROPE (Rights of Passage) program was very significant.

Ms. Dominique Fox, Principal at Tolland High School, reflected on the fact that as the enrollment had increased, the number of FTE's was down 4 ½%. The availability of electives was limited to students.

Ms. Kathleen Raymond, Director of Pupil Services, indicated that the number of outplaced students was 30, which was a significant increase in the budget. She explained that she was the point person for all the schools and that the infusion of ARRA funds was a great help to the district.

Mr. Roger Leege, Director of Information Technology, stated that the accomplishments in the Technology area were mostly reductions. The only expenditure was for the AutoCad program at the High School that would no longer be supported.

Dr. Kathryn Eidson, Director of Curriculum and Instruction, commented that materials had not been ordered, communication had been difficult with the lack of program leaders at Birch Grove and Tolland Intermediate School for the first part of the year was very difficult. The schedule change had impacted the Middle School program and the shift of teachers to different buildings had been difficult.

Mr. Pagoni asked for members of the Board to give their reaction to the budget.

Mrs. Clokey felt that is was the same situation as the last four years and was concerned about efforts to get more voter participation.

Dr. Block felt the same as Mrs. Clokey.

Mr. Clark asked if there was some relationship between elimination of programs and the tragedy that occurred in November. Mrs. Raymond felt that the lack of programs and staff at the middle and high school makes it difficult to provide students with the skills that they need to make informed choices, but did not see a connection.

Mr. Pagoni indicated that there was a report on the agenda for the meeting of the Board on January 26, 2011 addressing this issue and asked principals to attend if they could or provide Ms. Lorenzet with information.

Mr. Powell felt that the lack of technology investment was very disappointing. He also asked if the curriculum coordinators provided the glue that holds the curricula together. The Superintendent agreed and also explained that there are only four curriculum coordinators and fourteen curriculum areas. Other than Language Arts, Mathematics, Science and Social Studies, Dr. Eidson provides the support to all of the other areas.

#### **PUBLIC PARTICIPATION**

None

#### **ADJOURNMENT**

The meeting adjourned at 9:25 p.m.

Respectfully submitted,

Cheryl J. Abbott  
Board Clerk

**TOLLAND PUBLIC SCHOOLS  
OPERATING BUDGET REQUEST  
FY 2010-2011  
Budget Questions  
January 19, 2011**

1. The proposed budget for next year contains a 0% increase for the FTE's. If the FTE's were to get this year what they definitely **will** get next year what would the projected budget increase be, assuming everything else stays the same?

**Based on the current FTE's in the personnel system the increase would approximately be \$447,145, or 2.87% over the current year.**

**TO: Members of the Board of Education**

**FROM: William D. Guzman  
Kathryn L. Eidson**

**DATE: January 26, 2011**

**SUBJECT: Language Arts Curriculum**

A report to the Board of Education regarding the Language Arts curriculum will consist of a presentation focusing on three critical questions:

1. What evidence of student learning is used by teachers to make instructional decisions, and how is this data being used to increase student achievement?
2. What curricular initiatives have recently been implemented?
3. What is the vision for the continued improvement of the K-12 Language Arts curriculum in Tolland?

Ms. Laurie Coulom, District Language Arts Coordinator, will be at the Board meeting to present the curriculum and respond to Board member questions.

WDG/KLE:ca

**TO: Members of the Board of Education**

**FROM: William D. Guzman**

**DATE: January 26, 2011**

**SUBJECT: Suicide Risk Intervention Procedures**

The Tolland Public Schools utilizes several preventative measures regarding safety of self and others that are in the curriculum at both the middle and high school. Although suicide prevention is not a formal topic in the counseling curriculum at either the middle or high school levels, there are adult resources that a student can utilize with concerns about self or others.

At the middle school level, these resources are highlighted in the first classroom guidance lesson early in the year in grades 6, 7 and 8. At the high school, counselors meet with small groups of their 9<sup>th</sup> grade students during the first full week of school. Identifying resources at the high school, and the importance of safety of self and others is part of the lesson. At both schools, the counselors stress the personal/social aspect of school counseling, as well as the more obvious academic and career domains, and that counselors are available to discuss these types of concerns.

The adult resources discussed in addition to the counselor are teachers, nurse, school psychologist and administrators. The addition of a school social worker gives students another resource. The importance of seeking adult support and intervention whenever students have concern for themselves or others is stressed.

The health curriculum at each grade in the district addresses mental health at the age-appropriate level and topics. Similar to the counseling curriculum, the health curriculum focuses on identifying resources and adds discussion of the signs/symptoms that can indicate that a student is struggling emotionally. At the high school level, the 9<sup>th</sup> grade health curriculum has a unit on mental health and stress. Included in the unit is a section on depression. The teachers go over the signs and symptoms of suicidal ideation and other self-injurious behavior (cutting, violence, etc.). They also discuss the steps students should take if they are concerned about a peer, and identify adult resources.

Corinne Lorenzet, Director of Guidance, will be at the Board meeting to address this topic in greater detail and to any questions.

WDG:ca

**TO: Members of the Board of Education**

**FROM: William D. Guzman  
Dr. Kathryn Eidson**

**DATE: January 26, 2011**

**SUBJECT: Gifted and Talented Report**

A report to the Board of Education regarding gifted students will consist of a presentation focusing on three areas. These are:

1. The process of identification of gifted students in Tolland.
2. Current practices that address the needs of the gifted students in Tolland.
3. Possible additional ways to address gifted student's educational needs with and without additional resources.

**TO: Members of the Board of Education**

**FROM: William D. Guzman**

**DATE: January 26, 2011**

**SUBJECT: Birch Grove Primary School – Project No. 142-0064EA**

Attached is the Final Grant Application for a School Building Project (ED049F). Final costs and financing for the extension alteration project at Birch Grove Primary School are as shown. This project was funded at 52.50 % of eligible costs.

The Administration recommends that the following certification be approved by the Board of Education:

The Board approves as complete and accepts the school building project herein identified for public school purposes and certifies that:

- a. The project has been accepted by the architect and construction management firms,
- b. All change orders of this project have been approved by the State Department of Education,
- c. The grant received for this project does not represent a duplication of funding and that funds received do not exceed 100% of the total cost of the project;
- d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account,
- e. The total sum noted in this application was expended for the school building project herein described, and
- f. Application is hereby made under provisions of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein.

Please note that Town Attorney Richard Conti has certified that all legislative and regulatory requirements, including C.G.S. Sections 10-287 (b) and 49-41, have been met in the awarding of contracts for this building project.

WDG:ca  
Attachment

FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT

DISTRICT NAME:  Tolland	FACILITY NAME AND ADDRESS: Birch Grove Primary School 247 Rhodes Road, Tolland, CT 06084	STATE PROJECT NUMBER: 142-0064 EA
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Date project accepted as complete by applicant \_\_\_\_\_ (Final application must be filed within one year of this date.)

FINAL PROJECT FINANCING

General Fund/Bonding:	
General fund - Progress payments	<u>2,866,462</u>
General fund - Other	<u>75,700</u>
Current Bonds/Notes* (*Complete	
Bonds Issued schedule on page 2)	<u>2,315,000</u>
Future Bonds/Notes	<u>179,544</u>
Sub-Total General Fund/Bonding	<u>5,436,706</u>
Other Funding:	
Rebates	_____
Insurance Proceeds	_____
Federal/Other State Grants	_____
Other Financing	_____
Describe: _____	
Sub-Total Other Funding	_____
<b>TOTAL FINAL PROJECT FINANCING</b>	<b><u>5,436,706</u> **</b>

FINAL PROJECT COSTS:

<b>ELIGIBLE COSTS</b>	
Architectural Design	<u>443,676</u>
Site Acquisition	_____
Facility Purchase	_____
Other professional fees	<u>300,270</u>
Construction (Fully eligible)	<u>4,115,809</u>
Bonus area - School Readiness	_____
Bonus area - Full day K/Class size reduction	_____
Equipment/Furnishings	<u>417,804</u>
Eligible Costs Sub-Total	<u>5,277,559</u>

LIMITED ELIGIBLE COSTS

Outdoor Athletic Facilities and Tennis Courts	_____
Natatorium	_____
Eligible auditorium seating area (from Item a6)	_____
Eligible gymnasium seating area costs	_____
Limited Eligible Costs Sub-Total	_____

ELIGIBLE AUDITORIUM SEATING  
 AREA COSTS COMPUTATION:

a1 Total square footage of auditorium	_____
a2 Square footage of seating area	_____
a3 Total construction cost of auditorium (excluding seats and installation)	_____
a4 Construction cost of seating area ((Item a2 / Item a1) x Item a3)	_____
a5 Costs of seats and installation (not included in Item a4)	_____
a6 ELIGIBLE AUDITORIUM SEATING AREA COSTS (Item a4 + Item a5)	_____

INELIGIBLE COSTS

Ineligible site acquisition costs	_____
Ineligible facility purchase costs	_____
Ineligible construction costs	<u>159,147</u>
Ineligible bonus area-School Readiness	_____
Ineligible bonus area-Full day K/Class size	_____
Unauthorized cost increase	_____
Other ineligible costs	_____
Describe: _____	
Ineligible Costs Sub-Total	<u>159,147</u>

**TOTAL FINAL PROJECT COSTS** 5,436,706 \*\*

Auditorium seating capacity N/A

\*\* NOTE: "TOTAL FINAL PROJECT FINANCING" MUST AGREE WITH "TOTAL FINAL PROJECT COSTS".



State Project No. 142-0064 EA

FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT

DETAIL FOR BONDS ISSUED:

Bonds or Notes: (by issue date)

<u>12/01 / 2003</u>	<u>2,315,000</u>
<u>/ /</u>	<u>                    </u>
<u>/ /</u>	<u>                    </u>
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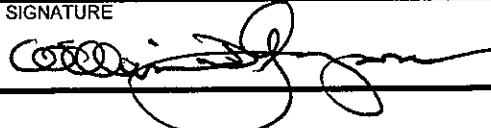
TOTAL BONDS ISSUED 2,315,000 \*

\* NOTE: "TOTAL BONDS ISSUED" MUST AGREE WITH "CURRENT BONDS/NOTES" ON PAGE 1.


CERTIFICATIONS:

The Board of Education approves as complete and accepts the school building project herein identified for public school purposes and certifies that:

- a. The project has been accepted by the architect and construction management firms;
- b. All change orders for this project have been approved by the State Department of Education;
- c. The grant received for this project does not represent a duplication of funding and that funds received do not exceed 100% of the total cost of the project;
- d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account;
- e. The total sum noted in this application was expended for the school building project herein described;
- f. Application is hereby made under provisions of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein, and
- g. All the statements contained in this application are true and correct to the best of my knowledge and belief.

NAME OF SUPERINTENDENT	SIGNATURE	DATE
William D. Guzman		1/14/11

All legislative and regulatory requirements, including C.G.S. Sections 10-287(b) and 49-41, have been met in the awarding of contracts for this school building project.

NAME OF APPLICANT'S ATTORNEY	SIGNATURE	DATE
Richard S. Conti		1-7-11

J.1.

**TO: Members of the Board of Education**

**FROM: William D. Guzman**

**DATE: January 16, 2011**

**SUBJECT: Board Policies**

- **Policy 3061 – Individuals with Disabilities Education Act Fiscal Compliance**
- **Policy 6091 – Individuals with Disabilities Education Act – Alternative Assessments for Students with Disabilities for Statewide and District-Wide Assessments**
- **Administrative Regulation 3061 - Individuals with Disabilities Education Act Fiscal Compliance**

Enclosed are Policies and Administrative Regulations presented to the Board at its January 13, 2011 meeting.

The Administrative Regulation 3061 – Individuals with Disabilities Education Act Fiscal Compliance is enclosed for your information and does not require Board approval.

WDG:ca

TOLLAND PUBLIC SCHOOLS  
TOLLAND, CONNECTICUT

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**BOARD POLICY**

**REGARDING: INDIVIDUALS WITH DISABILITIES  
EDUCATION ACT FISCAL  
COMPLIANCE**

**NUMBER: 3061  
BUSINESS**

**APPROVED:**

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THE TOLLAND BOARD OF EDUCATION WILL, IN ALL RESPECTS, COMPLY WITH THE REQUIREMENTS OF STATE AND FEDERAL LAW WITH REGARD TO THE SPECIAL EDUCATION FISCAL COMPLIANCE. PURSUANT TO THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT, 42 U.S.C. § 1400 ET. SEQ. (“IDEA”), AND ITS ASSOCIATED REGULATIONS, THE BOARD SHALL SPECIFICALLY ENSURE COMPLIANCE WITH THE FISCAL PROVISIONS OF THE IDEA, AS THEY MAY BE AMENDED FROM TIME TO TIME. THE SUPERINTENDENT OR DESIGNEE SHALL DEVELOP ADMINISTRATIVE REGULATIONS WITH REGARD TO SUCH FISCAL COMPLIANCE.

**LEGAL REFERENCES:**

- INDIVIDUALS WITH DISABILITIES EDUCATION ACT, 42 U.S.C. § 1400, ET SEQ. (IDEA)
- 34 C.F.R. § 300.144
- 34 C.F.R. § 300.202(A)(3)
- 34 C.F.R. § 300.133(D)
- 34 C.F.R. § 300.172
- 34 C.F.R. § 300.205(D)
- 34 C.F.R. § 300.226(A)
- 34 C.F.R. § 300.209(B)
- 34 C.F.R. § 300.818, APPENDIX A

**TOLLAND PUBLIC SCHOOLS  
TOLLAND, CONNECTICUT**

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<b>BOARD POLICY</b>	<b>REGARDING: INDIVIDUALS WITH DISABILITIES EDUCATION ACT – ALTERNATIVE ASSESSMENTS FOR STUDENTS WITH DISABILITIES FOR STATEWIDE AND DISTRICT-WIDE ASSESSMENTS</b>
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**NUMBER: 6091  
INSTRUCTION**

**APPROVED:**

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**THE TOLLAND BOARD OF EDUCATION WILL, IN ALL RESPECTS, COMPLY WITH THE REQUIREMENTS OF STATE AND FEDERAL LAW WITH REGARD TO THE SPECIAL EDUCATION OF STUDENTS WITH DISABILITIES. THE BOARD DIRECTS THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE TO, IN ACCORDANCE WITH STATE AND FEDERAL LAW, DEVELOP PROCEDURES THAT INDICATE HOW DISTRICT STAFF SHALL DETERMINE WHEN A STUDENT WITH A DISABILITY ELIGIBLE FOR SPECIAL EDUCATION AND RELATED SERVICES UNDER THE IDEA SHALL PARTAKE IN ALTERNATIVE ASSESSMENT(S) TO PARTICULAR STATEWIDE OR DISTRICT-WIDE ASSESSMENTS OF STUDENT ACHIEVEMENT. SUCH PROCEDURES FOR ALTERNATIVE ASSESSMENTS BE MADE BY THE PARTICULAR STUDENT’S PLANNING AND PLACEMENT TEAM.**

**LEGAL REFERENCES:**

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT, 42 U.S.C. § 1400, *ET SEQ.* (IDEA) 34 C.F.R. § 300.320**

**TOLLAND PUBLIC SCHOOLS  
TOLLAND, CONNECTICUT**

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**ADMINISTRATIVE REGULATION**

**REGARDING: INDIVIDUALS WITH  
DISABILITIES EDUCATION ACT  
FISCAL COMPLIANCE**

**NUMBER: 3061  
BUSINESS**

**APPROVED:**

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**THE TOLLAND BOARD OF EDUCATION WILL, IN ALL RESPECTS, COMPLY WITH THE REQUIREMENTS OF STATE AND FEDERAL LAW WITH REGARD TO SPECIAL EDUCATION FISCAL COMPLIANCE. PURSUANT TO THE INDIVIDUALS WITH DISABILITIES EDUCATION ACT, 42 U.S.C. § 1400 ET. SEQ. (“IDEA”), AND ITS ASSOCIATED REGULATIONS, THE BOARD SHALL SPECIFICALLY ENSURE COMPLIANCE WITH THE FISCAL PROVISIONS OF THE IDEA, AS THEY MAY BE AMENDED FROM TIME TO TIME.**

**1. PROPERTY, EQUIPMENT AND SUPPLIES**

**THE BOARD, THROUGH THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE, SHALL ENSURE THAT ANY PROPERTY, EQUIPMENT OR SUPPLIES PURCHASED WITH FUNDS FROM AN IDEA GRANT SHALL BE PURCHASED, USED AND MAINTAINED IN ACCORDANCE WITH SUCH GRANT REQUIREMENTS. AMONG ANY OTHER STATUTORY OR REGULATORY REQUIREMENT, THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE MUST ENSURE THAT:**

- A. ALL PROPERTY, EQUIPMENT AND SUPPLIES PURCHASED WITH IDEA GRANT FUNDS ARE LABELED AS SUCH, INCLUDING EQUIPMENT SUPPLIED TO STUDENT WITH DISABILITIES ATTENDING PRIVATE SCHOOLS AT PARENTAL EXPENSE;**
- B. A LABELING PROCEDURE IS IN PLACE FOR ALL PROPERTY, EQUIPMENT AND SUPPLIES PURCHASED WITH IDEA GRANT FUNDS;**
- C. ALL PROPERTY, EQUIPMENT AND SUPPLIES PURCHASED WITH IDEA GRANT FUNDS ARE USED FOR ASSISTIVE TECHNOLOGY, INSTRUCTIONAL OR EDUCATIONAL PURPOSES;**
- D. COPIES OF PURCHASE ORDERS FOR PROPERTY, EQUIPMENT AND SUPPLIES PURCHASED WITH IDEA GRANT FUNDS INDICATE THE SOURCE OF FUNDING FOR SUCH PURCHASES;**

- E. A TRACKING PROCEDURE IS IN PLACE FOR ALL PROPERTY, EQUIPMENT AND SUPPLIES PURCHASED WITH IDEA GRANT FUNDING.**

**ANY PROCEDURES MENTIONED ABOVE SHALL BE DEVELOPED AND MAINTAINED BY THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE.**

**2. SUPPLANTING**

**FUNDING PROVIDED TO THE BOARD THROUGH AN IDEA GRANT MUST BE USED TO SUPPLEMENT STATE, LOCAL AND OTHER FEDERAL FUNDS, NOT TO SUPPLANT THOSE FUNDS. THE BOARD SHALL COMPLY WITH ALL FEDERAL AND STATE LAWS IN THIS REGARD.**

**3. PARENTALLY PLACED PRIVATE SCHOOL SPECIAL EDUCATION STUDENTS - EXPENDITURES**

**THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE WILL MAINTAIN AN ONGOING CENSUS OF ALL STUDENTS WITH DISABILITIES WHO ARE ELIGIBLE FOR SPECIAL EDUCATION AND RELATED SERVICES AND ATTEND SCHOOL WITHIN THE GEOGRAPHICAL BOUNDS OF THE DISTRICT. ELIGIBLE STUDENTS WITH DISABILITIES WHO ATTEND PRIVATE SCHOOLS WITHIN THE GEOGRAPHICAL BOUNDS OF THE DISTRICT WILL RECEIVE SERVICES EQUAL TO A PROPORTIONAL SHARE OF THE IDEA GRANT FUNDS RECEIVED ANNUALLY BY THE DISTRICT. THE PROPORTIONATE SHARE SHALL BE CALCULATED ON AN ANNUAL BASIS IN ACCORDANCE WITH FEDERAL LAW, BUT NO LATER THAN OCTOBER 1<sup>ST</sup> OF ANY GIVEN YEAR. CALCULATION OF THE PROPORTIONATE SHARE SHALL BE THE RESPONSIBILITY OF THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE.**

**THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE SHALL MEET ANNUALLY WITH ALL PRIVATE SCHOOL REPRESENTATIVES TO CONSULT ON MATTERS RELATED TO THE DISTRIBUTION OF FUNDS UNDER THE IDEA. DOCUMENTATION REGARDING ANNUAL MEETINGS SHALL BE MAINTAINED BY THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE.**

**THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE SHALL ANNUALLY MAINTAIN BUDGETS WITH REGARD TO THE MANNER IN WHICH IDEA GRANT FUNDS ARE EXPENDED FOR ELIGIBLE PARENTALLY PLACED PRIVATE SCHOOL STUDENTS WITH DISABILITIES.**

**4. NATIONAL INSTRUCTIONAL MATERIALS ACCESSIBILITY STANDARD**

**THE BOARD SHALL ENSURE COMPLIANCE WITH THE NATIONAL INSTRUCTIONAL MATERIALS ACCESSIBILITY STANDARD (“NIMAS”). IN THIS REGARD, THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE SHALL MAINTAIN PROCEDURES TO INFORM ALL STAFF WITHIN THE DISTRICT HOW A BLIND AND/OR PRINT DISABLED STUDENT SHALL BE REFERRED IN ORDER TO RECEIVE MATERIALS FROM THE NATIONAL INSTRUCTIONAL MATERIALS ACCESS CENTER (“NIMAC”). SUCH PROCEDURES SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:**

- A. INITIAL REFERRAL TO A PLANNING AND PLACEMENT TEAM (“PPT”), OR IF SUCH CHILD IS ALREADY IDENTIFIED AS HAVING A DISABILITY UNDER THE IDEA, DIRECT REFERRAL TO THE CHILD’S PPT;**
- B. IDENTIFICATION OF THE NAME OF THE DISTRICT PERSONNEL WHO SHALL RECEIVE, AND ARE RESPONSIBLE FOR, REFERRALS FOR THE RECEIPT OF MATERIALS FROM NIMAC; AND**
- C. THE REQUIREMENT THAT EITHER (I) PUBLISHERS PREPARE AND, ON OR BEFORE DELIVERY OF THE PRINT INSTRUCTIONAL MATERIALS, PROVIDE TO THE NIMAC, ELECTRONIC FILES CONTAINING THE CONTENTS OF THE PRINT INSTRUCTIONAL MATERIALS USING THE STANDARDS OF THE NIMAS; OR (II) INSTRUCTIONAL MATERIALS ARE PURCHASED FROM THE PUBLISHER ARE PRODUCED IN, OR MAY BE RENDERED IN, SPECIALIZED FORMATS.**

**5. COORDINATED EARLY INTERVENING SERVICES**

**COORDINATED EARLY INTERVENING SERVICES (“CEIS”) MAY BE USED TO SUPPORT STUDENTS IN GRADES K-12 WHO ARE NOT CURRENTLY IDENTIFIED AS NEEDING SPECIAL EDUCATION OR RELATED SERVICES, BUT WHO NEED ADDITIONAL ACADEMIC OR BEHAVIORAL SUPPORT TO SUCCEED IN A GENERAL EDUCATION ENVIRONMENT. UP TO 15% OF IDEA GRANT FUNDS MAY BE USED FOR CEIS. IN THIS REGARD, THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE SHALL MAINTAIN PROCEDURES TO ENSURE THAT:**

- A. THE FUNDS USED FOR CEIS ARE USED ONLY FOR THE K-12 LEVELS;**
- B. STUDENTS RECEIVING CEIS ARE TRACKED DIRECTLY OVER A THREE-YEAR PERIOD TO DETERMINE IF, AT ANY TIME DURING**

**THIS PERIOD, THESE STUDENTS SHOULD BE REFERRED FOR SPECIAL EDUCATION SERVICES; AND**

- C. DOCUMENTATION OF FUNDS SPENT ON PROFESSIONAL DEVELOPMENT ARE MAINTAINED, WHICH DOCUMENTATION SHALL INCLUDE THE TEACHERS WHO RECEIVE PROFESSIONAL DEVELOPMENT FOR CEIS AND THE NAMES OF THE STUDENTS OF THOSE TEACHERS WHO WOULD HAVE BENEFITED FROM THE TEACHER RECEIVING THE PROFESSIONAL DEVELOPMENT.**

**6. CHARTER SCHOOLS**

**IN COMPLIANCE WITH FEDERAL LAW, THE BOARD SHALL ENSURE THAT ALL ELIGIBLE STUDENTS WITH DISABILITIES WHO ATTEND CHARTER SCHOOLS THAT ARE PART OF THE DISTRICT RECEIVE SPECIAL EDUCATION SERVICES IN THE SAME MANNER AS ELIGIBLE STUDENTS WITH DISABILITIES WHO ATTEND OTHER DISTRICT SCHOOLS. FURTHER, THE BOARD SHALL ENSURE THAT IDEA GRANT FUNDS ARE PROVIDED TO CHARTER SCHOOLS WITHIN THE DISTRICT THAT SERVE ELIGIBLE STUDENTS WITH DISABILITIES ON THE SAME BASIS AS THE DISTRICT PROVIDES FUNDS TO OTHER PUBLIC SCHOOLS WITHIN THE DISTRICT.**

**7. EXCESS COSTS CALCULATION - FEDERAL REQUIREMENT**

**THE BOARD SHALL COMPLY WITH FEDERAL LAW WITH REGARD TO THE CALCULATION OF EXCESS COST. THE DIRECTOR OF SPECIAL EDUCATION OR DESIGNEE SHALL MAINTAIN DOCUMENTATION REGARDING THE SEPARATE EXCESS COST CALCULATIONS FOR ELEMENTARY AND SECONDARY SCHOOL STUDENTS, AS WELL AS THE FORMULAS USED FOR EACH LEVEL OF STUDENTS.**

**LEGAL REFERENCES:**

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT, 42 U.S.C. § 1400, ET SEQ. (IDEA)**







- 34 C.F.R. § 300.144**
- 34 C.F.R. § 300.202(A)(3)**
- 34 C.F.R. § 300.133(D)**
- 34 C.F.R. § 300.172**
- 34 C.F.R. § 300.205(D)**
- 34 C.F.R. § 300.226(A)**
- 34 C.F.R. § 300.209(B)**
- 34 C.F.R. § 300.818, APPENDIX A**



## **I. INFORMATIONAL**

# FEBRUARY 2011

## THE THEME OF THE MONTH IS HONESTY

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 <i>FRC Registration for the 2011-2012 School Year School Age Care</i>	2 			
6	7 <i>PTO Meeting at BG 7:00 pm Beginning of the Read AT Home Program</i>	8	9 <i>BOE Meeting Council Chambers 7:30 pm</i>	10	11 <i>"Music for your Heart with Mr. Gym" 6:15-6:45 pm 7:15-7:45 pm</i>	12
13	14 <i>Valentines Day</i> 	15	16	17	18	19
20 	21 <i>No School Mid Winter Break</i>  <i>President's Day</i>	22 <i>No School Mid Winter Break</i>	23 <i>No School Mid Winter Break</i>	24 <i>No School Mid Winter Break</i>	25 <i>No School Mid Winter Break</i>	26 
27	28 <i>Music Concert Wasco/Little 6:15 pm</i> <i>Snow date-3/7</i> 					

# February 2011 – Tolland Intermediate School

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b>	<b>2</b> Staff Book Club	<b>3</b> Esteem Day, Grade 5	<b>4</b> Mad Science Assembly	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b> Esteem Day Raindate	<b>11</b> 4 <sup>th</sup> Grade Valentine's Day Dance	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> Winter Break	<b>22</b> Winter Break	<b>23</b> Winter Break	<b>24</b> Winter Break	<b>25</b> Winter Break	<b>26</b>
<b>27</b>	<b>28</b>					

2011

# February 2011

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Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 <i>TEPTO Variety Show Try- outs 2:30- 4:15pm</i>	8 <i>TMS PTO Mtg.</i>	9 <i>Variety Show Try- outs 2:30- 4:15pm</i>	10 <i>THS Open House</i>	11 <i>Student Council Dance 7- 9pm</i>	12
13	14 <i>Variety Show call backs-2:30- 4:15</i>	15	16	17	18	19
20	21	22	23	24	25	26
<div style="border: 1px solid black; padding: 5px; display: inline-block;"><b>MID-WINTER BREAK</b></div>						
27	28					

# February 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 C.L. Mtg. 2:00 p.m.	3	4	5
6	7 PLC 2:00-3:00	8	9 Faculty Mtg. 2:00 p.m.	10 OPEN HOUSE 6:30-7:30 p.m.	11	12 ACT Test
13	14 PLC 2:00-3:00	15	16	17	18	19
20	21	22	23	24	25	26
	School Closed					
27	28 Booster Club – 7:00					