

ENFIELD BOARD OF EDUCATION

ENFIELD, CONNECTICUT

Time-Place:

Council Chambers

Date: 08/27/19

820 Enfield Street

Enfield, CT

7:00 PM Regular Meeting

1. Call to Order – 7:00 PM
2. Invocation or Moment of Silence – Scott Ryder
3. Pledge of Allegiance – Scott Ryder
4. Fire Evacuation Announcement
5. Roll Call
6. Board Guest(s)
 - a. Gold Award Project
7. Superintendent's Report
 - a. First Day of School
 - b. Enfield Adult Education Anniversary
 - c. Eagle Academy & STOWE Early Learning Center Update
8. Audiences
9. Board Members' Comments
10. Unfinished Business
11. New Business
 - a. Approve Board of Education Representatives and Alternates
 - b. Appoint Joint Facilities Committee Elector
 - c. Approve Additional SRO's
 - d. Approve BOE Policy #1330 Use of School & Town Facilities – *First Reading & Second Reading*
 - e. Approve BOE Policy #6141.32 Computer Network and/or Internet Student Acceptable Use Agreement – *First Reading & Second Reading*
 - f. Approve BOE Policy #3545.2 Transportation of Private School Students Out-of-Town – *First Reading & Second Reading*
12. Board Committee Reports
 - Curriculum Committee
 - Finance, Budget Committee
 - Policy Committee
 - Leadership Committee
 - Joint Facilities Committee
 - JFK Building Committee
 - Joint Security Committee
 - Any additional Committees
13. Approval of Minutes:
 - Regular BOE Meeting Minutes – June 11, 2019 & Special BOE Meeting Minutes – June 19, 2018
14. Approval of Accounts and Payroll
 - For the Month of May, June 2018-19 and July 2019-20
 - Line Item Transfers
15. Correspondence and Communications
16. Executive Session
 - Matter(s) Related to Attorney Client Privilege
17. Adjournment



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Board Guests

- a. **Gold Award Project:** We welcome Olivia Trosen to tonight's meeting. Ms. Trosen is an Ambassador to Girl Scout Troop 10355. She will present her Gold Award project of raising awareness and educating primarily middle school age children on the dangers of skin cancer and preventable measures. Enclosed in your packet is a copy of her power point presentation.

Please join me welcoming Olivia to tonight's meeting.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Superintendent's Report

- a. **First Day of School:** The administration welcomes all students and staff back for the 2019-20 school year. The first day of school is on Wednesday, August 28th.
- b. **Enfield Adult Education Anniversary:** Board members and the public are invited to attend the Enfield Adult and Continuing Education Centennial Celebration. They will hold an open house kickoff celebration on Tuesday, September 10th in the Lower Library at the Enfield Annex located at 124 North Maple Street from 5:30 to 7:30 PM. The evening will feature displays of historical adult education registers and reports. Residents can ask questions about programs and register for upcoming classes. Refreshments will be served. Enclosed in your packet is a quorum agenda for this centennial celebration.
- c. **Eagle Academy & STOWE Early Learning Center:** At this time, I will give the Board an update about the Eagle Academy and STOWE Early Learning Center.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Approve Board of Education Representatives and Alternates

Per Board of Education policy #9160 Student Representatives, Student Representatives and Alternates will be appointed to the Board in a nonvoting capacity and will attend all Board of Education meetings. Enclosed in your packet is the Board policy that explains their duties and responsibilities. Student Representatives and Alternates will need to attend an orientation session prior to attending any Board of Education meeting. Enfield High Principal Erin Clark will set a date for the students to set expectations and discuss the process in September 2019.

Principal Clark is recommending the following students as the 2019-20 Student Representatives and Alternates:

New Student Representative and Alternate are:

Student Representative: Madison Daigneau, Gr. 11

Student Alternate: Syerra Taliceo, Gr. 11

Returning Student Representative and Alternate are:

Student Representative: Daniel Golden, Gr. 12

Student Alternate: Sophia Santiago, Gr. 12

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding approving the 2019-20 Student Representatives and Student Alternates as presented.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Appoint Joint Facilities Committee Elector

Enclosed in your packet is an application for a vacancy that exists on the Joint Facilities Committee. Chairman Kruzel will address this item

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding Approving a new Elector for the Joint Facilities Committee as presented.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Approve Additional SRO's

Enclosed in your packet is information from the Town regarding the additional SRO's. I will address this item at this time

Therefore, the Enfield Board of Education may take any action(s) deemed appropriate regarding approving additional SRO's as presented.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Approve BOE Policy #1330 Use of School & Town Facilities – *First & Second Readings*

Enclosed in your packet is Board Policy #1330 Use of School & Town Facilities. The Town made changes and approved this policy on March 18, 2019. The Policy Committee has reviewed the policy and are recommending we waive the second reading and approve the revised policy as presented. This policy has been placed on the website for public input.

Policy Committee Chair Rich Regnier can address any questions from the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately regarding approving Board Policy #1330 Use of School & Town as presented.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Approve BOE Policy #3545.2 Transportation of Private School
Students Out-of-Town – *First & Second Readings*

Enclosed in your packet is Board Policy #3545.2 Transportation of Private School Students Out-of-Town. This policy was one of our old policies that was omitted from the CABA 3000 series. This policy is needed for transporting students via Smyth Bus. We have also enclosed the Transportation Agreement form that will be added to our regulations. The Policy Committee has reviewed this policy and are recommending we waive the second reading and approve the revised policy as presented. This policy has been placed on our website for public input.

Policy Committee Chair Rich Regnier can address any questions from the Board.

Therefore, the Enfield Board of Education may take any action(s) deemed appropriately regarding approving Board Policy #3545.2 Transportation of Private School Students Out-of-Town as presented.



Date: August 27, 2019
To: Enfield Board of Education
From: Mr. Christopher J. Drezek
Re: Executive Session

The Board of Education needs to discuss the following item:

- Matter(s) Related to Attorney Client Privilege

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

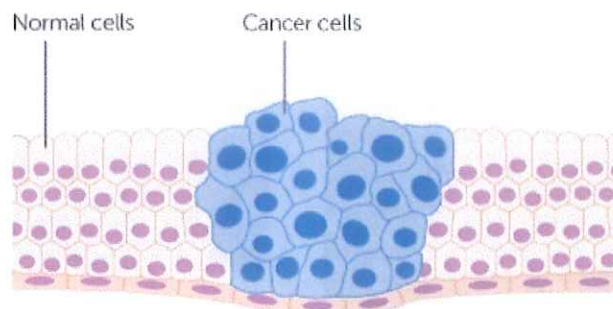
SKIN CANCER AND YOU

BY: OLIVIA T
TROOP 10355



WHAT DO YOU KNOW ABOUT SKIN CANCER?

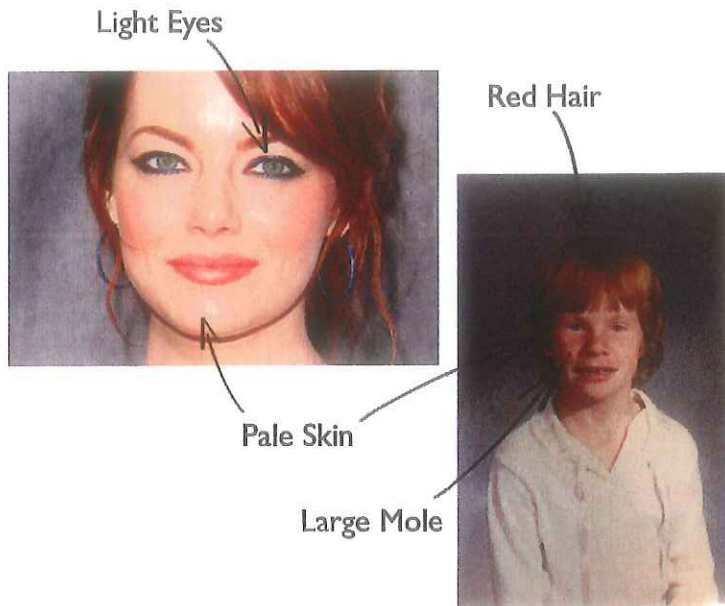
- Cancer is where the cells in a person's body start to divide wrong, this causes things like tumors to form.
- Did you know, there are 3 types of skin cancer?
- These are
 - Basal Cell Carcinoma
 - Squamous Cell Carcinoma
 - Malignant Melanoma
- 90% of your skin damage is from your childhood.



Cancer Research UK

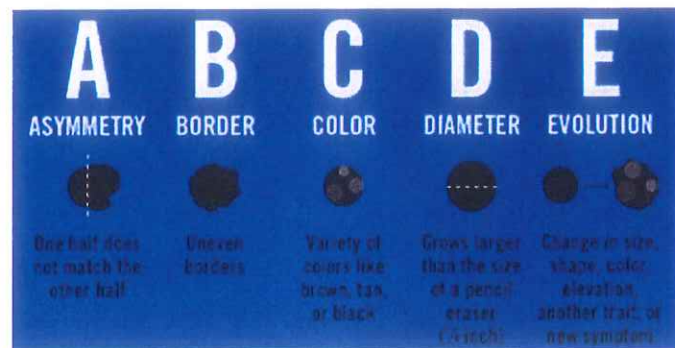
WHO CAN GET SKIN CANCER

- ANYBODY can get skin cancer, it doesn't matter your race, age, or gender
- Some people though can get skin cancer more easily
- These people will have things called risk factors which includes
 - Light or paler skin
 - Red or blonde hair
 - Blue or green eyes
 - Having had lots of sunburns in the past
 - Has lots of moles, especially ones with weird shapes
 - Had, or have an area of skin that has been badly burned before



ABCDE'S OF SKIN CANCER

- **A (Asymmetry)**
 - One half of a mole or growth suddenly doesn't look like the other
- **B (Border)**
 - The borders of Melanoma growths have either: irregular, scalloped, or poorly defined borders
- **C (Color)**
 - Colors of Melanoma vary from brown, black, even white and red
- **D (Diameter)**
 - Melanomas are usually over 6mm, but can be smaller or larger
- **E (Evolving)**
 - A mole/skin growth that is changing in size, color, or shape



- This chart is made so you can check for Melanoma growths on your own body, at home
- Melanoma growths are **moles** that grow and spread and turn cancerous

SO, HOW CAN YOU PROTECT YOURSELF FROM SKIN CANCER?

01



USE SUNSCREEN OR SUNBLOCK!

- Dermatologists recommend at least 30 SPF
- Wear sunscreen anytime you're outside, even if it's cloudy

02



Avoid direct sunlight if possible during the hours of **10am to 4pm**, this is when the sun's rays are most harmful.

03



Wear protective clothing, like hats and sunglasses, and if it's not too hot, pants and long sleeves.

04



NEVER use tanning beds.

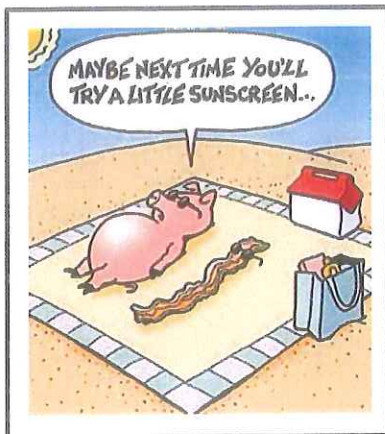
- Using a tanning bed just **ONCE** increases your chances of Skin Cancer by 10%

WHY TO AVOID TANNING SALONS/TANNING

- Tanning not only causes skin cancer, it also ages your skin.
- Using a tanning bed just **ONCE** increases your risk of skin cancer by 10%
- Tanning beds can also increase your risk for melanoma (the most dangerous skin cancer) by up to 75%



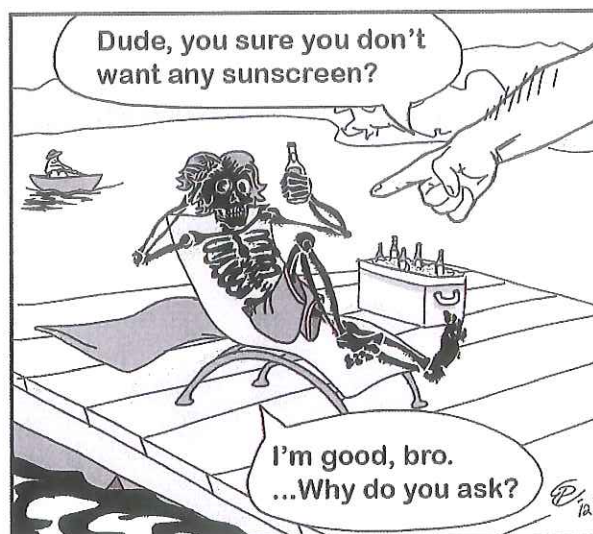
DIFFERENCE BETWEEN SUN SCREEN AND SUNBLOCK



- Sunblock
 - Acts as a barrier on top of your skin to protect your skin from sun rays
 - Usually has things like zinc or titanium oxide
- Sunscreen
 - Soaks into the skin and protects it from the sun
 - Is chemical based, but still good for your skin
- Both protect your skin and you should **ALWAYS** apply **15-20 minutes** before you go into the sun.
- You also need to **reapply every 2 hours**.

QUESTIONS!

1. Who can get skin cancer?
2. What's one way you can protect yourself from getting skin cancer?
3. How many times can you use a tanning bed before it's dangerous?





OFFICE OF THE SUPERINTENDENT

1010 ENFIELD STREET • ENFIELD, CONNECTICUT 06082
TEL: 860.253.6531 • FAX: 860.253.6515

August 23, 2019

Mrs. Suzanne Olechnicki, Town Clerk
Enfield Town Hall
820 Enfield Street
Enfield, Connecticut

Dear Mrs. Olechnicki:

Please be advised, there is a possibility that a quorum of the Board may be in attendance at the Enfield Adult Education Centennial Celebration being held on September 10, 2019 at the Enfield Annex at 5:30 PM located at 124 North Maple Street. This is not a Board meeting and no Board actions shall occur.

cc: BOE



OFFICE OF THE SUPERINTENDENT

1010 ENFIELD STREET • ENFIELD, CONNECTICUT 06082
TEL: 860.253.6531 • FAX: 860.253.6515

August 23, 2019

Mrs. Suzanne Olechnicki, Town Clerk
Enfield Town Hall
820 Enfield Street
Enfield, Connecticut

Dear Mrs. Olechnicki:

Please be advised, there is a possibility that a quorum of the Board may be in attendance on August 27, 2019 at the Eagle Academy Grand Opening Ceremony at 5:30 PM located at 1270 Enfield Street. This is not a Board meeting and no Board actions shall occur.

cc: BOE

ENFIELD PUBLIC SCHOOLS
Enfield, Connecticut

9160

Bylaws of the Board

Student Representatives

The Enfield Board of Education acknowledges the value of the insights, opinions and information that can be provided by members of the student body. To this end, it will be the policy of the Board to seat two students from Enfield High School in nonvoting capacity at all public Board of Education meetings. Student opinion will be solicited to give an added dimension to the Board's decision-making process.

The following guidelines and procedures will be followed for the seating of the student representatives:

1. Student representatives shall attend as a guest and at the invitation of The Board.
2. Attendance at Board meetings shall be considered a school sponsored event and, as such, student representatives shall be subject to and comply with all Board policies as well as all school rules and regulations.
3. Two student representatives and two (2) alternate representatives shall be recommended by the student government body, subject to the approval of the building Principal. To be eligible the student must be a member of the Junior or Senior class in good standing (letter grade "C" average or above), cannot be ineligible for student activities and must have taken and passed a Civics course as a pre-requisite.
4. The Board of Education reserves the right to dismiss a student representative, by majority vote, who fails to attend three (3) Board meetings without being excused or other cause and call for the selection of a new representative. Student representatives may also be removed from their position of nonvoting representatives to the Board of Education by action of the building Principal, with input from the Faculty Advisor(s) of the student governing body.
5. Student representatives shall be recommended and appointed in the spring of the current school year for the following school year.
6. The term of office for student representatives shall be one (1) school year, normally beginning with the start of the school year.
7. Student representatives shall receive credit for participation as an Independent Study and shall report back to the student governing body and the teacher assigned as the advisor to the student governing body.
8. After being appointed, Student Representatives will be given an orientation session by the Superintendent of Schools, a member of the Board of Education or their designee, the building Principal and a teacher advisor from the student governing body.

Bylaws of the Board

Student Representatives (continued)

Privileges and Responsibilities

Student Representatives may:

1. Be able to attend all regular meetings of the Board of Education and may, at their option, attend special meetings or other public meetings of the Board of Education;
2. Receive copies of all regular meetings agendas, minutes and other pertinent information and publications which are made available to Board of Education members, except for Executive Session related material;
3. Comment under Board Comments on the agenda or make a report under Committee Reports;
4. Request through the Chairman or ranking Minority member to have an item placed on the agenda for a Board meeting;
5. Participate in discussion and speak on any motion or issue on the agenda unless deemed inappropriate by the Board;
6. Be eligible to sit on committees and sub-committees of the Board of Education if deemed appropriate by the Board and appointed by the Chairman.

Student Representatives may not:

1. Make motions or cast an official vote on any motion or resolution;
2. Attend executive session, "non-meetings," negotiation sessions or any other meeting deemed inappropriate by the Board.

Only those privileges and powers enumerated previously shall be regarded specifically as such; any and all other powers and privileges that might be deemed appropriate for the student representatives shall be decided upon by the Board of Education.

Legal Reference: Connecticut General Statutes
 9-203 Number and term of members of boards of education.

Bylaw adopted by the Board: October 24, 2017



ENFIELD HIGH SCHOOL

1264 Enfield Street
Enfield, CT 06082
Phone: 860-253-5540
Fax: 860-253-5555

Principal
Erin E. Clark

Assistant Principal
Laura M. Gagnon

Assistant Principal
Connell P. Clark

July 2, 2019

Ms. Madison Daigneau
38 Winding Lane
Enfield, CT 06082

Dear Madison:

Thank you for submitting your application for the position of student representative on the Enfield Board of Education. After careful consideration, we are happy to announce that you have been selected for this prestigious role. You should be very proud of this accomplishment. Out of several qualified candidates, only 1 representative and 1 alternate were chosen for this position. The superintendent's office will contact you regarding future meetings and training in the fall.

Sincerely,

A handwritten signature in dark ink, appearing to be "EC", written in a cursive style.

Erin Clark
Principal, Enfield High School



ENFIELD HIGH SCHOOL

1264 Enfield Street
Enfield, CT 06082
Phone: 860-253-5540
Fax: 860-253-5555

Principal
Erin E. Clark

Assistant Principal
Laura M. Gagnon

Assistant Principal
Connell P. Clark

July 2, 2019

Ms. Syerra Taliceo
23 Coolidge Dr.
Enfield, CT 06082

Dear Syerra:

Thank you for submitting your application for the position of student representative on the Enfield Board of Education. After careful consideration, we are happy to announce that you have been selected to serve as the alternate for this position. You should be very proud of this accomplishment. Out of several qualified candidates, only 1 representative and 1 alternate were chosen for this position. The superintendent's office will contact you regarding future meetings and training in the fall.

Sincerely,

Erin Clark
Principal, Enfield High School

Item #11b.

Zalucki, Kathy

From: Kruzel, Walter
Sent: Wednesday, August 21, 2019 10:44 AM
To: Zalucki, Kathy
Subject: Re: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Add this item to agenda for 8/27 meeting

Walter J. Kruzel
Chairman
Enfield Board of Education
Tel: 860-841-0255



"We make a difference in Enfield - every child, every day."

On Aug 5, 2019, at 10:16 AM, McCarthy, Debra <dmccarthy@enfield.org> wrote:

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Friday, August 2, 2019 11:25 AM
To: McCarthy, Debra <dmccarthy@enfield.org>
Subject: Online Form Submittal: Application for Vacancy on Boards, Agencies & Commissions

Application for Vacancy on Boards, Agencies & Commissions

Date	8/2/2019
First and Last Name	Marie Pyznar
Address	25 Roy Street
City	Enfield
State	CT
Zip	06082
Phone Number	860 729 6608
Second Phone:	860 741 3432
Email	mpyznar@sbcglobal.net

Occupation	Insurance agent
Occupation Phone Number	860-745-7111
Party Affiliation	Republican
Registered Voter	Yes
Name of the Board You Wish to Apply For:	Joint Facilities Committee
Appointment	New Appointment
Please outline your qualifications and how you feel you would contribute to the committee or commission:	Lifetime resident, I was an active realtor for 6 years, and the last 21 years have been a licensed property and casualty insurance agent. As an insurance agent I understand construction and maintenance of homes as well as commercial buildings. Cost estimating is also part of my job.
Have you ever served on a Board, Commission or Agency in Enfield or elsewhere?	Yes
If so, please state name of board, commission or agency and time server:	Currently serving 1st term on Inlands,Wetlands, and Water Courses.
If this is a reappointment, please list the number of meetings attended during the last 12 months:	No
If the committee or commission which you requested has no more vacancies, would you consider appointment to another committee or commission?	Yes

Email not displaying correctly? [View it in your browser.](#)



TOWN OF ENFIELD

June 26, 2019

Honorable Members
Enfield Town Council
Enfield, Connecticut

Subject: Request for Transfer of Funds for School Security

Councilors:

Highlights:

- The Enfield Police Department currently provides three police officers who serve as School Resource Officers at Enfield High School (two SROs) and JFK Middle School (one SRO).
- The proposed budget transfer will allow for an enhanced police presence in the High School, Middle School and all of the public elementary schools, the Enfield Childhood Development Center (Day Care & Head Start) and non-public elementary schools.
- The proposed transfer will provide funding for these services for the 2019-2020 school year commencing August 28, 2019.
- The Board of Education has expressed its concurrence with this plan.

Budget Impact:

No significant impact is anticipated.

Recommendation:

That the Town of Enfield Town Council approve the attached resolution.

Office of the Town Manager

Attachments:

1. Resolution.

ENFIELD TOWN COUNCIL
REQUEST FOR TRANSFER OF FUNDS

RESOLUTION NO. _____

RESOLVED, that in accordance with Chapter VI, Section 8(f) of the Town Charter, the following transfer is hereby made.

TO: School Safety

Overtime	10200270	514000	\$246,427
Medicare	10200270	522100	\$ 3,573

FROM: General Fund - Revenue

Appropriated Fund Balance	10040000	499000	\$250,000
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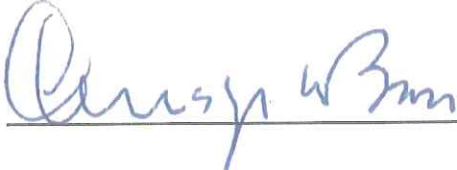
CERTIFICATION: I hereby certify that the above-stated funds are available as of June 26, 2019.



John Wilcox, Director of Finance

6/26/19

Date:

APPROVED BY:  _____ Town Manager

Date: 6/27/19

ENFIELD TOWN COUNCIL & ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT

USE OF SCHOOL & TOWN FACILITIES

1330

A. Policy Statement

Subject to section 54-1 et seq. of the Town Code, the Town Council and the Board of Education may permit the use of any Facility for educational or community purposes.

B. Definitions

1. Administrator for the school means a Principal or his or her designee; for the Town this means the Director of the Facility, or his or her designee.
2. Associated Costs means, but is not limited to, fees for the services of any custodial personnel, field monitoring or setup personnel, utilities, supplies, security personnel or other personnel deemed by the responsible Administrator to be necessary in connection with the use of Facilities. Such costs shall be at the rates set forth in the fee schedule.
3. Business Day means normal hours of operation of the Facility.
4. Community purpose means that which may serve or benefit the Town's residents in some manner.
5. Facility means, but is not limited to, any building, meeting room, conference room, athletic field, cafeteria, gymnasium, pool, park, playground, recreational area, owned or maintained by the Town of Enfield or the Enfield Board of Education.
6. Non-profit means an organization recognized as such by the State of Connecticut or U.S. Internal Revenue Code.
7. Resident means an individual whose domicile is the Town of Enfield and shall include other legal entities located within the Town.
8. School Year means that period of time beginning on the first day that school is in session and ending on the last day that school is in session and includes school year vacations.

C. Establishment of Rules and Procedures

The use of any Facility for educational or community purposes shall be governed by the following rules and procedures and shall be subject to such restrictions as the Town Manager or Superintendent of Schools or their designee(s) consider(s) expedient. This policy is read in conjunction with section 54-1 et seq. of the Town Code. If there is any conflict between this policy and the Town Code, the Code provisions will prevail. This policy shall not apply to the use of school buildings and/or portions therein, during the business day of the school.

Consistent with this policy, the Town Manager and Superintendent of Schools shall promulgate Administrative Regulations and associated forms for the use of buildings and Facilities. Since the primary purpose of public school facilities is for public educational activities, including athletic events, such activities will have priority over all other requested uses of school Facilities.

D. Application Procedures

56 An application for use of a school Facility shall be submitted to the school Administrator during the
57 school year. In the absence of the school Administrator, and during summer vacation, the
58 application shall be submitted to the Town's Facilities Director.

59
60 An application for use of a Town Facility shall be submitted to the Town Administrator for the Town
61 Facility. The Town Manager shall determine the appropriate Administrator for Town Facilities.

62
63 The application shall specify the Facility requested. All school or Town equipment shall not be
64 used without the express written permission of the Administrator.

65
66 The school Administrator shall forward to the Town's Facilities Director each application for the use
67 of school buildings and/or portions therein, with a recommendation, as to approval or denial. The
68 Town's Facilities Director shall review the applications, determine the amount of fees to be
69 collected, and forward approved requests to the School Administrator for scheduling. Approval of
70 the use of the school Facility may be revoked at any time by the Superintendent of Schools or his
71 or her designee.

72
73 The school Administrator shall forward to the Town's Facilities Director each application for the use
74 of school grounds, including athletic fields, with a recommendation, as to approval or denial. The
75 Town's Facilities Director shall review the application, determine the amount of fees to be collected,
76 and forward approved requests to the Director of Public Works for final approval and scheduling.
77 Approval of the use of the school grounds may be revoked at any time by the Town Manager or his
78 or her designee.

79
80 The Town Administrator shall forward to the Director of Public Works each application for the use
81 of town facilities with a recommendation as to approval or denial. The Director of Public Works
82 shall make a final determination whether to approve the application. For those applications
83 approved, the Director of Public Works shall determine scheduling and the amount of fees to be
84 collected. Approval of the use of a Town Facility may be revoked at any time by the Town Manager
85 or his or her designee.

86 87 E. Eligible Organizations and Priority of Use

88
89 Administrators responsible for reviewing and recommending requests for use of Facilities will use
90 the following guidelines regarding priority use.

91 92 Order of Priority:

93 94 1. School Facilities

- 95
96 a. School events, including educational and athletic
97
98 b. School-sponsored events
99
100 c. Items listed under sections 2. a., d., e., f. and g. below

101 102 2. Town Facilities

- 103
104 a. Town Council, boards, commissions, agencies or departmental activities
105
106 b. School events, including educational and athletic
107
108 c. School-sponsored events
109
110 d. Activities of non-profit organizations with principal offices in the Town, other than
111 school related organizations covered by category #2b. and c. above.
112 e. Activities of non-profit organizations operating within the Town, other than school
113 related organizations covered by category #2b. and c. above.

f. For-profit groups or organizations operating within Town.

g. All other groups.

In the event of the cancellation of any Town or school sponsored event or activity as set forth above, due to weather or any other unforeseen circumstance, the event or activity may be rescheduled to a convenient date that may require the "bumping" of an outside organization's reservation. The outside organization shall be provided with an alternate date.

F. Restrictions on Use of Facilities

In addition to the restrictions set forth in section 54-1 et seq. of the Town Code, the restrictions below shall apply to the use of Facilities. Any violation of this Policy or any applicable Administrative Regulations may result in permanent revocation of the privilege to use Town or school Facilities by the organization and/or individuals involved.

1. The organization shall be responsible for any damage to equipment or buildings that occur during its use of the Facility.
2. Users of Facilities must designate a responsible adult supervisor to: be on site before the first participant has arrived; remain throughout the event; and not leave until after the last participant has left the Facility. Supervisors must have cell phones with them during the event.
3. No illegal activities are permitted.
4. Use or possession of tobacco, alcoholic beverages or unauthorized controlled substances is not permitted in or on school facilities.
5. Use of tobacco is not permitted within Town buildings. Unauthorized controlled substances are not permitted on Town property. Alcoholic beverages shall not be consumed on Town property or brought into a Town building, without proper permits in place.
6. Refreshments may not be prepared, served or consumed without the proper approvals. If such approval is granted, refreshments may be prepared, served and consumed only in areas designated.
7. Advertising, decorations or materials must be approved by the Town/School Administrator.
8. Advertising, decorations or other materials that promote the use of illegal drugs, tobacco products, or alcoholic beverages are not permitted.
9. Activities that are disruptive of the regular ongoing school or Town business are not permitted.
10. Nothing shall be sold, given, exhibited, or displayed without approval by the Administrator.
11. Any area deemed "off limits" shall not be used.
12. Town/School Administrators must make arrangements to hire uniformed police at all school events or combination of events for which traffic and parking problems may be expected. Such determination is the prerogative of the Town/School Administrator upon review of the rental application. Multiple events requiring uniformed officers shall pro-rate the cost for the uniformed officer(s) to the applicant involved on a basis to be determined by the Public Works Director for Town sites and the Facility Director for school sites.

G. Fees and Other Costs

Users of Facilities shall be responsible for the fees and costs set out in a fee schedule as established jointly by the Town Manager and Superintendent of Schools. Rental fees and/or associated costs otherwise applicable may be waived by the Town Manager or Superintendent of Schools if such waiver is deemed by the Town Manager or Superintendent of Schools to be in the best interest of the Town or the school, respectively. The following guidelines shall be incorporated into such fee schedule:

Category	Example	Fee Charged	
		Facility Rental	Associated Costs
School-sponsored programs	High School Football, HS Band, etc.	No	No
Activities that Further Educational Objectives of Public Schools	PTO, Booster Clubs, Safe Graduation Committees, etc.	No	No
Town Department or Agency Activity	Council, Social Services, Recreation, etc.	No	No
Non-profits with principal offices located in the Town of Enfield and athletic organizations listed on Schedule A.	Enfield Soccer Club, Ramblers, Enfield Little League Loaves and Fishes, etc.	No*	No
Non-profits with principal offices located in the Town of Enfield and athletic organizations listed on Schedule A using for purposes of fund raising.	Enfield Soccer Club, Ramblers, Enfield Little League Loaves and Fishes, etc.	No*	Yes
Non-profits operating in Town	American Red Cross	No*	Yes
All other entities, including, but not limited to, individuals, groups, associations, organizations and/or businesses.		Yes	Yes

* Outdoor athletic facilities are subject to Rental Fees as set forth on the attached Schedule A.

H. Insurance and Liability

The Facility user assumes all responsibility and liability for any injury to persons, and for damage to and loss of school or Town property in connection with the use of the Facility. The user holds the Town and school employees and the Town Council and Board of Education harmless for any such losses or damages. Responsibility and indemnification are detailed in the rental agreement.

Users must provide a certificate of insurance with their application. The minimum limits of liability are as follows:

General Liability -	\$1,000,000 Each Occurrence \$2,000,000 Aggregate
Automobile Liability -	\$1,000,000 Combined Single Limit

Users having either volunteer workers or paid employees must provide Workers Compensation coverage, including Employers Liability Coverage in the amount of \$100,000/500,000/100,000.

H. Insurance and Liability

The Facility user assumes all responsibility and liability for any injury to persons, and for damage to and loss of school or Town property in connection with the use of the Facility. The user holds the Town and school employees and the Town Council and Board of Education harmless for any such losses or damages. Responsibility and indemnification are detailed in the rental agreement.

Users must provide a certificate of insurance with their application. The minimum limits of liability are as follows:

General Liability -	\$1,000,000 Each Occurrence
	\$2,000,000 Aggregate

Automobile Liability -	\$1,000,000 Combined Single Limit
------------------------	-----------------------------------

Users having either volunteer workers or paid employees must provide Workers Compensation coverage, including Employers Liability Coverage in the amount of \$100,000/500,000/100,000.

Individual users are required to provide a copy of their homeowner's or apartment dweller's insurance policy declarations page. Minimum personal liability coverage of \$300,000 is required.

I. Appeal of Denial of Facility Use

Any applicant denied use of a Town-owned facility or whose use has been revoked, shall have the right to appeal such denial or revocation to the Facility Use Appeals Committee. The Committee shall be comprised of five members as follows: the Mayor shall appoint two (2) members of the Town Council; the Chair of the Board of Education shall appoint two (2) members of the Board of Education; the fifth member shall be the Town Manager. All appeals shall be submitted in writing to the Town Manager's Office.

J. Upon review of an application for use of a Facility, including its proposed duration, location and type of use, the application may be referred to and review by the Town Attorney to determine if the proposed use of the facility should be subject to a lease or other agreement which may be subject to approval by the Town Council.

Adopted by Town Council:	July 7, 2008
Revised:	May 16, 2011
Revised:	March 18, 2019
Adopted by Board of Education:	July 8, 2008
Reviewed:	

282 SCHEDULE A

283 Rental Fees for Outdoor Athletic Facilities

284 Includes Baseball, Softball, Football and Soccer Fields

285
286
287
288 Artificial Turf Fields (not subject to Tournament Fees):

289 \$1000.00 for up to four (4) hours (mandatory minimum fee). Lights Included

290 \$250.00 per hour for every hour, or part thereof, after the first four (4) hours. Lights Included

291
292
293 Grass Fields: \$75.00 per game (Tournament Fees listed below).

294
295 \$400.00 per season for practices (maximum of two practices per week)

296
297 Spring Season is defined as May through July.

298 Fall Season is defined as August through October.

299
300 Lights at Grass Fields: \$25.00 per game (Tournament Fees listed below).

301
302 Tournaments:

303 Definition: A series of contests and/or games between 4 or more invited teams held over a
304 one to three-day period.

305
306 Tournaments must be approved by the Facilities Manager and/or his/her agent. The Town
307 may require that the sponsoring organization provide at its own expense services including,
308 but not necessarily limited to, police, security, trash removal and additional sanitary
309 facilities as deemed necessary.

310
311 Exempt Athletic Organizations (listed below): \$500.00 per day per field.

312
313 Non-Exempt Organizations: \$1000.00 per day per field.

314
315 Lights for Tournaments: Included in Tournament Fee.

316
317 Athletic Organizations Exempt from the

318 Rental Fees Listed Above

319
320 Enfield Little League

Enfield Girls' Softball Association

321 Enfield Men's Softball

Greater Enfield Men's Softball League

322 Enfield Ramblers Football

Enfield Women's Softball League

323 Enfield Soccer Club

Enfield Men's Over 30 Soccer

324 American Legion Baseball – 15U, 17U and 19U

Allied Enfield Stars

325 A team can file a written application to the Town Manager's Office for exemption status for a term of one
326 year, if the team meets the following criteria:

- 327
328 1. 90% of the players on the roster have Enfield residency, and
329 2. The organization provides proof of not-for-profit status.

330
331 The written applications will then be reviewed by the Public Works Subcommittee. Recommendations will
332 be brought before the Town Council for final decision. The list of exempt teams will be reviewed by the
333 Town Council in December of each year.

336
337 **SECONDARY SCHOOLS (EHS, ENFIELD ANNEX AND JFK)**
338 **AUDITORIUM**
339 \$300.00 For A Four Hour Minimum
340 \$75.00 Per Hour for Each Additional Hour
341
342 **GYMNASIUM:**
343 \$200.00 For A Four Hour Minimum
344 \$50.00 Per Hour Each Additional Hour
345
346 **BAND ROOM OR CHORUS ROOM:**
347 \$100.00 For A Four Hour Minimum
348 \$25.00 Per Hour for Each Additional Hour
349
350 **CLASSROOM:**
351 \$50.00 For A Four Hour Minimum
352 \$15.00 Per Hour for Each Additional Hour
353
354 **ENFIELD ANNEX AND JFK POOLS:**
355 \$200.00 For A Four Hour Minimum
356 \$50.00 Per Hour for Each Additional Hour
357
358 **ELEMENTARY SCHOOLS**
359 **CAFETERIA OR GYMNASIUM:**
360 \$100.00 For A Four Hour Minimum
361 \$25.00 Per Hour for Each Additional Hour
362
363 **CLASSROOM:**
364 \$50.00 For A Four Hour Minimum
365 \$15.00 Per Hour for Each Additional Hour
366
367 **ASSOCIATED COSTS**
368 Field Monitor \$12.00 Per Hour
369 Gym Monitor \$12.00 Per Hour
370 Buildings and Grounds Staff Member \$40.00 Per Hour
371 Uniformed Police Officer \$58.00 Per Hour
372 Lifeguards (Three Minimum) \$50.00 Per Hour
373 Custodian \$40.00 Per Hour
374
375 Fees are computed on a daily rate basis. For example, the fee for a Friday and Saturday event running
376 under four hours each day in the Enfield Annex is \$600.00 (\$300 per day). The fee for a Friday and
377 Saturday event running six hours each day in the Enfield Annex is \$900.00 (\$450.00 per day for the six
378 hours each day) plus any associated costs levied.
379
380 **TOWN HALL**
381 **COUNCIL CHAMBERS**
382 \$100.00 For A Four Hour Minimum
383 \$25.00 Per Hour for Each Additional Hour
384
385 **ENFIELD ROOM**
386 \$50.00 For A Four Hour Minimum
387 \$25.00 Per Hour for Each Additional Hour
388
389 **THOMPSONVILLE ROOM**
390 \$50.00 Per For A Four Hour Minimum
391 \$15.00 Per Hour for Each Additional Hour

ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT

**COMPUTER NETWORK AND/OR INTERNET
STUDENT ACCEPTABLE USE AGREEMENT POLICY**

6141.32

The Board of Education provides computers/devices, networks and Internet access to support the educational mission of the schools and to enhance the curriculum and learning opportunities for students and school staff.

The purpose of this policy is to ensure that students utilize Enfield Public Schools' computers/devices, networks and Internet services for school-related purposes and is consistent with the Enfield Public Schools' stated mission, goals and objectives. The Enfield Public Schools reserves the right to place restrictions on the material accessed or posted and to enforce all rules set forth in the Enfield Board of Education Policies, Administrative Regulations, and applicable local, state, and federal laws.

The district recognizes its responsibility to educate students regarding appropriate behavior on social networking and chat room sites about cyberbullying. Therefore, students shall be provided instruction about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response.

Any student who violates this policy and/or any rules governing use of the Enfield Public Schools' computers networks and Internet services will be subject to disciplinary action, up to and including expulsion. Illegal uses of the school district's computers will also result in referral to law enforcement authorities.

All Enfield Public Schools' computers/devices remain under the control, custody and supervision of the Enfield Public Schools. Enfield Public Schools reserves the right to monitor all computers/devices and Internet activity by students. Students have no expectation of privacy in their use of school issued computers/devices.

Each student authorized to access the school district's computers/devices, networks and Internet services is required to sign an acknowledgment form stating that they have read this policy and the accompanying regulations.

Malicious use of the Enfield Public Schools' computer network to develop programs or to institute practices that harass other users or gain unauthorized access to any entity on the system and/or damage the components of the entity of the network is prohibited. Users are responsible for the appropriateness of the material they transmit over the system. Hate mail, harassment, discriminatory remarks, cyberbullying, or other antisocial behaviors are expressly prohibited.

Cyberbullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another person by sending or posting inappropriate and hurtful email-messages, instant messages, text messages, digital pictures, images, and Web site postings.

The Superintendent or his/her designee shall be responsible for overseeing the implementation of this policy and the accompanying rules and for advising the Board of the need for any future amendments or revisions to the policy/regulations. The Superintendent or his/her designee may develop additional administrative procedures/rules governing the day-to-day management and operations of the Enfield Public Schools' computers/devices, networks and Internet services system as long as they are consistent with the Board's policy. The Superintendent may delegate specific responsibilities to building principals and others as he/she deems appropriate.

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Reference: **Connecticut General Statute 10-221 as Amended by Public Act
15-217 and 15-217, "An act Concerning Various Revisions and
Additions to Educational Statutes"
Administrative Regulation #6141.32**

Policy Adopted: **July 13, 1999**
Policy Revised: **February 24, 2004**
Policy Revised: **August 28, 2007**
Policy Revised: **March 24, 2009**
Policy Revised: **June 26, 2012**
Policy Revised: **June 28, 2016**
Policy Updated: **June 26, 2019**

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**ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT**

**COMPUTER NETWORK AND/OR INTERNET
STUDENT ACCEPTABLE USE AGREEMENT FORM**

The Enfield Public Schools Computer Network and/or Internet Student Acceptable Use Agreement governs the use of computers/devices, Local Area Networks, and the Internet in the classrooms, media center, computer labs, and/or off school grounds.

This agreement must be read and signed by both the student and a parent/guardian and returned to the school. Access to Enfield Public Schools Computer Network and/or Internet System will not be granted until the agreement has been signed and returned.

Any student violating this agreement will be subject to disciplinary action based on Enfield Board of Education Policies and Administrative Regulations. Any student and his/her parents/guardian can be held financially liable for labor and associated costs incurred by the district if the student vandalizes property and/or violates this agreement.

By signing this statement, I acknowledge that I have read, understand, and agree to all terms as outlined in the Enfield Public Schools Computer Network and/or Internet Acceptable Use Agreement.

Student's Name	Year of Expected Graduation	Student's Address
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Student's Signature	Date
---------------------	------

Parent/Guardian's Name	Parent/Guardian's Telephone
------------------------	-----------------------------

Parent/Guardian's Signature	Date
-----------------------------	------

The District recognizes its responsibility to educate students regarding appropriate behavior on social networking and chat room sites about cyberbullying. Therefore, students shall be provided instruction about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response.

Reference: Policy #6141.32

Adopted: June 25, 1999
Revised: February 24, 2004
Revised: August 28, 2007
Revised: March 24, 2009

Revised: June 19, 2012
Revised: June 26, 2012
Reviewed: June 28, 2016
Updated: June 26, 2019

Form #71

**ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT**

**Administrative
Regulation 3545.2**

Non-Resident – Transportation

TRANSPORTATION AGREEMENT:

This is an Agreement for transportation services made by and between the Enfield Board of Education (the "Board") and _____ (the parent/ guardian).

On or before the first day of _____ school year, _____ (parent/ guardian) will pay the **nonrefundable** sum of **three-hundred and sixty dollars (\$360.00)** to the Board. In exchange for this sum, the board will permit _____ (student) a non-resident of Enfield, to ride Enfield Public School busses, on dates when the Enfield Public Schools are in session, to and from bus stops established by the Board, subject to schedules established by the Board. _____ (student) will be permitted to ride Enfield Public School busses only to the extent that there is space available after all students enrolled in the Enfield Public Schools, and all other students who are residents of Enfield, are offered seats on said busses.

If the Superintendent of the Enfield Public Schools (or designee) cancels classes in the Enfield Public Schools on any given day for any reason, no transportation on Enfield Public School busses shall be available on that day. If the Superintendent delays the start of the school day on any given day for any reason, Enfield Public School busses shall run only on such revised schedule as the Superintendent may specify, and _____ shall have no right to transportation other than provided to Enfield Public School students on such days.

The Board reserves the right to terminate this Agreement at any time for any reason. If the Board terminates this Agreement, _____ (parent/guardian) shall receive a prorata refund, based upon the number of days _____ (student) has been eligible to ride Enfield Public School busses.

_____ (parent/guardian) agrees to hold the Board and/or its employees, officers, agents and representatives harmless for any and all claims, suits, demands or other forms of liability, including attorney's fees, arising out of this Agreement and _____ (student's) use of Enfield Public School bus transportation.

(Parent or Legal Guardian)

(For the Board of Education)

(date)

(date)

January 24, 1995

**Revised: March 16, 2006
 August 26, 2009**

ENFIELD BOARD OF EDUCATION
ENFIELD, CONNECTICUT

**TRANSPORTATION OF PRIVATE SCHOOL
STUDENTS OUT-OF-TOWN**

3545.2

The Board of Education is not obligated to provide transportation to private/parochial students attending school outside the district's boundaries. However, these students may be eligible for bus transportation under the following conditions:

1. A bus is currently transporting public school students to the town in which the private/parochial student is enrolled in school. Under no circumstances will a request be considered if there is no current transportation of public school students to that town or if that transportation is eliminated.
2. Seats are available on the bus. In the event public student numbers on that bus increases, private/parochial students may be bumped from the bus to accommodate the public school students. Bumping will occur on a "last one on, first one off" basis.
3. The bus will not alter its calendar for operating/scheduling, extend its route, or make additional stops along its route to accommodate private/parochial students. These students will need to board and exit the bus at the predetermined stops on the days that it is operating and scheduled.
4. Riding is a privilege. Misconduct may result in the loss of that privilege.
5. Seat availability for private/parochial students will be made after the placement of all public school students. Seat availability will be on a first come first serve basis for private/parochial students. If the bus fills to capacity, no additional bus will be brought into service to accommodate private/parochial school pupils.
6. In the event this policy is challenged, the Board of Education may elect not to enter into litigation to defend it.
7. All applicable bus rules and regulations will apply to these students.
8. In the event the pupil is requesting a seat on a special education vehicle, the Director of Pupil Services must approve the request, after considering its affect on the handicapped students being transported.
9. The Board of Education retains the sole and exclusive authority to rule on appeals to this policy. The Board's decision shall be final and binding.
10. Requests for transportation of private/parochial school students out-of-town should be made through the transportation office.

11. Parents of private/parochial students will be required to sign a statement
agreeing to the conditions set forth in this policy as a term of their child riding
the bus.

Policy Adopted: October 26, 1992
Policy Reviewed: January 27, 2009

ENFIELD PUBLIC SCHOOLS
ENFIELD, CONNECTICUT

Administrative
Regulation 3545.2

Non-Resident – Transportation

TRANSPORTATION AGREEMENT:

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The Board reserves the right to terminate this Agreement at any time for any reason. If the Board terminates this Agreement, _____ (parent/guardian) shall receive a prorata refund, based upon the number of days _____ (student) has been eligible to ride Enfield Public School busses.

_____ (parent/guardian) agrees to hold the Board and/or its employees, officers, agents and representatives harmless for any and all claims, suits, demands or other forms of liability, including attorney's fees, arising out of this Agreement and _____ (student's) use of Enfield Public School bus transportation.

(Parent or Legal Guardian)

(For the Board of Education)

(date)

(date)

January 24, 1995

Revised: March 16, 2006

August 26, 2009

DRAFT

**BOARD OF EDUCATION
REGULAR MEETING MINUTES
JUNE 11, 2019**

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 June 11, 2019.

1. **CALL TO ORDER:** The meeting was called to order at 7:10 PM by Walter Kruzel.
2. **INVOCATION OR MOMENT OF SILENCE:** Chris Rutledge
3. **PLEDGE OF ALLEGIANCE:** Chris Rutledge
4. **FIRE EVACUATION ANNOUNCEMENT:** Walter Kruzel announced the fire evacuation announcement.
5. **ROLL CALL:**

MEMBERS PRESENT: Rich Regnier, Ashley Depeau, Chris Rutledge, Charlotte Riley, Tina LeBlanc, Sarah Hernandez, Tim Neville, Scott Ryder and Walter Kruzel

MEMBERS ABSENT: None

ALSO PRESENT: Mr. Christopher J. Drezek, Superintendent and Mr. Andrew B. Longey, Assistant Superintendent

6. **BOARD GUEST(S)**

a. **JFK History Students**

Mr. Drezek welcomed our Joel Senez, our Social Studies Coordinator and students to tonight's meeting.

Mr. Senez thanked the Board for this opportunity to show them what our students have been doing. The students (Anna Bemiss, Samantha Plummer, Madelyn Bouchard and Sabrina Juhasz) researched the soldiers from Enfield that are honored on our civil War Soldiers Monument in Enfield.

The students presented the biographies to the students in the Enfield High Graphic Design class. They EHS students designed the signs for each of the soldiers that will display their biographies throughout Enfield. The students raised money for the signs. They will have signs made for the 39 soldiers at the end of the project. They thanked their teachers for all their help with this project. Ms. Juhasz read the biography she researched and created.

Mr. Senez added that the report on Major Theodore Rockwood was prepared by Sabrina Juhasz. This was hardcore work that was done by all our students researching the information. We are teaching our students literacy in Social Studies and History. He thanked the graphic arts design students for their part with this project. The sign on Major Rockwood was presented to Mayor Ludwick during the town Memorial Day Celebration. This sign was shown to each Board member.

b. **Red, White and Blue School**

Mr. Senez added that we have been recognized from the Connecticut Department of Education and the Secretary of the State as a "Red, White, and Blue" school again. The project the grade

eight students and EHS graphic arts students worked on was called "Hero from Our Neighborhood". This project was honored with distinction. This is the third year in a row that we have been recognized. At the awards ceremony, he has been asked by other districts how we did this. All our hard work is paying off. The plaque we received from the State of Connecticut will be displayed proudly at John F. Kennedy front hallway.

Mr. Neville congratulated the staff and students for their hard work. We are very proud of what you are doing by digging into the history of those that came before us. Mr. Neville asked where will the biographies be placed?

Mr. Senez stated they will be given to the Town Beautification Committee and they will work with the Town Engineer and Buildings and Grounds for placement in Enfield in the fall. Mrs. Gaskell is also a member of the Town Beautification Committee.

Mr. Regnier congratulated them for this worthwhile project. He asked the students during your research, are any of them related to you, or where you live? The students said no.

Mr. Regnier stated this is an exciting project and could be future field trips for students. Congratulations on a great project.

Mrs. Riley stated you wrote this biography? She is extremely proud of you and all the students for participating in this project. This is a very professional report. This is something you would see at a national monument. She thanked the parents for your support. This is awesome.

Mrs. LeBlanc also congratulated the students. You are only in grade eight and are producing phenomenal work like this! You will all do great things in high school. The Enfield Press comes out weekly and they have a section about your town 100 years ago. Learning about the Civil War is important. You all did an amazing job presenting this information. Have a great summer and hopefully we will see you all before the Board again. Thank you.

Mr. Senez stated next year they will be studying World War I.

Mrs. Depeau asked how the students got involved in this project. Mr. Senez stated this was a project their class participated in.

Mrs. Depeau stated you all did such a wonderful job. This is high quality work. People will be reading these for years to come and will speak their names. This is beautiful. This research will stick with you for years to come. This is a very meaningful project. She thanked the students for the outstanding work they did.

Mrs. Hernandez thanked the students for preserving this history for our Civil War heroes. You all did a wonderful job. The signs show the phenomenal research. She is proud of how you are using your education by researching and writing these biographies. This is amazing.

Chairman Kruzel thanked them all. He asked the students to come to the front of the dioses for a picture.

Mr. Longey took a picture of the students and will post this on twitter. Board members gave the students around of applause and thanked them for coming.

Mr. Drezek added that this is the third-year Enfield has been recognized as a Red, White and Blue school. He does not believe there is any other school system that has been recognized as much as Enfield has. This is a testament to the quality work from Mr. Senez and Mrs. Burr for leading our Social Studies program. Thank you for everything you have done. No pressure for doing this again.

c. EHS Student Recognition

Mr. Drezek welcomed members from the Enfield Ramblers. They are here to recognize a well deserving Enfield High School student.

Mr. Craig Pelkey, Greg Boswell, Becky Boswell and Amanda Pelkey presented a scholarship to Francis Crowley from the Enfield Ramblers Association. They are extremely proud of the countless hours Fran has devoted to the Enfield Ramblers players and coaches. His dedication and positive attitude has not gone unnoticed. They presented him with a \$300 scholarship and a letter of recommendation.

Board members congratulated Francis Crowley and his family.

Mr. Longey took a picture of Francis Crowley, Ramblers Association Representatives and family members to share on our twitter page.

Mrs. LeBlanc stated her family was part of the Ramblers with you and your family. She would announce the games and Fran was there helping in any way he was needed. He is always there to help and is very respectful. He is a wonderful young man and we are very proud of you. We will see you on June 18th.

7. SUPERINTENDENT'S REPORT

- a. Student Representatives – as presented
- b. Thank You Mount Carmel Society – as presented
- c. Early Release Days & Last Day of School – as presented
- d. EHS Graduation Ceremony – as presented
- e. June Events – as presented

Mr. Drezek gave the Board an update on the Stowe/Head Start project. The Town will add 100 additional parking spaces at the Stowe Early Learning Center (SELC). We will absorb the transportation costs for transporting students from ECDC providing the Town allocates funds for the parking improvements. They have also allocated funds to add air-conditioning in the gym at the SELC. We will use temporary air-conditioning in the gym for the start of school until the permanent units have been installed. We have identified storage space inside at SELC and are confident we will have adequate storage space for the entire building. We have identified additional space for student bathrooms and are working on the plans with Building and Grounds.

Mr. Drezek reported that Mr. Dague has been working as our general contractor for this plan. We discuss the Head Start project daily. Any changes or modifications need to be approved by the building department. Before we get any final costs, the plans need to be finalized by the Town and Fire Marshall. As soon as we have them, we will share them with the Board. He does not see anything that should delay the projects. Mr. Dague will attend an upcoming meeting to give the Board an update. We will arrange for tours at Head Start and SELC. These events will be open to the public. He knows parents want to see where their children will be going. We will also arrange for open houses at both sites.

Mr. Drezek reported that currently only a portion of the Head Start students are receiving transportation to school. We are working with Smyth Bus to provide all our PK students at the SELC to receive transportation to/from school. We might need to modify the start times to accommodate this. He will keep the Board posted any additional developments.

Mr. Drezek reported that we currently have 8 confirmed students that will attend the Eagle Academy in the fall.

Mrs. Hernandez asked about the transportation for the PK students at SELC. Mr. Drezek stated we are working on a plan to provide transportation for this fall for all PK students going forward.

Mr. Regnier asked if the students attending the Eagle Academy are Enfield students. Mr. Drezek stated that is correct.

Mr. Regnier stated all preschool students would receive transportation. What about the ECDC preschool students? Mr. Drezek stated that is a separate program. Parents would need to drop their children off at ECDC.

8. **AUDIENCES** - None

9. **BOARD MEMBER COMMENTS**

Mr. Regnier wished the students a happy few final days of school. He encouraged students to avoid the summer slump. Be happy, safe and get your summer reading done. He thanked the teachers for another great year. He wished any administrators or staff that are leaving a happy retirement and thank you for your service. Mr. Regnier also welcomed any new staff.

Mr. Regnier thanked Mr. Drezek for addressing the costs and plans at SELC. He also thanked you about the tours. All the head start current classrooms have bathrooms. This helps when it comes to toilet training. He appreciates you adding additional bathrooms at SELC. He would like to see a similar plan for smaller toilets and sinks at SELC. This will all work out. Having Head Start at the SELC will have multiple benefits.

Mrs. Depeau stated the last Enfield Street PTO meeting will be held on Thursday, June 13th at 5:30 PM. Enfield Street parents are welcome to attend.

Mrs. Depeau asked if the Head Start calendar needs to be approved like our EPS school calendar concerning any changes. Chairman Kruzel stated we approve the district calendar. The times are listed on the right side of the calendar.

Mr. Drezek stated Head Start sets their own calendar for their programs based on their guidelines. The Board does not need to approve their changes. They can adjust their calendar as needed.

Mrs. Depeau stated the Head Start end date can be different than the EPS date. Mr. Drezek stated that is possibility.

Mrs. Depeau thanked the parents and staff. She also thanked Mr. Drezek for the update on the SELC accommodating Head State.

Mrs. Depeau stated she is concerned by what the Town Manager said at the Town Council meeting referring all questions to the Board. Mr. Drezek's update has informed us that the details are not finalized yet. Communication on both the Town Council and Board of Education sides need to be clear and accurate before you refer all public questions to the Board.

Mr. Rutledge congratulated the graduates and students in the district. He wished everyone a safe and healthy summer.

Mr. Rutledge continues to see reports on Facebook about drivers passing school buses. There are cameras on some of the busses. Are you really in that much of a rush! You do not want to injure someone. When a bus is stopped, don't put our children in jeopardy.

Mrs. Depeau asked if Smyth Bus is placing cameras on any new future vehicles they purchase. Mr. Drezek stated we are working with Smyth bus. He will give the Board an update on this at the next meeting.

Mrs. Riley stated that Henry Barnard will hold their end of year picnic on June 13th outside from 6-7:30 PM. Please join us and have fun.

Mrs. Riley stated we held the First Readers Ceremony where we certified 231 readers. The Police Chief and Deputy Chief did a great job. She also thanked all the volunteers that helped us that night. It was a great night.

Mrs. Riley attended the Pre-K STEAM Academy Moving Up Ceremony at EHS. It was a wonderful evening, and everyone had a great time.

Mrs. Riley urged everyone to have a great summer. She reminded everyone driving cars to slow down and to be aware of children playing outside.

Mrs. LeBlanc thanked Mr. Rutledge and Mrs. Depeau for their comments about bus cameras.

Mrs. LeBlanc stated it has been a busy time at EHS. They held the prom, senior class picnic and class night for seniors. Finals started and graduation practice has started. She wished that both Matt and Jacqueline could have been here tonight. They have been great student representatives and will move on to great things.

Mrs. LeBlanc wished everyone a safe summer.

Mrs. Hernandez stated she has a hard time communicating and expressing herself. She was elected to the Board of Education for her voice to be heard. She has many questions about Head Start that have not been addressed. She is the Head Start Liaison and Head Start is very important to her. She wanted to meet to discuss moving Head Start to express her concerns, but this did not happen. She is a member of this team and expects to be heard. Not all the Head Start parents are supporting this move. She has some serious concerns regarding Head Start policies and guidelines not be followed. She added that this move feels very rushed.

Mrs. Hernandez is a huge fan of the disability community. The Eagle Academy was presented to the Board. We have fought against seclusion of our Special Education population. She asked for a focus group to be part of this and create a positive disability culture. We hold focus groups when hiring principals but not for the SPED population. We need to ask them what they are looking for. She added after a while this wears you down. Our focus is on our students and we want what is best for them. We need to stop and remember this. Don't tell me this was a choice because it never was. We still do not know enough about this.

Mr. Neville was extremely pleased with the JFK History Project. This just one of the many things going on in our schools. This makes us all very proud. He is glad the Superintendent is bringing this to us. He is proud of the education we are providing our students

Mr. Neville is pleased to receive an update on the SELC. We want to receive correct information about this project and not misinformation.

Mr. Neville stated graduation is coming again. We are very proud of our graduates. We wish you all the best in your future endeavors and want you to come back to Enfield.

Mr. Ryder stated Eli Whitney will hold their end of year assembly on June 12th at 9:15 AM outside weather permitting. We will hold the Grade 5 moving up ceremony at 1:15 PM.

Mr. Ryder publicly thanked Buildings and Grounds, Mark Gahr, Bill Maynard, Mary Keller and

Don Nunes for the new playscape at Hazardville Memorial. This is something we have been working on for many years. He also thanked Mrs. Mazzoli, Mr. Graham, and Mrs. Hunter for their patience while we worked to get the playscape at Memorial. He will also be leaving the Memorial PTO after 6 years. He thanked all the students and teachers he has worked with over the past few years. He will be moving on to the JFK PTO next year. He appreciates the Memorial family for welcoming him. Enjoy the playscape.

Mr. Ryder wished everyone a happy summer and we will see you on August 28th.

Mrs. Depeau added the Mrs. Hernandez has her full support for her comments and her bravery. You are speaking your truth and it is important. The message of inclusion and support is important. We need to take what you said in consideration.

Mrs. Depeau asked if we can get an extra bike rack at Enfield Street. They have a good population of students that ride bikes to school. She would like someone to look into this with Mr. Lord.

Mrs. LeBlanc stated scouts have done bike racks as a project. They might be able to assist us.

Mr. Neville stated there might be some bike racks that are not being used at the schools that could be moved to ESS.

Chairman Kruzel stated it has been a trying year. We started off the school year with a tragedy. We have implemented new programs and have worked with our staff. We should have faith in our staff. He knows they have our students in their best interests in mind.

Chairman Kruzel congratulated the 2019 graduates. They will walk across the stage on Tuesday. They have worked hard over the past 12 years to get to this point.

10. UNFINISHED BUSINESS - None

a. Discussion and Action if any, regarding Adopting the FY2019-20 Budget

Mrs. Riley moved, seconded by Mrs. Depeau that the Enfield Board of Education adopts a Budget for FY2019-20 \$71,691,866 which represents a .056% or \$401,741 increase of the current fiscal year.

Mrs. Riley also noted the Town Council has appropriated a budget of \$71,290,125 and will put forth a resolution for July 1, 2019 to increase our budget by \$401,741 bringing our budget total to \$71,691,866 or a .056% increase.

Discussion:

Mr. Regnier stated other Boards and Commissions are not liable for the budget. We are liable and can be held liable for this amount. He hopes the Town Council follows through on this. We will be affected by the State not them.

Mr. Drezek stated that he has spoken to Town Manager and the Finance Director again today. The State budget has not been finalized. Through the MBR calculation and with the additional \$400K, they will adopt our budget as a flat number. Legally, the Town is required to give us these funds. The information Mrs. Riley read is the information we received from the Finance Department today and they will put forth a resolution regarding this. There is also some talk that the number may be higher than \$401K. The \$401K is guaranteed by the MBR calculations. This is the number the Board needs to adopt tonight.

Chairman Kruzel stated the process is backwards. We prepare our budget, the town prepares their budget and then the State does their budget.

Mr. Regnier stated when they come after me for the cash, they will not take that into consideration.

Chairman Kruzel stated the Town Budget has been approved.

Mr. Drezek stated the additional \$401K must be appropriated by the Board. This is required by the State of Connecticut. This is the MBR requirement. If the funding was not transferred to the Board by the Town, the Town would be in violation of the MBR. It is the Board's decision to adopt the budget.

Mr. Regnier stated the State will hold us accountable. If the Town does not make true on this, he asked if we have a fund balance to cover .056%.

Chairman Kruzel stated we do not have a fund balance.

Mrs. LeBlanc stated are you referring to the 1% carryover. Mr. Drezek stated the 1% carryover is already included in the figure.

Mrs. Depeau stated if we approve the budget without the \$401K are we allowed to receive this money subsequently?

Mr. Drezek stated we need to report to the State that we have received the funds from the Town. We need to set the budget so Pat West can put the money into each account for the next fiscal year. If the motion does not pass on July 1st, the Board would need to make necessary fiscal adjustments to their budget to cut down expenses.

Mrs. Depeau stated we would automatically leave ourselves with a budget hole. We would need to find a way to close the gap.

Mr. Drezek stated it would be no different if there was an unexpected expense came up. The year of the Kiln we needed to come up with an additional \$300K. We would need to find the money somewhere else. The budget process with the Town Council has been very transparent. He has no reason to suspect we will not receive this money.

Mr. Neville added this is no different than what we do when we need to tighten our belts during the second half of the year to make up any needed differences. They are obligated to give us this.

Mr. Drezek added the Board must have an adopted budget by July 1st.

Mrs. Riley stated the correct amount needed is .56% not .056%

Chairman Kruzel stated everything that comes from Hartford is backwards.

A vote by **roll-call 8-1-0** passed with Mr. Regnier in dissent.

11. NEW BUSINESS

a. Approve 2019-20 Family Resource Center Grant

Mrs. Riley moved, seconded by Mr. Rutledge that the Enfield Board of Education approves the FY2019-20 Family Resource Center Grant as presented.

Discussion:

Mrs. Depeau thanked Amy Morales for all her hard work.

Mr. Regnier added thanked her for your patience waiting.

A vote by **roll-call 9-0-0** passed unanimously.

b. Approve the 2019-20 Healthy Food Certification

Mrs. Riley moved, seconded by Mr. Rutledge to approve the 2019-20 Healthy Food Certification as presented.

Discussion:

Chairman Kruzel stated this is something we do every year and chose not to certify.

Mr. Regnier asked about the food choices at the primary schools. They offer pretzels and mozzarella sticks as meal choices. He son is coming home very hungry.

Mrs. Depeau asked how often we review or evaluate the dietary food menus? What is considered healthy? Other district's menus vary greatly compared to ours.

Mrs. Riley stated at the Finance Committee meetings we discuss nutrition. The nutrition services department review yearly the Federal Guidelines for healthy and nutritious meals. They need to comply in order to receive funding.

Mrs. Depeau understands that but feels we can do better.

Point of Information:

Mr. Neville stated we have a motion on the floor. This discussion is fine, but it is not related to the motion.

Mrs. Depeau wanted to see how much we are vested when it comes to healthy food. She was looking for clarification.

Mr. Neville stated this is one of those things that if you vote for it, you are restricting your school from a lot of things we normally do. This includes selling food items at sporting games and sports drinks.

Mrs. Depeau understands what you are saying. She needs a confident understanding that even if we vote against this, we are doing our due diligence regarding serving our students a healthy balanced lunch.

Chairman Kruzel stated if we choose to certify, we will restrict ourselves from serving any food at concession stands and a lot of food in the cafeteria.

Mrs. LeBlanc added this is a Finance Committee discussion item.

Mrs. Depeau just wanted a discussion on this item. It has not been done during her two years on the Board.

Mr. Neville added this can be addressed as a separate line item at a future Finance Committee meeting.

A vote by **roll-call 0-8-1** passed to not certify with Mr. Hernandez abstaining.

c. **Discussion and Action if any, regarding the June 25, 2019 Regular Board of Education Meeting**

Chairman Kruzel stated we do not see the need to hold the June 25, 2019 meeting. If a need occurs, we can hold a special meeting.

Mrs. Depeau moved, seconded by Mr. Neville to cancel the June 25, 2019 Regular Board of Education Meeting.

A vote by **roll-call 7-1-1** passed with Chairman Kruzel in dissent and Mrs. Riley abstaining.

12. **BOARD COMMITTEE REPORTS**

a. Curriculum Committee

Mr. Neville reported the Curriculum Committee cancelled the June 13th meeting and will meet next on August 22nd.

b. Finance, Budget Committee

Mrs. Riley reported the Finance, Budget Committee meeting on June 17th has been cancelled for the Business Office to close out the year. We will meet next on August 19th.

c. Policy Committee

Mr. Regnier reported the Policy Committee will meet on June 19th at 5:45 PM at Alcorn.

d. Leadership Committee - None

e. Joint Facilities Committee

Chairman Kruzel reported the Joint Facilities Committee will meet on June 20th.

f. JFK Building Committee

Chairman Kruzel reported the JFK Building committee will meet on Thursday, June 13th. We will short list the CMR. We will hold interviews on Saturday, July 13th.

g. Joint Security Committee

Mr. Ryder reported the Joint Security Committee will meet on June 12th at 8:30 AM.

h. Any Other Committees -

Mrs. LeBlanc reported the Joint Insurance Committee will met on June 4th and we have a new consultant actuary liaison with Cigna. We discussed stop/loss insurance and building our relationship. Our next meeting will be held in October.

13. **APPROVAL OF MINUTES**

Mr. Riley moved, seconded by Mr. Neville that the Regular Meeting Minutes of May 28, 2019 be approved. A vote by **show-of-hands 9-0-0** passed unanimously.

14. **APPROVAL OF ACCOUNTS PAYROLL** - None

15. **CORRESPONDENCE AND COMMUNICATIONS**

- a. We received our EHS Graduation Invitations;
- b. Mrs. LeBlanc gave the Board an update on the Spring 2019 Athletic Recognition prepared by Cory O'Connell our Director of Athletics. The spring athletes were unable to attend tonight's meeting because the coaches and athletes were attending the CCC Spring Awards Banquet.

16. EXECUTIVE SESSION - None

17. ADJOURNMENT

Mr. Neville moved, seconded by Mrs. Riley to adjourn the Regular Meeting of June 11, 2019.

All ayes, motion passed unanimously.

Meeting stood adjourned at 8:42 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Kathy Zalucki, Recording Secretary

**BOARD OF EDUCATION
SPECIAL MEETING MINUTES
JUNE 19, 2018**

A special meeting of the Enfield Board of Education was held at the Thomas G. Alcorn Building in the Board Conference Room located at 1010 Enfield Street, Enfield, CT on June 19, 2019.

1. **CALL TO ORDER:** The meeting was called to order at 5:38 PM by Chairman Kruzel.
2. **FIRE EVACUATION ANNOUNCEMENT:** Walter Kruzel announced the fire evacuation announcement.
3. **PLEDGE OF ALLEGIANCE:** Walter Kruzel
4. **ROLL CALL:**

MEMBERS PRESENT: Chris Rutledge, Ashley Depeau, Rich Regnier, Charlotte Riley, Tina LeBlanc, Sarah Hernandez, Tim Neville, Scott Ryder and Walter Kruzel

MEMBERS ABSENT: None

ALSO PRESENT: Mr. Christopher Drezek, Superintendent; Mr. Andrew Longey, Assistant Superintendent; and Board Attorney Christine Chinni

5. **EXECUTIVE SESSION:**

Mr. Rutledge moved, seconded by Mr. Neville to enter into Executive Session for:

- Matter(s) Related to Attorney Client Privilege;
- Matter(s) Related to Personnel;
- Matter(s) Related to Superintendent's Evaluation.

A vote by **show-of-hands 9-0-0** passed unanimously.

Mr. Drezek and Mr. Longey joined the Board in Executive Session and were excused at 5:40 PM.

No Board action occurred while in Executive Session.

Open Session:

The Board returned to open session at 5:54 PM.

Mr. Drezek and Mr. Longey rejoined the Board in open session.

6. **ACTION, IF ANY, REGARDING SUPERINTENDENT'S EVALUATION**

Mr. Neville moved, seconded by Mr. Rutledge that the Enfield Board of Education approves the Superintendent's evaluation as presented and as amended and authorize the Board Chair to enter into a new three-year contract with the Superintendent through the 2022 school year.

A vote by **roll-call 9-0-0** passed unanimously.

Return to Executive Session:

Mr. Neville moved, Seconded by Mrs. Riley that the Enfield Board of Education Return to

Executive Session for Matter(s) Related to Personnel and Matter(s) Related to Attorney Client Privilege.

A vote by **show-of-hands 9-0-0** passed unanimously.

Mr. Drezek, Mr. Longey and Attorney Chinni joined the Board in Executive Session.

No Board action occurred while in Executive Session.

Mrs. Hernandez left the Executive Session at 6:06 pm.

7. ADJOURNMENT

Mr. Rutledge moved, seconded by Mr. Neville to adjourn the Special Meeting of June 19, 2019.

All ayes, motion passed unanimously.

Meeting stood adjourned at 7:36 PM.

Tina LeBlanc
Secretary
Board of Education

Respectfully Submitted,

Andrew B. Longey, Assistant Superintendent

Item #14

Enfield Public Schools
FY2019 Line Item Transfers
Finance, Budget Meeting; August 19, 2019

The Finance Committee met on August 19, 2019 to review Line Item Transfer requests for FY2019.
I move that the Enfield Board of Education approve the following line item transfers:

FROM:	100 -Salaries	\$	253,561
	200 - Benefits	\$	916,334
	400 - Repairs/Maintenance	\$	5,303
	600 - Tech/Supplies/Materials	\$	240,327
	900 - Other Funds	\$	312,795
Total		\$	1,728,320

TO:	300 - Professional Services	\$	1,156,900
	500 - Support Services	\$	538,919
	700 - Equipment	\$	8,501
	800 - Dues/Subscriptions/Graduation	\$	24,000
Total		\$	1,728,320

Certified: 
Patricia West, Business Manager

Approved: 
Christopher Drezek, Superintendent

Approved at Board Meeting