# PLEASE NOTE CHANGE IN LOCATION

TOLLAND BOARD OF EDUCATION
Tolland High School
Library Media Center
Tolland, CT 06084

REGULAR MEETING

7:30 - 10:00 P.M.

AGENDA October 10, 2012

## **VISION STATEMENT**

To represent education at its best, preparing each student for an ever-changing society, and becoming a full community of learning where excellence is achieved through each individual's success.

- A. CALL TO ORDER, PLEDGE OF ALLEGIANCE
- B. APPROVAL OF MINUTES

September 27, 2012 - Regular Meeting

- C. PUBLIC PARTICIPATION (2 minute limit)

  The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information." However, in consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.
- D. POINTS OF INFORMATION
- E. STUDENT REPRESENTATIVE REPORT
- F. SUPERINTENDENT'S REPORT F.1. Class of 2012 – Graduate Report
- G. COMMITTEE & LIAISON REPORTS
- H. CHAIRPERSON'S REPORT
- BOARD ACTION
  - I.1. Freshmen Boys Basketball Proposal
  - I.2. Tolland High School Artificial Turf Project

## I.3. Board Policies

- 9010 Role of Board Members
- 9020 Transaction of Business
- 9030 Formulation, Adoption, Amendment or Deletion of Policies
- 9040 Formulation, Adoption, Amendment or Deletions of Bylaws
- 9050 Formulation, Adoption, Amendment of Deletions of Administrative Regulations
- 9085 Official Duties Vice-Chairperson
- 9090 Official Duties Secretary
- J. PUBLIC PARTICIPATION (2 minute limit)

  Comments must be limited to items on this agenda.
- K. POINTS OF INFORMATION
- L. CORRESPONDENCE
  - Town Council Minutes from September 24, 2012 Special Meeting
  - Correspondence from EASTCONN
- M. FUTURE AGENDA ITEMS
- N. EXECUTIVE SESSION Discussion concerning confidential attorney-client communication
- O. Possible Action regarding employee agreement
- P. ADJOURNMENT

## TOLLAND BOARD OF EDUCATION Tolland High School Library Media Center

Tolland, CT 06084

REGULAR MEETING - September 27, 2012

Members Present: Mr. Robert Pagoni, Vice Chair; Ms. Christine Riley Vincent, Secretary; Mr. Steve Clark; Mrs. Karen Kramer, Mr. Thomas Frattaroli, Mr. Frank Tantillo

Administrators Present: Mr. William Guzman, Superintendent of Schools; Dr. Kathryn Eidson, Director of Curriculum and Instruction; Mrs. Jane Neel, Business Manager

#### A. CALL TO ORDER. PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 P.M.

#### B. APPROVAL OF MINUTES

## September 12, 2012 - Special Meeting

Ms. Vincent motioned to approve the minutes of the Special Meeting on September 12, 2012. Mr. Clark seconded the motion. A discussion took place regarding if the minutes should be signed by the Board Clerk when she was not present. Mr. Guzman explained that the Board of Education returned to public session and in turn the minutes could be signed by the Board Clerk. The information was reported by Mrs. Kramer. Mr. Pagoni suggested taking this discussion offline and that the Board of Education would report back. Mr. Clark added that this would come up again as part of the bylaw discussion. All were in favor. None opposed. None abstained. Motion carried.

### September 12, 2012 - Regular Meeting

Ms. Vincent motioned to approve the minutes of the Regular Meeting held on September 12, 2012. Mr. Clark seconded the motion. Changes to be made: under item F3, last sentence should be corrected to read, "will be presented at the September 27, 2012 meeting"; under item G, Finance and Facilities Committee, the 4<sup>th</sup> to the last sentence, "STEEP" should be "STEAP". Motion carried.

- C. PUBLIC PARTICIPATION (2 minute limit) - None
- D. POINTS OF INFORMATION - None

#### E. STUDENT REPRESENTATIVE REPORT

Ms. Dave reported that the school year is going well and that the students are a quarter of the way into the first semester. The new Advisory program is going well. It meets every two weeks and saves time since fewer assemblies are needed which would traditionally cut class time. Ms. LaSala added that this is Spirit Week. There are different daily themes which lead up to the pep rally and homecoming dance. The week is going well and there has been a lot of participation.

### SUPERINTENDENT'S REPORT F.

### Paraprofessional of the Year – Linda Binheimer

It was with pride that Mr. Guzman announced that Ms. Binheimer has been selected as the 2012 Tolland Paraprofessional of the Year. She has worked in the Tolland Schools since January 2, 1980 and has served as a paraprofessional for more than 24 years. She is currently assigned at Tolland Middle School but has also worked at the Parker Memorial School. She has worked with children in many different capacities. She has worked one-on-one with the most challenging students as well as in general education. She carries out her tasks with a positive attitude and a confident manner. In turn, students respond positively to her firm, fair and consistent style. Despite the challenges and responsibilities of her position, Ms. Binheimer makes it her mission to see that each of her students meets with the highest level of success. She is committed to the education and well-being of all students and is highly respected by her colleagues. Ms. Mr. Pagoni commended Ms. Binheimer is most deserving of this award. Binheimer on her success and thanked her for her commitment. He presented Ms. Binheimer with a token of the Board's appreciation. Ms. Binheimer commented that she was overwhelmed by all of the support and that it has been her pleasure to help co-educate the students of Tolland. She added that it could not be done without the support of her colleagues and the teamwork of the teachers, administration, superintendent, and the Board of Education. She is honored to be the first recipient of the award.

#### F.2. Recognition of Board Member – Althea O. Gill

As a token of appreciation, Mr. Pagoni presented Ms. Althea Gill with a plaque. On behalf of the Board of Education and the administration he expressed his gratefulness for all of her efforts and noted how much everyone enjoyed working with her. Ms. Gill expressed her thanks and commented that she will miss the members but due to other commitments she had to resign.

### F.3. Tolland High School - Artificial Turf Project

Mr. Guzman introduced Mr. Pat Cox, Tolland High School's athletic director so that he could address some questions and concerns previously raised by the Board of Education members regarding the safety of playing on artificial turf fields.

Mr. Cox explained that the artificial turf produced today is significantly different than the original product. It has synthetic fiber that resembles grass blades, is soft and flexible, and has a rubber compound which simulates dirt. emphasized that when researching the product online that the Board of Education members consider the source of information and noted that much of what is published online is incomplete to serve vendors' needs.

Mr. Cox addressed the four concerns of the Board of Education.

In terms of chemical exposure, when the product first came out there were questions regarding chemicals leeching into the environment. In the last 5-6 years, studies have been done by the California Environmental Protection Agency, the Norwegian Institute of Public Health and the Centers for Disease Control and it has been determined that the chemicals do not present a public health concern.

In terms of risk of infection in the event of bodily fluids, such as sweat, on the playing surface, Mr. Cox presented information regarding the risk. In 2008 the New York Department of Health conducted a large study to determine if there was an increased rate of contracting an illness. There was not.

In terms of environmental concerns, the CT Department of Environmental Protection did a study with the UCONN Health Center and the CT Department of Health. They studied rain runoff samples and determined that a chemical threat was not posed in open-air facilities.

In terms of risk of injury, in 2005-2006 the NCAA studied soccer teams and by focusing on soccer teams (men and women) a statistically viable sample was gathered. It was determined that there was "no major differences in the instance severity, nature, or cause of match injuries sustained on new generation artificial turf and grass by either male or female players". This study was published by the British Journal of Medicine in 2007.

Mr. Frattaroli noted that since there are no maintenance fees such as the cutting of grass, he inquired what maintenance would be necessary. Mr. Cox explained that if there was a very heavy rain that that ground rubber will wash into patterns and would need to be redistributed. Additionally the lines would need to be repainted every couple of years; otherwise the turf requires minimal maintenance. Mr. Tantillo inquired about the life expectancy of the product. Mr. Cox explained that this is based on the amount of use and maintenance; traditionally it is every fifteen years. He added that when the time came for replacement that the cost would be less since the grading and surface would already be prepared.

Ms. Vincent inquired if there were any studies available from any western journals of medicine. Mr. Cox noted that the NY State Department of Public Health, the University of Arkansas, and Penn State have all done sizable studies on the safety and health factors associated with artificial turf.

Ms. Vincent asked how many vendors provided this product and Mr. Cox explained that there are 6-8 quality vendors that produce this type of turf. Mrs. Kramer inquired as to how the turf would be addressed and cleaned following a medical emergency involving loss of blood or other fluids. Mr. Cox noted that it is cleaned in the same manner that a wrestling mat would be cleaned.

Mr. Guzman addressed the inquiry of Mr. Pagoni regarding the target date for completion of the project. The original target date is to have the surface ready for fall 2013. He added that there are two issues at hand. First, there is a funding issue for the turf itself. Mr. Werbner has applied for a Small Town Economic Assistance Program (STEAP) grant and is waiting to hear. Second, funding sources for the cost for developing the plans and contract specifications have yet to be identified.

Ms. Vincent inquired as to what the impetus was to consider replacing the field with artificial turf. Mr. Guzman explained that after a rainy day on the current field, the field is in poor condition after its use and takes quite a bit of maintenance and time to return to good condition. Second, artificial turf can be used 24/7 and it could be revenue generating proposition via organizations, clubs and others who may want to use the field for a fee. The income could be used for the upkeep of the field.

Mr. Clark asked how many schools in the CCC conference have this artificial turf. Mr. Cox explained that three of the eight schools have this surface. Mr. Clark followed up by asking how many football games would be played on the turf. Mr. Cox explained there are traditionally five schedule home games for both varsity and junior varsity for a total of ten. Mr. Clark added that football is played in all kinds of weather and that by the end of the season most fields do not look terribly good but that is the nature of the game and noted that many professional teams are using traditional grass rather than synthetic. Mr. Cox noted that many professional teams in the northern part of the United States have gone to artificial turf.

Mr. Cox added that other teams will be able to use the field as well including boys/girls soccer and boys lacrosse. If the field was illuminated track and field events could be held as well. The number of games quoted did not include scrimmages or post-season games.

Mr. Clark noted that he would like to get local information regarding artificial turf and the potential for injury. He suggested making inquiries to those with expertise such as adolescent orthopedists and sports medicine doctors.

### F.4. Freshman Boys Basketball - Proposal

Mr. Guzman explained that there is interest in having a freshmen boys' basketball team. The total cost would be \$5,728. Supplies would be shared with the varsity and JV teams. It is estimated that 12 athletes will participate. The cost to Board of Education would be \$3,028. The funds would come from staff replacements (those staff members who are no longer employed and their replacements brought on-board at a lower salary). Mr. Tantillo motioned to add this as action item I1. Ms. Vincent seconded the motion. Mr. Pagoni noted that historically the Board of Education has waited to approve expenditures unless it was an emergency to allow the Board time to review the matter. Ms. Vincent, Mr. Tantillo and Mr. Pagoni were in favor. The motion did not carry. It will be on the October 10, 2012 Board agenda for consideration. The first practice would be the Monday after Thanksgiving.

F.5. Energy Service Company (ESCO) Request for Proposals - Status Report The Board of Education will have a joint meeting with the Town Council on

October 16th at 7PM at the Fire Training Center to hear about the ESCO proposals.

Proposals have been submitted by Johnson Controls and Honeywell.

Mr. White, the Energy Manager, was present to provide information on this topic prior to the meeting. He noted that the Energy Efficiency and Conservation Block Grant (EECBG) Program had some funds remaining and the Town was awarded \$20,000 after Mr. White and Ms. Bellody submitted an application. They put together an RFP (request for proposal) to solicit ESCOs (energy service companies) to do an energy audit of Tolland Intermediate School, the Tolland Middle School, Fire Station 140 and the Tolland Senior Center. Mr. White provided the general background of the request for the proposals. They were given a 20 year payback period and were not limited as to what their suggestions could be. He noted that geothermal is included and is a solid component of both submitted proposals

He explained that if this were to go forward it would be a performance contract. Although some items may have a low ROI (return on investment) in the short term, the payback over the long term would provide funding for other projects. Some ideas proposed were to eliminate analog phone line and provide options for generators, solar panel arrays, roof insulation and higher efficiency windows. It is anticipated that at the next meeting of the Energy Selection Committee on

Tuesday that a recommendation will be made for one of the two companies to go to the Town Council and the Board of Education for consideration. It has not yet been determined if the chosen ESCO will be present at the meeting

on October 16th. There may a second joint meeting. Mr. White expects there to be much more research and discussion by the Board of Education and added that the proposals are not designed to be accepted on a standalone basis.

Mr. Pagoni confirmed that Johnson Control currently works with the Town at Birch Grove and Tolland High School. Mr. White added that this is an outstanding opportunity and is cost avoidance.

#### F.6. **Board Policies**

The proposed revisions of the following documents were provided to the members of the Board of Education:

9010 - Role of Board Members

9020 - Transaction of Business

Mrs. Kramer inquired why these revisions are being suggested. Mr. Pagoni explained that at one time he wished to form an ad-hoc committee but was unable to do so. This would prevent this problem in the future.

9030 - Formulation, Adoption, Amendment or Deletion of Policies

9040 - Formulation, Adoption, Amendment or Deletions of Bylaws

9050 - Formulation, Adoption, Amendment of Deletions of Administrative Regulations

> Mrs. Kramer inquired as to the impetus for this change. Mr. Guzman explained that it is simply for clarification.

9085 - Official Duties - Vice-Chairperson

9090 - Official Duties - Secretary

### F.7. Status of the Budget - September 14, 2012

The Fiscal Year 2012-13 expenditure report was provided to the members of the Board of Education. Mr. Guzman highlighted that program #131 is an area that will continue to be monitored. Ms. Neel provided details on expenditures which included air conditioning expenses.

#### G. **COMMITTEE & LIAISON REPORTS**

Finance & Facilities Committee - None

Policy Committee - None

Negotiation Committee - None

**EASTCONN Liaison Report** 

Mrs. Kramer attended the session and provided highlights to the members of the Board of Education. Common Core standards were discussed. In terms of the math standards they determined that spiraling was not working. Further, at the meeting they reviewed PISA (Program for International Student Assessment) which is national testing that compares other countries to the United States (63 countries in total). Mrs. Kramer inquired whether some of the success in other countries was due to teaching to a test versus a standard. It was noted that in many other countries the school days are longer as are the school years and this may be indicative of why some countries are doing better than the United State. Mrs. Kramer will inquire if there is a link to the PISA results that the members of the Board of Education could review. Lastly, the Head Start Program was reviewed and they are focused on the health collaborative.

Town Council Liaison - None

Great Path Academy Liaison - None

#### H. CHAIRPERSON'S REPORT

Mr. Pagoni explained that he and Mr. Powell are discussing having a Special Meeting with the Friends of Tolland Schools and others in the community. The focus will be on the Board of Education and the Town Council dynamics, the 2013/14 budget, and what the Board of Education can do to help the process. Mr. Pagoni requested Mr. Sam Adlerstein, Chair of Friends of Tolland Schools to expand on this topic. Mr. Adlerstein explained that he considers the Friends of Tolland Schools to be the bridge between the Board of Education and the community. He wishes to amplify the communication

between the Board of Education to get more supporters and do a better job of being that bridge. He added that it needs to be a dialog and that there is no agenda. Ms. Vincent inquired further into the focus and Mr. Adlerstein stated that it would be a give and take about the budget process. Mr. Pagoni explained that they wished to do something differently in terms of talking with the leadership of the Town Council and the Town Manager. The meeting will be advertised as a Special Meeting.

#### ١. **BOARD ACTION - None**

#### J. PUBLIC PARTICIPATION (2 minute limit)

Mr. Adlerstein, a resident at 164 Pine Hill Road, noted there were questions going back to June regarding the clarification of some items in the budget. He referred to a letter which contained these questions.

#### K. POINTS OF INFORMATION - None

#### L. CORRESPONDENCE

- Town Council Minutes from September 11, 2012
- Tolland 300<sup>th</sup> Email
- School Calendars

#### **FUTURE AGENDA ITEMS** M.

- Policies
- 2. Review of the Class of 2012
- Enrollment Numbers as of October 1<sup>st</sup>
- 4. High School Artificial Turf Discussion
- 5. Boys Basketball

### N. **EXECUTIVE SESSION – Personnel Matters**

Postponed

#### **ADJOURNMENT** Ο.

Mr. Clark motioned to adjourn the meeting at 9:17 P.M. Ms. Vincent seconded the motion. All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascurgi

Lisa Pascuzzi

Clerk

TO:

Members of Board of Education

FROM:

William D. Guzman

DATE:

October 10, 2012

SUBJECT: Class of 2012 - Graduate Report

Attached please find the Graduate Report for the Class of 2012. The report includes the following sections:

1. Graduate Plans

- 2. College Attending/Acceptances
- 3. SAT Reasoning Test Scores
- 4. Advanced Placement Testing

Corinne Lorenzet, Guidance Director, will be in attendance to discuss the report and any questions from the members of the Board.

WDG:ca Attachment

# TOLLAND HIGH SCHOOL

# CLASS of 2012

# **GRADUATE PLANS**

650/

4 TEAN COLLEGES	0570	
2 YEAR COLLEGES/	23%	

VOCATIONAL PROGRAMS/ POST-GRADUATE PROGRAMS

A VEAR COLLEGES

EMPLOYMENT 12%

# 226 total graduates

The post-high school plans of the Class of 2012 are similar to the Class of 2011. Attendance at four year institutions is down 2%; with students indicating attendance at 2 year institutions, vocational schools and post-graduate programs up 4%. The percentage of students planning to work either full or part time is down 1%. As was the case with students over the past 3 years, economic concerns continue to be a major factor in the decisions of students and their families.

Many qualified students are choosing to attend community colleges in Connecticut. From the Connecticut community college system, they can transfer, using the guaranteed admissions programs that are in place between the community colleges and UCONN and the Connecticut state university system. Also, as the University of Connecticut becomes more highly competitive in its admission criteria, many students are being accepted to a branch campus of UConn, the closest being UConn – Greater Hartford in West Hartford. In several of these cases, students have chosen to attend MCC and take advantage of the guaranteed admissions program, as the commute is easier.

The Class of 2012 filed 706 college applications to 213 institutions in 27 states as well as the District of Columbia, the U.S. Virgin Islands, Canada, and Switzerland.

# TOLLAND HIGH SCHOOL STUDENTS EARNING COLLEGE CREDIT

# ADVANCED PLACEMENT TESTING SPRING, 2012

NUMBER OF TESTS TAKEN: 99

NUMBER OF STUDENTS TESTING: 91

% OF SCORES OF 3 OR BETTER: 87%

AP tests are graded on a scale from one to five (with 5 being best). Scores of three or better are generally accepted by colleges to earn college credit.

The following tests were administered in May 2012: Biology, Calculus, English Language, English Literature, European History, French Language and Culture and Studio Art.

The total number of tests taken and number of students participating both showed increases from 2011. Although the percentage of students scoring a 3 or better decreased, more students are taking advantage of the challenge of AP courses and are exposed to the increased academic rigor of these courses. THS students continue to perform particularly well in Calculus (100% with a score of 4 or 5).

### UCONN HIGH SCHOOL EARLY COLLEGE EXPERIENCE PROGRAM

In addition to earning college credit through the Advanced Placement program, students in Chemistry and Physics can earn UCONN credit through the UCONN Early College Experience program.

These courses must follow the UCONN curriculum, and administer UCONN mid-term and final exams. Students pay a fee to participate in this program (\$25/credit). UCONN awards credit for successful course completion. UCONN credits are transferable to most four-year universities.

In 2011-2012, THS students earned the following credit:

Physics: 4 students earned 4 credits, 13 students earned 8 credits
Chemistry: 10 students earned 4 credits, 13 students earned 8 credits

# TOLLAND IGH SCHOOL CLASS of 2012 COLLEGE ACCEPTANCES

The following is the list of colleges and universities and post-secondary institutions that granted admission to the Class of 2012. Number of acceptances is indicated.

A L L L L L L L L L L L L L L L L L L L	
Adelphi University	1
Anna Maria College	3
Arcadia University The Art Institute of Boston	1
	2
Babson College	1
Bay Path College	1
Bay State College	1
Becker College	1
Bentley University	3
Berklee College of Music	1
Boston College	1
Boston University	3
Bryant University	3
Capital Community College	2
Castleton State College	2
Central Connecticut State University	19
University of Central Florida	1
Champlain College	1
Chestnut Hill College	1
Coastal Carolina University	1
Colby-Sawyer College	1
University of Colorado at Boulder	3
Connecticut College	1
University of Connecticut	72
Cornell University	1
Creighton University	1
Curry College	1
Dean College	1
University of Delaware	1
Denison University	1
DePaul University	1
Drew University	1
Eastern Connecticut State University	37
Elizabethtown College	1
Embry-Riddle Aeronautical University - FL	1
Emerson College	3
Emmanuel College	3
Fairfield University	4

Fitchburg State University	1	
Florida Atlantic University	1	
Florida Gulf Coast University	3	
Florida International University	1	
University of Florida	1	
Fordham University	2	
Framingham State University	1	
Franklin College US Office	1	
Franklin Pierce University	3	
The George Washington University	3	
Goodwin College	1	
Goucher College	1	
Green Mountain College	1	
University of Guelph	1	
Harding University	2	
University of Hartford	11	
Hartwick College	1	
High Point University	3	
Hofstra University	2	
College of the Holy Cross	3	
Indian River State College	1	
Iona College	2	
Ithaca College	3	
James Madison University	1	
Johnson & Wales University	1	
Keene State College	8	
Lasell College	3	
Le Moyne College	1	
Lehigh University	1	
Lesley University	1	
Lipscomb University	1	
LIU Post	1	
Lone Star College - North Harris	1	
Loyola University Maryland	1	
Lyme Academy College of Fine Arts	1	
Lyndon State College	2	
University of Maine at Farmington	1	
Maine College of Art	2	
University of Maine	3	
Manchester Community College	47	
Manhattanville College	1	
Marist College	3	
Maryland Institute College of Art	3	
Marywood University	1	
Massachusetts College of Art and Design	1	

Massachusetts College of Pharmacy and Health Sciences	
(Worcester)	1
University of Massachusetts, Amherst	10
University of Massachusetts, Dartmouth	2
University of Massachusetts, Lowell	2
McMaster University	1
Merrimack College	2
University of Michigan	1
Mitchell College	2
New England College	2
University of New England	4
University of New Hampshire	12
University of New Haven	4
Newbury College	4
Nichols College	3
University of North Carolina at Greensboro	1
University of North Dakota	1
University of North Florida	1
Northeastern University	12
Northwestern University	1
Nova Southeastern University	1
University of Oklahoma	1
Pace University - Westchester	1
Pennsylvania State University, University Park	4
University of Pittsburgh	1
Plymouth State University	6
Providence College	1
Purchase College	1
Queen's University	1
Quinnipiac University	10
Rensselaer Polytechnic Institute	4
Rhode Island College	1
Rhode Island School of Design	0
University of Rhode Island	14
University of Richmond	1
Roanoke College	1
Rochester Institute of Technology	3
University of Rochester	3
Roger Williams University	16
Saint Joseph College	2
Saint Joseph's University	1
Saint Michael's College	1
The College of Saint Rose	3
Salem State University	1
Salve Regina University	3

Savenneh Cellege of Art and Design	1
Savannah College of Art and Design	1 1
Seton Hall University Siena College	2
University of South Florida, Tampa	1
Southern Connecticut State University	14
University of Southern Maine	1
Southern New Hampshire University	2
Southern Vermont College	1
Springfield College	3
St. Catherine University - Minneapolis	1
University of St. Thomas	1
Stevens Institute of Technology	1
Stonehill College	3
Stony Brook University	2
Suffolk University	5
Syracuse University	2
The University of Tampa	2
Technical College of the Lowcountry	1
The Hartt School, University of Hartford	1
Thomas College	1
Three Rivers Community College	1
Towson University	2
Universal Technical Institute	1
Universal Technical Institute	2
University of Vermont	8
Virginia Polytechnic Institute	1
University of Virginia	1
Wagner College	1
Wake Forest University	1
Wentworth Institute of Technology	4
Wesleyan University	1
West Chester University of Pennsylvania	1
West Virginia University	2
Western Connecticut State University	8
Western New England University	8
Westfield State University	2
Wheelock College	1
Wilbraham & Monson Academy	1
Williams College	1
Worcester Polytechnic Institute	2
Wyotech Institute	1

# TOLLAND HIGH SCHOOL CLASS of 2012 COLLEGES ATTENDING

Members of the Tolland High School Class of 2012 will attend the following institutions.

The Art Institute of Boston at Lesley	
University	2
Bentley University	2
Berklee College of Music	1
Boston University	1
Bryant University	1
Capital Community College	1
Castleton State College	1
Central Connecticut State University	3
Connecticut College	1
University of Connecticut	30
Cornell University	1
Dean College	1
DePaul University	1
Eastern Connecticut State University	18
Emerson College	1
Emmanuel College	1
Fairfield University	1
Florida Gulf Coast University	1
Florida International University	1
The George Washington University	2
Goucher College	1
Green Mountain College	1
Harding University	1
University of Hartford	4
High Point University	3
Hofstra University	1
College of the Holy Cross	2
Keene State College	1
Lasell College	3
Lipscomb University	1
LIU Post	1
Loomis Chaffee	1
Loyola University Maryland	1
University of Maine at Farmington	1
Maine College of Art	1
University of Maine	1
Manchester Community College	43

Marist College	1
Massachusetts College of Art and Design	1
University of Massachusetts, Amherst	1
University of Massachusetts, Lowell	2
University of New Hampshire	6
University of New Haven	1
Newbury College	1
Nichols College	2
University of North Dakota	1
Northeastern University	1
Nova Southeastern University	1
University of Oklahoma	1
Pennsylvania State University, University	
Park	1
University of Pittsburgh	1
Plymouth State University	1
Queen's University	1
Quinnipiac University	2
Rensselaer Polytechnic Institute	1
University of Rhode Island	1
Rochester Institute of Technology	2
Roger Williams University	6
The College of Saint Rose	2
Salem State University	1
Salve Regina University	1
Savannah College of Art and Design	1
Southern Connecticut State University	2
University of Southern Maine	1
St. Catherine University - Minneapolis	1
Technical College of the Lowcountry	1
Three Rivers Community College	1
Towson University	2
Universal Technical Institute	3
University of Vermont	1
Wake Forest University	1
Western Connecticut State University	1
Western New England University	2
Wilbraham & Monson Academy	1
Wyotech Institute	1

# TOLLAND HIGH SCHOOL CLASS of 2012

## SAT REASONING TEST SCORES

### CRITICAL READING MEAN - 526

MATH MEAN - 549

**WRITING MEAN - 533** 

81% of the graduating seniors participated in the testing. (183 students reporting scores – 226 total graduates)

## Comparison to State and National Means

	Critical Reading Mean	Math Mean	Writing Mean
Tolland High School	526	549	533
СТ	506	512	510
Total Group (formerly known as National)	496	514	488

The SAT scores for the Class of 2012 are lower in all three areas as compared to the Class of 2011. However, as was discussed when reviewing last year's scores, the Class of 2011 had significant gains in all areas compared to the Class of 2010. Therefore, the scores of the Class of 2012 should be viewed as being more consistent with our five year trends (see College Board data attached). The mean scores for both the state of Connecticut and the Total Group tested also decreased in all areas, however at a lower rate due to the larger numbers tested.

Tolland High School graduates continue to perform well above state and total group averages in all three measured areas.

TO: Members of the Board of Education

FROM: William D. Guzman

**DATE:** October 10, 2012

SUBJECT: Freshmen Boys Basketball – Proposal

Tolland High School would like to sponsor a freshmen boys basketball team for the 2012/13 school year.

The estimated costs for the program are as follows:

Coach Stipend	\$ 3,476
Officials	\$ 932
Transportation	\$ 1,320
Total Cost	\$ 5,728

Supplies would be shared with the varsity and JV teams. It is estimated that 12 athletes will participate at \$225 each.

The total cost of the program is as follows:

Projected expenses	\$ 5,728
Projected revenues	
(12 athletes at \$225)	\$-2,700
Estimated Budget Impact	\$ 3,028

Funds to cover this estimated cost will come from the custodial salary account based upon projected savings due to differences in substitute pay for an employee on workers' compensation.

The Administration recommends approval to sponsor a Freshmen Boys Basketball Team.

WDG:ca

TO: Members of the Board of Education

FROM: William D. Guzman

**DATE:** October 10, 2012

SUBJECT: Tolland High School – Artificial Turf Project

At the September 27, 2012 meeting, Pat Cox, Athletic Director addressed concerns about the safety of playing on artificial turf fields. Specifically, he presented information about the following:

1. Types of synthetic playing surfaces

- 2. Concerns about artificial turf
  - a. chemical exposure
  - b. risk of infection
  - c. environmental
  - d. risk of injury

At the meeting, Mr. Clark asked for data about artificial turf fields from sources more central to Connecticut. Attached is a study published by the Connecticut Department of Energy and Environmental Protection listing results from studies conducted by the University of Connecticut Health Center, the Connecticut Agriculture Experiment Station, Department of Public Health, and the Connecticut Department of Environmental Protection. The website noted at the bottom of the attachment will provide links to each particular study. These studies indicate that there is no health threat or greater risk than natural grass.

The Administration recommends approval of the installation of an artificial turf field at the High School should sufficient funds be secured.

WDG: ca





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### **Risk Assessment of Artificial Turf Fields**

In response to public interest and concern, four state agencies, the University of Connecticut Health Center (UCHC), The Connecticut Agricultural Experiment Station (CAES), the Department of Public Health (DPH) and the Connecticut Department of Environmental Protection (DEP) completed a two-year comprehensive evaluation of the health and environmental impacts associated with artificial turf fields containing crumb rubber infill. The reports generated by each agency were peer reviewed by the Connecticut Academy of Science and Engineering (CASE) whose comments were incorporated into the final report.

The Final Report is a compilation of the separate state agency reports listed in the table below. The table includes links to each report component and identifies the the main areas of study responsibility for each of these participating agencies.

Agency	Activity	Methods
UCHC	Human exposure field investigation	Measured air concentrations of approximately 200 chemicals at five fields during active play.
	Report	
DPH	Human health risk assessment	Convert air concentrations measured by UCHC to the level of health risk to users of the fields from inhaling emitted chemicals.
	Report	
CAES	Laboratory study	Measured offgasing and leaching of chemicals from crumb rubber and select alternative infill materials under defined
	Report	laboratory conditions.
DEP	Environmental field investigation	Measured leaching of metals from fields during rain events.
	Summary/Report	
CASE	Document review	Assembled nine member expert panel to review all aspects of the State of CT reports on artificial turf fields.
	Report	of the State of Ci reports on artificial turn fields.

July 30, 2010 Press Release on Result of State Artificial Turf Fields Study January 2, 2009 Press Release on Study of Artificial Turf Fields

### **Overall Executive Summary**

Questions have been raised about possible exposures when playing sports on artificial turf fields cushioned with crumb rubber infill. Rubber is a complex mixture of various chemicals with some having toxic and carcinogenic properties. Exposure is possible, primarily via inhalation, given that chemicals emitted from rubber can end up in the breathing zone of players and these players have high ventilation rates. Rainwater may leach chemicals from the rubber into underlying groundwater or nearby streams.

Previous studies from Europe and the United States provide useful data but are limited particularly with respect to the variety of fields and scenarios evaluated. The current investigation involved air sampling at 1 indoor and 4 outdoor artificial turf fields under summer conditions in Connecticut. The main goal of that sampling was to document air concentrations of volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs), rubber-related chemicals (e.g. benzothiazole), and particulate matter less than 10 micron (PM10) at these fields under conditions of active use. These data were then used in a human health risk assessment that focused on children or adults using these fields. In companion studies, offgas studies were performed in two separate laboratories (Connecticut Agricultural Experiment Station; Wisconsin Occupational Health Laboratory) to evaluate the range of chemicals that could volatilize from crumb rubber from these fields at elevated temperature. Chemical migration in runoff from the outdoor fields was evaluated by collecting leachate in association with rain events. These reports were reviewed by the Connecticut Academy of Science and Engineering (CASE) and these comments were incorporated into the final report.

The laboratory studies showed offgassing of numerous compounds including polycyclic aromatic hydrocarbons (particularly naphthalenes), VOCs (e.g., benzene, hexane, methylene chloride, styrene, toluene), and rubber-related SVOCs (benzothiazole, tert-octylphenol, butylated hydroxytoluene). The primary constituent detected by both laboratories was benzothiazole. Pre-weathering the crumb rubber outdoors for ten weeks decreased the volatile emissions 20-80%.

The field investigation detected a variety of compounds that were present above the fields at concentrations greater than the range seen in background samples. Based upon the pattern of detection, it is considered likely that benzothiazole, acetone, toluene, methyl ethyl ketone, methyl isobutyl ketone, butylated hydroxytoluene, naphthalenes and several other PAHs were field-related, with other detected chemicals less certain to be field related. For example, benzene, methylene chloride, methyl chloride and acrolein were detected only in personal monitoring samples and not in the stationary samplers placed just above the field. This suggests that sampling equipment or host exhaled breath may be a source of some of these VOCs. In general, detections were higher at the one indoor field compared to the outdoor fields, in some cases (e.g., benzothiazole), more than 10 times higher. Testing for volatile nitrosamines and PM10 failed to find detections above background while detections of lead in crumb rubber and grass blades were below well accepted criteria.

The risk assessment considered compounds detected above background as potentially field-related unless they were not detected on turf fields in the current or previous studies or in the offgas studies (e.g., acrolein). This led to a list of 27 chemicals of potential concern (COPCs) on both indoor and outdoor fields. These COPCs were entered into separate risk assessments for outdoor and indoor fields and for children and adults. Exposure concentrations were pro-rated for time spent away from the fields and inhalation rates were adjusted for play activity and for children's greater ventilation than adults. Toxicity values (cancer unit risks, RfCs, acute targets) were taken from national databases or derived by CT DPH. The risk assessment represents a screening analysis in which high end assumptions were used including the use of the maximum detect found at any field across all chemicals, assessing risks for benzene and methylene chloride even though they were only detected in the personal monitors and thus may not be coming from the fields, and the use of sunny low wind conditions to represent every day of playing. A screening level risk assessment is used to determine whether there is the potential for elevated risks under worst case assumptions. If risks are not elevated, no further analysis is needed.

Results indicate that in spite of worst case assumptions, cancer risks were only slightly above de minimis levels for all scenarios evaluated. This includes children playing indoors, the scenario with the highest exposure. These risks are well within typical risk levels in the community from ambient pollution sources and are below target risks associated with many air toxics regulatory programs. Further, the main cancer risk driver, benzene, was only above background in personal monitoring samples. Chronic non-cancer risks were not elevated above a Hazard Index of 1. The Hazard Index for acute risk was also not elevated above 1 but was close to 1 for children playing at the indoor field. The main contributor to this Hazard Index was benzothiazole, a rubber-related SVOC. This presents an uncertainty regarding the potential for benzothiazole and other volatile irritants to create a slight irritation response in sensitive individuals playing indoors.

Based upon these findings, outdoor and indoor artificial turf fields are not associated with elevated health risks from the inhalation of volatile or particle-bound chemicals. However, it would be prudent for building operators to provide adequate ventilation to prevent a buildup of rubber-related VOCs and SVOCs at indoor fields. New indoor fields should consider alternatives to crumb rubber infill as a cushioning agent.

A total of eight stormwater samples were collected from three synthetic turf fields and analyzed for total metals, hardness, pH, volatile organic compounds, semi-volatile organic compounds, pesticides/ polychlorinated biphenyls (PCBs) and acute aquatic toxicity (48 hours for Daphnia pulex and 96 hours for Pimephales promelas). The sampling analysis detected various metals and semi-volatile compounds in the stormwater, with three samples exhibiting acute toxicity for both Daphnia pulex and Pimephales promelas. The only analyte in the stormwater detected in concentrations exceeding acute aquatic toxicity criteria for surface waters was zinc. Zinc exceedences of the acute criteria were detected in the same three stormwater samples that exhibited acute toxicity for both Daphnia pulex and Pimephales promelas. These results showed that there is a potential risk to surface waters and aquatic organisms associated with whole effluent and zinc toxicity of stormwater runoff from artificial turf fields.

The CASE review found 1) the cancer risks calculated by DPH may have been overestimates because of the inclusion of benzene detections that are likely not coming from the playing field but from the players themselves; 2) uncertainty with respect to the benzothiazole risk assessment since so little toxicology data are available for benzothiazole; and 3) the potential for allergic reactions to occur due to the presence of latex antigen in natural rubber. To address these comments, the risk assessment describes the issues and finds that they do not change the overall conclusions and are unlikely to present added risk. However, we cannot rule out the possibility for certain individuals to be sensitive to allergens present in crumb rubber; if allergic reactions occur, this should be reported to the family physician and the local health department. The CASE review agreed that zinc concentrations in the stormwater generated from artificial turf fields in the Study posed a potential environmental risk.

### For further information, please contact:

University of Connecticut Health Center (UCHC)
Nancy J. Simcox, MS, Occupational and Environmental Health Center, 860-679-4634

<u>Department of Public Health</u> (DPH) Environmental & Occupational Health Assessment Program, 860-509-7740

Connecticut Agricultural Experiment Station (CAES)

Dr. Jason White, Department of Analytical Chemistry, 203-974-8523

Department of Environmental Protection (DEP)
<u>Brian Golembiewski</u>, Office of Environmental Review, 860-424-3867

TO: Members of Board of Education

FROM: William D. Guzman

DATE: September 27, 2012

SUBJECT: Board Policies

9010 – Role of Board Members 9020 – Transaction of Business

9030 – Formulation, Adoption, Amendment or Deletions of Policies 9040 – Formulation, Adoption, Amendment of Deletions of Bylaws

9050 - Formulation, Adoption, Amendment of Deletions of

**Administrative Regulations** 

9085 - Official Duties - Vice Chairperson

9090 - Official Duties - Secretary

Attached please find the above referenced Board Policies.

These Policies were reviewed by the Policy Committee on September 12, 2012 and presented to the Board for a first reading on September 27, 2012.

Board Policy 9085 is a new policy and the language is in caps and bolded.

The remaining policies are revised. The language to be deleted is in brackets and new language is in caps and is bolded.

WDG:ca

**BOARD POLICY** 

REGARDING: Role of Board and Members

Number: 9010

Bylaws

Approved: 2/28/01

REVISED:

## General Duties

- A. The Board of Education represents the residents of the Town in carrying out the mandates of the General Statutes pertaining to education.
- B. The Board of Education shall determine all questions of general policy to be employed in the conduct of the schools.
- C. In determining school policy it shall:
  - (1) hear and consider facts and recommendations,
  - (2) adopt a plan, policy or course of action, and
  - (3) authorize the Superintendent of Schools, its chief executive officer, to carry out its policy.

# 2. Specific Powers and Duties

The Board of Education **AFTER BEING SWORN IN** shall have authority to take all action necessary or advisable to meet its responsibilities under state statute**S** and Town Charter including but not limited to the following:

- A. Create, abolish, modify and maintain such positions, schools, divisions and classifications as may be necessary for the efficient administration of the educational enterprise.
- B. To elect a Superintendent of Schools in accordance with state statutes.
- C. To consider and adopt an annual budget prepared AND RECOMMENDED by the Superintendent of Schools.

- To determine the number, classification, duties and remuneration of employees.
- E. To establish policy for employment, promotion and dismissal of personnel in accordance with the state statutes AND EMPLOYMENT CONTRACTS.
- F. To provide for the appraisal of the efficiency of personnel.
- G. To initiate and approve the acquisition and disposition of school sites, to initiate and approve plans for school buildings.
- H. To consider any specific recommendations made by the Superintendent of Schools.
- To keep the citizenry informed of purposes, values, conditions and needs of public education in the Town.
- J. To consider, revise and adopt any changes in the curriculum.
- K. To take any other actions required or permitted by law.
- L. To make reasonable provision to implement the educational interests of the State, as defined by law, so that
  - each child shall have for the period prescribed in the General Statutes equal opportunity to receive a suitable program of educational experiences;
  - (2) the school district shall finance at a reasonable level an educational program designed to achieve this end;
  - (3) the school district shall provide educational opportunities for its students to interact with students and teachers from other racial, ethnic and economic backgrounds;
  - (4) the mandates in the General Statutes pertaining to education within the jurisdiction of the State Board of Education shall be implemented.

### Legal References:

Connecticut General Statutes

- 1-18a Definitions (public agency)
- 10-4a Educational interest of the State Defined
- 10-4b Failure of local or regional board to implement educational interests

10-220	Duties of Boards of Education
10-221	Board of education to prescribe rules
10-241	Powers of school district

**BOARD POLICY** 

REGARDING: Transaction of Business

Number: 9020

Bylaws

Approved: 2/28/01

**REVISED:** 

A. The Board shall transact all business at a legal meeting of the Board.

- B. The Board shall act as a committee of the whole, except as the [Chairperson] BOARD OF EDUCATION has created a committee in accordance with these bylaws.
- C. Individual members shall make no commitments for the Board or issue orders for the Board, except when executing an assignment delegated by the Board.
- D. The Board shall concern itself with questions of educational policy, and not with administrative details.

BOARD POLICY

REGARDING: Formulation, Adoption, Amendment or

Deletion of Policies

Number: 9030

Bylaws

Approved: 2/28/01

**REVISED:** 

- 1. In the absence of any written policy, administrative regulations will be used to guide and administer the effective operation of the school district.
- 2 Suggestions for either new policies or policy changes would normally come to the Board of Education from any of the following:
  - A. Board of Education Members
  - B. Superintendent
  - C. Statute
  - D. Matters of law
  - E. Citizens
  - F. Students.
- The Superintendent will prepare a draft policy statement for consideration and [for the] development by the [Board of Education] POLICY COMMITTEE.
- 4. Policy proposals and suggested amendments to, revisions of, or deletions of existing policies shall normally be submitted to all members of the Board of Education by the Superintendent in writing prior to a regular Board of Education meeting in which such proposed policies, amendments, revisions or deletions thereof shall be read and discussed.
- 5. Policies that deal with matters of an emergency nature may be introduced at any regular Board meeting.
- 6. Policies that affect students are normally effective **IMMEDIATELY UNLESS PROVIDED** [at the beginning of the next school year following adoption unless the policy provides] otherwise.

- 7. Except for emergency situations, policies will be adopted, amended, or deleted after consideration at two regular meetings of the Board of Education. The agenda shall be marked to indicate such policy matters.
- 8. When a policy is placed on the agenda for the second consecutive meeting, a motion either to adopt or not to adopt the policy or the proposed policy changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included in the second reading of the policy prior to adoption.
- The formal adoption of policies or policy changes shall be by majority vote of all members of the Board, and the action shall be recorded in the minutes of the Board.
- 10. Only those written statements so adopted as policy and so recorded shall be regarded as official policy of the Board.

**BOARD POLICY** 

REGARDING: Formulation, Adoption, Amendment or

Deletion of Bylaws

Number: 9040

Bylaws

Approved: 2/28/01

REVISED:

Bylaw proposals and suggested amendments to, revisions of, or deletions of existing bylaws shall normally be submitted to [all members of the Board of Education] **MEMBERS OF THE POLICY COMMITTEE** by the Superintendent in writing prior to a regular Board of Education meeting. [in which such proposed bylaws, amendments, revisions or deletions thereof shall be read and discussed.]

Except for emergency situations, bylaws will be adopted, amended, or deleted after consideration at two regular meetings of the Board of Education. The agenda shall be marked to indicate such matters.

When a bylaw is placed on the agenda for the second consecutive meeting, a motion either to adopt or not to adopt the policy or the proposed bylaw changes is necessary for discussion. If the discussion results in a suggestion for change, such changes will be included in the second reading of the bylaw prior to adoption UNLESS FURTHER INVESTIGATION OR LEGAL CLARIFICATION IS REQUIRED. IF SO, ACTION WILL BE POSTPONED UNTIL FURTHER INFORMATION IS OBTAINED.

Any bylaw of the Board may be adopted, amended or deleted at any regular meeting by a majority vote of all members of the Board, provided that such proposal shall have been given to the Board at the previous regular meeting.

**BOARD POLICY** 

REGARDING: Formulation, Adoption, Amendment or

Deletion of Administrative Regulations

Number: 9050

Bylaws

Approved: 2/28/01

REVISED:

1. The Superintendent is responsible for the formulation, adoption, amendment and deletion of administrative regulations to implement the policies of the Board.

- The Superintendent shall bring to the attention of the [Board] POLICY COMMITTEE all new, revised or deleted administrative regulations.
- 3. The Board reserves the right to review and direct revisions or deletions of administrative regulations should they, in the Board's judgment, be inconsistent with the policies of the Board. If the Board directs the Superintendent to adopt, amend, or delete administrative regulations, it shall do so upon majority vote of all members in attendance at a meeting, provided that prior notification of such proposed revision has been described in writing in the call of the meeting, or upon majority vote of all members of the Board when no such written notice has been given.
- 4. NO VOTE BY THE BOARD OF EDUCATION IS NEEDED FOR THE ADOPTION OF AN ADMINISTRATIVE REGULATION.

BOARD POLICY REGARDING: OFFICIAL DUTIES - VICE-CHAIRPERSON

**NUMBER: 9085** 

**BYLAWS** 

# APPROVED:

1. TO PRESIDE AT THE MEETING OF THE BOARD OF EDUCATION IN THE ABSENCE OF THE BOARD CHAIRPERSON.

BOARD POLICY REGARDING: Official Duties - Secretary

Number: 9090

Bylaws

Approved: 2/28/01 Revised: 1/14/09 **REVISED:** 

- The Secretary of the Board shall keep minutes or cause minutes to be kept of all meetings of the Board, and shall cause copies of such minutes to be forwarded to each member of the Board.
- 2. In accordance with the General Statutes, the Board Secretary shall cause a copy of the minutes of all Board meetings to be placed on file in the Board Office, no later than seven (7) days after the date on which the Board shall have met. Such minutes will be available for public inspection, except that such minutes will not be termed "official minutes" until approved by the Board of Education at a duly convened meeting of the Board. In addition, pending minutes will be posted on the school district website within 48 hours of the meeting.
- 3. The Board Secretary shall also make provision that members of the Board are notified of all regular and special meetings.
- 4. The Board Secretary shall attend to the official correspondence of the Board.
- 5. The Board Secretary shall submit to the Town at its annual meetings a report of the doings of the Board.
- TO PRESIDE AT THE MEETING OF THE BOARD OF EDUCATION IN THE ABSENCE OF THE BOARD CHAIRPERSON AND THE BOARD VICE-CHAIRPERSON.
- 7. THE RESPONSIBILITIES OF THE BOARD SECRETARY ARE DELEGATED TO THE BOARD CLERK.

Legal Reference:

Connecticut General Statutes

7-3 Warning of Town and other meetings

7-4	Record of Warning
10-224	Duties of the Secretary
10-225	Salaries of Secretary and Attendance Officers
P.A. 08-3	Special Session (June 11) - Comprehensive Ethics Reform



September 17, 2012



Ms. Dominique Fox, Principal Tolland High School One Eagle Hill Tolland, CT 06084

Dear Ms. Fox,

For the last three years Shelley Manning and Michael Meyer from Tolland High School have been active participants in the recently completed Windham/EASTCONN Teaching American History Project, "Themes of History – Expanding Perspectives on the American Story". Shelley, Michael and the other project teachers have been involved in a variety of TAH professional development activities: Public History Programs presented by noted historians, activity based Workshops planned and facilitated by our history organization partners, Seminars where they discussed ideas, issues and materials related to teaching history with primary sources, Lesson Planning Support Sessions where teachers created American history lessons and five-day Summer Institutes that included a wide variety of workshops and field trips to historically significant sites.

The more than 400 lessons project teachers have created are housed on the EASTCONN TAH website (<a href="www.eastconn.org/tah">www.eastconn.org/tah</a>) and are available to all teachers. The lessons are all based on primary sources or local resources and include all the material teachers need to effectively use the lessons in their classrooms. Project teachers have commented that they find this collection of lessons to be a valuable resource. With the Common Core State Standards' increased focus on reading non-fiction material, many of these primary source based lessons can be valuable resources to English language arts teachers as well as teachers of American history.

It is a credit to Shelley, Michael and the other TAH project teachers that they invested so much of their personal time and effort to this professional development project to enhance both their content understanding of American history and their repertoire of strategies to involve students in learning history. On the last day of our final Summer Institute, teachers commented on the project. A significant number wrote that they not only enjoyed the experience, but that the project has positively impacted their classroom teaching. I'm confident that participation in TAH project activities during the past three years and the lessons and related material on the TAH website will continue to have a positive impact on their teaching at Tolland High School.

Thank you for your support of Shelley and Michael's participation in the Teaching American History Project.

Sincerely,

Dan Coughlin, TAH Project Coordinator

Van Engle.

Cc: Mr. William D. Guzman, Superintendent

Shelley Manning, Michael Meyer



September 17, 2012



Dr. Walter Willett, Principal Tolland Middle School One Falcon Way Tolland, CT 06084

Dear Dr. Willett,

For the last three years Kristen Blore and David Chassanoff from Tolland Middle School have been active participants in the recently completed Windham/EASTCONN Teaching American History Project, "Themes of History – Expanding Perspectives on the American Story". Kristen, David and the other project teachers have been involved in a variety of TAH professional development activities: Public History Programs presented by noted historians, activity based Workshops planned and facilitated by our history organization partners, Seminars where they discussed ideas, issues and materials related to teaching history with primary sources, Lesson Planning Support Sessions where teachers created American history lessons and five-day Summer Institutes that included a wide variety of workshops and field trips to historically significant sites.

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It is a credit to Kristen, David and the other TAH project teachers that they invested so much of their personal time and effort to this professional development project to enhance both their content understanding of American history and their repertoire of strategies to involve students in learning history. On the last day of our final Summer Institute, teachers commented on the project. A significant number wrote that they not only enjoyed the experience, but that the project has positively impacted their classroom teaching. I'm confident that participation in TAH project activities during the past three years and the lessons and related material on the TAH website will continue to have a positive impact on their teaching at Tolland Middle School.

Thank you for your support of Kristen and David's participation in the Teaching American History Project.

Sincerely,

Dan Coughlin, TAH Project Coordinator

Cc: Mr. William D. Guzman, Superintendent

Kristen Blore, David Chassanoff

### SPECIAL MEETING MINUTES

# TOLLAND TOWN COUNCIL FIRE TRAINING CENTER 191 MERROW ROAD, TOLLAND SEPTEMBER 24, 2012 – 7:30 P.M.



**MEMBERS PRESENT:** Jack Scavone, Chairman; Richard Field, Vice-Chair; Sam Belsito; Joshua Freeman; Mark Gill and Benjamin Stanford

**MEMBERS ABSENT:** Jan Rubino

**OTHERS PRESENT:** Steven R. Werbner, Town Manager; Michael Wilkinson, Director of Administrative Services; Clem Langlois, Public Works; John Littell, Public Safety/Fire Chief

- 1. **CALL TO ORDER:** Jack Scavone called the meeting to order at 7:30 p.m.
- PLEDGE OF ALLEGIANCE: Recited.
- 3. MOMENT OF SILENCE: Observed.
- 4. **PROCLAMATIONS:** Honoring Arthur N. Jacques for his contributions to the Town of Tolland.

Mr. Scavone presented Arthur Jacques with the following Proclamation:



# Proclamation Honoring Arthur N. Jacques for his contributions to the Town of Tolland

WHEREAS, Arthur Jacques resides in Tolland, Connecticut and is a member of Boy Scout Venture Crew 422 and Troop 61 of Mansfield; and

WHEREAS, Arthur has taken on numerous projects for the Tolland Conservation Commission, Tolland Water Commission, and the Tolland electronic waste recycling program; and

WHEREAS, Arthur's projects with the Conservation Commission included a blue bird study with the construction and placement of 62 blue bird boxes on Conservation properties; a project to clear invasive plant species on Conservation properties; and a project to improve the dam spillway, stone masonry, walkway, and spillway bridge at the dam located on Weigold Road in the Weigold Conservation area; and

WHEREAS, Arthur's project with the Tolland Water Commission involved numbering and painting the Town's 97 hydrants to improve their visibility and the ability to identify each hydrant for maintenance purposes; and

WHEREAS, Arthur's project to assist with the Town's goal to dispose of electronic waste resulted in the organizing of three waste disposal operations at the Tolland High School where over 61 tons of waste were collected; and

WHEREAS, all these projects have only added to his list of many other community projects including the rebuilding of nearly 150 bicycles for distribution of bicycles to needy children through the Little Angels program; and

WHEREAS, Arthur received his Eagle Scout at the early age of 14 and is a two time recipient of the Peter Stevens award for Scout Spirit; and

NOW, THEREFORE, BE IT RESOLVED that the members of the Town Council of the Town of Tolland, on behalf of the community at large, wish to honor Arthur Jacques for noteworthy achievements and recognize his contributions and dedication to the Town of Tolland above and beyond normal expectations.

Arthur Jacques commented that he had a lot of help and spent a lot of weekends doing this work. He mentioned those individuals that helped him with his projects.

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

**Gene Koss on behalf of the Tolland Water Commission** – He said they are grateful that this Proclamation came to fruition. Mr. Jacques has a 'can do' attitude. We as a town should recognize Mr. Jacques. He is a leader and he hopes this starts a trend.

**Ken Hankinson on behalf of the Tolland Conservation Corps** – Mr. Jacques is beyond exceptional. He has gone above and beyond in virtually everything he has done. He is unbelievable. His two parents are also exceptional.

John Littell on behalf of the Fire Department, the Town and himself – Mr. Littell said he couldn't thank Mr. Jacques enough for the work he has done. The project on the hydrants has been ongoing for over ten years. He did a phenomenal job.

## 6. PUBLIC HEARING ITEMS:

6.1 Consideration of a resolution to establish an Emergency Storm Fund Ordinance.

Mr. Werbner commented that over the last several years, the storms have caused havoc on the community, and cost some dollars in order to address those storms and restore the community back to order after the fact. Some of these storms have had a portion of the costs covered by FEMA (Federal Emergency Management Agency) funding. In addition to the Town having to provide a portion of the funding for the FEMA related storms, other storms have not had any funding provided by FEMA (the storm in June, which was smaller, but still cost the town \$30,000). The current infrastructure and environmental conditions of the Town could find us facing significant future costs if these severe storms continue to hit our community. They would like to establish an Emergency Storm Fund in order to set aside funds in anticipation of future storms that may require funds that are not budgeted. Right now, the only source they have is Fund Balance, and unfortunately when that is used, it can have an impact in terms of the rating agency when the financial status is reviewed. This fund would assist with the provision of the immediate funds that are necessary to secure public safety when a storm related public safety emergency exists. It would reduce the demand on the need to access fund balance, provide the ability for immediate access for emergency funds and help maintain a strong credit rating by being proactive and planning for potential emergency needs. The majority of the funds that would go into this particular account would come from excess dollars that we receive from FEMA. The FEMA reimbursement for our recent storms is anticipated to be in excess of the actual hard dollars that were expended for the storms. This is due to the allowances that are provided for the use and wear and tear of our equipment and certain labor provided to assist the Town that did not

actually have any hard dollar expenses associated with them. They do not have a definite amount as of yet. They are requesting that any excess funds over the actual expenditures from the current and any future reimbursements be deposited into this new fund.

Mr. Werbner did ask at the last meeting that any suggested changes or concerns be forwarded to him in advance, and he didn't receive anything. Mr. Gill apologized for that, and didn't realize that is what should have been done. Mr. Gill asked how the monies would be appropriated and what a typical appropriation would be used for. He believes the language in the Resolution is too broad, as it includes possible repair/replacement of vehicles, etc. He would consider those emergency storm related expenses as things unforeseen. He also would like discussion and understanding about the Town Manager having sole discretion without Council approval over the fund.

Mr. Werbner said he would not have sole discretion on the funds. The Council would need to make the appropriation into the fund of the dollars that would be available to be placed into that fund. It is similar to what is done with the town budget. The only change would be that the funds are being segregated from Fund Balance. With regard to the truck damage, it would only be if it is storm-related, not normal wear and tear. This fund would not be used for a typical 6" snowstorm. It is for events in which the entire state has damage and would qualify for additional federal reimbursement. You would rely on the Town Manager to decide if it would be an above normal event, one that could not be supported out of the regular operating budget. It is a case by case situation, but hopefully used very infrequently.

Mr. Gill has a problem giving carte blanche to an open ended fund. Mr. Freeman asked what the effects would be if they added that the Town Manager would need to come to the Council for the appropriation before he actually spent the funds. Mr. Werbner said he would need to convene a special meeting of the Council, post-it, get a quorum and have an authorization to expend money from this fund before he could utilize anything.

Mr. Belsito believed they all agree the fund is a good suggestion, but they are concerned with the language. Mr. Scavone said they are here and all understand this, but is concerned about those here in 20 years.

Richard Field motioned to open the public hearing; Seconded by Mark Gill. All in favor. None opposed.

Clem Langlois said this fund wouldn't be here if they didn't do the work they do in-house. The decisions Steve makes when storms are occurring can't be made fast enough. When Storm Alfred happened his head was spinning. You guys approved the funds after the fact. Everything in this resolution is exactly what was done in Alfred. This just puts the funds aside. He reads the resolution very clearly.

Mr. Gill said the issue is not appropriating the funds. The funds for Alfred where appropriated, but it had already occurred. He understands what Mr. Langlois is saying, but they want to make sure this is set up fiscally the right way. He has no problem giving this staff a blank check, but this is an ordinance they are putting into law and it needs to stand the test for any town manager and any council. Right now, the verbiage is a little open as far as he is concerned.

**Ken Hankinson of 54 Johnson Road** – He asked if there needs to be an ordinance in order for the fund to be created. He believes in what Steve is trying to do with the concept of the fund. Maybe before the ordinance is established, it could be looked at as a work in progress. Run it through the fall and winter season before you lock it up totally tight. See if it works.

**John Yates of 39 Noah Lane** - What happens with excess FEMA dollars today? Mr. Werbner said they would go back into the General Fund Balance account.

John Littell said the community just escaped three major storms in the last month and half. His office does 99% of the FEMA paperwork. It takes many hours and you can see how long it takes for the FEMA money to come back into the town. Sometimes, decisions get made late at night during these storms. How is he supposed to make any decisions without any money? FEMA is getting lower and lower with all the natural disasters happening. Be proactive and get ahead of the curve.

Mr. Gill said they are talking about the mechanism of the release of the funds. They are all in agreement with the account. Mr. Belsito said that they are 100% behind Mr. Langlois and Mr. Littell.

A straw poll was conducted of all those in favor of this resolution. 7 in favor; 0 opposed.

Benjamin Stanford motioned to **continue** the public hearing until the October 23, 2012 meeting; Seconded by Mark Gill. All in favor. None opposed.

Mr. Field said he believes they are getting caught up between appropriate and expend. We are taking \$30,000 at this point, appropriating it and putting it into a special fund. The expenditure of the fund would be at the discretion of the Town Manager when there is an emergency. He is looking at this just like any other appropriated fund. We don't micro-manage the Town Manager.

Mr. Scavone believes it should be done, but his concern is 20 years from now.

Ms. Hancock said some of the language did change from the last meeting. She referred the Council to Section D. The language was updated with regard to appropriations and creating laps in the appropriation. The language in tonight's packet can give you a little protection for what you are looking for.

Mr. Werbner asked that any language changes be sent to him prior to the October 23rd meeting.

Mr. Freeman has no problem with language as it exists today. Mr. Scavone is concerned with a future Council's use of the fund. Mr. Field is good with the language. Mr. Scavone and Mr. Gill would like State of Emergency language added. Mr. Stanford would like a more formal trigger. Mr. Belsito said there should be a check and balance in there.

Mr. Scavone said they will work on state of emergency language and everyone should be happy.

- 7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** Mr. Clark commented that the BOE meeting will be Thursday night at the High School in the Media Center. The TC/BOE hour will be this Thursday, 6-7 p.m., before the BOE meeting, at the Fire Training Center.
- 7b. **REPORTS OF TOWN COUNCIL LIAISONS:** Mr. Freeman said the Tech Task Force had some discussion with vendors regarding the lack of the network in the community. They do not have any quotes, but may have an option that may save the town some money. He will provide more on that as soon as he sees the quote. Mr. Field commented that he and Mr. Werbner have attended some health district meetings concerning their strategic plan. At Celebrate Tolland last Sunday, they gave a Proclamation to the Junior Baseball Team.

### 8. NEW BUSINESS (ACTION/DISCUSSION ITEMS):

8.1 Appointments to vacancies on various municipal boards/commissions.

No appointments tonight.

9. OLD BUSINESS (ACTION/DISCUSSION ITEMS): None.

- 10. REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1<sup>ST</sup> MEETING OF THE MONTH ONLY): None.
- 11. ADOPTION OF MINUTES
  - 11.1 September 11, 2012 Meeting Minutes: Richard Field moved to adopt the minutes; Seconded by Ben Stanford. All in favor. None opposed. Jack Scavone abstained.
- 12. CORRESPONDENCE TO COUNCIL: None.
- 13. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: None.
- 14. **PUBLIC LISTED PARTICIPATION** (on any subject within the jurisdiction of the Town Council) (3 minute limit)

**Debra Campbell of Hunter Road** – Ms. Campbell is the youngest child of Clarence and Bea Campbell. She commented that she farmed with her father on the property for over 25 years, and added that there hasn't been any family farming at the property since 2007. If the Council does decide that they want farming to continue, she hopes the Sale Agreement will be honored that was created with her parents. It should go out to the entire town to put in a bid to use it, it could be for community gardens, or the boy scouts could find a use for it. Her parents wanted the whole town to have access and use, not just an individual.

### 15. EXECUTIVE SESSION

Richard Field motioned to go into Executive Session at 8:28 p.m., thus ending the Regular Meeting of the Town Council. He invited Mr. Werbner and Attorney Conti to join them in Executive Session. Seconded by Mark Gill. All in favor. None opposed.

- 15.1 Executive Session to discuss land transactions as well as a personnel matter.
- ADJOURNMENT: Rick Field moved to adjourn the meeting; Seconded by Ben Stanford at 9:27 p.m. All were in favor.

Jack Scavone, Council Chair	

Michelle A. Finnegan Town Council Clerk