

DRAFT

Sterling Board of Education Minutes of the Regular Meeting November 16, 2022 Community Room - 6:00 pm “EXCELLENCE WITH KINDNESS”

I. Call to Order

The meeting was called to order at 6:00pm by Theodore Friend, Superintendent

Present at the meeting were: M. Rouillard, L. Shippee, D. Capobianco, J. Mossner, V. Robison-Lewis, C. Langlois

Also present at the meeting were: C. Chandler, C. Brannon, H. Nickerson, L. Smith, M. Pearson

II. Pledge of Allegiance

III. Election of Officers

- A motion was made by D. Capobianco and seconded by C. Langlois to nominate M. Rouillard for Board Chair. Written ballots were taken.
Vote: 5-in favor 1-abstention Motion passed
- A motion was made by M. Rouillard and seconded by C. Langlois to nominate L. Shippee for Vice Chair. Written ballots were taken.
Vote: all in favor Motion passed
- A motion was made by L. Shippee and seconded by M. Rouillard to nominate D. Capobianco for Treasurer/Secretary. Written ballots were taken.
Vote: all in favor Motion passed
- A motion was made by D. Capobianco and seconded by L. Shippee to nominate V. Robinson-Lewis for Vice Treasurer. Written ballots were taken.
Vote: all in favor Motion passed

T. Friend turned the meeting over to M. Rouillard.

IV. Public Comment

L. Montecalvo asked the Board to consider revising the homeschooling sports policy to allow homeschooled students to participate in school sports.

M. Rouillard noted that the CIAC conference that we belonged to doesn't allow it.

V. Reports and Communications

A. Correspondence - None

B. Consent Agenda

1. Minutes of Meeting October 19, 2022
2. Superintendent's Report
3. Special Education Director's Report
4. Principal's Report
5. Clinical Supervisor's Report
6. Monthly Check Register

- A motion was made by V. Lewis and seconded by J. Mossner to approve the Consent Agenda. Vote: 5 - in favor 1- abstention (L. Shippee was not at the last BOE meeting) Motion passed

C. Budget and Expense Report

C. Brannon presented the Budget and Expense Report.

- A motion was made by D. Capobianco and seconded by L. Shippee to accept the Budget and Expense Report as presented. Vote: All in favor Motion passed

D. Plainfield Board of Education Liaison

J. Mossner attended the Plainfield Board of Education meeting on November 9, 2022. She shared the highlights with the Board. In her highlights she noted that Sterling students had participated in 8th Grade Step up Day and shadowed students at PHS on November 10th to see all of the programs that would be available to them.

VI. Unfinished Business

A. Discussion and Possible Action on the Line Striping for the Parking Lot to increase the cost from \$9,782.00 to \$10,448.00.

C. Brannon noted that the original quote did not include the fog line in the main driveway and that the Board of Finance had already approved the use of the SCS funds for the parking lot.

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- Motion was made by C. Langlois and seconded by J. Mossner to approve the increased cost on the line striping for the parking lot from \$9,782.00 to \$10,448.00.

Vote: All in favor

- B. Update on Fingerprinting for Employees and Raptor process for Volunteers.
C. Brannon provided the Board with an update on fingerprinting at the Plainfield Police Department and the use of the Raptor system for volunteers. We will soon be ready to implement the Raptor system for background checks for volunteers.

VII. New Business

- A. Review, Discussion and Possible Action to approve the 8th Grade Trip to DC on Wednesday, May 25, Thursday, May 26, and Friday, May 27.

C. Mennella informed the Board that the cost of the trip this year is \$865.00.

- Motion was made by D. Capobianco and seconded by L. Shippee to approve the 8th Grade Trip to Washington, DC, May 25 - May 27.

Vote: All in favor

- B. Review, Discussion and Possible Action to Approve the Support Staff Evaluation Form and the MOA.

- Motion was made by L. Shippee and seconded by V. Robinson-Lewis to approve the Support Staff Evaluation form and the MOA.

Vote: All in favor

- C. New Employee
Magen Surrell - Paraprofessional

- D. Review, Discussion and Possible Action to Approve Repairs to the Outside Clock.
M. Rouillard asked that C. Brannon and C. Luba to check into what the warranty would be for the work being done.

- Vote was tabled until December because we are waiting for one more quote to come in.

- E. Discussion and Possible Action to use SCS Funds to Make Repairs to the Outside Clock.

- Vote was tabled until the December meeting.

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- F. Committee Appointments
 - 1. Policy - J. Mossner, D. Capobianco
 - 2. Budget - C. Langlois, M. Rouillard, L. Shippee
 - 3. Negotiations - V. Robinson-Lewis

VIII. Committee Updates

- A. Policy - none at this time
- B. Budget - none at this time

IX. Recommendations, Questions and/or Comments

None at this time

X. Public Comment

C. Mennella informed the Board that her daughter, a former student, Gianna Mennella was voted Distinguished Young Woman for the State of Connecticut, a scholarship based program. She will be attending Nationals in Mobile, Alabama representing the State of Connecticut. Members of the Board and audience clapped and sent congratulations to Gianna.

XI. Executive Session

None

XII. Adjournment

- A motion was made by V. Robinson-Lewis and seconded by D. Capobianco to adjourn the meeting.
Vote: all in favor

Meeting adjourned at 6:37pm

SUPERINTENDENT'S UPDATE

January 18, 2023

To: The Board of Education

From: Theodore Friend

I. **Budget**

We began writing the first draft of the 2023-2024 Budget. We held meetings with all administrators to review their portion of the budget. We are making conservative estimates for Health Insurance, Tuitions, etc. We are looking to schedule our first budget sub-committee meeting in January 2023.

II. **Capital Plan Meeting**

Courtney and I attended the Capital Plan Meeting on December 7, 2022 at the Town Hall to discuss future plans. Attached, you will find our draft Capital Plan for you to review.

III. **Parent/Teacher Conferences**

Conferences were held on December 8th and December 9th. They were very successful and well attended.

IV. **Concert**

SCS held its first Music Concert on December 15, 2022 after not having one in several years. Jon Dyson, Music Director, worked very hard to make our first schoolwide concert a rousing success.

As part of the Capital Plan, we are looking to purchase sound equipment that will be mobile and can be moved inside and outside of the building.

V. **PDEC**

I met with the PDEC Committee to discuss updating the Evaluation Plan.

VI. **Safety Training**

Courtney and I met with Jason from ACES. Jason conducts training for staff around school safety.

VII. **New Position**

We have posted for an Education Setting Coordinator.

Superintendent Meeting

VIII. Attended January 9, 2023 **URSA/NASA** Meeting via Zoom. The next meeting is scheduled for January 23, 2023 and it will be an in-person meeting.

Principal's Report January 18, 2023

SCS Advancement Plan - Goal #3

- Academic Team Meeting
 - Reviewed data of tier 2 + tier 3 students
 - MTSS pilot with state department (training + feedback sessions)
- Social Emotional Team Meeting
 - Wellness Calendars to support healthy mind & body
 - PTO will support National Popcorn day for staff + faculty
 - Creation of Google form request for transition room
 - Creation of entrance / exit forms to track usage and reasons
- NAEYC / AQIS
 - Monthly group meetings to review NAEYC standards (virtual + at Eastconn)
 - Individual monthly meetings to review NAEYC standards and portfolio components for reaccreditation, and conduct classroom observations
 - Weekly work compiling evidence for Program Portfolio
- NECC (Northeast Childhood Council)
 - Leadership meetings
 - School Readiness meetings / observations
- Created an ELA evaluation Committee
 - Initial meeting to discuss possible state approved programs
 - Presentation from Houghton Mifflin for their reading program
- Code of Conduct Review Committee
 - Initial meeting to pass out current Code of Conduct and sample draft restorative practice
 - Created meeting schedule and other resources to review before next meeting

SCS Advancement Plan - Goal # 5

- Family Fridays for Kindergarten Families 5 times throughout the year
 - Kindergarten families are invited into the school
 - Students / families will do a craft together in the classroom the whole time
 - Reviewed exit tickets and one item of suggestion repeated was to have more time in the classroom with their student
- PTO Meetings / Events
 - Sponsored a hot cocoa bar for all staff + faculty
 - Successful Holiday Bazaar and free fun for children
- Math Mania Mondays with First grade families well attended
 - Families spent time in the classrooms playing math games with the students
 - Teachers spent time with parents sharing math tips + provided a give away

Winter Updates:

- Well attended (gym bleachers and bench seating were full!) Winter concert K-8 participating, huge thanks to Mr. Dyson for tackling this in his first year with us. Stay tuned for the announcement of the Spring concert.
- Department of Public Health & CT State Department of Education Bi-Weekly Call
- EPIC & STARR Fridays are underway and students are working hard to earn points in our PBIS Rewards system
- Washington, D.C. fundraising is ongoing
- Continued therapy dog visits - they have visited all grade levels now and will work with small groups + whole classes as time allows

Special Services Report	Maggie Pearson, Director of Special Services	BOE Meeting: January 18, 2022	Statistics as of December 31, 2022
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Student Count by Location	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Sterling Community School PrK-8th IEPs	47	47	47	46	48	49	52					
Sterling Community School PrK-8th 504s	18	17	19	21	21	20	21					
High School IEPs <i>(Magnet: ACT, QMC, Killingly Vo Ag: Plainfield; STEM)</i>	22	21	21	21	20	20	21					
High School 504's <i>(Magnet: ACT, QMC, Killingly Vo Ag: Plainfield; STEM)</i>	12	17	18	15	16	17	18					
Out of District-Special Tuition	8	9	9	9	9	9	9					
Total Students with IEPs	77	77	77	76	77	78	82					
Total Students with 504s	30	34	37	36	37	37	39					

Related Services Sterling Community School Student Count-IEP (*additional 504/SRBI)	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Speech/Language (SLP) 1.0 FTE	25*	25*	25*	25*	29*	28*	28*					
School Psychologist (Counseling) 1.0 FTE	17*	17*	26	26	24*	49*	49*					
Physical Therapy (PT) 1- 2 days/ wk	11*	11*	13	13	12*	14	14					
Occupational Therapy (OT) 1-3 days/wk	12 *	12*	18	18	17*	17*	17*					
BCBA(behavioral support) 1.0 FTE	10*	10*	12	12	13*	13*	13*					

Other Noteworthy Topics:
<ul style="list-style-type: none"> • Bi-Weekly participation in state special education meetings specific to CTSEDs(new IEP/504 software program) • Two Volunteer Therapy Dogs providing sessions for SEL and Reading Support 4 x month • Distribution of enrichment bags December 2022 to all Sterling students (318 drawstring bags) • Paraeducator Professional Development January virtual and in-person February • Mid year meetings with 504 students 5ht-8th grade • State Supplemental Grant for CT SEDS Support Reviewed • Review of Excess Cost 2022

Clinical/Behavioral Report

January 18, 2023

To: Sterling Board of Education

From: Laura Smith, Clinical Supervisor/Social Worker

Date: January 18, 2023

Subj: Clinical/Behavioral Report

Community (Strategic Plan Goal 5 & 6)

- Social Emotional Learning (SEL)- SELweb winter benchmark is in process. The data will be used by teachers to inform their SEL instruction.
- Collaboration with the Department of Children and Families liaisons, and other outside mental health resources to support children and families in need in our school community. Meet and plan with parents to connect with needed mental health resources for their children and families.
- Collaboration with regional McKinney-Vento liaisons, our Transportation Director and other outside resources to support children and families in need in our school community. Attending an upcoming Eastconn presentation "Identifying and Supporting Students Experiencing Homelessness".
- Collaboration with Mrs. Graham and our National Junior Honor Society students. Our annual Hunger Games Food Drive allowed us to donate over 1,700 lbs of food to Project Pin Food Pantry in Moosup. Our Holiday Giving Tree served many students and families in need.
- Weekly SEL/PBIS/RP collaboration and planning with Traci Jamieson, BCBA, Dr. Lanzillo, and Carrie Graham, Transition/Wellness Coordinator, to support PBIS, SEL, and Restorative Practices integration path. Continue to update and review response to behavior school preventive strategies and implementation at the Tier 1, 2, and 3 levels. Behavior data team review and action planning.
- LPC Grant 2022-2023 grant awarded. Planning underway to promote prevention of substance abuse, healthy life choices, and overall health and wellness.
- YSB Advisory Board Meeting, United Services meeting 1/13/23.

Faculty & Staff (Strategic Plan Goal 2, 3, 4)

- Classroom drop-ins supporting Tier 1 transitions, routines, and SEL/PBIS implementation.
- PDEC: Planning for PD 1/30 Trauma Informed Teaching Strategies & De-escalation Strategies. Teacher evaluation discussion.
- EASTCONN Consultant meetings -Monthly SEL Choose Love implementation and end of month pacing data, Tier 1 data review, SEL classroom drop-in, PBIS rewards data review, Community Meeting planning, January 2023 Wellness Calendar, Transition/Wellness Room enter/exit data.
- Weekly collaboration, planning, implementation, and review of all tiered supports, with a focus on Tier 1 implementation with Dr. Lanzillo, School Psychologist, and Traci Jamieson, BCBA. Team, parent, 504 and PPT meetings attended.
- Code Of Conduct Review Committee- Initial review of current Code of Conduct and sample draft of restorative practices integrated. Review of resource materials, and meeting schedule created.
- Health and Safety Meeting 1/11/23.

Sterling Board of Education

Budget and Expenses - BOE

From Date: 12/1/2022

To Date: 12/31/2022

Fiscal Year: 2022-2023

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
A.1000.111.01.000.00.71	Certified Personnel	\$1,770,810.00	\$160,014.06	\$798,772.42	\$972,037.58	\$0.00	\$972,037.58	54.89%
A.1000.111.03.000.00.71	Certified Substitutes	\$50,000.00	\$6,375.00	\$18,925.00	\$31,075.00	\$0.00	\$31,075.00	62.15%
A.1000.112.01.000.00.71	Non Certified Personnel	\$100,150.00	\$5,867.72	\$25,229.00	\$74,921.00	\$0.00	\$74,921.00	74.81%
A.1000.210.00.000.00.71	E/B Insurance	\$390,000.00	\$1,109.72	\$222,885.79	\$167,114.21	\$177,537.87	(\$10,423.66)	-2.67%
A.1000.220.00.000.00.70	E/B FICA/Medicare	\$37,163.00	\$3,615.40	\$15,729.03	\$21,433.97	\$0.00	\$21,433.97	57.68%
A.1000.240.00.000.00.71	E/B Other (Course Reim)	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
A.1000.320.01.000.00.71	Professional Development - Cer	\$15,000.00	\$290.40	\$6,090.40	\$8,909.60	\$0.00	\$8,909.60	59.40%
A.1000.590.00.000.00.71	Printing	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1000.611.00.101.00.71	Language Arts Instructional Su	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
A.1000.611.01.000.00.71	Instructional Supplies	\$10,000.00	\$0.00	\$1,123.98	\$8,876.02	\$0.00	\$8,876.02	88.76%
A.1000.611.01.102.00.71	Math Instructional Supplies	\$1,000.00	\$1,139.98	\$1,139.98	(\$139.98)	\$0.00	(\$139.98)	-14.00%
A.1000.611.01.103.00.71	Science Instructional Supplies	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
A.1000.611.01.105.00.71	Art Instructional Supplies	\$200.00	\$0.00	\$153.61	\$46.39	\$0.00	\$46.39	23.20%
A.1000.611.01.106.00.71	Music Instructional Supplies	\$200.00	\$0.00	\$79.25	\$120.75	\$0.00	\$120.75	60.38%
A.1000.611.01.107.00.71	PE Instructional Supplies	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.611.01.109.00.71	World Language Instructional S	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.641.01.000.00.71	Textbooks	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
A.1000.641.01.101.00.71	Language Arts Textbooks	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$50,000.00	100.00%
A.1000.642.01.000.00.71	Consumable Workbooks	\$500.00	\$0.00	\$1,095.64	(\$595.64)	\$0.00	(\$595.64)	-119.13%
A.1000.642.01.101.00.71	Language Arts Consumable Workb	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
A.1000.642.01.102.00.71	Math Consumable Workbooks	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1000.650.00.000.00.71	Educational Software Licenses/	\$33,031.00	\$0.00	\$1,422.71	\$31,608.29	\$0.00	\$31,608.29	95.69%
A.1000.690.01.103.00.71	Science Other Supplies	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.730.00.000.00.71	Instructional Equipment	\$3,000.00	\$0.00	\$91.98	\$2,908.02	\$0.00	\$2,908.02	96.93%
A.1000.739.00.000.00.71	Copier Leases, Fees, Supplies	\$16,000.00	\$738.02	\$7,672.38	\$8,327.62	\$10,192.36	(\$1,864.74)	-11.65%
A.1000.739.01.106.00.71	Music Equipment	\$1,000.00	\$500.00	\$500.00	\$500.00	\$0.00	\$500.00	50.00%
A.1000.890.00.000.00.71	Dues & Fees	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
	Func: Regular Program - 1000	\$2,511,154.00	\$179,650.30	\$1,100,911.17	\$1,410,242.83	\$187,730.23	\$1,222,512.60	48.68%
A.1200.111.00.000.00.71	Special Education Director	\$125,000.00	\$7,461.54	\$45,142.32	\$79,857.68	\$0.00	\$79,857.68	63.89%
A.1200.111.01.000.00.71	Certified Personnel	\$504,654.00	\$41,360.02	\$213,841.62	\$290,812.38	\$0.00	\$290,812.38	57.63%
A.1200.112.01.000.00.71	Non Certified Personnel	\$297,961.00	\$27,260.64	\$120,087.57	\$177,873.43	\$0.00	\$177,873.43	59.70%
A.1200.112.02.000.00.71	Non Certified Substitutes	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
A.1200.210.00.000.00.71	E/B Insurance	\$250,000.00	(\$23,396.01)	\$106,422.80	\$143,577.20	\$141,521.31	\$2,055.89	0.82%
A.1200.220.00.000.00.70	E/B FICA/Medicare	\$32,822.00	\$2,436.21	\$11,662.89	\$21,159.11	\$0.00	\$21,159.11	64.47%
A.1200.240.00.000.00.71	E/B Other	\$3,750.00	\$0.00	\$638.75	\$3,111.25	\$894.25	\$2,217.00	59.12%
A.1200.320.00.000.00.71	Professional Development - Cer	\$3,500.00	\$75.00	\$544.00	\$2,956.00	\$2,025.00	\$931.00	26.60%
A.1200.322.01.000.00.71	Professional Dev - Non Cert	\$1,500.00	\$225.00	\$945.00	\$555.00	\$720.00	(\$165.00)	-11.00%
A.1200.330.00.000.00.71	Professional & Technical Svcs	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$2,400.00	(\$400.00)	-20.00%
A.1200.330.01.000.00.71	Evaluation Services	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
A.1200.330.02.000.00.71	Assistive Technology	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
A.1200.580.00.000.00.71	Travel	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1200.611.01.000.00.71	Instructional Supplies	\$2,000.00	\$0.00	\$66.00	\$1,934.00	\$48.00	\$1,886.00	94.30%
A.1200.611.02.000.00.71	Testing Supplies	\$2,500.00	\$280.72	\$3,729.88	(\$1,229.88)	\$862.59	(\$2,092.47)	-83.70%
A.1200.630.00.000.00.71	Special Ed Incentive	\$750.00	\$0.00	\$77.72	\$672.28	\$58.99	\$613.29	81.77%
A.1200.641.02.000.00.71	Consumable Workbooks	\$750.00	\$0.00	\$0.00	\$750.00	\$0.00	\$750.00	100.00%
A.1200.650.00.000.00.71	Educational Software Licenses/	\$14,631.00	\$2,854.50	\$2,854.50	\$11,776.50	\$0.00	\$11,776.50	80.49%
A.1200.690.00.000.00.72	Office Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$7.68	\$992.32	99.23%
A.1200.700.00.000.00.71	Equipment	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
A.1200.890.00.000.00.71	Dues & Fees	\$500.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	50.00%
	Func: Special Education Program - 1200	\$1,273,318.00	\$58,557.62	\$506,263.05	\$767,054.95	\$148,537.82	\$618,517.13	48.58%

Sterling Board of Education

Budget and Expenses - BOE

From Date: 12/1/2022

To Date: 12/31/2022

Fiscal Year: 2022-2023

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
A.2130.111.01.000.00.71	School Nurse	\$51,500.00	\$3,961.54	\$25,843.21	\$25,656.79	\$0.00	\$25,656.79	49.82%
A.2130.111.03.000.00.71	School Nurse Substitutes	\$2,000.00	\$0.00	\$1,925.00	\$75.00	\$0.00	\$75.00	3.75%
A.2130.210.00.000.00.71	E/B Insurance	\$250.00	\$9.36	\$46.44	\$203.56	\$65.16	\$138.40	55.36%
A.2130.220.00.000.00.70	E/B FICA/Medicare	\$4,093.00	\$303.06	\$2,124.27	\$1,968.73	\$0.00	\$1,968.73	48.10%
A.2130.240.00.000.00.71	E/B Other	\$1,545.00	\$0.00	\$643.75	\$901.25	\$901.25	\$0.00	0.00%
A.2130.322.01.000.00.71	Professional Dev - Non Cert	\$500.00	\$0.00	\$279.00	\$221.00	\$0.00	\$221.00	44.20%
A.2130.330.00.000.00.71	Professional & Technical Svcs	\$2,000.00	\$0.00	\$735.00	\$1,265.00	\$0.00	\$1,265.00	63.25%
A.2130.690.00.000.00.71	Health Office Supplies	\$2,000.00	\$133.10	\$548.85	\$1,451.15	\$360.88	\$1,090.27	54.51%
A.2130.739.00.000.00.71	Health Office Equipment	\$500.00	\$0.00	\$0.00	\$500.00	\$258.00	\$242.00	48.40%
	Func: Health Office - 2130	\$64,388.00	\$4,407.06	\$32,145.52	\$32,242.48	\$1,585.29	\$30,657.19	47.61%
A.2190.111.01.000.00.71	Certified Personnel	\$19,459.00	(\$2,465.90)	\$14,238.61	\$5,220.39	\$0.00	\$5,220.39	26.83%
A.2190.210.00.000.00.71	E/B Insurance	\$21,431.00	\$0.00	\$5,544.20	\$15,886.80	\$4,768.01	\$11,118.79	51.88%
A.2190.220.00.000.00.70	E/B FICA/Medicare	\$3,940.00	\$275.90	\$1,721.84	\$2,218.16	\$0.00	\$2,218.16	56.30%
A.2190.320.00.000.00.71	Professional Development	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.2190.323.00.000.00.71	PT Contracted Services	\$30,000.00	\$0.00	\$6,090.00	\$23,910.00	\$23,910.00	\$0.00	0.00%
A.2190.611.00.000.00.71	PT/OT Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.2190.730.00.000.00.71	PT/OT Equipment	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Func: Physical/Occupational Therapy - 2190	\$76,330.00	(\$2,190.00)	\$27,594.65	\$48,735.35	\$28,678.01	\$20,057.34	26.28%
A.2220.112.00.000.00.71	Non-Certified Personnel	\$17,513.00	\$1,699.51	\$7,127.22	\$10,385.78	\$0.00	\$10,385.78	59.30%
A.2220.220.00.000.00.70	E/B FICA/Medicare	\$1,340.00	\$130.02	\$545.23	\$794.77	\$0.00	\$794.77	59.31%
A.2220.330.00.000.00.71	Professional & Technical Servi	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
A.2220.642.00.000.00.71	Books/Periodicals	\$3,000.00	\$20.95	\$2,229.85	\$770.15	\$0.00	\$770.15	25.67%
A.2220.690.00.000.00.71	Other Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$296.78	\$203.22	40.64%
A.2220.890.00.000.00.71	Dues & Fees	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
	Func: Educational Media - 2220	\$23,503.00	\$1,850.48	\$9,902.30	\$13,600.70	\$296.78	\$13,303.92	56.61%
A.2230.112.00.000.00.71	IT Personnel	\$62,593.00	\$4,908.38	\$29,800.89	\$32,792.11	\$0.00	\$32,792.11	52.39%
A.2230.112.01.000.00.71	IT Aide	\$22,371.00	\$2,569.50	\$11,517.75	\$10,853.25	\$0.00	\$10,853.25	48.51%
A.2230.210.00.000.00.71	E/B Insurance	\$1,000.00	\$11.52	\$57.06	\$942.94	\$80.10	\$862.84	86.28%
A.2230.220.00.000.00.70	E/B FICA/Medicare	\$6,500.00	\$546.66	\$3,059.27	\$3,440.73	\$0.00	\$3,440.73	52.93%
A.2230.240.00.000.00.70	E/B Other	\$1,878.00	\$0.00	\$797.50	\$1,080.50	\$1,116.50	(\$36.00)	-1.92%
A.2230.320.00.000.00.71	Professional Development	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
A.2230.330.00.000.00.71	Professional & Technical Servi	\$6,500.00	\$0.00	\$724.00	\$5,776.00	\$3,245.15	\$2,530.85	38.94%
A.2230.430.00.000.00.71	Repairs & Maintenance - Hardwa	\$1,500.00	\$0.00	\$163.10	\$1,336.90	\$174.75	\$1,162.15	77.48%
A.2230.431.00.000.00.71	Maintenance Agreement	\$8,900.00	\$0.00	\$0.00	\$8,900.00	\$801.12	\$8,098.88	91.00%
A.2230.690.00.000.00.71	Other Supplies & Materials	\$1,500.00	\$27.40	\$516.28	\$983.72	\$52.94	\$930.78	62.05%
A.2230.730.00.000.00.71	Computer Hardware & Peripheral	\$13,500.00	\$233.65	\$504.77	\$12,995.23	\$37.30	\$12,957.93	95.98%
A.2230.731.00.000.00.71	Computer Software	\$4,100.00	\$0.00	\$138.00	\$3,962.00	\$395.00	\$3,567.00	87.00%
	Func: Information Technology - 2230	\$131,342.00	\$8,297.11	\$47,278.62	\$84,063.38	\$5,902.86	\$78,160.52	59.51%
A.2310.112.01.000.00.71	BOE Administrative Assistant	\$53,300.00	\$4,480.00	\$25,286.00	\$28,014.00	\$0.00	\$28,014.00	52.56%
A.2310.112.02.000.00.71	Board of Education Clerk	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
A.2310.210.00.000.00.71	E/B Insurance	\$21,770.00	\$9.72	\$11,892.64	\$9,877.36	\$9,969.60	(\$92.24)	-0.42%
A.2310.220.00.000.00.70	E/B FICA/Medicare	\$4,169.00	\$290.14	\$1,741.55	\$2,427.45	\$0.00	\$2,427.45	58.23%
A.2310.230.00.000.00.71	Workers Compensation Ins	\$47,699.00	\$10,129.45	\$30,390.05	\$17,308.95	\$10,134.55	\$7,174.40	15.04%
A.2310.240.00.000.00.71	E/B Other	\$1,599.00	\$0.00	\$669.15	\$929.85	\$936.85	(\$7.00)	-0.44%
A.2310.250.00.000.00.71	Unemployment Compensation	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
A.2310.330.01.000.00.71	Legal Services	\$25,000.00	\$0.00	\$1,775.50	\$23,224.50	\$23,224.50	\$0.00	0.00%

Sterling Board of Education

Budget and Expenses - BOE

From Date: 12/1/2022

To Date: 12/31/2022

Fiscal Year: 2022-2023

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
A.2310.330.03.000.00.71	Other Professional & Tech Svcs	\$15,000.00	\$200.00	\$1,200.00	\$13,800.00	\$0.00	\$13,800.00	92.00%
A.2310.520.01.000.00.71	Fidelity Bond	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	0.00%
A.2310.520.02.000.00.71	Errors and Omissions Insurance	\$8,500.00	\$0.00	\$8,090.00	\$410.00	\$0.00	\$410.00	4.82%
A.2310.580.00.000.00.71	Travel	\$100.00	\$0.00	\$52.50	\$47.50	\$0.00	\$47.50	47.50%
A.2310.590.01.000.00.71	Communications/Postage	\$5,000.00	\$0.00	\$446.77	\$4,553.23	\$732.60	\$3,820.63	76.41%
A.2310.590.02.000.00.71	Advertising	\$1,000.00	\$0.00	\$1,148.65	(\$148.65)	\$0.00	(\$148.65)	-14.87%
A.2310.590.04.000.00.71	Community Engagement	\$2,000.00	\$0.00	\$20.00	\$1,980.00	\$0.00	\$1,980.00	99.00%
A.2310.650.00.000.00.71	Software Licenses & Support	\$24,000.00	\$0.00	\$13,125.05	\$10,874.95	\$0.00	\$10,874.95	45.31%
A.2310.690.00.000.00.71	BOE Supplies	\$1,000.00	\$0.00	\$1,124.84	(\$124.84)	\$0.00	(\$124.84)	-12.48%
A.2310.890.00.000.00.71	Dues & Fees	\$1,500.00	\$0.00	\$1,350.00	\$150.00	\$0.00	\$150.00	10.00%
	Func: Board of Education - 2310	\$217,937.00	\$15,109.31	\$98,412.70	\$119,524.30	\$44,998.10	\$74,526.20	34.20%
A.2320.111.00.000.00.71	Superintendent	\$93,518.00	\$7,692.32	\$50,000.07	\$43,517.93	\$0.00	\$43,517.93	46.53%
A.2320.210.00.000.00.71	E/B Insurance	\$21,430.00	\$0.00	\$0.00	\$21,430.00	\$0.00	\$21,430.00	100.00%
A.2320.220.00.000.00.70	E/B FICA/Medicare	\$1,356.00	\$111.54	\$725.01	\$630.99	\$0.00	\$630.99	46.53%
A.2320.320.00.000.00.71	Professional Development - Cer	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.2320.580.00.000.00.71	Travel	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
A.2320.690.00.000.00.71	Superintendent Off Supplies	\$750.00	\$68.58	\$68.58	\$681.42	\$2.98	\$678.44	90.46%
A.2320.890.00.000.00.71	Dues & Fees	\$5,000.00	\$0.00	\$330.00	\$4,670.00	\$3,445.00	\$1,225.00	24.50%
	Func: Superintendent's Office - 2320	\$122,804.00	\$7,872.44	\$51,123.66	\$71,680.34	\$3,447.98	\$68,232.36	55.56%
A.2400.111.00.000.00.71	Principal	\$128,125.00	\$9,903.84	\$59,918.23	\$68,206.77	\$0.00	\$68,206.77	53.23%
A.2400.111.01.000.00.71	Clinical Supervisor	\$53,210.00	\$4,093.06	\$24,763.01	\$28,446.99	\$0.00	\$28,446.99	53.46%
A.2400.112.00.000.00.71	Non Certified Personnel	\$91,894.00	\$7,068.82	\$42,520.56	\$49,373.44	\$0.00	\$49,373.44	53.73%
A.2400.210.00.000.00.71	E/B Insurance	\$65,000.00	\$46.44	\$34,853.06	\$30,146.94	\$29,571.27	\$575.67	0.89%
A.2400.220.00.000.00.70	E/B FICA/Medicare	\$9,659.00	\$632.14	\$4,070.68	\$5,588.32	\$0.00	\$5,588.32	57.86%
A.2400.240.00.000.00.71	E/B Other	\$5,440.00	\$0.00	\$2,274.15	\$3,165.85	\$3,183.85	(\$18.00)	-0.33%
A.2400.320.00.000.00.71	Professional Development - Cer	\$1,500.00	\$350.00	\$350.00	\$1,150.00	\$0.00	\$1,150.00	76.67%
A.2400.330.00.000.00.71	Professional & Technical Svcs	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
A.2400.580.00.000.00.71	Travel	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
A.2400.590.01.000.00.71	Principal's Engagement	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
A.2400.650.00.000.00.71	Educational Software Licenses/	\$8,750.00	\$0.00	\$0.00	\$8,750.00	\$0.00	\$8,750.00	100.00%
A.2400.690.00.000.00.71	Office Supplies	\$3,000.00	\$7.98	\$348.13	\$2,651.87	\$200.00	\$2,451.87	81.73%
A.2400.890.00.000.00.71	Dues & Fees	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
	Func: Building Administrators - 2400	\$369,628.00	\$22,102.28	\$169,097.82	\$200,530.18	\$32,955.12	\$167,575.06	45.34%
A.2510.112.01.000.00.71	Business Manager	\$93,317.00	\$7,178.16	\$43,427.87	\$49,889.13	\$0.00	\$49,889.13	53.46%
A.2510.210.00.000.00.71	E/B Insurance	\$26,572.00	\$13.50	\$14,721.75	\$11,850.25	\$12,521.30	(\$671.05)	-2.53%
A.2510.220.00.000.00.70	E/B FICA/Medicare	\$7,139.00	\$485.48	\$3,088.42	\$4,050.58	\$0.00	\$4,050.58	56.74%
A.2510.240.00.000.00.71	E/B Other	\$2,800.00	\$0.00	\$3,166.25	(\$366.25)	\$1,632.75	(\$1,999.00)	-71.39%
A.2510.330.02.000.00.71	Professional & Technical Svcs	\$14,500.00	\$806.00	\$5,048.70	\$9,451.30	\$5,859.55	\$3,591.75	24.77%
A.2510.580.00.000.00.71	Travel	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.2510.690.00.000.00.71	Fiscal Office Supplies	\$750.00	\$0.00	\$75.10	\$674.90	\$0.00	\$674.90	89.99%
A.2510.739.00.000.00.71	Fiscal Office Equipment	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
A.2510.890.00.000.00.71	Dues & Fees	\$1,440.00	\$0.00	\$804.00	\$636.00	\$0.00	\$636.00	44.17%
	Func: Fiscal & Business Office - 2510	\$146,818.00	\$8,483.14	\$70,332.09	\$76,485.91	\$20,013.60	\$56,472.31	38.46%
A.2600.177.01.000.00.71	Security Officer	\$27,150.00	\$2,540.96	\$11,434.32	\$15,715.68	\$0.00	\$15,715.68	57.88%
A.2600.220.00.000.00.70	E/B FICA/Medicare	\$0.00	\$194.38	\$874.71	(\$874.71)	\$0.00	(\$874.71)	0.00%
A.2600.220.01.000.00.71	E/B FICA/Med	\$1,731.00	\$0.00	\$0.00	\$1,731.00	\$0.00	\$1,731.00	100.00%
A.2600.410.01.000.00.71	Electricity	\$75,000.00	\$1,248.69	\$24,725.36	\$50,274.64	\$50,274.64	\$0.00	0.00%

Sterling Board of Education

Budget and Expenses - BOE

From Date: 12/1/2022

To Date: 12/31/2022

Fiscal Year: 2022-2023

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
A.2600.410.02.000.00.71	Rubbish Removal/Recycling	\$8,000.00	\$744.43	\$4,442.91	\$3,557.09	\$4,657.09	(\$1,100.00)	-13.75%
A.2600.410.03.000.00.71	Water	\$3,000.00	\$0.00	\$295.50	\$2,704.50	\$2,704.50	\$0.00	0.00%
A.2600.410.04.000.00.71	Sewer	\$18,450.00	\$0.00	\$18,865.13	(\$415.13)	\$0.00	(\$415.13)	-2.25%
A.2600.430.01.000.00.71	Maintenance Contracts	\$243,800.00	\$0.00	\$84,793.48	\$159,006.52	\$139,621.44	\$19,385.08	7.95%
A.2600.430.02.000.00.71	Plant Operation & Maintenance	\$20,000.00	\$2,135.44	\$10,787.67	\$9,212.33	\$0.00	\$9,212.33	46.06%
A.2600.520.00.000.00.71	Plant Insurance	\$38,746.00	\$0.00	\$40,180.00	(\$1,434.00)	\$0.00	(\$1,434.00)	-3.70%
A.2600.590.01.000.00.71	Telephone	\$7,000.00	\$871.13	\$4,969.28	\$2,030.72	\$2,030.72	\$0.00	0.00%
A.2600.613.00.000.00.71	Maintenance Supplies	\$15,000.00	\$548.32	\$7,051.79	\$7,948.21	\$796.48	\$7,151.73	47.68%
A.2600.620.00.000.00.71	Heating Oil	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.00%
A.2600.739.00.000.00.71	Maintenance Equipment	\$500.00	\$0.00	\$72.68	\$427.32	\$0.00	\$427.32	85.46%
	Func: Plant Operation & Maintenance - 2600	\$533,377.00	\$8,283.35	\$208,492.83	\$324,884.17	\$200,084.87	\$124,799.30	23.40%
A.2700.112.01.000.00.71	Bus Drivers	\$184,267.00	\$17,723.84	\$74,034.87	\$110,232.13	\$0.00	\$110,232.13	59.82%
A.2700.112.02.000.00.71	Bus Coordinator	\$58,013.00	\$4,462.54	\$26,998.37	\$31,014.63	\$0.00	\$31,014.63	53.46%
A.2700.112.03.000.00.71	Van Drivers	\$83,000.00	\$7,823.30	\$45,413.98	\$37,586.02	\$0.00	\$37,586.02	45.28%
A.2700.210.00.000.00.71	E/B Insurance	\$100,000.00	\$10.44	\$41,704.74	\$58,295.26	\$34,894.54	\$23,400.72	23.40%
A.2700.220.00.000.00.70	E/B FICA/Medicare	\$24,884.00	\$2,245.16	\$10,689.47	\$14,194.53	\$0.00	\$14,194.53	57.04%
A.2700.240.00.000.00.71	E/B Other	\$1,740.00	\$0.00	(\$337.94)	\$2,077.94	\$1,740.00	\$337.94	19.42%
A.2700.330.00.000.00.71	Professional & Technical Svcs	\$2,000.00	\$0.00	\$1,034.00	\$966.00	\$100.00	\$866.00	43.30%
A.2700.430.00.000.00.71	Transportation Maintenance	\$38,000.00	\$1,039.89	\$11,215.40	\$26,784.60	\$0.00	\$26,784.60	70.49%
A.2700.510.00.000.00.72	Contracted Spec Ed Transportat	\$5,000.00	\$5,200.00	\$24,960.00	(\$19,960.00)	\$48,620.00	(\$68,580.00)	-1371.60%
A.2700.520.00.000.00.71	Vehicle Insurance	\$17,100.00	\$0.00	\$17,100.00	\$0.00	\$0.00	\$0.00	0.00%
A.2700.625.00.000.00.71	Supplies - Oil, Washer Fluid,	\$6,000.00	\$659.56	\$1,712.70	\$4,287.30	\$0.00	\$4,287.30	71.46%
A.2700.626.00.000.00.71	Regular Fuel - Vans	\$20,000.00	\$0.00	\$8,678.16	\$11,321.84	\$11,321.84	\$0.00	0.00%
A.2700.627.00.000.00.71	Diesel Fuel - Buses	\$36,000.00	\$3,104.55	\$25,318.17	\$10,681.83	\$2,911.92	\$7,769.91	21.58%
A.2700.690.00.000.00.71	Other Supplies	\$1,000.00	\$40.89	\$40.89	\$959.11	\$0.00	\$959.11	95.91%
A.2700.739.00.000.00.71	Transportation Equipment	\$1,000.00	\$672.00	\$692.00	\$308.00	\$0.00	\$308.00	30.80%
A.2700.890.00.000.00.71	Dues & Fees	\$1,500.00	\$0.00	\$1,420.00	\$80.00	\$0.00	\$80.00	5.33%
	Func: Transportation - 2700	\$579,504.00	\$42,982.17	\$290,674.81	\$288,829.19	\$99,588.30	\$189,240.89	32.66%
A.3100.435.00.000.00.71	Repairs	\$2,000.00	\$0.00	\$2,445.15	(\$445.15)	\$0.00	(\$445.15)	-22.26%
A.3100.570.00.000.00.71	Food Service Management	\$23,250.00	\$0.00	\$23,250.00	\$0.00	\$0.00	\$0.00	0.00%
A.3100.621.00.000.00.71	Propane	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
A.3100.690.00.000.00.71	Supplies	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
A.3100.700.00.000.00.71	Equipment	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
	Func: Food Service Operations - 3100	\$27,750.00	\$0.00	\$25,695.15	\$2,054.85	\$0.00	\$2,054.85	7.40%
A.3200.111.00.000.00.71	Stipend Positions	\$22,061.00	\$0.00	\$1,697.00	\$20,364.00	\$0.00	\$20,364.00	92.31%
A.3200.111.01.000.00.71	Coaches Salaries	\$11,879.00	\$0.00	\$0.00	\$11,879.00	\$0.00	\$11,879.00	100.00%
A.3200.112.00.000.00.71	Extra Curricular Transportatio	\$0.00	\$85.91	\$839.99	(\$839.99)	\$0.00	(\$839.99)	0.00%
A.3200.220.00.000.00.70	E/B FICA/Medicare	\$2,596.00	\$0.00	\$129.82	\$2,466.18	\$0.00	\$2,466.18	95.00%
A.3200.329.00.000.00.70	Officials	\$2,650.00	\$0.00	\$591.00	\$2,059.00	\$326.32	\$1,732.68	65.38%
A.3200.690.00.000.00.71	Activity Supplies	\$5,000.00	\$159.00	\$419.72	\$4,580.28	\$81.86	\$4,498.42	89.97%
A.3200.739.00.000.00.71	Activity Equipment	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
A.3200.890.00.000.00.71	Dues & Fees	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Func: Student Activities - 3200	\$47,186.00	\$244.91	\$3,677.53	\$43,508.47	\$408.18	\$43,100.29	91.34%
A.6110.561.01.000.00.73	Tuition: Plainfield	\$903,254.00	\$242,236.30	\$484,472.60	\$418,781.40	\$484,472.60	(\$65,691.20)	-7.27%
A.6110.561.02.000.00.70	Adult Education	\$9,208.00	\$0.00	\$0.00	\$9,208.00	\$0.00	\$9,208.00	100.00%
A.6110.561.05.000.00.73	Tuition: Magnet, QMC, STEM	\$192,516.00	\$0.00	\$221,597.40	(\$29,081.40)	\$5,330.00	(\$34,411.40)	-17.87%
A.6110.561.07.000.00.73	Tuition: Killingly, Other	\$122,814.00	\$0.00	\$143,283.00	(\$20,469.00)	\$0.00	(\$20,469.00)	-16.67%

Sterling Board of Education

Budget and Expenses - BOE

From Date: 12/1/2022

To Date: 12/31/2022

Fiscal Year: 2022-2023

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
A.6110.562.00.000.00.72	S/E Tuition CT Public	\$492,888.00	\$102,694.68	\$224,740.62	\$268,147.38	\$253,543.96	\$14,603.42	2.96%
	Func: Tuition CT PUBLIC - 6110	\$1,720,680.00	\$344,930.98	\$1,074,093.62	\$646,586.38	\$743,346.56	(\$96,760.18)	-5.62%
A.6130.563.00.000.00.72	S/E Tuition Non-Public	\$559,566.00	\$42,316.86	\$212,982.80	\$346,583.20	\$313,544.11	\$33,039.09	5.90%
A.6130.563.04.000.00.72	SEDAC - Excess Cost Reimburse	(\$150,000.00)	\$0.00	\$0.00	(\$150,000.00)	\$0.00	(\$150,000.00)	100.00%
	Func: Tuition NON-PUBLIC - 6130	\$409,566.00	\$42,316.86	\$212,982.80	\$196,583.20	\$313,544.11	(\$116,960.91)	-28.56%
Grand Total:		\$8,255,285.00	\$742,898.01	\$3,928,678.32	\$4,326,606.68	\$1,831,117.81	\$2,495,488.87	30.23%

End of Report

Sterling Board of Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: BOE-Citizens Bank 2202486040

From Date: 12/01/2022

To Date: 12/31/2022

From Check:

To Check:

From Voucher:

To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
130524	12/16/2022	ABDO PUBLISHING	\$20.95	1043	Printed	Expense	<input type="checkbox"/>		
130525	12/16/2022	AMAZON	\$586.53	1043	Printed	Expense	<input type="checkbox"/>		
130526	12/16/2022	ANTHEM BLUE CROSS/BLUE SHIELD	\$5,930.86	1043	Printed	Expense	<input type="checkbox"/>		
130527	12/16/2022	ANTHEM LIFE INSURANCE CO	\$520.56	1043	Printed	Expense	<input type="checkbox"/>		
130528	12/16/2022	BREEZELINE	\$568.85	1043	Printed	Expense	<input type="checkbox"/>		
130529	12/16/2022	CHEERSOUNDS	\$159.00	1043	Printed	Expense	<input type="checkbox"/>		
130530	12/16/2022	CIRMA	\$10,129.45	1043	Printed	Expense	<input type="checkbox"/>		
130531	12/16/2022	CLEAN FOCUS DEVELOPMENT LLC	\$1,248.69	1043	Printed	Expense	<input type="checkbox"/>		
130532	12/16/2022	CREC	\$575.00	1043	Printed	Expense	<input type="checkbox"/>		
130533	12/16/2022	DIME OIL COMPANY	\$3,104.55	1043	Printed	Expense	<input type="checkbox"/>		
130534	12/16/2022	GARY'S TIRE SALES, LLC	\$672.00	1043	Printed	Expense	<input type="checkbox"/>		
130535	12/16/2022	HORIZONS, INC	\$5,832.00	1043	Printed	Expense	<input type="checkbox"/>		
130536	12/16/2022	IMPERIAL DADE	\$446.35	1043	Printed	Expense	<input type="checkbox"/>		
130537	12/16/2022	JEFFREY GROCKI	\$300.00	1043	Printed	Expense	<input type="checkbox"/>		
130538	12/16/2022	JENNY DUCHARME	\$40.89	1043	Printed	Expense	<input type="checkbox"/>		
130539	12/16/2022	KAGAN PROFESSIONAL DEVELOPMENT	\$290.40	1043	Printed	Expense	<input type="checkbox"/>		
130540	12/16/2022	KINSLEY POWER SYSTEMS	\$963.67	1043	Printed	Expense	<input type="checkbox"/>		
130541	12/16/2022	LIFESPAN SCHOOL SOLUTIONS INC	\$4,212.00	1043	Printed	Expense	<input type="checkbox"/>		
130542	12/16/2022	LUBA, CORY J	\$27.40	1043	Printed	Expense	<input type="checkbox"/>		
130543	12/16/2022	MACGILL DISCOUNT MEDICAL SUPPLIES	\$133.10	1043	Printed	Expense	<input type="checkbox"/>		
130544	12/16/2022	NATCHAUG HOSPITAL	\$7,885.00	1043	Printed	Expense	<input type="checkbox"/>		
130545	12/16/2022	NCS PEARSON	\$280.72	1043	Printed	Expense	<input type="checkbox"/>		

Sterling Board of Education

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: BOE-Citizens Bank 2202486040

From Date: 12/01/2022

To Date: 12/31/2022

From Check:

To Check:

From Voucher:

To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
130546	12/16/2022	NEW ENGLAND SERVICE & CONTROLS	\$1,171.77	1043	Printed	Expense	<input type="checkbox"/>		
130547	12/16/2022	NEW ENGLAND TRANSIT	\$56.50	1043	Printed	Expense	<input type="checkbox"/>		
130548	12/16/2022	NUTMEG INTERNATIONAL TRUCKS INC	\$659.56	1043	Printed	Expense	<input type="checkbox"/>		
130549	12/16/2022	PLAINFIELD BOARD OF EDUCATION	\$344,930.98	1043	Printed	Expense	<input type="checkbox"/>		
130550	12/16/2022	RAPTOR TECHNOLOGIES	\$200.00	1043	Printed	Expense	<input type="checkbox"/>		
130551	12/16/2022	RICOH USA, INC	\$738.02	1043	Printed	Expense	<input type="checkbox"/>		
130552	12/16/2022	SAMUEL BECKWITH	\$200.00	1043	Printed	Expense	<input type="checkbox"/>		
130553	12/16/2022	SERC	\$75.00	1043	Printed	Expense	<input type="checkbox"/>		
130554	12/16/2022	SHARP TRAINING INC	\$12,640.00	1043	Printed	Expense	<input type="checkbox"/>		
130555	12/16/2022	THE AMERICAN SCHOOL FOR THE DEAF	\$5,377.86	1043	Printed	Expense	<input type="checkbox"/>		
130556	12/16/2022	THE LIGHTHOUSE	\$11,570.00	1043	Printed	Expense	<input type="checkbox"/>		
130557	12/16/2022	THE MATH LEARNING CENTER	\$957.65	1043	Printed	Expense	<input type="checkbox"/>		
130558	12/16/2022	TOWN OF STERLING	\$174.40	1043	Printed	Expense	<input type="checkbox"/>		
130559	12/16/2022	VANDI AUTO SUPPLY	\$808.99	1043	Printed	Expense	<input type="checkbox"/>		
130560	12/16/2022	VERIZON WIRELESS	\$302.28	1043	Printed	Expense	<input type="checkbox"/>		
130561	12/16/2022	W B MASON CO INC	\$7.98	1043	Printed	Expense	<input type="checkbox"/>		
130562	12/16/2022	WESTERN PSYCHOLOGICAL SERVICES	\$2,854.50	1043	Printed	Expense	<input type="checkbox"/>		
130563	12/16/2022	WILLIMANTIC WASTE PAPER CO INC	\$744.43	1043	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$427,397.89

End of Report

**BOARD OF EDUCATION
MEETING DATES – 2023**

**Plainfield High School Library
7:00 p.m.**

January 11

February 8

March 8

April 19

May 10

June 14

August 9

September 13

October 11

November 15

December 13

The Board of Education does not have a regular meeting scheduled in July.



Sterling Community School

251 Sterling Road
Sterling, CT 06377

"Our mission is to foster a safe and
engaging learning environment"

Telephone: (860) 564-2728
Fax: (860) 564-1989
Website: www.sterlingschool.org

Theodore Friend, Superintendent
Heather Nickerson, Principal

December 21, 2022

To Board of Education,

This is a formal request to use funds from the SCS account in the amount of **\$8,170.95** to pay Dell Technologies for Quote #3000136354132.3. The scope of work for this quote is for the UPS Battery Backups for our server rooms. This equipment provides our network, telephones, access control (swipes/doors), and paging (intercom) to our three closets with power during an outage before the generator kicks in. Some equipment has been upgraded in the past year, but several other components still need to be replaced. This quote covers all closets and batteries needing replacement in the next 4-5 years.

Quote #1: Dell Technologies

Quote #2: CDW Government

Quote #3: Amazon

Sincerely,

Theodore Friend, Superintendent

Date Signed

Courtney Brannon, Business Manager

Date Signed



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000136354132.3	Sales Rep	Jordan Zubal
Total	\$8,170.95	Phone	(800) 456-3355, 80000
Customer #	89446127	Email	Jordan_Zubal@Dell.com
Quoted On	Nov. 29, 2022	Billing To	ACCOUNTS PAYABLE
Expires by	Dec. 29, 2022		STERLING COMMUNITY SCHOOL
	Dell NASPO Computer		251 STERLING RD
Contract Name	Equipment PA -		STERLING, CT 06377
	Connecticut		
Contract Code	C000000013094		
Customer Agreement #	13PSX0280-MNWNC-108		
Deal ID	24884912		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,
Jordan Zubal

Shipping Group

Shipping To	Shipping Method
CORY LUBA	Standard Delivery
STERLING COMMUNITY SCHOOL	
251 STERLING RD	
STERLING, CT 06377-2016	
(860) 564-2728	

Product	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-Basic Rack 1U - Power distribution strip - Rack-mountable - AC 120 V - 10 x power NEMA 5-15	\$94.54	6	\$567.24
CS-STERLING SCHOOL DISTRICT-APC Temperature & Humidity Sensor	\$130.43	3	\$391.29

CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown & Environmental Monitoring	\$451.84	3	\$1,355.52
CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X-Series 48V External Battery Pack Rack/Tower	\$570.28	2	\$1,140.56
CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X 1500VA Rack/Tower LCD 120V with SmartConnect	\$887.81	3	\$2,663.43
CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown	\$286.99	1	\$286.99
CS-STERLING SCHOOL DISTRICT-Smart-UPS X, Line Interactive, 3kVA, Rack/tower convertible 2U, 120V, 3x 5- 15R+3x 5-20R+1x L	\$1,765.92	1	\$1,765.92

Subtotal:	\$8,170.95
Shipping:	\$0.00
Environmental Fee:	\$0.00
Non-Taxable Amount:	\$8,170.95
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00
<hr/>	
Total:	\$8,170.95

Shipping Group Details

Shipping To

CORY LUBA
 STERLING COMMUNITY SCHOOL
 251 STERLING RD
 STERLING, CT 06377-2016
 (860) 564-2728

Shipping Method

Standard Delivery

	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-Basic Rack 1U - Power distribution strip - Rack-mountable - AC 120 V - 10 x power NEMA 5-15	\$94.54	6	\$567.24

Estimated delivery if purchased today:
 Jan. 18, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-Basic Rack 1U - Power distribution strip - Rack-mountable - AC 120 V - 10 x power NEMA 5-15	AC333855	-	6	-

	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-APC Temperature & Humidity Sensor	\$130.43	3	\$391.29

Estimated delivery if purchased today:
 Feb. 15, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-APC Temperature & Humidity Sensor	AC333856	-	3	-

	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown & Environmental Monitoring	\$451.84	3	\$1,355.52

Estimated delivery if purchased today:
 Mar. 06, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown & Environmental Monitoring	AC333857	-	3	-

	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X-Series 48V External Battery Pack Rack/Tower	\$570.28	2	\$1,140.56

Estimated delivery if purchased today:
 Jul. 15, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X-Series 48V External Battery Pack Rack/Tower	AC333858	-	2	-

	Unit Price	Quantity	Subtotal

CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X 1500VA Rack/Tower LCD 120V with SmartConnect \$887.81 3 \$2,663.43
 Estimated delivery if purchased today:
 Aug. 07, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-APC Smart-UPS X 1500VA Rack/Tower LCD 120V with SmartConnect	AC333859	-	3	-

	Quantity	Subtotal
	1	\$286.99

CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown \$286.99 1 \$286.99
 Estimated delivery if purchased today:
 Mar. 23, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-UPS Network Management Card 3 with PowerChute Network Shutdown	AC333860	-	1	-

	Quantity	Subtotal
	1	\$1,765.92

CS-STERLING SCHOOL DISTRICT-Smart-UPS X, Line Interactive, 3kVA, Rack/tower convertible 2U, 120V, 3x 5-15R+3x 5-20R+1x L \$1,765.92 1 \$1,765.92
 Estimated delivery if purchased today:
 Aug. 14, 2023
 Contract # C000000013094
 Customer Agreement # 13PSX0280-MNWNC-108

Description	SKU	Unit Price	Quantity	Subtotal
CS-STERLING SCHOOL DISTRICT-Smart-UPS X, Line Interactive, 3kVA, Rack/tower convertible 2U, 120V, 3x 5-15R+3x 5-20R+1x L	AC333861	-	1	-

Subtotal:	\$8,170.95
Shipping:	\$0.00
Environmental Fee:	\$0.00
Estimated Tax:	\$0.00
Total:	\$8,170.95



Sterling Community School

251 Sterling Road
Sterling, CT 06377

Telephone: (860) 564-2728

Fax: (860) 564-1989

Website: www.sterlingschool.org

Theodore Friend, Superintendent

Heather Nickerson, Principal

"Our mission is to foster a safe and
engaging learning environment"

January 18, 2023

To Board of Education,

This is a formal request to move forward with ACES Center for Safe Schools with their Safety Service Proposal for Sterling Community School in the amount of **\$24,900.00**.

In concert with *US National Safety and Security* standards, the *ACES Center for Safe Schools* recognizes four phases of emergency management: Mitigation, Preparedness, Response, and Recovery. We prioritize these phases as ongoing for the school and learning environments that we work with. While emergency preparedness is ongoing and never complete in a school, we coordinate with school leadership to determine appropriate training measures and phases of service timelines. This supports daily staff responsibilities, their well-being, and learning levels according to our risk analyses of a learning environment that ensure successful outcomes for emergency preparedness.

The timeline for this proposal would begin January 2023 with the completion of Phase 1 and Phase 2 by the end of 2022-2023 academic school year.

Option #1: ACES - Center for Safe Schools

Option #2: William Turley - Department of Emergency Services & Public Protection Division of Emergency Management and Homeland Security

Option #3: Troop D State Police Department - Matthew Pritchard, Craig Brezniak

Sincerely,

Theodore Friend, Superintendent

1/18/23

Date Signed

Courtney Brannon, Business Manager

1/19/2023

Date Signed

SAFETY SERVICE PROPOSAL STERLING PUBLIC SCHOOLS

251 Sterling Road, Sterling, CT 06377

December 16, 2022

Submitted by Jason Hiruo, Director
Area Cooperative Educational Services
ACES International Education Division
ACES Center for Safe Schools
350 State Street, North Haven, CT 06473
(203) 498-6852
www.aces.org

In concert with *US National Safety and Security* standards, the *ACES Center for Safe Schools* recognize four phases of emergency management: Mitigation, Preparedness, Response, and Recovery. We prioritize these phases as ongoing for the school and learning environments that we work with. While emergency preparedness is ongoing and never complete in a school, we coordinate with school leadership to determine appropriate training measures and phases of service timelines. This supports daily staff responsibilities, their well-being, and learning levels according to our risk analyses of a learning environment that ensure successful outcomes for emergency preparedness.

- I. **Mitigation/Risk Analysis.** The process of identifying risks to which an institution is vulnerable and determining how the impacts of these risks might be diminished or eliminated.
- II. **Preparedness.** This encompasses a wide range of activities including, but not limited to, creating emergency procedures, gathering information about people, supplies, and services, arranging for insurance, assigning collection salvage priorities, undertaking business recovery planning, and protecting information technology.
- III. **Response.** Response activities are all the steps taken immediately upon identifying a disaster, no matter the size. The plan is reviewed, the building is stabilized, damage is assessed, and collections are triaged (sorted for more efficient salvage).
- IV. **Recovery.** Collection materials are salvaged, additional long-term rehabilitation activities are performed. Activities may include rehabilitation of the building, acquiring replacements, conservation, rehousing, re-shelving collections, and updating the catalog or finding aid to reflect any lost or withdrawn items.



Sterling School District and *ACES Center for Safe Schools* are prioritizing effective and efficient analysis and training to expedite capacity of staff resiliency and procedures for emergency preparedness/response by the conclusion of the 2022-2023 school year.

Phase 1:

I. Records Assessment: Review of Emergency Procedures and Compliance Documents

Anticipated: .5 Day

On-site review of school-wide procedural guidelines and response protocols, CT All-Hazards reporting, and district and/or municipal requirements.

II. Safety Assessment:

Anticipated: 3.0 Days

- Understanding staff concerns for themselves and work environment;
- Assessment of current basic staff practices in morning arrival, daily schedules and routines, classrooms, offices, drop off and dismissal, end of day departure;
- Assessment of current staff knowledge and responsiveness to emergency situations.

III. Tiered Physical Security Assessment by Campus Layer:

Anticipated: 2.25+ Days

A school's physical security system consists of a combination of five elements:

- Equipment and technology
- Site and building design features
- School Security Personnel, Safety Team, and Specialized Staff
- Policies and procedures
- Training, exercises, and drills

These are assessed in the following layers,

- 1) Property Perimeter:** The property perimeter layer begins at the school property boundary and extends to the parking lot. This area includes playgrounds, sporting fields, and other facilities that are often used by the school, public, after-school hours. (.25 Day)
- 2) Parking Lot Perimeter:** Parking lots are trafficked areas on any school campus and, as such, are the areas where schools can experience vulnerability issues. Staff, students, and visitors are operating vehicles, or arriving and departing by bus or other means. Falls, car accidents, dangerous driving, theft, vandalism, and assault are just some of the events that can take place in these areas. Like the property perimeter layer, the parking lot perimeter is defined. (.25 Day)
- 3) Building Perimeter:** The building perimeter begins with school grounds adjacent to the exterior structure of a building and consists of the perimeter of a building itself, including the exterior doors and windows of a school. Key



350 State Street, North Haven, CT 06473

www.aces.org

safety and security functions take place within this layer as it envelops all areas where stakeholders access a school building. (.25)

- 4) Classroom/Interior Perimeter: The classroom/interior perimeter layer consists of a school's entire interior. This includes but is not limited to classrooms, gymnasiums, cafeterias, media centers, main offices, nurse, staff room, and common usage spaces. This is both the last layer of defense against external threats and, often, the first protection against internal threats to stakeholder safety. (1.0 Day)
- 5) Facility Operations: HVAC, Electrical, Plumbing, Lighting, Communications, Public Works Accessibility, Cleaning and Clearing, Site Designations, Public Usage, After-School Usage. (.5 Day)

IV. **Findings and Recommendations for School and Safety Team:**

Anticipated: 1.5 Days

ACES gathers relevant understanding and data from assessment, observational tours, and interviews to conduct a threat and vulnerability analyses. From this, we develop an action plan for topics of staff training and security response procedural plans that are unique to Sterling School District.

If a safety team is not yet established, this will be an added measure to our work in 2023. Training of the safety team will be provided for communications, incident management, and response oversight. The safety team will also serve as a future planning team and support information delivery and data collection.

V. **Emergency Procedures:**

Anticipated: 1.5 Days

In addition to work with the staff and safety team, ACES will coordinate with school leadership to facilitate a flip-chart/adult reference guide that efficiently prioritize emergency response measures for the school. These guidelines are maintained as confidential and accessible only to staff.

Phase 2:

I. **Staff Training and Materials:**

- a. Identification of man-made and natural hazard situations
- b. Appropriate response procedures to situations
- c. Priority Strategies
 - i. Fire
 - ii. Shelter-in-Place
 - iii. Lockdown
 1. Barricade & Counter
 - iv. Reverse Evacuation
 - v. Severe Weather
- d. Introduction to Reunification



350 State Street, North Haven, CT 06473

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- i. Rally
- ii. Safety
- iii. Supervision
- iv. Documentation
- v. Delivery
- e. Tabletop Scenario Activities/Assessments: Heighten Teamwork and Collective Awareness
- f. Safety Team Preparedness:
 - i. Visitor Management and Body Language
 - ii. Perimeter Control
 - iii. Communication
 - iv. Student Supervision
 - v. Procedural Maintenance

Phase 3:

I. Maintenance:

For the continuation of momentum and growth each school year, ACES recommends quarterly maintenance at minimum. Training and procedural planning is recommended for ongoing improvement of staff practices, new-hire onboarding, updating of procedural plans and compliance requirements, and implementation of needed areas of coverage and/or response.

Recommendations:

- Provide “Staff Refresh” prior to the opening of school or at start of academic year (1-2 days);
- Train new staff and advance capacity of safety team for responsiveness;
- Expand drill and tabletop scenario complexities for staff development of teamwork and collaborative response;
- Full-staff reunification drill
- Cyber breach response and HIPAA/FERPA compliance protocols
- Emergency communication and tiered communication procedures
- Public management strategies during crisis/response (reunification)
- Incident Command Systems for operability after a crisis

To begin in January 2023 with completion of Phase 1 and 2 by the end of 2022-2023 academic school year:	\$24,900.00
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Sterling Community School

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Sterling, CT 06377

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Website: www.sterlingschool.org

Theodore Friend, Superintendent
Heather Nickerson, Principal

January 18, 2023

To Board of Education,

This is a formal request to use funds from the SCS account in the amount of **\$4,600.00** to pay Elderhorst Bells Inc for the clock restoration services. The scope of work for this quote includes, arranging drop off and pick up of lift, install new LED lighting with power supply, install new minute stop switch, service movement as required, and swap out existing clock controller with refurbished controller with new backup battery and newer software.

- Quote #1: Elderhorst Bells Inc
- Quote #2: Millennium Electric
- Quote #3: About Time Clock Restoration

Sincerely,

Theodore Friend, Superintendent

1/5/23

Date Signed

Courtney Brannon, Business Manager

1/5/2023

Date Signed

ELDERHORST BELLS INC.

875 GRAVEL PIKE
PALM, PA 18070
800-810-7892
215-679-3264
FAX#215-679-3692
www.elderhorstbells.com

PRICE QUOTE

(STERLINGCT 102822)
DATE: 10-28-22
TERMS: NET 30
FOB: PALM, PA
SHIP VIA: BESTWAY
email: info@elderhorstbells.com

TO: cluba@sterlingschool.org

RE: Clock refurbishment at Sterling Community School

- SERVICE CALL:

- ARRANGE FOR LIFT TO BE DROPPED OFF AT LOCATION AND THEN PICKED BACK UP BY VENDOR.
- DISASSEMBLE CLOCK FROM EXTERIOR.
 - REMOVE EXISTING FLUORESCENT LIGHTING AND INSTALL NEW SIGN GRADE LED LIGHTING WITH MATCHING POWER SUPPLY.
 - REMOVE CLOCK MOVEMENT. INSTALL NEW MINUTE STOP SWITCH – SERVICE MOVEMENT AS REQUIRED – REINSTALL MOVEMENT INTO CLOCK HOUSING
- REASSEMBLE CLOCK FROM EXTERIOR
- SWAP OUT EXISTING CLOCK CONTROLLER WITH REFURBISHED CONTROLLER (NEW BACKUP BATTERY, NEWER SOFTWARE. CURRENT DAYLIGHT SAVINGS TIME PROGRAMMING.

TOTAL: \$4600.00

PRICES DO NOT INCLUDE: PERMITS, TAXES, OR OTHER FEES IF REQUIRED

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

FORTY PERCENT (40%) DOWN-PAYMENT OR VALID APPROVED PURCHASE ORDER REQUIRED. QUOTE VALID FOR 120 DAYS.

BY EMAIL: Jay Scales, Business Manager

10-28-22

PREPARED BY: JAY SCALES

DATE



Sterling Community School

251 Sterling Road
Sterling, CT 06377

Telephone: (860) 564-2728

Fax: (860) 564-1989

Website: www.sterlingschool.org

Theodore Friend, Superintendent

Heather Nickerson, Principal

"Our mission is to foster a safe and
engaging learning environment"

December 21, 2022

To Board of Education,

This is a formal request to use funds from the SCS account in the amount of **\$24,726.01** to pay LaPorte & Sons for the installation of Forty-three Krowne Center Deck Automatic Lav Faucets. This will replace all faucets in the building with electronic sensor faucets.

Quote #1: LaPorte & Sons

Quote #2: Kramer Plumbing

Quote #3: Barbeau Plumbing & Heating

Quote #4: Jonson Plumbing

Sincerely,

Theodore Friend, Superintendent

12/5/2022
Date Signed

Courtney Brannon, Business Manager

12/5/2022
Date Signed

LaPORTE & SONS
Plumbing & Water Systems & Pump Repair
32 Lovers Lane
PLAINFIELD, CT. 06374
(860) 564-8912

PROPOSAL-ORIGINAL

**STERLING COMMUNITY SCHOOL
251 STERLING RD.
STERLING, CT. 06377**

DATE: 11/30/2022
JOB NAME: STERLING COMMUNITY SCHOOL
LOCATION: 251 STERLING RD
PHONE: RUSS.860-564-2728

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

INSTALL KROWNE 4" CENTER DECK AUTOMATIC LAV FAUCET.

#1. QUOTE TO INSTALL EIGHT KROWNE CENTER DECK AUTOMATIC LAV FAUCETS.
 $\$707.33 \times 8 =$ MATERIAL AND LABOR $\$5,658.64$

#2. QUOTE TO INSTALL TWENTY KROWNE CENTER DECK AUTOMATIC LAV FAUCETS.
 $\$644.93 \times 20 =$ $\$12,898.60$

#3. QUOTE TO INSTALL FORTY THREE KROWNE CENTER DECK AUTOMATIC LAV FAUCETS.
 $\$588.71 \times 43 =$ $\$24,726.01$

NOTE: PRICE IS IF VALVES TURN OFF SUPPLING THE SINKS. IF VALVES DON'T WORK AND HAVE TO BE CHANGED, IT WILL BE ABOVE BID PRICE AT TIME AND MATERIAL.
VALVES COME WITH HOSES, TEMP VALVES AND BATTERIES.
WORK WILL BE SCHEDULED AND PERFORMED ON A MONDAY-FRIDAY 9AM-5PM BASIS.

PLEASE INDICATE WHICH OPTION IS CHOSEN.

PRICE GOOD FOR 15 DAYS.

**WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR-COMPLETE IN ACCORDANCE WITH THESE SPECIFICATIONS FOR THE SUM OF:
FIVE THOUSAND SIX HUNDRED FIFTY EIGHT DOLLARS AND SIXTY FOUR CENTS.
TWELVE THOUSAND EIGHT HUNDRED NINETY EIGHT DOLLARS AND SIXTY CENTS.
TWENTY FOUR THOUSAND SEVEN HUNDRED TWENTY SIX DOLLARS AND ONE CENT.**

**PAYABLE AS FOLLOWS:
HALF DOWN ON WHICH EVER OPTION IS CHOSEN.
BALANCE DUE UPON COMPLETION OF JOB.**

- All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Note: This proposal may be withdrawn by us if not accepted within 15 days.

ACCEPTANCE OF PROPOSAL- THE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HERBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

AUTHORIZED SIGNATURE

DATE

12-1-22

IF ACCEPTED PLEASE SIGN WHERE MARKED AND RETURN ORIGINAL COPY SO WE CAN SCHEDULE IT IN.

- CARL LAPORTE- LAPORTE & SONS
LIC# 208234

★ SIGNATURE

DATE

OPTION#

Personnel -- Certified

Minimum Duty-Free Lunch Periods for Teachers

The Board of Education, in compliance with P.A. 22-80, shall provide a minimum 30-minute uninterrupted lunch period for teachers and other certified staff.

Legal Reference: Connecticut General Statutes

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Policy adopted:

cps 7/22

Students

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program

Definitions

Sexual violence is a multi-layered oppression that occurs at the societal and individual level and is connected to and influenced by other forms of oppression, in particular, sexism, racism and heterosexism. On the societal level, it is the preponderance of attitudes, actions, social norms that perpetuate and sustain environments and behaviors that promote a cultural tolerance, acceptance, and denial of sexual assault and abuse. On an individual level, sexual violence is a wide range of sexual acts and behaviors that are unwanted, coerced, committed without consent, or forced either by physical means or through threats.

Sexual abuse refers to coerced or forced sexual contact or activity that may be ongoing or occurs over time, often within a trusting relationship. Most victims know their perpetrators. Perpetrators are usually older than their victims and may trick or force them into gradually doing the sexual behavior. The sexual behavior may not be violent and may even be pleasurable to the child, who doesn't necessarily know it is wrong. Perpetrators of ongoing sexual abuse control the child/youth through secrecy, shame, or threats. Children cannot consent to sexual contact with adults or older youth, and sexual contact is considered abuse, regardless of whether it includes touching or not.

Sexual assault usually refers to forced or unwanted sexual contact or activity that occurs as a single incident, as opposed to ongoing sexual abuse that may continue over time. It may also involve verbal or visual behaviors, or any type of pressure designed to coerce or force someone to join in the unwanted sexual contact or activity. The assault may involve a similar range of behaviors that are attempted or perpetrated against a victim's will or when a victim cannot consent because of age, disability, or the influence of alcohol or drugs. Sexual assault may involve actual or threatened physical force, use of weapons, coercion, intimidation or pressure. The offender usually takes advantage of the victim's vulnerability. Anyone can perpetrate this type of abuse – a trusted friend or family member, a stranger, a casual acquaintance, or an intimate partner.

P5145.511(b)

Students

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program (*Version #1*) (continued)

Program

The **Sterling** Public Schools shall implement the Sexual Abuse and Assault Awareness and Prevention Program identified or developed, in compliance with C.G.S 17a-101q, by the Department of Children and Families, in collaboration with the Department of Education and other

assisting entities, with the goal of informing students and staff about child sexual abuse and assault awareness and available resources. The District's implementation of the Sexual Abuse and Assault Awareness and Prevention Program, per statute, shall be not later than October 1, 2016. The program, for students in Grades K-12, inclusive, shall include, but not be limited to:

1. Providing mandatory training to all District staff to ensure they are fully informed on:
 - a. The warning signs of sexual abuse and sexual misconduct involving a child, including recognizing and reporting child sexual abuse,
 - b. Mandatory reporting requirements,
 - c. **Prevention and identification of, and response to, child sexual abuse and assault,**
 - d. **Bystander and appropriate interaction with children and training programs,**
 - e. School District policies pertaining to sexual abuse and sexual misconduct,
 - f. Establishing and maintaining professional relationships with students,
 - g. Available resources for children affected by sexual abuse or misconduct, and
 - h. Appropriate follow-up and care for abused students as they return to the classroom setting.

2. Providing students age-appropriate educational materials designed for children in grades kindergarten to twelve, inclusive, regarding child sexual abuse and assault awareness and prevention that may include, but not be limited to:
 - a. The skills to recognize:
 - i. Child sexual abuse and assault,
 - ii. Boundary violations and unwanted forms of touching and contact, and
 - iii. Ways offenders groom or desensitize victims.

Students

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program (*Version #1*) (continued)

- b. Strategies to promote disclosure, reduce self-blame and mobilize bystanders.
- c. Actions that child victims of sexual abuse and assault may take to obtain assistance.
- d. Intervention and counseling options for child victims of sexual abuse and assault.
- e. Access to educational resources to enable child victims of sexual abuse and assault to succeed in school.
- f. Uniform procedures for reporting instances of child sexual abuse and assault to school staff members.

The lessons should be evidence-informed, developmentally and age appropriate and informed by the required curricula standards and performance indicators contained in the SDE Guidelines (Section Three).

[Note: Above items a, b, c, d, e, and f are required per P.A. 14-196.]

- 3. Implementing a child sexual abuse curriculum to provide age-appropriate information to teach students the difference between appropriate and inappropriate conduct in situations where child sexual abuse or sexual assault could occur, and to identify actions a child may take to prevent and report sexual abuse or sexual assault. Students will be:
 - a. Provided with resources and referrals to handle these potentially dangerous situations.
 - b. Provided access to available counseling and educational support.

The Board of Education directs the Superintendent develop administrative regulations to address the issues of students obtaining assistance, intervention and counseling options, access to educational resources and procedures for reporting instances of child sexual abuse and assault.

A student shall be excused from participating in the sexual abuse, assault awareness and prevention program offered within the school, in its entirety or any part thereof, upon receipt by the Principal or his/her designee, of a written request from the student's parent/guardian.

Any student exempted from the sexual abuse and assault awareness and prevention program shall be provided, during the period of time in which the student would otherwise be participating in such program, an opportunity for other study or academic work.

Students shall be encouraged to disclose abuse to a trusted adult member of the staff, including, but not limited to, teachers, administrators, nurses, coaches, and counselors. Child abuse reporting procedures will be followed for all acts of violence and sexual abuse against children as delineated in policy #5141.4, "Reporting of Suspected Child Abuse," and its accompanying regulations.

Students

Exploitation; Sexual Harassment

Sexual Abuse Prevention and Education Program (*Version #1*) (continued)

Reporting Child Sexual Abuse and Assault

Connecticut General Statutes §17a-101, as amended, requires all school employees including the Superintendent of Schools, school teachers, substitute teachers, administrators, school guidance counselors, school paraprofessionals, licensed nurses, physicians, psychologists, social workers, coaches of intramural or interscholastic athletics, or any other person, who in the performance of his/her duties, has regular contact with students and who provides services to District students, who have reasonable cause to suspect or believe that a child has been abused, neglected, or placed in imminent risk of serious harm to report such abuse and/or neglect in compliance with applicable state statutes.

An oral report by telephone or in person shall be made as soon as possible but no later than 12 hours to the Commissioner of Children and Families and to the Superintendent of Schools or his/her designee followed within 48 hours by a written report to the Department of Children and Families.

Reporting suspected abuse and/or neglect of children, in addition to the requirements pertaining to staff training, record keeping and dissemination of this policy, shall be in accordance with the procedures established and set forth in the Administrative Regulation #5141.4.

(cf. 5131.911 – Bullying)

(cf. 5141.4 – Reporting of Suspected Child Abuse)

(cf. 5145.5 – Sexual Harassment)

Legal Reference: Connecticut General Statutes
17a-101q Statewide sexual abuse and assault awareness and prevention program
A Statewide K-12 Sexual Assault and Abuse Prevention and Awareness Program developed by DCF, SDE, and Connecticut Alliance (The Alliance) to End Sexual Violence.
PA 22-87 An Act Concerning the Identification and Prevention of and Response to Adult Sexual Misconduct Against Children

Policy adopted:

rev 8/16

rev 7/22

Bylaws of the Board

Time, Place and Notification of Meetings

Electronic Board of Education Meetings

Definitions

“Meeting” is defined as a hearing or other proceeding of the Board, any convening or assembly of a quorum of the Board and any communication by or to a quorum of the Board, whether in person or by means of electronic equipment to discuss or act upon a matter over which the public agency has supervision, control, jurisdiction, or **advisory** power. Communications between and among a quorum of members convening on electronically linked personal computers or by telephone conference call are subject to the Freedom of Information Act. This definition includes hybrid, remote and in-person meetings.

“Public Notice” Each Board member and each person who has duly requested such notification shall be notified no later than twenty-four hours in advance of the meeting of the time, date, location, and the agenda of any regular or special meeting. The twenty-four hour notice shall also be posted in the Board office, delivered to newspapers designated by the Board, and filed with the Town Clerk, except that such notice is not required where the time, date, and location of the meeting has been published in the annual list of meetings approved by the Board and filed with the Town Clerk not later than January 31 of each year in accordance with law. The meeting agenda must be filed at least twenty-four hours before the meeting convenes. (In an emergency meeting, the Board may proceed to conduct business if and to the extent required by the emergency.) The expectation shall also be adhered to in the event of a Board meeting held through electronic means as described in this bylaw. When hybrid in-person meetings are held, the meeting notice should suggest that the public participate by remote means in order to avoid a situation where demand for space at the meeting by the public exceeds the in-person capacity limit.

“Voting” All Board actions requiring a vote may be conducted by voice, show of hands, or roll call provided that the vote of each member is recorded in the minutes of the meeting. Proxy voting shall not be permitted. Voice voting must occur in the event of a BOE meeting held through electronic means as described in this bylaw. Votes will be verbalized into the record by the Board Secretary. Abstentions shall not be counted as votes but shall be recorded.

“Internet (Chat) Discussions” In the event of a Board meeting held through electronic means as described in this bylaw, under no circumstances are members of the Board to have private chats while engaged in the public session of the meeting. All comments, inquiries, and votes must occur in the public forum for all to hear. All Board member(s) are expected to comply with the guidance of this bylaw.

Bylaws of the Board

Time, Place and Notification of Meetings

Electronic Board of Education Meetings (continued)

Policy Statement

The Board of Education may hold a public meeting that is accessible to the public by means of electronic equipment or by means of electronic equipment in conjunction with an in-person meeting.

In accordance with Connecticut's Freedom of Information Act (FOIA) the following provisions will be implemented so that a remote or "hybrid" meeting can occur:

1. Board of Education members shall make every attempt to participate through a technology portal where they can be viewable, or at a minimum heard, for each other and members of the public. The Board of Education will accomplish this through use of an electronic videoconferencing program, such as, but not limited to, ZOOM, GoToMeeting, WebEx, OnBoard, where members of the public can call and/or submit comments or questions electronically.
2. Notice of the Board meeting's virtual or in-person location, when a hybrid approach is utilized, shall be published through the traditional means and outlets as well as being noticed on the District website and in the Board of Education Office no less than 48 hours in advance.
3. The District shall post the agenda for the meeting no later than 24 hours in advance for review and reference by members of the public. The agenda will also be posted on the District website. Such notice and agenda shall include instructions for the public, to attend and provide comment or otherwise participate in the meeting, by means of electronic equipment or in person.
4. When the Board conducts a meeting, other than an executive session or special meeting, solely by means of electronic equipment, it shall (1) provide any member of the public (A) upon a written request submitted not less than twenty-four hours prior to such meeting, with a physical location and any electronic equipment necessary to attend such meeting in real-time, and (B) the same opportunities to provide comment or testimony and otherwise participate in such meeting that such member of the public would be accorded if such meeting were held in person; (2) ensure that such meeting is recorded or transcribed, excluding any portion of the meeting that is an executive session, and such transcription or recording is posted on the Board's Internet website and made available to the public to view, listen to and copy in the Board's office or regular place of business not later than seven days after the meeting and for not less than forty-five days thereafter; and (3) if a quorum of the members of the Board attend a meeting by means of electronic equipment from the same physical location, permit members of the public to attend such meeting in such physical location.

Bylaws of the Board

Time, Place and Notification of Meetings

Electronic Board of Education Meeting

Policy Statement (continued)

5. The Board, when conducting hybrid meetings, will make provisions to allow at least some members of the public and press to attend in the same location as the Board members conducting the meeting in a manner consistent with any public health guidance. The number of the public allowed to attend the in-person or hybrid meeting will be limited to capacity limits put in place consistent with public health and social distancing guidance, determined by local health officials.
6. If the Board conducts a special meeting it shall include in the notice of such meeting whether the meeting will be conducted solely or in part by means of electronic equipment and, not less than twenty-four hours prior to such meeting, shall post such notice and an agenda of the meeting. If such special meeting is to be conducted by means of electronic equipment, such notice and agenda shall include instructions for the public, by means of electronic equipment or in person, to attend and provide comment or otherwise participate in the meeting.
7. Any vote taken at a meeting during which any member participates by means of electronic equipment shall be taken by roll call, unless the vote is unanimous. The minutes of the meeting shall record a list of members that attended such meeting in person and a list of members that attended such meeting by means of electronic equipment.
8. Any member of the Board or the public who participates orally in a meeting of the Board conducted by means of electronic equipment shall make a good faith effort to state such member's name and title, if applicable at the outset of each occasion that such member participates orally.
9. Executive session **will** be held, when necessary and for the statutorily allowed reasons, in a second videoconferencing meeting open only to Board of Education members, and those individuals determined by the Board to be necessary to participate in such executive session.
10. Pursuant to PA 22-3 a Board member shall not be denied the opportunity to participate and vote in any meeting or proceeding using remote technology if such member requests to do so.

When public health conditions improve, the Board may initiate a return to in-person meetings, or in the alternative, hybrid in-person meetings in which Board members may either attend in person or participate remotely. In hybrid meetings, members of the public and the press will be allowed to attend, up to the capacity limits in place to comply with social distancing guidance and local public health department determination.

Options and instructions on how to access Board of Education virtual meetings will be posted on the District's website. A recording of Board meetings shall be made available within seven (7) days on the Board's Website.

Bylaws of the Board

Time, Place and Notification of Meetings

Electronic Board of Education Meeting (continued)

- (cf. 1120 - Public Participation at Board of Education Meeting)
- (cf. 9321 - Time, Place, Notification of Meetings)
- (cf. 9322 - Public and Executive Sessions)
- (cf. 9323 - Construction of the Agenda)
- (cf. 9324 - Advance Delivery of Meeting Materials)
- (cf. 9325 - Meeting Conduct)
- (cf. 9325.1 - Quorum)
- (cf. 9325.2 - Order of Business)
- (cf. 9325.4 - Vote Recording)
- (cf. 9325.43 - Attendance at Meetings via Electronic Communications)
- (cf. 9326 - Minutes/Taping/Broadcasting)
- (cf. 9326.1 - Taping/Recording Board Meetings)
- (cf. 9327 - Electronic Mail Communications)
- (cf. 9327.1 - Board Member Use of Social Networks)

- Legal Reference:
- Connecticut General Statutes
 - 1-200 (2) Definitions. "Meeting."
 - 1-206 Denial of access to public records or meetings.
 - 1-225 Meetings of government agencies to be public.
 - 1-226 Broadcasting or photographing meetings.
 - 1-227 Mailing of notice of meetings to persons filing written request.
 - 1-228 Adjournment of meetings. Notice.
 - 1-229 Continued hearings. Notice.
 - 1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.
 - 1-232 Conduct of meetings.
 - 10-218 Officers. Meetings.
 - 10-238 Petition for hearing by board of education.
 - PA 22-3 An Act Concerning Public Meetings Pursuant to the Freedom of Information Act.**

Bylaw adopted by the Board:

rev 10/20

rev 7/22

Business/Non-Instructional Operations

Cash in School Buildings

Money collected by school system employees and by student organizations shall be handled both carefully and quickly, both to demonstrate the ability of school system employees to handle funds and to model appropriate procedures to students.

All monies collected shall be accounted for, and directed without delay to the proper bank for deposit.

In no case shall cash be left overnight in schools except in safes provided for the safekeeping of valuables, and even then no more than **\$500** should be left. To avoid any necessity for leaving money in schools overnight, schools shall understand and use procedures for making bank deposits after regular banking hours.

A log shall be maintained at each school requiring two signatures each day the school safe is opened (unlocked) and closed (locked).