

**Sterling Board of Education**  
**Agenda of the Regular Meeting**  
**December 20, 2023**  
**Community Room - 6:00 pm**  
**“EXCELLENCE WITH KINDNESS”**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Public Comment**

**IV. Reports and Communications**

**A. Correspondence**

**B. Consent Agenda**

1. Minutes of Meeting November 15, 2023
2. Superintendent’s Report
3. Special Education Director’s Report
4. Principal’s Report
5. Clinical Supervisor’s Report
6. Monthly Check Register

**C. Budget and Expense Report**

**D. Plainfield Board of Education Liaison**

**V. Unfinished Business**

**A. Policy - 2nd Reading**

- **R6146.1** Instruction - Grading/Assessment Systems
- **P7230.2** New Construction - Indoor Air Quality/Heating, Ventilation, and Air Conditioning
- **P6159** Instruction - Individualized Education Program/Special Education Program

**B. CABA Training for Board Members and Superintendent**

**VI. New Business**

**A. Election of Officers**

**B. Review, discussion and possible action to replace the school’s servers at a cost of \$32,868. Vendor: CDW Government**

**VII. Committee Updates**

- A. Policy
- B. Budget
- C. Negotiations

**VIII. Recommendations, Questions and/or Comments**

**IX. Public Comment**

**X. Executive Session**

- A. Sterling Education Association (SEA) - Memorandum of Agreement (MOA)
- B. Contract Negotiations - United Public Service Employees Union (UPSEU)

**XI. Adjournment**



**DRAFT**

**Sterling Board of Education  
Minutes of the Regular Meeting  
November 15, 2023  
Community Room - 6:00 pm  
“EXCELLENCE WITH KINDNESS”**

**I. Call to Order**

The meeting was called to order at 6:02pm by Leatrice Shippee, Vice Chair  
Present at the meeting were: J. Mossner, V. Robinson-Lewis, C. Langlois, D. Capobianco  
Also present at the meeting were: T. Friend, H. Nickerson, L. Smith, M. Pearson,  
C. Brannon, C. Chandler

**II. Pledge of Allegiance**

**III. Public Comment**

**IV. Reports and Communications**

**A. Correspondence**

**B. Consent Agenda**

1. Minutes of Meeting October 18, 2023
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. Robinson-Lewis and seconded by C. Langlois to approve the Consent Agenda as presented. Vote: 4 in favor 1 absentian (D. Capobiano)

**C. Budget and Expense Report**

C. Brannon reported that the audit is underway and is going well.  
She is still continuing to monitor the budget line for maintenance.  
Plainfield tuition has been reconciled.

A second RFP has been sent out for the radios and the server replacement is underway.

Grants - Excess Cost filing is scheduled for December 1st

She received notification that the Magnet School Transportation Grant has a per student cap and we are applying for the PEGPETIA grant again this year.

- A motion was made by V. Robinson-Lewis and seconded by D. Capobianco to approve the Budget and Expense as presented. Vote: All in favor

**D. Plainfield Board of Education Liaison**

Since Plainfield's meeting was scheduled for tonight also, a Sterling representative was not able to attend.

**V. Unfinished Business**

**VI. New Business**

**A. Introduction of New Board Members**

Newly elected members introduced themselves. Everyone welcomed John Brady and Catherine Malo to the Sterling Board of Education team.

Ted noted that we have reached out to CAFE to set up training for the Board members. We are looking to set something up for January.

**B. Resignation**

Nancy Topping - Middle School Special Education Teacher

- A motion was made by D. Capobianco and seconded by V. Robinson-Lewis to accept the Resignation of Nancy Topping with regret. Vote: All in favor

**C. Policy - 1st Reading**

- R6146.1 Instruction - Grading/Assessment Systems
- P7230.2 New Construction - Indoor Air Quality/Heating, Ventilation, and Air Conditioning
- P6159 Instruction - Individualized Education Program/Special Education Program

**D. Letter regarding Roaming Livestock in town**

C. Langlois asked that the Board attorney review the letter before T. Friend signs and sends in the mail.

T. Friend agreed to consult the attorney in the morning.

**VII. Committee Updates**

**A. Policy**

**B. Budget**

**VIII. Recommendations, Questions and/or Comments**

V. Robinson-Lewis brought a draft of a letter expressing concern with the roaming livestock in town and the transportation of students. She requested that the Board or Superintendent sign the letter to send to the State Police.

Sterling Board of Education

November 15, 2023

3 of 3

V. Robinson-Lewis made a motion to add this to the agenda under new business for discussion.

**IX. Public Comment**

Michael Grenier - expressed his concern for livestock that has been on the road.

The Board and Superintendent asked K.Gunn, Transportation Director, to log the phone calls that she receives because of livestock in the road when picking up and dropping off students daily. T. Friend asked that the drivers to also notify him of these occurrences.

**X. Executive Session**

A. Personnel Matters

- A motion was made by V. Robinson-Lewis and seconded by J. Mossner to enter into executive session to discuss personnel matters. Vote: All in favor

Entered into Executive Session: 6:42pm

**XI. Adjournment**

Exited executive session: 6:47pm

# Superintendent's Report

December 20, 2023

## **Sterling Public Schools All Hazard Safety and Security Plan:**

**Submitted:** October 27, 2023

**Received by:** Mike Caplet

Regional Coordinator, DEMHS Region 4

State of Connecticut

Department of Emergency Services & Public Protection

Division of Emergency Management & Homeland Security

15B Old Hartford Road | Colchester, CT 06415

## **RFP for Transportation Audit Services:**

- An RFP has been written and will be posted and sent out. This is to audit the entire transportation system and research what it would cost to outsource transportation.

## **Contract Negotiations:**

- We've held two informal negotiation sessions with the United Public Service Employee Union (UPSEU).
- Current contract is valid through June 30, 2024.

## **Radio Communications:**

- A second RFP was posted and finalized on 12/5/2023 for our Radio Communications Project. Cyber Communications, Inc. was the only sealed bid received.
- Courtney and I attended the Board of Selectmen and the Board of Finance meeting on Wednesday, December 13, 2023 to seek approval for funding for our townwide radio communication system costing \$87,933.91. This project will migrate our analog existing radio system to a new digital radio system.

## **Technology Department update:**

### **eSports Club**

- We have purchased and set up 12 high-end computers as part of Sterling's new after school eSports Club. This was purchased through our ESSER II Grant. The club is organized and managed by Casey Brown and runs twice a week. Students are currently playing Rocket League alongside ~200 other Middle School teams across the country. One team made it to the second round of Playoffs.

## **Update on Multi-Factor Authentication (MFA) Rollout**

- We completed our MFA rollout on 10/2/2023 for all Staff & Faculty. MFA requires that users enter a PIN from their phone or token when logging into their SCS account(s) for enhanced security each day. This will satisfy upcoming mandated requirements for Cyber Liability Insurance. We will be implementing a second Duo proxy for redundancy and high-availability.

## **E-Rate Updates**

- We've initiated the E-Rate process to receive reimbursement for our Internet service and the licenses for our switches and access points. As of now, there's a balance of \$41,024.48 in our C2 budget which is available until 2025.

## **Facilities update:**

### **Equipment**

- Boiler #2 had the Flame Amplifier control replaced due to the boiler shutting down because the flame was not firing properly.
- NESC replaced heat recovery belts on 2 HVAC units (they were broken.) There are 2 of the larger HVAC units that need to be done but are more involved to replace them. Having the energy recovery wheels working can reduce heating and cooling energy usage by about 40%.

### **Building**

- Initiated a warranty repair on the Sika Sarnifil roof area at the louvered area over room 2109 due to reported leak. An area needing repair was located and corrected by Silk City Roofing and submitted to be determined if it will be covered as a warranty repair. No leaks have been detected in other areas previously repaired in October/November.

### **Grounds**

- Millennial Electric was out on December 7, 2023 to inspect and replace 2 parking light heads that need to be replaced because they burnt out.

### **Cleaning/SMG (Service Management Group)**

- Kevin has given a list of tasks to SMG to be completed during Holiday/Winter Break.
- SMG crew has been stable as far as staffing.

Special Services Report	Maggie Pearson, Director of Special Services	BOE Meeting: December 20, 2023	Statistics as of December 1, 2023
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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	50	51	51	54	56	55						
Sterling Community School PrK-8th 504s	22	22	21	24	25	24						
High School IEPs <i>(Magnet: ACT, QMC, Killingly Vo Ag: Plainfield; STEM)</i>	25	24	27	28	29	28						
High School 504's <i>(Magnet: ACT, QMC, Killingly Vo Ag: Plainfield; STEM)</i>	16	15	16	17	17	18						
Out of District-Special Tuition	11	11	10	10	9	9						
Total Students with IEPs	86	86	88	92	94	92						
Total Students with 504s	38	37	37	41	42	42						

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	N/A	N/A	32*	39*	40*	40*						
School Psychologist (Counseling) 1.0 FTE	N/A	N/A	37*	41*	44*	44*						
Physical Therapy (PT) 1- 2 days/ wk	N/A	N/A	11*	11	12*	13*						
Occupational Therapy (OT) 1-3 days/wk	N/A	N/A	15*	16*	17*	17*						
BCBA(behavioral support) 1.0 FTE	N/A	N/A	12*	21*	23*	23*						
Transition Rm (Wellness 6th-8th gr.) 1.0 FTE	N/A	N/A	12*	26*	n/a	n/a						

- **Grants Submitted- Right to Read (\$19,000) and Small Town Right to Read (\$56,000)**
- **LEA Advisory Committee Member Monthly Meetings- CT Bureau of Special Education/Division Director**
- **Bi-monthly meetings Office/Bureau of Special Education-CTSEDS**
- **Right to Read Statewide Professional Learning Series Training- Development of District Literacy Leadership Team**
- **American Sign Language Instruction PreK weekly basis- provided by TOD-HH**
- **Reading Therapy Dog Sessions 2 x month and SEL Therapy Dog Sessions 2 x month**
- **Visits with Out of District Placements- Horizons, Bradley Programs**
- **Northeast Early Childhood Council- Participation in Monthly and Quarterly Meetings**
- **Augmentative and Alternative Communication Assessments- 3 commissioned evaluations for students with complex communication needs**

**NEAT/Oakhill initiative through CT State Bureau of Special Education- each evaluation is \$3000-3700, Sterling received 3 for free which will include assessment, training and professional learning on chosen devices.**

## **Principal's Report December 20, 2023**

### **SCS Advancement Plan - Goal #3**

- Academic Team Meeting
  - Benchmarking incentives for middle school
  - The team wants to be sure that effort is not impacting their results
  - MTSS online format through CTSEDS
- PDEC Meeting
  - Discussion about Exit Ticket responses from 11/3/23
  - State Professional Learning & Evaluation plan
- NAEYC / AQIS
  - NAEYC re-accreditation successful
  - Decision report to be reviewed with AQIS facilitator

### **SCS Advancement Plan - Goal # 5**

- Therapy Dog visits continue this year, visiting classrooms
- Wildcat's Mighty Roar
  - Great family involvement and attendance at all 3 sessions for grades K-8
  - Terrific Attendance Raffle - 2 students selected from each grade level to win a prize
  - Spirit Week during the week of the Wildcat's Mighty Roar - enjoyed by all
  - Trimester Attendance certificates + a 'Terrific Attendance' bracelet
- PTO Meetings / Events
  - Holiday Bazaar & breakfast with the Grinch huge success
  - Basket Raffles

### **SCS Advancement Plan - Goal # 6**

- Social Emotional Team Meeting
  - Connectedness survey to identify any students not closely connected with an adult at our school
  - Reviewing ideas / activities for students to partake in to establish relationships with adults
  - Wellness calendar for staff + Student December to Remember (fun dress up activities for the 10 days prior to break)
- Title IX District Coordinator Training

### **Fall Updates:**

- eSports team competed in end of the season
- Giving Tree - tags for families in need
- Basketball + Cheer Season has started



## **Clinical/Behavioral Report December 20, 2023**

To: Sterling Board of Education  
From: Laura Smith, Clinical Supervisor/Social Worker  
Date: December 20, 2023  
Subj: Clinical/Behavioral Report

### **Community (Strategic Plan Goal 5 & 6)**

- Social Emotional Learning (SEL)- The fall SELweb 2023 assessment data continues to be reviewed and analyzed during our behavior data team meetings. The data and resources are used by teachers to inform and enrich 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. Meet and plan with families to support increased school attendance.
- Collaboration with regional McKinney-Vento liaisons, our Transportation Director and other outside resources to support students and families experiencing homelessness in our school district. Attended McKinney-Vento Team Meeting 12/13.
- Weekly SEL/PBIS/RP collaboration, planning, and response with tiered teams to support PBIS, SEL, and Restorative Practices integration path. Behavior data team review and action planning. Connectedness survey to identify students not closely connected with an adult in our school community, and next steps to support connection.
- Behavioral data November, 2023:
  - Office Referrals - 7
  - Restorative Meetings - 10
  - Parent Meetings - 6
- LPC Grant 2023-2024 - Planning in progress.
- Hunger Games Food Drive - Over 1400 lb's of non-perishable food donated to Project PIN
- Holiday Giving Tree - In progress.
- Title IX District Coordinator Training

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

- Classroom drop-ins supporting Tier 1 transitions, routines, and SEL/PBIS implementation.
- PDEC: PD - Planning for 1/26/24, State Professional Learning & Evaluation plan, Discussion about exit ticket responses from 11/3/23 PD.
- EASTCONN Consultant meetings -Monthly SEL implementation, end of month pacing data, Tier 1 data review, SEL classroom drop-in, PBIS rewards data review.

Sterling Board of Education

Reprint Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: BOE-Citizens Bank 2202486040

From Date: 11/01/2023

To Date: 11/30/2023

From Check:

To Check:

From Voucher:

To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
131388	11/03/2023	ADVANCED LOCK & SECURITY CO	\$151.00	1026	Printed	Expense	<input type="checkbox"/>		
131389	11/03/2023	AMAZON	\$602.09	1026	Printed	Expense	<input type="checkbox"/>		
131390	11/03/2023	ANDERSON MOTORS, INC.	\$1,201.51	1026	Printed	Expense	<input type="checkbox"/>		
131391	11/03/2023	CASELLA WASTE	\$759.41	1026	Printed	Expense	<input type="checkbox"/>		
131392	11/03/2023	CDW GOVERNMENT INC	\$2,500.00	1026	Printed	Expense	<input type="checkbox"/>		
131393	11/03/2023	CLEAN FOCUS DEVELOPMENT LLC	\$1,826.58	1026	Printed	Expense	<input type="checkbox"/>		
131394	11/03/2023	EASTCONN	\$125,832.15	1026	Printed	Expense	<input type="checkbox"/>		
131395	11/03/2023	HEATHER NICKERSON	\$102.39	1026	Printed	Expense	<input type="checkbox"/>		
131396	11/03/2023	HEGGERTY PHONEMIC AWARENESS	\$178.00	1026	Printed	Expense	<input type="checkbox"/>		
131397	11/03/2023	HERITAGE VALLEY AUTO GROUP	\$196.99	1026	Printed	Expense	<input type="checkbox"/>		
131398	11/03/2023	HORIZONS, INC	\$6,356.90	1026	Printed	Expense	<input type="checkbox"/>		
131399	11/03/2023	LEXIA LEARNING SYSTEM LLC	\$399.00	1026	Printed	Expense	<input type="checkbox"/>		
131400	11/03/2023	LIFESPAN SCHOOL SOLUTIONS INC	\$6,804.00	1026	Printed	Expense	<input type="checkbox"/>		
131401	11/03/2023	MACGILL DISCOUNT MEDICAL SUPPLIES	\$182.79	1026	Printed	Expense	<input type="checkbox"/>		
131402	11/03/2023	MILLIMAN, INC	\$3,150.00	1026	Printed	Expense	<input type="checkbox"/>		
131403	11/03/2023	PALMER SPRING COMPANY	\$270.00	1026	Printed	Expense	<input type="checkbox"/>		
131404	11/03/2023	RICOH USA, INC	\$644.84	1026	Printed	Expense	<input type="checkbox"/>		
131405	11/03/2023	SCHOOL SPECIALTY, LLC	\$448.11	1026	Printed	Expense	<input type="checkbox"/>		
131406	11/03/2023	SHARP TRAINING INC	\$13,508.00	1026	Printed	Expense	<input type="checkbox"/>		
131407	11/03/2023	TOWN OF STERLING MUNI WATER	\$277.50	1026	Printed	Expense	<input type="checkbox"/>		
131408	11/03/2023	VANDI AUTO SUPPLY	\$123.09	1026	Printed	Expense	<input type="checkbox"/>		
131409	11/15/2023	AMAZON	\$818.42	1030	Printed	Expense	<input type="checkbox"/>		

Sterling Board of Education

Reprint Check Listing

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From Voucher:

To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
131410	11/15/2023	ANDERSON MOTORS, INC.	\$205.23	1030	Printed	Expense	<input type="checkbox"/>		
131411	11/15/2023	ASHLEY HOLMBERG	\$3,514.50	1030	Printed	Expense	<input type="checkbox"/>		
131412	11/15/2023	BREEZELINE	\$750.23	1030	Printed	Expense	<input type="checkbox"/>		
131413	11/15/2023	CDW GOVERNMENT INC	\$559.75	1030	Printed	Expense	<input type="checkbox"/>		
131414	11/15/2023	CORPORATE BILLING LLC	\$281.56	1030	Printed	Expense	<input type="checkbox"/>		
131415	11/15/2023	DIME OIL COMPANY	\$3,315.87	1030	Printed	Expense	<input type="checkbox"/>		
131416	11/15/2023	EDUPARTS LLC	\$599.60	1030	Printed	Expense	<input type="checkbox"/>		
131417	11/15/2023	HOME DEPOT CREDIT SERVICES	\$742.49	1030	Printed	Expense	<input type="checkbox"/>		
131418	11/15/2023	KAINEN, ESCALERA AND MCHALE PC	\$768.50	1030	Printed	Expense	<input type="checkbox"/>		
131419	11/15/2023	KILLINGLY BOARD OF EDUCATION	\$163,752.00	1030	Printed	Expense	<input type="checkbox"/>		
131420	11/15/2023	NCS PEARSON	\$102.30	1030	Printed	Expense	<input type="checkbox"/>		
131421	11/15/2023	NEW ENGLAND SERVICE & CONTROLS	\$143.00	1030	Printed	Expense	<input type="checkbox"/>		
131422	11/15/2023	PEARSON, MARGARET J	\$283.12	1030	Printed	Expense	<input type="checkbox"/>		
131423	11/15/2023	PLAINFIELD BOARD OF EDUCATION	\$333,551.00	1030	Printed	Expense	<input type="checkbox"/>		
131424	11/15/2023	RICOH USA, INC	\$738.02	1030	Printed	Expense	<input type="checkbox"/>		
131425	11/15/2023	SCHOOL SPECIALTY, LLC	\$22.83	1030	Printed	Expense	<input type="checkbox"/>		
131426	11/15/2023	SHAWN LUCAS	\$500.00	1030	Printed	Expense	<input type="checkbox"/>		
131427	11/15/2023	THE AMERICAN SCHOOL FOR THE DEAF	\$13,371.40	1030	Printed	Expense	<input type="checkbox"/>		
131428	11/15/2023	THE LIGHTHOUSE	\$23,414.80	1030	Printed	Expense	<input type="checkbox"/>		
131429	11/15/2023	TIMOTHY VERVERIS	\$115.00	1030	Printed	Expense	<input type="checkbox"/>		
131430	11/15/2023	TOWN OF STERLING	\$106.23	1030	Printed	Expense	<input type="checkbox"/>		
131431	11/15/2023	VANDI AUTO SUPPLY	\$193.19	1030	Printed	Expense	<input type="checkbox"/>		

Sterling Board of Education

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Reprint Check Listing

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Bank Account: BOE-Citizens Bank 2202486040

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To Voucher:

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
131432	11/15/2023	VERIZON WIRELESS	\$302.91	1030	Printed	Expense	<input type="checkbox"/>		
131433	11/15/2023	WINDHAM BOARD OF EDUCATION	\$124,586.00	1030	Printed	Expense	<input type="checkbox"/>		
131434	11/28/2023	AFLAC NEW YORK	\$243.61	1032	Printed	Expense	<input type="checkbox"/>		
131435	11/28/2023	ALLSTATE	\$52.84	1032	Printed	Expense	<input type="checkbox"/>		
131436	11/28/2023	AMERIPRISE FINANCIAL SERVICES, INC	\$337.91	1032	Printed	Expense	<input type="checkbox"/>		
131437	11/28/2023	AXA EQUITABLE	\$2,283.12	1032	Printed	Expense	<input type="checkbox"/>		
131438	11/28/2023	HORACE MANN LIFE INSURANCE COMPANY	\$1,931.53	1032	Printed	Expense	<input type="checkbox"/>		
131439	11/28/2023	METLIFE 0837050	\$369.39	1032	Printed	Expense	<input type="checkbox"/>		
131440	11/28/2023	SPECIAL ACCT EXCEL BENE OF CUSTOMERS	\$3,257.27	1032	Printed	Expense	<input type="checkbox"/>		
131441	11/28/2023	STERLING EDUCATION ASSOCIATION	\$2,785.72	1032	Printed	Expense	<input type="checkbox"/>		
131442	11/28/2023	UPSEU 05745	\$730.86	1032	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$850,244.55

End of Report

# Sterling Board of Education

## Budget and Expenses - BOE

From Date: 11/1/2023

To Date: 11/30/2023

Fiscal Year: 2023-2024

- 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	\$1,761,162.00	\$159,903.58	\$670,944.65	\$1,090,217.35	\$0.00	\$1,090,217.35	61.90%
A.1000.111.03.000.00.71	Certified Substitutes	\$50,000.00	\$5,387.50	\$13,212.50	\$36,787.50	\$0.00	\$36,787.50	73.58%
A.1000.112.01.000.00.71	Non Certified Personnel	\$83,432.00	\$7,620.42	\$21,383.82	\$62,048.18	\$0.00	\$62,048.18	74.37%
A.1000.210.00.000.00.71	E/B Insurance	\$440,841.00	(\$2,050.38)	\$223,223.34	\$217,617.66	\$394,935.66	(\$177,318.00)	-40.22%
A.1000.220.00.000.00.70	E/B FICA/Medicare	\$35,744.00	\$3,409.74	\$12,797.23	\$22,946.77	\$0.00	\$22,946.77	64.20%
A.1000.240.00.000.00.71	E/B Other (Course Reim)	\$6,000.00	\$0.00	\$500.00	\$5,500.00	\$0.00	\$5,500.00	91.67%
A.1000.320.01.000.00.71	Professional Development - Cer	\$15,000.00	\$399.00	\$19,861.50	(\$4,861.50)	\$0.00	(\$4,861.50)	-32.41%
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	\$200.00	\$0.00	\$519.33	(\$319.33)	\$0.00	(\$319.33)	-159.67%
A.1000.611.01.000.00.71	Instructional Supplies	\$10,000.00	\$530.16	(\$2,098.10)	\$12,098.10	\$624.46	\$11,473.64	114.74%
A.1000.611.01.102.00.71	Math Instructional Supplies	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
A.1000.611.01.105.00.71	Art Instructional Supplies	\$1,800.00	\$470.94	\$470.94	\$1,329.06	\$0.00	\$1,329.06	73.84%
A.1000.611.01.106.00.71	Music Instructional Supplies	\$1,000.00	\$0.00	\$872.22	\$127.78	\$0.00	\$127.78	12.78%
A.1000.611.01.107.00.71	Health Instructional Supplies	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.611.01.108.00.71	PE Instructional Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1000.611.01.109.00.71	World Language Instructional S	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1000.641.01.000.00.71	Textbooks	\$5,000.00	\$0.00	\$2,067.88	\$2,932.12	\$0.00	\$2,932.12	58.64%
A.1000.642.01.000.00.71	Consumable Workbooks	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1000.642.01.102.00.71	Math Consumable Workbooks	\$3,000.00	\$0.00	\$59.24	\$2,940.76	\$0.00	\$2,940.76	98.03%
A.1000.650.00.000.00.71	Educational Software Licenses/	\$33,000.00	\$0.00	\$783.00	\$32,217.00	\$575.00	\$31,642.00	95.88%
A.1000.690.01.103.00.71	Science Other Supplies	\$1,000.00	\$156.56	\$156.56	\$843.44	\$166.86	\$676.58	67.66%
A.1000.690.01.105.00.71	Art Other Supplies & Materials	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.690.01.106.00.71	Music Other Supplies & Materia	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
A.1000.690.01.109.00.71	World Language Other Supplies	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
A.1000.730.00.000.00.71	Instructional Equipment	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
A.1000.739.00.000.00.71	Copier Leases, Fees, Supplies	\$18,000.00	\$1,382.86	\$4,753.85	\$13,246.15	\$10,626.60	\$2,619.55	14.55%
A.1000.739.01.106.00.71	Music Equipment	\$1,000.00	\$0.00	\$716.19	\$283.81	\$0.00	\$283.81	28.38%
A.1000.890.00.000.00.71	Dues & Fees	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Func: Regular Program - 1000	\$2,474,779.00	\$177,210.38	\$970,224.15	\$1,504,554.85	\$406,928.58	\$1,097,626.27	44.35%
A.1200.111.00.000.00.71	Special Education Director	\$99,910.00	\$7,685.38	\$42,269.59	\$57,640.41	\$0.00	\$57,640.41	57.69%
A.1200.111.01.000.00.71	Certified Personnel	\$519,820.00	\$44,687.31	\$190,138.89	\$329,681.11	\$0.00	\$329,681.11	63.42%
A.1200.112.01.000.00.71	Non Certified Personnel	\$261,703.00	\$28,225.92	\$85,938.06	\$175,764.94	\$0.00	\$175,764.94	67.16%
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	\$319,000.00	\$0.00	\$145,144.93	\$173,855.07	\$251,257.04	(\$77,401.97)	-24.26%
A.1200.220.00.000.00.70	E/B FICA/Medicare	\$32,962.00	\$2,594.52	\$8,616.98	\$24,345.02	\$0.00	\$24,345.02	73.86%
A.1200.240.00.000.00.71	E/B Other	\$4,578.00	\$381.42	\$1,907.10	\$2,670.90	\$2,669.91	\$0.99	0.02%
A.1200.320.00.000.00.71	Professional Development - Cer	\$3,500.00	\$0.00	\$1,138.00	\$2,362.00	\$0.00	\$2,362.00	67.49%
A.1200.322.01.000.00.71	Professional Dev - Non Cert	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	0.00%
A.1200.330.00.000.00.71	Professional & Technical Svcs	\$4,500.00	\$500.00	\$3,315.33	\$1,184.67	\$15,114.32	(\$13,929.65)	-309.55%
A.1200.330.01.000.00.71	Evaluation Services	\$13,000.00	\$0.00	\$0.00	\$13,000.00	\$9,200.00	\$3,800.00	29.23%
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	\$283.12	\$388.12	\$111.88	\$0.00	\$111.88	22.38%
A.1200.611.01.000.00.71	Instructional Supplies	\$3,000.00	\$0.00	\$90.00	\$2,910.00	\$0.00	\$2,910.00	97.00%
A.1200.611.02.000.00.71	Testing Supplies	\$3,000.00	\$102.30	\$1,641.76	\$1,358.24	\$735.50	\$622.74	20.76%
A.1200.630.00.000.00.71	Special Ed Incentive	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
A.1200.641.02.000.00.71	Consumable Workbooks	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.1200.650.00.000.00.71	Educational Software Licenses/	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
A.1200.690.00.000.00.72	Other Supplies & Materials	\$1,000.00	\$0.00	\$69.99	\$930.01	\$0.00	\$930.01	93.00%
A.1200.700.00.000.00.71	Equipment	\$1,500.00	\$0.00	\$720.00	\$780.00	\$90.00	\$690.00	46.00%
A.1200.890.00.000.00.71	Dues & Fees	\$500.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	50.00%

# Sterling Board of Education

## Budget and Expenses - BOE

From Date: 11/1/2023

To Date: 11/30/2023

Fiscal Year: 2023-2024

- 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
	Func: Special Education Program - 1200	\$1,287,673.00	\$84,459.97	\$483,128.75	\$804,544.25	\$279,066.77	\$525,477.48	40.81%
A.2130.111.01.000.00.71	School Nurse	\$53,045.00	\$4,080.38	\$22,442.09	\$30,602.91	\$0.00	\$30,602.91	57.69%
A.2130.111.03.000.00.71	School Nurse Substitutes	\$2,625.00	\$0.00	\$350.00	\$2,275.00	\$0.00	\$2,275.00	86.67%
A.2130.210.00.000.00.71	E/B Insurance	\$200.00	\$0.00	\$331.16	(\$131.16)	\$74.52	(\$205.68)	-102.84%
A.2130.220.00.000.00.70	E/B FICA/Medicare	\$4,259.00	\$310.56	\$1,877.72	\$2,381.28	\$0.00	\$2,381.28	55.91%
A.2130.240.00.000.00.71	E/B Other	\$1,592.00	\$132.61	\$663.05	\$928.95	\$928.27	\$0.68	0.04%
A.2130.322.01.000.00.71	Professional Dev - Non Cert	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.2130.330.00.000.00.71	Professional & Technical Svcs	\$1,750.00	\$0.00	\$288.00	\$1,462.00	\$0.00	\$1,462.00	83.54%
A.2130.690.00.000.00.71	Health Office Supplies	\$2,000.00	\$182.79	\$649.97	\$1,350.03	\$169.66	\$1,180.37	59.02%
A.2130.739.00.000.00.71	Health Office Equipment	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
	Func: Health Office - 2130	\$66,471.00	\$4,706.34	\$26,601.99	\$39,869.01	\$1,172.45	\$38,696.56	58.22%
A.2190.111.01.000.00.71	Certified Personnel	\$19,785.00	\$6,107.14	\$21,374.99	(\$1,589.99)	\$0.00	(\$1,589.99)	-8.04%
A.2190.210.00.000.00.71	E/B Insurance	\$12,000.00	\$0.00	\$284.48	\$11,715.52	\$13,101.32	(\$1,385.80)	-11.55%
A.2190.220.00.000.00.70	E/B FICA/Medicare	\$4,039.00	\$464.12	\$1,625.96	\$2,413.04	\$0.00	\$2,413.04	59.74%
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	\$3,514.50	\$7,206.50	\$22,793.50	\$18,793.50	\$4,000.00	13.33%
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	\$67,324.00	\$10,085.76	\$30,491.93	\$36,832.07	\$31,894.82	\$4,937.25	7.33%
A.2220.112.00.000.00.71	Non-Certified Personnel	\$18,774.00	\$1,990.46	\$5,637.15	\$13,136.85	\$0.00	\$13,136.85	69.97%
A.2220.220.00.000.00.70	E/B FICA/Medicare	\$1,436.00	\$152.27	\$431.25	\$1,004.75	\$0.00	\$1,004.75	69.97%
A.2220.330.00.000.00.71	Professional & Technical Servi	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
A.2220.642.00.000.00.71	Books/Periodicals	\$3,000.00	\$0.00	\$199.98	\$2,800.02	\$2,343.78	\$456.24	15.21%
A.2220.690.00.000.00.71	Other Supplies & Materials	\$500.00	\$0.00	\$0.00	\$500.00	\$302.19	\$197.81	39.56%
	Func: Educational Media - 2220	\$23,960.00	\$2,142.73	\$6,268.38	\$17,691.62	\$2,645.97	\$15,045.65	62.79%
A.2230.112.00.000.00.71	IT Personnel	\$65,723.00	\$5,587.79	\$28,338.08	\$37,384.92	\$0.00	\$37,384.92	56.88%
A.2230.112.01.000.00.71	IT Aide	\$31,245.00	\$2,568.46	\$14,126.53	\$17,118.47	\$0.00	\$17,118.47	54.79%
A.2230.210.00.000.00.71	E/B Insurance	\$500.00	\$0.00	\$4,815.86	(\$4,315.86)	\$444.72	(\$4,760.58)	-952.12%
A.2230.220.00.000.00.70	E/B FICA/Medicare	\$7,418.00	\$596.55	\$3,166.33	\$4,251.67	\$0.00	\$4,251.67	57.32%
A.2230.240.00.000.00.70	E/B Other	\$3,972.00	\$164.31	\$821.55	\$3,150.45	\$1,150.17	\$2,000.28	50.36%
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	\$5,000.00	\$0.00	\$396.00	\$4,604.00	\$1,188.00	\$3,416.00	68.32%
A.2230.430.00.000.00.71	Repairs & Maintenance - Hardwa	\$2,200.00	\$0.00	\$197.82	\$2,002.18	\$800.00	\$1,202.18	54.64%
A.2230.431.00.000.00.71	Maintenance Agreement	\$8,500.00	\$0.00	\$0.00	\$8,500.00	\$756.96	\$7,743.04	91.09%
A.2230.690.00.000.00.71	Other Supplies & Materials	\$2,200.00	\$440.24	\$849.33	\$1,350.67	\$321.77	\$1,028.90	46.77%
A.2230.730.00.000.00.71	Computer Hardware & Peripheral	\$16,000.00	\$916.33	\$1,041.27	\$14,958.73	\$39,211.07	(\$24,252.34)	-151.58%
A.2230.731.00.000.00.71	Computer Software	\$4,500.00	\$2,500.00	\$2,500.00	\$2,000.00	\$760.00	\$1,240.00	27.56%
	Func: Information Technology - 2230	\$148,258.00	\$12,773.68	\$56,252.77	\$92,005.23	\$44,632.69	\$47,372.54	31.95%
A.2310.112.01.000.00.71	BOE Administrative Assistant	\$55,167.00	\$4,243.62	\$23,339.91	\$31,827.09	\$0.00	\$31,827.09	57.69%
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	\$23,500.00	\$0.00	\$10,164.92	\$13,335.08	\$18,540.55	(\$5,205.47)	-22.15%
A.2310.220.00.000.00.70	E/B FICA/Medicare	\$4,312.00	\$268.44	\$1,616.92	\$2,695.08	\$0.00	\$2,695.08	62.50%
A.2310.230.00.000.00.71	Workers Compensation Ins	\$49,130.00	\$0.00	\$19,813.50	\$29,316.50	\$19,816.90	\$9,499.60	19.34%
A.2310.240.00.000.00.71	E/B Other	\$1,656.00	\$137.91	\$689.55	\$966.45	\$965.37	\$1.08	0.07%
A.2310.250.00.000.00.71	Unemployment Compensation	\$5,000.00	\$0.00	\$2,185.00	\$2,815.00	\$2,652.00	\$163.00	3.26%
A.2310.330.01.000.00.71	Legal Services	\$10,000.00	\$768.50	\$980.50	\$9,019.50	\$4,019.50	\$5,000.00	50.00%

# Sterling Board of Education

## Budget and Expenses - BOE

From Date: 11/1/2023

To Date: 11/30/2023

Fiscal Year: 2023-2024

- 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	\$16,000.00	\$0.00	\$0.00	\$16,000.00	\$9,960.00	\$6,040.00	37.75%
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	\$8,335.00	\$0.00	\$8,333.00	\$2.00	\$0.00	\$2.00	0.02%
A.2310.580.00.000.00.71	Travel	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
A.2310.590.01.000.00.71	Communications/Postage	\$5,000.00	\$0.00	\$518.07	\$4,481.93	\$732.60	\$3,749.33	74.99%
A.2310.590.02.000.00.71	Advertising	\$1,200.00	\$0.00	\$1,393.06	(\$193.06)	\$668.00	(\$861.06)	-71.76%
A.2310.590.04.000.00.71	Community Engagement	\$2,000.00	\$0.00	\$78.31	\$1,921.69	\$0.00	\$1,921.69	96.08%
A.2310.650.00.000.00.71	Software Licenses & Support	\$26,590.00	\$0.00	\$15,960.15	\$10,629.85	\$0.00	\$10,629.85	39.98%
A.2310.690.00.000.00.71	BOE Other Supplies & Materials	\$1,000.00	\$0.00	\$843.42	\$156.58	\$57.01	\$99.57	9.96%
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	\$211,790.00	\$5,418.47	\$87,366.31	\$124,423.69	\$57,411.93	\$67,011.76	31.64%
A.2320.111.00.000.00.71	Superintendent	\$100,000.00	\$7,692.32	\$42,307.76	\$57,692.24	\$0.00	\$57,692.24	57.69%
A.2320.220.00.000.00.70	E/B FICA/Medicare	\$1,450.00	\$111.54	\$613.47	\$836.53	\$0.00	\$836.53	57.69%
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	\$0.00	\$69.99	\$680.01	\$51.59	\$628.42	83.79%
A.2320.739.00.000.00.71	Other Equipment	\$750.00	\$0.00	\$569.92	\$180.08	\$152.73	\$27.35	3.65%
A.2320.890.00.000.00.71	Dues & Fees	\$4,500.00	\$0.00	\$315.00	\$4,185.00	\$3,490.00	\$695.00	15.44%
	Func: Superintendent's Office - 2320	\$108,200.00	\$7,803.86	\$43,876.14	\$64,323.86	\$3,694.32	\$60,629.54	56.03%
A.2400.111.00.000.00.71	Principal	\$132,613.00	\$10,201.00	\$56,105.50	\$76,507.50	\$0.00	\$76,507.50	57.69%
A.2400.111.01.000.00.71	Clinical Supervisor	\$54,807.00	\$4,215.86	\$23,187.23	\$31,619.77	\$0.00	\$31,619.77	57.69%
A.2400.112.00.000.00.71	Non Certified Personnel	\$96,556.00	\$7,388.80	\$36,995.99	\$59,560.01	\$0.00	\$59,560.01	61.68%
A.2400.210.00.000.00.71	E/B Insurance	\$69,000.00	\$0.00	\$27,393.84	\$41,606.16	\$52,772.96	(\$11,166.80)	-16.18%
A.2400.220.00.000.00.70	E/B FICA/Medicare	\$10,104.00	\$667.84	\$3,660.57	\$6,443.43	\$0.00	\$6,443.43	63.77%
A.2400.240.00.000.00.71	E/B Other	\$5,624.00	\$468.55	\$2,342.75	\$3,281.25	\$3,279.82	\$1.43	0.03%
A.2400.320.00.000.00.71	Professional Development - Cer	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
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	\$95.94	\$1,404.06	\$0.00	\$1,404.06	93.60%
A.2400.650.00.000.00.71	Educational Software Licenses/	\$9,300.00	\$0.00	\$0.00	\$9,300.00	\$0.00	\$9,300.00	100.00%
A.2400.690.00.000.00.71	Other Supplies & Materials	\$3,000.00	\$0.00	\$196.90	\$2,803.10	\$287.76	\$2,515.34	83.84%
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	\$385,554.00	\$22,942.05	\$149,978.72	\$235,575.28	\$56,340.54	\$179,234.74	46.49%
A.2510.112.01.000.00.71	Business Manager	\$96,116.00	\$7,393.54	\$40,664.47	\$55,451.53	\$0.00	\$55,451.53	57.69%
A.2510.210.00.000.00.71	E/B Insurance	\$29,000.00	\$0.00	\$12,566.12	\$16,433.88	\$22,963.26	(\$6,529.38)	-22.52%
A.2510.220.00.000.00.70	E/B FICA/Medicare	\$7,353.00	\$496.20	\$2,902.60	\$4,450.40	\$0.00	\$4,450.40	60.52%
A.2510.240.00.000.00.71	E/B Other	\$4,883.00	\$240.29	\$3,201.45	\$1,681.55	\$1,682.03	(\$0.48)	-0.01%
A.2510.330.02.000.00.71	Professional & Technical Svcs	\$14,500.00	\$4,024.85	\$7,412.92	\$7,087.08	\$7,690.75	(\$603.67)	-4.16%
A.2510.580.00.000.00.71	Travel	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
A.2510.690.00.000.00.71	Fiscal Office Supplies	\$750.00	\$0.00	\$37.26	\$712.74	\$0.00	\$712.74	95.03%
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	\$349.00	\$1,049.00	\$391.00	\$0.00	\$391.00	27.15%
	Func: Fiscal & Business Office - 2510	\$154,642.00	\$12,503.88	\$67,833.82	\$86,808.18	\$32,336.04	\$54,472.14	35.22%
A.2600.112.01.000.00.71	Facilities Director	\$65,000.00	\$5,000.00	\$27,500.00	\$37,500.00	\$0.00	\$37,500.00	57.69%
A.2600.177.01.000.00.71	Security Officer	\$27,965.00	\$2,623.80	\$9,183.30	\$18,781.70	\$0.00	\$18,781.70	67.16%
A.2600.210.00.000.00.71	E/B Insurance	\$500.00	\$0.00	\$46.80	\$453.20	\$93.60	\$359.60	71.92%
A.2600.220.00.000.00.70	E/B FICA/Medicare	\$7,014.00	\$583.22	\$2,806.27	\$4,207.73	\$0.00	\$4,207.73	59.99%

# Sterling Board of Education

## Budget and Expenses - BOE

From Date: 11/1/2023

To Date: 11/30/2023

Fiscal Year: 2023-2024

- 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.2600.240.00.000.00.71	E/B Other	\$1,950.00	\$0.00	\$0.00	\$1,950.00	\$0.00	\$1,950.00	100.00%
A.2600.410.01.000.00.71	Electricity	\$82,500.00	\$1,826.58	\$21,762.86	\$60,737.14	\$58,237.14	\$2,500.00	3.03%
A.2600.410.02.000.00.71	Rubbish Removal/Recycling	\$9,000.00	\$759.41	\$3,757.04	\$5,242.96	\$5,742.96	(\$500.00)	-5.56%
A.2600.410.03.000.00.71	Water	\$3,000.00	\$277.50	\$277.50	\$2,722.50	\$1,722.50	\$1,000.00	33.33%
A.2600.410.04.000.00.71	Sewer	\$18,450.00	\$0.00	\$18,450.00	\$0.00	\$0.00	\$0.00	0.00%
A.2600.430.01.000.00.71	Maintenance Contracts	\$172,767.00	\$0.00	\$60,215.31	\$112,551.69	\$114,044.69	(\$1,493.00)	-0.86%
A.2600.430.02.000.00.71	Plant Operation & Maintenance	\$10,000.00	\$294.00	\$17,294.21	(\$7,294.21)	\$7,136.06	(\$14,430.27)	-144.30%
A.2600.520.00.000.00.71	Plant Insurance	\$41,385.00	\$0.00	\$41,385.00	\$0.00	\$0.00	\$0.00	0.00%
A.2600.590.01.000.00.71	Telephone	\$9,000.00	\$1,053.14	\$5,050.11	\$3,949.89	\$7,829.89	(\$3,880.00)	-43.11%
A.2600.613.00.000.00.71	Maintenance Supplies	\$20,000.00	\$1,210.45	\$4,429.59	\$15,570.41	\$158.00	\$15,412.41	77.06%
A.2600.620.00.000.00.71	Heating Oil	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$55,000.00	\$5,000.00	8.33%
A.2600.739.00.000.00.71	Maintenance Equipment	\$500.00	\$0.00	\$396.48	\$103.52	\$0.00	\$103.52	20.70%
	Func: Plant Operation & Maintenance - 2600	\$529,031.00	\$13,628.10	\$212,554.47	\$316,476.53	\$249,964.84	\$66,511.69	12.57%
A.2700.112.01.000.00.71	Bus Drivers	\$191,030.00	\$19,318.18	\$63,928.67	\$127,101.33	\$0.00	\$127,101.33	66.53%
A.2700.112.02.000.00.71	Bus Coordinator	\$59,753.00	\$4,596.40	\$25,280.20	\$34,472.80	\$0.00	\$34,472.80	57.69%
A.2700.112.03.000.00.71	Van Drivers	\$102,259.00	\$11,348.38	\$43,241.26	\$59,017.74	\$0.00	\$59,017.74	57.71%
A.2700.210.00.000.00.71	E/B Insurance	\$79,500.00	\$0.00	\$33,205.96	\$46,294.04	\$63,474.57	(\$17,180.53)	-21.61%
A.2700.220.00.000.00.70	E/B FICA/Medicare	\$27,008.00	\$2,564.23	\$9,696.52	\$17,311.48	\$0.00	\$17,311.48	64.10%
A.2700.240.00.000.00.71	E/B Other	\$1,793.00	\$149.39	\$448.17	\$1,344.83	\$1,045.73	\$299.10	16.68%
A.2700.330.00.000.00.71	Professional & Technical Svcs	\$2,000.00	\$0.00	\$676.50	\$1,323.50	\$226.50	\$1,097.00	54.85%
A.2700.430.00.000.00.71	Transportation Maintenance	\$38,000.00	\$1,535.59	\$20,995.80	\$17,004.20	\$827.49	\$16,176.71	42.57%
A.2700.510.00.000.00.72	Contracted Spec Ed Transportat	\$54,300.00	\$5,360.00	\$14,472.00	\$39,828.00	\$58,960.00	(\$19,132.00)	-35.23%
A.2700.520.00.000.00.71	Vehicle Insurance	\$17,615.00	\$0.00	\$17,613.00	\$2.00	\$0.00	\$2.00	0.01%
A.2700.625.00.000.00.71	Supplies - Oil, Washer Fluid,	\$9,000.00	\$106.23	\$733.30	\$8,266.70	\$0.00	\$8,266.70	91.85%
A.2700.626.00.000.00.71	Regular Fuel - Vans	\$24,000.00	\$0.00	\$6,565.96	\$17,434.04	\$17,434.04	\$0.00	0.00%
A.2700.627.00.000.00.71	Diesel Fuel - Buses	\$55,000.00	\$3,315.87	\$15,767.28	\$39,232.72	\$38,758.38	\$474.34	0.86%
A.2700.690.00.000.00.71	Other Supplies & Materials	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
A.2700.739.00.000.00.71	Transportation Equipment	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
A.2700.890.00.000.00.71	Dues & Fees	\$1,500.00	\$0.00	\$2,023.00	(\$523.00)	\$0.00	(\$523.00)	-34.87%
	Func: Transportation - 2700	\$664,758.00	\$48,294.27	\$254,647.62	\$410,110.38	\$180,726.71	\$229,383.67	34.51%
A.3100.435.00.000.00.71	Repairs	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
A.3100.570.00.000.00.71	Food Service Management	\$23,500.00	\$0.00	\$23,500.00	\$0.00	\$0.00	\$0.00	0.00%
A.3100.621.00.000.00.71	Propane	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	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	\$28,000.00	\$0.00	\$23,500.00	\$4,500.00	\$0.00	\$4,500.00	16.07%
A.3200.111.00.000.00.71	Stipend Positions	\$22,386.00	\$0.00	\$0.00	\$22,386.00	\$0.00	\$22,386.00	100.00%
A.3200.111.01.000.00.71	Coaches Salaries	\$12,054.00	\$0.00	\$0.00	\$12,054.00	\$0.00	\$12,054.00	100.00%
A.3200.112.00.000.00.71	Extra Curricular Transportatio	\$0.00	\$632.84	\$1,431.43	(\$1,431.43)	\$0.00	(\$1,431.43)	0.00%
A.3200.220.00.000.00.70	E/B FICA/Medicare	\$2,635.00	\$0.00	\$0.00	\$2,635.00	\$0.00	\$2,635.00	100.00%
A.3200.329.00.000.00.71	Officials	\$3,000.00	\$115.00	\$555.00	\$2,445.00	\$0.00	\$2,445.00	81.50%
A.3200.690.00.000.00.71	Activity Supplies & Materials	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$849.80	\$2,150.20	71.67%
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	\$46,075.00	\$747.84	\$1,986.43	\$44,088.57	\$849.80	\$43,238.77	93.84%
A.6110.561.01.000.00.73	Tuition: Plainfield	\$826,603.00	\$187,542.00	\$187,542.00	\$639,061.00	\$562,626.00	\$76,435.00	9.25%
A.6110.561.02.000.00.70	Adult Education	\$9,225.00	\$0.00	\$9,225.00	\$0.00	\$0.00	\$0.00	0.00%



# Sterling Board of Education

## Budget and Expenses - BOE

From Date: 11/1/2023

To Date: 11/30/2023

Fiscal Year: 2023-2024

- 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.6110.561.05.000.00.73	Tuition: Magnet, QMC, STEM	\$196,808.00	\$211,787.50	\$225,857.50	(\$29,049.50)	\$0.00	(\$29,049.50)	-14.76%
A.6110.561.07.000.00.73	Tuition: Killingly, Other	\$154,609.00	\$143,283.00	\$143,283.00	\$11,326.00	\$0.00	\$11,326.00	7.33%
A.6110.562.00.000.00.72	S/E Tuition CT Public	\$516,502.00	\$166,478.00	\$166,478.00	\$350,024.00	\$486,171.67	(\$136,147.67)	-26.36%
	Func: Tuition CT PUBLIC - 6110	\$1,703,747.00	\$709,090.50	\$732,385.50	\$971,361.50	\$1,048,797.67	(\$77,436.17)	-4.55%
A.6130.563.00.000.00.72	S/E Tuition Non-Public	\$569,000.00	\$96,725.75	\$149,700.84	\$419,299.16	\$371,223.05	\$48,076.11	8.45%
A.6130.563.04.000.00.72	SEDAC - Excess Cost Reimburse	(\$190,000.00)	\$0.00	\$0.00	(\$190,000.00)	\$0.00	(\$190,000.00)	100.00%
	Func: Tuition NON-PUBLIC - 6130	\$379,000.00	\$96,725.75	\$149,700.84	\$229,299.16	\$371,223.05	(\$141,923.89)	-37.45%
<b>Grand Total:</b>		\$8,279,262.00	\$1,208,533.58	\$3,296,797.82	\$4,982,464.18	\$2,767,686.18	\$2,214,778.00	26.75%

End of Report



**Instruction****Grading/Assessment Systems****Examinations/Grading/Rating**

Students will be graded according to the criteria listed below.

**Kindergarten - Grade 2**

- 4 Exceeds grade level expectations
- 3 Meets grade level expectations
- 2 Working toward grade level expectations
- 1 Does not meet grade level expectations
- N/A Not applicable at this time

**Grades 3-8**

Numeric Grade with Letter Equivalents Board Policy 6146.1

<b>Numeric Grade</b>	<b>Letter Equivalents</b>
97-100	A+
93-96	A
90-92	A-
87-89	B+
83-86	B
80-82	B-
77-79	C+
73-76	C
70-72	C-
65-69	D
64 and below	F

(**Note:** Social Studies and Science are pass/fail in grades 3 and 4. A modified program may be used as appropriate at any grade level, with prior approval of the principal.)

**Grades 3 - 5**

- Letter grades based on numeric equivalents outlined above.



- Daily assignments and homework will equal 50% of the final grade each marking period. Tests and quizzes equal 50% of the final grade each marking period.

#### **Grades 6 – 8**

- Numeric grades for all core subjects.
- Daily assignments and homework will equal 40% of the final grade each marking period. Test and quizzes equal 40% of the final grade each marking period. Class participation equals 20% of the final grade each marking period.

#### **Art, Music, Physical Education, Health, Computer, and other “specials” Policy 6146.1**

- Students in grades 1-2 will receive one grade based 50% on effort and 50% on conduct. Numeric grade based on Kindergarten-Grade 2 outlines above.
- Students in grades 3-6 will receive one grade based 40% on effort, 40% on conduct and 20% on achievement. Letter grade on numeric equivalents outlined above.
- Students in grades 7-8 will receive one grade each for achievement, effort and conduct. Letter grade for achievement based on numeric equivalents outlined above.

**Regulation approved: November 22, 2006**



**Instruction**

**Grading/Assessment Systems**

It is the philosophy of this district that students respond more positively to the opportunity for success than to the threat of failure. The district seeks, therefore, through learner objectives and its instructional program, to make achievement both recognizable and possible for students. Achievement will be emphasized in the process of evaluating student performance.

Evaluation of student progress is a primary responsibility of the teacher. The highest possible level of student achievement is a common goal of both school and home. A close working relationship between home and school is essential for the accomplishment of this goal. Regular communication with parents or guardians, utilizing a variety of means, about the scholastic progress of their student is a basic component of this working relationship. It is the responsibility of the school and individual staff members to keep parents or guardians well informed.

Regularly used report cards, combined with scheduled parent/teacher conferences, helps to promote a process of continuous evaluation of student performance.

The Board of Education shall, upon recommendation of the Superintendent of Schools, approve the grading and reporting systems as developed by the administration and faculty.

Legal Reference: Connecticut General Statutes

PA 99-81 Weighted Grading for Purposes of Determining Honor Roll and Class Rank

**Policy adopted: November 22, 2006**



*A recommended sample policy to consider.*

## **New Construction**

### **Indoor Air Quality/Heating, Ventilation, and Air Conditioning (HVAC)**

The Board of Education recognizes that the maintenance of acceptable temperature, relative humidity and adequate fresh air ventilation in school buildings is a primary objective in the creation and maintenance of an optimal learning environment.

### **Indoor Air Quality in Existing Facilities**

The Superintendent or his/her designee shall implement an indoor air quality program that provides for ongoing maintenance and facility reviews, in accordance with all applicable state statutes, necessary for the maintenance and improvement of the indoor air quality of all District facilities.

~~Prior to January 1, 2008 and every three (3) years thereafter~~ Starting on January 1, 2025 and annually thereafter, for all District facilities that has been constructed, extended, renovated or replaced on or after January 1, 2003, the Board of Education shall provide for a uniform inspection and evaluation program of indoor air quality within such buildings, such as complying with the Environmental Protection Agency's Tools for Indoor Air Quality for Schools Program. The results of the evaluation shall be made available for public inspection at a regularly scheduled Board of Education meeting and also posted on the District's website.

The District shall report biennially, in a manner as required, to the Commissioner of Education on the condition of its facilities, its long range facilities program, its air quality program, and green cleaning program. The Board must utilize standard reporting forms to conduct and report on both IAQ and HVAC inspections and must provide The Department of Administrative Services (DAS) the completed forms for each school. The forms and/or reports must be made available at a regularly scheduled Board of Education meeting and on the Board of Education/individual school website.

The inspection and evaluation program shall include, but not be limited to, a review, inspection or evaluation of the following:

1. the heating, ventilating, and air conditioning (HVAC) systems;
2. radon levels in the air and water;
3. potential for exposure to microbiological airborne particles, including fungi, mold, and bacteria;
4. chemical compounds of concern to indoor air quality, including volatile organic compounds;
5. pest infestation, including insects and rodents;
6. pesticide usage;
7. the presence and plans for removal of certain hazardous substances identified under federal law;
8. ventilation systems;



## **New Construction**

### **Indoor Air Quality**

#### **Indoor Air Quality in Existing Facilities (continued)**

9. plumbing, including water distribution systems, drainage systems, and fixtures;
10. moisture incursion (leaks);
11. the facilities' overall cleanliness;
12. building structural elements, including roofing, basements, and slabs;
13. the use of space, particularly in areas designed to be unoccupied; and
14. the provision of indoor air quality maintenance training for building staff.

#### **Heating, Ventilation, and Air Conditioning (HVAC)**

Heating, ventilation, and air conditioning systems shall be maintained in accordance with the prevailing maintenance systems, such as Standard 62. The Board direct the Superintendent or his/her designee to ensure that such systems shall be operated continuously during the hours in which students or school personnel occupy school facilities except during periods of scheduled maintenance or emergency repairs or at other times when it can be demonstrated that the air supply system meets the Standards 62 requirements for air changes per hour.

Records shall be maintained on the maintenance of the District's heating, ventilation, and air conditioning systems for a period of not less than five years. Such records shall be available to the public upon request.

Prior to January 1, 2024 2025, and every five years thereafter, the local or regional Board of Education shall provide for a uniform inspection and evaluation of the heating, ventilation and air conditioning system within each school building under its jurisdiction. Such inspection and evaluation shall be performed by a certified testing, adjusting and balancing technician, an industrial hygienist certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing, or a mechanical engineer. Such heating, ventilation and air conditioning systems inspection and evaluation shall include, but need not be limited to:

1. Testing for maximum filter efficiency
2. Physical measurements of outside air delivery rate
3. Verification of the appropriate condition and operation of ventilation components
4. Measurement of air distribution through all system inlets and outlets
5. Verification of unit operation and that required maintenance has been performed in accordance with the most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers
6. Verification of control sequences
7. Verification of carbon dioxide sensors and acceptable carbon dioxide concentrations indoors, and
8. Collection of field data for the installation of mechanical ventilation if none exist.



## **New Construction**

### **Indoor Air Quality**

#### **Indoor Air Quality in Existing Facilities (continued)**

The ventilation systems inspection and evaluation shall identify to what extent each school's current ventilation system components, including any existing central or non-central mechanical ventilation system, are operating in such a manner as to provide appropriate ventilation to the school building in accordance with most recent indoor ventilation standards promulgated by the American Society of Heating, Refrigerating and Air-Conditioning Engineers. The inspection and evaluation shall result in a written report, and such report shall include any corrective actions necessary to be performed to the mechanical ventilation system or the heating, ventilation and air conditioning infrastructure, including installation of filters meeting the most optimal level of filtration available for a given heating, ventilation and air conditioning system, installation of carbon dioxide sensors and additional maintenance, repairs, upgrades or replacement. Any such corrective actions shall be performed, where appropriate, by a contractor, who is licensed in accordance with chapter 393. The local or regional Board of Education conducting an inspection and evaluations pursuant to this subsection shall make available for public inspection the results of such inspection and evaluation at a regularly scheduled meeting of such Board and on the Internet website of such Board and on the Internet website, if any, of each individual school. The local or regional Board of Education shall not be required to provide for a uniform inspection and evaluation under this subdivision for any school building that will cease to be used as a school building within the three years from when such inspection and evaluation is to be performed.

#### **Indoor Air Quality in New or Renovated Facilities**

In order to secure appropriate indoor air quality in District schools, the Board of Education believes that when new facilities are constructed and when existing facilities are renovated, the following requirements shall be specified to the architect or design professional responsible for the construction project:

1. Adhere to the requirements defining minimum air circulation contained in the State Building Code which apply only when constructing new space.
2. The building/space meets or exceeds the ASHRAE (American Society of Heating, Ventilating and Air Conditioning Engineers) 62-1999 standard, "Ventilation for Acceptable Indoor Air Quality," which considers chemical, physical and biological contaminants that can effect air quality as referenced by the State Code adopted pursuant to C.G.S. 29-252.
3. Utilizing the ASHRAE 62-1999 standard, achieve a minimum ventilation rate per occupant of 15 cubic feet per minute (cfm) of outdoor air.
4. Design and placement of air handling equipment needs to be done in a manner where it is accessible to inspect and maintain the equipment; therefore, mechanical rooms are desirable versus exposed rooftop units or units hung above suspended ceilings.



## New Construction

### Indoor Air Quality

#### Indoor Air Quality in New or Renovated Facilities (continued)

5. With increased air flow requirements, attention must be given to the potential of air velocity noise within ductwork.
6. Fresh air intakes must be located, whenever possible, away from all types of vents and exhausts on roofs.
7. Air intakes and ventilation windows must be sufficiently distant from bus loops and loading docks.
8. Radon mitigation systems to provide a vapor barrier and protection from under-slab humidity should be a part of new school construction.
9. Attention must be given to the selection of carpeting, carpet adhesives and synthetic materials which may emit odorous and irritating volatile organic vapors degrading indoor air quality.
10. Reduce the potential of moisture intrusion through appropriately designed pitched roofs wherever possible.
11. Consider the economic feasibility of achieving dehumidification through air conditioning.
12. Install temperature control systems, which monitor temperature and other factors helpful in monitoring and diagnosing heating, ventilating and air conditioning (HVAC) systems.
13. When renovating an occupied building provide for the mechanical control of airborne pollutants associated with the construction process.

Legal Reference: Connecticut General Statutes  
 10-220 Duties of boards of education  
 10-231(f) Indoor air quality committees  
 10-282(19) Definitions  
 10-283 Applications for grants for school building projects  
 10-286 (a)(9) Computation of school building project grants  
 10-291 Approval of plans and site. Expense limit  
 10-292 Review of final plans by Commissioner of Education. Exceptions;  
 role of local officials  
 10-231g Green Cleaning Program at schools: Definitions, Implementation,  
 Notice  
 PA 22-118 An Act Concerning the State Budget for the Biennium Ending  
 June 30, 2023  
 PA 23-167 An Act Concerning Transparency in Education

#### Policy adopted:

rev 7/11  
 rev 7/22  
 rev 7/23



**Additional Resources**

*For more information on asthma contact:*

***U.S. Environmental Protection Agency***

[www.epa.gov/iaq/schools](http://www.epa.gov/iaq/schools)

Download the IAQ Tools for Schools Kit from EPA's website.

[www.epa.gov/asthma](http://www.epa.gov/asthma)

Find more asthma resources on EPA's website

[www.epa.gov/cleanschoolbus](http://www.epa.gov/cleanschoolbus)

Learn about EPA's clean school bus initiative on EPA's website

***U.S. EPA Indoor Air Quality Information Clearinghouse (IAQ INFO)***

(800) 438-4318

(703) 356-5386 Fax

Call to request the IAQ Tools for Schools Kit

***Allergy and Asthma Network/Mothers of Asthmatics, Inc.***

(800) 878-4403

[www.aanma.org](http://www.aanma.org)

Ask about obtaining their School Information Packet

***American Lung Association***

(800) LUNG-USA

[www.lungusa.org](http://www.lungusa.org)

Ask about the *Open Airways for Schools* program and the Asthma-Friendly Schools Toolkit.

***Asthma and Allergy Foundation of America***

(800) 7-ASTHMA

[www.aafa.org](http://www.aafa.org)

Ask about AAFA's *Asthma Management at School* presentation for parents and school personnel. Also available are additional school-based child and teen education materials.

***Center for Disease Control and Prevention***

(888) 232-6789

[www.cdc.gov/asthma](http://www.cdc.gov/asthma)

Find out more information on the Asthma Prevention Program by visiting this website.



*A mandated policy to consider.*

## **Instruction**

### **Individualized Education Program/Special Education Program**

~~Any child, whether a student of the school district, of pre-school age, or between the ages of three and 21 years of age, inclusive, but not attending district schools, who is identified as being in need of a special program shall be referred to a "special education planning and placement team" (PPT) which shall make an evaluative study to determine whether the child is a child with a disability as defined in state and federal statutes and if special education is required and to establish the scope of the special education program.~~

~~Students receiving special education services under the Individuals with Disabilities Act (IDEA) remain eligible for such services up until their 22<sup>nd</sup> birthday or until they graduate from high school with a regular high school diploma, whichever comes first. The adult student or his/her parent/guardian will be asked by the District if the student wishes to receive the special education and related services outlined in their individualized education program (IEP) until they turn 22 years of age or they graduate with a regular high school diploma, whichever comes first.~~

In accordance with the regulations of the State Board of Education, each local and regional board of education shall: (1) Provide special education for school-age children requiring special education; (2) The obligation of the school district under this subsection shall terminate when such child is graduated from high school or at the end of the school year during which such child reaches age twenty-two, whichever occurs first.

Effective July 1, 2023, all students remain eligible for special education services under the Individuals with Disabilities Education Act (IDEA) through the end of the school year during which the students turns age 22, or until the student graduates from high school with a regular high school diploma, whichever occurs first. Pursuant to the Connecticut General Statutes §10-259, school year is defined as July 1 through June 30.

A parent of a child, the State Department of Education, other state agencies available to the District may initiate a request for an initial evaluation to determine if the child is a child with a disability. Initial evaluations, using a variety of assessment tools and measures to gather relevant functional, developmental and academic information, must be completed within 60 calendar days of the receipt of written parental consent, for the initial evaluation; or implement the student's IEP within 45 school days of a referral, (not counting the time necessary to obtain written parental consent to conduct the initial evaluation or to begin providing special education). The 45 school day requirement begins after the District receives a completed and signed PPT referral form or letter requesting a referral to the PPT process or per a timeline determined by the State. Exceptions to this timeframe include children moving between school districts and parental refusal to make a child available for evaluation, as provided by law. Assessments for disabled children who are transfer students shall be coordinated between the sending or receiving district in an expeditious manner.



## Instruction

### Individualized Education Program/Special Education Program

- Legal Reference: Connecticut General Statutes (continued)
- 10-76jj Language and communication plan as part of individualized education program for child identified as deaf or hard of hearing (as amended by PA 19-184)
  - 10-76q Special education at technical education and career schools (as amended by PA 21-144)
  - SDE Guidance Addressing Timeline for Initial Evaluations, Dec. 21, 2018
  - State Board of Education Regulations
  - 34 C.F.R. 300 et seq. Assistance to States for Education of Handicapped Children.
  - 300.14 Special education definitions.
  - 300.340-349 Individualized education programs.
  - 300.503 Independent educational assessment.
  - 300.533 Placement procedures.
  - 300.550-556 Least restrictive environment.
  - P.L. 108-446 The Individuals with Disabilities Education Improvement Act of 2004
  - Rowley v. Board of Education*, 485 U.S.-176 (1982)
  - Endrew F. v. Douglas County School District RE-1*, 15-827 U.S. (2017)
  - A.M. v. N.Y. City Department of Education*, 845F.3d 523, 541 (2d Cir.1997)
  - Mrs. B., v. Milford Board of Education* 103 F. 3d 1114, 1121 (2d Cir. 1997)
  - A.R. v. Connecticut State Board of Education*, 3:16-CV-01197 (CSH D. Conn. June 10, 2020)
  - PA 23-137 An Act Concerning Resources and Support for Persons with an Intellectual or Developmental Disability.**

#### Policy adopted:

rev 9/20  
rev 7/21  
rev 7/23



## **Instruction**

### **Individualized Education Program/Special Education Program (IEP)**

The timeline for implementation of an IEP must occur within 60 school days of the PPT referral in those situations in which a student's IEP requires an out-of-district or private placement (not including the time it takes to obtain written parental consent).

The District will provide parents/guardians with State Department of Education information and resources relating to IEPs as soon as a child is identified as requiring special education.

### **Planning and Placement Team or Individualized Education Program Team**

The term "individualized education program team" or "IEP Team" means a group of individuals composed of -

- (i) the parents of a child with a disability
- (ii) not less than one regular education teacher of such child (if the child is, or may be, participating in the regular education environment);
- (iii) not less than one special education teacher, or where appropriate, not less than one special education provider of such child;
- (iv) a representative of the local educational agency who -
  - (I) is qualified to provide, or supervise the provision of, specially designed instruction to meet the unique needs of children with disabilities;
  - (II) is knowledgeable about the general education curriculum; and
  - (III) is knowledgeable about the availability of resources of the local educational agency;
- (v) an individual who can interpret the instructional implications of evaluation results, who may be a member of the team described in clauses (ii) through (vi);
- (vi) at the discretion of the parent of the agency, other individuals who have knowledge or special expertise regarding the child, including related services personnel as appropriate;
- (vii) the school paraprofessional, if any, assigned to such child, and
- (viii) whenever appropriate, the child with a disability.

NOTE: An IEP Team member is not required to attend all or part of an IEP meeting if the parents and District agree that the team member's participation is not necessary because the member's area of the curriculum or related services is not being modified or discussed at the meeting. If the meeting does involve a modification or discussion of the member's area of the curriculum or related services, parents and the District can agree to excuse the member from attending all or part of the meeting if the member submits written input to the parent and the IEP Team prior to the meeting. Parental consent in writing is required in either case.



## **Instruction**

### **Individualized Education Program/Special Education Program (IEP) (continued)**

In addition to the above, the special education specialist, school psychologist, school nurse, school social worker, counselor, or other student service worker who has conducted an assessment of the student shall participate whenever the results or recommendations based on such assessment are significant to the development of the student's individualized education program and placement. Where the student is limited or non-English speaking, a district representative who is fluent in the student's primary language and who is knowledgeable about the process of second-language acquisition and competent in the assessment of limited English and non-English speaking individuals should be included.

Any member of the PPT employed by the Board of Education who discusses or makes recommendations concerning the provisions of special education and related services during a PPT meeting shall not be disciplined, suspended, or otherwise punished for such recommendations.

No birth-to-three coordinator or qualified personnel, as defined by C.G.S. 17a-248, who discusses or makes recommendations concerning the provision of special education and/or related services during a PPT meeting or in a transition plan shall be subject to discipline, suspension, termination or other punishment on the basis of such recommendations.

The parent/guardian or surrogate parent shall be given at least five (5) school days prior notice of any PPT meeting and shall have the right to be present and participate in all portions of such meetings at which an educational program for their child is developed, reviewed or revised. In addition, parents/guardians or surrogate parents have the right to be present at and participate in all portions of the PPT meeting at which an educational program for their child is developed, reviewed or revised. In addition, the parent/guardian/surrogate shall have advisors and the child's assigned paraprofessional, if any, and such child's birth-to-three service coordinator, if any, be present at and participate in all portions of the PPT meeting in which the child's educational program is developed, reviewed or revised and have the right to have such recommendation made in such child's birth-to-three individualized transition plan, if any, addressed by the PPT at which an educational program for such child is developed.

The District shall offer to meet with the student's parents/guardians, upon the request of the parents/guardians, after the student has been assessed for possible placement in special education and before the Planning and Placement Team (PPT) meets.

The sole purpose of such meeting is to discuss the PPT process and any concerns the parent/guardian has about the student. The meeting will involve a member of the PPT designated by the District before the referral PPT meeting at which the student's assessments and evaluations will be discussed for the first time. This applies to students under evaluation for possible placement in special education.



## Instruction

### Individualized Education Program/Special Education Program (IEP) (continued)

Upon request of a parent/guardian, the District will provide the results of the assessments and evaluations used in the determination of eligibility for special education of a student at least three (3) school days before the referral PPT meeting at which such results of the assessment and evaluations will be discussed for the first time.

Parents/Guardians and the District may agree to conduct IEP meetings, and other meetings, through alternative means, such as including but not limited to, videoconferences or conference calls.

(a) **General.** The IEP for each child must include -

- (1) An accurate statement of the child's present levels of academic achievement and functional performance based upon parental provider information, current classroom-based, local, state assessments and classroom-based observations, including -
  - (i) How the child's disability affects the child's involvement and progress in the general education curriculum; or
  - (ii) For preschool children, as appropriate, how the disability affects the child's participation in appropriate activities;
- (2) A statement of measurable annual academic and functional goals that aim to improve educational results and functional performance for each child with a disability, related to -
  - (i) Meeting the child's needs that result from the child's disability to enable the child to be involved in and progress in the general education curriculum;
  - (ii) Meeting each of the child's other educational needs that result from the child's disability; and
  - (iii) Providing a meaningful opportunity for the child to meet challenging objectives.

#### **Alternate Assessments**

- (iv) A statement of "benchmarks or short-term objectives" is required only with respect to students with disabilities who take alternate assessments aligned with alternate achievement standards.

If a child will participate in alternate assessments based on either general or alternate achievement standards, the IEP must explain why the child cannot participate in the regular assessment and why the alternate assessment selected is appropriate for the child.



**Instruction****Individualized Education Program/Special Education Program** (continued)*Alternate Assessments* (continued)

The IEP/PPT Team may only recommend appropriate accommodation or use of alternate assessment, but may not exempt students with disabilities from the state assessment.

- (3) A statement of the special education and related services and supplementary aids and services to be provided to the child, or on behalf of the child and a statement of the program modifications or supports for school personnel that will be provided for the child -
- (i) To advance appropriately toward attaining the annual goals;
  - (ii) To be involved and progress in the general curriculum in accordance with paragraph (a)(1) of this section and to participate in extracurricular and other nonacademic activities; and
  - (iii) To be educated and participate with other children with disabilities and non-disabled children in the activities described in this paragraph.
- (4) A school must offer an IEP that is “reasonable calculated to enable a child to make progress appropriate in light of the child’s circumstances.” The child’s educational program must be appropriately ambitious in light of his/her circumstances and every child should have the chance to meet challenging objectives. The IEP Team, in determining whether an IEP is reasonably calculated to enable a child to make progress should consider the child’s:
- Previous rate or academic growth,
  - Progress towards achieving or exceeding grade-level proficiency,
  - Behaviors, if any, interfering with the child’s progress, and
  - Parent’s input and any additional information provided by such parents.
- The U.S. Supreme Court, in the *Endrew F* decision stated, “any review of an IEP must consider whether the IEP is reasonably calculated to ensure such progress, not whether it would be considered ideal. (137S.CT. at 99)
- (5) An explanation of the extent, if any, to which the child will not participate with non-disabled children in the regular class and in the activities described in paragraph (a) (3) of this section;
- (6) A statement of any individual modifications in the administration of State or district-wide assessments of student achievement that are needed in order for the child to participate in the assessment; and
- (7) The projected date for the beginning of the services and modifications described in paragraph (a)(3) of this section, and the anticipated frequency, location, and duration of those services and modifications; and



## Instruction

### Individualized Education Program/Special Education Program (continued)

- (8) A statement of
  - (i) How the child's progress toward the annual goals described in paragraph (a)(2) of this section will be measured; and
  - (ii) How the child's parents will be regularly informed (through such means as periodic report cards), at least as often as parents are informed of their non-disabled children's progress, of
    - (A) Their child's progress toward the annual goals; and
    - (B) The extent to which that progress is sufficient to enable the child to achieve the goals by the end of the year
- (9) Reevaluation of a student's progress may not occur more than once a year unless agreed to by the parents and the District. Reevaluation must occur at least once every three years unless the parent and District agree that it is unnecessary.

**Note:** In order to make FAPE available to each eligible child with a disability, the child's IEP must be designed to enable the child to be involved in, and make progress in, the general education curriculum ("the same curriculum as for nondisabled children which is based on a State's academic content standards. This alignment must guide, and not replace the individualized decision-making required in the IEP process.")

- (b) *Transition services.*
  - (1) The IEP must include
    - (i) For each student beginning not later than the first IEP to be in effect when the child is fourteen, and younger if the PPT determines it appropriate, and updated annually, thereafter, appropriate measurable postsecondary goals based upon age appropriate transition assessments related to training, education, employment, and, where appropriate, independent living skills; and the transition services, including courses of study, needed to assist the student in reaching those goals.
    - (ii) For a student no longer eligible for services due to graduation from high school with a regular diploma or for a student who exceeds the age of eligibility under State law, a summary of the student's academic achievement and functional performance including recommendations on how to assist the student in meeting his/her postsecondary goals.
  - (2) If the IEP team determines that services are not needed in one or more of the areas specified in §300.27(c)(1) through (c)(4), the IEP must include a statement to that effect and the basis upon which the determination was made.



## Instruction

### Individualized Education Program/Special Education Program (continued)

- (c) ***Transfer of rights.*** Beginning not later than one year before a student reaches the age of majority under State law, the student's IEP must include a statement that the student has been informed of his or her rights under this title if any, that will transfer to the student on reaching the age of majority, consistent with §615(m)
- (d) ***Students with disabilities convicted as adults and incarcerated in adult prisons.*** Special rules concerning the content of IEP's for students with disabilities convicted as adults and incarcerated in adult prisons are contained §612(a)(5)A.
- (e) ***Students with disabilities identified as deaf or hearing impaired.*** For a child identified as deaf or hearing impaired, the PPT shall develop an IEP which includes a language and communication plan which shall address;
  - (i) the child's primary language or mode of communication;
  - (ii) opportunities for direct communication between the child and his/her peers and professional personnel in the primary child's language or mode of communication;
  - (iii) educational options available to the child;
  - (iv) the qualifications of teachers and other professional personnel administering the plan for the child, including their proficiency in the child's primary language or mode of communication;
  - (v) the accessibility of academic instruction, school services and extracurricular activities to the child;
  - (vi) Assistive devices and services for the child;
  - (vii) Communication and physical environment accommodations for the child;  
and
  - (viii) An emergency communications plan that includes procedures for alerting the child of an emergency situation and ensuring that the specific needs of the child are met during the emergency situation. Such plan is to be developed for a student identified as deaf, hard of hearing, or both blind or visually impaired and deaf.

## Transfers

When an individual has been on an IEP in another school district, the PPT shall make an evaluative study of the student and develop an IEP for the student as though the student were newly referred, but the PPT may use the previous IEP (if available) in developing the new one.



## Instruction

### Individualized Education Program/Special Education Program

#### Transfers (continued)

If the transfer involves districts within Connecticut, the District will provide services “comparable to those described in the previously held IEP,” until the District adopts the previously held IEP or develops, adopts, and implements a new IEP. If the student has transferred from another state, the District will provide services “comparable to those described in the previously held IEP,” until the District conducts an evaluation, if deemed necessary, and if appropriate, develops a new IEP. If a student who is on an IEP transfers from this district to another, or to a private school, the written IEP and any additional records relating to the student's program and achievement shall be forwarded to the receiving school on the request of the receiving school and the individual's parent or guardian.

Prior to the enrollment of a District student in a technical education and career school, the District will convene a PPT in order to address such student's transition to the technical education and career school and ensure that such student's IEP reflects the current supports and services the student requires in order to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment. A representative from the technical education and career school shall be invited to the PPT meeting.

#### Independent Educational Assessment

If an independent educational assessment is necessary, it shall be conducted by a Connecticut credentialed or licensed professional examiner who is not employed by and does not routinely provide assessment for the State Department of Education or this District.

Legal Reference: Connecticut General Statutes

10-76a Definitions (as amended by PA 06-18)

10-76b State supervision of special education programs and services. Regulations. (as amended by PA 12-173)

10-76d Duties and powers of Boards of Education to provide special education programs and services. (as amended by June Special Session PA 15-5, Sec. 277, PA 19-49, PA 21-46, PA 21-144 and PA 23-137)

10-76ff Procedures for determining if a child requires special education (as amended by PA 06-18)

10-76g State aid for special education.

10-76h Special education hearing and review procedure.





## Sterling Public Schools

251 Sterling Road  
Sterling, CT 06377

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

Telephone: (860) 564-4219  
Fax: (860) 564-1989  
Website: [www.sterlingschool.org](http://www.sterlingschool.org)

Theodore Friend, Superintendent  
Margaret Pearson, Director of Student Services  
Courtney Brannon, Business Manager

December 20, 2023

To Board of Education,

This is a formal request to pay CDW Government for Quote #NQWX292 in the amount of **\$32,868.00**. The scope of work for this quote is to obtain two new servers, replacing existing ones that are over 7 years old and lack any support contract. These devices host vital services which our staff, faculty, and students use including Active Directory, DHCP, DNS, MDT, and RADIUS amongst other virtual machines for monitoring and authentication. We anticipate the new servers to have a lifespan of at least 6-7 years, though they may last longer than that depending on support availability.

Quote #1: CDW Government = \$32,868.00

Quote #2: Dell Technologies = \$37,696.02

Quote #3: Broadberry = \$65,012.84

An RFP was posted on March 7, 2023 and no responses were received. Our Technology Director, Cory Luba, then reached out to many vendors looking to get responses and quotes.

Sincerely,

Theodore Friend, Superintendent

Date Signed

Courtney Brannon, Business Manager

Date Signed



Thank you for choosing CDW. We have received your quote.

Hardware    Software    Services    IT Solutions    Brands    Research Hub

# QUOTE CONFIRMATION

**CORY LUBA,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NQWX292	12/1/2023	***UPDATED DELL QUOTE***	5229750	<b>\$32,868.00</b>

**IMPORTANT - PLEASE READ**

**Additional Information:**

Order contains perpetual licenses: True

**QUOTE DETAILS**

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">EDU MS WIN SVR 2022 DC 16C</a> Mfg. Part#: DG7GMGF0D65N 0002 EDU Electronic distribution - NO MEDIA Contract: MARKET	2	6819211	\$1,440.00	\$2,880.00
<a href="#">EDU MS WIN SVR 2022 1 UCAL</a> Mfg. Part#: DG7GMGF0D5VX 0007 EDU Electronic distribution - NO MEDIA Contract: MARKET	400	6819199	\$8.50	\$3,400.00
<a href="#">EDU MS WIN SVR 2022 1 DCAL</a> Mfg. Part#: DG7GMGF0D5VX 0006 EDU Electronic distribution - NO MEDIA Contract: MARKET	150	6819196	\$8.50	\$1,275.00
<a href="#">NEW ITEM</a> Mfg. Part#: NEW-ITEM ***Dell PowerEdge R550 Server*** Q-3000169411104.1 ***Specs Attached*** Contract: MARKET	2	NEW-ITEM	\$8,960.00	\$17,920.00
<a href="#">NEW ITEM</a> Mfg. Part#: NEW-ITEM Q3000168866326 QTY 2 needed KEY,Lock,Bezel Contract: MARKET	2	NEW-ITEM	\$5.00	\$10.00

**QUOTE DETAILS (CONT.)**

<a href="#">APC by Schneider Electric APC KVM 2G, Analog, 1 Local User, 8 ports</a>	1	2659812	\$535.00	\$535.00
Mfg. Part#: KVM0108A UNSPSC: 43211604 Contract: MARKET				
<a href="#">APC by Schneider Electric KVM 2G, Server Module, USB</a>	6	2531480	\$138.00	\$828.00
Mfg. Part#: KVM-USB UNSPSC: 43201559 Contract: MARKET				
<a href="#">Windows 11 Pro - upgrade license - 1 device</a>	60	6758822	\$57.00	\$3,420.00
Mfg. Part#: AAL-98939-CCG Electronic distribution - NO MEDIA Contract: MARKET				
<a href="#">Windows Education - upgrade &amp; software assurance - 1 device</a>	25	3800518	\$104.00	\$2,600.00
Mfg. Part#: AAA-12388-CD7-3 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: MARKET				

<b>SUBTOTAL</b>	\$32,868.00
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$32,868.00</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> STERLING COMMUNITY SCHOOL 251 STERLING RD STERLING, CT 06377-2016 <b>Phone:</b> (860) 564-2728 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>Shipping Address:</b> STERLING COMMUNITY SCHOOL 251 STERLING RD STERLING, CT 06377-2016 <b>Phone:</b> (860) 564-2728 <b>Shipping Method:</b>
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



**Sales Contact Info**

**Chris Lipford** | (855) 822-6530 | [chrilip@cdwg.com](mailto:chrilip@cdwg.com)

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**BOARD OF EDUCATION  
MEETING DATES – 2024**

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

January 10

February 7

March 13

April 10

May 8

June 12

August 14

September 11

October 9

November 13

December 11

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

**Sterling Board of Education**  
**Regular Board Meeting Dates - 2024**  
**“EXCELLENCE WITH KINDNESS”**

<b><u>Date:</u></b>	<b><u>Time:</u></b>	<b><u>Location:</u></b>
January 17, 2024	6:00 PM	Community Room
February 21, 2024	6:00 PM	Community Room
March 20, 2024	6:00 PM	Community Room
April 24, 2024	6:00 PM	Community Room
May 15, 2024	6:00 PM	Community Room
June 19, 2024	6:00 PM	Community Room
July 17, 2024	AS NEEDED	Community Room
August 21, 2024	6:00 PM	Community Room
September 18, 2024	6:00 PM	Community Room
October 16, 2024	6:00 PM	Community Room
November 20, 2024	6:00 PM	Community Room
December 18, 2024	6:00 PM	Community Room

Approved 10/18/2023



## **Bylaws of the Board**

### **Organization and Meetings of the Board of Education**

The organization meeting of the Board of Education shall be held on the first regular Board meeting following the Town election in November, at the Board of Education meeting place. At this meeting, a Chairman, from its members, shall be elected. Nominations will be accepted and the election shall occur by written ballot. A Vice-Chairman and Treasurer shall be elected in the same manner. In the event of a deadlock vote, selectmen will choose an officer within one month of the meeting. The Superintendent, or his/her designated agent, shall act as moderator until a new Chairman is selected. In the absence of the Superintendent or his agent, the senior member of the Board by tenure shall serve as moderator until a permanent Chairman is elected.

### **Regular Meetings of the Board, Time and Place**

Regular meetings of the Board of Education will be as designated by the Board of Education and filed with the Town Clerk in January of each year, unless otherwise ordered by the Board.

### **Special Meetings**

When there is a need to hold a special meeting not included on the filed annual calendar, the public shall be given 24 hours notice. Both an agenda and notification of such meetings shall be filed with the Town Clerk at least 24 hours prior to such meetings. This twenty-four hour notice and agenda requirement may be waived in emergency situations.

### **Adjournment of Regular and Special Meetings**

The Board may adjourn any regular or special meeting to a time and place specified in the adjournment order. The Clerk of the Board may adjourn a meeting from which all members are absent and schedule a subsequent meeting as required by the special meeting provisions. In addition, the order of adjournment must be posted within 24 hours on or near the door of the meeting place.

Legal Reference: Connecticut General Statutes

- 1-206 Denial of access to public records or meetings.
- 1-225 Meetings of government agencies to be public.
- 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.
- 10-218 Officers. Meetings

**Bylaw adopted by the Board: September 20, 2005**