

**Somers Board of Education Meeting**

**Monday, June 26, 2023 7:00 PM**

Somers Board of Education Chambers, 1 Vision Boulevard, Somers, CT 06071

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF MINUTES**
  1. Approval of the June 12, 2023 BOE Draft Minutes 2  
The Board to review and approve the minutes from the BOE meeting on June 12, 2023.
4. **ADMINISTRATIVE REPORTS**
  1. Superintendent Update
5. **OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**
6. **CONSENT AGENDA**
  1. Warrant of June 26, 2023 6  
The Board to review and consent to the warrant of June 26, 2023.
  2. Resignation  
Emma Wilson, SHS Paraeducator, resigned effective June 9, 2023.
7. **OLD BUSINESS**
8. **NEW BUSINESS**
  1. Approval of Teacher Evaluation Flexibility Plan 12  
The Board to review and approve the Teacher Evaluation Flexibility Plan. Mrs. Senecal will be in attendance to discuss any questions with the Board on the attached report.
9. **COMMITTEE REPORTS**
  1. Curriculum
  2. Policy
  3. Planning/Finance
  4. Salary & Negotiations
10. **CABE/CREC/State Dept. of Ed.**
11. **AUDIENCE TO CITIZENS/STAFF/STUDENTS**
12. **ADJOURNMENT**

**Somers Board of Education Regular Meeting  
Somers Board of Education Chambers**

**June 12, 2023**

**7:00 PM**

*(The recorded livestream may be viewed on SPS' YouTube channel on the school website)*

Present BOE Members: Anne Kirkpatrick, Mike Briggs, Dr. Ed DePeau, Shane Manning, Jan Martin, Kim Radziewicz, Carl Stebbins, JT Galloway

Absent BOE Member: Krista Cherry

Others: Dr. Sam Galloway, Stephanie Levin, Dina Senecal, Caroline Hargraves, Dave Marti, Diane Czyzniak, Lynn Tracy, Holly Boutwell, Derek Zelek, Melissa Zelek, Emily Garcia Segal, Lisa Horan, Linda Ford, Donna Duhrels

**1. CALL TO ORDER**

The regular Board of Education meeting was called to order by Chair Kirkpatrick at 7:01 p.m. in the Board of Education Chambers.

**2. PLEDGE OF ALLEGIANCE**

**3. AWARDS AND RECOGNITIONS**

**3.1. Recognition of Retirements**

**Rationale:** The Board to recognize the following retirements:

- Linda Ford (35 years of service)
- Holly Boutwell (9 ½ years of service)
- Diane Czyzniak (22 years of service)
- Dana Levesque (22 years of service)
- Lynn Tracy (16 years of service)
- Donna Duhrels (24 years of service)
- Gary Cotzin (17 years of service)

**Discussion:** Superintendent Galloway recognized staff retirements. Each staff member's background and accomplishments in the district were shared. He expressed his thanks to each staff member for his or her years of service to the Somers Public Schools.

**4. APPROVAL OF MINUTES**

**4.1. Approval of the May 19, 2023 Special BOE Minutes**

**Rationale:** The Board to review and approve the minutes from the Special Meeting on May 19, 2023.

**Motion** to approve minutes of the May 19, 2023 Special Board of Education Meeting. This motion, made by Ed DePeau and seconded by Carl Stebbins, Carried. **Yea: 7, Nay: 0, Absent: 1 (Krista Cherry), Abstain: 1 (JT Galloway)**

#### **4.2. Approval of the May 22, 2023 BOE Draft Minutes**

**Rationale:** The Board to review and approve the draft minutes from the Board meeting on May 22, 2023.

**Motion** to approve minutes of the May 22, 2023 Board of Education Meeting, as corrected (delete Marissa Marks). This motion, made by Ed DePeau and seconded by Carl Stebbins, Carried. **Yea: 7, Nay: 0, Absent: 1 (Krista Cherry), Abstain: 1 (JT Galloway)**

#### **4.3. Approval of the June 5, 2023 Special BOE Meeting Minutes**

**Rationale:** The Board to review and approve the minutes from the Special BOE Meeting on June 5, 2023.

**Motion** to approve minutes of the June 5, 2023 Special Board of Education Meeting. This motion, made by Jan Martin and seconded by Kim Radziewicz, Carried. **Yea: 6, Nay: 0, Absent: 1 (Krista Cherry), Abstain: 2 (Ed DePeau, JT Galloway)**

### **5. ADMINISTRATIVE REPORTS**

#### **5.1. Superintendent Update**

Superintendent Galloway has met with all staff members in all schools to understand perspectives and position responsibilities of all members of the school community. He noted that staff members are passionate about their work in the district and want the best for students. Meetings with school leaders to plan for next school year are underway.

Promotion and graduation ceremonies took place and went well.

The oil tank replacement project at SHS is ongoing. All deadlines set by DEEP have been met. Updates will be provided as the project continues. The Board of Finance will continue to receive the necessary details in a timely manner.

#### **5.2. Monthly Budget Report**

**Rationale:** Stephanie Levin, Director of Business Services, will update the BOE on the budget.

There was little change in the variance column of the budget through the end of May. All certified payroll has been paid out. The team will review open purchase orders and review subscriptions to be sure they are all paid and set for the upcoming year. Between now and the end of June there will be one more regular payroll and an end-of year payroll cycle. Superintendent Gagliarducci previously indicated to the Board of Finance that approximately \$50,000 would be returned. Stephanie Levin indicated that the district is on target to return that amount.

### **6. OPPORTUNITY TO ADD/DELETE AGENDA ITEMS**

## 7. CONSENT AGENDA

**Motion** to approve consent agenda. This motion, made by Shane Manning and seconded by Kim Radziewicz, Carried. **Yea: 8, Nay: 0, Absent: 1(Krista Cherry)**

### 7.1. Warrant of June 12, 2023

**Rationale:** The Board to review and consent to the warrant of June 12, 2023.

### 7.2. Resignations

**Rationale:**

- Miranda Wilson, Grade 7 Language Arts teacher is resigning with her last day effective June 12, 2023
- Jill Wright, SES Speech and Language Pathologist, is resigning effective June 13, 2023.
- Traci Fasano, SHS Paraeducator, is resigning effective June 9, 2023.

**Discussion:** Board members inquired about the retention of staff and whether an exit interview/process is in place to look for trends for why staff members are leaving the district. Superintendent Galloway explained that a process has been drafted, but not implemented at this time. There is a plan to develop a form and process moving forward.

## 8. OLD BUSINESS

## 9. NEW BUSINESS

### 9.1. Contract Extension of Dr. Galloway

**Rationale:** This 90-day extension will put the contract in line with all Administrators' contracts. There is no salary adjustment.

**Motion** to extend the contract of Dr. Sam Galloway from March 31, 2025 to June 30, 2025 with no salary adjustment. This motion, made by Kim Radziewicz and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1(Krista Cherry)**

### 9.2. Renewal of Whitsons Contract

**Rationale:** The Board to approve the extension of the Whitsons contract for one year.

**Motion** to renew the contract with Whitsons for the school lunch program for the school year 2023-2024. This motion, made by Kim Radziewicz and seconded by Jan Martin, Carried. **Yea: 8, Nay: 0, Absent: 1(Krista Cherry)**

**Discussion:** The district has the option to renew the contract with Whitson's annually for up to 5 years. There is no benefit or price break to move to a longer contract. There are plans to restructure within Food Services to reduce the dependence on Whitson's and develop leadership positions within the district. There is also a plan to explore changes to the program, such as adding a breakfast option on planned half days when lunch is not served. Chair Kirkpatrick thanked Stephanie Levin for researching and bringing the Whitsons program to the district. Stephanie thanked the board for their support of the program.

## 10. COMMITTEE REPORTS

### 10.1. Curriculum

The committee met on 6/12/23 and will meet again on 8/28/23.

### 10.2. Policy

Board members received information from the policy committee, with the goal of keeping all board members informed of policy updates. Board members will continue to receive such updates 3-4 times per year when CABA sends out updated information. The CABA updates include background information for each policy and reasoning for why a policy may need to be changed, implemented, or mandated. The policy committee will meet again on 6/26/23.

The language of "warning" policies will no longer be used. Moving forward, the term "posting" will be used in place of "warning". Policies will be voted upon after the 2nd posting.

### 10.3. Planning/Finance

No report.

### 10.4. Salary & Negotiations

The next meeting is scheduled for 7/10/23.

## 11. CABA/CREC/State Dept. of Ed.

No report.

## 12. AUDIENCE TO CITIZENS/STAFF/STUDENTS

**Discussion:** Emily Garcia Segal inquired whether any consideration had been made to joining the National School Lunch Program. She noted that neighboring towns receive benefits such as free lunch and that Whitson is typically in alignment with this program. Board members explained that this option was discussed in detail last year and pros and cons were considered. The free lunch option will be discontinued on 6/30/23. Membership to the National School Lunch Program may mean limited food and vendor options and would require other changes to be made within Food Services. Chair Kirkpatrick assured Ms. Garcia Segal that this option can be discussed again next year at the conclusion of the one-year contract with Whitson's.

## 13. ADJOURNMENT

**Motion** to adjourn. This motion, made by Jan Martin and seconded by Shane Manning, Carried. **Yea: 8, Nay: 0, Absent: 1(Krista Cherry)**

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Krista Cherry, BOE Secretary                      Date

Jenna McDermott, BOE Recording Secretary

# Somers Board of Education General Budget Treasury Warrant

Report # 81289

Check Batch: 53672  
Check Header: (N / A)  
Check Numbers: (First) - (Last)  
Check Dates: (Earliest) - (Latest)  
Cash Account Numbers: (First) - (Last)  
Bank Account Code: (N/A)  
Check Authorization Code: AP GB  
Minimum Check Amount: \$0.00  
Sorted By:  
Include Payable Information: No  
Include Payable Dist Information: No  
Include Authorization Information: Yes

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
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Approved by:

Date:

  
Stephanie Levin, Director of Business Services

6/22/23

53672	23246	06/26/2023	V60790	Alternative Access Assistive Technology	0.00	2,522.00
	23247	06/26/2023	V52670	Amazon Capital Services	0.00	4,064.45
	23248	06/26/2023	V60064	Angeloni Refrigeration, LLC	0.00	150.00
	23249	06/26/2023	V02141	Apple Inc.	0.00	89.95
	23250	06/26/2023	V51604	Awards & More	0.00	1,325.00
	23251	06/26/2023	V60312	Barnes Pools, Stones & Stuff	0.00	225.00
	23252	06/26/2023	V60784	Bloomfield Board of Education	0.00	3,004.35
	23253	06/26/2023	V21118	C.E.S.	0.00	668.00
	23254	06/26/2023	V61550	CareerStaff Unlimited	0.00	395.82
	23255	06/26/2023	V54308	Gale/CENGAGE Learning	0.00	19.22
	23256	06/26/2023	V00861	CIAC	0.00	125.00
	23257	06/26/2023	V61551	Cleaning Stuff	0.00	223.28
	23258	06/26/2023	V60057	Community Child Guidance Clinic, Inc.	0.00	8,778.75
	23259	06/26/2023	V60556	Connecticut Valley Artesian Well Co., In	0.00	3,113.74
	23260	06/26/2023	E01211	Corne, Don	0.00	251.00
	23261	06/26/2023	V00204	CREC	0.00	4,247.28
	23262	06/26/2023	E01282	Czerwinski, Scott	0.00	529.24
	23263	06/26/2023	V60416	DG Graphics	0.00	315.52
	23264	06/26/2023	V60032	Eastfield Glass Co., Inc.	0.00	270.00
	23265	06/26/2023	V62907	eFMLA	0.00	1,245.00

# Somers Board of Education General Budget Treasury Warrant

Report # 81289

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	23266	06/26/2023	V62893	Enabling Devices	0.00	178.95
	23267	06/26/2023	V00159	Eversource Energy	0.00	24,613.01
	23268	06/26/2023	V54168	First Student, Inc	0.00	216,441.17
	23271	06/26/2023	V61017	Frontier Communications	0.00	769.99
	23272	06/26/2023	V02758	Gengras Center	0.00	11,815.00
	23273	06/26/2023	V54081	Graduate Pest Solutions, Inc.	0.00	309.00
	23274	06/26/2023	V00511	Grainger	0.00	186.78
	23275	06/26/2023	V60800	Growth Company, The	0.00	280.00
	23276	06/26/2023	V62838	Hartford HealthCare Corporation SBO	0.00	13,695.00
	23277	06/26/2023	V51232	Hartford HealthCare/The Webb School	0.00	9,130.00
	23278	06/26/2023	V62833	Home Depot Pro, The	0.00	1,656.22
	23279	06/26/2023	V60090	High Grade Gas Service, Inc	0.00	1,277.36
	23280	06/26/2023	V54063	HSABank	0.00	162.75
	23281	06/26/2023	V61110	Laminex Inc	0.00	495.84
	23282	06/26/2023	V51979	Integrated Systems Services, LLC	0.00	3,364.70
	23283	06/26/2023	V00999	J.W. Pepper & Son, Inc.	0.00	360.98
	23284	06/26/2023	V51502	Jostens, Inc.	0.00	45.20
	23285	06/26/2023	V02625	K & S Distributors	0.00	237.47
	23286	06/26/2023	V61604	Kelly Refrigeration & Freezer	0.00	100.00
	23287	06/26/2023	E01252	Kelly, Olivia	0.00	251.00
	23288	06/26/2023	E00206	MacFeat, James	0.00	147.00
	23289	06/26/2023	V02898	MagnaKleen Services	0.00	108.61
	23290	06/26/2023	V02321	Midstate Battery	0.00	419.90
	23291	06/26/2023	V000005	Migliore, Joseph	0.00	400.00
	23292	06/26/2023	V53557	Mountain Tree Service Inc	0.00	1,500.00
	23293	06/26/2023	V62817	New England Turf Management	0.00	1,636.00
	23294	06/26/2023	V60104	Nixon Company Inc., The	0.00	216.60
	23295	06/26/2023	V60864	Pullman & Comley, LLC	0.00	1,693.50
	23296	06/26/2023	V61387	Shipman & Goodman, LLP	0.00	4,589.00
	23297	06/26/2023	V60616	Somers Public Schools	0.00	11,777.74
	23298	06/26/2023	V62844	Stepping Stones Group LLC, The	0.00	352.78
	23299	06/26/2023	V61537	Sunshine Tent Rentals LLC	0.00	2,372.00
	23300	06/26/2023	V21164	Unum Life Insurance Company	0.00	4,037.48
	23301	06/26/2023	V00548	USA Waste and Recycling	0.00	1,594.54
	23302	06/26/2023	V61140	Van Pool Transportation LLC	0.00	18,724.38
	23303	06/26/2023	V53413	W.B. Mason Co., Inc.	0.00	39.64
	23304	06/26/2023	V62867	WCSU	0.00	28.50

# Somers Board of Education General Budget Treasury Warrant

Report # 81289

Batch #	Check #	Check Date	Vendor Code	Vendor Name	Electronic Amount	Check Amount
	23305	06/26/2023	V61445	Willie Ross School of the Deaf, The	0.00	857.25
	23306	06/26/2023	V62810	Xerox Corporation	0.00	78.07
<b>Totals:</b>					<u>0.00</u>	<u>\$367,506.01</u>

59 Checks Listed.



# Somers Board of Education General Journal Register

Report # 81287  
Batch: 53635  
Transaction: N/A  
Show Summary Only: Yes

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
53635	\$367,506.01	Posted	Lbergamini	06/19/2023	Lbergamini	06/22/2023

General Ledger Distribution Summary						
Period, Fiscal Year	Account Number	Account Description	DTF Base	Over Budget	Debits	Credits
<b>June, 2023</b>						
<b>Generated Distributions</b>						
	10-000-0000-710-00-0-00000-000-0-00	ENCUMBRANCE CONTROL			454,340.57	0.00
	10-000-0000-720-00-0-00000-000-0-00	RESERVE FOR ENCUMBRANCE			0.00	454,340.57
		Total Generated Distributions			<b>\$454,340.57</b>	<b>\$454,340.57</b>
<b>User-Entered Distributions</b>						
	10-000-0000-241-00-0-00000-000-0-00	ACCOUNTS PAYABLE			0.00	367,506.01
	10-140-1000-611-20-5-00155-241-2-01	K-5 - GENERAL SUPPLIES		Yes	39.64	0.00
	10-140-1000-611-50-5-00873-241-2-01	SW - GENERAL COMPUTER SUPPLIES		Yes	488.86	0.00
	10-200-1000-611-30-5-00172-242-2-01	MA - MUSIC SUPPLIES			360.98	0.00
	10-200-2600-430-40-5-00396-722-5-01	HS - MUSIC MAINTENANCE			400.00	0.00
	10-280-1000-611-40-5-00206-242-2-01	HS - SCIENCE SUPPLIES			33.07	0.00
	10-400-2590-590-30-5-00017-123-1-04	MA - FORMS & PRINTING			215.02	0.00
	10-420-2790-580-40-5-00337-530-4-06	HS - ATHLETIC TRIPS		Yes	5,266.99	0.00
	10-420-3200-590-40-5-00597-880-7-06	HS - OFFICIALS		Yes	11,777.74	0.00
	10-420-3200-690-40-5-00595-880-7-06	HS - ATHLETIC SUPPLIES		Yes	125.00	0.00
	10-420-3200-690-40-5-00601-880-7-06	HS - ATHLETIC AWARDS			963.10	0.00
	10-460-1000-641-50-5-01673-220-2-01	SW - GUIDANCE TEXT			0.00	0.00
	10-480-2130-112-50-5-00319-412-3-02	SW - NURSE SUBSTITUTE		Yes	395.82	0.00
	10-500-2130-322-50-5-01693-251-3-02	SW - NURSE PROF DEV			502.00	0.00
	10-500-2210-580-40-5-00267-251-1-05	HS - TRAVEL/IN-SERVICE			529.24	0.00
	10-540-2400-690-40-5-00274-880-7-07	HS - GRADUATION		Yes	2,652.00	0.00
	10-540-3200-690-40-5-00602-880-2-07	HS - ACADEMIC AWARDS		Yes	45.20	0.00
	10-620-2600-430-20-5-01141-722-5-08	K-5 - BUILDING REPAIRS			2,864.30	0.00
	10-620-2600-430-60-5-00430-722-5-08	MA - BUILDING MAINTENANCE		Yes	650.40	0.00
	10-620-2600-430-60-5-00439-722-5-08	HS - BUILDING MAINTENANCE		Yes	270.00	0.00
	10-620-2600-430-60-5-00440-722-5-08	SW - EQUIPMENT REPAIR			419.90	0.00
	10-620-2600-430-60-5-00442-722-5-08	SW - GROUNDS KEEP			6,474.74	0.00
	10-620-2600-430-60-5-00444-722-5-08	SW - RUBBISH REMOVAL		Yes	1,594.54	0.00
	10-620-2600-430-60-5-00447-722-5-08	SW - GENERAL REPAIR		Yes	287.32	0.00
	10-620-2600-430-60-5-00801-722-5-08	SW - EXTERMINATING		Yes	309.00	0.00
	10-620-2600-430-60-5-01077-722-5-01	SW - COMPUTER MAINTENANCE			3,158.56	0.00

# Somers Board of Education General Journal Register

Report # 81287

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
53635	\$367,506.01	Posted	Lbergamini	06/19/2023	Lbergamini	06/22/2023
10-620-2600-613-60-5-00377-650-5-05		SW - CUSTODIAL SUPPLIES		Yes	2,225.58	0.00
10-640-2600-530-20-5-00363-642-5-04		K-5 - TELEPHONE		Yes	244.52	0.00
10-640-2600-530-40-5-00366-642-5-04		HS - TELEPHONE		Yes	428.66	0.00
10-640-2600-530-50-5-00367-642-5-04		CO - TELEPHONE			243.81	0.00
10-640-2600-620-60-5-00358-641-5-05		K-5 - ELECTRICITY		Yes	3,224.18	0.00
10-640-2600-620-60-5-00360-641-5-05		MA - ELECTRICITY		Yes	8,988.48	0.00
10-640-2600-620-60-5-00361-641-5-05		HS - ELECTRICITY		Yes	12,237.06	0.00
10-640-2600-620-60-5-00362-641-5-05		MAINTENANCE - ELECTRICITY			163.29	0.00
10-640-2600-690-60-5-00371-643-5-05		MA - PROPANE GAS		Yes	1,277.36	0.00
10-660-1000-730-50-5-00843-910-8-04		SW - CAPITAL OUTLAY TECHNOLOGY		Yes	888.43	0.00
10-660-2320-430-50-5-00454-830-5-04		CO - COPIER MAINTENANCE		Yes	9.73	0.00
10-660-2400-440-20-5-01011-830-6-04		K-5 - COPIER MAINTENANCE			68.34	0.00
10-660-2600-440-40-5-00840-722-6-08		SW - TRAILER RENTAL		Yes	100.00	0.00
10-720-2320-540-50-5-00025-134-1-04		CO - ADVERTISING			668.00	0.00
10-740-2310-330-50-5-00045-134-1-10		B.O.E. - OTHER PROF. SERVICES		Yes	7,527.50	0.00
10-740-2310-590-50-5-00648-134-1-10		B.O.E. - COMMUNITY RELATIONS		Yes	679.00	0.00
10-820-2800-200-50-5-00513-820-6-13		L.T.D.		Yes	4,037.48	0.00
10-820-2800-200-50-5-01228-820-6-13		SW - HEALTH SAVINGS ACCOUNT			162.75	0.00
10-840-2700-112-90-5-00333-522-9-12		SP ED - TRANSPORTATION AIDE			4,559.23	0.00
10-840-2700-510-50-5-00325-521-4-12		TRANSPORTATION - ELEMENTARY		Yes	92,546.86	0.00
10-840-2700-510-50-5-00326-521-4-12		TRANSPORTATION - SECONDARY			49,630.93	0.00
10-840-2700-510-50-5-00328-521-4-12		ADDITIONAL TRANSPORTATION		Yes	24,177.32	0.00
10-840-2700-510-90-5-00329-522-9-12		SP ED - VANS		Yes	52,185.48	0.00
10-840-2700-510-90-5-00332-522-9-12		SP ED - ADDITIONAL MILEAGE			6,798.74	0.00
10-880-1200-500-90-5-01707-955-9-14		SP ED - OOD SPEECH LGE SERV		Yes	4,655.28	0.00
10-880-1200-500-90-5-01708-955-9-14		SP ED - OOD OCC THERAPY SERV		Yes	420.00	0.00
10-880-1200-500-90-5-01709-955-9-14		SP ED - OOD PHY THERAPY SERV		Yes	352.50	0.00
10-880-1200-500-90-5-01711-955-9-14		SP ED - OOD COUNSELLING SERV		Yes	596.25	0.00
10-880-6130-561-90-5-00673-955-9-14		SP ED - TUITION			44,999.13	0.00
10-980-1200-330-90-5-01142-955-9-02		SPED - CONSULTANT FEES			857.25	0.00
10-980-1200-330-90-5-01674-955-9-02		SP ED - CONTRACTED SERVICES		Yes	2,522.00	0.00
10-980-1200-580-90-5-00272-251-9-05		SP ED - TRAVEL/IN-SERVICE			28.50	0.00
10-980-1200-611-90-5-01332-242-9-01		OCC. THERAPY SUPPLIES		Yes	178.95	0.00
Total User-Entered Distributions					\$367,506.01	\$367,506.01
Total for June, 2023					\$821,846.58	\$821,846.58
Grand Total for Batch # 53635					\$821,846.58	\$821,846.58

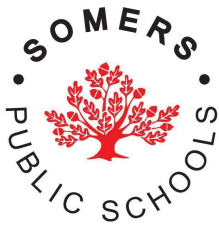
# Somers Board of Education

## General Journal Register

Report # 81287

Batch #	Control Total	Status	Created By	Created On	Last Updated By	Last Updated On
53635	\$367,506.01	Posted	Lbergamini	06/19/2023	Lbergamini	06/22/2023

226 Transactions Listed.



**Board of Education  
Administrative Report**

Title of Report: T-Eval Flexibilities for the 2023-2024 School Year

Board Meeting Date: June 26, 2023

☒

Action

☐

Report

☐

Information

☐

Discussion

Submitted by: Dina M. Senecal & Dr. Sam Galloway

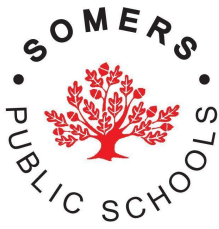
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**Executive Summary**

**Teacher Evaluation Flexibilities for the 2023-2024 School Year**

The CSDE is extending the 2022-2023 Flexibilities for Implementation the *CT Guidelines for Educator Evaluation 2017* for the 2023-2024 school year. Districts should follow the *CT Guidelines for Educator Evaluation 2017* for all other areas not described in the flexibilities.

The CSDE will provide LEA's with support and resources during the 2023-2024 school year to plan for implementation of the revised *CT Guidelines for Educator Evaluation 2017* beginning with the 2024-2025 school year.



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### **Flexibilities for Implementing the CT Guidelines for Educator Evaluation for the 2023-2024 School Year**

#### **Student Learning Indicators (45%)**

Teachers will develop *one student learning goal* with a minimum of two indicators or measures of accomplishment focused on:

- Social and emotional learning for students,
- Student engagement,
- Engaging families
- Cultural responsiveness
- Academic achievement

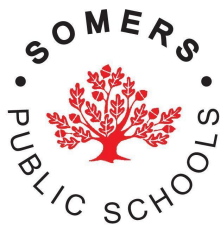
While only one student learning goal is required, teachers are able to develop more than two indicators or measures of accomplishment to expand areas of progress, growth or accomplishment addressed through one student learning goal.

Indicators or measures must be mutually agreed upon between teacher and evaluator during the goal setting process and could be demonstrated by implementation of school-wide, grade-level or individual strategies.

#### **Observation of Performance and Practice (40%)**

As the social and emotional well-being of students and staff will continue to be a priority, it is recommended that observations of performance and practice, site visits, and reviews of practice/artifacts be formative in nature, and take place more frequently and for shorter amounts of time throughout the school year for the purpose of providing feedback and support.

Written feedback from observations will use the pre-existing informal observation template. All feedback will be based on current, CSDE-approved rubrics, be formative in nature, and may include recommendations for professional learning.



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### **Observation Requirements for Teachers:**

- One formal observation, two informal observations and one review of practice for first year, Somers teachers.
- Three informal observations and one review of practice for second year teachers, and teachers who demonstrated Developing or Below Standard practice during the 2022-2023 school year.
- Two informal observations and one review of practice for teachers with more than two years of experience and who maintained Proficient or Exemplary practice during the 2022-2023 school year.

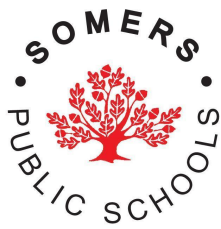
### **Stakeholder Feedback (10%)**

Engaging with families continues to be essential in supporting the social and emotional well-being of students and their academic learning. The CSDE is committed to supporting educators in their support of, and engagement with, the families of our students. It is recommended that educators prioritize the focus on implementing strategies for ongoing communication and engagement with families.

### **Whole- School Student Learning Indicators/Teacher Effective Outcomes (5%)**

Educators will focus on one of the following special areas of focus to support their professional practice and/or to support a school-wide area of focus, including, but not limited to:

- Social and emotional learning
- Providing equitable learning opportunities for all students
- Professional learning to improve practice
- Professional learning communities
- Best practices for hybrid and remote learning



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### **4-Level Matrix Rating System**

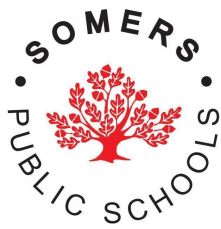
Summative ratings will be required for the 2023-2024 school year.

- End of year summative reviews shall include teacher/administration self-assessment, supporting documentation/artifact review and an end of year conference.
- Summative Ratings shall be determined by:
  - A holistic view of evidence in each component
  - Combining the rating for student learning goals and whole-school learning indicators/educator effectiveness/special area of focus for an Outcomes Rating,
  - Combining educators practice and stakeholder feedback for a Practice Rating and, Combining the the Outcomes Rating and the Practice Rating to a Final Rating aligned to one of the four performance designations
    - Exemplary
    - Proficient
    - Developing
    - Below Standard

#### **Example: Teacher Holistic Rating**



The reporting of aggregate evaluation ratings will be due to the CSDE.



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### Evaluation-based Professional Learning

It is recommended that Professional Learning needs be discussed during the goal-setting conference, and be reviewed as part of mid-year check-ins. This will ensure ongoing support as educators adapt and adjust to the potential for varied teaching and learning environments due to the monitoring of COVID-19 factors.

### Individual Improvement and Remediation Plans

Communication between evaluators, educators, and the exclusive bargaining representative should take place regarding the status of existing plans. Primary evaluators should provide formative documentation when developing a plan in consultation with the educator and exclusive bargaining representative.



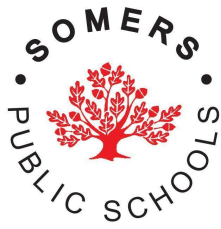
### **Definitions:**

**Informal Observation:** In-class observations less than 20 minutes, with verbal and/or written feedback within a timely manner.

**Formal Observation:** In-class observations of at least 20 minutes, with verbal and/or written feedback within a timely manner. Formal observations generally are the duration of ONE class period and include a pre and post observation meeting.

**Reviews of Practice:** Reviews of Practice/non-classroom observations include, but are not limited to, observations of data team meetings, observations of coaching/mentoring other teachers, student work, or other teaching artifacts.





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### NOTE:

Non-Classroom Based Educators, who are being evaluated using the SESS rubric, reviews of practice may be used in place of informal observations. Reviews of practice/non-classroom observations for non-classroom-based educators may also include, but are not limited to, diagnostic reports, summary of counseling strategies used and impact on student progress, evidence of supporting students with the most significant needs, summary of coaching and training provided for colleagues and impact of training.

Holistic Indicators of Student Growth: Student growth towards goal indicators should be measured through a holistic review of evidence, mutually agreed upon between the teacher and evaluator, which may include artifacts, district created formative assessments, student work samples/portfolios, student surveys, mastery-based demonstrations of academic achievement. Etc.

Measures of Accomplishment: Could be demonstrated by implementation of individual, grade-level, or school-wide strategies mutually agreed upon between the teacher and evaluator. The following are examples of demonstrating measures of accomplishment. This list does not preclude other methods that are mutually agreed upon.

- Evidence of implementing a new strategy throughout the year to address an identified area(s) of need;
- Evidence of analyzing data, developing and implementing strategies to improve learning for students with the most significant needs;
- Evidence of engaging parents throughout the year in supporting the learning process for students;
- Evidence of strategies implemented to increase the engagement of students in the learning process;
- Evidence of incorporating culturally responsive teaching strategies into daily lessons; or measuring academic achievement of students.

Mutual Agreement: Goals and corresponding indicators must be reached through mutual agreement between the educator and evaluator. Goals should be informed by a thorough review of available data including but not limited to baseline performance data, district and/or school-based goals, climate survey results, family and/or community feedback or SEL needs.

When the evaluator and the educator cannot agree on goal/objective, evaluation period, feedback or the professional development plan, follow the dispute resolution steps of the district's most recently approved CSDE-EESP.