

TOLLAND BOARD OF EDUCATION
Hicks Municipal Center
Council Chambers
Tolland, CT 06084

SPECIAL MEETING

7:30 – 10:00 P.M.

VISION STATEMENT

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

2018-2019 GOALS

- *Support and encourage specialized programs that can serve as alternatives to outplacement*
- *Support and encourage the development of tuition programs*
- *Support the implementation of Mastery Learning and Responsive Education initiatives*
- *Support and encourage Curriculum Development, and Teaching & Learning best practice*
- *Engage in the Strategic Prevention Framework*
- *Engage the Superintendent to explore and research shared service opportunities*
- *Engage Town, State, and Federal officials to discuss and advocate for education*
- *Foster the continued development of instructional technology*

AGENDA March 20, 2019

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

- March 13, 2019

C. PUBLIC PARTICIPATION (2 minute limit)

The members of the Tolland Board of Education welcome members of the public to share their thoughts and ideas at this time. When appropriate to do so, members of the Board and the administration may respond to comments during "Points of Information". However, in

consideration of those in attendance and in an effort to proceed in a timely manner, follow-up discussion may need to take place outside of the meeting setting.

D. CORRESPONDENCE

E. POINTS OF INFORMATION

F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson and Summer Zahid

G. SUPERINTENDENT'S REPORT

- G.1 New England Coach of the Year – Erin Reed (No enclosure)
- G.2 2019-2020 School Calendar
- G.3 Health Food Certification
- G.4 Letter to Legislatures on Governor's Budget (No enclosure)

H. COMMITTEE & LIAISON REPORTS

I. CHAIRPERSON'S REPORT

J. BOARD ACTION

- J.1 Policy 4144-Criminal Justice Fingerprint Retention
- J.2 Policy 5101- Restraint and Seclusion of Persons at Risk

K. PUBLIC PARTICIPATION (2-minute limit)

Comments must be limited to items on this agenda.

L. POINTS OF INFORMATION

Town Council Meeting – March 12, 2019

M. FUTURE

N. NEW BUSINESS

O. ADJOURNMENT

TOLLAND BOARD OF EDUCATION

Tolland Public Library
Library Program Room
Tolland, CT 06084

REGULAR MEETING – March 13, 2019

Members Present: Ms. Colleen Yudichak, Chair; Ms. Karen Moran, Vice Chair; Ms. Michelle Harrold, Secretary; Ms. Jane Pasini, Mr. Jeff Schroeder, Mr. Bob Pagoni, and Ms. Kate Howard-Bender

Members Absent: Ms. Christina Plourd, Mr. Sam Adlerstein

Administrators Present: Dr. Walter Willett, Superintendent of Schools, Mark McLaughlin, Business Director

A. CALL TO ORDER, PLEDGE OF ALLEGIANCE

Ms. Yudichak called the meeting to order at 7:37PM. The Pledge of Allegiance was recited.

B. APPROVAL OF MINUTES

- Regular Meeting – February 27, 2019

Ms. Harrold motioned to adopt the minutes of the February 27th Regular Meeting. Mr. Schroeder seconded the motion. All were in favor. Motion carried.

C. PUBLIC PARTICIPATION

Jackie Kolb, 34 Susan Drive, commented that she is here tonight to listen and learn. She knows some tough decisions have to be made and she is interested in what the Board has to say.

D. CORRESPONDENCE

- e-mail – received after the Birch Grove press release regarding volunteering to help
- e-mail - an article on regionalization
- e-mail – question regarding paraprofessional salaries compared to others in the DRG
- e-mail – considerations and suggestions for Birch Grove
- e-mail – question on salaries
- e-mails (3) – in support of the BOE budget
- e-mail – expressing opposition to contractual increases
- e-mail – inquiring about having students attend school in nearby districts while Birch Grove is under construction
- the Board has been forwarded e-mails that have been received by the Town Council

E. POINTS OF INFORMATION

Dr. Willett is collecting the questions and suggestions and will assemble them into a single e-mail to send to the Town Council through the Board.

F. STUDENT REPRESENTATIVES' REPORT – Fisher Thompson & Summer Zahid

- NHS has started sending recruitment letters for the coming year
- TYSCT Coffee House will be held on March 22nd in the THS cafeteria
- THS Music Concert – March 28th
- *Grease* - March 15th and 16th, the new course director Mr. Fields has really made this a great production, more than half of the tickets for the show have been sold

G. SUPERINTENDENT'S REPORT

G1. Monthly Financial Report - February

Dr. Willett reviewed attachment G1 and noted that the ECS payment was received. The February 2019 financial report shows an available balance of \$1,632,262 or 4.12% of the BOE's current budget. The BOE is anticipating spending the allocated budget by year-end in accordance with CGS 10-222.

G2. Sports Honors (no enclosure)

Dr. Willett recognized the following:

- THS Girls Soccer – went to the State Championship; congratulations to Coach Erin Reed
- THS Boys Cross Country State Championship; congratulations to Coach Brandon Elliott
- THS Tianna St. Louis was a State Runner-up – Indoor Track, High Jump
- THS Alex Sauter – State Indoor Track 3200m Run Champion
- THS Nathan Paolangeli, Killian McNamee, Alex Sauter, Stephen Sutton – State Runners-up, Indoor Track, 4x800m Relay
- THS Tianna St. Louis, Alex Sauter, Nathan Paolangeli, Killian McNamee, Stephen Sutton – will represent THS at the New England Indoor Track Championship
- THS Girls Lacrosse – Coaches Kate Tellers and Gail Otis; CAS/CIAC award for all they did to honor and pay tribute to a Suffield HS student who passed; award presentation at the Sports Information Night, THS, March 26th

G3. Policy 4144 – Criminal Justice Fingerprint Retention

Dr. Willett reviewed attachment G3.
The changes were based on information provided by the State.
This item will be on next week's agenda.

G4. Policy 5101 – Restraint & Seclusion

Dr. Willett reviewed attachment G4.
While the district has a regulation on this item it does not have a policy in place.
This item will be on next week's agenda.

H. COMMITTEE AND LIAISON REPORTS

Communications – discussion took place on the following items: Birch Grove (information may be found on the Birch Grove, district, and town websites; community meeting March 27th at 7pm), committee recommended that Dr. Willett continue the outreach and communication efforts both locally and with the State; information on Birch Grove is constantly evolving

CABE – Day on the Hill – March 20th

Town Council – discussion regarding staggered terms– more information will be forthcoming from the Town Clerk; roadwork is scheduled for Old Cathole Road

Negotiations – negotiations with the custodians begins in less than two weeks

Birch Grove Task Force - Birch Grove Foundation Community Meeting, THS Auditorium, March 27th, 7pm

Finance and Facilities – next meeting scheduled for Monday, March 18th to discuss the Birch Grove foundation issue

I. CHAIRPERSON'S REPORT

Dr. Willett completed the Q&A document for the Republican Town Council Caucus. The BOE/Town Council joint meeting to discuss the budget is scheduled for March 14th.

J. BOARD ACTION - none

K. PUBLIC PARTICIPATION

Jackie Kolb, 34 Susan Drive, commented that her 9th grader is excited to see *Grease* and enjoyed the assembly. She added that she likes that the notable achievements will be highlighted at meetings and is pleased about the staggered terms. Ms. Kolb is happy Old Cathole Road is being repaired. She inquired if the answers to the budget questions would be posted.

Dr. Willett noted that they have been posted on the Budget page (budget documents, 2nd option).

Ms. Kolb noted that she is a supporter of the town and schools. They operate on a "lean mean budget" and she does not believe the town or the school has a lot of "fat". She believes the Board has done its due diligence knowing that the budget will be presented to the Town Council and the community. She supports the budget and hopes it passes so Dr. Willett and the teachers get some support.

Diedre Goldsmith, 21 Marlboro Glade, commented that she supports the budget presented by the BOE. She assumes that the Board anticipates that there will be confusion among the voters who only know about the crumbling foundation and think that that is all they are voting on.

Dr. Willett commented that this is a great question to ask the Town Council and believes there will be two separate items – one for the budget and the other for the bonding on a single piece of paper.

Andy Powell, 21 Clearbrook Drive, commented that he is the Chair of the Tolland Technology Commission which is made up of five town residents with deep expertise in areas including: application networks, telephony, security, and infrastructure. When the district is addressing curriculum and other items, the Commission has the "brainpower" to assist and look at new ideas and methodologies. Members have experience in technology and education. Lastly, Mr. Powell noted that he supports the BOE budget.

L. POINTS OF INFORMATION

- BOE/Town Council Special Meeting – February 25, 2019
- Town Council Meeting – February 26, 2019
- BPG Foundation Task Force – February 28, 2019

M. FUTURE

- Dr. Willett will create programs for the Board members annually (this includes school tours)
- Pathways
- 21st Century Learning

- Strategic Prevention Framework
- Mental Health Services
- Budget
- Regionalization

N. NEW BUSINESS – none

O. ADJOURNMENT

Mr. Schroeder motioned to adjourn the meeting at 8:25 p.m. Mr. Pagoni seconded the motion.
All were in favor. Motion carried.

Respectfully submitted,

Lisa Pascuzzi
Clerk

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: 2019-2020 School Calendar Draft

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: March 20, 2019

ITEM SUMMARY:

Please see the Tolland Public School 2019-2020 calendar. The calendar provides for eleven Early Release days for professional development, curriculum, and organizational time for teachers and paraprofessionals (not including parent teacher conference days, and the last day of school). Early release days are useful for training and professional activities without having to acquire substitute teachers to cover classes. The ER days are organized on Wednesdays to maximize attendance.

A significant portion of professional development is front-loaded in the beginning of the school year before classes begin. Training implemented in the beginning of the year is crucial for phonics programs (such as Foundations) administrative programs (such as Power School products) and overall allows for a better opportunity to apply information and skills learned over the scope of the entire year, vs. having a workshop mid-year or later (for example, a program on Autism that provides information teachers can utilize right away). In addition, this practice is in accordance with Article 7, Section B of the Teacher Contract: *Four (4) days, and 5 hours and 15 minutes will be used for professional development prior to the start of the student school year. The Board agrees to provide one (1) full day and two hours in the afternoon of one of the days before students return, of uninterrupted teacher work-time/classroom preparation time.*

Vacation is aligned with the EASTCONN calendar, and April vacation is aligned to provide the maximum number of days in school. Tolland is a member of the EASTCONN Region or RESC (Regional Education Service Center) and it is recommended that it adhere to the regional calendar in accordance with CGS 10-66q.

FINANCIAL SUMMARY:

None unless a contractual day is utilized. As an example, a contractual day (such as Good Friday) would be about \$12,000.

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

When the BOE has executed the reading(s) needed:

- 1) Move to Action (J item #3)
- 2) Motion to accept the Tolland Public School 2019-2020 Calendar.

SUPPORTING MATERIALS ATTACHED:

2019-2020 School Calendar (Draft)

Tolland Public Schools
Dr. Walter Willett, Superintendent



Tolland High School
Tolland Middle School
Total Student Days: 181

Tolland Intermediate School
Birch Grove Primary School
Total Faculty Days: 188

School Calendar 2019-2020

August/September					Important Dates					
M	T	W	Th	F	Faculty In-Service - August 21-27	February				
19	20	21	22	23	First Day of School - August 28	M	T	W	Th	F
26	27	28	29	30	Labor day - September 2 (NS)	3	4	ER	6	7
NS	3	4	5	6	Columbus Day - October 14 (NS)	10	11	12	13	14
9	10	11	12	13	K – 12 Conferences - November 21 (ER)	NS	NS	19	20	21
16	17	18	19	20	K - 8 Conferences - November 22	24	25	ER	27	28
22	24	25	26	27	♦ November 22 - K-8 (NS)	(18 days)				
(22 days)					THS Full Student Day - November 22					
September/October					Thanksgiving Break -November 27-29(NS)	March				
M	T	W	Th	F	Winter Break - Dec 23- Jan. 1 (NS)	M	T	W	Th	F
30	1	2	3	4	Martin Luther King Jr Day - Jan 20 (NS)	2	3	4	PTC-ER	PTC-ER
7	8	9	10	11	♦ THS Mid-Semester Day - January 21	9	10	11	12	13
NS	15	16	17	18	THS No School (Tentative)	16	17	ER	19	20
21	22	ER	24	25	K-8 Full Student Day	23	24	25	26	27
28	29	30	31		♦ THS 1st Day 2nd Semester – January 22	(20 days)				
(23 days)					No School (Teacher Inservice) – January 29	March/April				
November					President’s Day - February 17 (NS)	M	T	W	Th	F
M	T	W	Th	F	February Break - February 18 (NS)	30	31	ER	2	3
				1	K-12 Conferences - March 5 (ER)	NS*	NS*	NS*	NS*	NS
4	5	ER	7	8	K-12 Conferences - March 6 (ER)	13	14	15	16	17
11	12	13	14	15	Spring Break - April 6-10 (NS)	20	21	ER	23	24
18	19	ER	PTC-ER	PTC ♦	Memorial Day - May 25 (NS)	27	28	29	30	
25	26	NS	NS	NS	Last Day of School - June 9 (ER)	(19 days)				
(18 days 9-12)					If the March 5 &/or 6 PTC are postponed they will be held on March 12 & or 13	May				
(17 days K-8)					[ER] Early Release not otherwise specified are for faculty inservice	M	T	W	Th	F
December					THS 7:15- 10:45 a.m.					
M	T	W	Th	F	TMS 8:00- 11:45 a.m.	4	5	ER	7	8
2	3	ER	5	6	BGP/ TIS 8:50- 12:45 p.m.	11	12	13	14	15
9	10	11	12	13	If there is a <u>school delay</u> on an ER day, that ER will be canceled and the school day will end at the normal dismissal time(s).	18	19	20	21	22
16	17	18	19	20	No School = NS	NS	26	27	28	29
NS	NS	NS	NS	NS	PTC= Parent/ Teacher Conferences	(20 days)				
(15 days)					NS = No School	June				
December/January					NSI – No School Inservice (for Teachers)	M	T	W	Th	F
M	T	W	Th	F	♦ Dates are TENTATIVE as they may change if snow/ emergency days occur during the first semester.	1	2	3	4	5
NS	NS	NS	2	3	*Snow/ Emergency Day Make Up (applies to any days as needed through end of June)	8	ER*	10*	11*	12*
5	7	ER	9	10		15*	16*	17*	18*	19*
13	14	15	16	17		22*	23*	24*	25*	26*
NS	21 ♦	22 ♦	23	24		(7 days)				
27	28	NSI	30	31						
(19 days 9-12)										
(20 days K-8)										

The last day of school is scheduled for Tuesday, June 9, 2020. Please note, where possible, snow or emergency days will first be made up through June days. If, however, such snow or emergency days push the last day of school potentially into the last week of June, days may need to be taken from April or other vacations as needed. According to Connecticut General Statute 10-15 and 10-259 the school year must be at least 180 days and cannot extend past the last day of June. The school calendar is posted on the Tolland Public Schools website at <http://www.tolland.k12.ct.us>

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Healthy Food Certification Statement 2019 - 2020

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: March 20, 2019

ITEM SUMMARY:

Section 10-215f of the Connecticut General Statutes allows public school districts (including the vocational-technical school system, charter schools, inter-district magnet schools and endowed academies) that participate in the National School Lunch Program to receive additional funding if food items sold to students meet the Connecticut Nutrition Standards. Eligible districts that opt for the healthy food certification are currently receiving 10 cents per lunch, based on the total number of reimbursable lunches (paid, free and reduced) served in the district in the prior school year. Last year the School Lunch program received \$14,920 for meals served in the prior 2016-2017 school year.

The three considerations for the vote by the board of education/governing authority are whether to implement the healthy food option and whether to allow food and beverage exemptions.

- Consideration 1 – Healthy Food Option: Pursuant to Section 10-215f of the C.G.S., the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2017, through June 30, 2018. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

- Consideration 2 – Exemption for Food Items: The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

Note: C.G.S. Section 10-221q addresses requirements for the sale of beverages to students in public schools, and allows exemptions if beverage sales meet specific conditions. Beverage exemptions are **not** part of the annual HFC Statement, which applies only to food sales. If the district chooses to allow beverage exemptions, the CSDE recommends that the board of education or school governing authority conducts the vote on beverage exemptions at the same time as the vote on HFC participation and food exemptions.

- Consideration 3 – Exemption for Beverage items: The board of education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales.

FINANCIAL SUMMARY:

.10 cents per lunch

Reimbursed \$14,920 for meals served in the prior 2016-2017 school year

We will receive the full reimbursement for the 2017-2018 year at the end of 2018-2019.

BOARD ATTORNEY REVIEW:

N/A

BOE ACTION DESIRED:

First reading, or if the board feels so inclined, move to action.

Recommended Motion: Move J3 to action, discussion, and vote.

Recommended Motion: *Motion to allow the Superintendent to support and authorize the 2019-20120 Healthy Foods Certification AND to allow for the exemption of Food and Beverage Items as well as other provisions as indicated in considerations 1,2, and 3.*

SUPPORTING MATERIALS ATTACHED:


None



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program

FROM: John D. Frassinelli, Chief 
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: January 28, 2019

SUBJECT: Operational Memorandum No. 05-19
Process for Submitting the Healthy Food Certification (HFC) Statement for
School Year 2019-20

This memo summarizes the requirements for submitting the 2019-20 HFC Statement to the Connecticut State Department of Education (CSDE). It also provides information on the Connecticut Nutrition Standards (CNS), HFC resources, and state beverage requirements.

Annual HFC Statement

Section 10-215f of the Connecticut General Statutes (C.G.S.) requires that each local board of education or governing authority for all Connecticut public school districts participating in the National School Lunch Program (NSLP) must **take action annually** to certify whether all food items sold to students separately from reimbursable meals will or will not meet the CNS. This includes all public schools, regional educational service centers, the Connecticut Technical High School System, charter schools, interdistrict magnet schools, and endowed academies.

For school year 2019-20, the HFC period is July 1, 2019, through June 30, 2020. All public school districts participating in the NSLP must submit the online Healthy Food Certification Statement (Addendum to Agreement for Child Nutrition Programs (ED-099)) by **July 1, 2019**. The vote by the board of education or governing authority on whether to participate in HFC must occur by July 1, 2019, or the district is ineligible for HFC during school year 2019-20.

HFC Application Process for 2019-20

The annual HFC Statement will be completed online in the CSDE's Online Application and Claiming System for Child Nutrition Programs (CNP System), as part of the district's 2019-20 application module for the U.S. Department of Agriculture's (USDA) Child Nutrition Programs. The 2019-20 module is expected to be available in the CNP System in **May 2019**. The CSDE will notify sponsors when the module is open and the HFC application module becomes available.

In the meantime, public school sponsors of the NSLP **must follow the procedures below** to ensure timely submission of the 2019-20 HFC Statement by the deadline of July 1, 2019.

1. Schedule the HFC votes at a meeting of your board of education or governing authority that occurs **before June 30, 2019**. The board of education or governing authority for each public school that participates in the NSLP must vote "yes" or "no" on whether to

implement the healthy food option, i.e., follow the CNS for all foods sold to students separately from reimbursable meals. **The motion and meeting minutes for the healthy food option should include the specific criteria for the healthy food option required by C.G.S. Section 10-215f, as indicated below.**

- **Healthy food option:** Pursuant to C.G.S. Section 10-215f, the board of education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2019, through June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

If the board of education or governing authority votes “yes” for the healthy food option above, the board of education or governing authority must also vote on whether to allow food exemptions. **The motion and meeting minutes for food exemptions should include the specific criteria for food exemptions required by C.G.S. Section 10-215f, as indicated below.** **Note:** If the board of education or governing authority votes “no” for the healthy food option above, a vote on whether to allow food exemptions is not required.

- **Food exemptions:** The board of education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

For more information, see the CSDE’s handout, *Exemptions for Foods and Beverages in Public Schools*.

2. Conduct the HFC votes at the scheduled meeting of the board of education or governing authority. **Maintain a copy of the meeting minutes** indicating the results of the HFC votes for the healthy food option and food exemptions, as outlined in step 1.
 - The meeting minutes must indicate whether the board of education or governing authority voted “yes” or “no” to implement the healthy food option, and must include the specific language for “Healthy food option” in step 1.

- If the board of education or governing authority voted “yes,” for the healthy food option, the meeting minutes must also indicate whether the board of education or governing authority voted “yes” or “no” to allow food exemptions, and must include the specific language for “Exemption for food items” in step 1.
3. In **May 2019**, when the CSDE notifies districts that the HFC application module is available, complete the online HFC application module and upload the meeting minutes indicating the results of the HFC vote. **Note:** The CSDE will e-mail school nutrition programs when the 2019-20 HFC application module of the CNP System is available. Instructions on how to access the HFC application module will be provided at that time. **Please do not access the CNP System prior to receiving this notification from the CSDE.**

For additional guidance on the HFC application process, review the CSDE’s presentation, [Application Procedures for HFC](#), and visit the “[Apply](#)” section of the CSDE’s HFC webpage.

Interschool Agreements for HFC Schools

A public school or district (recipient site) that receives meals under contract from a HFC district (providing sponsor) can choose to certify for the healthy food option and follow the CNS for all foods sold to students separately from reimbursable meals. This must be indicated in section 3 of the Full-service Interschool Agreement Form between the recipient site and the providing sponsor district.

In order for the providing sponsor to receive HFC payments for any recipient sites, the interschool agreement must be submitted to the CSDE by **July 1, 2019**. If the CSDE receives the interschool agreement **after** this date, the CSDE will **not** include the recipient site’s lunch counts in the total number of reimbursable lunches used to determine HFC payments for school year 2019-20. For more information, see CSDE [Operational Memorandum No. 4-19: Interschool Agreements for School Year 2019-20](#).

Schools must submit **hard copies** of the interschool agreements to the CSDE. Interschool agreements are not submitted through the CNP Online System. The interschool agreements for school year 2019-20 are available in the “[Interschool Agreements](#)” section of the CSDE’s [Forms for School Nutrition Programs](#) webpage.

Connecticut Nutrition Standards (CNS)

The CSDE did not make any changes to the CNS for school year 2019-20. For a summary of the CNS, see the CSDE’s handout, *Summary of Connecticut Nutrition Standards for Foods in Schools*. Additional information on the CNS is available on the CSDE’s [CNS](#) webpage. The CSDE’s [HFC](#) webpage provides numerous resources to assist districts with implementing HFC including:

- [Complying with HFC \(Presentation\)](#);
- [Ensuring District Compliance with HFC](#);
- [Guide to Competitive Foods in Schools](#);
- [Questions and Answers on Connecticut Statutes for School Food and Beverages](#);

- Requirements for Food and Beverage Fundraisers in Public Schools Choosing HFC;
- Requirements for Food and Beverages in Vending Machines in Public Schools Choosing HFC; and
- Requirements for Foods and Beverages in School Stores in Public Schools Choosing HFC.

State Beverage Requirements

As a reminder, the beverage requirements of C.G.S. [Section 10-221q](#) apply to **all public schools**, regardless of whether the district certifies for the healthy food option of HFC under C.G.S. Section 10-215f. This includes all public school districts, interdistrict magnet schools, charter schools, endowed academies, and the Connecticut Technical High School System. Additional information on the beverage requirements is available on the CSDE's [Beverage Requirements](#) webpage.

C.G.S. Section 10-221q addresses requirements for the sale of beverages to students in public schools, and allows exemptions if beverage sales meet specific conditions. Beverage exemptions are not part of the annual HFC Statement, which applies only to food sales. If a public school district chooses to allow beverage exemptions, the CSDE recommends that the board of education or governing authority conducts the vote on beverage exemptions at the **same time** as the HFC vote. If the district does not have a beverage exemption in place, noncompliant beverages can never be sold to students on school premises.

The motion and meeting minutes for beverage exemptions should include the specific criteria for beverage exemptions required by C.G.S. Section 10-221q, as indicated below.

- **Exemptions for beverages:** The board of education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the beverage sales.

For more information, see the CSDE's handout, [Exemptions for Foods and Beverages in Public Schools](#).

For questions or additional information, please contact Susan Fiore at 860-807-2075 or susan.fiore@ct.gov or Teri Dandeneau at 860-807-2079 or teri.dandeneau@ct.gov.

JDF:sff

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for School Nutrition Programs](#) webpage.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Policy 4144- CRIMINAL JUSTICE FINGERPRINT RETENTION

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: March 20, 2019

ITEM SUMMARY:

An update is required to Policy 4144 – Criminal Justice Fingerprint Retention.

- Those handling Criminal Justice Information are not required to be fingerprinted.
- The district cannot provide Criminal Justice Information to individuals or employees after the initial period. Information cannot be disclosed to the subject of the background or any other person after the decision is made regarding placement/employment.

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

Shipman and Goodwin reviewed the policy.

BOE ACTION DESIRED:

1. Motion to approve the changes to *Policy 4144 Criminal Justice Fingerprint Retention*

SUPPORTING MATERIALS ATTACHED:

Policy 4144

**TOLLAND PUBLIC SCHOOLS
TOLLAND, CONNECTICUT**

**BOARD POLICY
FINGERPRINT RETENTION**

REGARDING: 4144 CRIMINAL JUSTICE

**NUMBER: 4144
PERSONNEL**

APPROVED 10/11/2017

**ADMINISTRATIVE REGULATIONS FOR THE
USE AND DISCLOSURE OF CRIMINAL JUSTICE INFORMATION**

Each applicant for a position with the District shall be required to submit to state and national criminal record checks in accordance with the District's Employment Checks Policy and applicable law. In addition, certain volunteers may also be required to submit to state and national criminal record checks in accordance with the District's Volunteers Policy. All results and accompanying information shall be considered "Criminal Justice Information" or "CJI" (each as more fully defined herein) and shall be maintained, used and disclosed in accordance with these regulations.

A. Definition and Scope

For purposes of these regulations:

"Criminal Justice Information" or "CJI" means the results of any state or federal criminal records check of an employee, contractor or volunteer, any applicant or prospective employee, contractor or volunteer, and all copies thereof.

"Criminal Justice Information Officer" or "CJI Officer" means the individual appointed by the Superintendent to be responsible for the use, disclosure and safeguarding of CJI in the District, and to serve as the District's primary point of contact for matters relating to CJI and these regulations. The Connecticut Department of Emergency Services and Public Protection specifies that a Local Agency Security Officer "LASO" and a Terminal Agency Coordinator "TAC" be appointed. The Superintendent has appointed the following personnel:

LASO Officer is the Director of Informational Technology

TAC Officer is the Human Resource Generalist

“Permitted Individual” means an individual designated by the Superintendent, or his or her designee, who may access CJI. Permitted Individuals may include, but shall not be limited to, District human resources personnel, certain administrators and certain administrative staff.

These regulations apply to all CJI in the possession or control of the District, in any form or format, including but not limited to CJI incorporated or contained in correspondence, documentation or reports of the District.

B. Responsibility

The Superintendent shall appoint the District CJI Officers as specified by the Connecticut Department of Emergency Services and Public Protection as “LASO” and “TAC” officers.

C. Requesting Criminal Justice Information

The District shall request CJI from an employee, contractor, applicant or volunteer or potential employee, contractor or volunteer only as permitted or required by law or District policy.

D. Use of Criminal Justice Information

1) The Superintendent, or his/her designee, shall designate those individuals who shall be considered Permitted Individuals for purposes of these regulations. No other District employee or staff person may access or use CJI for any reason without obtaining prior written approval from a CJI Officer or his/her designee. A Permitted Individual shall use CJI only as permitted or required by District policy or law.

~~2) The District shall ensure that each Permitted Individual satisfies the applicable legal screening requirements prior to granting the Permitted Individual access to CJI, including:~~

- ~~• If the Permitted Individual is a resident of Connecticut, the District shall screen the Permitted Individual through a Connecticut and national fingerprint-based record check within 30 days of designation as a Permitted Individual; or~~
- ~~• If the Permitted Individual is not a resident of Connecticut, the District shall conduct state and national fingerprint-based record checks and follow FBI guidance regarding additional screening requirements.~~

The CJI Officer may consult with the Connecticut Department of Emergency Services and Public Protection on execution of the screening requirements.

3) The District may immediately terminate a Permitted Individual's access to CJI, with or without cause at the discretion of the Superintendent, CJI Officer, or their designees, and the District shall immediately terminate a Permitted Individual's access to CJI upon termination of the Permitted Individual's employment or contract with the District. The District shall reconsider a Permitted Individual's continued access to CJI upon any reassignment or modification to professional responsibilities.

E. Maintenance and Safeguarding

1) CJI shall be maintained in only the locations, files and information systems designated by the District (the "Controlled Areas"). The Controlled Areas shall be limited to only Permitted Individuals or other authorized personnel and locked when unattended.

2) The District shall restrict access to CJI to only Permitted Individuals. In the event the District determines that it is unable to reasonably restrict access in accordance with this Section, all CJI shall be maintained in encrypted format, in a manner consistent with then-current legal requirements and industry standards.

3) No District employee may remove CJI from a Controlled Area without prior written approval of the CJI Officer. In the event the transport of CJI out of a Controlled Area is necessary for a legitimate function or activity, the CJI Officer shall develop a protocol to ensure the protection the CJI while in transport and while outside of the Controlled Area.

4) The District shall implement the following safeguards for CJI maintained in paper format: (i) maintain paper records in a physically secure location; (ii) post notice of restricted access to paper records; and (iii) utilize an access log or sign-in sheet to record access to paper records.

5) The District shall implement safeguards required by the Criminal Justice Information Services (CJIS) Security Policy for CJI maintained in electronic format, including, but not limited to, the following procedures: (i) maintain CJI on secure electronic systems and media; (ii) position information systems in such a way as to prevent unauthorized individuals from accessing and viewing CJI; (iii) store electronic media containing CJI in a secure location; (iv) instituting access controls to limit access to Permitted Individual; (v) validate and authenticate information system users accessing CJI; (vi) develop protocols for configuration management and providing necessary access for system modifications and maintenance; (vii) provide the capability to detect and protect against threats to the integrity of CJI; (viii) develop parameters (including time stamps) for auditing electronic systems containing CJI; and (ix) institute media protection policies and procedures.

F. Disclosure of Criminal Justice Information

1) ~~Permitted Individuals may disclose CJI as follows:~~

~~(i) to District employees or staff upon prior written approval of the Superintendent, CJI Officer or their designees when, in their reasonable discretion, such disclosure is reasonably necessary for the performance of District function or policy and is consistent with applicable law;~~

~~(ii) to third party individuals or entities, including but not limited to advisors, attorneys and electronic and hard copy record and storage companies (each a "Recipient") when such disclosure has been approved by the Superintendent, CJI Officer or their designees, and is consistent with applicable law; and~~

~~(iii) as required or otherwise permitted by law.~~

2) The District shall log each instance in which CJI is disclosed pursuant to these regulations.

G. Security Incident Response.

1) For purposes of these regulations, "Security Incident" means the actual or suspected acquisition, access, use, or disclosure of CJI in a manner not permitted by these regulations or applicable law.

2) District employees and staff must immediately report a Security Incident to the CJI "LASO" Officer.

3) The CJI Officer shall investigate, collect relevant evidence and respond to all Security Incidents.

4) The CJI Officer will document each Security Incident, including, but not limited to, the details of the Security Incident, the District's response, the outcome, steps taken to mitigate harm to affected individuals, and any changes to District policies or security procedures to avoid reoccurrence of the Security Incident.

5) The District shall require in writing any Recipients to report to the District any Security Incidents without unreasonable delay after discovery of a Security Incident. The Recipient's notice to the District shall include: (a) the identification of each individual whose CJI has been, or is reasonably believed by the Recipient to have been, accessed, acquired, or disclosed during the Security Incident; and (b) other available information that the District reasonably requests with respect to its investigation or that the District is required to include in notifications to affected individuals or governmental agencies. The Recipient shall promptly update its original notice to the District as additional information becomes available.

6) The District shall notify affected individuals and/or appropriate government agencies to the extent required by law or as otherwise determined appropriate by the District in its reasonable discretion.

H. Auditing

1) The District shall implement audit and accountability controls to increase the probability of Permitted Individuals conforming to the requirements of these regulations and applicable law. At a minimum, the auditing and accountability controls shall generate sufficient information to establish, with respect to the access, use or dissemination of CJI, what events occurred, the sources of the events and the outcome of the events.

2) The CJI Officer shall review audit reports at least weekly. Audit reports that indicate potential inappropriate activity shall be investigated as a Security Incident in accordance with these regulations.

I. Record Retention

1) The District shall maintain CJI consistent with current record retention laws. Records containing CJI shall be stored for extended periods only when they are key elements for the integrity and/or utility of case files and/or criminal record files.

2) The District shall maintain audit records and any transaction logs for at least one year.

3) The District shall destroy all records containing CJI when the District is no longer required to keep CJI on file.

I. Disposal and Destruction of CJI

1) For paper records containing CJI, destroyed means the records shall be disposed of in a manner that makes the CJI unreadable, indecipherable, and otherwise unable to be reconstructed, including but not limited to shredding or incinerating the records.

2) For electronic media containing CJI, destroyed means the records shall be disposed of or wiped of CJI using one of the following methods: (a) sanitize (electronically overwrite the media with non-sensitive data at least three times), (b) purging (degaussing or exposing the media to a strong magnetic field in order to disrupt the recorded magnetic domains), or (c) for inoperable media, destroying the media (disintegration, pulverization, melting, incinerating, or shredding). In each instance, the method used shall render the CJI unreadable, indecipherable, and otherwise unable to be reconstructed.

3) The destruction of media pursuant to this Section shall be witnessed or carried out only by authorized personnel.

4.) The District shall document the destruction of media pursuant to this Section and the method by which the media was destroyed.

J. Training

1) The District shall provide awareness training and education on these regulations and the use, disclosure and safeguarding of CJI to all District employees and staff persons with access to CJI, in accordance with then-current District training and education policies and procedures, provided that such training shall be provided within six (6) months of initial engagement and no less than biennially thereafter. The District shall document the provision of all training and education provided hereunder.

2) The training shall address those topics required by then-current law or regulatory guidance.

K. Sanctions

Violations of these regulations shall be investigated by the District and may result in discipline or sanctions, up to and including termination of employment, all in accordance with then-current District policies and procedures and applicable collective bargaining rights and obligations.

Legal References:

Conn. Gen. Stat. 10-221d

Criminal Justice Information Services (CJIS) Security Policy, Version 5.4, United States Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Division, October 6, 2015.

SUPERINTENDENT'S AGENDA ITEM BACKGROUND

ITEM: Policy 5101-Restraint & Seclusion

ITEM SUBMITTED BY: Walter Willett, Ph.D., Superintendent

FOR BOE MEETING: March 20, 2019

ITEM SUMMARY:

State of Connecticut requires a Board of Education Policy on Restraint and Seclusion. This policy updates language and complies with that requirement. Once the policy is put in place, the regulation will be updated by the staff (Regulation 5101).

FINANCIAL SUMMARY:

N/A

BOARD ATTORNEY REVIEW:

Board attorney has reviewed and provided language for the policy.

BOE ACTION DESIRED:

1. Motion to approve the Restraint and Seclusion Policy 5101.

SUPPORTING MATERIALS ATTACHED:

Policy 5101

Tolland Public Schools
Tolland, CT

BOARD POLICY: REGARDING: RESTRAINT AND SECLUSION OF PERSONS
AT RISK

NUMBER: 5101 - STUDENTS

APPROVED / REVISED:

**PHYSICAL RESTRAINT AND SECLUSION OF STUDENTS AND USE OF
EXCLUSIONARY TIME OUT**

The Board of Education seeks to foster a safe and positive learning environment for all students. Board of Education employees will restrict the use of physical restraint and seclusion of students to emergency situations, in accordance with this policy and accompanying administrative regulations and applicable law. Physical restraint or seclusion of a student may be necessary in an emergency situation to maintain the safety of the student or another individual. The Board also regulates the use of exclusionary time out in accordance with this Policy and accompanying regulations and applicable law.

The Board of Education authorizes the Superintendent or his/her designee to develop and implement Administrative Regulations in accordance with this Policy and applicable law. The Board of Education mandates compliance with this Policy and the associated Administrative Regulations at all times. Violations of this Policy and/or associated Administrative Regulations by a Board of Education staff member or other individual working at the direction of, or under the supervision of, the Board of Education, may result in disciplinary action, up to and including possible termination of employment status and/or termination of contract for services.

Nothing within these regulations shall be construed to interfere with the Board's responsibility to maintain a safe school setting, in accordance with Connecticut General Statutes § 10-220. Under no circumstances shall employees or individuals under the supervision of the Board use corporal punishment with students or physically manage students for purposes of discipline.

Legal References:

Public Act 18-51, An Act Implementing the Recommendations of the Department of Education

Conn. Gen. Stat. § 10-76b

Conn. Gen. Stat. § 10-76d

Conn. Gen. Stat. § 10-236b

Conn. Gen. Stat. §§ 53a-18 to 53a-22

Reg. Conn. State Agencies. §§ 10-76b-5 to 10-76b-11

Other References:

Restraint and Seclusion: Resource Document, United States Department of Education, available at <http://www2.ed.gov/policy/seclusion/restraints-and-seclusion-resources.pdf>.

Understanding the Laws and Regulations Governing the Use of Restraint and Seclusion, Connecticut State Department of Education (July 2018).

Guidance Related to Recent Legislation Regarding Restraint and Seclusion, Connecticut State Department of Education (Revised, July 2018).

APPROVED:

REVISED:

MEETING MINUTES

TOLLAND TOWN COUNCIL HICKS MEMORIAL MUNICIPAL CENTER 6th FLOOR COUNCIL ROOM MARCH 12, 2019 – 7:00 PM

RECEIVED FOR RECORD
TOLLAND, CT

2019 MAR 14 PM 6:20

Sheila M Bailey

MEMBERS PRESENT: William Eccles, Chair; David Skoczulek, Vice-Chair; Brenda Falusi; Tammy Nuccio; John Reagan; Paul Reynolds and Christine Vincent

MEMBERS ABSENT: None.

OTHERS PRESENT: Steven Werbner, Town Manager; Heidi Samokar, Director of Planning and Development; Carla Tillery, Fitzgerald & Holiday, Inc.; Sheila Bailey, Town Clerk

1. **CALL TO ORDER:** William Eccles called the meeting to order at 7:00 p.m.
2. **PLEDGE OF ALLEGIANCE:** Recited.
3. **MOMENT OF SILENCE:** Observed.
4. **PROCLAMATIONS/PRESENTATIONS** - None.
5. **PUBLIC PETITIONS, COMMUNICATIONS, AND PUBLIC PARTICIPATION** (*on any subject within the jurisdiction of the Town Council*) (2 minute limit)

George Eldridge of Fish and Game Road: He is not getting enough information about the school. He wants to know if we are jumping the gun. Is the plan to try and repair the existing school, or build a new school? The population is shrinking, so will they be looking into building a smaller school? If they can't bring in new businesses to this town, then we need to cut somewhere.

Mr. Eccles said they are not talking about repairing the school, they are talking about rebuilding. As for school populations, etc., he believes the BOE has extensive data on their website. With regard to bringing in businesses, it is not up to them whether businesses decide to come to town. They are in the process of doing the Plan of Conservation and Development, which will guide the Planning Department, as well as the PZC, in their creation of regulations, etc. which can affect whether businesses like to come here or not. Mr. Werbner added that there will be community conversation at the high school on March 27th where information will be provided regarding the school.

6. **PUBLIC HEARING ITEMS**

- 6.1 Consideration of a resolution to create an Agriculture Fund Account Ordinance.

Mr. Werbner advised that the Agriculture Commission lacks a mechanism to accept donations or to do fundraisers. At its February 4, 2019 meeting, the Commission asked staff to forward the proposed ordinance to the Town Council for its consideration. It would establish a fund that allows the Commission to deposit funds that will carry over year-to-year, outside of the general fund.

Tammy Nuccio moved to open the public hearing; Seconded by Brenda Falusi. All in favor. None opposed.

Joe Matteis, Chair of the Ag Commission: He said the Ag Commission is in the process of doing some things, and they don't have any money to do them. They are in the process of organizing a farm-to-table fundraiser for this Fall. They are working with Human Services on that, since they have no way of collecting funds or spending funds. They don't want to have to ask to have it added into the budget. They also maintain some properties around town (ex. Campbell farm), and they have no money coming in for maintenance on those, but they are required to pay for any building repairs or maintenance that needs to be done. This would be a valuable resource for the Commission.

David Skoczulek moved to close the public hearing; Seconded by Christine Vincent. All in favor. None opposed.

David Skoczulek motioned to accept the following resolution:

BE IT RESOLVED that the Town Council hereby creates an Agriculture Fund Account Ordinance.

Seconded by John Reagan. All in favor. None opposed.

7a. **REPORTS OF BOARDS AND COMMITTEES RESPONSIBLE TO THE COUNCIL:** None.

7b. **REPORTS OF TOWN COUNCIL LIAISONS:** **Brenda Falusi, PZC:** There was a public hearing to create a new lot on Florence Drive, which has been continued until April 8th. There was a special permit to change a nonconforming retail use to another nonconforming use. Jerry's Barber Shop is planning to move into the old bike shop, and his wife's salon will be downstairs. The next meeting will concentrate on the POCD, and the focus will be on housing. **Tammy Nuccio, EDC:** Steve Williams was present at the meeting, and asked them to support his initiative to grade and prepare his site on the east side of TVA. He now needs to go in front of the PZC. They spoke about the Genovesi construction project on Gerber Road. With regard to the forum with business owners, and various departments, it was suggested that they wait until the new Town Manager is in place before that happens. **Birch Grove Task Force:** Minutes are available on the website. If there are any questions, residents can contact the Town Manager or Superintendent. A community meeting will be held on March 27th at the high school. **Karen Moran, BOE:** The BOE meeting tomorrow night is in the Library Program Room.

8. **NEW BUSINESS (ACTION/DISCUSSION ITEMS)**

8.1 Consideration of a resolution to endorse the Draft Report of the Eastern Gateways Study.

Mr. Werbner read his item summary: Over the past three years, the Capitol Region Council of Governments (CRCOG) has led the Eastern Gateways Study to identify solutions to address growing traffic demand along corridors that lead to the University of Connecticut. The towns of Bolton, Coventry, Mansfield and Tolland, along with UConn, participated in the study. The study makes short- and long-term recommendations to improve travel options for drivers, pedestrians, bicyclists and transit users. Heidi Samokar served on an Advisory Committee to review findings and prioritize recommendations. Key recommendations related to Tolland include providing pathways along the Route 195 corridor and forming a regional committee to address event traffic. Two public meetings on this project were held in Tolland – one at an initial stage of the project and a second one that reviewed findings and initial recommendations. The Planning and Zoning Commission has been kept apprised of this plan and the chair participated in a number of the committee meetings. Ultimately the Study will be adopted by CRCOG. Prior to its adoption, each participating Town must endorse the plan. He recommends that the Town Council endorse the plan.

Carla Tillery from Fitzgerald & Holiday, Inc. summarized what was included in the plan, and what the study included. This is a planning level document. A lot of the items suggested in the plan still need future design, engineering, etc. They are looking ahead and at all possibilities. They would like for the Town Council to adopt this plan. Ms. Samokar added that by the Council endorsing this plan; it does not put the town on the hook for any

money. Ms. Tillery added that tonight is about supporting these recommendations for making future decisions. There is zero financial commitment by endorsing this plan.

Ms. Falusi thanked Heidi Samokar, Gary Jalbert, Scott Lappen and Steve Hurlburt for their participation and assistance in putting this together.

David Skoczulek motioned to accept the following resolution:

WHEREAS, the Capitol Region Council of Governments undertook an effort to develop an implementation and strategy plan to address current and long-range intermodal travel and community quality of life issues along the sections of Route 195 and Route 44 corridors that lead to and from the UCONN Storrs campus; and

WHEREAS, the study process included a variety of opportunities for public and stakeholder involvement and inputs to guide the project; and

WHEREAS, the study investigated potential impacts on the Title VI and Limited English Proficiency populations; and

WHEREAS, regional and local stakeholders were engaged throughout the study process; and

WHEREAS, the public had sufficient opportunity to offer input on study findings in accordance with CRCOG's Public Participation Plan; and

WHEREAS, the study team determined several locations along Route 44 and Route 195 for potential improvements based on public inputs and existing conditions;

NOW THEREFORE BE IT RESOLVED THAT, the Tolland Town Council does hereby endorse the Draft Report for the Eastern Gateways Study, dated March 2019.

Seconded by Brenda Falusi. All in favor. None opposed.

8.2 Appointments to vacancies on various municipal boards/commissions.

8.2.a Appointment to Non-Profit Housing Corporation

David Skoczulek motioned to appoint the following:

Nancy Orris of 61 Lamont Lane to the Non-Profit Housing Corporation, term 07/01/14 – 07/01/19; and **Sheri Sullivan of 27 Ellen Drive** as an alternate member on the Agriculture Commission.

Seconded by Brenda Falusi. All in favor. None opposed.

9. **OLD BUSINESS (ACTION/DISCUSSION ITEMS)**

9.1 Consideration of a resolution to adopt a Staggered Terms Ordinance and the setting of a Public Hearing thereon for March 26, 2019.

Sheila Bailey explained the transition of moving to the staggered terms:

At the November 5, 2019 municipal election: six (6) Board of Education members shall be elected to two-year terms and three (3) Board of Education members shall be elected

to four-year terms. A chart was provided outlining the next five (5) elections. In 2021, they will be voting for three (3) four-year terms and three (3) two-year terms to be in compliance with the Charter changes.

Ms. Nuccio voiced concern about how the transition year would work, and reviewed the following wording from the proposed resolution: *"Each political party may nominate and each registered voter shall vote for no more than three (3) two-year terms and two (2) four-year terms."* She said if that is the case, in the first election they will run six (6) two-years, with each party only nominating three, which means everyone who runs will get elected. The transition year will need to be reworded. Ms. Bailey will speak with the town attorney regarding this. It was decided that this item would be tabled. Mr. Reynolds asked to see a calendar outlining the deadlines they are running up against to get this in place.

10. REPORT OF THE TOWN MANAGER (A WRITTEN REPORT SHALL BE PROVIDED THE 1ST MEETING OF THE MONTH ONLY): Mr. Werbner reviewed upcoming meeting dates:

March 13: Review the General Government budget in Council Chambers;
March 14: Budget discussion with the BOE and Council in the Library Program Room;
March 19: Public can give comment to the Council on the budget in Council Chambers;
March 21: Town Manager's public hearing on the budget in the Library Program Room;
March 26: Town Council adopts budget at @ 6:00 p.m. in Council Chambers;
March 27: Birch Grove discussion at the High School @ 7:00 p.m.; and
May 7: Referendum on the budget, and possibly a referendum on Birch Grove School.

Mr. Reynolds asked what the situation is with the firehouse's cracking foundation. Mr. Werbner said they are in the process of evaluating that now, and core testing is being done. They should have the results in the next couple of the weeks. The potential repairs will not be as severe as Birch Grove; it would be more in line with a residential home. Once they find out what the situation is, and the cost, they may want to convene a study on the expansion and improvements of the firehouse.

Ms. Nuccio asked what they need to do next regarding the plastic bag issue. Mr. Werbner said they may want to wait until the state legislature convenes and completes their work to see what they will do. They may impose something, which will be around June. Then, they may want to convene some type of community meeting with businesses and interested residents. He advised that Mansfield has adopted an ordinance, which they have copies of.

11. ADOPTION OF MINUTE

- 11.1 February 25, 2019 Special Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Brenda Falusi. All in favor. None opposed. David Skoczulek and Christine Vincent abstained.
- 11.2 February 26, 2019 Regular Meeting Minutes: David Skoczulek moved to adopt the minutes; Seconded by Tammy Nuccio. All in favor. None opposed. John Reagan and Christine Vincent abstained.

12. CORRESPONDENCE TO COUNCIL: The Council is in receipt of 21 emails regarding the budget; and one e-mail regarding tolling.

13. CHAIRMAN'S REPORT: None.

14. COMMUNICATIONS AND PETITIONS FROM COUNCILPERSONS: Ms. Nuccio asked if they can pass an ordinance regarding the tolls. Mr. Werbner said not really. The ordinance would not take precedent.

Ms. Nuccio asked about Old Cathole Road. Mr. Werbner said they are going to go out for bid sometime this summer. The question is whether they will be able to start their work before school. Once the spring comes, they

will repair the major potholes. Mr. Werbner advised that the DOT will be starting their work again by the Mobil at the end of March.

Ms. Falusi commented that the North Central Tourism District never received their funding, so the three different districts have been disbanded. There will be no meetings until the funding gets passed through to the districts.

15. **PUBLIC LISTED PARTICIPATION** *(on any subject within the jurisdiction of the Town Council)*
(3 minute limit)

George Eldridge: He doesn't believe they should endorse the plan. It allows them to get their foot in the door. With regard to the budget, he asked if the budget will be adopted before decisions are going to be made on the school. He is confused on what they are thinking. They are pushing so fast. Where are they getting the money? He wants them to use common sense and restraint.

Mr. Werbner said there is nothing in the budget for the next fiscal year for the school. The State is absorbing any expenses that Tolland is incurring up until the point in time that we adopt a referendum regarding a bond issue to pay for our share of the cost. So, any of the planning being done now, is being paid by the State of Connecticut. They also said that they will be willing to pick up some of the engineering reports that were done prior. The impact of the Birch Grove School will not impact our budget until the following fiscal year.

16. **ADJOURNMENT:** David Skoczulek moved to adjourn the meeting; Seconded by Brenda Falusi at 8:12 p.m. All were in favor.

William N. Eccles
Town Council Chair

Michelle A. Finnegan
Town Council Clerk

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:32 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Budget

From: jaime holder [jallegro@hotmail.com]
Sent: Tuesday, March 12, 2019 10:17 AM
To: Town Council
Cc: jaime holder
Subject: Budget

Good morning,

I spent a good portion of the weekend reviewing the town and BOE budget and I would first like to thank all of you for volunteering discretionary effort on behalf of our town. This is a daunting task and Tolland has some huge hurdles to overcome. With that said, I will try to provide my personal feedback about where I think those cuts should be made.

In reviewing the budgets, something that really struck me was the volume of data. The town manager's budget, accounting for roughly 20% of expenditures, is over 300 pages. The BOE budget, where we spend most of our money, is just over 60 pages. Needless to say, I still have many questions about the NEED for that money. Needs vs wants is where we all should be at this point. Several years ago, the Superintendent introduced his lighthouse concept. Unfortunately, at this point, with our current circumstances of reduced ECS, the need to rebuild Birch Grove, and unfunded mandates/contractual obligations, I feel like we need a lifeboat rather than a lighthouse. In my opinion, the business academy, the new reading program etc are wants, not needs. They should go. I have significant concerns about the explanation of our special education program as well. In the BOE global appendix, the line item for payroll for certified special ed (48.93 FTEs) increases by \$554,000. The payroll for certified regular ed (163.16 FTEs) increases by \$505,722. How is it possible the special ed payroll would increase that much without adding new positions? I will be addressing these concerns with the BOE as well. I appreciate the questions many of you raised at the last joint meeting- I hope that they are answered so we all can understand where these dollars are being spent. No one wants to cut education spending but I think this is the year that we really need to tighten our belts. We will see lower revenue with the reval next year, more cuts to ECS funding and potentially more of the teachers pensions.

Thank you, Steve, for the comprehensive budget on the town side. It is very easy to understand. My suggestion for cuts on the town side would be to hold off on hiring an engineer. While I am sure it would be beneficial, we have done without for a long time and I would classify this as more of a want than a need. In addition to the added salary, we would also be adding a benefits package for this employee bringing more cost to the town. Also, while the CERT training budget is quite minimal, the increase this year is substantial and I would look to see if that could be mitigated. I am happy to see the increased stipend for the firefighters- it is long overdue.

In closing, I would like to bring your attention to our town's demographic. Over 20% of residents are over the age of 60. We provide minimal services for these residents and many are on a fixed budget. Many older residents stay in town because their kids and grandkids are here. When I see the significant tax increases over the last 5-6 years, I wonder how long we will be able to keep these residents in town.

I very much appreciate you taking my suggestions into consideration and again I thank all of you for your time and effort.

Sincerely,
Jaime Holder
16 Peter Green Rd.

Sent from my iPhone

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:32 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Budget for Referendum

From: Diane Clokey [dbclokey@gmail.com]
Sent: Tuesday, March 12, 2019 7:09 AM
To: Town Council
Cc: Yudichak, Colleen; Moran, Karen; Adlerstein, Sam; Michelle Harrold; Kate Howard-Bender; rpagoni@tolland.k12.ct.us; Jane Pasini; cplourde@tolland.k12.ct.us; jschroeder@tolland.k12.ct.us
Subject: Budget for Referendum

Dear members of the Town Council:

We are writing to ask you to support the proposed FY 2019-20 Board of Education budget. This community needs your leadership in protecting and enhancing our most valuable asset, one of our community's largest employers and the place where the future is built. No asset ever grew by failing to invest in and maintain it and recent years of such failures have been harmful; perhaps most notably the 2017-18 FY when the possibility of having to "send back" more than a million dollars of education funds hung over the BOE until at least February (We lost track after that; the damage had been done.).

This budget demonstrates Tolland's willingness to collaborate with other communities while maintaining our own identity; this is exactly the stance we will need as state and municipal problem-solving develops. We hope that Tolland will be seen as an innovative, stable partner with a vision for the future. Please give this community a chance to vote on such a plan.

Thank you for your consideration and your time,

Diane & David Clokey
29 Tolland Farms Rd

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:33 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: 19/20 Proposed Town Budget

From: Deb G [djgoetz15@gmail.com]
Sent: Monday, March 11, 2019 11:49 PM
To: Town Council
Subject: 19/20 Proposed Town Budget

Hi - I know you've all done enough reading this weekend, so you absolutely do not need to read this. I just feel it would not be appropriate to vote no without saying something first.

1) No to 5.43% mill rate/tax increase. Personally, I am willing to pay what is necessary to make up for what is lost in state funding to the town and to maintain current services to the extent necessary and possible. With the financial uncertainty facing the town with the impending rebuilding of Birch Grove and possibly the Fire House, this is not the time to impose the highest mill rate increase in recent history. I fear too high a proposed mill rate increase for referendum will cause people to vote no on not only the budget, but also the bonding referendum for BGP.

2) Why are the Teacher Retirement contributions part of the Town budget under Capital Improvements and Debt Service? My understanding was that this is a portion of the current amounts due and will be an ongoing expense so I would have expected it to be in the Board of Education budget under line 197 - Pensions/OPEB or even as a new line item. It's part of the expense of having teachers and something that should be taken into consideration by the BOE as more and more teachers are added and as the next contracts are negotiated.

3) pg 116 - Engineering services - I can definitely understand the need for a FT Tolland employee, but could it be put off for 4-6 months, if not the full year, to save some of that additional \$75,000?

4) Fund balance - not a fan of it being used to make larger annual budget increases possible as Walt and Sam seem to want, but definitely for one-time expenses (ie any upfront expenses which now need to be moved up to Year One related to Birch Grove and the Fire House foundations, and needed Capital Improvements without increasing the General Fund Contribution this year)

5) Bulky/Metal - Last year I was on the side of keeping one pick-up as a community service. On page 135, I see that the cost is \$27,000 and last year 1600 residences took advantage of it. That seems like a good participation rate and a great deal for those who used it, as opposed to \$32 for up to 4 items arranged and paid directly through Willi Waste. Would it be possible to still arrange for a town-wide bulky/metal unlimited pick-up, but charge \$20 - \$25 per participating residence? Even if fewer households participated, you should be able to recoup the cost of the service.

6) Converting internal lighting at the schools (pg 239) does not seem to come from the General Fund, so putting it off would not result in any savings for mill rate increase, correct? While it will result in long term savings, it is a large amount to be spending in 19/20 with all else we are facing, so if it would save anything, please consider holding off a year.

7) Reduce Library hours slightly? I know that's been discussed in the past and not been popular, but this is an unusual year. TPL is open 54 hrs/wk. Willington is open 42 hrs, Mansfield 50, and Coventry 43.

8) Volunteers - The Adopt-A-Spot displays throughout town are one of my personal favorite things about Tolland. The businesses and organizations who maintain the areas do a beautiful job. We have many residents and businesses in town who are willing to be generous with their time and/or money. Are there other ways to harness that and save a little in the budget? I don't see many areas and the effort may not be worth the small savings.

a) Campbell Farm maintenance (pg 97) \$1200 is budgeted - could volunteers do that?.

b) Cemeteries - \$15,000 for trimming and mowing - we have lots of lawn care and landscaping businesses in town - would they donate any services for this?(although says separate account pays for it, so is this actually self-funded already?)

c) New playground at Rec Center - could volunteers reduce the cost of installation? Maybe ask Tolland Cares to round up help. (although, again, doesn't seem to be Gen Fund expense?)

d) Re-painting Arts Center - could volunteers assist a local professional to reduce costs?

e) Library - advertising for a PT circulation clerk for \$20.87/hr = \$13,000+/yr .Could that be reclassified for lower pay for a high school student? It's evenings and weekends. Or could it be filled by volunteers for a year?(I'd volunteer for some hours)

f) Library - Campaign to donate a book or magazine subscription in someone's honor to just help with that \$33,000 line item for just next year.

(Not your purview, but the schools might also benefit from a more robust volunteer program. When my children were at BGP, the Reading Dept ran an "intervention" program with parent volunteers. The BGP Resource teachers also used parent volunteers in their reading program. There was also a special group of reading paraprofessionals, where you can have 3 or 4 for the cost of a teacher. While professional Interventionists/ Specialists are, of course, needed, the programs can be supplemented with volunteers. For the past 5 years, I have been volunteering in a reading program run by CRT in Manchester and Vernon working one-on-one with 1st and 2nd graders on sight words, fluency and comprehension.)

9) BOE 1% Fund. My understanding is that the 17/18 amount has not yet been transferred to the BOE accounting. I suggest that the Board not request the transfer and that instead that \$393,000 is used to offset 1% of their requested increase. Once it goes into the 1% fund, it would not be available to use for normal budgetary needs. Property taxes should not be used to fund their increase when other money is available.

10) NO to \$40,824,106 for BOE budget - a \$2,710,985 2 yr increase from actuals of 17/18.

a) We've heard many times that 17/18 was an unusual year with a late approved budget and concern about what else the state might do. Please be sure to read Dr. Willett's 10/10 /18 memo (pages 31-

33 <https://ecode360.com/documents/TO1208/public/460257810.pdf>) though, which explains why each category was under budget - most of it had nothing to do with the crazy budget year. Several line items simply had more appropriated than was ultimately naturally needed. Only \$288,668 out of their remaining \$1,224,317 was returned to the Town.

b) While staffing is technically being increased by 1.5 positions , 5 classroom teaching positions are being eliminated due to enrollment. Instead of a net reduction of 3.5 in staffing though, another 5 new positions are being created - 3 "Reading Academy" and 2 Math Interventionists (chart in 1/7 Supt presentation at workshop). Not adding a few of those next year would actually save \$\$ which could help offset the TEA 19/20 3.46% salary increase which the Supt had been advised back in 16/17 might cause budget issues by 19/20 or could fund the Asst Supt/Curriculum Director position. According to the salary schedule for 19/20, there appear to be 3 Math and 6 Reading specialists now, along with 14.5 regular ed paras, so not adding the full 5 new positions should not lead to an educational crisis.

c) There are line items which appear to be over-budgeted when looking at the past 3-5 yr actuals. It's unfortunate all previous BOE budgets and supporting documentation were removed from their website in

January, but I would think they still have access and could make adjustments. It may not add up to much, but every bit helps. The BOE is also refusing to show their 18/19 Estimated Actuals as the Town budget shows (pgs 38-40) (or projected expenditures as other towns label the column).

d) The new "Business Academy" students do not "need" new laptops for 24/7 access. That is a want.

e) Increasing a previously discussed Curriculum Director position to an Asst Supt position also seems to be a "want". Sam said something along the lines of - they're already adding a position so what's another 10% to make it a higher pay grade? Another 10%, Sam. And most likely even more when you factor in benefits. Dollars matter.

f) Although they had such a large unexpended balance for 17/18, an increase was still requested and approved for 18/19. Before the ink was even dry on the 18/19 budget, the Supt/BOE already knew they had enough extra money for the year ahead to add a new Supervisor of Special Services (\$120,000+ in salary/benefits) which had not been in the budget.

g) Enrollment is decreasing. Every year.

h) Taxpayers need to see a 3-5 year plan from the BOE/Supt. Just in the past few years, we have added All Day K, Open Choice, LEAP, Tolland Business Academy, and now a Reading Academy, hired more Supervisors and converted Behavioral specialists from consultants to TPS employees, changed reading, writing, and math programs, and added hundreds of new Chromebooks and computers. Every September we hear what great shape the schools are in and every February we hear how "dire" the situation is. So what is coming up next in the land of Tolland Public Schools? What is our next "Academy" What will 20/21 "needs" be?

It is unfortunate that you are all put in this position, but you were elected to represent the interests of the entire town and not just one aspect - the schools. As important as quality schools are for a town, it is not the only feature which makes a town livable. Tolland must remain affordable for all residents and continue to provide necessary town services for all ages. As difficult as it will be, please reduce the increase substantially.

Thank you again for the time and energy you are putting in on behalf of all Tolland residents,
Deb Goetz

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:33 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Board of Education Proposed Budget

From: Kenneth J Trice [kennytrice@hotmail.com]
Sent: Monday, March 11, 2019 9:58 PM
To: Town Council; Steve Werbner
Subject: Board of Education Proposed Budget

Greetings Town Council Members and Town Manger.

First, allow me to thank each of you for your service, hard work and dedication to our Town of Tolland. Second, it does not go unnoticed that you are steering the Town through what will be undoubtedly remembered as a very difficult period in its history. I applaud your continued efforts and they are most appreciated.

As we wrestle with various challenges, such as crumbling foundations, cuts in state aid, a state directive allocation of teacher pensions, a search for a sustainable business model, high property taxes, care for our seniors, to name a few, we are at that point in time when another ingredient will impact us. The Board of Education's proposed budget for the upcoming school year. Needless to say, this will elicit strong emotions on both sides of the topic. But, it is something we will have to deal with. As a tax payer, I am starting to realize that monthly, my taxes will soon match that of my mortgage! Consequently, the easy path for me, given I no longer have children in the school system, is to reject any increases to my taxes associated with the school. That's also human nature. Protect my world, forget everyone else and let them fend for themselves. Me first, I call it. It's natural, it's human.

However, I will support the Board of Education's proposed budget, as presented by the board. The elected folks who sit on the Board of Education are my neighbors and they are like me. They are not in favor of seeing their taxes go up. But, expenses will for the most part always go up, just like oil, food, cars, etc. The Board members work hard to find ways to cut to reduce spending. And what they do is not easy. I watched first hand as constant cuts in education impact my youngest daughter Alexis. Her older sisters Daniele and Karrington were able to enjoy many trips, classes and activities that when Alexis got to that same grade, were discontinued. I listened to her saying, the school cut this, or cut that. That is why I will support the proposed BOE budget. So that the next child, who I will never know does not have to feel the way Alexis did.

Many will disagree I know. For them, I offer the counter approach. Close the schools, shut down services, other then emergency (to be defined) and soon after, we should realize lower taxes. Not sure the total impact of this approach, but it sounds good! Still, human nature being what it is, someone will still say it's taking too long to drop their taxes, or they didn't drop as low as they envisioned.

Thank you for your time and consideration.

Regards.

KennyTrice

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:33 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: [Town of Tolland CT] BOE Budget (Sent by Amanda R Doyle, doyle.amanda@gmail.com)

From: cmsmailer@civicplus.com [cmsmailer@civicplus.com]
Sent: Monday, March 11, 2019 9:25 PM
To: Dave Skoczulek
Subject: [Town of Tolland CT] BOE Budget (Sent by Amanda R Doyle, doyle.amanda@gmail.com)

Hello dskoczulek,

Amanda R Doyle (doyle.amanda@gmail.com) has sent you a message via your contact form (<https://www.tolland.org/user/5206/contact>) at Town of Tolland CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.tolland.org/user/5206/edit>.

Message:

Dave,

I am writing in support of the Board of Education budget. As a Tolland resident and an educator, I know that we need a robust school system in order to keep and continue to attract families to the town of Tolland. In 2005, my family chose Tolland over many other nearby towns because of the high quality schools. Over the last 10 years many positions and opportunities for students have been cut. This can't be allowed to continue. I want to keep my child in the Tolland Public Schools. I want to feel - and I want him to feel - that he is getting a superior education full of opportunities. He and all children in Tolland need to be well prepared for the 21st century.

Do not reduce the Board of Education budget. Please send it to straight to referendum.

Thank you for looking out for the future of our town.

Amanda Doyle
8 Lakeview Drive Extension

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:33 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: BOE proposed budget

From: Katie Murray [kstar.murray@gmail.com]
Sent: Monday, March 11, 2019 8:19 PM
To: Town Council
Cc: kmoran@tolland.k12.ct.us; cyudichak@tolland.k12.ct.us
Subject: BOE proposed budget

Town Council Members -

I am writing in support of the BOE budget that was submitted to Town Council. The BOE worked very hard on preparing this budget, gathering input from staff, administrators, parents and the community to ensure that the programs and services funded by the Tolland Public Schools is both fiscally responsible and providing the notch education for which Tolland is known.

I, like many of my Tolland friends and neighbors, moved to Tolland in large part for the schools. I want to continue to live in this town knowing we support our children and their education. I know that the BOE has cut several services in order to achieve a lean budget, showing their commitment to be fiscally responsible. I also know that the BOE is making smart investments in some cost saving measure that may not achieve immediate results, but will position us to be fiscally responsible well into the future. I applaud their efforts.

I ask that you honor their budget request without any changes and, together with the budget for Town that you adopt, put the budget to the voters for consideration on the May 7, 2019 referendum.

Thank you,
Katie

Katie Murray
8 Lisa Ln Tolland
(860) 874-8060
kstar.murray@gmail.com

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:33 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Board of Education Budget

From: Samar Bush [samar.bush@gmail.com]
Sent: Monday, March 11, 2019 7:47 PM
To: Town Council
Subject: Board of Education Budget

Dear Town Council Members,

I am writing to ask that the Council please support the Board of Education proposed budget. Specifically, I ask that the Council keep said budget at the amount recommended by the Board for the upcoming referendum in May.

As a resident of Tolland for the past five and a half years, my two young children have had a good education at both Birch Grove and TIS. This current year has been their happiest to date.

Our family moved to town for the specific location, but more importantly, for the high quality school system. Given the challenges faced at Birch Grove in the upcoming year, I feel that maintaining funding for education is critical for success in the future. Personally, I am hopeful about the fiasco created by crumbling foundations. However, I believe that weathering this storm will require us to safeguard our schools and our financial commitment to our community's great asset.

Best regards,

Samar M Bush
20 Forest Ln, Tolland, CT 06084

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:34 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: [Town of Tolland CT] BOE Budget Proposal (Sent by Joe and Sarah Goldman, joegoldman@yahoo.com)

From: cmsmailer@civicplus.com [cmsmailer@civicplus.com]
Sent: Monday, March 11, 2019 5:14 PM
To: Dave Skoczulek
Subject: [Town of Tolland CT] BOE Budget Proposal (Sent by Joe and Sarah Goldman, joegoldman@yahoo.com)

Hello dskoczulek,

Joe and Sarah Goldman (joegoldman@yahoo.com) has sent you a message via your contact form (<https://www.tolland.org/user/5206/contact>) at Town of Tolland CT.

If you don't want to receive such e-mails, you can change your settings at <https://www.tolland.org/user/5206/edit>.

Message:

Dear Vice Chair Skoczulek,

I am reaching out to you to request that you support the Board of Education's budget proposal. I believe their proposal for the next fiscal year is reasonable and quite modest compared to other districts in our DRG and relative to districts with similar academic outcomes. For example, the per pupil spending in Tolland is 138 out of a total of 166 school districts and our teacher compensation is low relative to comparable districts.

My wife and I moved to Tolland several years ago, in part, because of the excellent reputation of the school system here. As you know, the majority of our town's budget has been dedicated to spending on education. The budget spending on education is not only necessary to maintain the functionality and quality of the school system in Tolland but it is also a statement about the value we place in educating our children.

Unfortunately, Tolland has faced a series of challenges that directly affect our budget. The State of Connecticut, facing a budget deficit, has reduced support to local towns. At the same time, we are facing crumbling foundations and the fact that Birch Grove is affected by this issue could further strain our budget. In times like these it is only natural to look everywhere possible for budget cuts in order to maintain a stable mill rate.

Doing so at the expense of our students would be a truly terrible mistake that would hurt education and our students, who are not at fault for the budget challenges we are facing. I ask that you stand united in support of the current proposed budget. This would send a clear signal that we can come together in challenging times for the right reasons.

Best,

-Joe and Sarah Goldman

163 Old Post Road

Tolland, CT 06084

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:34 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Budget concerns

From: Claudette Morehouse [militarymom2@sbcglobal.net]
Sent: Sunday, March 10, 2019 9:00 PM
To: Town Council
Subject: Budget concerns

To Council members,

I know your all working very hard and this Budget is not an easy task. Taking everything into consideration, this town cannot afford any more increases. I know this budget needs to pass for future grants and we have to move forward with the planning on the school.

If you need this to pass it cannot be with an increase attached. Adding positions and programs needs to be on hold and the budget needs to remain flat. It is time that we live within our means and that dire cuts are made. I just can't vote to support any budget that includes additional positions and programs. We have gone a few years without them and waiting another year to see where we are at next budget..

The town services are a bare minimum as it is, these are life sustaining services and should not be reduced anymore than they are. i would like you to consider changing the budget back to a 75/25 split or other. The town services are taking a brutal hit while the BOE seems to get padded.

With crumbling foundations and the state of CT looming on an incredible tax squeeze on all of us, including the tolls, and as a small business owner i am left with some life altering decisions as to stay or go and i know i am not alone. This is not what i pictured for Tolland. We are forced to make budget decisions and scrimp a save and i expect that from Tolland. Tolland spending is forcing people to move as like our Democratic state is forcing people to leave ct.

We have been in a decline of enrollment and last few years BOE got quite a bit. So for this years budget, no new positions, no new programs, Vehicles other than public safety should not be offered, especially on those making close to or 6 figures. Stop with the perks. we cannot afford it. i am asking the 1% fund be utilized toward their raises and or pension fund. Teachers are getting a 3.46% raise, wow. most of us haven't seen a raise in years. After last years padding of the budget and a surplus of 1.4M, (which should have come back to taxpayers) it is very difficult to trust that the board of ed is crying 'wants' instead of "needs". People in this town have been asking for a detailed line item budget that makes is easily understood where every dime is spent, we have yet to see. Makes one suspicious of what is being hid.

When BG is under construction i recommend all the contents be used, reused and recycled. Please advocate for this before yet another want list occurs

Also i hope deep thoughts and concerns regarding the funding from the state and fed as to get the money up front. I don't think moving forward with this project unless the funds are secured, i don't trust ct as our Governor is all over the map. i would shiver the thought if we move ahead with this school and ct funding and fed funding falls through.

Most people like myself are looking at the bottom line and a 5.43% increase is unacceptable and ridiculous. I am confident that you all will do the right thing for Tolland taking the cards we have been dealt. there are sacrifices to be made and we as taxpayers can only do so much.

Thank you
Claudette Morehouse

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:34 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: More Budget Questions

From: Ashley N. Lundgren [ashct04@yahoo.com]
Sent: Sunday, March 10, 2019 5:30 PM
To: Town Council; Walt Willett; cyudichak@tolland.k12.ct.us; kmoran@tolland.k12.ct.us; sadlerstein@tolland.k12.ct.us; mharrold@tolland.k12.ct.us; khoward-bender@tolland.k12.ct.us; rpagoni@tolland.k12.ct.us; jpasini@tolland.k12.ct.us; Christina Plourd; jschroeder@tolland.k12.ct.us
Subject: More Budget Questions

Good Afternoon TC & BOE,

I'd like to address a few other budget concerns that I have. I spent the weekend reviewing the TC budget. Trying to research as much as I can for the BOE side. Obviously, there is an emergency situation at Birch Grove. Our town isn't given much time to discuss and explore options in a timely fashion. It was maybe about 2 years ago when there were discussions about closing a school due to the decrease of enrollment. This is still true. Yet, those discussions are wiped away since it doesn't fit current agendas. There was a record of only 123 births during 2017-2018. Estimate, from the TC budget, is 105 for the 2018-2019 year. Everyday, jobs are moving out of state. The influx of people moving into Connecticut, as a whole, is down. We need to start assessing what our needs are verses wants. Think of my idea as a sense of Regionalization within our own town. I would first like to know what the capacity of each of the schools are. We have access to a huge new High school, which is no where near capacity of 1,300. We only have 827 enrolled. Some town people may say that certain wings of the high school house different programs such as robotics, culinary arts etc. We could possibly add in the 8th grade of 191 students. This would only bring in a total of 1,018 students using the HS. This would be a wonderful opportunity for the 8th grade and broaden their horizons. Giving a more hands on approach to teaching and upgrading current curriculum to more of a magnet school style. TMS should theoretically be able to take in more students since it is the old high school. TMS could house grades 4 through 7 for a total of 759 students. It also seems to have more area to build off of the school if need be to accommodate. Perhaps an addition to an existing building might be the answer. TIS could house prek through 3rd grade for 616 students. I understand that upgrades would need to be done to allow TIS to house the younger kids. Bathroom codes and egress doors are on top of the list. Which can be done as the LEAP program has, what I believe, are egress doors into that section of the school. How much would all of that costs? It should be looked into. Regardless of the route this takes, it will cost taxpayer money. How much is what needs to be determined. Is it worth spending the money if we need to close schools in the end?

During the high school build, TIS had portable classrooms that were installed in 2003 -2004 and was used as a classroom until about 2010. It has since turned into a district storage area for school supplies and materials. Do we have an accounting for what items are in there? Can items be used currently? Can the town sell off some of these items? Can this structure be used again to house students? This structure is 7,500 square feet. I see that it is slated for a new roof in 2024 and costs about \$45,000. We should look into using this space during this emergency situation.

The town side does seem to have transparency for every budget item that is listed and would need to be discussed. My only comment would be the amount of vehicles that we own. Is there a way that we can pay people mileage usage and not incur the additional fees for maintaining a Tolland fleet. Clearly, the Fire Chief should use a town vehicle. Just as Animal Control would need to have a specialty truck with the needs that need to be met. However, does everyone that is issued a car need one? Can we go back to have a sign on top of a car for official business. I would like to know what the costs are v. what we spend on town vehicles.

Bulk pick up. Some love it or hate it. It seems that maybe we could implement a program (if we can strike a deal with Willimantic Waste) where particular dates are selected and a reduced fee of maybe \$20 instead of the \$35 for 4 items. Then, the option is still there for residents to get rid of bulk items.

Another item that no one wants to touch, is there are rumors that the Firehouse has a crumbling foundation too. This will cost additional money to deal with this issue. I respect that our emergency services do replace costly items with refurbished vehicles to keep our cost down. We should be looking into doing more of these types of situations to save funds. Everything does not need to be shiny and new. Whether it's programs or objects, things need to be functional.

In closing, I believe that every program and every budget item needs to be reviewed. Yes, our median income is higher than the state average but that also makes us a target for the state. This also does not equal that our residents can keep writing blank checks in our taxes. Hard decisions need to be made. Thank you for your time.

Best regards,

Ashley Lundgren

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:34 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: B O E Cuts

From: Dan Simao [dan@elmorefilm.com]
Sent: Sunday, March 10, 2019 11:51 AM
To: Town Council
Subject: B O E Cuts

My name is Dan Simao and I have lived in town for 30 years and in that time the B O E has had an increase every year except 1 when the budget stayed the same after several referendums. In this climate it is about time we freeze the salary of all non teaching positions and look to cutting non teacher positions. I cannot believe there are no areas where we can't do some cutting.

Sent from my Verizon, Samsung Galaxy smartphone

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:35 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW:

From: Mary Schrijn [mfschrijn@sbcglobal.net]
Sent: Friday, March 08, 2019 9:45 AM
To: Town Council
Subject:

Since everything needs to be on the table and scrutinized for possible cuts, why not reopen contracts with town employees and BOE employees and see where concessions can be made just like the state employees have done several times. You may not view it as significant savings BUT it's a start. All I've heard in the past is this can't be done.....oh, but it can be done on the state level?

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:35 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: common sense budget

From: wayne boothroyd [wdbooth1@hotmail.com]
Sent: Friday, March 08, 2019 7:15 AM
To: Town Council
Subject: common sense budget

.the budget doesn't have to be cut at this point. just freeze spending in all areas until every thing is caught up and the town has a zero balance . Then move on with the proposals one at a time as the budget allows. If there is an absolute emergency then there should be an emergency account to go to. This is what responsible spending does. It is just plain common sense. Again less talk take action and control the situation. Let me put in an easier way to understand. If you have a flat tire on your car get out of the car and change it and get the old one fixed or replaced. If there is not enough money in your car account you shouldn't have a car.

The town needs businesses not new homes at this point in time. Not mom and pop type business but thriving businesses .There are plenty out there that could be built here in Tolland. We can no longer afford to be a bed room town and expect premium services. The town needs to take a hard stand and not do increases. Less talk and more action. Stop wasting time and get things done.

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 3:35 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Toll Resolution

From: Steven Johnston [StevenCJohnston@hotmail.com]
Sent: Thursday, March 07, 2019 7:07 PM
To: Town Council
Subject: Toll Resolution

Council people,

Tolls is a contentious topic around Connecticut. We in Tolland may be hard hit. Tolland commuters to Hartford may be charged as much as 12 dollars each way just to go to work. I believe this is unconscionable. The maps released show a gantry on I84 just west of RT74. This will most likely cause a large increase in traffic on RT74 to bypass the gantry on the commute to Hartford. I propose we follow the lead of other towns in Connecticut such as Stamford, Enfield, Trumbull and Sherman, to pass a resolution prohibiting tolls within Tolland borders. Below is an excerpt from the AP new release detailing this information.

"Connecticut cities and towns have begun registering official disapproval of Democratic Gov. Ned Lamont's proposal for highway tolls.

At least four communities have so far passed resolutions opposing electronic tolling.

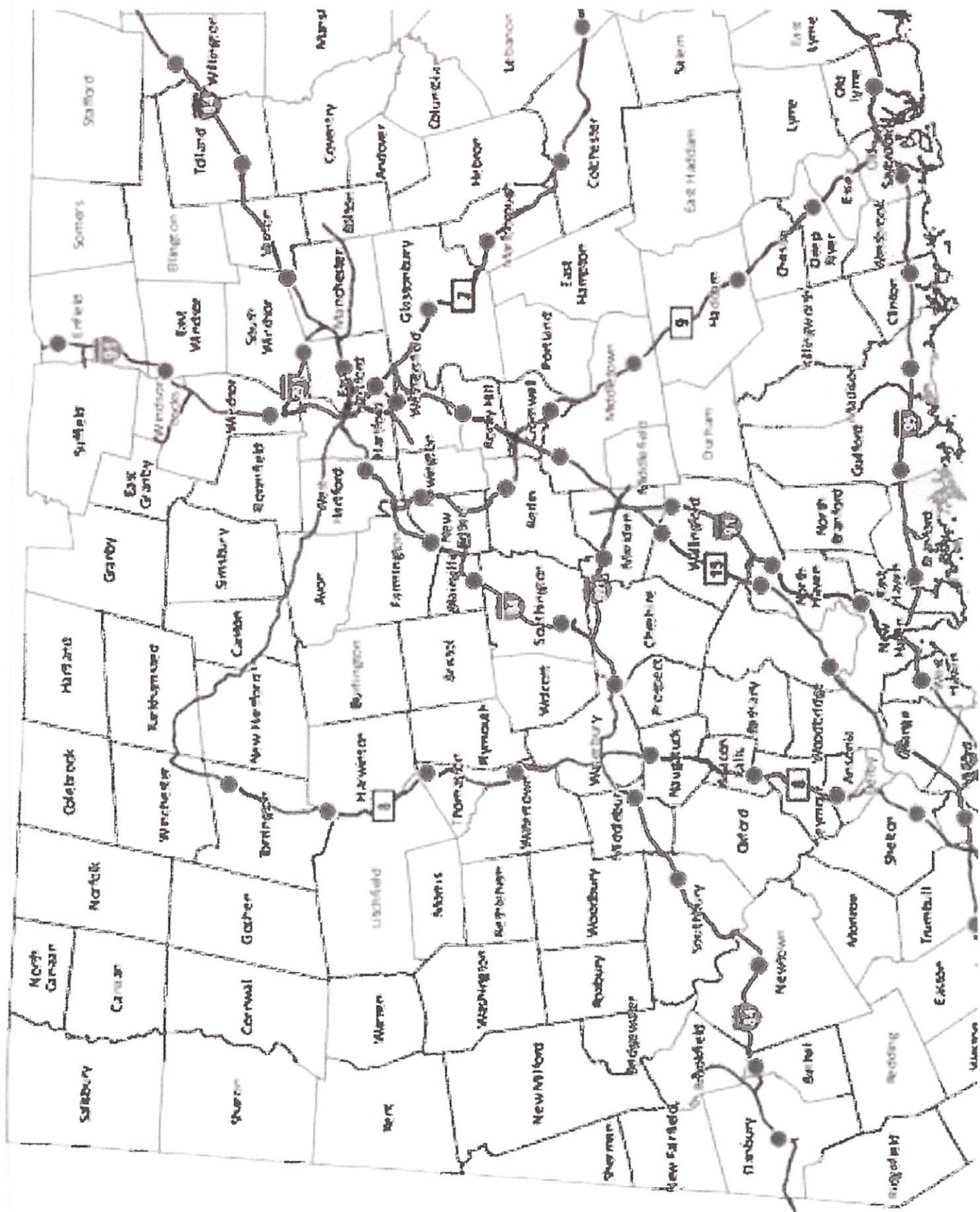
"I think it's an expression of our concern," said Sherman First Selectman Don Lowe, a Democrat, referring to the Feb. 28, 2019, vote of 2-1 by his town's Board of Selectman in favor of the non-binding resolution. He said small communities like his, which is about 10 miles from Interstate 84, will be inundated with drivers hoping to avoid tolls.

"One of our concerns is traffic. I think a lot of people are going to be taking local roads," said Lowe, adding how he personally considers tolls a tax on the poor and the middle class.

Besides Sherman, local officials from Stamford, Enfield and Trumbull have adopted anti-toll resolutions in hopes of influencing the debate at the state Capitol. A resolution approved by the Trumbull Town Council on Monday night raises concerns that tolls "may become a regressive tax for residents and businesses of Connecticut," how Trumbull residents who travel frequently could be adversely impacted and how Trumbull roads could become congested with motorists attempting to avoid gantries. The resolution encourages the town's leaders to "continue to advocate this position on our behalf" with the General Assembly."

Thank you for your time and efforts on this and all the towns business you do.

Steven Johnston
589 Old Post Road
Tolland, CT



Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 4:16 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Your question(s) Re: Open Choice

From: Ashley N. Lundgren [ashct04@yahoo.com]
Sent: Wednesday, February 27, 2019 10:45 AM
To: Walt Willett
Cc: Town Council
Subject: Re: Your question(s) Re: Open Choice

Morning Dr. Willett,

Thank you for the numbers. I haven't have a chance to review until recently. Now for my understanding of where the funds are going. Actual Open Choice Funding received is \$33,361. Adopted is \$42,000. I will use the "adopted amount" for my figures in this email the parentheses will show the "actual" from your budget pdf. If Tolland has 11 students in this program, we only received \$3,818 per student. Yet, the per pupil expenditure in our town is \$15,330. Meaning it cost us \$168,630 to educate 11 students. Once subtracting the \$42,000 in funding that leaves us negative \$126,630 (Actual of \$135,630). Essentially the tax payers subsidizing \$11,512 to educate the children in this program (Actual funding amount used would be \$12,330). By using your proposed \$72,000 divided by the Open Choice funding of \$3,818. You are looking to add in 8 students (13 if using the actual amount received). Bringing us to a grand total tax payer burden of \$218,728 for 19 students (Actual funding amount used - \$234,270 but if 13 students our debt could reach \$295,920). I also understand there are fixed costs that create the per pupil expenditure amount of \$15,330. However, those costs would still need to be added to each student because if we deducted those figures away from Open Choice students, they would still be added to the Tolland taxpayer students. From my understanding, Governor Lamont would like to take away more ECS funding and also cut down on Open Choice Funding. Where does that leave our town and this program? There seems to be a savings when our students decide on out of town programs. We pay \$3,744 through \$7,096 per year, depending on the school the student chooses. How is the LEAP program avoiding outplacement costs which should be saving our system dollars? Also, how does the addition of all the staff this year compare to that savings? Tough decisions need to be made and we need to start thinking about how we can conduct our school system as a business and not lose funds getting involved in programs that look shiny and new. Regionalization of CT schools will be happening more quickly than people anticipated. How are we prepared? Looking forward to your response.

Best regards,

Ashley Lundgren

On Wednesday, February 20, 2019, 8:32:33 PM EST, Willett, Walter <wwillett@tolland.k12.ct.us> wrote:

Ms. Lundgren,

I gave you a call this evening to follow up. I am sorry I missed you. I hoped to talk with you to provide an opportunity for any follow up questions.

We do not have any staff (other than the teacher) dedicated to students in the Open Choice program.

Support staff work with Tolland students from Tolland and Hartford.

Financially, we are in line with the five year projection for the program. In fact in FY18 we brought in more funds than originally planned.

Page 14 of 31 of the Board of Education Adopted Budget ([click here to view](#)) illustrate the actual and projected amounts. We have also had access to (and availed ourselves of) excellent training opportunities, sending teams to various training activities and having trainers come to the schools.

The district does not pay transportation costs, and if a student becomes a student of special education and/or is outplaced the cost (beyond the grant amount given to the school system) is picked up by the Open Choice program. Our school system accepts students from Hartford in Kindergarten (although a sibling in first grade may be done as an exception). Due to this, students at this age don't have much merit to go on. Regardless, the program is designed to provide excellent opportunities for all students involved to grow together and graduate prepared to function in the greater world.

As previously offered, I would be happy to meet at a time that works in your schedule. Please contact Jen Palumbo my secretary at 860-870-6850 extension 1 if you'd like to set up a time.

Thank you for reaching out, and have a great remainder of the week!

WW

On Wed, Feb 20, 2019 at 6:52 AM Willett, Walter <wwillett@tolland.k12.ct.us> wrote:

Good morning,

I regret I have not yet been able to get back to you on your question. I will reach out to you in the next few days to answer anything on your mind with respect to the Open Choice program.

In short, we are receiving what we expected and projected. We have 11 students at this time in the program. I'll be in touch, and appreciate your patience. Please keep in mind I am always willing to meet with you as well, sometimes getting something in the calendar to talk can be useful and allow you to ask whatever follow up questions come to mind. If this option sounds good to you, please reach out to Jen Palumbo my secretary to find a time that works for you.

Hope your week is going well.

W.Willett

--

Walter Willett, Ph.D.
Superintendent
Tolland Public Schools
51 Tolland Green
Tolland, CT 06084
Phone: 860-870-6850 extension 1
Fax: 860-870-7737

--

Walter Willett, Ph.D.
Superintendent
Tolland Public Schools
51 Tolland Green
Tolland, CT 06084
Phone: 860-870-6850 extension 1
Fax: 860-870-7737

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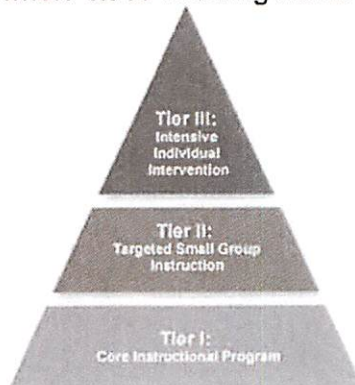
127 Robin Circle
Tolland, CT 06084
February 18, 2019

Dear Tolland Town Council Members,

I am writing in support of the Board of Education decision to add interventionists to the 2019-20 budget and their overall budget requests. I am a parent of a child who received reading intervention in the Tolland school system and a literacy specialist for the Ellington Public Schools.

Tolland has had a deficit in intervention support since my children first attended the Tolland Schools. When we moved to Tolland (from Ellington), both districts were similarly aligned in intervention practices and curriculum. The years after we moved, Ellington moved forward and Tolland remained stagnant. This was not a problem that was created overnight. In the years before Dr. Willett took leadership of our schools, I believe many decisions were made based on money and not always best for children or best educational practices. Dr Willett has worked steadily with the Board of Education to build a stronger, consistent curriculum (which needed to be addressed immediately) since he became superintendent . He has also spoken for years for a stronger RTI (Response to Intervention) program/ process for Tolland but because of other needed priorities and budget issues, he has not been able to implement this much needed and crucial piece.

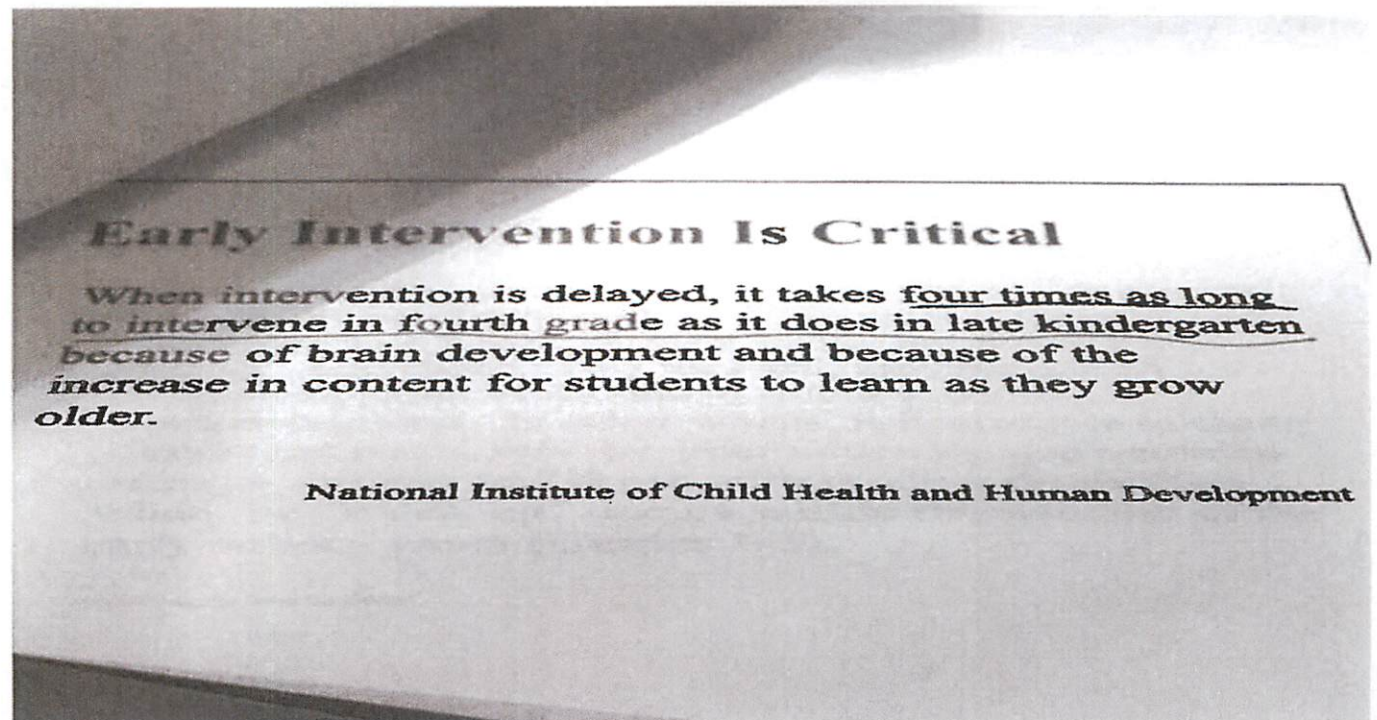
I am not sure of your knowledge of tiered intervention, so please accept this brief overview. Tiered intervention is similar to a triangle divided into 3 quadrants. The base (largest area) encompasses all students receiving a strong grade level curriculum, the middle represents students who need some support in varying degrees, and the top tier represents students who require the most support. Schools with strong support throughout this triangle are able to educate all students at their level and make gains towards grade level expectations. I think of the tiers as a revolving door. Students, based on growth and needs, move in and out of intervention models (numbers of sessions a week, programming, and intensity of instruction). Schools with a strong program are able to determine plans for all students - whether it is pull out help by a specialist, pushing in to work in groups by a specialist, or helping the classroom teacher instruct with the best materials to move any child forward. Overall, this has a major impact for ALL students. Teachers are able to lift the level of instruction for the whole class knowing those that need support will get what they need in order to be successful.



At my school, we have 4.6 reading interventions that service 29 classrooms (this is a significant difference than Tolland). At a given intervention time (a block of time where most students leave the classroom to receive out of class services and classroom teachers can work with students performing on or above grade level in reading, math, and writing), we are able to service 2-5 classrooms of students. It allows for flexibility to group students based on their similar goals and give targeted instruction. The interventionists meet with classroom teachers every 8-10 weeks to determine changes in intervention status, amount of service hours, and goals. Students who are successful are dismissed back to Tier 1 support and new students may be picked up for instruction.

****These are approximate numbers based on the information I found on the website	
Tolland reading support	Ellington reading support
6 interventionists	12.6 literacy specialists
Tolland math support	Ellington math support
3 math interventionist	6 math interventionists

At this time, Tolland does not have the staffing to make this happen. I have spoken to people who work at Birch Grove and have been told children who are NOT on grade level are being released back to tier one instruction because there are not enough interventionists to meet the needs of the student population. This is the age level where 100% who need help should be getting it. Early intervention is the key to helping to avoid learning issues later on in a student's school career.



It appears that you have an opportunity this year to help Dr. Willett and Tolland school children fill in these gaps by supporting this year's Board of Education budget request. From what I have read, it looks like he can shift staff to these positions creating a stronger support service in Tolland that will benefit ALL students at ALL levels.

In conclusion, I began this letter stating that I was also a parent of a child who received reading intervention. He is now an eighth grader and is considered on grade level in all areas. As a parent, I cannot put a dollar amount on this or begin to express the gratitude to all the teachers and administrators that helped him get to this point in his educational career. Every parent should have the satisfaction knowing that our community and the Tolland Public Schools have the staffing and support to meet the needs of all children.

Sincerely,

Amy Duff
johnduff127@comcast.net

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 4:17 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Concern over budget

From: McCutcheon, Jeffrey [jeffrey.mccutcheon@uconn.edu]
Sent: Tuesday, March 12, 2019 1:54 PM
To: Town Council
Subject: Concern over budget

Dear Councilmembers,

As a concerned citizen in Tolland, I have reservations about the proposed town budget. There are several things that are unclear to me.

- If the budget for the BOE is going up less than 3% and the town budget around 2%, how is the proposed mil rate going up over 5%? Is it because of lost revenue? That's not clear.
- How does the lost ECS funding play a role in the increase of the mil rate?
- How do crumbling foundation tax abatements impact this increase in mil rate? The grand list is apparently increasing. How do abatements suppress the grand list?
- How does the \$46M request to fund the replacement of the Birch Grove Primary foundation play into this.

These questions are difficult to answer by looking through a 300+ page document and I believe a more comprehensive and quantitative summary of the budget is in order. Mr. Werbner's executive summary merely touches on these issues and fails to provide clear numbers in how the crises facing our town are directly related to the mil rate. I think the town needs to know what percentage of the mil rate increase is due to:

- Crumbling foundation tax abatements
- ECS funding losses
- Teacher retirement contribution changes
- Bonding for Birch Grove repairs
- Other major expenses or lost revenues.

These seem to be the largest cost drivers for increasing taxes. ? This is not very clear in this document (or it's so buried that it's hard to discern the impacts). I believe when the town requests such a large tax increase (after a previous year's increase), it is important to be upfront about these things in the budget executive summary. Anything less is obfuscation of how town money is being spent. Given the level of detail in the budget, that is not too much to ask.

Now, onto a more specific question: fixing Birch Grove Primary

While abatements and lost ECS funding is a problem, Birch Grove bonding could make those costs look small. Regarding the bonding request for birch grove repairs, I was unhappy with the answers I received at the recent meeting hosted by Dr. Willet. You cannot expect the town to vote on a bonding issue with the "hope" of federal funding from Joe Courtney. In a polarized Washington, that is a bad *foundation* to stand on. (pun intended...sorry, you have to laugh to keep from crying on this one).

In my opinion, the town shouldn't have to pay for *any of this*. We have insurance for a reason, and since these properties are considered commercial/municipal and now residential, the language changes that were made to residential policies may not apply. I ask the question of Dr. Willet and he seemed to be unprepared for it. How does our superintendent not consider insurance as a way to pay for the repair? How does our Town Council or BOE? I then spoke to someone after that meeting (who claimed to be on the BOE... Paul was his first name, but there is no "Paul" on the BOE) who said that we made a claim in 2017 that was denied.

Where is that being discussed publicly? Why is that denial not being discussed publicly? Why does no one mention it? Why is an insurance claim *not even mentioned in the budget executive summary when it could reduce the town liability for Birch Grove by \$22M?!*

And if we were denied a claim, why are we not dragging the insurer through the mud in the press and suing them for breach of contract? Trust me, it's a primary school. *They will settle.....perhaps for 48% of the cost (just a suggestion).*

But no, we look to the federal government for remedy?

I want more transparency and more consideration of alternative revenues for paying for Birch Grove Primary. I know that we have to pass a referendum on the full \$46M price tag to receive the 52% state funding (with hopes of getting the other 48% covered by the federal government), but I want to see a full dissemination of why we aren't seeking an insurance remedy on this.

Thank you for your time. I plan on bringing these issues up at the March 27 meeting.

Jeffrey McCutcheon
119 Lawlor Rd.
Tolland, CT

Jeffrey R. McCutcheon, Ph.D.
Associate Professor
Department of Chemical and Biomolecular Engineering
University of Connecticut

Executive Director, Fraunhofer Center for Energy Innovation

President, North American Membrane Society

Email: jeffrey.mccutcheon@uconn.edu
Phone: (860) 486-4601

"If we knew what we were doing, it wouldn't be called research"
— A. Einstein

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 4:17 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: 2019-2020 Budget Concerns

From: Lou Luba Home [lluba35@comcast.net]
Sent: Tuesday, March 12, 2019 2:43 PM
To: Town Council
Subject: 2019-2020 Budget Concerns

Dear Tolland Town Council,

I am writing to express my concerns regarding the proposed 2019-2020 budget, and comments made in the press by members of the Town Council. As presented in recent articles, members of the Town Council have expressed a willingness to increase taxes by anywhere from 6-10%. While understanding the recent increases in expenses to the town in light of cuts in state funding (such as shifting the burden of ECS expenses to the town), and the loss of revenue due to crumbling foundations, I feel any consideration of increasing taxes would place a town that is already struggling in further jeopardy.

As presented in the Town Manger assessment, Tolland is stagnant at a .07% grand list growth over the past year. Revenues for motor vehicle taxes and other licensing is minimal. Tolland is struggling to attract new residents and businesses, and an increase in taxes would only further drive each of them away. Compounding this is the potential institution of tolls on I-84 & I-384, which would only further drive up the costs for most r side to commuting into Hartford for work.

In reviewing the BoE budget, there are many questionable expenses that should be examined by the Council. With an increase of over \$1.2 million apart from the increased burden of ECS expenses, there may be a need to reassess the BoE budget and take a critical review of the line items included.

Tolland needs to do more to attract new residents and businesses with a more business friendly view. And increase in taxes is not the way to do it.

Thank you for your consideration. I look forward to discussing any contrary view you may have.

Sincerely,

Lou Luba

Sent from my iPad

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 4:19 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Budget Question

From: Ashley N. Lundgren [ashct04@yahoo.com]
Sent: Wednesday, February 13, 2019 10:27 PM
To: Town Council
Subject: Fw: Budget Question

Good Evening TC ,

Watching the BOE meeting tonight on CVC, my budget question was alluded to but conveniently diverted and has yet to be responded to personally. Dr. Willett made it seem like my question was discriminatory in nature when it's not at all. My question is purely based out of my experience in the school system, information that he provided, and as a Tolland taxpayer. He issued a letter at the start of the Open Choice program dated 9-23-16. Please see the following, "3) The state cover the cost of transportation for Open Choice students, and the sending district (Hartford) is responsible for any special education costs above the grant amount received in item #2. These factors are often large considerations in per pupil expenditures, and are covered by the state and the sending district (Hartford)." It is also mentioned in the Tolland OC 5 year plan project. Below is my budget question that I sent to the BOE. I believe that Dr. Willett and the BOE should be able to itemize each program and the costs associated with each year's budget. I was hoping that TC can assist on shedding some light on this matter. Thank you for your service to our town!

Respectfully,

Ashley Lundgren

----- Forwarded Message -----

From: Ashley N. Lundgren <ashct04@yahoo.com>
To: cyudichak@tolland.k12.ct.us <cyudichak@tolland.k12.ct.us>; kmoran@tolland.k12.ct.us <kmoran@tolland.k12.ct.us>; sadlerstein@tolland.k12.ct.us <sadlerstein@tolland.k12.ct.us>; mharrold@tolland.k12.ct.us <mharrold@tolland.k12.ct.us>; khoward-bender@tolland.k12.ct.us <khoward-bender@tolland.k12.ct.us>; rpagoni@tolland.k12.ct.us <rpagoni@tolland.k12.ct.us>; jpasini@tolland.k12.ct.us <jpasini@tolland.k12.ct.us>; cplourd@tolland.k12.ct.us <cplourd@tolland.k12.ct.us>; jschroeder@tolland.k12.ct.us <jschroeder@tolland.k12.ct.us>; PhD. Walter Willett <wwillett@tolland.k12.ct.us>
Sent: Tuesday, February 5, 2019, 9:41:35 PM EST
Subject: Budget Question

Good Evening,

I have a few questions in regards to the breakdown of the budget. I am concerned about the Open Choice Program. It appears we're getting significantly less than expected when the program rolled out. It was also mentioned that any special support these children needed would be covered by the sending district. Is that occurring? How much extra support are we providing for the 10 kids that are in the program and is that being funded by Tolland or Hartford? Out of all the kids that are coming into our school system through this program what are the additional costs that we are incurring for the extra para staffing? Can you provide a ratio of how many kids need additional supportive staff? Also, I was wondering why this program is not merit based. Thank you for your time.

Best Regards,

Ashley Lundgren

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Tuesday, March 12, 2019 4:19 PM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Support For Early Intervention Education Services

From: Sheila Leach [sheila@hbracentralct.com]
Sent: Tuesday, February 12, 2019 7:37 PM
To: cyudichak@tolland.k12.ct.us; kmoran@tolland.k12.ct.us; sadlerstein@tolland.k12.ct.us; mharrold@tolland.k12.ct.us; khoward-bender@tolland.k12.ct.us; rpagoni@tolland.k12.ct.us; jpasini@tolland.k12.ct.us; cplourd@tolland.k12.ct.us; cplourd@tolland.k12.ct.us; Walt Willett
Cc: Town Council
Subject: Support For Early Intervention Education Services

Dear Board of Education,

I wanted to express my support for Early Intervention Education Services. My daughter Sophia Leach is a successful 7th Grade student as a result of early intervention. Sophia is our third child who has been diagnosed with Central Auditory Processing disorder. We are very confident that her success today is a direct result of the early intervention resources provided to her in Kindergarten. We are very fortunate to have received Special education services early in Sophia's education and now we are pleased to say she is no longer receiving services and it is due to the hard work and time provided early on. If she had not received those services when she did she would be currently receiving more services for a longer period of time. Please consider properly funding Early Intervention Education Services as the impact is significant and can save money in the end.

Thanks,

Sheila Leach

Sheila Leach
Vice President of Operations

Home Builders & Remodelers Association of Central Connecticut
2189 Silas Deane Highway
Rocky Hill, CT 06067
P: 860-563-4212
F: 860-563-3709
E: sheila@hbracentralct.com
Building Homes, Enriching Communities, Changing Lives

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www.hbracentralct.com

To Tolland Board of Education

3/12/2019

Let me start with saying that this is a completely irresponsible budget for the Board of Education to be presenting to the Town of Tolland. Any increase in what should be a zero growth budget is irresponsible in today's environment. You are asking me, who makes FAR less than most of these teachers and administrators, to give even more so these people can make more than I do, without even knowing if they are performing up to standards. What kind of responsible request is that?

Nonfamily household 23.2% - what is a nonfamily household – if this is a single person with no one living with them, say it, after all it is 23% of where you get your money. This is money for the BoE that this person pays without gaining any benefit – just like married couples without kids. We are funding the bulk of the schools and get no return on our investment other than taxed more as if we are an endless well. We have had enough with the double talk that encompasses these budgets. We require itemized details of all expenditures. That seems to be something that is being artfully dodged by the Superintendent and the Board.

If the BoE wants to be a trusted and respected part of the community, then respect the citizens and stop taking advantage of us in the name of "the children."

40,824,106 is an insult. 2.98% increase is an insult. Personally, I've not had an increase in 10 years due to budget constraints. And yet every year, the BoE takes and takes without regard.

In today's environment, there should be no increase to the BoE staffing. None. Zero. No new teachers or other administrators, or anyone else. How has Tolland done without this highly compensated Assistant Superintendent up to this point? This should be a zero growth budget. The BoE needs to learn to live within current means.

We should be offering a good education experience and not basing it on what the BoE feels we should be affording because of the median income of the town residents. If we can't do that within what the town is now paying, then we should be charging parents a per child tuition.

With enrollment declining, where has the budget been cut to show that declining enrollment?

8.26% raises? What is this all about? How many people in town haven't had raises or cost of living adjustments in the last 5 years? How can people with no additional income keep providing for these increases?

Stipends? What is this? Why so secretive? Is this union dues? Magazine subscriptions? Professional organization dues? All of these, if this is what this is, should be paid by the individual, not by the taxpayers. Seems there is an additional "dues and fees category" that is also quite nebulous in what is covered.

Why is Tolland paying for tutors? When I went through this school system, if someone needed a tutor, it came out of a household budget and not the town.

What is the difference with the Purchased Prof. Technical Consulting Ser. and prof Services Tech. Online & Maint contract and Technology Rep/Maintenance? Since there is no breakdown of this (or most other categories for that matter) it is impossible to discern what these three technology options involve other than over \$600K of expenses. Why are you not using a Consulting company to get the people needed for the technology positions? Why is this technology not completely outsourced at a much lower rate?

What is the difference with a "public safety officer/trooper assign" and a "school resource officer"? What is the point of both?

What is the additional diesel/gas charge for? Isn't that covered with the bus expenditures?

Why are we not offering text books on CD now.

With over 20% of the Tolland households considered to be non-family, or family without children, this budget needs to be more expansive on what these acronyms mean and why we, as a town, are participating in other towns' educations. Why are we doing these specialty programs for such a small group of children?

Based on the number of kids that are currently going out of Tolland for some of these special programs, how realistic is it that creating the Tolland business academy is actually going to be a big hit. This seems like a grasping at straws idea and a further drain on the town's people. There are a whole lot of "ifs" in this proposal that just don't scream success. Instead of these, why isn't there any vocational pathway? We have been shipping kids to Cheney, to Rockville and now to e.o.Smith for vocational education. We aren't providing for the plumbers, the electricians, the welders, etc.

Why is Tolland paying for degree changes for teachers? This seems like a personal choice and shouldn't be up to Tolland to pay.

Why do we need so many paraprofessionals?

It is stated in this budget that Tolland teachers don't make much in salary but looking at these salaries they make far more than most people I know that have to pay their salaries. What is going to happen when the BoE forces out the people that are over 60, retired and can't pay the exorbitant taxes anymore?

The BoE needs to live in the reality of today's economic world and produce a zero growth, responsible budget that continues a good education in a reasonable and cost effective manner. This budget was outrageous 4 years ago and is even more so today. If I had my druthers, the BoE wouldn't get this much of the town dollars. They would get the same percentage of town dollars as people with kids in the system. I have never had a problem paying my fair share, but the BoE is taking sore advantage of people and that needs to stop.

Respectfully

Jean Fiske

Kim Kowalyshyn

From: Barbara Dimauro <bcdimauro@comcast.net>
Sent: Tuesday, March 12, 2019 4:57 PM
To: Town Council
Subject: Budget

Dear Council Members,

Please do your due diligence when considering the Board of Education's budget. A 6% tax increase is absolutely ridiculous and those of us who work very hard for what we have in town feel the rising taxes the most.

In the minutes from the Board of Education meeting of February 27, 2019, the BOE Chair, Colleen Yudichak was quoted as saying, "the (Tolland) elected officials are volunteers. They do their best and none of them want their taxes increased." If that is true, then I expect that you will all put in the time and work it will take to meet the obligations we have to provide an adequate education for our students without unduly burdening our residents.

Thank you for your hard work and consideration.

Best regards,

Barb Dimauro
49 Cortland Drive
413.896.6733
bcdimauro@comcast.net

Kim Kowalyshyn

From: Jacob Marie <jacob.marie32@gmail.com>
Sent: Tuesday, March 12, 2019 4:59 PM
To: Town Council
Subject: Letter Concerning the Budget

To the Members of the Tolland Town Council:

Like many town residents I am concerned about Tolland's budget situation. Our costs continue to rise, as do our tax rates. This has resulted in stagnation; few people can afford to move here, and even fewer businesses decide to set up shop in Tolland. If our Town is to remain viable in the long term, it must have a plan to lower taxes.

Of course, I understand that Tolland has several major expenses on the horizon. Furthermore, I know that many of these costs are not avoidable. We have to pay for a sewage treatment plant upgrade, and we have to pay for a new primary school. However, not all of our expenses are so rigid. And it seems that there is a fair amount of waste and mismanagement in the Town's budget. For example, why does the school budget keep increasing when enrollment is declining? Or why did the Town *borrow* money to finance *routine* road repairs? This sort of recklessness only makes it harder to budget for emergency/vital expenses, and makes it nearly impossible to keep the mill rate low.

Therefore, I ask the Tolland Town Council to tighten its belt and cut wasteful spending while adopting a multi-year plan to lower taxes. This may not be the most popular thing to do, but it needs to be done to keep Tolland's debt under control and attract new residents and businesses that will grow the local economy.

Sincerely,

Jacob Marie

32 Stuart Drive, Tolland

From: Christina Plourd <cplourd1228@gmail.com>
Sent: Tuesday, March 12, 2019 5:58 PM
To: Town Council
Subject: Budget

Dear town council members,

I am writing in as a taxpayer and parent, and not as an elected official. Times are tough in our state and in our town. We cannot continue to tax people to death. 5.43% is way too high. Especially added on to the taxes coming from the state. My mortgage has gone up over \$280 a month since I've moved to town. This is not sustainable as we continue to grow our family. We have a great school system, and we are truly blessed to live here. But I think we should allow people both parents and taxpayers to keep more money in their pocket so they can provide what is needed for their families and children. I certainly appreciate all the hard work that has been put in, and I look forward to civil discourse and discussion. Although I do support the use of fund balance to offset the tax increase, the future of town depends on having a plan to replace any funds taken out. Thank you in advance for your fiscal responsibility.

Take care,
Chris Plourd

Kim Kowalyshyn

From: Jacqueline Kolb <kolbjacqueline@yahoo.com>
Sent: Tuesday, March 12, 2019 7:51 PM
To: Town Council
Subject: Support BOE Budget

Hello Town Council Members,

I would like to express my support for the BOE budget. No one wants there taxes increased, but I know that it takes money to take care of our Town assets. This also includes the Tolland Fire Department. I am confident that all budget presenters (BOE & Town) have done their due diligence in presenting conservative budgets. Keeping in mind needs vs. wants.

As architects of our community, you make the difficult decisions in finding the balance for all community members, both young and old alike.

Thank you for volunteering your time.

Regards, Jackie Kolb

Kim Kowalyshyn

From: Dave Skoczulek
Sent: Wednesday, March 13, 2019 8:04 AM
To: Lynn Bielawiec; Kim Kowalyshyn
Subject: FW: Budget.

From: jon crickmore [prorenovations01@hotmail.com]
Sent: Tuesday, March 12, 2019 6:43 PM
To: Tammy nuccio; William Eccles; John Reagan; Dave Skoczulek
Subject: Budget.

03/12/2019

Hello Everyone,

I'm writing to express my opinion on Tolland's budget, Tolland's current and future problems. For many years I've heard talk of making tough decisions. 2019 is the year to make those decisions. I believe we have reached a point that is now or never. The future of Tolland is going to depend on the TC making tough decisions. It's obvious that our BOE is not interested in being a partner to all residents. Our BOE has turned into nothing more than a rubber stamp for the superintendent.

I'm asking that the TC please be the voice of reason for ALL of Tolland's residents. The young the old the disabled and the less fortunate. Many of you know that I am a co-founder of a local charity called Tolland Cares. Since we started this charity my eyes have been opened to the daily struggles of many of our residents. Before engaging in this community endeavor I like many others looked at Tolland as a very affluent community. On paper we are a very affluent community but in real life we are not. I have met many single parents that cannot afford to buy their children Christmas presents. I have met senior citizens and disabled residents that can't afford to heat their homes. (Imagine making the decision to heat your home or pay your taxes) I'm asking all of you to look outside the walls of your own homes and make decisions that will be best for our entire community and the future of Tolland.

Please take a look at the reality of what's happening in Tolland rather than the doom and gloom possibilities portrayed by many people that continually want more. We need to have a diverse portfolio of tax payers. We need businesses we need senior citizens we need our veterans and those with disabilities. This diverse group of tax payers has the smallest draw on our local services and we need to keep them here in Tolland.

As the parent of a 29 month old son I can assure you that my family like many others will be dealing with the Tolland school system and the potential disruptions from having to rebuild BG. I assure you my child will survive this. My child will not be any worse off than a child in a neighboring town. As a parent I expect Tolland to provide my child with a safe learning environment and a great teacher. I don't expect a top of the line building full of fancy things, I often joke that Tolland can teach my son in a barn and his education will still be great. Great teachers make great students. Buildings and fancy things will not make my child any smarter.

In past years I watched a BOE member break down at a meeting because a cut to the BOE budget was going to keep them from buying new conference room chairs. Really folks? This is what we now expect from our tax payer? Sorry you can't buy presents for the kids because we need new chairs. Sorry your house is cold we need fancy things. This is disgusting behavior and a sign of what their priorities are.

If history is our guide I ask you to look at past decisions that have played a role in Tolland being where it is. We've built multimillion dollar schools that we never needed. We got into sewer contracts that were a huge failure and our now costing tax payers millions of dollars. Getting rid of Parker was a huge mistake that is coming back to haunt us.

Over the last several years our superintendent has pitched ideas to save money by keeping kids in town and by bringing out of district children here. These ideas were meant to be a savings for future budgets. None of these things have done anything to lower their spending. Whenever there is money saved in 1 area that money is immediately used to create a new position or new program. This out of control spending has to stop and the only way to accomplish this is by the TC saying NO.

The BOE budget needs to be cut. We know this will not be a decision embraced by those residents who continually expect more. This will not be embraced by people so self-absorbed in their own lives that they don't see all residents as equal. It's the job of the TC to see all of us as equal and make decisions that will benefit the entire town and our future.

Last year in public setting I asked our BOE chair if the budget was inflated because they thought it would fail the 1st time around. I was told YES. This was something I have been told over the years but was actually very surprised to have this person admit to it. Over the last year I've gone back and forth with myself about making this public. For the most part I have kept this to myself not wanting to draw more negative attention to Tolland. I'm starting to rethink that decision and think making this public could be beneficial long term for Tolland.

I understand that emergence status has been given to Tolland in regards to BG. I also understand that the state has waived the competitive bid process. If I understand correctly Tolland still has this clause in our charter but it can also be waived by the TC. If the TC can in fact waive this process I ask that you do NOT remove this safety net from tax payers. With 25 yrs in the construction industry I can assure you that the competitive bid process takes NO longer to accomplish than having 1 contractor bidding the job.

If I understand the ECS funding correctly I'm told that over the years as our student population decreased the ECS funding didn't. If true this means we were overpaid by the state for many years. Now that's catching up with us and nobody wants to accept it. Our enrolment is continually dropping and we need to adjust the budget accordingly. I understand the TC is not responsible for writing their budget but you are in a place to reject it. I'm asking that you not only reject their budget but you actually cut their budget from last year. The superintendent made it very clear last year that giving back left over funds would require them to have a lower budget starting point this year. Please take this mentality under consideration when making a decision to accept or deny their budget. This behavior needs to stop.

I am aware that there is a state statute that says we can't reduce their budget lower than the previous years. (Or something along those lines) However there is also a waiver application that can be applied for and that will allow the TC to cut the BOE budget. This is the best option for our future. We need a new school we now have to start paying for pensions and their mentality is still more.

Moving on to another subject. I'm told Tolland also has a fire station with a bad foundation (it just hasn't been confirmed till testing results are back) If this is true Tolland needs to make residents aware of this immediately. This can't be a side issue till next year's budget. We need all the cards on the table now not after we go to referendum. All the bad needs to come forward so Tolland knows what the future looks like. Drastic times call for drastic measures and I will do my best to publically support the TC in making the tough decisions needed for our future. We will fail or survive as an entire community. The schools are no longer the driving force behind people moving here. If the schools were the driving force we would be gaining students not losing them.

Thank you for taking on the reasonability of making Tolland a great place to live. You all have a very tough job to do and I respect every one of you for stepping up and trying to make a difference.

Respectfully,

Jon Crickmore

31 Cook Rd

Tolland, CT

Jon Crickmore
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prorenovationsllc.com

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