



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

**ESSEX BOARD OF EDUCATION**

**AGENDA**

To: Members of the Essex Board of Education  
Subject: **Essex Board of Education meeting - Thursday, May 12, 2022**  
Time: Board meetings begin promptly at 7:00 p.m.  
Place: **Essex Elementary School Media Center**

Please contact Jennifer Bryan at Central Office - email [jbryan@reg4.k12.ct.us](mailto:jbryan@reg4.k12.ct.us) if you are unable to attend.

Mission Statement

We, the communities of Chester, Deep River, Essex and Region 4, engage all students in a rigorous and collaborative educational program.  
We prepare our learners to be respectful citizens who are empowered to contribute in a globalized society.

- 1. Call to order 7:00 p.m. – Chair Seidman**
- 2. Verbal roll call for BOE members**
- 3. Consent agenda.** The following items are to be handled as combined and by single vote. Any Board member may request that an item be pulled out for further discussion.
  - 3.1.** Minutes from the regular meeting of March 10, 2022 (*encl #1*)
  - 3.2.** Accounts Payable Report (*encl #2*)
- 4. Public comment**

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters
- 5. Reports and Other Items:**
  - 5.1. Superintendent's Report – B. White**
    - a. District update
    - b. Information and communication
  - 5.2. Assistant Superintendent's Report – S. Brzozowy**
    - a. General update
    - b. Student Achievement
    - c. Update on the work of the District Culture and Climate Committee
  - 5.3. Finance Office Report – R. Grissom**
    - a. Financial Status Updates
      - Current Year to Date Financial Status Update (*encl #3*)
      - Cafeteria Fund Update (*encl #4*)
      - Medical Reserve Tracking (*encl #5*)
      - Grants update (as needed)
      - Discussion and Possible Vote(s) to approve transfer(s) as requested (*encl #6, encl #7, encl #8*)

#### 5.4 Principal's Report *(as needed)*

Jennifer Tousignant – EES *(none this evening)*

#### 5.5 Committee Reports *(Chair or designated representative of each Comm.)*

a. Joint PK-12 Committees – Policy – *L. Seidman*; Curriculum – *N. Johnston*; Finance – *R. Daniels*

Finance	Policy	Curriculum
Jan. 20 <sup>th</sup> @ 2 p.m. cancelled due to snow day	Jan. 20 <sup>th</sup> @ Noon cancelled due to snow day	Jan. 19 <sup>th</sup> @ Noon
Mar. 11 <sup>th</sup> @ Noon	Mar. 10 <sup>th</sup> @ Noon	Mar. 09 <sup>th</sup> @ Noon
Apr. 08 <sup>th</sup> @ Noon	Apr. 07 <sup>th</sup> @ Noon	Apr. 06 <sup>th</sup> @ Noon
May 06 <sup>th</sup> @ Noon	May 05 <sup>th</sup> @ Noon cancelled	May 04 <sup>th</sup> @ Noon

b. Supervision District Committee update – *L. Seidman*

c. Other committee reports

c.1 LEARN Committee update – *TBD*

c.2 Discussion regarding any pending policies for all BOEs – *standing item*

c.2.a Policy #6111 School Calendar (*encl #9*)

c.2.b Policy #4118.11/4118.112 Personnel – Discrimination/Harrassment (*encl #10*)

c.3.c Policy #5145.4/5145.51 Student – Discrimination/Harrassment (*encl #11*)

5.6 Discussion and possible **VOTE** to renew the *Agreement Concerning the Establishment and Operation of an Interim Collaborative Preschool Program* dated February 13, 2008. The original contract expires on June 30, 2012 and per agreement may be renewed in 1 year increments upon agreement of all signing parties (Boards of Education for Chester, Deep River, Essex and the Regional Supervision District Committee) no later than June 30<sup>th</sup> (*encl. #12*)

#### 6. Executive Session –

**Negotiations** – Review and discuss RFP bids for landscaping services

**Personnel** - Evaluation of Superintendent

#### 7. Action Item

Possible VOTE to approve the recommended firm's bid and direct the Superintendent or his designee to engage in contract negotiations.

8. **Public Comment** - The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment related to educational matters

#### 9. Future agenda items

9.1. Joint BOE meeting June 02, 2022 @ 7:00 p.m.

9.2. Essex BOE next regular meeting September 08, 2022 @ 7:00 p.m.

#### 10. Adjournment



**Regional School District 4**  
**Chester – Deep River – Essex – Region 4**  
**Boards of Education Committees – School Year 2021-22 (Updates in Progress)**

<b><u>Joint BOE Standing Committees</u></b> (standing committees have regularly scheduled meetings)			
<b>*Joint PK-12 Policy Sub-Committee</b>		R4(Sandmann/Clymas) CH(Taigen/Scherber) DR(Maikowski/Scholfield) ES (Seidman/TBD)	
<b>*Joint PK-12 Curriculum Sub-Comm.</b>		R4(Cavanaugh/Silva) CH(Fearon/ Bernardoni) DR(Grunko/TBD) ES (Johnston/Sweet)	
<b>*Joint PK-12 Finance Sub-Committee</b>		R4 (Clark/Daniels/Fearon) CH (Johnson/Rice) DR (Hallden/Lewis) ES (Seidman/Watson)	
<b>Supervision District Committee</b> (2 yr terms end in Nov. of the year listed after each name)		R4 (Sandmann 23 / Cavanaugh 23 / Stack 23) CH (Fitzgibbons 23 /Fearon 23 / Bernardoni 23) DR (Morrissey 23 / Ferretti 23 / Maikowski 23) ES (Seidman 23 /Pillion 23 / Johnston 23)	
<b><u>Joint Ad Hoc Committees</u></b> (ad hoc committees meet for a designated period or as needed)			
<b>Personnel &amp; Negotiations</b>		<u>Contract duration</u>	<u>Initiate negotiations</u>
- Joint BOE Teacher negotiations		R4 (Daniels/Clymas/Sandmann) CH (Taigen) DR (Morrissey) ES (Watson)	Expires 7/2025 6/2024
- Joint BOE Administrator negotiations		Same as ABOVE for Teacher negotiations	Expires 7/2023 9/2022
- Joint BOE Paraeducator negotiations		Same as BELOW for Net Tech et al.	Expires 7/2021 3/2021
- Joint BOE NetTechs et al negotiations (ElemSec/Elem Nurses/ElemNetTech/R4NetTEch/ElemCustodians)		R4 (Daniels/Clymas/Sandmann) CH (Fitzgibbons) DR (Maikowski) ES (Watson)	Expires 7/2021 3/2021
- Cafeteria (all schools)		Expires 7/2022	4/2022
Technology		R4(Seidman), CH(TBD), ES (Seidman), DR (TBD)	
School Calendar		R4(Sandmann/Daniels), CH (TBD), ES (TBD), DR (Morrissey)	
LEARN Joint BOE representative(s)		R4(Cavanaugh), CH(Bernardoni), ES(TBD), DR(TBD)	
School Safety Committee		R4(Cavanaugh), CH(Greenberg-Ellis), DR(TBD), ES(TBD)	
Tuition Committee		R4(Cavanaugh/Sandmann/Daniels), CH (TBD), DR (Morrissey), ES (Seidman Alt.)	
RFP Review		R4(Cavanaugh, Clymas, Daniels), CH (Scherber), DR (Morrissey), ES (Seidman/Johnston)	
Joint BOE Insurance Committee		R4(Clymas), CH (Bernardoni), DR (Lewis), ES (Seidman)	
<b><u>Individual BOE Ad Hoc Committees</u></b> (ad hoc committees meet for a designated period or as needed)			
<b><u>Chester BOE</u></b>			
Facilities		TBD	
PTO		TBD	
CATV Advisory Council (Cable TV)		For Discussion	
<b><u>Deep River BOE</u></b>			
Facilities		Morrissey/Ferretti	
PTO		rotating	
School Improvement Team		TBD	
CATV Advisory Council (Cable TV)		TBD	
<b><u>Essex BOE</u></b>			
Building		Seidman	
PTO		Rotating	
School Improvement Team		TBD	
Essex Foundation		TBD	
Communications		Rotating	
CATV Advisory Council (Cable TV)		TBD	
<b><u>Region 4 BOE</u></b>			
<b>Personnel &amp; Negotiations</b>		<u>Contract duration</u>	<u>Initiate negotiations</u>
▪ R4 Secretaries/Nurses		Clymas/Daniels/Sandmann Expires 7/2022	4/2022
▪ R4 Custodians		Clymas/Daniels/Sandmann Expires 7/2021	3/2021
School Improvement Team		TBD/TBD/TBD	
R4 Grounds and Buildings Maintenance and Oversight Committee		Sandmann/TBD/TBD	
JWMS Security Project Building Committee		Daniels/ Cavanaugh/ Sandmann / Stack	
R4 Educational Foundation		TBD	
Region 4 Extra compensation points committee		Clark/Daniels/Sandmann (only 1 rep needed)	
R4 Long Range Athletic Facilities Planning Task Force		Clymas/Daniels/Cavanaugh	
R4 Safety		Cavanaugh	
R4 Advisory Council (PTO)		TBD	
R4 Facilities Study Committee		TBD	

# ESSEX BOARD OF EDUCATION

Welcome to tonight's meeting of the Essex Board of Education. We appreciate your interest and attendance.

## WHO WE ARE:

We are fellow residents of Essex, elected by the community to serve 6 years (2 at each biennial election) without compensation.

**Lon Seidman** 2027  
**Justin Pillion** 2027

**Cassandra Sweet** 2025  
**Mark Watson**, Vice Chair 2021  
(appt. to fill vacancy until Nov. '21 for term ending 2025)

**VACANCY** 2023  
**Nancy Johnston** 2021  
(appt. to fill vacancy until Nov. '21 for term ending 2023)

Our contact information is listed in the school calendar and the school web site. Our annual goals are also listed on the school web site ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

We are assisted in the meeting by our school administration:

**Brian J. White**, Superintendent of Schools, Region 4  
**Sarah Brzozowy, Ed.D.**, Assistant Superintendent

**Jennifer Tousignant**, Principal  
**Bob Grissom**, Finance Director

## HOW YOU CAN CONTRIBUTE AND PARTICIPATE:

We typically have two "audiences of citizens" during the meeting. During this part of the meeting, you can make comments, suggestions and ask questions. We ask you to limit comments to 3 minutes. If you share a common topic with others, we encourage the use of a single spokesperson for the group. As the intention of the audience of citizens is for the Board to listen to you, the Board will not respond immediately since we may not have discussed or taken a position on the topic...please don't take this as a sign of disinterest. Our standard of courtesy and respect for the opinions of others is the same as the one expected of our students.

We encourage written input to the Board to include suggestions on future agenda items. Upon request, letters can be read at the meeting as long as they focus on issues or policies and not people.

While we value your input, please know the Board of Education meeting is a "Meeting in Public" and not a "Public Meeting." We appreciate your helping us accomplish our agenda in a time effective manner.

## REGULAR MEETINGS:

Our regular meetings are normally held on the second Thursday of every other month, unless there is a conflict with school vacation or a holiday. In addition we participate in meetings of the Joint Board of Education Committee every other month along with the Boards of Education of Chester, Deep River and Region 4. Our agenda is posted a week ahead of time on the bulletin board next to the cafeteria entrance and on the school website at ([www.reg4.k12.ct.us](http://www.reg4.k12.ct.us)).

## EXECUTIVE SESSION:

The Board may occasionally meet in "Executive Session." This closed-door meeting is for discussing items of a sensitive nature, such as personnel issues or negotiation strategy.

## SPECIAL MEETINGS:

Special meetings may be called with 24 hours advanced notice, to discuss specific items. The agenda will be posted on the bulletin board by the cafeteria and the meeting will be limited to those items.

We appreciate your attendance this evening and invite your continued interest on behalf of the children and residents of Essex.

**ESSEX ELEMENTARY SCHOOL  
BOARD OF EDUCATION REGULAR MEETING  
EES LIBRARY  
THURSDAY, MARCH 10, 2022 7:00pm**

**F.O.I. Compliance** – Subject to BOE approval at a future meeting

**CALL TO ORDER**

Mr. Seidman called the meeting to order at 7:00pm.

**Attendance: Essex BOE**

Lon Seidman

Justin Pillion

Nancy Johnston

Mark Watson

Cassandra Sweet

**Administration:**

Brian White

Bob Grissom

Jennifer Tousignant

Sarah Smalley

**CONSENT AGENDA**

Upon a motion duly made by Mark Watson seconded by Nancy Johnston the Essex Board of Education unanimously **VOTED** to approve the minutes from the regular meeting on January 13, 2022, the Budget Workshops of January 24, 2022 and February 10, 2022 and the Accounts Payable report as written.

**PUBLIC COMMENT**

No Comment

**REPORTS and OTHER ITEMS:**

**Superintendent's Report**

**District Update**

Mr. White gave a brief update. Budget development is underway. The new phase of COVID is going well. Staff and students are handling the transition well.

**Information and Communication**

No additional report.

**Assistant Superintendent's Report S. Brzozowy**

**General Update**

No report at this time.

**Student Achievement**

A presentation will occur later in the agenda.

**Financial Status Updates**

**Current Year to Date Financial Status Update**

Mr. Grissom gave an update on the financial status. All financial obligations are expected to be met. Expenses are trending well. Salaries will require a budget transfer to cover the overage.

**Cafeteria Fund Update**

Mr. Grissom gave a brief update on the cafeteria reporting. The seamless summer option is still being offered. 50% of students are participating. This program may be extended. Ms. Sweet asked if more vegetarian options may be offered. This will be researched. The cafeteria fund balance will be researched and discussed in a future meeting.

**Medical Reserve Tracking**

Net favorable results have been realized for this year. The insurance consultant will present in April.

**Discussion and possible VOTE to approve budget transfer requests as presented.**

Mr. Grissom discussed the budget transfers for additional para professionals.

Upon a motion made by Mark Watson and seconded by Nancy Johnston the Essex Elementary Board of Education unanimously **VOTED** to approve the budget transfer request in the amount of \$6,800 as presented in Attachment 10.

**Principal's Update**

Ms. Tousignant and Ms. Brzozowy gave a presentation on Student Academic Performance.

The STEM lab is moving forward. The Essex Foundation is ready to sign a contract with the Connecticut Science Museum. One classroom will be used.

**Committee Reports****Curriculum**

Elementary K-6 report cards were discussed. This will be rolled out in the fall. New course requests for Valley Regional are being discussed. The PD plan is being reviewed.

**Supervision District:**

Budget was approved.

**Other Committee Reports****LEARN Committee Report**

No report at this time.

**Discussion regarding and Pending Policies**

A fixed graduation date policy is being discussed. An update to Title 9 is being reviewed and will be discussed at the next Joint Board of Education meeting.

**Discussion and Possible VOTE to approve Essex Elementary 2022-23 budget for presentation to the Town of Essex.**

Upon a motion made by Mark Watson and seconded by Cassandra Sweet the Essex Elementary Board of Education unanimously **VOTED** to approve the Essex Elementary 2022-23 budget in the amount of \$8,144,643.

Discussion was held regarding capital items.

Upon a motion made by Mark Watson and seconded by Nancy Johnston the Essex Elementary Board of Education unanimously **VOTED** to recommend \$143,900 in capital expenditures pending discussion with the Essex Board of Finance.

This will be presented to the Board of Finance meeting on the March 30, 2022.

**Discussion Regarding Status of After school Care Program at EES**

Discussion held regarding sharing an after school program with the YMCA for all three elementary schools. A survey with all three towns was suggested to see if an RFP should be done. This will be discussed at the Joint Board of Meeting.

**PUBLIC COMMENT**

No Comment

**FUTURE AGENDA ITEMS**

- 7.1 Present proposed EES BOE 2022-23 Budget to Essex BOF/BOS March 30, 2022 at 7:00pm.
- 7.2 Joint BOE Meeting Thursday, April 24, 2022 @ 7:00pm
- 7.3 Present Proposed EES BOE 2022-23 Budget April 14, 2022 at Public Hearing @ 7:30PM
- 7.4 Essex Town Budget Vote May 9, 2022 at 7:30pm
- 7.5 Essex BOE Meeting next Regular is Thursday, May 12, 2022 @ 7:00pm

**ADJOURNMENT**

On motion duly made and seconded the Board unanimously **VOTED** to adjourn at 8:37pm.

Respectfully Submitted,

Kelley Frazier, Secretary

2021-22 Budget

date 4/27/22

Encl #2

04/26/2022 11:50  
9781dpea

REGIONAL SCHOOL DIST # 4  
AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000 1040

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
70262	04/27/2022	PRINTED	002836 SYNCB/AMAZON	282.97			
70263	04/27/2022	PRINTED	006892 APPLE INC	497.95			
70264	04/27/2022	PRINTED	002357 CIRMA	13,589.10			
70265	04/27/2022	PRINTED	005835 CITIZENS BANK - HEALTH B	88,067.33			
70266	04/27/2022	PRINTED	006771 CT SOLAR LEASE 2, LLC	2,547.14			
70267	04/27/2022	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	6,834.00			
70268	04/27/2022	PRINTED	006877 DOGHOUSE PIANOS	170.00			
70269	04/27/2022	PRINTED	002197 ESSEX HARDWARE CO	80.91			
70270	04/27/2022	PRINTED	006719 EVERSOURCE	44.57			
70271	04/27/2022	PRINTED	006719 EVERSOURCE	2,279.14			
70272	04/27/2022	PRINTED	002506 GRAINGER	695.91			
70273	04/27/2022	PRINTED	002329 LEARN	19,218.80			
70274	04/27/2022	PRINTED	008527 NEW ENGLAND CENTER FOR HE	160.00			
70275	04/27/2022	PRINTED	008527 NEW ENGLAND CENTER FOR HE	160.00			
70276	04/27/2022	PRINTED	008527 NEW ENGLAND CENTER FOR HE	360.00			
70277	04/27/2022	PRINTED	008527 NEW ENGLAND CENTER FOR HE	2,244.39			
70278	04/27/2022	PRINTED	007486 NCS PEARSON, INC	75.00			
70279	04/27/2022	PRINTED	008517 PRISM ACADEMY, LLC	12,906.74			
70280	04/27/2022	PRINTED	006624 SOUTHERN CONNECTICUT GAS	5,069.35			
70281	04/27/2022	PRINTED	008518 SPEAKOLOGY, LLC	8,287.50			
70282	04/27/2022	PRINTED	007180 TREASURER - STATE OF CONN	735.00			
70283	04/27/2022	PRINTED	007866 TEACHER SYNERGY, LLC	26.99			
70284	04/27/2022	PRINTED	002436 TREASURER REGIONAL SCHOOL	1,039.60			
70285	04/27/2022	PRINTED	002518 TREASURER SUPERVISION DIS	87.27			
70286	04/27/2022	PRINTED	002518 TREASURER SUPERVISION DIS	187,249.33			
70287	04/27/2022	PRINTED	002297 W.B.MASON	832.07			
70288	04/27/2022	PRINTED	006019 ZORO TOOLS ACCOUNTS RECEI	103.17			
27 CHECKS CASH ACCOUNT TOTAL				353,644.23	.00		



04/08/2022 08:28  
9781dpea

REGIONAL SCHOOL DIST # 4  
AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000

1040

CHECK # CHECK DATE TYPE VENDOR NAME

FOR: Uncleared

CLEARED BATCH CLEAR DATE

UNCLEARED

70247	04/13/2022	PRINTED	006432 A&A OFFICE SYSTEMS, INC
70248	04/13/2022	PRINTED	005794 ADAMS HOMETOWN MARKETS
70249	04/13/2022	PRINTED	002836 SYNCB/AMAZON
70250	04/13/2022	PRINTED	006892 APPLE INC
70251	04/13/2022	PRINTED	006009 CAPSTONE
70252	04/13/2022	PRINTED	002155 CONNECTICUT WATER CO
70253	04/13/2022	PRINTED	002155 CONNECTICUT WATER CO
70254	04/13/2022	PRINTED	006678 FRONTIER
70255	04/13/2022	PRINTED	002329 LEARN
70256	04/13/2022	PRINTED	005508 SCHOOL SPECIALTY LLC
70257	04/13/2022	PRINTED	006544 SHORELINE READING, INC.
70258	04/13/2022	PRINTED	005776 THERMOMEDICS, LLC
70259	04/13/2022	PRINTED	002587 WALTHAM SERVICES, INC
70260	04/13/2022	PRINTED	004417 WEST MUSIC
70261	04/13/2022	PRINTED	006019 ZERO TOOLS ACCOUNTS RECEI

15 CHECKS

CASH ACCOUNT TOTAL

15,062.35

.00



P 1  
apchkrca

Budget 2021-22

check 4/13/22

2021-22 Budget

check date 3/30/22

03/29/2022 14:12  
9781dpea

REGIONAL SCHOOL DIST # 4  
AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000

CHECK # CHECK DATE TYPE VENDOR NAME

1040

FOR: Uncleared

CHECKED BATCH CLEAR DATE

UNCLEARED

70227	03/30/2022	PRINTED	002539	ALL WASTE, INC.	870.00
70228	03/30/2022	PRINTED	002467	ALLSTON SUPPLY CO INC	1,055.29
70229	03/30/2022	PRINTED	002836	SYNCB/AMAZON	2,201.35
70230	03/30/2022	PRINTED	003300	CARL L. CHUDY	72.00
70231	03/30/2022	PRINTED	005835	CITIZENS BANK - HEALTH B	88,067.33
70232	03/30/2022	PRINTED	006877	DOGHOUSE PIANOS	340.00
70233	03/30/2022	PRINTED	002197	ESSEX HARDWARE CO	18.99
70234	03/30/2022	PRINTED	006719	EVERSOURCE	3,281.84
70235	03/30/2022	PRINTED	002550	GIROUX LANDSCAPING, LLC	4,600.00
70236	03/30/2022	PRINTED	005959	LEAF	1,683.81
70237	03/30/2022	PRINTED	002329	LEARN	19,218.80
70238	03/30/2022	PRINTED	006624	SOUTHERN CONNECTICUT GAS	5,827.96
70239	03/30/2022	PRINTED	006259	JENNIFER TOUSIGNANT - PET	26.25
70240	03/30/2022	PRINTED	002436	TREASURER REGIONAL SCHOOL	576.40
70241	03/30/2022	PRINTED	002436	TREASURER REGIONAL SCHOOL	2,131.15
70242	03/30/2022	PRINTED	002436	TREASURER REGIONAL SCHOOL	3,715.10
70243	03/30/2022	PRINTED	002436	TREASURER REGIONAL SCHOOL	69,263.00
70244	03/30/2022	PRINTED	002518	TREASURER SUPERVISION DIS	187,249.33
70245	03/30/2022	PRINTED	002580	UNITED ART & EDUCATION	301.30
70246	03/30/2022	PRINTED	002297	W.B.MASON	574.85

20 CHECKS

CASH ACCOUNT TOTAL

391,074.75

.00



P 1  
apchkrn

2021-22 Budget

date 3/16/22

03/16/2022 08:53  
9781dpea

REGIONAL SCHOOL DIST # 4  
AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 3000

1040

FOR: Uncleared

CHECK # CHECK DATE TYPE VENDOR NAME

UNCLEARED

CLEARED BATCH CLEAR DATE

70202	03/16/2022	PRINTED	008516 ADAPT AND LEARN, LLC	1,776.25
70203	03/16/2022	PRINTED	002539 ALL WASTE, INC.	870.00
70204	03/16/2022	PRINTED	002836 SYNCB/AMAZON	412.47
70205	03/16/2022	PRINTED	004951 AMERICAN INDUSTRIAL TECHN	305.00
70206	03/16/2022	PRINTED	002155 CONNECTICUT WATER CO	1,394.46
70207	03/16/2022	PRINTED	006771 CT SOLAR LEASE 2, LLC	1,301.81
70208	03/16/2022	PRINTED	002849 CURTIN MOTOR LIVERY, INC.	2,822.00
70209	03/16/2022	PRINTED	006719 EVERSOURCE	44.51
70210	03/16/2022	PRINTED	006678 FRONTIER	103.86
70211	03/16/2022	PRINTED	005262 MICHAEL N. FULCO,PHD	4,500.00
70212	03/16/2022	PRINTED	008512 GLOBAL TECH SYSTEMS, LLC	636.59
70213	03/16/2022	PRINTED	002506 GRAINGER	81.34
70214	03/16/2022	PRINTED	008519 IMPACT FIRE SERVICES, LLC	1,900.00
70215	03/16/2022	PRINTED	002329 LEARN	753.25
70216	03/16/2022	PRINTED	008517 PRISM ACADEMY, LLC	7,626.71
70217	03/16/2022	PRINTED	003190 RIGGIO'S GARDEN CENTER	20.00
70218	03/16/2022	PRINTED	007900 RIVERSIDE INSIGHTS	135.50
70219	03/16/2022	PRINTED	005508 SCHOOL SPECIALTY LLC	7.66
70220	03/16/2022	PRINTED	006544 SHORELINE READING, INC.	2,290.29
70221	03/16/2022	PRINTED	008518 SPEAKOLOGY, LLC	19,200.00
70222	03/16/2022	PRINTED	006259 JENNIFER TOUSIGNANT - PET	290.20
70223	03/16/2022	PRINTED	002436 TREASURER REGIONAL SCHOOL	2,182.00
70224	03/16/2022	PRINTED	002518 TREASURER SUPERVISION DIS	87.27
70225	03/16/2022	PRINTED	002297 W.B.MASON	648.02
70226	03/16/2022	PRINTED	002587 WALTHAM SERVICES, INC	111.00

25 CHECKS

CASH ACCOUNT TOTAL

49,500.19

.00



1  
apchkrn

Essex Board of Education  
FY 2021-2022 Year-to-Date Report as of 4-30-2022

Object	Description	2021-2022 Original Budget	2021-2022 Transfers	2021-2022 Revised Budget	2021-2022 Actual Expense YTD	2021-2022 Encumbrances	2021-2022 Available
<b><u>OBJECT 100 - SALARIES:</u></b>							
<b>TOTAL SALARIES</b>		4,589,740	46,070	4,635,810	3,631,386	998,837	5,587
<b><u>OBJECT 200 - EMPLOYEE BENEFITS:</u></b>							
<b>TOTAL EMPLOYEE BENEFITS</b>		1,810,527	-	1,810,527	1,616,637	127,516	66,374
<b><u>OBJECT 300 - PURCHASED &amp; TECHNICAL SERVICES:</u></b>							
<b>TOTAL PURCHASED &amp; TECHNICAL SERVICES</b>		160,003	(37,000)	123,003	95,012	26,241	1,750
<b><u>OBJECT 400 - PURCHASED PROPERTY SERVICES:</u></b>							
<b>TOTAL PURCHASED PROPERTY SERVICES</b>		427,276	1,428	428,704	324,467	82,711	21,527
<b><u>OBJECT 500 - OTHER PURCHASED SERVICES:</u></b>							
<b>TOTAL OTHER PURCHASED SERVICES</b>		647,422	(6,000)	641,422	560,757	124,929	(44,264)
<b><u>OBJECT 600 - SUPPLIES:</u></b>							
<b>TOTAL SUPPLIES</b>		211,937	(3,511)	208,426	183,119	20,748	4,560
<b><u>OBJECT 700 - PROPERTY:</u></b>							
<b>TOTAL PROPERTY</b>		9,249	(903)	8,346	2,285	-	6,061
<b><u>OBJECT 800 - OTHER OBJECTS:</u></b>							
<b>TOTAL OTHER OBJECTS</b>		5,253	(84)	5,169	5,027	142	-
<b>SUBTOTAL</b>		<b>7,861,407</b>	<b>-</b>	<b>7,861,407</b>	<b>6,418,690</b>	<b>1,381,123</b>	<b>61,594</b>

Essex Board of Education  
FY 2021-2022 Year-to-date Report as of 4-30-2022

Object		Description	2021-2022 Original Budget	2021-2022 Transfers	2021-2022 Revised Budget	2021-2022 Actual Expense YTD	2021-2022 Encumbrances	2021-2022 Available
<b>OBJECT 100 - SALARIES:</b>								
5111		Administration	155,652	-	155,652	131,706	23,946	-
5113		Teachers' Salaries	1,947,055	-	1,947,055	1,369,399	626,402	(48,746)
5114		Secretary Salaries	146,812	-	146,812	120,859	37,242	(11,289)
5115		Custodial Salaries	222,385	-	222,385	187,735	42,015	(7,365)
5116		Nurse Salary	55,941	(1,000)	54,941	37,845	17,346	(250)
5118		Food Service Dir/Bookkeeper/Cafeteria Salaries	81,962	-	81,962	56,189	19,541	6,232
5119		Para Educators	447,680	53,800	501,480	334,302	113,703	53,475
5123		Substitute Teachers	54,755	-	54,755	41,950	-	12,805
5124		Substitute Secretary/Para-Educators	8,180	1,000	9,180	18,712	-	(9,532)
5125		Sub Custodians	5,113	-	5,113	4,460	-	653
5126		Summer Part Time Custodian Salary	12,270	-	12,270	10,224	-	2,046
5133		Coaches/Extra-Curricular	21,902	(7,730)	14,172	6,666	-	7,506
5134		Secretary OT	1,738	-	1,738	400	-	1,338
5135		Custodian OT	4,601	-	4,601	2,673	-	1,928
5138		Cafeteria OT	-	-	-	3,213	-	(3,213)
5198		Supervision District Salary	1,423,694	-	1,423,694	1,305,053	118,641	-
<b>TOTAL SALARIES</b>			<b>4,589,740</b>	<b>46,070</b>	<b>4,635,810</b>	<b>3,631,386</b>	<b>998,837</b>	<b>5,587</b>
<b>OBJECT 200 - EMPLOYEE BENEFITS:</b>								
5210		Health Insurance	1,056,808	-	1,056,808	968,741	88,067	-
5210		Appropriation: Health Insurance Reserve Fund	33,524	-	33,524	33,524	-	-
5214		Life Insurance	3,863	-	3,863	2,967	44	851
5222		MERF	-	-	-	9,251	1,208	(10,458)
5223		FICA/Medicare	101,126	-	101,126	78,782	481	21,863
5250		Unemployment Compensation	30,000	-	30,000	-	-	30,000
5260		Worker's Compensation	31,797	-	31,797	27,469	-	4,328
5290		Other Employee Benefits	85,826	-	85,826	77,033	-	8,793
5291		Annuities	14,997	-	14,997	4,000	-	10,997
5298		Supervision District Fringe Benefits	452,586	-	452,586	414,871	37,716	-
<b>TOTAL EMPLOYEE BENEFITS</b>			<b>1,810,527</b>	<b>-</b>	<b>1,810,527</b>	<b>1,616,637</b>	<b>127,516</b>	<b>66,374</b>

Essex Board of Education  
FY 2021-2022 Year-to-date Report as of 4-30-2022

Object		Description	2021-2022 Original Budget	2021-2022 Transfers	2021-2022 Revised Budget	2021-2022 Actual Expense YTD	2021-2022 Encumbrances	2021-2022 Available
<b>OBJECT 300 - PURCHASED &amp; TECHNICAL SERVICES:</b>								
5300		Building Study	17,000	(6,800)	10,200	-	10,200	-
5322		Professional Development Programs	12,500	(12,500)	-	-	-	-
5330		<b>Other Professional Services</b>						
	1109	Sound Equipment Services	850	-	850	-	-	850
	1215	Special Education	17,000	(17,000)	-	-	-	-
	2134	Health	900	(700)	200	-	-	200
	2135	Physical Therapy	9,759	-	9,759	5,739	4,020	-
	2139	Testing & Therapy	9,000	-	9,000	7,500	1,300	200
	2310	Other Services	31,500	-	31,500	25,403	5,597	500
		TOTAL OTHER PROF SERVICES	69,009	(17,700)	51,309	38,642	10,917	1,750
5398		Supervision District Purchased Svcs	61,494		61,494	56,370	5,125	-
<b>TOTAL PURCHASED &amp; TECHNICAL SERVICES</b>			160,003	(37,000)	123,003	95,012	26,241	1,750
<b>OBJECT 400 - PURCHASED PROPERTY SERVICES:</b>								
5411		Water	9,100	-	9,100	6,427	2,673	-
5412		Electricity	70,000	-	70,000	44,401	23,046	2,553
5430		<b>Repairs &amp; Maintenance</b>						
	1101	Art	300	-	300	-	300	-
	1109	Music	2,050	-	2,050	882	1,168	1
	1114	Computer Education	9,000	(3,500)	5,500	-	-	5,500
	1215	Special Education	3,550	-	3,550	2,924	626	-
	2134	Health	85	(10)	75	75	-	-
	2223	Audio/Visual	500	-	500	500	-	-
	2410	Contracts	825	(62)	763	763	-	0
	2600	Plant Operations Repairs	211,950	5,000	216,950	172,608	43,791	551
	3000	Cafeteria	2,500	-	2,500	639	-	1,861
		TOTAL REPAIRS & MAINTENANCE	230,760	1,428	232,188	178,390	45,884	7,913
5440		Leases	111,505	-	111,505	89,830	10,614	11,061
5498		Supervision District Purchased Property Services	5,911		5,911	5,418	493	-
<b>TOTAL PURCHASED PROPERTY SERVICES</b>			427,276	1,428	428,704	324,467	82,711	21,527

Essex Board of Education  
FY 2021-2022 Year-to-date Report as of 4-30-2022

Object		Description	2021-2022 Original Budget	2021-2022 Transfers	2021-2022 Revised Budget	2021-2022 Actual Expense YTD	2021-2022 Encumbrances	2021-2022 Available
<b>OBJECT 500 - OTHER PURCHASED SERVICES:</b>								
5511		Out-of-District Transportation	75,200	-	75,200	28,736	14,495	31,969
5515		Field Trips & School Events	2,850	-	2,850	109	2,741	-
5520		Comprehensive Insurance	29,333	-	29,333	26,889	-	2,444
5530		Communications	6,828	-	6,828	4,041	1,519	1,268
5540		Advertising	200	-	200	-	-	200
5561		Out-of-District Tuition	279,333	(6,000)	273,333	269,340	83,393	(79,400)
55611		Excess Cost Reimbursement	(24,000)	-	(24,000)	(21,436)	-	(2,564)
5580		Travel & Conferences	4,308	-	4,308	2,489	-	1,819
5598		Supervision District Other Purchased Services	273,370	-	273,370	250,589	22,781	-
<b>TOTAL OTHER PURCHASED SERVICES</b>			647,422	(6,000)	641,422	560,757	124,929	(44,264)
<b>OBJECT 600 - SUPPLIES:</b>								
5610		<b>General Supplies</b>						
	1114	Computer Education	7,000	-	7,000	6,340	199	460
	2134	Health	1,400	-	1,400	551	849	-
	2410	Office Supplies	10,000	-	10,000	6,192	2,154	1,655
		<b>TOTAL INSTRUCTIONAL SUPPLIES</b>	18,400	-	18,400	13,083	3,202	2,115
5611		<b>Instructional Supplies</b>						
	1101	Art	5,400	-	5,400	5,007	393	-
	1103	Language Arts	7,075	-	7,075	5,238	390	1,447
	1104	Foreign Language (FLES)	480	-	480	350	-	130
	1107	Kindergarten	714	-	714	601	-	113
	1108	Mathematics	6,349	-	6,349	4,740	456	1,152
	1109	Music	765	-	765	765	-	-
	1110	Physical Education	2,208	-	2,208	2,203	-	5
	1111	Reading	2,947	(1,500)	1,447	1,307	119	21
	1112	Science	2,618	-	2,618	1,269	200	1,149
	1113	Social Studies	1,279	-	1,279	1,059	-	220
	1190	Testing	2,114	-	2,114	872	670	572
	1209	Enrichment Projects	4,356	-	4,356	1,918	-	2,438
	1215	Special Education	1,789	-	1,789	1,266	65	458
	2222	Library	352	(2)	350	350	-	(0)
	2223	Audio Visual	7,609	-	7,609	7,387	21	201
		<b>TOTAL INSTRUCTIONAL SUPPLIES</b>	46,055	(1,502)	44,553	34,333	2,314	7,906

Essex Board of Education  
FY 2021-2022 Year-to-date Report as of 4-30-2022

Object		Description	2021-2022 Original Budget	2021-2022 Transfers	2021-2022 Revised Budget	2021-2022 Actual Expense YTD	2021-2022 Encumbrances	2021-2022 Available
5613		Operations Maintenance Supplies	19,000	1,800	20,800	16,852	2,107	1,842
5624		Heating Fuel Natural Gas	34,000	-	34,000	35,927	6,073	(8,000)
5626		Gasoline	50	-	50	-	-	50
5629		General Instructional Supplies	20,131	-	20,131	15,424	4,699	8
5641		<b>Instructional Materials</b>						
	1103	Language Arts	1,784	(600)	1,184	1,053	-	131
	1104	Foreign Language (FLES)	329	-	329	244	-	85
	1107	Kindergarten	526	(272)	254	254	-	-
	1108	Mathematics	8,102	(409)	7,693	7,694	-	(1)
	1109	Music	1,750	(23)	1,727	1,721	-	6
	1111	Reading	5,500	(1)	5,499	5,499	-	(0)
	1112	Science	2,750	(962)	1,788	1,788	-	0
	1113	Social Studies	385	(18)	367	368	-	(1)
	1114	Computer Education	11,409	-	11,409	11,409	-	-
	1116	Study Skill Program	1,578	(900)	678	302	-	376
	1209	Enrichment Projects	1,750	(452)	1,298	1,298	-	(0)
	1215	Special Education	2,764	-	2,764	2,764	-	-
	2120	Guidance	880	(41)	839	839	-	0
	2222	Library	6,560	(131)	6,429	6,388	-	41
		TOTAL INSTRUCTIONAL MATERIALS	46,067	(3,809)	42,258	41,619	-	639
5698		Supervision District Supplies	28,234	-	28,234	25,881	2,353	-
<b>TOTAL SUPPLIES</b>			211,937	(3,511)	208,426	183,119	20,748	4,560
<b>OBJECT 700 - PROPERTY:</b>								
5730		Equipment	9,249	(903)	8,346	2,285	-	6,061
5798		Supervision District Equipment	-	-	-	-	-	-
<b>TOTAL PROPERTY</b>			9,249	(903)	8,346	2,285	-	6,061
<b>OBJECT 800 - OTHER OBJECTS:</b>								
5810		<b>Dues &amp; Fees</b>						
	2310	Board of Education	3,000	(79)	2,921	2,921	-	-
	2410	School Dues & Fees	550	(5)	545	545	-	-
		TOTAL DUES & FEES	3,550	(84)	3,466	3,466	-	-
5898		Supervision District Other Objects	1,703	-	1,703	1,561	142	-
<b>TOTAL OTHER OBJECTS</b>			5,253	(84)	5,169	5,027	142	-
<b>SUBTOTAL</b>			<b>7,861,407</b>	<b>-</b>	<b>7,861,407</b>	<b>6,418,690</b>	<b>1,381,123</b>	<b>61,594</b>



Essex Cafeteria Expense and Revenue Tracking

Essex 2021-2022		July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Eligible Students - Free		300	300	302	303	302	301	306	307	307				2,728
Eligible Students - Reduced		0	0	0	0	0	0	0	0	0				0
Eligible Students - Full Pay		0	0	0	0	0	0	0	0	0				0
Total Enrollment		300	300	302	303	302	301	306	307	307	0	0	0	2,728
Breakfast - Free meals served		500	360	914	1,173	1,057	993	983	1,039	1,401				8,420
Breakfast - Reduced meals served		0	0	0	0	0	0	0	0	0				0
Breakfast - Full Pay meals served		0	0	0	0	0	0	0	0	0				0
Lunch - Free meals served		500	850	3,132	3,337	3,088	2,739	3,032	3,042	4,202				23,922
Lunch - Reduced meals served		0	0	0	0	0	0	0	0	0				0
Lunch - Full Pay meals served		0	0	0	0	0	0	0	0	0				0
object	Total Meal Count	1,000	1,210	4,046	4,510	4,145	3,732	4,015	4,081	5,603	0	0	0	32,342
4090	Miscellaneous Income	\$ -	\$ 48	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 48
4160	Café Lunch Cash Sales	\$ -	\$ 62	\$ 132	\$ 259	\$ 354	\$ 43	\$ 70	\$ 50	\$ 150				\$ 1,118
4360	State & Fed Grants - Claims breakfast	\$ 1,231	\$ 887	\$ 2,251	\$ 2,889	\$ 2,603	\$ 2,445	\$ 2,561	\$ 2,707	\$ 3,650				\$ 21,222
4360	State & Fed Grants - Claims lunch	\$ 2,159	\$ 3,670	\$ 13,522	\$ 14,407	\$ 13,332	\$ 11,826	\$ 13,834	\$ 13,879	\$ 19,172				\$ 105,801
4360	State & Fed Grants - 6 Cent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
4360	State & Fed Grants - Healthy Foods	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
4360	State & Fed Grants - CN State Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,565				\$ 1,565
4360	State & Fed Grants - State School Breakfast	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
4360	State & Fed Grants - Emergency Oper. Costs	\$ -	\$ -	\$ 5,534	\$ 614	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 6,148
4361	USDA commodities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
4890	Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Total Revenue		\$ 3,390	\$ 4,666	\$ 21,439	\$ 18,169	\$ 16,289	\$ 14,314	\$ 16,464	\$ 16,636	\$ 24,536	\$ -	\$ -	\$ -	\$ 135,902
5111	Administrator Salary													\$ -
5114	Secretary Salary													\$ -
5118	Food Service Salary													\$ -
5124	Sub Secty\ Café													\$ -
5138	OT Cafeteria Salary													\$ -
Total Salaries		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5210	Health Insurance													\$ -
5214	Life Insurance													\$ -
5222	MERF													\$ -
5223	Fica/Medicare													\$ -
Total Benefits		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Salary & Benefit Cost		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5430	Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
5600	All - Supplies / Energy	\$ -	\$ 294	\$ 1,032	\$ 1,864	\$ 614	\$ 1,377	\$ 673	\$ 477	\$ 1,301				\$ 7,631
5601	USDA Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
5610	General Supplies	\$ 940	\$ 3,090	\$ 6,609	\$ 9,349	\$ 8,905	\$ 6,339	\$ 5,960	\$ 8,382	\$ 8,105				\$ 57,680
5800	All - Other Misc. Expense	\$ -	\$ 27	\$ 68	\$ 81	\$ 59	\$ 68	\$ 59	\$ (17)	\$ 108				\$ 453
5890	Other Objects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
Total Product Cost		\$ 940	\$ 3,411	\$ 7,709	\$ 11,294	\$ 9,578	\$ 7,784	\$ 6,691	\$ 8,843	\$ 9,514	\$ -	\$ -	\$ -	\$ 65,764
Total Product, Salary & Benefit Costs		\$ 940	\$ 3,411	\$ 7,709	\$ 11,294	\$ 9,578	\$ 7,784	\$ 6,691	\$ 8,843	\$ 9,514	\$ -	\$ -	\$ -	\$ 65,764
Profit (Loss)		\$ 2,450	\$ 1,256	\$ 13,730	\$ 6,874	\$ 6,711	\$ 6,530	\$ 9,773	\$ 7,793	\$ 15,022	\$ -	\$ -	\$ -	\$ 70,138
Operating Days		21	22	19	20	18	17	18	16	22	15	21	10	198
Lunch Participation		7.9%	12.9%	54.6%	55.1%	56.8%	53.5%	55.0%	61.9%	62.2%	#DIV/0!	#DIV/0!	#DIV/0!	4.4%
Breakfast Participation		7.9%	5.5%	15.9%	19.4%	19.4%	19.4%	17.8%	21.2%	20.7%	#DIV/0!	#DIV/0!	#DIV/0!	1.6%
Meals Product Cost		\$ 0.94	\$ 2.82	\$ 1.91	\$ 2.50	\$ 2.31	\$ 2.09	\$ 1.67	\$ 2.17	\$ 1.70	#DIV/0!	#DIV/0!	#DIV/0!	
Labor/Meal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	#DIV/0!	
		\$ 0.94	\$ 2.82	\$ 1.91	\$ 2.50	\$ 2.31	\$ 2.09	\$ 1.67	\$ 2.17	\$ 1.70	#DIV/0!	#DIV/0!	#DIV/0!	
unpaid lunch balances - monthly value														
lunch account balances- monthly value														
Month End Checking Account Balance		\$ 53,157	\$ 59,334	\$ 64,980	\$ 62,700	\$ 67,532	\$ 75,293	\$ 83,515	\$ 91,494	\$ 99,120				

**Medical Reserve Tracking**  
**Chester, Deep River, Essex, Regional School**  
**District No. 4, and the Supervision District**  
**As of: 04.29.2022**

2021-2022

Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
First Week		92,222	35,992	136,510	160,101	88,493	64,403	135,295	94,051	106,418			913,486
2nd Week	383,522	(56,382)	122,280	132,861	12,715	213,477	157,417	227,309	117,326	121,274			1,431,799
3rd Week	75,260	100,541	81,473	90,024	99,701	104,709	86,202	64,474	95,721	56,162			854,266
4th Week	135,937	92,300	39,597	117,867	123,840	90,673	83,978	168,163	99,439	75,900			1,027,695
5th week		35,845		131,918			69,991						237,754
H S A Payments	212,614	29,958	120,285	33,892	30,087	28,500	127,001	41,112	37,486	21,783			682,717
Medicare Supp.	8,811	4,511	12,253	8,257		8,257	15,606	3,553	11,474	7,527			80,250
Miscellaneous exp		1,486	515	520	529	533	20,540	545	547	10,527			35,741
Total Expenses	816,144	300,481	412,396	651,849	426,973	534,643	625,137	640,450	456,044	399,590	-	-	5,263,708
Monthly Revenue	July	August	September	October	November	December	January	February	March	April	May	June	Total
Supv Dist.	141,851	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470	101,470			1,055,085
Reg 4	238,405	329,834	238,405	238,405	238,405	238,405	238,405	238,405	238,405	238,405			2,475,479
Chest. BOE	76,790	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389	57,389			593,290
Deep River BOE	54,392	54,392	54,392	74,963	54,392	54,392	54,392	54,392	54,392	54,392			564,492
Essex BOE	121,591	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067	88,067			914,197
First Pay EE	298	298	51,350	60,586	60,748	62,553	61,003	60,587	61,732	61,532			480,686
Second Pay EE	392		60,076	60,223	60,748	60,977	60,372	60,703	60,680	63,000			487,171
TRB	9,304		8,534			11,329		(330)	9,349				38,187
Retirees	50,245	14,816	26,818	19,291	27,605	22,746	32,615	17,085	25,999	20,707			257,925
Other Rev.													-
													-
Total Revenue	693,269	646,267	686,502	700,395	688,825	697,329	693,713	677,768	697,484	684,962	-	-	6,866,513
Net Rev/Exp/Month	(122,875)	345,786	274,105	48,546	261,852	162,686	68,576	37,318	241,440	285,372	-	-	
Self Insured cash balance at month end	\$ 3,329,902	\$ 3,618,807	\$ 4,124,509	\$ 4,122,954	\$ 4,286,565	\$ 4,770,044	\$ 4,852,835	4,726,277	4,902,300				

Revenue (Full Year Projection) 6,866,513  
Expenses (YTD) 5,263,708  
Net Position 1,602,805

**Health Savings Account Policy**

CGS 10-183 (T) requires that retired/certified employees be given the opportunity to purchase the Health insurance of the last employing BOE at the group rate.

This document is a working projection, updated throughout the month, of medical revenue and expenses realized by the District.

It is to be used as a tool for projecting the fiscal position of the District's Medical Reserve fund.

DATE: 4/25/22

TO ACCOUNT

[illegible]

Transfer request to cover additional cost in repairing ductless AC unit

Approved By:

  
Business Manager

5/5/2022

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Date

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Posted By

Date \_\_\_\_\_

DATE: 4/25/22

TO ACCOUNT

[illegible]

Transfer request to cover additional cost in gas for heating

Approved By:

Principal \_\_\_\_\_  
Date: 4/25/72

  
Business Manager

5/5/2022  
Date

**Posted By**

Date \_\_\_\_\_



**REGION 4 SCHOOLS**  
**Chester, Deep River, Essex**  
**Budget Appropriation Transfers**

SCHOOL: Essex Elementary School

DATE: 4/25/22

## FROM ACCOUNT

## TO ACCOUNT

ORG#	OBJ#	Account Description	Justification	Amt	ORG#	OBJ#	Account Description	Amt
311151	5250	UNEMPLOYMENT COMP	not needed	\$30,000.00	312705	5561	OOD TUITION IN STATE	\$30,000.00
311093	5330	OTHER PROFESSIONAL SERV - MUSIC	No in-person concert	\$850.00	312705	5561	OOD TUITION IN STATE	\$850.00
311094	5430	REPAIRS MUSIC	Zero out acct	\$0.50	312705	5561	OOD TUITION IN STATE	\$0.50
311144	5430	REPAIRS COMP ED	Reduce acct	\$4,500.00	312705	5561	OOD TUITION IN STATE	\$4,500.00
324104	5440	RENTALS P/O	Diff b/w actual/budgeted	\$11,060.90	312705	5561	OOD TUITION IN STATE	\$11,060.90
312705	5511	OOD TRANS IN STATE	Reduce acct	\$15,952.25	312705	5561	OOD TUITION IN STATE	\$15,952.25
326005	5520	INSURANCE PLANT	Zero out acct	\$2,441.09	312705	5561	OOD TUITION IN STATE	\$2,441.09
324105	5530	COMMUNICATIONS P/O	Zero out acct	\$1,268.00	312705	5561	OOD TUITION IN STATE	\$1,268.00
322135	5580	TRAVEL/CONF - STAFF PD	Zero out acct	\$748.81	312705	5561	OOD TUITION IN STATE	\$748.81
324105	5580	TRAVEL/CONF ADMIN	Zero out acct	\$1,070.00	312705	5561	OOD TUITION IN STATE	\$1,070.00
311046	5611	SUPPLIES - FLES	Zero out acct	\$130.21	312705	5561	OOD TUITION IN STATE	\$130.21
311076	5611	SUPPLIES - KINDERGARTEN	Zero out acct	\$113.27	312705	5561	OOD TUITION IN STATE	\$113.27
311086	5611	SUPPLIES - MATH	Zero out acct	\$1,152.39	312705	5561	OOD TUITION IN STATE	\$1,152.39
311106	5611	SUPPLIES - PHYS ED	Zero out acct	\$4.87	312705	5561	OOD TUITION IN STATE	\$4.87
311126	5611	SUPPLIES - SCIENCE	Reduce acct	\$1,148.74	312705	5561	OOD TUITION IN STATE	\$1,148.74
311136	5611	SUPPLIES - SOCIAL STUDIES	Zero out acct	\$219.69	312705	5561	OOD TUITION IN STATE	\$219.69
312096	5611	SUPPLIES - ENRICHMENT	Zero out acct	\$2,438.00	312705	5561	OOD TUITION IN STATE	\$2,438.00
322236	5611	SUPPLIES - AUDIO VISUAL	Zero out acct	\$201.00	312705	5561	OOD TUITION IN STATE	\$201.00
311046	5641	TEXTBOOKS - FLES	Zero out acct	\$85.18	312705	5561	OOD TUITION IN STATE	\$85.18
311096	5641	TEXTBOOKS - MUSIC	Zero out acct	\$6.20	312705	5561	OOD TUITION IN STATE	\$6.20
311166	5641	TEXTBOOKS STUDY SKILLS	Zero out acct	\$376.40	312705	5561	OOD TUITION IN STATE	\$376.40
322226	5641	TEXTBOOKS - LIBRARY	Zero out acct	\$40.89	312705	5561	OOD TUITION IN STATE	\$40.89
311036	5641	TEXTBOOKS - LA	Zero out acct	\$130.70	312705	5561	OOD TUITION IN STATE	\$130.70
312157	5730	EQUIPMENT SPEC ED	Zero out acct	\$1,292.91	312705	5561	OOD TUITION IN STATE	\$1,292.91
326007	5730	EQUIPMENT PLANT - CAFÉ	Zero out acct	\$4,768.00	312705	5561	OOD TUITION IN STATE	\$4,768.00
				\$80,000.00				\$0.00
								\$80,000.00

## Reason(s) For Transfer Request:

Transfer request to cover additional student for in state tuition

Requested By:

*Jennifer Gausman*  
Principal  
Date: 4/25/22

Approved By:

*[Signature]*  
Business Manager

5/5/2022  
Date

Posted By

Date



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

Page 1 of 3

**AGREEMENT CONCERNING THE ESTABLISHMENT AND OPERATION OF AN  
INTERIM COLLABORATIVE PRESCHOOL PROGRAM**

THIS COLLABORATIVE PRESCHOOL PROGRAM AGREEMENT, (“Agreement”) is entered into on Feb. 13, 2008 by and among the undersigned boards of education of Chester, Deep River, Essex (collectively, the “Boards”), and the Regional Supervision District Committee.

WHEREAS, this Agreement is entered into pursuant to the authority granted by Connecticut General Statute Section 10-158a, which allows two or more boards of education to agree in writing to establish cooperative arrangements to provide special services, programs or activities to enable such boards to carry out the duties specified in the general statutes.

WHEREAS, the said Boards are desirous of establishing a cooperative arrangement regarding the operation of a collaborative preschool program (the “Program”) to provide educational services to identified resident special education children ages three through five as required by State and Federal law.

NOW, THEREFORE, the Boards, intending to be legally bound, hereby agree as follows:

1. Each of the individual undersigned boards of education remains responsible for meeting the requirements of State and Federal law to the identified resident special education children of their respective Towns.
2. The Regional Supervision District Committee established by the Interdistrict Agreement entered into on September 28, 2000 by the Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education, shall be responsible for the oversight and management of the Program.
3. This Agreement incorporates by reference the terms of the Interdistrict Agreement, including, but not limited to the authority and general powers of the Regional Supervision District Committee.
4. The teachers and staff dedicated to the Program shall be employees of the Regional Supervision District Committee. The Director of Pupil Services shall be responsible for oversight, staff supervision, evaluations, and general management of the Program. The school-based administrator for the school in which the program is housed shall be responsible for daily operations of the Program.
5. Each of the individual undersigned Boards shall be responsible for providing transportation through the Supervision District Committee for identified special education students participating in the Program consistent with the Interdistrict Agreement entered into on September 28, 2000.

6. Notwithstanding the provision of this Agreement to the contrary, the costs associated with housing and improvements associated with the Program should renovations and/or alternative space construction be necessary shall be based on the Average Daily Membership (ADM) among the participating Boards. *(For the purpose of determining shared costs for the subsequent school year, ADM = total number of students in each district K-6 or 7-12 based upon the October 1 census of the current year + PK special needs students (minus typical peers) assigned to the home district + students educated out of district assigned to the home district (special education, vocational agriculture) not including students attending Technical High Schools and Adult Education.)*
7. The Essex Board of Education has agreed to be the host district of the Program on an interim basis, providing two classroom spaces and an auxiliary space to the collaborative preschool program. Any addition to these space needs shall require a vote of the Essex Board of Education, which may decline to provide such additional space.
8. The Essex Board of Education shall not be obligated to accept more than 70 students in this Program including typical peers and in no case shall be obligated to provide more space than that which is provided in section 7 of this agreement.
9. The Essex Board of Education shall evaluate its participation as the host community each October while this agreement is in effect.
10. The undersigned Boards of Education recognize that the Essex Elementary School has limited space to host the program. Should The Essex Board of Education determine that elementary programs are negatively impacted by the space needs of the collaborative preschool program, the undersigned boards will discuss and act upon alternative space solutions.
11. The undersigned Boards of Education agree to promptly form a long-term plan for the collaborative pre-school program.
12. The Program is required by State and Federal law to provide the minimum of a one to one ratio of students with disabilities to students without disabilities otherwise known as "community children." This one to one ratio is accomplished through the participation of community children from the respective towns in the Program on a tuition\* basis. The host district in which the Program is housed shall have the benefit of providing the Program to community children who reside in the host community tuition-free, and priority shall be given to such community children from the host district, who meet specific criteria and can provide the necessary benefit to the program to support the educational programs of our disabled students
13. In accordance with Connecticut General Statute Section 10-158a(b), any of the undersigned Boards of Education may withdraw from this Agreement provided it gives written notice of its intent to do so by October 31<sup>st</sup> to each of the other Boards. The withdrawal would be effective at the start of the next academic year.
14. The Boards of Education may amend this agreement.
15. This agreement shall expire on June 30, 2013. It may be renewed in one-year increments, with said renewal to be approved no later than June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have authorized their designated representatives to set their hand this 13<sup>th</sup> day of February, 2008.

Chester Board of Education

Pamela M. Christman  
Chairperson Pamela Christman

Deep River Board of Education

Lori Lenz  
Chairperson Lori Lenz

Essex Board of Education

Lon Seidman  
Chairperson Lon Seidman

Regional Supervision District Committee

Terry Stewart  
Chairperson Terry Stewart



4118.11 / 4218.112 (cert.)

4218.11/4218.112 (non-cert.)

## PERSONNEL

### Non-Discrimination/ Sexual Harassment

It is the policy of the Chester, Deep River, Essex and Region 4 Boards of Education (the “Boards”) for the Chester, Deep River, Essex and Region 4 Public Schools (the “Districts”) that any form of sex discrimination or sexual harassment is prohibited in the Boards’ education programs and activities, whether by students, Board employees or third parties subject to substantial control by the Boards. It is the policy of the Boards to maintain a working environment free from harassment, insults or intimidation on the basis of an employee's sex and free from discrimination based on sex.

The Boards do not discriminate on the basis of sex in the education programs or activities that it operates and the Boards are required by Title IX of the Education Amendments of 1972 and its implementing regulations (“Title IX”), Title VII of the Civil Rights Act of 1964 (“Title VII”), and Connecticut law not to discriminate in such a manner. Discrimination or harassment on the basis of sex includes discrimination or harassment on the basis of gender identity or sexual orientation. Students, Board employees and third parties are required to adhere to a standard of conduct that is respectful of the rights of all parties. Any employee or student who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including termination or expulsion, respectively. Third parties who engage in conduct prohibited by this Policy shall be subject to other sanctions, which may include exclusion from Board property and/or activities. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties.

For conduct to violate Title IX, the conduct must have occurred in an education program or activity of the Boards; the conduct must have occurred within the United States of America; and the complainant must be participating in or attempting to participate in the education program or activity of the Boards. Conduct that does not meet these requirements still may constitute a violation of Title VII, Connecticut law, and/or another Board policy.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy and in accordance with Title IX, Title VII, and Connecticut law (the “Administrative Regulations”).

**Sex discrimination** occurs when an employer refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to his or her compensation, terms, conditions, or privileges of employment on the basis of the individual’s sex. Sex discrimination also occurs when a person, because of the person’s sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

**Sexual harassment under Title IX** means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the Board conditioning the provision of an aid, benefit, or service of the Board on an individual’s participation in unwelcome sexual conduct (*i.e., quid pro quo*);

(2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Boards' education programs or activities; or

(3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

**Sexual harassment under Title VII and Connecticut law** means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;

(2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

#### Reporting Sex Discrimination or Sexual Harassment

It is the express policy of the Boards to encourage victims of sex discrimination and/or sexual harassment to report such claims. Employees are encouraged to report complaints of sex discrimination and/or sexual harassment promptly in accordance with the appropriate process set forth in the Administrative Regulations. The Boards direct its employees to respond to such complaints in a prompt and equitable manner.

Violations of this Policy by employees will not be permitted and may result in discipline up to and including discharge from employment. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties. Retaliation against any employee for complaining about sex discrimination or sexual harassment is prohibited under this Policy and illegal under state and federal law.

Any Board employee with notice of sex discrimination and/or sexual harassment allegations shall immediately report such information to the building principal and/or the Title IX Coordinator, or if the employee does not work in a school building, to the Title IX Coordinator.

The Chester, Deep River, Essex and Region 4 Public Schools administration (the "Administration") shall provide training to Title IX Coordinator(s), investigators, decision-makers, and any person who facilitates an informal resolution process (as set forth in the Administrative Regulations), which training shall include, but need not be limited to, the definition of sex discrimination and sexual harassment, the scope of the Boards' education program and activity, how to conduct an investigation and implement the grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Administration shall make the training materials used to provide these trainings publicly available on the Boards' website. The Administration shall also periodically provide training to all Board employees on the topic of sex discrimination and sexual harassment under Title IX, Title VII, and Connecticut law, which shall include but not be limited to when reports of sex discrimination and/or sexual harassment must be made. The Administration shall distribute this Policy and the Administrative Regulations to employees, union representatives, students, parents and legal guardians and make the Policy and the Administrative Regulations available on the Boards' website to promote an environment free of sex discrimination and sexual harassment.

The Boards' Title IX Coordinator is The Director of Pupil Services. Any individual may make a report of sex discrimination and/or sexual harassment to any Board employee or directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

Director of Pupil Services  
1 Winthrop Rd.,  
Deep River, CT 06417  
(860) 526-2417

*Any Board employee in receipt of allegations of sex discrimination or sexual harassment, or in receipt of a formal complaint, shall immediately forward such information to the Title IX Coordinator. Board employees may also make a report of sexual harassment and/or sex discrimination to the U.S. Department of Education: Office for Civil Rights, Boston Office, U.S. Department of Education, 8<sup>th</sup> Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone: 617-289-0111).*

Employees may also make a report of sexual harassment and/or sex discrimination to the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Boulevard, Hartford, CT 06103-1835 (Telephone: 860-541-3400 or Connecticut Toll Free Number: 1-800-477-5737).

#### Legal References:

Civil Rights Act of 1964, Title VII, 42 U.S.C. § 2000e-2(a).

Equal Employment Opportunity Commission Policy Guidance on Current Issues of Sexual Harassment (N-915.050), March 19, 1990.

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.

Title IX of the Education Amendments of 1972, 34 CFR § 106, et seq.

Meritor Savings Bank, FSB v. Vinson, 477 U.S. 57 (1986)

Conn. Gen. Stat. § 46a-54 - Commission powers Connecticut

Conn. Gen. Stat. § 46a-60 - Discriminatory employment practices prohibited.

Conn. Gen. Stat. § 46a-81c - Sexual orientation discrimination: Employment

Conn. Gen. Stat. § 10-153 - Discrimination on the basis of sex, gender identity or expression or marital status prohibited

Conn. Agencies Regs. §§ 46a-54-200 through § 46a-54-207

Policy Revised: TBD

CHESTER PUBLIC SCHOOLS  
DEEP RIVER PUBLIC SCHOOLS  
ESSEX PUBLIC SCHOOLS  
REGIONAL SCHOOL DISTRICT NO. 4  
REGIONAL SUPERVISION DISTRICT

## **PERSONNEL**

### **Non-Discrimination**

The Board of Education will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability, pregnancy, genetic information, or gender identity or expression, except in the case of a bona fide occupational qualification.

It is the policy of the Board of Education that any form of discrimination or harassment on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, or gender identity or expression is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board of Education to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability (including pregnancy), or gender identity or expression.

For the purposes of this policy, "genetic information" means the information about genes, gene products, or inherited characteristics that may derive from an individual or a family member. "Genetic information" may also include an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

### **Legal References:**

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d *et seq.*  
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e *et seq.*  
Title IX of the Education Amendments of 1972, 20 USCS § 1681, *et seq.*  
Age Discrimination in Employment Act, 29 U.S.C. § 621  
Americans with Disabilities Act, 42 U.S.C. § 12101  
Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794  
Title II of the Genetic Information Nondiscrimination Act of 2008, Pub.L.110 233, 42 USC 2000ff; 34 CFR 1635  
Connecticut General Statutes § 10-153. Discrimination on basis of marital status  
Connecticut Fair Employment Practices Act, Connecticut General Statutes § 46a-60  
Connecticut General Statutes § 46a-81a Discrimination on basis of sexual orientation: Definitions  
Connecticut General Statutes § 46a-81c Sexual orientation discrimination: Employment.  
Public Act 11-55, An Act Concerning Discrimination.

Policy Revised: June 6, 2013

CHESTER PUBLIC SCHOOLS  
DEEP RIVER PUBLIC SCHOOLS  
ESSEX PUBLIC SCHOOLS  
REGIONAL SCHOOL DISTRICT NO. 4  
REGIONAL SUPERVISION DISTRICT

## **PERSONNEL**

### **Sexual-Harassment**

#### **POLICY REGARDING SEX DISCRIMINATION AND SEXUAL HARASSMENT IN THE WORKPLACE (PERSONNEL)**

It is the policy of the board of education to maintain a working environment free from harassment, insults or intimidation on the basis of an employee's sex and free from discrimination based on sex. Verbal or physical conduct by a supervisor or co-worker relating to an employee's sex which has the effect of creating an intimidating, hostile or offensive work environment, unreasonably interfering with the employee's work performance, or adversely affecting the employee's employment opportunities is prohibited.

### ***Discrimination***

Sex discrimination is defined as when an employer refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to his or her compensation, terms, conditions, or privileges of employment on the basis of the individual's sex. Sex discrimination is also defined as when a person, because of his or her sex, is denied participation in, or the benefits of, a program that receives federal financial assistance.

### **Harassment**

Sexual harassment is a form of sex discrimination. While it is difficult to define sexual harassment precisely, it does include any unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Although not an exhaustive list, the following are examples of the type of conduct prohibited by the policy against sexual harassment:

1. Unwelcome sexual advances from a co-worker or supervisor, such as unwanted hugs, touches, or kisses;
2. Unwelcome attention of a sexual nature, such as degrading, suggestive or lewd remarks or noises;

3. Dirty jokes, derogatory or pornographic posters, cartoons or drawings;
4. The threat or suggestion that continued employment advancement, assignment or earnings depend on whether or not the employee will submit to or tolerate harassment;
5. Circulating, showing, or exchanging emails, text messages, digital images or websites of a sexual nature;
6. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

Any infraction of this policy by supervisors or co-workers should be reported immediately to the Title IX Coordinator, the Superintendent, or his/her designee in accordance with the district's sex discrimination and sexual harassment grievance procedure. Retaliation against any employee for complaining about sex discrimination or sexual harassment is prohibited under this policy and illegal under state and federal law. Violations of this policy will not be permitted and may result in discipline up to and including discharge from employment. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties.

Legal References:      United States Constitution, Article XIV  
Civil Rights Act of 1964, Title VII, 42 U.S.C. 2000-e2(a).  
Equal Employment Opportunity Commission Policy Guidance (N-915.035) on  
Current Issues of Sexual Harassment, effective 10/15/88.  
Title IX of the Education Amendments of 1972, 20 USCS § 1681, *et seq.*  
Title IX of the Education Amendments of 1972, 34 CFR § 106, *et seq.*  
Meritor Savings Bank, FSB v. Vinson, 477 U.S. 57 (1986)  
Connecticut General Statutes § 46a-60 Discriminatory employment practices  
prohibited.  
Conn. Agencies Regs. §§ 46a-54-200 through § 46a-54-207  
Constitution of the State of Connecticut, Article I, Section 20.

Policy Revised: June 6, 2013

CHESTER PUBLIC SCHOOLS  
DEEP RIVER PUBLIC SCHOOLS  
ESSEX PUBLIC SCHOOLS  
REGIONAL SCHOOL DISTRICT NO. 4  
REGIONAL SUPERVISION DISTRICT

## STUDENT

### Non-Discrimination/ Sexual Harassment

It is the policy of the Chester, Deep River, Essex and Region 4 Board of Education (the “Boards”) for the Chester, Deep River, Essex and Region 4 Public Schools (the “Districts”) that any form of sex discrimination or sexual harassment is prohibited in the Boards’ education programs and activities, whether by students, Board employees or third parties subject to substantial control by the Boards. The Boards do not discriminate on the basis of sex in the education programs or activities that it operates and the Boards are required by Title IX of the Education Amendments of 1972 and its implementing regulations (“Title IX”) and Connecticut law not to discriminate in such a manner. Discrimination or harassment on the basis of sex includes discrimination or harassment on the basis of gender identity or sexual orientation. Students, Board employees and third parties are required to adhere to a standard of conduct that is respectful of the rights of students, employees and third parties. Any student or employee who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including expulsion or termination, respectively.

For conduct to violate Title IX, the conduct must have occurred in an education program or activity of the Board; the conduct must have occurred within the United States of America; and the complainant must be participating in or attempting to participate in the education program or activity of the Board. Conduct that does not meet these requirements still may constitute a violation of Connecticut law or another Board policy.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy and in accordance with Title IX and Connecticut law (the “Administrative Regulations”).

**Sex discrimination** occurs when a person, because of the person’s sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

**Sexual harassment under Title IX** means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the Board conditioning the provision of an aid, benefit, or service of the Board on an individual’s participation in unwelcome sexual conduct (*i.e., quid pro quo*);
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Boards’ education programs or activities; or
- (3) “Sexual assault” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

**Sexual harassment under Connecticut law** means conduct in a school setting that 1) is sexual in nature; 2) is unwelcome; and 3) denies or limits a student’s ability to participate in or benefit from a



school's educational program. Sexual harassment can be verbal, nonverbal or physical. Sexual violence is a form of sexual harassment.

### Reporting Sex Discrimination or Sexual Harassment

It is the express policy of the Boards to encourage victims of sex discrimination and/or sexual harassment to report such claims. Students are encouraged to report complaints of sex discrimination and/or sexual harassment promptly in accordance with the appropriate process set forth in the Administrative Regulations. The Boards direct its employees to respond to such complaints in a prompt and equitable manner. The Boards further direct its employees to maintain confidentiality to the extent appropriate and not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sex discrimination and/or sexual harassment. Any such reprisals or retaliation will result in disciplinary action against the retaliator, up to and including expulsion or termination as appropriate.

Any Board employee with notice of sex discrimination and/or sexual harassment allegations shall immediately report such information to the building principal and/or the Title IX Coordinator, or if the employee does not work in a school building, to the Title IX Coordinator.

The Chester, Deep River, Essex and Region 4 Public Schools administration (the "Administration") shall provide training to Title IX Coordinator(s), investigators, decision-makers, and any person who facilitates an informal resolution process (as set forth in the Administrative Regulations), which training shall include but need not be limited to, the definitions of sex discrimination and sexual harassment, the scope of the Board's education program and activity, how to conduct an investigation and grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Administration shall make the training materials used to provide these trainings publicly available on the Boards' website. The Administration shall also periodically provide training to all Board employees on the topic of sex discrimination and sexual harassment under Title IX and Connecticut law, which shall include but not be limited to when reports of sex discrimination and/or sexual harassment must be made. The Administration shall distribute this Policy and the Administrative Regulations to staff, students and parents and legal guardians and make the Policy and the Administrative Regulations available on the Board's website to promote an environment free of sex discrimination and sexual harassment.

The Boards' Title IX Coordinator is the Director of Pupil Services. Any individual may make a report of sex discrimination and/or sexual harassment to any Board employee or directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

Director of Pupil Services  
1 Winthrop Rd.,  
Deep River, CT  
(860) 526-2417

Any Board employee in receipt of allegations of sex discrimination or sexual harassment, or in receipt of a formal complaint, shall immediately forward such information to the Title IX Coordinator. Students may also make a report of sexual harassment and/or sex discrimination to the U.S. Department of Education: Office for Civil Rights, Boston Office, U.S. Department of Education, 8<sup>th</sup> Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone (617) 289-0111).

Students may also make a report of sexual harassment and/or sex discrimination to the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Boulevard, Hartford, CT 06103-1835 (Telephone: 860-541-3400 or Connecticut Toll Free Number: 1-800-477-5737).

Legal References: Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.  
Title IX of the Education Amendments of 1972, 34 C.F.R § 106.1, et seq.  
Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)  
Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)  
Conn. Gen. Stat. § 10-15c - Discrimination in public schools prohibited.

Policy Revised: TBD

CHESTER PUBLIC SCHOOLS  
DEEP RIVER PUBLIC SCHOOLS  
ESSEX PUBLIC SCHOOLS  
REGIONAL SCHOOL DISTRICT NO. 4  
REGIONAL SUPERVISION DISTRICT

## STUDENTS

### Non-Discrimination

The Board of Education complies with all applicable federal, state and local laws prohibiting the exclusion of any person from any of its educational programs or activities, or the denial to any person of the benefits of any of its educational programs or activities because of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy, or gender identity or expression, subject to the conditions and limitations established by law.

It is the policy of the Board that any form of discrimination or harassment on the basis of race, religion, color, national origin, sex, sexual orientation, marital status, age, disability, pregnancy or gender identity or expression is prohibited, whether by students, Board employees or third parties subject to the control of the Board. The Board's prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics. It is also the policy of the Board to provide for the prompt and equitable resolution of complaints alleging any discrimination on the basis of protected characteristics such as race, color, religion, age, sex, sexual orientation, marital status, national origin, disability, pregnancy, gender identity or expression.

For the purposes of this policy, "gender identity or expression" means a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

### Legal References:

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, *et seq.*

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, *et seq.*

Americans with Disabilities Act, 42 U.S.C. § 12101, *et seq.*

Connecticut General Statutes § 10-15c and § 46a-81a, *et seq.* - Discrimination on basis  
of sexual orientation

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, *et seq.*

Policy Revised: June 06, 2013

CHESTER PUBLIC SCHOOLS  
DEEP RIVER PUBLIC SCHOOLS  
ESSEX PUBLIC SCHOOLS  
REGIONAL SCHOOL DISTRICT NO. 4  
REGIONAL SUPERVISION DISTRICT

## **Students**

### **Sex Discrimination and Sexual Harassment**

It is the policy of the Board of Education that any form of sex discrimination or sexual harassment is prohibited, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of students. Any student or employee who engages in conduct prohibited by this policy shall be subject to disciplinary action.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy.

#### Definitions

**Sex discrimination** occurs when a person, because of his or her sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

**Sexual harassment:** In a school setting, sexual harassment is conduct that 1) is sexual in nature; 2) is unwelcome; and 3) denies or limits a student's ability to participate in or benefit from a school's educational programs or activities. Sexual harassment can be verbal, nonverbal or physical. Although not an exhaustive list, the following are examples of sexual conduct prohibited by this policy:

1. Statements or other conduct indicating that a student's submission to, or rejection of, sexual overtures or advances will affect the student's grades and/or other academic progress.
2. Unwelcome attention and/or advances of a sexual nature, including verbal comments, sexual invitations, leering and physical touching.
3. Display of sexually suggestive objects, or use of sexually suggestive or obscene remarks, invitations, letters, emails, text messages, notes, slurs, jokes, pictures, cartoons, epithets or gestures.
4. Touching of a sexual nature or telling sexual or dirty jokes.
5. Transmitting or displaying emails or websites of a sexual nature.
6. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

## Procedure

It is the express policy of the Board of Education to encourage victims of sex discrimination or sexual harassment to report such claims. Students are encouraged to promptly report complaints of sex discrimination or sexual harassment to the appropriate personnel, as set forth in the Administrative Regulations implementing this Policy. The district will investigate such complaints promptly and will take corrective action where appropriate. The district will maintain confidentiality to the extent appropriate. The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sexual harassment or sex discrimination. Any such reprisals or retaliation will result in disciplinary action against the retaliator.

The school district will periodically provide staff development for district administrators and periodically distribute this Policy and the implementing Administrative Regulations to staff and students in an effort to maintain an environment free of sexual harassment and sex discrimination.

Legal References:      United States Constitution, Article XIV  
                                 Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681,  
                                 *et seq.*  
                                 Title IX of the Education Amendments of 1972, 34 C.F.R § 106.1,  
                                 *et seq.*  
                                 Gebser v. Lago Vista Independent School District, 524 U.S. 274  
                                 (1998)  
                                 Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)  
                                 Office for Civil Rights, U.S. Department of Education, Revised  
                                 Sexual Harassment Guidance: Harassment of Students by School  
                                 Employees, Other Students, or Third Parties, 66 Fed. Reg. 5512  
                                 (Jan. 19, 2001).  
                                 Constitution of the State of Connecticut, Article I, Section 20.

Policy approved: June 06, 2013

CHESTER ELEMENTARY SCHOOL  
DEEP RIVER ELEMENTARY SCHOOL  
ESSEX ELEMENTARY SCHOOL  
REGIONAL SCHOOL DISTRICT NO. 4



**Regional School District #4  
Chester – Deep River – Essex – Region 4**

Page 1 of 3

**AGREEMENT CONCERNING THE ESTABLISHMENT AND OPERATION OF AN  
INTERIM COLLABORATIVE PRESCHOOL PROGRAM**

THIS COLLABORATIVE PRESCHOOL PROGRAM AGREEMENT, (“Agreement”) is entered into on Feb. 13, 2008 by and among the undersigned boards of education of Chester, Deep River, Essex (collectively, the “Boards”), and the Regional Supervision District Committee.

WHEREAS, this Agreement is entered into pursuant to the authority granted by Connecticut General Statute Section 10-158a, which allows two or more boards of education to agree in writing to establish cooperative arrangements to provide special services, programs or activities to enable such boards to carry out the duties specified in the general statutes.

WHEREAS, the said Boards are desirous of establishing a cooperative arrangement regarding the operation of a collaborative preschool program (the “Program”) to provide educational services to identified resident special education children ages three through five as required by State and Federal law.

NOW, THEREFORE, the Boards, intending to be legally bound, hereby agree as follows:

1. Each of the individual undersigned boards of education remains responsible for meeting the requirements of State and Federal law to the identified resident special education children of their respective Towns.
2. The Regional Supervision District Committee established by the Interdistrict Agreement entered into on September 28, 2000 by the Chester, Deep River, Essex, and Regional School District No. 4 Boards of Education, shall be responsible for the oversight and management of the Program.
3. This Agreement incorporates by reference the terms of the Interdistrict Agreement, including, but not limited to the authority and general powers of the Regional Supervision District Committee.
4. The teachers and staff dedicated to the Program shall be employees of the Regional Supervision District Committee. The Director of Pupil Services shall be responsible for oversight, staff supervision, evaluations, and general management of the Program. The school-based administrator for the school in which the program is housed shall be responsible for daily operations of the Program.
5. Each of the individual undersigned Boards shall be responsible for providing transportation through the Supervision District Committee for identified special education students participating in the Program consistent with the Interdistrict Agreement entered into on September 28, 2000.

6. Notwithstanding the provision of this Agreement to the contrary, the costs associated with housing and improvements associated with the Program should renovations and/or alternative space construction be necessary shall be based on the Average Daily Membership (ADM) among the participating Boards. *(For the purpose of determining shared costs for the subsequent school year, ADM = total number of students in each district K-6 or 7-12 based upon the October 1 census of the current year + PK special needs students (minus typical peers) assigned to the home district + students educated out of district assigned to the home district (special education, vocational agriculture) not including students attending Technical High Schools and Adult Education.)*
7. The Essex Board of Education has agreed to be the host district of the Program on an interim basis, providing two classroom spaces and an auxiliary space to the collaborative preschool program. Any addition to these space needs shall require a vote of the Essex Board of Education, which may decline to provide such additional space.
8. The Essex Board of Education shall not be obligated to accept more than 70 students in this Program including typical peers and in no case shall be obligated to provide more space than that which is provided in section 7 of this agreement.
9. The Essex Board of Education shall evaluate its participation as the host community each October while this agreement is in effect.
10. The undersigned Boards of Education recognize that the Essex Elementary School has limited space to host the program. Should The Essex Board of Education determine that elementary programs are negatively impacted by the space needs of the collaborative preschool program, the undersigned boards will discuss and act upon alternative space solutions.
11. The undersigned Boards of Education agree to promptly form a long-term plan for the collaborative pre-school program.
12. The Program is required by State and Federal law to provide the minimum of a one to one ratio of students with disabilities to students without disabilities otherwise known as "community children." This one to one ratio is accomplished through the participation of community children from the respective towns in the Program on a tuition\* basis. The host district in which the Program is housed shall have the benefit of providing the Program to community children who reside in the host community tuition-free, and priority shall be given to such community children from the host district, who meet specific criteria and can provide the necessary benefit to the program to support the educational programs of our disabled students
13. In accordance with Connecticut General Statute Section 10-158a(b), any of the undersigned Boards of Education may withdraw from this Agreement provided it gives written notice of its intent to do so by October 31<sup>st</sup> to each of the other Boards. The withdrawal would be effective at the start of the next academic year.
14. The Boards of Education may amend this agreement.
15. This agreement shall expire on June 30, 2013. It may be renewed in one-year increments, with said renewal to be approved no later than June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have authorized their designated representatives to set their hand this 13<sup>th</sup> day of February, 2008.

Chester Board of Education

Pamela M. Christman  
Chairperson Pamela Christman

Deep River Board of Education

Lori Lenz  
Chairperson Lori Lenz

Essex Board of Education

Lon Seidman  
Chairperson Lon Seidman

Regional Supervision District Committee

Terry Stewart  
Chairperson Terry Stewart