

**Brooklyn Board of Education
Regular Meeting
Agenda
January 24, 2018**

7:00pm Central Office Community Room

1. Attendance, Establishment of a Quorum, Call to Order
2. Pledge of Allegiance
3. Public Comments
4. Approval of Minutes
 - a. December 19, 2017
5. Correspondence and Communication
 - a. Brooklyn Democratic Town Committee Donation
 - b. Donation from the Jewitt City Savings Bank following the Grade 1 performance
6. Brooklyn's Best (11 days of school since our last meeting)
7. Administrative Reports:
 - a. Current budget
 - b. Substitute Calling Service
8. Board of Education Committee Reports
9. Board Representatives to Other Committees
10. Old Business
 - a. Transportation Updates
11. New Business
 - a. Enrollment Report
 - b. Approval of Killingly High School Contract
 - c. Review dates for 2018-19 Budget Steering Committee Meetings
 - February 21, 2018 5:30-6:30PM Budget Workshop**
 - 6:30-8:30PM Lighthouse District Training**
 - February 28, 2018 6:00-7:00PM Budget Workshop**
 - 7:00PM BOE Meeting**
12. Other
13. Public Comments
14. Executive Session
 - a. Matters concerning security
 - b. Discussion of superintendent's mid-year evaluation
15. Adjournment

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 3
Date: January 24, 2017

AGENDA REPORTING FORM

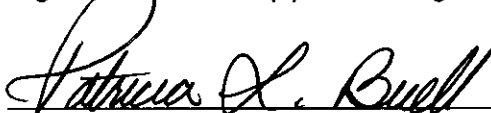
Subject: Public Comment

Background: The Board of Education welcomes members of the public to share their thoughts, comment on current or future agenda items or ask questions.

We would ask that you state your name and address for the record and direct your comments to the BOE for consideration. The BOE is not permitted to engage in a discussion or answer questions during public comment but welcome you to share your thoughts or questions. We welcome and will consider your input. We would ask that you keep your comments to 2-3 minutes.

Recommendation:

Signature of Person(s) Submitting Report



Superintendent of Schools

The Board of Education

Town of Brooklyn
119 Gorman Road
Brooklyn, CT 06234

Aimee Genna, Chair
Joan Trivella, Vice Chair
Keith Atchinson, Secretary

Mae Lyons
Kelly Coddling
Nathan Richards

December 19, 2017

The Brooklyn Board of Education held its regular monthly meeting on December 19, 2017 in the Central Office Community Room. In attendance were: Mrs. Genna, Mrs. Coddling, Mrs. Lyons, Mr. Atchinson and Mr. Richards. Mrs. Buell, Superintendent, and Mr. Otto, Board of Finance were also in attendance. Members of the teaching staff and public were in the audience.

Absent: Mrs. Trivella

Mr. Atchinson arrived at 7:45

1. Attendance, Establishment of a Quorum, Call to Order

Mrs. Genna called the meeting to order at 7:07 pm

2. Pledge of Allegiance

Motion to move Item 6 in the agenda to be discussed at this time
(Coddling / Richards)
Unanimous vote to approve

6. Brooklyn's Best

- a. Recognition of Superintendent Award Winners

Mrs. Buell introduced the recipients of the Superintendent's Award: Shelby Geragotelis and Ian Sherman in Grade 4, and Lily Gutierrez and Conor Stewart in Grade 8.

Gabrielle Cavagnet, a 12th grader at Woodstock Academy, also received the Superintendent's Award.

- b. BES/BMS Highlights

Mrs. Buell highlighted recent events and achievements of students and staff at both the elementary and the middle school buildings.

3. Public Comments

None

4. Approval of Minutes

Motion to add the meeting Minutes of December 4, 2017 to the approval list
(Lyons / Coddling)
Unanimous vote to approve

Amend the Minutes as follows:

November 29, 2017 Special Meeting Minutes - Mrs. Coddling arrived at 6:02, the time that the meeting was called to order

December 4, 2017 Budget Meeting Minutes - Mr. Richards was absent excused; Mrs. Lyons arrived at 3:00; the budget discussion started at 2:30; the meeting was called to order at 3:00 when a quorum was established

Motion to accept the Special and Regular Meeting Minutes of the meetings of November 29, 2017 and the Special Meeting Minutes of December 4, 2017 as amended

(Coddling / Richards)

Unanimous vote to approve

5. Correspondence and Communication

a. Killingly High School explanation of tuition fees

Mr. Steven Rioux, Killingly School District Superintendent, presented the Board of Education members with an explanation of Killingly High School's tuition fees. Mr. Rioux and Elise Guari, Killingly High School Principal, answered questions posed by the members.

b. Acceptance of Retirement Letter

The Board of Education members accepted the retirement of Mr. Marc Quevillon with great appreciation for his years of service.

6. Brooklyn's Best

a. Recognition of the Superintendent Award Winners

Grade 4: Shelby Geragotelis and Ian Sherman

Grade 8: Lily Gutierrez and Conor Stewart

Item moved and discussed earlier in the meeting

b. BES/BMS Highlights

Item moved and discussed earlier in the meeting

7. Administrative Reports:

a. Current budget

Mrs. Buell gave an overview of the current budget status and explained that the numbers are not reflective of changes that will take place in January.

b. Summary of reductions made during the BOE Budget Workshop meeting

i. Town Meeting scheduled for 12/20/17 at 7:00PM BMS

Mrs. Buell stated that there is a Town Meeting tomorrow, December 20, 2017 at 7 pm in the Brooklyn Middle School Auditorium. A reminder will be sent out through school messenger.

8. Board of Education Committee Reports

Nothing to discuss at this time.

9. Board Representatives to Other Committees

Mr. Otto stated that Mrs. Buell presented the current financial standing of the school budget to the Board of Finance.

Mrs. Buell stated that she is very grateful to the Board of Finance, the Board of Selectmen, and the community for their approach to help rectify the current budget deficit.

10. Old Business

a. Transportation Updates

Mrs. Buell has met with M&J Bus Company to discuss route changes. She hopes to have the new routes posted to the school website tomorrow afternoon. She stated that drop off and pick up patterns will remain the same at both schools.

11. New Business

a. Enrollment Report

Mrs. Buell informed that enrollment remains consistent.

b. Approval of High School Contracts with

- i. Killingly Public Schools
- ii. Woodstock Academy

The Contracts were included in the Board of Education members packets for their review.

c. Budget Update Policy Review: (Second Read)

6171	Special Education
4118.22	Code of Ethics
5145.511	Sexual Abuse Prevention and Education Program
5113	Attendance/Excuses/Dismissal
5113.2	Truancy
6146.2	Statewide Proficiency/Mastery Examinations
4131	Staff Development
6146	Graduation Requirements
5125	Student Records; Confidentiality
3520.13	Data-Based Information and Management System
3516.33	Do Not Resuscitate Order
4112.2	Certification
5141.3	Health Assessments and Immunizations
2141	Recruitment and Appointment of Superintendent
4111/4211	Recruitment and Selection
6172.1	Gifted and Talented Students Program
6111	School Calendar
5144.1	Use of Physical Force
5114	Suspension and Expulsion/Due Process
4112.51/4212.51	Employee/Reference Checks

Motion to put aside the 2nd reading of the policies to allow for more time to review

(Coddling / Richards)

Unanimous vote to approve

d. Review dates for 2018-19 Budget Steering Committee Meetings

January 24, 2018	6:00-7:00PM	Budget Workshop
	7:00PM	BOE Meeting
February 7, 2018	5:00-6:00PM	Budget Workshop
	6:00-8:00PM	Lighthouse District Training
February 21, 2018	5:30-6:30PM	Budget Workshop

**February 28, 2018 6:00-7:00PM Budget Workshop
7:00PM BOE Meeting**

e. Approval of the Brooklyn Administrators Association Contract

Motion to approve the Brooklyn Administrators Association Contract
(Lyons / Richards)
Unanimous vote to approve

12. Other

Nothing to discuss at this time.

13. Public Comments

An audience member asked where she can find a list of the Board of Education meeting dates. She also asked for clarification as to why Killingly High School tuition is so much higher than other schools.

Mrs. Genna informed that the meeting dates are listed on the Town of Brooklyn website.

Mrs. Buell stated the current high school tuitions:

Killingly High School	\$13,056 per student per year
Woodstock Academy	\$13,676 per student per year
Norwich Free Academy	\$12,573 per student per year
Plainfield High School	\$13,036 per student per year
Putnam High School	\$11,477 per student per year
Griswold High School	\$11,867 per student per year

14. Adjournment

Motion to adjourn at 8:41 pm
(Coddling / Lyons)
Unanimous vote to approve

Respectfully Submitted

Joann M. Engel

Recording Secretary

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 5
Date: January 24, 2018

AGENDA REPORTING FORM

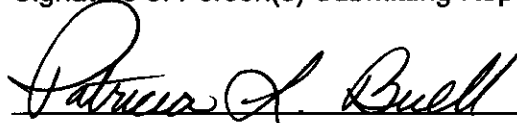
Subject: Correspondence and Communication

Background: This agenda items is intended to provide the Board of Education with an opportunity to review any incoming correspondence or direct any outgoing correspondence.

1. A thank you letter was written to the Brooklyn DTC who made a donation in memory of George Keeling Jr to be used to support the cross country and track teams.
2. A thank you letter was written to Jewitt City Savings Bank for the donation that they made to Brooklyn Public Schools following the traditional Grade 1 holiday performance.

Recommendation: No action needed

Signature of Person(s) Submitting Report



Superintendent of Schools

The Brooklyn School

119 Gorman Road
Brooklyn, CT 06234
Phone: (860) 774-9153
Fax: (860) 774-6938

Patricia L. Buell
Superintendent
buell@brooklynschools.org

January 3, 2018

Brooklyn DTC
% Kate Bisson
369 Allen Hill Road
Brooklyn, CT 06234

Dear Ms. Kate Bisson,

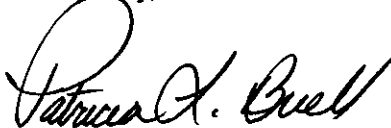
On behalf of the Brooklyn Public Schools I would like to ask that you please share my appreciation and thanks to the Brooklyn Democratic Town Committee for making a donation to the Brooklyn Public Schools Student Activity Fund in the amount of \$50.00. Your donation in memory of George Keeling Jr., whose daughter, Lisa Arends is a resident and long serving member of the Brooklyn DTC.

As requested, the money will be used to benefit the Brooklyn Middle School cross country and track teams. George Keeling Jr.'s granddaughter is a successful member of our teams in Brooklyn and we are pleased to accept this in his name.

This donation will be recognized at the Board of Education meeting held on January 24, 2018. Thank you again for your generous donation.

Thank you for supporting the Brooklyn Public Schools!

Sincerely,



Patricia L. Buell

cc: Keith Atchinson, Brooklyn Board of Education Secretary
Jen Ferragatta, Brooklyn Athletic Director

Brooklyn DTC
c/o Kate Bisson
329 Allen Hill Rd.
Brooklyn, CT 06234



Brooklyn Schools Activity Fund
119 Gorman Road
Brooklyn, CT 06234

Please accept this donation in memory of
George Keeling Jr., whose daughter Lisa
Arends is a Brooklyn resident and
long-serving member of the Brooklyn DTC.

Have a jolly Christmas!

She has asked that the money be used
to benefit the BMS Cross Country & Track
teams.

Thank you!

Kate Bisson, Chair
Brooklyn DTC

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 6
Date: January 24, 2018

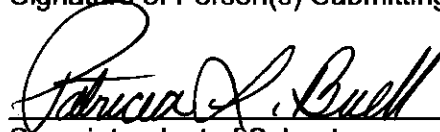
AGENDA REPORTING FORM

Subject: Brooklyn's Best

Background: This agenda item is designed to spotlight some of Brooklyn's Best

Recommendation: No motion is needed, this is informational only.

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 7
Date: January 24, 2018

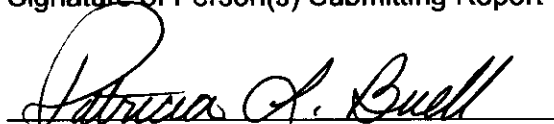
AGENDA REPORTING FORM

Subject: Administrative Reports

Background: Current Budget Status

Recommendation: No action needed

Signature of Person(s) Submitting Report



Superintendent of Schools

Brooklyn Board of Education

Copy of Object Summary for Brooklyn Schools

Fiscal Year: 2017-2018

From Date: 7/1/2017

To Date: 1/31/2018

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

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1010.00000.0000.000.51100	Salaries-Administrators	\$714,813.00	\$385,602.16	\$385,602.16	\$329,210.84	\$320,419.57	\$8,791.27	1.23%
1010.00000.0000.000.51103	Salaries-Substitute Teachers	\$149,600.00	\$39,168.40	\$39,168.40	\$110,431.60	\$29,444.39	\$80,987.21	54.14%
1010.00000.0000.000.51104	Salaries-Substitute Instructio	\$70,000.00	\$16,843.00	\$16,843.00	\$53,157.00	\$5,724.74	\$47,432.26	67.76%
1010.00000.0000.000.51110	Salaries-Support Staff	\$841,386.98	\$472,231.63	\$472,231.63	\$369,155.35	\$374,364.71	(\$5,709.36)	-0.68%
1010.00000.0000.000.51111	Salaries-Teachers	\$5,059,972.00	\$2,282,928.98	\$2,282,928.98	\$2,777,043.02	\$2,851,203.84	(\$74,160.82)	-1.47%
1010.00000.0000.000.51112	Salaries-Instructional Aides	\$645,531.33	\$329,534.54	\$329,534.54	\$315,996.79	\$351,721.63	(\$35,724.84)	-5.53%
1010.00000.0000.000.51130	Salaries-Custodial O/T	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$9,000.00	100.00%
1010.00000.0000.000.51131	Salaries-Cafe Overtime	\$500.00	\$2,524.63	\$2,524.63	(\$2,024.63)	\$0.00	(\$2,024.63)	-404.93%
1010.00000.0000.000.51151	Additional Compensation-Teache	\$61,368.88	\$16,948.62	\$16,948.62	\$44,420.26	\$9,127.50	\$35,292.76	57.51%
1010.00000.0000.000.52100	Health/Dental Insurance	\$1,700,774.00	\$1,044,508.67	\$1,044,508.67	\$656,285.33	\$593,740.92	\$62,524.41	3.68%
1010.00000.0000.000.52200	Fica/Medicare Employer portion	\$256,618.00	\$99,695.69	\$99,695.69	\$156,922.31	\$12,235.87	\$144,686.44	56.38%
1010.00000.0000.000.52300	Pension/Retirement Expenses	\$212,950.00	\$12,200.00	\$12,200.00	\$200,750.00	\$201,700.00	(\$950.00)	-0.45%
1010.00000.0000.000.52510	Tuition Reimbursement	\$12,500.00	\$1,600.00	\$1,600.00	\$10,900.00	\$0.00	\$10,900.00	87.20%
1010.00000.0000.000.52600	Unemployment	\$3,000.00	\$17,112.22	\$17,112.22	(\$14,112.22)	\$35,534.78	(\$49,647.00)	-1654.90%
1010.00000.0000.000.52700	Workers Compensation	\$79,671.00	\$40,216.75	\$40,216.75	\$39,454.25	\$40,217.73	(\$763.48)	-0.96%
1010.00000.0000.000.52800	Life Insurance	\$20,800.00	\$6,288.35	\$6,288.35	\$14,511.65	\$0.00	\$14,511.65	0.00%
1010.00000.0000.000.53020	Legal Services	\$20,000.00	\$23,265.00	\$23,265.00	(\$3,265.00)	\$6,735.00	(\$10,000.00)	-50.00%
1010.00000.0000.000.53200	Professional Educational Servi	\$87,670.00	\$60,192.27	\$60,192.27	\$27,477.73	\$17,636.44	\$9,841.29	11.23%
1010.00000.0000.000.53230	Pupil Services	\$40,000.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$40,000.00	100.00%
1010.00000.0000.000.53400	Other Professional Services	\$80,000.00	\$400.00	\$400.00	\$79,600.00	\$3,850.00	\$75,750.00	94.69%
1010.00000.0000.000.53410	Audit	\$8,030.00	\$0.00	\$0.00	\$8,030.00	\$1,300.00	\$6,730.00	83.81%
1010.00000.0000.000.53500	Technical Services	\$35,000.00	\$7,500.00	\$7,500.00	\$27,500.00	\$17,500.00	\$10,000.00	28.57%
1010.00000.0000.000.53520	Other Technical Services	\$38,400.00	\$40,401.15	\$40,401.15	(\$2,001.15)	\$6,453.98	(\$6,455.03)	-22.02%
1010.00000.0000.000.53540	Sports Officials	\$4,704.00	\$920.02	\$920.02	\$3,783.98	\$387.54	\$3,396.44	72.20%
1010.00000.0000.000.54101	Refuse Removal	\$26,000.00	\$6,294.12	\$6,294.12	\$19,705.88	\$6,294.12	\$13,411.76	51.58%
1010.00000.0000.000.54300	Equipment Repairs	\$16,800.00	\$9,669.01	\$9,669.01	\$7,130.99	\$15,444.68	(\$8,313.69)	-49.49%
1010.00000.0000.000.54301	Building Maintenance	\$40,000.00	\$2,102.93	\$2,102.93	\$37,897.07	\$2,567.86	\$35,329.21	88.32%
1010.00000.0000.000.54302	Fire/Security Maintenance	\$15,000.00	\$8,757.59	\$8,757.59	\$14,300.00	\$0.00	\$14,300.00	100.00%
1010.00000.0000.000.54303	Grounds Maintenance	\$2,237.00	\$78.75	\$78.75	\$2,158.25	\$400.00	\$1,758.25	78.60%
1010.00000.0000.000.54320	Technology Related Repairs	\$22,000.00	\$7,684.89	\$7,684.89	\$14,315.11	\$5,411.11	\$8,904.00	40.47%
1010.00000.0000.000.54411	Water/Sewer	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
1010.00000.0000.000.54430	Rental of Computer Related Equ	\$732,017.00	\$308,674.12	\$308,674.12	\$423,342.88	\$458,391.88	(\$35,049.00)	-4.79%
1010.00000.0000.000.55100	Pupil Transportation-Local/Hig	\$401,581.00	\$109,188.02	\$109,188.02	\$292,392.98	\$400,107.98	(\$107,715.00)	-26.82%
1010.00000.0000.000.55110	Student Transportation-Spec. E	\$24,558.56	\$3,037.44	\$3,037.44	\$21,521.12	\$7,216.64	\$14,304.48	58.25%
1010.00000.0000.000.55150	Transportation-Athletics/Field	\$71,947.00	\$38,643.46	\$38,643.46	\$35,303.54	\$36,647.30	(\$1,343.76)	-1.87%
1010.00000.0000.000.55200	Property & Liability Insurance	\$9,195.00	\$4,507.97	\$4,507.97	\$4,687.03	\$4,705.27	(\$18.24)	-0.20%
1010.00000.0000.000.55300	Communications	\$3,000.00	\$729.75	\$729.75	\$2,270.25	\$270.25	\$2,000.00	66.67%
1010.00000.0000.000.55301	Postage	\$5,000.00	\$2,488.74	\$2,488.74	\$2,511.26	\$550.00	\$1,961.26	39.23%
1010.00000.0000.000.55400	Advertising	\$4,031,599.00	\$1,596,649.06	\$1,596,649.06	\$2,434,949.94	\$2,630,910.67	(\$195,960.73)	-4.86%
1010.00000.0000.000.55600	Tuition-High School	\$55,200.00	\$0.00	\$0.00	\$55,200.00	\$7,439.00	\$47,761.00	13.48%
1010.00000.0000.000.55630	Tuition-Spec. Ed Private	\$795,659.00	\$432,055.04	\$432,055.04	\$367,603.96	\$660,699.93	(\$293,095.97)	-36.65%
1010.00000.0000.000.55640	Tuition-Spec. Ed-In State LEA	\$176,498.00	\$146,021.87	\$146,021.87	\$30,476.13	\$521,120.48	(\$349,644.35)	-277.99%
1010.00000.0000.000.55650	Tuition-Spec. Ed-Private Out o	\$135,003.00	\$81,199.82	\$81,199.82	\$53,803.18	\$44,364.13	\$9,439.05	6.99%
1010.00000.0000.000.55800	Travel Reimbursement	\$11,500.00	\$1,248.07	\$1,248.07	\$10,251.93	\$2,079.13	\$8,172.80	71.07%
1010.00000.0000.000.55910	Services Purchased From Another	\$27,921.00	\$49,117.00	\$49,117.00	(\$21,196.00)	\$0.00	(\$21,196.00)	-76.91%
1010.00000.0000.000.56100	General Supplies	\$103,117.00	\$59,992.66	\$59,992.66	\$43,124.34	\$14,633.37	\$28,490.97	27.63%
1010.00000.0000.000.56110	Instructional Supplies	\$81,023.32	\$47,109.00	\$47,109.00	\$33,914.32	\$9,590.88	\$24,323.44	30.02%
1010.00000.0000.000.56120	Admin Supplies	\$11,456.29	\$7,218.74	\$7,218.74	\$4,237.55	\$1,163.27	\$3,074.28	26.83%
1010.00000.0000.000.56220	Electricity	\$180,700.00	\$87,201.90	\$87,201.90	\$93,498.10	\$93,498.10	\$0.00	0.00%

Brooklyn Board of Education

Copy of Object Summary for Brooklyn Schools

Fiscal Year: 2017-2018

Subtotal by Collapse Mask

Include pre encumbrance

Print accounts with zero balance

From Date: 7/1/2017

To Date: 1/31/2018

Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1010.00000.0000.000.56230	Propane Gas	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
1010.00000.0000.000.56240	Fuel Oil	\$76,516.00	\$45,715.06	\$45,715.06	\$30,800.94	\$62,447.94	(\$31,647.00)	-41.36%
1010.00000.0000.000.56260	Gasoline/Diesel	\$104,874.00	\$23,020.17	\$23,020.17	\$81,853.83	\$81,854.13	(\$0.30)	0.00%
1010.00000.0000.000.56400	Books	\$1,769.00	\$1,863.32	\$1,863.32	(\$94.32)	\$0.00	(\$94.32)	-5.33%
1010.00000.0000.000.56410	Textbooks	\$36,242.46	\$16,749.08	\$16,749.08	\$19,493.38	\$12.63	\$19,480.75	53.75%
1010.00000.0000.000.56430	Library Books	\$9,950.00	\$2,289.18	\$2,289.18	\$7,660.82	\$1,895.10	\$5,765.72	57.95%
1010.00000.0000.000.56500	Periodicals	\$9,762.92	\$8,320.29	\$8,320.29	\$1,442.63	\$1,476.86	(\$34.23)	-0.35%
1010.00000.0000.000.56900	Supplies - Technology Related	\$8,592.00	\$2,878.96	\$2,878.96	\$5,713.04	\$0.00	\$5,713.04	66.49%
1010.00000.0000.000.57345	Other Supplies	\$9,529.78	\$419.42	\$419.42	\$9,110.36	\$134.69	\$8,975.67	94.19%
1010.00000.0000.000.57350	Instructional Equipment	\$4,396.00	\$3,896.54	\$3,896.54	\$499.46	\$14.90	\$484.56	11.02%
1010.00000.0000.000.57350	Technology Software	\$46,453.48	\$10,991.80	\$10,991.80	\$35,461.68	\$700.00	\$34,761.68	74.83%
1010.00000.0000.000.58700	Dues and Fees	\$59,673.00	\$41,778.31	\$41,778.31	\$17,894.69	\$10,293.23	\$7,601.46	12.74%
1010.00000.0000.000.59140	Contingency	\$44,993.00	\$2,500.00	\$2,500.00	\$42,493.00	\$0.00	\$42,493.00	94.44%
FUND: School General Fund - 1010		\$17,593,353.00	\$8,068,174.16	\$8,068,174.16	\$9,525,178.84	\$10,019,269.58	(\$494,090.74)	-2.81%

Substitute Calling Service

Update: 1/19/2018

Scope

Evaluate substitute calling services to replace our current in-house process, for consideration in the FY18-19 budget.

Current Scenario

In-house person receives calls from teachers requesting substitutes, then places calls to our substitute teacher list, one by one, in attempt to fill openings each day at both the elementary and middle school. The cost is \$300/month for 10 months each year; \$3000 annually.

Task is larger than one person can manage effectively, as a result, desired level of coverage is not met.

RFQ's

Company	Product	Sent	Rec'd
Frontline (AESOP)	Substitute management/reporting	12/6/2017	12/6/2017
Kelly Services	Employment Services	12/6/2017	Phone call 12/6/2017
Source4teachers	Employment Services	12/6/2017	No reply

Sub Calling Programs - Poll Results

12/5/2017

32 Districts responded

21 Frontline users currently

2 Moving to Frontline

6 Kelly Services

District	Notes
Andover	Frontline/Aesop
Berlin	Frontline/Aesop
Bethel	Frontline/Aesop
Branford	Kelly Services
Canterbury	Frontline/Aesop
Cheshire	Frontline's Absence and Time for 4 or 5 years now
Coventry	Frontline/Aesop
Derby	Kelly Services
Durham	Frontline/Aesop
East Hampton	Frontline/Aesop
East Haven	East Haven uses Kelly Services, but we are looking at Frontline
Enfield	Kelly Services
Glastonbury	Frontline/Aesop
Griswold	Frontline/Aesop
Guilford	Frontline/Aesop
Hamden	Kelly Services
Killingly	Frontline/Aesop
Lisbon	Frontline/Aesop
Manchester	Kelly Services
Middletown	Frontline/Aesop
Milford	Frontline/Aesop
New Milford	use "source 4 teachers"
Orange	Frontline/Aesop
Prospect	Frontline/Aesop
Region 12	Frontline/Aesop
Seymour	Frontline/Aesop
Somers	Same for Somers, moving to Frontline
Stamford	subfinder
Stonington	Frontline/Aesop
Suffield	Kelly Services
Tolland	We use Frontline to track teachers, Para's done by calling
Westbrook	Kelly Services

Frontline Education

Called: Absence and Sub management

AESOP is the software name made by Frontline Education for Absence and Substitution Management
Frontline renamed the software "Absence and Substitution Management"

Contact

Eric Kallal

610-850-3775 Mobile

Pricing based on # of users

1 time implementation fee for setup and training

Highly customizable both on front end (approving absences) and in scheduling subs

Phone app for principals and teachers (can submit an absence, goes to designed approval process based on reason code) then principals can see report who is off, name of sub, and open spots.

Kelly Services

Employment services, substitutes become employees of Kelly Services.
Temp Agency.

Contact

Eileen Candels

Meg Bernhard

860-447-2701

Source4Teachers

Temp agency, similar to Kelly Services

No reply



Exhibit A-1 Frontline Customer Order Form

Quote#: 01320066
MSA#: MSA3370
01/08/2018
P: | F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

Customer:

Brooklyn School District CT
119 GORMAN RD
BROOKLYN, CT 06234-1834

End User: Brooklyn School District CT
Contact: Kathy Erickson
Title: Director of Finance
Email: K.Erickson@Brooklynct.org

Order Form Details:

Pricing Expiration: 01/31/18
Account Manager: Eric Kallal

Order Form Initial Term: Sign Date through 06/30/2019
Startup Cost Billing Terms: One-Time, Invoiced after signing
Subscription Billing Terms: Annually
Sale Type: Contract - New

Pricing Overview:

Table with 2 columns: Description, Amount. Startup Cost: One-Time cost invoiced upon signing \$4,000.00. Annual Subscription: Recurring Cost \$4,600.00. (plus applicable sales tax)

Table with 4 columns: Itemized Description, Unit Price, Qty, Total. Absence & Substitute Management Subscription: \$40.00, 115, \$4,600.00. Frontline Implementation: \$4,000.00, 1, \$4,000.00.

Amount Invoiced Upon Signing (Startup Cost): \$4,000.00 (plus applicable sales tax)

This Order Form and any software, downloads, upgrades, documentation, service packages, material, information, or services set forth herein are governed by the terms of the Master Services Agreement, software license or other agreement with Frontline (the "Agreement"). BY SIGNING BELOW OR OTHERWISE ACCESSING, VIEWING, OR USING ANY SOFTWARE, DOWNLOADS, UPGRADES, DOCUMENTATION, SERVICE PACKAGES, MATERIAL, INFORMATION, OR SERVICES SET FORTH HEREIN, CUSTOMER CERTIFIES THAT IT HAS READ AND AGREES TO THE ORDER FORM TERMS (the "Order Form Terms") ATTACHED HERETO AND THE AGREEMENT INCORPORATED HEREIN AND SHALL BE BOUND BY THE SAME. Customer also agrees that the terms of the Agreement and the Order Form Terms are confidential information of Frontline Technologies Group LLC, its affiliates and predecessors (collectively, "Frontline") and are not to be shared with any third party without the prior written consent of Frontline. Notwithstanding anything to the contrary, Customer may only terminate an Order Form after the expiration of the Order Form Initial Term.

Tax Exempt? If yes, please provide your exemption number and include a copy of your exemption certificate.

Tax Exempt Number:

Special Instructions and Additional Terms:

If a Purchase Order is required, Customer shall submit the PO to Frontline within ten (10) business days of signing this Order Form by emailing it to billing@frontlineed.com, otherwise a PO shall not be required for payment.



Exhibit A-1 Frontline Customer Order Form

Quote#: 01320066

MSA#: MSA3370

01/08/2018

P: | F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the “Effective Date”) by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 (“Frontline”), and the customer identified below (“Customer”). Frontline and Customer are sometimes referred to herein, individually, as a “Party” and, collectively, the “Parties.”

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein, including any exhibits, Order Form(s) and Statements of Work (collectively, the “Agreement”). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements.

Frontline Technologies Group LLC dba Frontline Education	Brooklyn School District CT
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Address: _____ _____	Address: _____ _____
Email: _____	Email: _____
Date: _____	Date: _____

Attached: *Terms and Conditions of Agreement*
Exhibit A: Executed Order Forms

Kathy Erickson

From: Eric Kallal <ekallal@frontlineed.com>
Sent: Monday, January 8, 2018 2:08 PM
To: Kathy Erickson
Subject: RE: Updated number of users

Hi Kathy,
Yes, the setup is due upon signing.

The subscription fee will be prorated to run from the date you sign until June 30th.

You will then receive an invoice in July, 2018 to cover July 1 – June 30th.

Does that make sense?

Eric

From: Kathy Erickson [mailto:K.Erickson@Brooklynct.org]
Sent: Monday, January 08, 2018 1:58 PM
To: Eric Kallal <ekallal@frontlineed.com>
Subject: RE: Updated number of users

Hi again,

The setup/training portion is due upon signing, correct? Then what is the payment expectation for the ongoing usage? Once per year, at start of year? Thanks again.

From: Eric Kallal [mailto:ekallal@frontlineed.com]
Sent: Monday, January 8, 2018 1:47 PM
To: Kathy Erickson <K.Erickson@Brooklynct.org>
Subject: RE: Updated number of users

Hello Kathy,

Thank you for the nice words about the demonstration on Friday! I am excited that you are getting closer to a formal partnership with Frontline Education.

I have updated the quote to reflect 115 users instead of 140. If your School Board approves the purchase, I will just need you to sign/return the attached agreement to me via email. At that point I will introduce you to your Implementation Project Manager.

Do you know what date you will present this to your School Board?

Please let me know if you have any additional questions!

Eric

From: Kathy Erickson [mailto:K.Erickson@Brooklynct.org]
Sent: Monday, January 08, 2018 12:38 PM

1400 Atwater Drive Malvern, PA 19355

MASTER SERVICES AGREEMENT**TERMS AND CONDITIONS****1. Software and Services**

- 1.1. **Software.** Subject to the terms and conditions set forth in this Agreement (including any Order Forms and/or Statement of Work, Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form (“Software”) and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time (“Documentation”) solely for internal use by end users in the ordinary course of Customer’s business. Frontline shall provide any professional or other services set forth in an Order Form (“Services”). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline (“Work Product”) are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any end users to not (i) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (ii) attempt to create any derivative version thereof; (iii) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline’s or its licensors’ proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (iv) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline’s prior written consent, including any third party host of the Software for Customer.
- 1.2. **Order Forms.** Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to effect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer’s purchase order or otherwise shall be inapplicable to this Agreement, unless otherwise specifically agreed by the Parties in writing. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).
- 1.3. **Software Administrator; Maintenance Windows.** At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator (“Software Administrator”). If the Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer’s expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline’s normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer’s Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.
- 1.4. **Customer Content.** The Software and Services may enable Customer and end users to provide, upload, link to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, “Customer Content”) in connection with the Software and Services. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of Customer Content. Frontline will act as a data processor, and will act on Customer’s instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer’s use of the Software and receipt of the Services and Frontline’s provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer’s intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.
- 1.5. **Integration.** Customer may, at Customer’s discretion and with or without Frontline’s assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties (“Third Party Materials”) and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide Customer Content to a specified third party or permit such third party to have access to Customer Content in connection with the Third Party Materials; and (b) Frontline does not control and is not responsible for, does not



Exhibit A-1 Frontline Customer Order Form

Quote#: 01320066

MSA#: MSA3370

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warrant, support, or make any representations regarding (i) Third Party Materials (ii) Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization.

- 1.6. **Hosting.** The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- 1.7. **Customer Responsibilities.** Customer understands and agrees that (a) Customer shall have sole responsibility for administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived there from, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free.
2. **Invoicing and Payment.** All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax exempt status or the right to remit taxes directly, the tax exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.
3. **Warranties and Disclaimers.**
 - 3.1. **Mutual.** Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its end users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.
 - 3.2. **Software Warranties.** Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. In the event of a non-conformance of the Software, Work Product or Services, reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third Party Materials shall be subject only to such third party terms and any warranties therein.
 - 3.3. **Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK



Exhibit A-1 Frontline Customer Order Form

Quote#: 01320066

MSA#: MSA3370

01/08/2018

P: | F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.

4. Confidential Information; Privacy.

- 4.1. Confidential Information. During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing, (a) the Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) the Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be the Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.
- 4.2. Privacy. Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and redisclosure of Student PII.
- 4.3. Data Security. Frontline will utilize commercially reasonable administrative, technical, and physical measures to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (i) any warranty that these security measures will be 100% effective or error-free or (ii) any liability related to the confidentiality and security measures utilized by third parties.

5. Indemnification. Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

6. Limitations of Liability. OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

7. Term and Termination. The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall be defined in each applicable Order Form (the "Order Form Initial Term") and will automatically renew for successive one-year terms thereafter, unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may terminate any Order Form at any time after the Order Form Initial Term, in whole or in part, for any reason or no reason, on sixty (60) days prior written notice. Upon notice of such termination, a pro-rata portion of all outstanding invoices shall become immediately due and payable. If such invoice has been paid by the Customer, Customer shall be entitled to a pro-rata credit to be applied to future Frontline services. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such breach. Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms



Exhibit A-1 Frontline Customer Order Form

Quote#: 01320066

MSA#: MSA3370

01/08/2018

P: | F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, Customer (a) shall immediately cease using the Software and (b) for a period of thirty (30) days, may request a copy of Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, and 8.

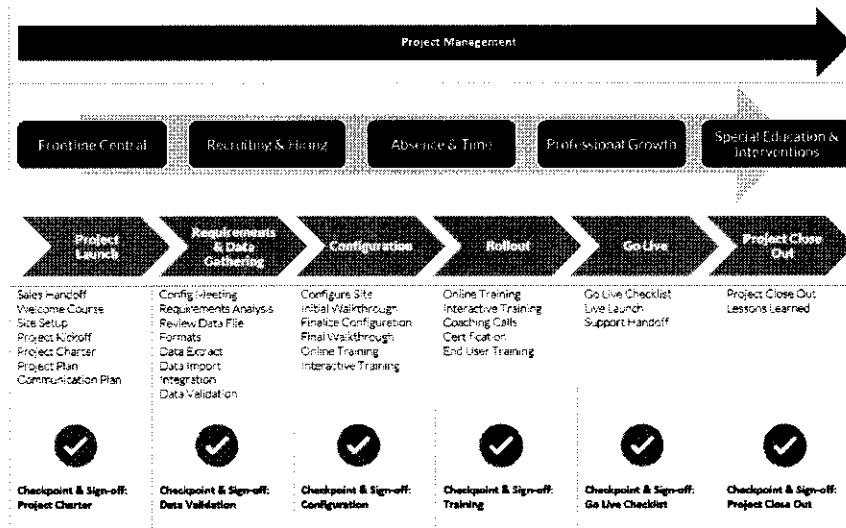
8. General. Frontline and Customer are each independent contractors and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon, and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be the same agreement.

Absence & Substitute Management

Practical Management Solutions

Introduction

Frontline Education provides a comprehensive implementation methodology and expert resources to partner with your project team throughout the implementation.



Scope/Deliverables

Project Management, Training & Consulting

- Project Kickoff Call
- Business Process Review: review of internal process for a Client's absence management and substitute placement process.
- Train-the-Trainer Model: blended learning consisting of online, self-paced courses and instructor-led remote training for the Client project team to gain familiarity with our solutions for implementation, administration and to train end users
- Role-based Learning Center: ongoing, anytime access to knowledge base articles available to all district staff
- Project Status Calls: periodic project status calls throughout implementation to review progress to the project schedule
- Project Close Out Call

Configuration

System configuration is accomplished through a blended approach of pre-configuration, Frontline Education configuration services, and Client configuration activities. Frontline Education will provide configuration services to tailor default setups to your specific needs and provide your project team a head start to configuring the system. Online Training courses and consultation are provided so that your staff can continue configuration for initial setup and to meet your ongoing needs.



Specific examples of configuration services during implementation include –

Setups	Pre-configured with Absence and Substitute Management	Frontline Education Configuration Services
Skills	4	Based on organization and state requirements
Employee Types	6	Based on organization requirements
Schools (Generic)	5	Based on organization requirements
Absence Reasons	6	Based on organization requirements
Permission Profiles	2	Consultation on additional permission profiles based on organization requirements

Data Imports

During implementation, we will assist with the import of the following data formatted in our standard templates, where applicable. Online Training courses and consultation will be provided to show you how to maintain this data on an ongoing basis after the initial import.

- School Locations and Settings
- Employee Types
- Absence Reasons
- Employee Data
- Substitute Data
- Organization/Campus User Data

Systems Integration

Integrations exist within Frontline Education solutions and/or with our Featured Partners that are configured and setup as either a flat file transfer or an export/import into an applicable vendor system. Specific examples of configurable integration types include --

- Standard web services integration with Frontline Education Solutions' Recruiting and Hiring and Professional Growth.
- sFTP integration to Professional Growth
- One established interface with a Substitute Pay & Employee Leave external integration
 - An established interface is defined as an integration that is currently established with a vendor and/or requires no development resources.
 - https://www.frontlineeducation.org/Featured/Finco_Partner

Reporting

- 25+ standard reports
- Client may create additional ad-hoc reports with "Report Writer" utility once trained

Additional Optional Services

The following items are outside the standard scope of services and can be accommodated through a change request and additional services and fees.

- Onsite training
- End User training
- Configuration, Custom Reporting, or Integration services beyond those identified above
- Services beyond the implementation timeframe and project close out



Schedule

On average, a typical Absence and Substitute Management implementation project runs 6-8 weeks. Below is an example of a project schedule for implementation for the Absence & Time bundle. (This is not the actual schedule pertaining to this statement of work.)

Task	Start	End	Dur	2017					
				Jul	Aug	Sep	Oct	Nov	Dec
Sample Absence & Time Rollout	7/5/17	12/27/17	122	[Gantt bar spanning from July to December]					
Project Kickoff	7/5/17	7/11/17	5	●					
Migrate to Foundation (existing clients)	7/12/17	7/25/17	10	●●					
Absence & Substitute Management	7/26/17	9/21/17	42		●●●●●●●●				
Time & Attendance	10/2/17	12/27/17	60				●●●●●●●●●●		

Every client is unique and timelines can vary depending on client size, resource availability, and complexity of project. Your Frontline Education Project Manager will work with your team to plan an implementation based on your specifics.

Client Project Team: Roles & Responsibilities

Executive Sponsor

- Executive Sponsor: e.g. Superintendent, Assistant Superintendent of HR, HR Director, etc.
- The "lead" contact: responsible for all major project decisions. Initially, involvement level is medium-to-high until all district players and responsibilities established. Executive Sponsor involvement decreases once responsibilities have been delegated.

System Administrators

- System Administrator: e.g. HR Director, Substitute Coordinator, Payroll Clerk, etc.
- When implementing our absence management tool, we encourage districts to have at least two absence management system administrators.
- The "main" contact(s): responsible for day-to-day operations, upkeep of system, and user management. This includes (but is not limited to):
 - Create/edit/delete: Employee Types, Schools, Absence Reasons, user accounts and permissions, approval workflows, etc.
 - Configure system preferences
 - Provide system support to end users

IT Department

- Will work with Frontline Education Support teams to:
 - Ensure Frontline Education domains/IP addresses have been incorporated into any district firewalls and/or spam filters. This person is responsible for updating white-list from Frontline
 - Provide technical support in instances where local network/technology configurations impact usage of our solutions
 - Potentially support in-solution integrations
 - Assist by making sure all necessary equipment is available for System Administrators to successfully utilize Frontline's web-based tools



Assumptions

- Frontline Education and Client will provide consistent, named resources to fill project roles throughout project timeline.
- Frontline Education and Client will use a collaborative approach to ensure implementation success.
- Client will provide subject matter experts familiar with organizational policies and procedures throughout the project.
- Frontline Education assumes that all data to be imported will be validated as necessary by Client prior to import.
- Client project team will complete online courses, attend instructor-led training, participate in project status calls, and complete project tasks as planned.

Implementation Policies

- Change Management Process: Should the Client identify additional services as part of this project, Frontline Education will issue a change order identifying impact to project scope, cost, and timeline for Client review and approval.
- A request to delay the Planned Go Live 30 days or more from the original date can result in rework and require additional charges and a change order.
- Project Close Out will be scheduled within 30 days after the Actual Go Live Date. Services requested after the Project Close Out will require additional charges and a new services proposal.
- Implementation services expire 12 months after Project Kickoff. A client requested delay beyond this period will require additional charges and a new services proposal.



BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 8, 9
Date: January 24, 2018

AGENDA REPORTING FORM

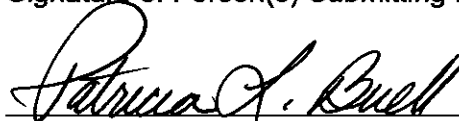
Subject: Board of Education Committee Reports
 Board Representatives to Other Committees

Background: Reports are given about committee work as well as representatives from
 other committees.

1. Budget Steering Committee Report
2. Representatives to Other Committees

Recommendation: No Action Needed

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 10
Date: January 24, 2018

AGENDA REPORTING FORM

Subject: Old Business

Background: Mrs. Buell will provide an update on transportation

The new combined schedule began last week, January 18, 2018. The Brooklyn Middle and Elementary Schools will be in session from 8:45-3:15. The new bus schedules worked very well for the first two days. There were a few "early" buses on the first day be we are going to adjust times. Thank you to everyone for their cooperation and collaboration to create the new routes.

Recommendation: No Action Needed

Signature of Person(s) Submitting Report

Patricia L. Buell

Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item 11 a, b, c
Date: December 19, 2017

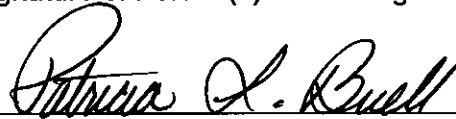
AGENDA REPORTING FORM

Subject: New Business

Background: a. Enrollment Report
 b. Approval of the Killingly High School Contract
 c. Review dates for the 2018-19 Budget Steering Committee Meetings
February 21, 2018 5:30-6:30PM Budget Workshop
 6:30-8:30PM Lighthouse District Training
February 28, 2018 6:00-7:00PM Budget Workshop
 7:00PM BOE Meeting

Recommendation: **Motion:** I make a motion to approve the Killingly High School contract to allow the students of Brooklyn to choose Killingly High School for the next ten years.

Signature of Person(s) Submitting Report



Superintendent of Schools

Brooklyn Public Schools Enrollment Report 1/19/2018

Average Class Size	Pre-K	18.75	15.8	17.6	19	19	Total
AM Class 1	18, 16, 18, 16, 18	19	16	18	20	4	
PM Class 1	18, 15, 18, 15, 18	19	14	17	19	20	
AM Class 2	18, 17, 18, 17, 18	18	16	17	19	18	
PM Class 2	16, 13, 16, 13, 16	19	15	18	18	20	
AM Class 3	18, 19, 18, 19, 18	18	18	18	18	18	
PM Class 3	18, 15, 18, 15, 18	19	15	17	19	20	
133		75	79	88	76	95	546
Average Class Size		16.5	21.75	6	7	8	Total
Brooklyn Middle School		5	14	22	16	11	
		17	22	17	13	13	
		16	22	18	13	13	
		19	21	17	12	12	
		18	12	17	8	11	
		11	11	11	80	80	347
		66	87	114	80	80	893

TOTAL ENROLLMENT IN DISTRICT PK-3

High School Students	9	10	11	12	Total
WoodstockAcademy	24	54	51	35	164
Killingly High School	34	26	32	29	121
Killingly Ag Science	2	5	1	1	9
Plainfield High School	0	0	1	1	2
Parish Hill High School	1	0	1	0	2
Pumam High School	0	1	0	1	2
Griswold High School	0	1	0	0	1
Norwich Free Academy	7	2	4	2	15
Ellis Technical High School	18	20	6	17	61
Quinebaug Middle College	8	2	7	3	20
Act	0	0	0	0	0
**LEARN Magnet School	Grade 1:	1			1
	94	111	103	89	397
TOTAL BROOKLYN STUDENT ENROLLMENT PK-21					1310

**AGREEMENT BETWEEN THE KILLINGLY BOARD OF EDUCATION AND THE
BROOKLYN BOARD OF EDUCATION FOR SECONDARY EDUCATIONAL SERVICES TO
BROOKLYN STUDENTS**

This agreement made this ____ day of January, _____ 2018 between the Board of Education of the Town of Brooklyn, acting herein by, Ms. Aimee Genna its Chairperson, duly authorized, hereafter referred to as "Brooklyn," and the Board of Education of the Town of Killingly, acting herein by Mr. John Burns its Chairperson duly authorized, hereafter referred to as "Killingly."

WHEREAS Conn Gen. Stat. 10-220 provides in part that

"(each)...board of education shall maintain good public elementary and secondary schools, implement the educational interests of the state as defined in section 10-4a and provide such other education activities as in its judgment will best serve the interests of the school district; provided any board of education may secure such opportunities in another school district in accordance with provisions of the general statutes and shall give all the children of the school district, including children receiving alternative education, as defined in section 10-74j, as nearly equal advantages as may be practicable;...(and) may arrange with the board of education of any adjacent town for the instruction therein of such children as can attend in such adjacent town more conveniently..."

and

WHEREAS Brooklyn does not maintain a secondary or high school for its students in grades nine through twelve, inclusive; and

WHEREAS for a considerable number of years, Brooklyn secondary school pupils have attended Killingly School, and Brooklyn has paid tuition for such students to Killingly;

NOW THEREFORE, it is mutually agreed by and between Brooklyn and Killingly as follows:

1. Killingly High School as a Designated School

As provided in Conn. Gen. Stat 10-33, Brooklyn hereby recognizes and designates Killingly High School as a designated high school for instruction of Brooklyn students in grades nine through twelve inclusive, subject to all the requirements, privileges, restrictions and awards accorded Killingly's student body except as delineated below.

2. Term

This Agreement shall remain in force for a period of ten years commencing on July 1, 2018 and ending on June 30, 2028.

3. Tuition

Brooklyn hereby agrees to pay Killingly a tuition fee for each student it sends to Killingly, subject to the following terms and conditions. The tuition will be computed using the following formula: total general fund budget for Killingly High School including proportionate costs allocable to the high school for operations, maintenance, health, library and media, field trips, instructional improvement, in-kind services and central administration, but excluding transportation, special education, bonded indebtedness, and capital costs, divided by the total number of students attending Killingly High School on October 1st of the previous contract year. In the event that the Killingly budget becomes subdivided in different ways than herein described, the tuition shall be based on those proportionate costs allocable to Killingly High School excepting the exclusions noted above.

Tuition payments for each year will be based on the number of students in grades ten (10), eleven (11), and twelve (12) in actual enrollment on October 1st

and the number of spaces guaranteed by Brooklyn on February 1st of that year needed for grade nine (9) students. Should the number of Brooklyn students entering grade nine (9) exceed the guarantee of enrollment, tuition will be adjusted on the basis of the actual enrollment of Brooklyn students entering grade nine (9). Should the number of Brooklyn students entering grade nine (9) be less than the guarantee of enrollment, the tuition shall be based on that guarantee of enrollment Brooklyn has given Killingly the preceding February.

4. Notification – Enrollment

As of July 1, 2018 the following language will determine the enrollment of Brooklyn students at Killingly High School.

In the event that Killingly's high school enrollment is in excess of the Killingly Board's planned capacity of 1,100 students, and will increase to the extent that Killingly High School cannot serve its resident secondary school population under the existing fire safety and/or public health codes, as well as building codes on rated capacity, Killingly shall exercise its rights under Section 10-35 of the C.G.S and, with notice as required by the language of this statute, inform Brooklyn of its intent to discontinue furnishing services to Brooklyn students. In the event that Killingly exercises its right of denial of services to Brooklyn students, it is with the understanding that secondary school services will be denied to all non-resident students. In no event shall Brooklyn students attending Killingly High School, at the time notice is provided to Brooklyn of Killingly's intent to discontinue services, be denied the opportunity to complete their secondary school program at Killingly High School.

Upon request, Brooklyn shall provide Killingly with K-8 enrollment figures as reported on the October 1st state report, as well as estimates of the percentage

of grade eight (8) students enrolling in other high schools in order for Killingly to plan for future growth in its secondary school population.

Brooklyn shall give Killingly an estimate of the number of grade nine (9) students who will be entering the Killingly High School the following September by January 15th with a final count by February 1st. Should either party wish to reconsider the number of available openings for grade nine (9) students, such change shall be negotiated by the parties and mutually agreed upon. Students enrolled in the Regional Vocational Agricultural Program are not covered by the terms of this agreement and will continue to be accepted consistent with the entrance requirements of that program.

5. Transfer-Students

In the event of families moving into Brooklyn, Killingly agrees to accept students in grades nine (9), ten (10), eleven (11) and twelve (12) who are transfers from other high schools.

In the event a Brooklyn student transfers to Killingly High School from another high school designated by Brooklyn pursuant to Sec. 10-33, it shall be on the same terms and conditions as other transfer students to the extent Brooklyn authorizes the payment of tuition for that student. In the event a student from Brooklyn is found to be lawfully allowed to attend Killingly High School pursuant to Sec. 10-186 or other applicable statutes, either via transfer from Brooklyn's other designated high school or from another town, Brooklyn shall be liable for tuition consistent with the terms of Section 3 of the existing contract. Should a transfer student require special education services, payment for the same shall be consistent with the terms of Section 8 of the existing contract.

It is agreed and understood, that neither Brooklyn nor Killingly will permit students to transfer in or out of Killingly or from Brooklyn's other designated high school between October 1st and the end of the school year because of disruption to the student's academic program.

Authorization for tuition to Killingly shall be in writing and shall be submitted to Killingly prior to admission of the student to Killingly High School.

6. Payment

The tuition is to be paid in twelve (12) monthly installments payable on the 15th of the month of July through June. Killingly will send invoices for tuition costs for all students from the town of Brooklyn (excluding those enrolled in the Vocational Agricultural Program) on a twelve (12) month basis commencing on July 1, 1998 2018. Killingly will send invoices for payment based on verified enrollment of students in grades ten (10), eleven (11) and twelve (12) and the number of spaces in grade nine (9) as delineated above. The payment for the school year shall be based on October 1st verified enrollments including guarantees. Enrollment changes after October 1st shall not affect the tuition due for that school year.

Any payment due hereunder shall be made within fifteen (15) days of the due date and shall bear simple interest at the rate of ten percent (10%) per annum, for all days of late payment if the fifteen (15) day grace period is exceeded.

7. Transportation

Brooklyn shall be responsible for providing the daily transportation for all students sent to Killingly.

8. Students Requiring Special Education

Killingly provides a wide range of special education services to the students attending Killingly High School and will continue to provide these services as required by the demands of increased special education student load or provisions of state and/or federal statutes. Killingly agrees to accept Brooklyn students requiring special education on the same terms as Killingly students and to participate in the PPT/IEP process as needed for such students consistent with the requirements of special education regulations. The parties acknowledge however, that Killingly High School may not be able to educate certain students who require extensive special education and related services and agrees that certain of these students will need to be educated in outside placements.

In no event shall Killingly students be denied placement in a special education program at Killingly High School because of the placement of Brooklyn students in that program. However, no change in placement of Brooklyn students shall occur prior to a PPT meeting consistent with state and federal regulations on special education, nor shall Killingly be required to implement a special education program exclusively for Brooklyn students, except as required above. Notwithstanding any other provisions of this agreement, Killingly will neither indemnify nor hold Brooklyn harmless regarding Special Education Due Process procedures and litigation. Brooklyn will indemnify Killingly and hold Killingly harmless including attorney fees regarding special education services for Brooklyn students. Killingly shall cooperate with Brooklyn to the extent reasonably necessary to assist Brooklyn with regard to such process procedures and litigation. This hold harmless provision shall not be applicable to any due process procedures or litigation when the claim is that Killingly failed to provide the services called for in the student's IEP.

Brooklyn will be responsible for reimbursing Killingly for the cost of special education programs for Brooklyn students. Special education tuition shall be

pro-rated on a period by period basis. It is determined that a student will be assigned fifty percent (50%) or more of his/her time in either a resource room or self-contained special education program, regular tuition costs shall be waived for that school year and tuition costs shall be based on his special education program only.

9. Killingly Policies – Students

Any Brooklyn student attending Killingly High School is expected to comply with any and all Killingly policies governing the performance and/or behavior of high school students in all areas of the school's program.

10. Budget Information

Brooklyn shall deliver to Killingly a list of students who plan to enter Killingly High School as ninth (9) graders no later than February 1st of the preceding school year. Brooklyn recognizes that Killingly must depend on this list in preparing budgets for educational purposes and therefore, agrees that the list will be provided in good faith. Killingly shall deliver to Brooklyn no later than March 15th of the preceding school year the per pupil tuition costs for regular and special education. Killingly will also share with Brooklyn any and all budget data requested for the calculation of the tuition rate. Killingly recognizes that Brooklyn must depend upon these tuition rates in preparing budgets for education purposes, and therefore agrees that such notification will be made in good faith.

11. Capital Costs

Should, during the term of this agreement or any extension thereof, the town of Killingly choose to make expenditures for capital improvements to the Killingly

High School building pursuant to Chapter 173 of the general statutes, Brooklyn will be assessed an additional per pupil charge each year of the agreement and any extension thereof.

Any capital costs for facilities for the Vocational Agricultural Program will be apportioned in accordance with Sec. 10-165 of the Connecticut General Statutes. This per pupil charge shall be calculated as follows: the annual local cost exclusive of state reimbursement to the town of Killingly including principal and interest divided by the number of students in attendance at Killingly High School on October 1st. The fee shall be made on a lump sum basis, subject to the same invoicing and late payment provisions delineated in Section 6 of this agreement. This fee shall be separate from the tuition charge and paid directly to the treasurer, Town of Killingly.

Should, during the term of this agreement, the town of Killingly choose to make expenditures for a major expansion of Killingly High School, or build a new high school pursuant to Chapter 173 of the general statutes, Brooklyn will be notified at least one year in advance of such a building program in order that Brooklyn may, if it chooses, exercise its rights under Sections 10-33 and 10-35 of the C.G.S.

In the event Killingly chooses to make expenditures for other capital improvements, the terms of Section 11 of the existing contract shall apply.

12. Liability Insurance and Indemnity

Killingly shall provide to Brooklyn a certificate of liability insurance for the premises at which educational services are being provided pursuant to this contract with Brooklyn being named an additional insured. It is understood that said liability insurance shall be only for the premises of the Killingly High School or such other location at which educational services are being provided hereunder. Brooklyn

agrees to reimburse Killingly the additional costs of naming the Brooklyn Board an additional named insured.

13. Records Access

It is agreed and understood that at any time Brooklyn may request and Killingly will provide such information or permit the inspection of such records as may be necessary to verify or confirm any information submitted to Brooklyn in accordance with this contract. All individual student records acquired by Killingly of Brooklyn students shall be released and available to Brooklyn at reasonable times.

14. Exclusive Terms

This written contract contains the sole and entire agreement between the parties and supersedes any and all other contracts between them. The parties acknowledge and agree that neither of them has made any representation with respect to the subject matter of this agreement or any representation including the execution and delivery hereof except such representations as specifically set forth herein, and each party acknowledges that each has relied on its own that any statement of representations that may have heretofore been made by either of them to the other are void and of no effect and that neither of them has relied thereon in connection with dealings with the other.

15. Modification Ineffective Except in Writing

No waiver or modification of this contract or of any covenant, condition, or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith. Furthermore, no evidence of any waiver or modification shall be offered or received in any proceeding between the parties

arising out of or affecting this contract or the rights or obligations of any party hereunder unless such waiver or modification is in writing, duly executed as aforesaid. The provision of this paragraph may not be waived except as herein set forth.

16. Duration

This contract shall be effective as of date of signatures through June 30, 2028 inclusive. This contract will automatically renew for subsequent one (1) year renewals upon the same terms and conditions of this agreement unless either party provides written notice of their intent not to renew at least one (1) year prior to the expiration of this agreement. This contract may be altered at any time by the mutual consent of the parties.

IN WITNESS WHEREOF, the parties have set their hands and seals on this ____ day of _____ 2018.

BROOKLYN BOARD OF EDUCATION

By: _____
Ms. Aimee Genna, Chairperson

Date: _____

Patricia Buell, Witness
Superintendent of Schools

Date: _____

KILLINGLY BOARD OF EDUCATION

By: _____
Mr. John Burns, Chairperson

Date: _____

Steven R. Rioux, Witness
Superintendent of Schools

Date: _____

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

 X

Agenda Item 13
Date: January 24, 2017

AGENDA REPORTING FORM

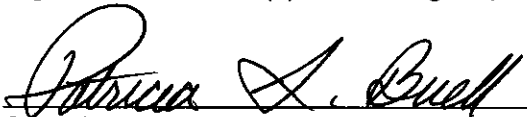
Subject: Public Comment

Background: The Board of Education welcomes members of the public to share their thoughts, comment on current or future agenda items or ask questions.

We would ask that you state your name and address for the record and direct your comments to the BOE for consideration. The BOE is not permitted to engage in a discussion or answer questions during public comment but welcome you to share your thoughts or questions. We welcome and will consider your input. We would ask that you keep your comments to 2-3 minutes.

Recommendation:

Signature of Person(s) Submitting Report



Superintendent of Schools

BROOKLYN PUBLIC SCHOOLS
Brooklyn, Connecticut 06234

Information Only
Decision Requested

X

Agenda Item

14

Date:

January 24, 2018

AGENDA REPORTING FORM

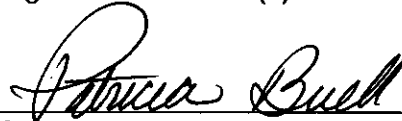
Subject: Executive Session

Background: Executive session will be called for the following items:

1. Matters concerning security
2. Discussion of superintendent's mid-year evaluation

Recommendation: I make a motion to enter into executive session to discuss security matters and to discuss the superintendent's mid-year evaluation. The Board of Education does not intend to make any decisions or hold a vote following executive session and will adjourn the meeting. We would like to invite Superintendent Buell into executive session.

Signature of Person(s) Submitting Report



Superintendent of Schools

