

Ashford Board of Education
Regular Meeting Minutes – December 5, 2019
7:00 pm
Ashford School District Office Conference Room

Note: Per CGS 10-218, Board of Education Meeting Minutes are provided in a draft format within 48 hours of the date the meeting was held. With the exceptions of motions and votes recorded, the minutes are unofficial until they have been read and approved by a majority vote by the Board. Should edits be necessary, they will be made at a regularly scheduled meeting, noted in the meeting minutes, and so voted upon.

Call to Order

Chair John Lippert called the meeting to order at 7:06 PM. Present were Marian Matthews, Jane Urban, Shannon Gamache, Tess Grous, Tina Fradette and Al Maccarone. Also present was Superintendent Dr. James Longo, Principal Troy Hopkins and recording secretary Jen Barsaleau. Present in the audience: First Selectman Ralph Fletcher, BOF Chair Chuck Funk, Vanessa Jordan, Maureen Caye, Kimberly Kouatly, Su Spiewakowski, Lexi Olender, Bella McDonough and Rebecca Haeger.

Motion made by John Lippert to the agenda an executive session for the purpose of discussing a business office personnel matter. Motion seconded by Shannon Gamache and carried unanimously.

The executive session will be held before item #4 on the posted agenda, Communications.

FY 21 Public Budget Input

- Maureen Caye welcomed the newest members of the board. She expressed gratitude to her children's classroom teachers, Mrs. Burnham and Mr. Busse, as well as Mrs. Craven, Ms. Rhubin and Mrs. Brodoff, noting they are "incredibly supportive". She feels there are some great staff members and enrichment opportunities for our students. She thanked Mr. Hopkins and Mr. Dukette for their creativity in the staffing of Grades 5/6 this year and expressed gratitude to the BOE as well. She reminded the board of past action concerning staffing of the number of classroom teachers for the current 5th grade class. She encouraged the board to endorse 3 classroom teachers for this particular group of students.
- Kim Kouatly echoed Mrs. Caye's thoughts of having 3 classroom teachers for the incoming 6th grade class. The Grade 5/6 planning for this year is working great, but next year's 6th grade class is a dynamic group of kids and needs 3 classroom teachers.

Student Dress Code

8th grade students Lexi Olender and Bella McDonough spoke about student dress code and prepared a powerpoint presentation concerning this subject. The students circulated a petition among their peers in grades 4-8 about changing the student dress code and obtained 100 signatures. Mr. Hopkins distributed 3 documents concerning dress code, including policy language suggested by the PTO.

After viewing the presentation, members of the board asked questions of the students. Discussion followed concerning particular types of clothing worn, dress code enforcement, head coverings, backpacks and locker access, effect of student attire on academics. Tess Grous located numerous articles on this subject. Jen Barsaleau will scan them and send them to the members of the BOE. Dress code will be added to the 12/19 agenda under Old Business.

Business Office Personnel Matter

Motion made by Marian Matthews (7:58 pm) to enter into executive session for the purpose of discussing business office personnel matter, inviting Dr. Longo, Mr. Hopkins, Mr. Fletcher and Mr. Funk to attend. Motion seconded by Tina Fradette and carried unanimously.

Present: John Lippert, Jane Urban, Marian Matthews, Al Maccarone, Tess Grous, Shannon Gamache, Tina Fradette, Dr. Longo, Troy Hopkins, Ralph Fletcher and Chuck Funk.

The board and invitees exited executive session at 8:36 pm. Mr. Fletcher and Mr. Funk left the meeting.

Motion made by Shannon Gamache to direct the Superintendent to contact the proper authorities to discuss a potential trespassing infraction. Motion seconded by Tina Fradette. Motion carried with one abstention (John Lippert).

Communications

Squaw Hollow X-tra Mart nominated the Ashford School to receive a \$500 grant from Exxon Mobil Corporation. These funds are required to be utilized for Math and/or Science.

A letter of thanks will be sent to the owner of the Squaw Hollow X-tra Mart.

Approval of Minutes: 09/19/2019, 10/03/2019, 11/21/2019

Motion made by Marian Matthews to approve the minutes of 09/19/2019 as amended. Motion seconded by Jane Urban and carried unanimously.

Motion made by Marian Matthews to approve the minutes of 10/03/2019. Motion seconded by Al Maccarone and carried with one abstention (Tess Grous).

Motion made by Marian Matthews to approve the minutes of 11/21/2019. Motion seconded by Jane Urban and carried unanimously.

Opportunity for Public Comment

- Rebecca Haeger shared her opinion that dress code philosophy needs to be discussed. Materials concerning dress code should be made available so people can watch and follow the discussions.
- Kim Kouatly addressed the same topic and she does not feel that teacher approvals should be necessary. Back packs should be allowed as locker access time is limited and they are very small. New lockers as mentioned by Mr. Hopkins would be great.
- Maureen Caye complimented the 8th grade students on their presentation. Teacher approvals on dress code would put the teacher in a difficult position. She questioned if there would be a ‘fall back’ position concerning the FY 21 budget should there be a reduction made by the board of finance. De. Longo stated that he would bring several options to the January 16th regular meeting. Mrs. Caye inquired about plans for the change in administration with Mr. Dukette leaving for another district.

Old Business

a. School Based Health Program

Member Shannon Gamache revisited the decision of the board concerning school based health services. She feels that more discussions or forums should be held on the concept before any action is taken to bring this to our school. This item will be added to the January 2nd agenda for discussion.

Jane Urban left the meeting (9:18pm)

b. Follow Up on Department Reports

Brief discussion was held concerning purchasing of metal utensils and the amount of time students have to eat lunch and time for homework assignments. Mr. Hopkins will be meeting with teachers next week to discuss homework and students to review the subject of homework.

New Business

None

Second Opportunity for Public Comment

- Kim Kouatly addressed student homework noting that we cannot prepare all kids for the amount of homework they receive in high school, but they will learn when they get there. Each teacher assigns homework differently and if we teach them study skills, not all students will apply those skills.
- Rebecca Haeger suggested that the survey for student high school preparedness be shared with the new members of the board.

Shannon Gamache raised the topic of changing the location of regular board meetings to the media center.

Motion made by Tess Grous to move regular board of education meetings from the district office to the media center. Motion seconded by Tina Fradette and carried unanimously.

Superintendent Evaluation

John Lippert has received members individual evaluation materials and will create a composite document for review at special meeting on December 19, 2019.

Adjournment

Motion made by Marian Matthews to adjourn the meeting (9:40pm). Motion seconded by Tess Grous and carried unanimously.

Recorded by:
Jennifer Barsaleau, Recording Secretary

Ashford Board of Education
Regular Meeting Minutes – September 19, 2019
7:00 pm
Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:07 PM. Present were Shannon Gamache, Marian Matthews and Jane Urban. Also present was Dr. James Longo, Superintendent of Schools, Principal Troy Hopkins, Director of Pupil Personnel Cindy Ford, Asst. Principal Garrett Dukette and recording secretary Jen Barsaleau. Present in the audience were Rebecca Haeger, Tess Grouse, Carolyn Trotta, Lisa Centola, Mike Mellady, Rick Fadus from Mechanical Maintenance and teacher Valerie Stickles. Unable to attend were members Kay Warren, John Calarese and Lisa Donegan.

Motion to move agenda item 5, “Opportunity for Public Comment” to item 2 made by Jane Urban. Motion seconded by Shannon Gamache and carried unanimously.

Opportunity for Public Comment

- Carolyn Trotta and Lisa Centola introduced themselves and addressed the board concerning funding for cultural arts. Grants from “Arts for Learning” are no longer available. Mrs. Trotta outlined an opportunity to receive up to \$13,000 in funding for cultural arts activities from HOT (Higher Order Thinking) Schools. Several staff members, PTO members, Mr. Hopkins and Dr. Longo will be attending a two-day HOT Schools conference in October. In order for Ashford to be considered for the maximum amount of available funding, it was strongly suggested that the team that is attending in October include a member of the BOE. Brief discussion followed, Marian Matthews will represent the BOE and attend the conference.
- Rebecca Haeger encouraged the BOE to discuss student dress code and change it, particularly the no backpack rule. Students have little or no opportunity to get to lockers during the day and have to carry books from class to class.

Vendor Presentations

a. Elm Electric (Tina Romano)

Ms. Romano will attend a future meeting to review and discuss a proposal for electrical component improvements and servicing of those components.

b. Mechanical Maintenance (Rick Fadus)

Mr. Fadus and Mike Mellady reviewed suggested measures with regard to energy savings from the 2016 energy audit done by Eversource through the Town of Ashford. There were 23 items listed in the audit. Mr. Fadus and Mr. Mellady addressed each item listed, discussing whether or not they could be viable solutions at this time due to building age and other improvements that must be done before some of these suggested items would be worth considering.

The board expressed its appreciation to Mr. Fadus and Mr. Mellady for attending.

Communications

- John Lippert received a letter from SEI Private Trust concerning procedural changes. SEI oversees the Bicknell Trust.
- John Lippert received an email from Christina Davis asking that the BOE page of the website be updated. Jen Barsaleau will address this issue.

Approval of Minutes: 09/05/2019

Motion made by Jane Urban to approve the minutes of 09/05/19.

Discussion followed with the amendments/corrections noted:

- Page 3 - b. Staff Appointment. Insert the sentence “*Dr. Longo recommended appointment of special education teacher Catherine Robacker.*” prior to the motion.

- Page 3 – e. BOE/BOF Financial Office Combination Study Committee. In the last sentence change “2020” to 2019.

Regular Meeting Minutes – Page 2 of 3
Ashford Board of Education – Sept. 19, 2019

- Page 3 e. BOE/BOF Financial Office Combination Study Committee. Edit motion by striking the words “to develop” and replace with the words “to partner in developing...”
- Page 1 – Approval of Minutes. Strike the comma after the word “Insert” in the 5th bullet point.
- Page 2 – Old Business a.1. Approval of Committee Restructuring. Insert the word “curriculum” after the words “school level” in the 4th bullet.

Motion seconded by Marian Matthews to approve the minutes of 09/05/19 as amended. Motion carried unanimously.

Administrative Reports (Principal, Asst. Principal, Director of Pupil Personnel)

Dr. Longo noted that each of the administrators have spent a great deal of time in preparation of the information they will be sharing with the board. Since these are essentially annual reports, each administrator will spend significant time in reviewing their reports. Dr. Longo further noted that some of the report contents are in response to items discussed at the BOE’s 8/8/19 Strategic Planning Session.

Reports are attached and were presented in the following order:

- Director of Pupil Personnel Cindy Ford
- Principal Troy Hopkins
- Asst. Principal Garrett Dukette

Following the presentation of reports, Dr. Longo expressed satisfaction and his support of this particular group of administrators, noting their hard work each and every day and the differences they have made to our district. Board members their support and agreement with Dr. Longo’s comments.

Old Business

a. BOE Committee Updates/Committee Planning

1. Infinite Visions Financial Software Update

A letter to the Board of Finance has been prepared requesting the release of Unexpended Educational Funds to apply toward the purchase of the software. The BOF chair has asked that a similar letter be written and given to the first selectman.

New Business

a. Ratification of the Successor Agreement by and between the Ashford BOE and the Ashford Education Association

Copies of the successor agreement were sent to board members. BOE members will postpone ratification until the next regular meeting to allow for any feedback.

b. Requests for Approval of Intermittent Family and Medical Leave

The board has received requests from staff members to approve intermittent family and medical leave for the current school year. Each of the individuals who have submitted requests is eligible for FMLA, and may need to utilize intermittent leave to care for an immediate family member. Out of respect for privacy and confidentiality, employee names have been redacted.

Motion made by Jane Urban to approve the intermittent family and medical leaves requests for three staff members as presented. Motion seconded by Marian Matthews and carried unanimously.

c. Approval of Leave of Absence

A note was received from teacher Megan Gendron requesting maternity leave commencing on or about January 30, 2020 for the remainder of the current school year. Mrs. Gendron will return in August of 2020.

Motion made by Marian Matthews to approve the maternity leave request of Megan Gendron.
Motion seconded by Jane Urban and carried unanimously.

Second Opportunity for Public Comment

- Tess Grouse referenced Mrs. Ford's report and asked how struggling students are prepared for high school. Mrs. Ford spoke about interventions that are in place at Ashford School, such as SRBI and SIT. Mrs. Ford said she could not speak to what the high schools may or may not do.
- Rebecca Haeger referenced Mr. Hopkins' report and is pleased that the idea of making changes to the student dress code is student driven. She stated she hoped that the philosophy of a dress code would be discussed.

Next Meeting Date/Agenda Items

The next regularly scheduled meeting is 10/3. Agenda items: ratification of AEA Successor Agreement, financial software follow up, walking/biking to school policy discussion, audit update, committee break out sessions.

Adjournment

Motion made by Marian Matthews to adjourn the meeting at 10:37pm. Motion seconded by Shannon Gamache and carried unanimously.

Recorded by:

Jennifer Barsaleau, Recording Secretary

Ashford Board of Education
Regular Meeting Minutes – October 3, 2019
7:00 pm
Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:12 PM. Present were Shannon Gamache, Marian Matthews and John Calarese. Also present were Dr. James Longo, Superintendent of Schools, Director of Pupil Personnel Cindy Ford, Asst. Principal Garrett Dukette and recording secretary Jen Barsaleau. Present in the audience were Rebecca Haeger, Kim Kouatly and teacher Kelly Knotts. Unable to attend were members Kay Warren, Jane Urban and Lisa Donegan.

Superintendent Evaluation (Executive Session Anticipated)

Motion made by John Calarese to enter into executive session (7:13 pm) for the purposes of evaluation of the Superintendent, with Dr. Longo present. Motion seconded by Marian Matthews and carried unanimously.

Present in Executive Session: John Lippert, Marian Matthews, John Calarese, Shannon Gamache and Dr. James Longo.

The board and Dr. Longo exited executive session (7:57 pm) with no action taken.

Communications

a. SY 19-20 Region 19 Transportation Agreement

A copy of the draft agreement prepared by Region 19 was included in the BOE packet. Dr. Longo explained the long history of Region 19 contracting with the Ashford BOE to provide high school bus transportation to E.O. Smith and Windham Tech. There was significant discussion over the spring and summer as some Ashford students have opted to attend Ellis Tech instead of Windham Tech. Following legal consult and research, Region 19 has been advised that transportation to Ellis Tech must be provided by Region 19. With this in mind, Dr. Longo will revise the agreement to include reference and add the cost to transport to Ellis Tech. The agreement will be sent back to the Region 19 Superintendent for review and discussion.

Approval of Minutes: 09/19/2019

Minutes are tabled until the next regular meeting.

Opportunity for Public Comment

- Rebecca Haeger reiterated her feeling that the BOE needs to look into dress code and the current board policy. Student feedback is good to have, however parent/adult input and philosophy are needed for discussions on this subject. Also, might the BOE consider changing “Columbus Day” to “Indigenous People’s Day” when creating the school calendar for next year?

Administrative Reports (Superintendent, Business Manager)

Dr. Longo did not provide a written report. He reminded the board that the transportation coordinator has been asked to seek quotes for the cost of outsourcing of student transportation so that the BOE can compare it to our current in-house transportation costs.

Motion made by John Calarese to authorize that an RFP or RFQ for student transportation be sought by the transportation coordinator and further authorizes payment as may be necessary to obtain said costs. Motion seconded by Shannon Gamache and carried unanimously.

Old Business

a. Ratification of Successor Agreement - Ashford BOE and the Ashford Education Assoc.

Motion made by John Calarese to ratify the successor collective bargaining agreement by and between the Ashford Board of Education and the Ashford Education Association for the period of July 1, 2020 – June 30, 2023. Motion seconded by Marian Matthews and carried unanimously.

Chair John Lippert thanked Jane Urban and Dr. Longo for their presence and participation in the negotiations. Mr. Lippert noted the entire process was very smooth and positive. The teachers were very pleasant and professional throughout negotiations.

b. Approval of Administrator Contracts

Mr. Lippert noted that this item needed to be tabled until the 10/17 meeting to allow for the review of some minor language revisions prior to considering them for approval.

c. Update on the Purchase of Financial Software

The Board of Finance has requested a presentation of the Infinite Visions software to gain a better understanding of what is being purchased. Lisa Dyer is working on scheduling a demonstration for the Board of Finance as soon as possible.

d. Transportation Policy Amendment Draft (Walking/Biking to School)

Dr. Longo reviewed the documents that were included in the board agenda packet. Dr. Longo recommended that the walking/biking to school guidelines and permissions be added to the policy as Administrative Regulations.

Motion made by Marian Matthews to approve the addition of administrative regulations concerning walking/biking to school to the existing Transportation policy. Regulations will be based on the recommendations of the Biking Committee and legal counsel. Motion seconded by Shannon Gamache and carried unanimously.

New Business

a. Staff Appointment

Dr. Longo and Mrs. Ford summarized the recruiting process followed to fill the full time vacancy in the district business office. After reviewing the resumes and narrowing down the number of applicants to those that best met the advertised qualifications, six interviews were scheduled. The committee consisted of Lisa Dyer, Cheryl Baker, Dr. Longo, Mrs. Ford and Mr. Hopkins.

Motion made by Shannon Gamache to approve the appointment of Kelee Calkins to the staff of the business office of the Ashford Public School district effective 10/28/2019. Motion seconded by Marian Matthews and carried unanimously.

Second Opportunity for Public Comment

None

Next Meeting Date/Agenda Items

10/17/19: Agenda to include all tabled items from this meeting agenda, formal reports from the food service manager, technology coordinator, transportation coordinator and the head of maintenance.

Adjournment

Motion made by John Calarese to adjourn the meeting at 8:40 pm. Motion seconded by Shannon Gamache and carried unanimously.

Recorded by:

Jennifer Barsaleau, Recording Secretary

Ashford Board of Education
Regular Meeting Minutes – November 21, 2019
7:00 pm
Ashford School District Office Conference Room

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Call to Order

Chair John Lippert called the meeting to order at 7:03 PM. Present were Marian Matthews, Jane Urban, John Lippert, Tess Grous, Tina Fradette and Al Maccarone. Also present was Superintendent Dr. James Longo, Director of Pupil Personnel Cindy Ford, Food Service Manager Karen Samperi, Transportation Coordinator Joan Celotti, Technology Coordinator Scott Waddell, Maintenance Supervisor Mike Mellady and recording secretary Jen Barsaleau. Present in the audience was Kris Armogida, Cooper Armogida, Nikki Burnett, Arianna Burnett, Chuck Funk, Matt Halloran, Faith Halloran, Madi Lyons, Olivia Zulick and Skylar Garrison. Member Shannon Gamache was unable to attend.

Communications

- A note was received from Kay Warren thanking the board for the certificate acknowledging her service and the gift card to the Publick House restaurant. She wished the board well, noting that it was a pleasure to work with the board.

Opportunity for Public Comment

- Tess Grous thanked Chuck Funk for his input at the last board meeting.

Approval of Minutes: 09/19/2019; 10/03/2019; 11/07/2019

The minutes of 9/19 and 10/03 were tabled, awaiting clarification of voting procedure due to the change in BOE membership. Tess Grous noted that her first meeting as a member of the board was difficult. It left her wondering if in the future there could be time given to acclimate to being a member before being asked to vote on important matters?

A motion was made by Jane Urban to approve the minutes of 11/07/2019. Motion seconded by Al Maccarone.

Discussion followed resulting in the following amendments:

- **Call to Order:** member Shannon Gamache was present at the 11/07 meeting
- **Board Reorganization:** Add to the minutes “As it had been 2 years since officers were elected, Dr. Longo did open the floor to elect a chairperson and vice-chairperson at the 11/07 meeting. Officer positions were filled as follows: *Dr. Longo opened the floor to nominations for Chairperson of the Board of Education. Jane Urban nominated John Lippert for the position of Chairperson of the Board of Education. Nomination seconded by Shannon Gamache.*

Dr. Longo asked for any other nominations, there being none, the floor was closed and a vote was called to appoint John Lippert as the Board Chairperson.

The vote to appoint John Lippert carried as follows: Yes-6 No-0

Dr. Longo called for nominations for Vice-Chairperson of the Board of Education.

Shannon Gamache nominated Marian Matthews for the position of Vice-Chairperson of the Board of Education. Nomination seconded by Jane Urban.

Dr. Longo asked for any other nominations, there being none, the floor was closed and a vote was called to appoint Marian Matthews as the Board Vice-Chairperson.

The vote to appoint Marian Matthews carried as follows: Yes-6 No – 0

Dr. Longo turned control of the meeting over to Chairperson John Lippert.”

John Lippert closed discussion and called for a vote to approve the 11/07 minutes as amended. The vote carried as follows: Yes: 5 No: 0 Abstain: 1 (Tess Grous)

- **Committee Appointments:** correct spelling of “abstentia” to absentia
- **Second Opportunity for Public Comment:** 2nd sentence the word “as” should be at

District Administrative Reports (Superintendent, Director of Pupil Personnel, Principal, Asst. Principal))

- outdated and difficult to repair due to its age. There has been some discussion of a whole school generator system, however, Mr. Mellady said that is not necessary. The current generator is at its capacity. It is operated manually; he would like to see an auto start generator in place for the school, and one that would run classrooms and hallway lighting.
- Technology Coordinator Scott Waddell introduced himself and welcomed the new members to the board. There was discussion of the ever-changing world of technology. For example, our school has SmartBoards in every classroom; SmartBoards are now old technology and are no longer produced. Members asked Mr. Waddell what his biggest technology concern was. He responded that making a decision on what direction to go is a concern, however, integrating technology into the curriculum and training teachers to use technology regularly and not view it as an “add-on.”

Dr. Longo spoke very highly of each of the department supervisors and coordinators and noted their hard work and dedication to Ashford School.

d. Joint BOE/BOF/BOS Financial Office Advisory Committee

This committee will be ad hoc in nature. Chuck Funk reported that the BOF recently met and appointed two members to represent their board. The BOS will appoint one selectperson and the BOE will have two representatives. After some discussion of the perceived charge of the committee, John Lippert appointed Al Maccarone and Shannon Gamache to represent the BOE.

e. School Based Behavioral Health Services

Tabled

New Business

a. Request Approval of Leave of Absence

Health and PE teacher Rob Ackerson has requested a parental leave of absence beginning in April 2020 for the remainder of the 2019-2020 school year.

Motion made by Jane Urban to approve the parental leave request of Robert Ackerson commencing in April 2020 for the remainder of the 2019-2020 school year. Motion seconded by Marian Matthews and carried unanimously.

b. Ashford BOE FY 20 Budget Calendar

A draft budget calendar was included in Dr. Longo’s report. The December 6th date is incorrect, it should be December 5.

Second Opportunity for Public Comment

Tess Grous shared some information on the Junior Achievement Program. This will be reviewed at a later date. Marian Matthews noted that the HOT (Higher Order Thinking) conference held in October was very interesting and enlightening. Because Ashford sent so many representatives including Dr. Longo and Mr. Hopkins, Ashford is eligible to apply for the highest amount of cultural arts grant funding.

Adjournment

Motion made by Marian Matthews to adjourn the meeting (10:14 p.m.). Motion seconded by Al Maccarone and carried unanimously.

Recorded by:

Jennifer Barsaleau, Recording Secretary

Exxon Mobil Corporation
Educational Alliance Program
P.O. Box 7288
Princeton, New Jersey 08543-7288
855 282 4541 Toll Free
exxonmobil@easymatch.com



November 25, 2019

Ashford School
440 Westford Road Ashford, CT 06278

The Exxon Mobil Educational Alliance program has received a nomination for your school to receive a \$500 grant from the local Exxon/Mobil location. Please review the information below to ensure the request meets program guidelines, make corrections if necessary, and sign in the area indicated. If, for any reason, the gift is not acceptable, please supply an explanation on the line provided.

We are not able to complete the processing of this request until this confirmation is returned. The deadline to do so is February 14, 2020. Any certification letters received after that date will not be processed.

Please complete the request after you receive the grant by either:

1. Mail completed form to:
Tyler Cole
800 South Street, Suite 500
Waltham, MA 02454-9161
2. Faxing completed form to: (781) 529-1398
3. Emailing as an attachment to: tyler.cole@globalp.com

Your confirmation below is needed for our Branded Wholesaler to receive credit for issuing your school the grant of \$500. Payments for the Exxon Mobil Educational Alliance program are made annually as outlined in our guidelines. Please call at 1-855-282-4541 if you have any questions. Thanks for your participation in the 2019 Educational Alliance program.

Sincerely,
Exxon Mobil Educational Alliance Program

_____ I certify that the gift described below has been received by this institution. I also certify that this gift will be used for the maintenance and support of this institution in the area of Math and/or Science and that this institution has not provided and will not provide any benefit of more than nominal value to the donor, to any member of the donor's family, or to any individual designated by the donor in return for, or as a result, this gift.

Gift Amount: \$500

_____ If gift is NOT acceptable, please check and indicate the reason:

Signed: Jennifer Barsalcau
Printed Name: Jennifer Barsalcau

Date: 12/5/2019
Title: Admin Assistant

Customer ID: 101878
Store #: 316336
Store Name: SQUAW HOLLOW XTRA MART
Address: 9 NOTT HWY ASHFORD, CT 62781316

Reference ID: 10141699