

Board of Education Regular Meeting

Tuesday, June 26, 2018 6:30 PM

Middletown Common Council Chambers, 245 DEKOVEN DRIVE, MIDDLETOWN, CT 06457,
Middletown, CT 06457

I. Call to Order	Speaker (s) : Chris Drake
II. Salute to the Flag	Speaker (s) : Chris Drake
III. Adoption of Agenda	Speaker (s) : Chris Drake
IV. Public Session	Speaker (s) : Chris Drake
V. Communications	Speaker (s) : Chris Drake
VI. Consent Agenda	Speaker (s) : Chris Drake
VI.A. Minutes of June 12, 2018 BOE Regular Meeting	Speaker (s) : Chris Drake
VI.B. Minutes of June 21, 2018 BOE Special Meeting	Speaker (s) : Chris Drake
VI.C. Grant - National FFA Living to Service Grant for Vocational Agriculture	Speaker (s) : Natalie Forbes
VI.D. Grant - National School Lunch Program Equipment Assistance Grant for Snow School	Speaker (s) : Natalie Forbes
VI.E. Professional Improvement Fund - Final Approval	Speaker (s) : Enza Macri
VI.F. Bylaw #9222 Resignation/Removal from Office (Revision) - Second Reading	Speaker (s) : Cheryl McClellan
VII. Department Report	
VII.A. Personnel Report	Speaker (s) : Michele DiMauro
VIII. Committees	
VIII.A. Budget Committee	Speaker (s) : Sean King
VIII.B. Curriculum Committee	Speaker (s) : Lisa Loomis
VIII.C. Facilities Committee	Speaker (s) : Deborah Cain
VIII.D. Policy Committee	Speaker (s) : Cheryl McClellan
VIII.E. Representative Reports (ACES/Cultural Council/TEMS)	Speaker (s) : C Drake/A Dempsey-White/C McClellan
VIII.F. Ad Hoc Expulsion Review Committee	Speaker (s) : Anita Dempsey-White
VIII.G. WWMS/Keigwin Building Committee	Speaker (s) : Chris Drake
IX. Action Items	
IX.A. Creation of Girls and Boys Varsity Lacrosse Teams for the 2018-2019 School Year	Speaker (s) : Chris Drake
IX.B. Café Services - CEP	Speaker (s) : Janet Calabro
IX.C. Action on Line Item Transfer Report	Speaker (s) : Lynda

IX.D. Policy # 6146.2 Statewide Proficiency / Mastery Examinations (Revision) - First Reading	MacPherson Speaker (s) : Cheryl McClellan
IX.E. Adoption of Revised Fiscal Year 2018-2019 Board of Education Budget	Speaker (s) : Chris Drake
X. Future Agenda Items	Speaker (s) : Chris Drake
X.A. New Items	
XI. Adjournment	Speaker (s) : Chris Drake

Board of Education Regular Meeting
June 12, 2018, 6:30 PM
Middletown Common Council Chambers

I. CALL TO ORDER

Board Members Present: Deborah Cain, Anita Dempsey-White, Chris Drake, Edward Ford, Sean King, Lisa Loomis, Cheryl McClellan, Jonathon Pulino, and Marilyn Rios

Others Present: Superintendent of Schools Dr. Michael T. Conner, Associate Superintendent Dr. Enza Macri, Director of Pupil Services and Special Education Amy Clarke, Special Education Supervisors Lynn Durham and Sara Alberti, Director of District Operations and Fine Arts Marco Gaylord, Director of Facilities John Cross, Director of Grant Services Natalie Forbes, Director of Adult Education Jim Misenti, Manager of Financial Operations Lynda MacPherson, Manager of Human Resources Michele DiMauro, Manager of Transportation Mark Langton, Middletown High School Principal Colleen Weiner, WWMS Principal Cheryl Gonzalez, Assistant to the Superintendent/Board Secretary Marcy Poppel, MFT Representative Janice Pawlak, and sixty-eight (68) visitors.

Board Chair Drake called the meeting to order at 6:33 PM.

II. SALUTE TO THE FLAG

Student Representative Tyler Wenzel led the Pledge of Allegiance.

III. ADOPTION OF AGENDA

MOTION: Move to adopt the Agenda was made with a motion by Ms. Cain and a second by Mr. Pulino.

MOTION: Move to take up Action Item XI.B. Naming committee – Request for Farm Hill Stage to be Named after Carole Crayton to immediately following Agenda Item VII. Consent Agenda passed with a motion by Ms. McClellan and a second by Mr. Drake – unanimous vote.

VOTE: Move to adopt the Agenda, as amended, passed with a motion by Mr. King and a second by Mr. Pulino – unanimous vote.

IV. DISTRICT HIGHLIGHTS

IV.A. Middletown Transition Center

Dr. Conner called Special Education Supervisor Lynn Durham forward who shared that she oversees the Middletown Transition Center and introduced David Burns, Coordinator. Mr. Burns introduced Job Coach Sharon Hunt, Tutor Paul Brindamour, and Student Shane Sena. Mr. Sena distributed information on the Transition Center to Board members. Mr. Burns, Ms. Hunt, and Mr. Brindamour shared information on the Transition Center providing background, purpose, who they serve, how students gain real life work experience, community collaborations, learning community living and consumer skills, Middlesex Community College services, and life-long transitional skills through a PowerPoint presentation. Mr. Burns shared outcomes over their seven years in existence. He said the graduation ceremony is this coming Thursday at 10:30 AM at Middletown High School.

IV.B. Middletown High School Blue Tube Student Award Recognition for Travelers Insurance Company's Connecticut State DMV Safe Driving Video Competition

MHS Principal Colleen Weiner said teacher Ms. Lauren Pszczolkowski is in Russia with four of our other students and she was filling in. She introduced Middletown High School students David Sands and Lorenzo Bafumi. They explained they were given the opportunity to make a DMV video to establish safe teen driving to be all-inclusive. They wanted different faces, different languages, and for everyone to understand how serious this is. He and his partners got volunteers to participate in this

video. They received first in diversity for this competition and second in overall and received \$9,000. They showed the video. Ms. Weiner added they also won an award for submitting the most amount of videos as a district.

IV.C. DECA Student Recognition at International & State Competitions

Mr. Dave Reynolds, Coordinator of Career and Tech Ed for the district called forward DECA students. He distributed a packet of pictures to all Board members and went through each picture. He provided history of the DECA organization, shared themes, test results, spoke about the State competition with 50 categories with approximately 25 competitors in each. He shared that the last two pictures he is proudest of -- the group dinner, and thanked MHS Principal Colleen Weiner and #6 is students hanging out in the hotel room after a long day of work. Picture six shows is every type of student who come together and work as a DECA family. Senior Aliyah Hayes spoke about her participation in DECA for the past two years. Aurora Perrault said through DECA she has gone from zero to hero. This was her presidential campaign speech. Rose Romano, a junior shared the competition process and role playing. She shared the competition process and role playing. She shared their competition successes. Middletown DECA received 15 international metals total. Mr. Reynolds recognized Gwyn Reutenauer who took first place in two years in the hardest category – Human Resources Management. The students shook hands with everyone on the dais.

IV.D. ISTE Make It Happen Award Recognition

Dr. Conner called Michelle Gohagon forward and shared that she won a very special award – this year’s recipient of the International Society for Technology in Education (ISTE)’s “Make It Happen” award. Dr. Conner shared STEM teacher John Ferrero’s quote, “Michelle has brought a lot of growth, excitement, and change to our district. Her success did not come easily. It took time for her to build support and synergy to move our district forward. She had patience and understood that to create effective long-lasting change you need to create a consensus. Change takes time and it takes people that realize that and are committed to long-term goals”. Dr. Conner congratulated her and said well deserved. She shared her surprise at receiving the award and spoke of the commitment of teacher John Ferrero and the phenomenal Technology Department. She said teachers make it happen, along with the support of Dr. Conner, Dr. Macri, and the Curriculum team. She stated she is honored to receive this award and said it belongs to many people.

V. PUBLIC SESSION

Chair Drake explained the rules of Public Session. He said he understands there are a number of people in the audience who wish to discuss the Lacrosse program. He noted two items: (1) our Athletic Director notified the Board in advance that she could not be present this evening; and (2) elevating JV boys and girls Lacrosse to a Varsity sport is not currently an action item on tonight’s agenda. The agenda is set by the Board Chair, himself, the Vice Chair Cheryl McClellan, the Secretary, Marilyn Rios, and Superintendent Conner – that is one method to get something on the agenda and the other way to get something on the agenda is for a Board member to make a motion to add it to the agenda and to have a majority of the Board members to accept that.

Craig Byrd, parent, he is currently the Lacrosse team dad who has taken over from Maureen Dale who has overseen it for the last five years, spoke about persistence, and read a letter from Heather and Giuseppe Iaderosa, who started the Spring Lacrosse team in the Spring of 2012, who could not attend this evening about having a Varsity Lacrosse program.

Chair Drake asked if he had anything written to provide to the Board, we will accept it. Mr. Byrd said he will Maureen Dale, asked the boys to stand up, they are a portion of the Boys Lacrosse team and some of the incoming members of the team. She said it is difficult to continue at the current level. She stated she is here

tonight to ask the Board's permission and the Middletown High School Boys Lacrosse team to become a varsity sport for the 2018 – 2019 school year. She stated it has been a sport for the past five Spring seasons. She provided history of the team, funding efforts, and other towns Lacrosse team statuses. She asked the Board to consider designating the MHS Boys Lacrosse Team a Varsity program for the 2018 – 2019 school year.

Michael Alleyne, parent, spoke in support of MHS Lacrosse and it becoming a varsity sport. She asked that it be moved from a JV sport to a Varsity sport.

Pete Susi stated he took over the running of the Lacrosse Team after Heather Iaderosa. He clarified the scope of the request. He shared the difference between JV and Varsity. It is not a huge spend they are asking. Connecticut is becoming a Lacrosse state. It is time for us to recognize that this is a sport that is gaining traction around the country. The students are ready for it to be a varsity level sport. He asked that this be added to the agenda and action taken this evening.

Kyle Dale, student, spoke for the members of the Boys lacrosse team request to become a Varsity sport for the 2018-2019 school year. He shared his older brother's Lacrosse experience. Middletown High School lacks a Varsity team. He wants to pursue the sport at a collegiate level. He shared the team's record over the past three JV years. The Board has the opportunity to make lacrosse fun again.

Edison Byrd, student, shared his Lacrosse history when he started in 2013 as a seventh grader and now as a senior, graduating this year and still not a Varsity player. He asked for permission from the Board to allow MHS to have a Varsity Lacrosse program.

Joseph Chiappetto, son of Heather and Giuseppe Iaderosa said he has been playing Lacrosse since his parents founded it in 2012. He said he is a sophomore on the JV lacrosse team. They are fighting for a varsity level program.

Carrie Lombardo, spoke on behalf of her daughter, who has played lacrosse all four years in high school. She has been the head of Girls Lacrosse for 3 years. The first year as a club and the last three as JV. She looks forward to a new year for the Girls Lacrosse team. It is important to field, support and finance the varsity level of Lacrosse at MHS.

Jeff Bowen, 94 Westwood Lane, parent of a son on the Lacrosse team, spoke of three simple things: competitiveness; second, the complication of male/female equality; and third, financial. He asked the Board to make Lacrosse a Varsity sport for the upcoming year and make these guys some champions.

David Booth, Farm Hill parent, spoke about a flag getting ripped in a classroom; wrote a letter to the school principal and Dr. Conner about a bus situation/access to video recording; and his concern that schools and the district are not following Board policies. He stated he hopes to hear from Dr. Conner in the upcoming days.

Chair Drake reminded that the Board policy about bringing up Personnel items is a request to the citizens of Middletown. However, every student in Middletown has certain privacy rights under Federal law, while parents are allowed to talk about their own children, the Board of Ed is not allowed to bring up individual child/children by name, neither are any of the administrators, certainly in a public forum or in a private forum with respect to other students. He wanted to set those ground rules so you understand that if you do have an issue it is best for your own child's protection, and also for the protection of the privacy of other children who may be involved, that it not be brought up in the public context.

Mr. Booth he fully understands and as he said he sent the letter in March and it is now June and there has been more than enough time for a response. He said he left no names except adult names in this.

Chair Drake apologized about the flag situation and he that was not responded to. He asked Dr. Conner to respond.

Mr. Pulino asked for the record if a meeting would be set up because we should not have upset people and Dr. Conner stated he will call Mr. Booth. Chair Drake said people should be responded to, however, we cannot promise that people will not be upset.

Patricia Charles spoke to the agenda item on a naming committee. She spoke of Carole Crayton, a fifth grade teacher at Farm Hill School for many years and the request is that the stage at Farm Hill School be named after Carole Crayton who passed away earlier this year. She was a great person. She thanked the

Betty Turrell Imme, retired Spanish and middle school teacher, director and writer of Farm Hill school plays, worked with Mrs. Crayton for many years, dear friend, dedicated teacher, always put her students first, created a fine learning environment, fifth grade plays were videotaped by Comcast television, one of them was recognized by President and Mrs. George Bush. She was her friend, mentor and colleague. She asked the kind consideration to name the Farm Hill stage in her honor.

Board member Jon Pulino stated he had Mrs. Crayton as a teacher in 1981 and shared stories. He is in favor of naming the stage after Ms. Crayton. He cautioned everyone that he thinks this must go to Common Council. Chair Drake said he thinks we have ironed these kinks out and we will follow our policy. They can either bless or not bless the Board's decision. Chair Drake is going to ask for volunteers to sit on that committee.

Seb Giuliano, resident, spoke about Lacrosse being a burgeoning sport and the interest is only going to grow. He then spoke about Agenda Item XI.F. Policy#1250 Visits to the Schools and Board members being required to call in advance and make an appointment to go to a school. He asked how that is going to be enforced. He stated that the BOE members are elected to represent the voters and should have full free reign to do their job and asked how voters have confidence. He felt Board members should have access to the schools they are responsible for. He stated he hopes restrictions are not put on Board members.

VI. COMMUNICATIONS

VI.A. Report of Student Representative

Student Representative Tyler Wenzel provided an update on Student Council activities sharing that the current Executive Board is in the process of electing next year's Executive Board. The president, vice president and secretary are graduating seniors. The Council will be meeting with Advisor Dan Raucci over the summer to revisit their Vision Statement and Constitution and begin the process of goal-setting for the next school year. The Student Council awarded its annual Ivon and Marion Newburg Scholarship to Angelica Vargas for her commitment to community service and social justice at MHS, in Middletown and in Connecticut. MHS students had the opportunity to visit Souhegan High School in Amherst, New Hampshire which included discussions on student voice, agency, and learning about their Community Council. Students came back to Middletown with many ideas for possible implementation in Middletown. The MHS Video students are currently in Russia after winning a competition for a video project. Moody School teachers and staff created a wonderful video about Summer reading. It features a ton of books, staff members, and even Dr. Conner. Thank you to Moody School for promoting Summer reading in such a fun way. Farm Hill third grades Lillianna Pek and Chayden Wunsch in Mrs. Kent's class were winners of the Middletown Historical Society Ancestor Report Contest. He closed with congratulations to the MHS Class of 2018 and wished them the best of lunch in whatever life may bring them.

Chair Drake noted that this is Tyler's last Board meeting for this school year and thanked Tyler for his service. He noted that Tyler and he both joined the Board the same year.

VII. CONSENT AGENDA

Chair Drake removed Agenda Item VII.F. ED049 Submission for Purchase of Three Vehicles for the Vocational Agriculture Program from the Consent Agenda.

Mr. King removed Agenda Items VII.C Professional Improvement Fund – First Reading, Agenda Item VII.H. Café Services – Healthy Food Certification, and Agenda Item VII.L. Extended Field Trip – MHS Track & Field Trip to Meet in North Carolina, June, 2018.

MOTION: Move to approve the Consent Agenda, as amended, with the removal of Agenda Items VII.C., VII.F., VII.H. and VII.L passed with a motion by Mr. Pulino and a second by Mr. King – unanimous vote.

VII.A. Minutes of May 8, 2018 BOE Regular Meeting

VII.B. Minutes of May 30, 2018 BOE Special Meeting

VII.D. Grants Report June, 2018

VII.E. Carl D. Perkins Grant

VII.G. Fresh Fruits and Vegetables Grant

VII.I. Policy #6114 Emergencies and Disaster Preparedness (Revision) - Second Reading

VII.J. Adult Education - Killingworth Library Annual Lease Renewal

VII.K. Adult Education - Executive Summary for Program Enhancement Project Grant Proposal

VII.M. Extended Field Trip - MHS Yearbook Trip to Bryant University, June, 2018

VII.N. Extended Field Trip - MHS Music Trip to Cantate Music Festival, New Hampshire, October, 2018

VII.O. Extended Field Trip - MHS DECA College Prep Trip, Maryland, November, 2018

VII.P. Extended Field Trip - MHS DECA international Career Development Conference, Florida, April, 2019

ITEMS PULLED FROM THE CONSENT AGENDA:

VII.C. Professional Improvement Fund – First Reading

Dr. Macri responded to question about the process, committee consensus, and costs. Ms. Loomis spoke about the positive learning experience she had being involved with this.

MOTION: Move to approve the first reading of the Professional Improvement Fund passed with a motion by Mr. King and a second by Ms. McClellan – unanimous vote.

VII.F. ED049 Submission for Purchase of Three Vehicles for the Vocational Agriculture Program

Chair Drake pulled this item and called Director of Grant Services Natalie Forbes and Director of the Vocational Agriculture Program Rebecca Isaacson forward. Ms. Forbes stated that the purpose is to: (1) approve the Education Specifications; (2) approve the grant submission; and (3) document the grant application process to be recorded in the certified minutes of tonight’s meeting. The certified minutes will be included in the grant application packet which will be submitted on or about June 27, 2018. Ms. Forbes stated it has been a seven-month process and included conversations between Ms. Isaacson, VoAg Teacher Amanda Thomson and Ms. Forbes in November of 2017. Two principle needs were identified: the safety of the students, teachers, and livestock and academic enrichment and community engagement opportunities for our students. Ms. Thomson surveyed 15 other VoAg centers to ascertain which vehicles were used in service of their programs. She worked with Mr. Thomas Moniello, Middletown Public Schools (MPS) mechanic regarding the models and designs of the vehicles to best fit the district’s need. Three vehicles were identified: (1) a Crew Cab; (2) a Livestock Trailer; and (3) a 16-passenger vehicle, using vendors from the State bid list for pricing. The Department of Administrative

Services was contacted to review the grant application requirements. The State Department of Education, through Harold Mackin, Director of Career and Technical Education, was contacted and gave written approval on June 5, 2018. For this grant the written approval of the State Department of Education which documents need and cost for vehicles, functions as the Education Specifications. We received approval from the City of Middletown Common Council for the submission of the ED049 Grant Application on June 4, 2018. Ms. Isaacson addressed the need for the new vehicles and shared that the current vehicles are very old (1982 and 1990) and are not safe.

MOTION: Move to approve the Education Specifications, as approved by the Connecticut State Department of Education, for the purchase of three (3) new vehicles for the Middletown Vocational Agriculture Program at a total cost of \$123,690, of which 80% is eligible for reimbursement by the State and 20% will be funded by the Middletown Board of Education's 2018-2019 Vehicle Services budget passed with a motion by Mr. Drake and a second by Mr. King – unanimous vote.

VII.H. Cafe Services - Healthy Food Certification

Director of Food Services Janet Calabro explained the Healthy Food Certification Program and stated that each year the Board must vote to continue the program and it must be reflected in Board of Education minutes. She clarified that the program addresses food that is sold to students. She explained the meaning of “competitive food”, “sale”, “school premises”, “event”, and “non-event”. She shared the exemptions and conditions. This evening the Board is voting on: (1) continuing the program next year, and (2) exemption under certain conditions.

Ms. Calabro responded to questions about current practices, utilization of the exemption, what the Healthy Food Certification is designed to do, to ensure food sold to students meets certain standards, exemption use frequency, and reviewing the current district policy. She stated that everything sold in our cafeterias meets these standards. Chair Drake summarized stating this action is to reaffirm the program and exemption.

MOTION: Move to approve the Healthy Food Certification passed with a motion by Mr. King and a second by Mr. Ford – unanimous vote.

MOTION: Move to approve the Healthy Food Certification exemption passed with a motion by Mr. King and a second by Mr. Ford – unanimous vote.

VII.L. Extended Field Trip - MHS Track & Field Trip to Meet in North Carolina, June, 2018

Mr. King stated he removed this item from the Consent Agenda for the Board to personally recognize these student athletes/staff, and highlight this honor we have to send our students to this meet and wish them good luck. Ms. Jennifer Price came forward, responded to questions, and thanked the Board.

MOTION: Move to approve the Extended Field Trip – MHS Track & Field Trip to Meet in North Carolina in June, 2018 passed with a motion by Ms. Cain and second by Mr. King – unanimous vote.

ACTION ITEM MOVED UP ON AGENDA:

XI.B. Naming Committee - Request for Farm Hill Stage to be Named After Carole Crayton

Chair Drake stated that this is Action Item #XI.B. which needs Board of Education approval to create a naming committee to address the request received to name the Farm Hill School Stage after late Farm Hill teacher Carole Crayton. Dr. Patricia Charles explained the request and said information is in each members Board packet. Chair Drake asked for a motion to create a committee and allow him to appoint members of this naming committee.

MOTION: Move to create a Naming Committee for the purpose of naming the Farm Hill Stage after the late Carole Crayton and authorize Chair Drake to appoint committee members passed with a motion by Mr. Pulino and a second by Mr. Ford – unanimous vote.

Chair Drake called a brief recess at 8:27 PM. The meeting reconvened at 8:37 PM.

VIII. Department Reports

VIII.A. Financial Report

Manager of Financial Operations Lynda MacPherson came forward and said the Financial Statement is straightforward.

VIII.A.1. Action on Line Item Transfer Report

There was a discussion on the line item transfers.

MOTION: Move to approve the Line Item Transfer requests passed with a motion by Mr. King and a second by Ms. McClellan – unanimous vote.

VIII.B. Facilities Department

There were no questions for Mr. Cross. Chair Drake confirmed Mr. Cross he heard the Public Session comment about a matter with a flag in a classroom.

VIII.C.1. Recognition of New District Coach

Associate Superintendent Enza Macri recognized Dwight Sharp being named a new District Coach for the next school year and stated he was unable to be present tonight. She shared that Mr. Sharp is a Math Teacher at WWMS. She said he looks forward to his new role.

Amy Clarke recognized Angela Caputo who will be the Secondary Special Education Coach for the new school year. She shared that Ms. Caputo, is currently a Teacher Leader at Farm Hill and has been with the district for a decade. She will be a great addition, Ms. Clarke noted.

VIII.C. Personnel Report

VIII.D. Transportation Report

Mr. Langton responded to questions in the areas of bus conduct, general approaches taken, bus monitors, assigned seating on some elementary school buses, ways to reinforce bus conduct and protocol going forward, comparison of issues on buses with and without monitors and reporting of it in the future, ability to sort through bus videos, upgrade this summer by Dattco of camera systems on buses, bus incidents involving older and younger students, procedure when student non-compliance to change seat on a bus, addressing MHS students who walk within the one and one-half mile limit in winter weather conditions, transportation of Macdonough students who reside near the Arrigoni Bridge/Route 9, and videos of bus incidents.

IX. SUPERINTENDENT'S REPORT

Dr. Conner said we are embarking upon an innovation to accelerate the process to close the achievement gap of three and four year olds in Middletown noting it is a huge task funding universal PreK. He stated the district will be adopting the Footsteps2Brilliance program, which will be available to all three and four year olds. Mr. Ford spoke about universal PreK and noted we would be the first Connecticut school district to have this program. Dr. Conner shared that 61% of our families live in poverty. He anticipates a successful launch of Footsteps2Brilliance in November right after Election Day.

IX.A. Strategic Plan Update

Dr. Conner provided an update on the Strategic Plan and thanked the Senior Management Team and all the staff involved for their efforts. He said that goals and theories of action have been drafted. He shared that on June 18 and 21st the Strategic Management Team and Departments will meet to revise the goals and theory of action and the Community Team met to identify assets and resources to support strategic planning. He said we are ahead of the game and everyone has done a phenomenal job. He expressed excitement about our progress and is looking forward to implementation.

He announced that Bill Daggett, Founder and chairman of the International Center for Leadership in Education, will be the key note speaker at Convocation in August, 2018.

Tomorrow Matthew Mugo Fields, Executive Vice President and General Manager of Supplemental & Intervention Solutions at Houghton Mifflin Harcourt, will be in the district for the day meeting with staff and touring four schools that will be implementing a Pathblazers Personalized Learning model.

IX.B. WWMS Interdisciplinary Team

Dr. Conner welcomed WWMS Principal Cheryl Gonzalez and her Grade 8 Team. They shared an interdisciplinary pilot for the 2018-2019 school year and did a PowerPoint Presentation. WWMS Teachers Mary-Grace Cianci (Math), Heather DeLaurentis (Science), and Lisa Sherman (Language Arts), spoke on the power of the community, commitment and intention to provide an academic-rich environment focused on personalized learning that will foster a sense of connection to and for all learners, student-centered learning, traditional versus interdisciplinary instruction, the approach based on “Best Practice in Middle School Design”, about student-driven interdisciplinary teams, shared two examples: (1) man vs. nature interdisciplinary assignment and (2) the Mars Homestead Project, student contributions to team cookbook, the timeline, and stressed the need for high level parent involvement from the beginning of the pilot. Dr. Macri shared essential curriculum standards. There was a discussion.

IX.C. Middle School Integration, Innovation and Improvement Committee

Dr. Conner said he will send the committee list to Board members. He thanked the nominators and stated it is a one-year commitment. This is informational for Board members.

IX.D. NWEA End-of-Year Presentation

Dr. Macri called forward her Curriculum Team (Michelle Gohagon, Patrick Hubeny, and Keri MacLean) noting Ms. Sheppard was present, however, had to leave. Dr. Macri stated they have great data to share. Dr. MacLean presented the Reading NWEA Proficiency Data for 2017–2018. Patrick Hubeny presented Math NWEA proficiency comparisons for 2017–2018. Mr. Hubeny shared the many initiatives planned for the 2018-2019 school year. Ms. Gohagon explained the 2018–2019 Strategies. There was a discussion. Ms. Cain commended the Curriculum Team for having the difficult conversations and said to continue their good work.

IX.E. District Data Team

IX.F. District News

X. COMMITTEES

X.A. Budget Committee

Mr. King provided an update of last evening’s meeting. Chair Drake noted that the 2018-2019 Board of Education budget will need to be readopted by the Board in the near future.

X.B. Curriculum Committee

Curriculum Committee Chair Lisa Loomis shared the committee's discussions at its May meeting which included looking at chronic absenteeism and suspensions and a discussion on what the data showed. There was a discussion around a plan of action and/or possible solutions to address students with chronically absenteeism. Dr. Macri shared that Dr. Conner is working with the Dalio Foundation on this initiative.

X.C. Facilities Committee

X.D. Policy Committee

Ms. McClellan provided an update noting that the committee met this morning and a new revision to Policy #1250 is being before the Board this evening.

X.E. Representative Reports (ACES/Cultural Council/TEMS)

X.F. Ad Hoc Expulsion Review Committee

X.G. WWMS/Keigwin Building Committee

XI. ACTION ITEMS

XI.A. Approval of 2018 - 2019 BOE Meeting Schedule

Chair Drake said he has received several concerns regarding the 2018-2019 Board of Education meeting schedule. He stated that the only thing that needs to be accomplished this evening is scheduling the August Board Retreat as a regular meeting for Freedom of Information (FOI) purposes. Noticing it as a regular meeting will allow for agenda changes at the actual meeting, if needed. Dr. Conner has a lengthy list of items he wishes the Board to study at the retreat. Chair Drake said he put the wrong date for the Retreat on the proposed schedule. The correct Retreat date is August 22nd (full day retreat at a time and location to be determined). This meeting will be similar to the retreat held last February. He suggested the Board adopt the regular meeting schedule with the change of August 22nd be the date of the retreat, and eliminate anything marked as a workshop. For now eliminate October 23rd, January 22nd, February 26th, March 12th, and June 25th. The reason is that the Board must vote on a schedule and can discuss at the Retreat how the Board wants to handle with workshops.

MOTION: Move to approve the Board of Education 2018-2019 Meeting Schedule as Chair Drake outlined above, with the correction of the August Retreat to August 22nd, and the elimination of workshops on the schedule (October 23rd, January 22nd, February 26th, March 12th, and June 25th) was made with a motion by Mr. Drake and a second by Ms. Cain.

There was a lengthy discussion. Ms. Loomis noted she has on her calendar an evening retreat for August 22nd at 4 PM. She believed that was discussed. That is Hartford's first day back for professional learning during the day and she can't miss that. Dr. Conner said he has on his calendar August 22nd from 4 PM to 9 PM for the Retreat. He is fine with that. Chair Drake asked when the first day of school is. Dr. Macri said teachers come back on August 27th and PD is 27 – 29 and students come back on August 30th. Ms. McClellan asked why the regular meeting for March is the 26th rather than the 12th. Chair Drake responded that the NWEA results could be presented on March 12th. Dr. Macri provided further explanation. She said if the Board wishes to eliminate one of the data presentations, i.e. the Winter NWEA, that would be okay with her. Chair Drake stated he attempted to put a schedule together which better mirrored the academic reporting schedule and that is the theory behind the October 23rd date. He said at that point the Board would do the goal setting. Chair Drake told Ms. McClellan one way to handle it is to say the March regular meeting will be March 12th and then hold off until the Retreat to decide to do various workshops at the retreat. We have always had the Budget workshop for Dr. Conner to tell the BOE about the budget and over the last two years there has been a joint BOE and

Common Council workshop where the Board reviews what it just approved as its budget. Last year there were optional workshops.

Chair Drake reiterated his motion is for August 22nd to be the Board Retreat from 4 PM to 9 PM, and the Board approve the regular meeting schedule of the regular meetings with the workshops to be added in later on.

Mr. King asked if the Board of Education meeting schedule is already on the Common Council's schedule and Chair Drake responded no.

VOTE: Move to approve the Board of Education meeting schedule for the 2018-2019 school year as outlined in the document in the Board packet and amended to change August 21st to August 22nd from 4 PM to 9 PM, removing the workshop dates of October 23rd, January 22nd, February 26th, March 12th, and June 25th passed with a unanimous vote.

Chair Drake called a short minute break at 10:30 PM and the meeting reconvened at 10:37 PM.

XI.C. MOU Between the Board of Education and the Middletown School Administrators Association
Re Adding a Full-Time Dean Position at the Elementary level

Human Resources Manager Michele DiMauro came forward and explained the Memorandum of Understanding (MOU) in regard to adding a full time dean position at the elementary level. She stated the district has never had a dean at the elementary level. She stated this document is not in the Board packet. She added that the last two years there was a interim dean of students at Farm Hill School and currently there is a need for an elementary dean of students. The position would be at Bielefield .5 FTE and at Farm Hill .5 FTE. Dr. Conner stated that he felt this position will result in less referrals. Dr. Macri shared history, options, need for oversight, and the need to try something different. She said the person's main role will be overseeing the mental health and behavioral health of students at Bielefield and Farm Hill. Dr. Conner, Dr. Macri and Mrs. DiMauro responded to questions. As the MOU is not in the Board packet, Dr. Macri read the MOU out loud. There was a discussion. Dr. Macri shared the qualifications of the candidate and duties of the position.

Mr. Pulino called the question.

Dr. Macri and Ms. DiMauro responded to a question about two different versions explaining the specific school names were changed to say at the elementary level.

Chair Drake stated there was no motion on the floor.

MOTION: Move to approve the MOU between the Board of Education and the Middletown School Administrators Association Re Adding a Full-time Dean Position at the Elementary Level passed with a motion by Mr. Pulino and a second by Ms. Cain – unanimous vote.

XI.D. Bylaw #9221 Filling Vacancies (Readoption) - First and Final Reading

Policy Committee Chair Cheryl McClellan explained the revisions to this bylaw and recommended Board approval of the first and final reading.

MOTION: Move to approve the first and final reading of Bylaw #9221 Filling Vacancies passed with a motion by Mr. King and a second by Mr. Pulino – unanimous vote.

XI.E. Bylaw # 9222 Resignation/Removal from Office (Revision) - First Reading

Policy Committee Chair Cheryl McClellan explained the revisions to this bylaw and recommended Board approval of its first reading.

MOTION: Move to approve the first reading of Bylaw #9222 Resignation/Removal from Office was made with a motion by Ms. Cain and a second by Mr. Pulino.

There was a discussion.

VOTE: Approval of the first reading of Bylaw #9222 Resignation/Removal from Office passed with a unanimous vote.

XI.F. Policy #1250 Visit to the Schools (Revision) - First and Final Reading

Mr. Ford said the Policy Committee met this morning and he has given this policy a lot of thought. He asked for adjustment of the language to find middle ground that still provides safety, but does not restrict Board members from doing their job. He proposed to amend the language in the first highlighted paragraph of the policy which that says, “In order to promote a safe and productive educational environment for all students and staff, the Board of Education requests all visitors to communicate with the principal or designee for availability prior to visiting.” His proposed language is, “In order to promote a safe and productive educational environment for all students and staff, the Board of Education requests all visitors except members of the Board of Education to communicate with the principal or designee for availability prior to visiting.” The words added are “except members of the Board of Education” after where it says “all visitors”

Chair Drake stated there is no motion on the table yet.

Policy Committee Chair Cheryl McClellan explained that, this morning the committee met and created a second revision to this policy and recommended Board approval of this second revision of the policy’s first and final reading. She read out loud the new revision of the highlighted first paragraph, “In order to promote safety, the Board of Education requests that all visitors except Board members, communicate with the principal or designee for availability prior to visiting.

MOTION: Move to approve the amendment to the first and final reading of Policy #1250 Visits to the Schools was made with a motion by Mr. Drake and a second by Mr. King.

MOTION TO AMEND: Move to amend the motion to add the words “except for members of the Board of Education” was made by Mr. Ford and a second by Ms. Cain.

Policy Committee Cheryl McClellan explained that the policy requests that the Board of Education members check availability to meet that day with Board members; that this is a consideration for what is going on in the school that day. There was lengthy discussion on this amendment. Mr. Pulino stated he polled 25 Meriden teachers who felt Board members should be allowed to visit schools when they wish but not be disruptive and 24 out of 25 thought it was a good idea. He asked 12 Middletown teachers and all 12 of them thought it was important for Board members to have access. He noted he has a statement from Common Councilwoman Deborah Kleckowski that she felt Board of Education members should be able to go into the schools. He stated that he is in support of Mr. Ford’s amendment. Ms. Loomis stated she is not in favor of the motion and felt there is a larger question – what is a Board member’s job. She said Dr. Conner tried to help at the last Board Retreat. She read aloud a section from the Connecticut Association of Boards of Education, “What does the School Board Do.” She said clearly the Board’s charge is to hire and evaluate the superintendent, vote on the budget and attend expulsion hearings. She said she would be concerned as a teacher, for people who don’t have education as a teacher coming into an educational setting, in the event something might be misconstrued. She felt this policy is simply saying Board members should communicate beforehand and felt this is a reasonable policy that will allow Board members to continue doing oversight, asking for data, and visit whenever they wish. Mr. King said, as a parent, he opposes this. His concern is nine people who school staff who we may or may not know now or years from now, walk into the school and go into classrooms unplanned. He felt there are too many unintended consequences. He stated that this is careless language to create an extension for Board of Education members to have unfettered access. He felt there are too many problems with the way this is worded. He made two additional points: (1) there are enough checks and balances -- there does not need to be an exception for board members and they should not

micro-manage; and (2) in addition to this policy we have regulations which would conflict with the policy. He stated he felt this would lead to additional confusion.

Dr. Conner spoke about the February Board Retreat a presentation was done on Board Responsibilities with Bob Villanova. Dr. Conner stated he took offense to a statement made in public session this evening on this policy.

Ms. Cain spoke about Board member's adopted schools and stated she has never encountered a problem when she stops in stating she signs in each time. She felt Board members should be able to visit whether they have an appointment or not. Ms. Dempsey-White stated Board of Education members are voted in. She knows many people who believe it is a Board of Education's member to visit schools and if they see something they have a responsibility to bring it to the superintendent's attention if something is not done appropriately. She supports Mr. Ford's amendment.

Ms. Rios stated that these types of discussions should be held at committee meetings rather than at a full Board of Education meeting. She concurs with Ms. Loomis and shared her own life experiences. She does not feel Board members are visiting schools like watchdogs. Mr. King asked if we know of any other school districts who have this policy and Ms. McClellan responded she does not know. She added that we follow CAFE best practices.

Mr. Ford stated he brought up his suggestion to Ms. McClellan and Chair Drake in an effort to find middle ground. He is going to vote with his heart. He did not say Board members have overarching authority. When he visits he has not called first, just gone to a school, showed identification and signed in.

Dr. Macri reminded everyone that CAFE is the place where best practices are found. She will not speak to a student she does not know. She said she believes this policy protects students and members of the Board of Education. She added that the district educates almost 5,000 students, and all are different and at the end of the day we are all strangers to students. Regulations are set by the Superintendent of Schools and not the Board of Education. She does not feel Board of Education members should be an exception.

Mr. Pulino stated he has never been to his children's schools here in Middletown. He stated he is a teacher in Meriden and enjoys when Board members visit his class. Dr. Macri said unfortunately that has not been the case in Middletown.

Chair Drake stated he is going to vote against the amendment in principal. His adopted school is Farm Hill. When he has visited he buzzed in, identified himself and said why he was there, went to the office and signed in and he assumed they would tell him where he could go. That has been his personal practice. He is going to vote against the amendment, particularly in light of the fact that at Middletown High School there are students around the entrances. He stated that all our schools are locked and at his daughter's school, Macdonough, every door is locked.

VOTE ON Move to add the words "except for members of the Board of Education" failed with four
AMENDMENT: (4) in favor – Ms. Cain, Ms. Dempsey-White, Mr. Ford and Mr. Pulino and five (5)
opposed – Mr. Drake, Mr. King, Ms. Loomis, Ms. McClellan and Ms. Rios.

Ms. McClellan read the changes to the motion made this morning at the Policy Committee meeting which were distributed this evening to all Board members and one more change. In the second highlighted paragraph which starts with "The Board of Education encourages visits...the sentence "In order to promote a safe and productive educational environment for students and staff, the Board of Education requires all visitors, "except to Board members", to receive prior approval from the school principal or his/her designee before being permitted to visit any school building.

**MOTION TO:
AMEND THE
POLICY ON
THE FLOOR:** Move to approve the above amendment to Policy #1250 Visits to Schools passed with a motion by Ms. McClellan and a second by Ms. Rios, with five (5) in favor – Mr. Drake, Mr. King, Ms. Loomis, Ms. McClellan, and Ms. Rios and four (4) opposed – Ms. Cain, Ms. Dempsey-White, Mr. Ford and Mr. Pulino.

MOTION: Move to approve the first and final reading of the amended Policy #1250 Visits to Schools passed with five (5) in favor – Mr. Drake, Mr. King, Ms. Loomis, Ms. McClellan, and Ms. Rios and four (4) opposed – Ms. Cain, Ms. Dempsey-White, Mr. Ford and Mr. Pulino.

XI.G. Policy #6146 Graduation Requirement (Revision) - First and Final Reading

Policy Committee Chair Cheryl McClellan explained the revisions to this policy and recommended Board approval of its first and final reading.

MOTION: Move to approve the first and final reading of Policy #6146 Graduation Requirement passed with a motion by Mr. Ford and a second by Ms. Rios – unanimous vote.

Chair Drake said if there is no objection, he would move up to now on the agenda, Agenda Item XIII. Superintendent Year-End Review and stated that Dr. Conner has waived his right to have that done in Executive Session.

XIII. SUPERINTENDENT YEAR-END REVIEW (PROPOSED FOR EXECUTIVE SESSION)

Chair Drake provided a sensitive document to Board members. Board of Education members spoke. Mr. Ford stated that great leaders provide vision, visible steps, and inspire others – and he has seen that firsthand. Ms. Dempsey-White said she is hearing good things. Ms. Cain said employees are excited about coming to work and encouraged Dr. Conner to keep on doing what he is doing. Dr. Conner thanked Board members and shared that transitioning to his new role in November was a difficult task. He thanked everyone from the bottom of his heart for opening their arms to him. He loves the Middletown community, staff, and students.

MOTION: Move to authorize the Board of Education Chair Chris Drake to act on the Board's behalf to accept the Superintendent's 2018 – 2019 contract passed with a motion by Ms. Cain and a second by Mr. Ford – unanimous vote.

XII. FUTURE AGENDA ITEMS

XII.A. New Items

There were none.

XII.B. Personnel Matter Regarding Middletown High School Administrator (Proposed for Executive Session)

Chair Drake asked Dr. Macri if the MOU is correct. Dr. Macri looked on her computer for the MOU. Dr. Macri stated that issue is time sensitive and needs Board action this evening. Unlike the other MOU this one is regarding a personnel matter. Dr. Macri stated it a matter of equal pay for equal work.

MOTION: Move to go into Executive Session at 12:12 PM for the purpose of discussion of a personnel matter regarding a Middletown High School Administrator and invite Dr. Conner, Dr. Macri, and Mrs. DiMauro to participate passed with a motion by Mr. King and a second by Ms. McClellan – unanimous vote.

MOTION: Move to return to Public Session at 12:21 AM passed with a unanimous vote.

MOTION: Move to eliminate the Dean of Students position at Middletown High School and add an Assistant Principal position passed with a unanimous vote.

XIV. ADJOURNMENT

MOTION: Move at 12:30 AM to adjourn passed with a unanimous vote.

Respectfully Submitted,

Marilyn S. Rios
Secretary

MSR/mp

**MIDDLETOWN BOARD OF EDUCATION
SPECIAL MEETING
Thursday, June 21, 2018
Dr. Alfred B. Tychsen Administration Building
5:15 PM**

Present

Anita Dempsey-White, Edward Ford Jr., Sean King, Lisa Loomis, Cheryl McClellan, and Jon Pulino

Also Present

Superintendent of Schools Michael Conner

Board Vice Chair Cheryl McClellan called the meeting to order at 5:22 PM and explained that the purpose of the meeting was for the Board to take action on a Joint Stipulation and Recommendation for Middletown High School Student Id #5721677010.

MOTION: Mr. Ford made a motion, seconded by Mr. Pulino, and the Board VOTED unanimously to go into Executive Session, for the purpose of discussing confidential student matters.

Time: 5:24 PM

EXECUTIVE SESSION

Everyone present remained for executive session.

MOTION: Mr. Pulino made a motion, seconded by Ms. Loomis and the Board VOTED unanimously to reconvene in Public Session.

PUBLIC SESSION

MOTION: Ms. Loomis made a motion, seconded by Mr. Pulino, and the Board VOTED unanimously to accept the Middletown High School Student Id #5721677010 Expulsion Joint Stipulation and Recommendation as presented by the Superintendent.

ADJOURNMENT

MOTION: Mr. King made a motion, seconded by Mr. Pulino, and the Board VOTED unanimously to adjourn.

With no further discussion, Vice Chair McClellan adjourned the meeting.

Time: 5:38 PM

Respectfully Submitted,

Edward C. Ford, Jr.
Acting Secretary

EXECUTIVE SUMMARY

NATIONAL FUTURE FARMERS OF AMERICA (FFA) GRANT

The district is applying to the National Future Farmers of America for a grant to support Animal Assisted Therapy visits at the Middletown Vocational Agriculture Center and in our wider community.

Animal Assisted therapy sessions target Social Emotional Learning and Wellness for students and adults. VoAg's FFA Animal Ambassadors program consists of a team of students, who complete rigorous training requirements, and their registered Pet Partners. This grant will support non-traditional supervised agricultural experiences (SAE) through the practical application of classroom concepts in a real world experience.

The FFA supports students who aspire to be production farmers, as well as careers in teaching, medicine, science and business. The FFA remains committed to the individual students, providing a path to achievement in premier leadership, personal growth and career success through agricultural education.

TOTAL REQUEST

\$3,000.00

SUBMITTED BY NATALIE FORBES, DIRECTOR OF GRANT SERVICES

EXECUTIVE SUMMARY

NATIONAL SCHOOL LUNCH PROGRAM (NSLP) EQUIPMENT ASSISTANCE GRANT

SNOW ELEMENTARY SCHOOL

The district is applying to the National School Lunch Program for an Equipment Assistance Grant. The competitive grant process gives priority to high needs schools where 50 percent or more of the enrolled students are eligible for free and reduced price meals. Additional priority is given to schools that have not received grants through the program previously.

The funds are allocated to purchase the equipment needed to meet the new nutritional standards for schools. The following are the USDA Focus Areas for the NSLP Equipment Assistance Competitive Grants:

- **Food Quality:** Equipment that improves the quality of school nutrition meals in ways that support the new USDA nutrition standards.
- **Food Safety:** Equipment that improves the safety of food served in the school meals programs.
- **Energy Efficiency:** Equipment that improves the overall energy efficiency of the school food service operations.
- **Expand Participation:** Equipment that allows SFAs to support, improve or expand participation in the NSLP or School Breakfast Program (SBP).

A new gas convection steamer has been requested under the grant.

TOTAL REQUEST: \$13,500.

SUBMITTED BY NATALIE FORBES, DIRECTOR OF GRANT SERVICES.

**Executive Summary
Professional Improvement Fund
June 26, 2018**

On May 31, 2018, members of the Board of Education and the Middletown Federation of Teachers met to review applications for Professional Improvement Fund grant awards. In all, \$5,000.00 total was awarded. Of the seventeen applications submitted, the committee recommends the approval, either whole or in part, of all the following seven:

1.	"RULER- Continuation of Tier 1 Social, Emotional, Behavioral Implementation" Kathleen Suden, School Psychologist/ Lawrence	Requested: \$740.00 Approved: \$740.00
2.	"Coping and Support Training (CAST)" Kate Stanley, Social Worker, MHS	Requested: \$534.66 Approved: \$534.66
3.	"Equine Insights" Amanda Thomson, VoAg, MHS	Requested: \$740.00 Approved: \$740.00
4.	"Structured Literacy Series 2018, Expert Teaching is the Treatment for Students with SLD/Dyslexia" Katie Seifert, SP EIST, Wesley School	Requested: \$1,650.00 Approved: \$1,650.00
5.	"The Woodrow Wilson Professional Book Club" Erin Carter, Special Education, WMS	Requested: \$494.56 Approved: \$350.00
6.	"Increasing Author, Protagonist, and Genre Diversity in Language Arts as a Catalyst for Engagement, Empowerment, and Equity" Buster Nelson, Language Arts, Keigwin	Requested: \$1,872.12 Approved: \$ 160.00
7.	"Teaching Digital Design" Nicole Iovanne, Art, MHS	Requested: \$ 650.00 Approved: \$ 650.00
Total amount of proposals awarded		\$4,824.66

Respectfully submitted,

Enza Macri, Ed.D.
Associate Superintendent

Bylaws of the Board

Resignation/Removal from Office

Resignation

If for reasons of health, change in domicile, or any other compelling reason a member does decide to terminate service, the Board requests as early as possible notification of intent to resign so that the Board may plan appropriately.

When a member of a Board of Education shall cease to be a bona fide resident of the Town of Middletown, membership in the Board shall immediately cease.

State law provides that municipal officers seeking to resign from office must submit a written resignation to the municipal clerk. The resignation takes effect upon the date specified in the resignation or, if no date is specified, upon the date of its submission to the clerk.

~~Removal from Office~~

~~The chairperson of the Board may be removed from office by a two-thirds/majority vote of the membership of the whole Board, and in case the office of chairperson shall become vacant, the Board shall, within 30 days thereafter fill the vacancy for the unexpired term.~~

**Legal Reference: Connecticut General Statutes
7-103 Resignation of municipal officers**

Bylaw adopted: November 1, 1994
Bylaw readopted: February 10, 2009
Bylaw revised:

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

PERSONNEL ACTION:

Leave(s) of Absence:

Auperin, Rebecca, Special Education Teacher at Wesley Elementary School employed in Middletown since August 2012, has requested a child rearing leave of absence up to January 12, 2019. The effective date is October 6, 2018.

Appointment(s):

Appellof, Carrie L., is appointed as a Special Education Teacher at Snow School. Her position on the salary scale is Step 1 of the Master's Salary Scale, salary \$52,193.00. Ms. Appellof earned her Baccalaureate and Master's at Lassell College.

Coster, Jeremy J. is appointed as an ESL Teacher at Adult Education. His position on the salary scale is Step 10 of the Master's Salary Scale, salary \$62,936.00. Mr. Coster earned his Baccalaureate at Eastern Connecticut State University and Master's at Central Connecticut State University.

STATUS OF CERTIFIED EMPLOYMENT:

Resignation(s)/Retirement(s):

Gregory, Irma A., Science Teacher (Middletown High School) employed in Middletown since August 2014, has submitted her resignation for the purpose of retirement effective June 29, 2018.

Leaf, Eric, School Psychologist Teacher (Wesley School) employed in Middletown since August 2005, has submitted his resignation for the purpose of personal reasons effective June 20, 2018.

Vacancies for 2018-19 School Year

- Elementary Teacher – Potential 4 Positions (Snow School, (2) Spencer School, Moody School) depending on enrollment numbers and need
- Math Teacher
- Music Teacher – 2 Position (Wesley/Biel/Mac, Spencer/FH)
- Physical Education Teacher – District
- School Psychologist – 1 Position (Wesley School)
- Science Teacher – 1 Position (Middletown High School)
- Spanish Teacher – 1 Position (Woodrow Wilson Middle School)

Middletown Public Schools
PARAPROFESSIONALS LEAVE OF ABSENCES/NEW HIRES/RESIGNATIONS/RETIREMENTS
 Personnel Action – June 26, 2018

New Hires

	<u>Name</u>	<u>Start Date</u>	<u>Description</u>	<u>Location</u>
1				
2				
3				

Leave(s) of Absence:

N/A.

Resignations

	<u>Name</u>	<u>Resign/Retirement</u>	<u>Description</u>	<u>Location</u>
1	Gordon, Corey	Resignation	Paraprofessional	Middletown High School
2				
3				

MIDDLETOWN BOARD OF EDUCATION
BUDGET COMMITTEE

Minutes

Monday, June 11, 2018, 5:30 PM

Dr. Alfred B. Tychsen Administration Building

BOE Members Present: Sean King (Chair), Lisa Loomis, Chris Drake, Deborah Cain, Marilyn Rios
Also Present: Dr. Conner, Dr. Macri, Lynda MacPherson, Marco Gaylord, Mike Skott, Janet Calabro, Amy Clarke, Vincent Loffredo, Community Member, Ed McKeon, Community Member,

The meeting was called to order at 5:30 PM.

1. Minutes of May 7, 2018 Meeting

Motion to approve minutes made by Sean King and Second by Lisa Loomis - unanimous vote to approve minutes

2. Line Item Transfers

There were no questions regarding line item transfers.

3. Finance Report

Ms. MacPherson presented an updated finance report. There was a discussion regarding the 2016-17 carryover funds, as well as the anticipated surplus and possible carryover funds for 2017-18 and additional ECS funding of approximately \$450,000. Dr. Conner presented a handout that outlined his proposed allocation of these various funds. In particular, additional ECS funds will support K-3 Summer Academy. Additional discussion was held regarding the cafeteria fund and whether any additional action is needed to address an accounting "deficit" identified by the city's auditors.

4. Energy Credit Proposal

This item was passed as the contract is still under review by the city attorneys.

5. LOCIP Application

Mike Skott gave a brief presentation outlining the capital expenses to be reimbursed through the LOCIP funds available to the city: Chromebooks \$88,000, Computers \$40,000, Laptops \$30,000, Servers \$35,000, Copiers/Printers \$46,000 = total of \$239,000. Additional discussion was held regarding the process for spending the funds and receiving the reimbursement.

6. AUC Recommendations from NESC

A discussion was held regarding NESC's alternative recommendations regarding AUC, which is not working well for the district in its current form. Ultimately, there was consensus that a application developer would not be beneficial in the long term and that it would be better for the district to explore the adoption of a new system down the road.

7. Food Services Report

Janet Calabro provided an update on our cafeteria services budget. We are presently showing a very slight deficit. There was an issue that arose regarding some expired food items that is currently being investigated. Additional discussion addressed current meal prices and whether to raise elementary lunch prices over the next year or two. Additional discussion was held regarding the current policy of providing a cheese sandwich instead of a regular meal for children who have a negative balance in their school lunch accounts. Lastly, there was a discussion regarding the designation of CEP schools for 2018-19. Four schools (Snow, Spencer, Keigwin and WWMS) will be added to the role of CEP schools. Ms. Calabro will conduct an analysis to estimate what the cost difference would be if all Middletown schools become CEP.

8. Other

A brief discussion was held regarding equity in funding and participation for field trips, especially out-of-state field trips.

The meeting adjourned at 8:23 PM.

Respectfully submitted,

Sean King

Budget Committee Chair

Middletown Public Schools

2017-2018 Carryover and 2018-2019 ECS Additional Funding

2017-2018 Carryover (\$450,000)

1. Middletown Personalized Learning Model—Executive Coaching/Project Management and K-1 Pilot

Narrative: During the 2018-2019 academic year, four schools will be implementing the platform *Pathblazers* as an integrated digital solution to compliment the tiered instructional model in Middletown Public Schools. Carryover funding from the 2017-2018 academic year will support an innovative executive coaching model and project management support for MPS leaders/practitioners. This support will include nineteen (19) additional support days as well as a “*preliminary study*” in K-1 (selected schools) for scaling purposes in the 2019-2020 academic year

Amount: \$80,000

Strategic Plan Alignment: Goal #1

2. ACE2 Intelligence System—Forecasting Five-Year Budget Development and Process

Narrative: The ACE2 Project, in partnership with the District Management Group, is a superintelligence software that forecast local school budgets for up to five years. This tool can be adjusted using current state and local fiscal trends to ensure budgets are predictive for future planning, return of investment analysis, and strengthening operational/academic services within predictable budgets.

Amount: \$80,000

Strategic Plan Alignment: Goal #2

3. MK5LI Integrated Coaching and Intervention Resources

Narrative: The CK3LI (Connecticut K-3 Literacy Initiative) is in its fifth year of state implementation. With the assistance of Connecticut State Department of Education, Connecticut Black/Puerto Rican Caucus, Hill for Literacy, and Literacy How, Middletown Public Schools will launch the state’s first expansion of the CK3LI model to grade 4 and grade 5 (MK5LI). Carryover funding will provide EIST, assistant principals, and content-area specialists intense professional learning sessions (monthly) and site-based coaching/modeling for interventionists.

Amount: \$75,000

Strategic Plan Alignment: Goal #1

4. ICLE Quad D Innovation Schools (Snow School and Moody School)

Narrative: The International Center for Leadership in Education will partner with Snow School and Moody School to create two “*Quad D Lab and Performance Centers*”. This innovation project will provide direct/intensive professional learning/development around Quad D instruction for practitioners at each school. Each site will then serve as “lab schools” for district practitioners to learn, discuss, and share practices around *Rigor and Relevance*. Moreover, these sites will also create an innovative after-school model that focuses on “Quad D Activities” that underscore project-based learning.

Amount: \$35,000

Strategic Plan Alignment: Goal #3

5. Center for Secondary School Redesign: 6-8 Middle Grades Integration, Innovation, and Improvement Project/9-12 Research and Exploration with Career Pathways

Narrative: The Center for Secondary School Redesign will provide direct support with the *6-8 Middle Grades Integration, Innovation, and Improvement Project* to ensure academic structures are in place for a successful merger into a new brick-and-mortar by 2021. CSSR will also support the 6-8 Middle Grades Integration, Innovation, and Improvement Committee on a monthly-basis to support the transition at KMS and WWMS. There will also be exploration/research analysis with intra-district site-visits, external studies, and planning for phase I with 9-12 career pathways at Middletown High School.

Amount: \$45,000

Strategic Plan Alignment: Goal #3

6. PreK Curriculum, Design, and Alignment Project

Narrative: To deepen and strengthen our goal of creating universal access to all three and four-year-old students in Middletown, the School Readiness Council will embark upon creating a “universal curriculum” aligned to the Early Learning Development Standards (ELDS). This will include curriculum development, standards alignment/articulation, and coaching support for lateral professional development.

Amount: \$53,000

Strategic Plan Alignment: Goal #1 (School Readiness Council Strategic Plan)

7. PreK School Readiness Coaching Around ELDS

Narrative: To couple the design process in the early childhood sector, Dr. Elenore Osborne, adjunct professor at Sacred Heart University and former Assistant Superintendent of Curriculum, Instruction, and Assessment for New Haven Public Schools will provide direct coaching support to school readiness providers targeted to instructional strategies/academic routines aligned to the ELDS (Early Learning Development Standards).

Amount: \$9, 225

Strategic Plan Alignment: Goal #1 (School Readiness Council Strategic Plan)

Middletown Public Schools

2017-2018 Carryover and 2018-2019 ECS Additional Funding

2018-2019 ECS Additional Funding (\$370,000)

1. *FootSteps2Brilliance Universal Literacy Solution*

Narrative: In partnership with the Middletown School Readiness Council, Middletown will be implementing the literacy solution *FootSteps2Brilliance* to all three/four-year old students in Middletown. School Readiness Providers, Home Care Providers, and local partners/businesses will be supporting this community endeavor to close the preparation/word gap in Middletown. ECS funding will provide professional learning for owners/practitioners, community outreach support, project management coaching, and data dashboard for monitoring of *FootSteps2Brilliance*.

Amount: \$66,000

Strategic Plan Alignment: Goal #3 (School Readiness Strategic Plan)

2. *Security Improvements*

Narrative: In partnership with the City of Middletown Safety Committee, MPS will be implementing recommendations to improve security conditions at all schools. ECS funding will support security upgrades and internal analysis for systems improvement.

Amount: \$60,000

Strategic Plan Alignment: Goal #2

3. *Middletown K-3 Summer Academy*

Narrative: In alignment with Connecticut state statutes, MPS will be hosting a mandatory K-3 Summer Academic Academy that will be aligned to the MK5LI instructional routines, strategies, and structures. Carryover funding will support professional development sessions, interventionists, resources, and collaboration time for weekly data analysis.

Amount: \$125,000

Strategic Plan Alignment: Goal #3

4. *Cabinet/Board of Education Professional Development*

Narrative: The Middletown Board of Education will participate in two retreats (August and February), book study discussions around defining governance, and professional learning tools to strengthen community/district alignment. Also, senior management team members will engage in professional learning opportunities to deepen systems capital for strategic plan implementation and AUC utilization.

Amount: \$20,000

Strategic Plan Alignment: Goal #4

8. Advanced Placement Resources

Narrative: Since the implementation of Equal Opportunity Solutions (EOS), Middletown High School has seen an increase with students qualifying for advanced placement courses. To support the increase in enrollment, advanced placement resources will be needed for all new courses.

Amount: \$22, 775

Strategic Plan Alignment: Goal #1

9. Middletown K-3 Summer Academy

Narrative: In alignment with Connecticut state statutes, MPS will be hosting a mandatory K-3 Summer Academic Academy that will be aligned to the MK5LI instructional routines, strategies, and structures. Carryover funding will support professional development sessions, teachers, interventionists, resources, and collaboration time for weekly data analysis.

Amount: \$30, 000

Strategic Plan Alignment: Goal #3

10. Cafeteria Deficit

Narrative: Carryover funding will support eliminating the outstanding cafeteria deficit.

Amount: \$20,000

Strategic Plan Alignment: Goal #2

Total: \$450,000

5. International Baccalaureate Creation and STEM School Expansion

Narrative: A core lever within *Middletown 2021: Keys to Innovation and Equity* is to create and expand innovation models within the district. The International Baccalaureate Education Programme is currently in over 150 countries that feature many **“IB World Schools”** across the globe. This innovation at one school will start the creation of an **“IB World Pathway”** in Middletown Public Schools. Expansion of STEM to a **“school-wide model”** will establish external partnerships to start the research and transition for all students at Macdonough School. This will also start the process of developing a **“STEM Pathway”** in Middletown Public Schools.

Amount: \$60,000

Strategic Plan Alignment: Goal #3

6. National Executive Service Corp.

Narrative: NESC has provided targeted efficiency and process improvement recommendations within all operating systems of Middletown Public Schools. After conducting its analysis, ECS funding will support SME implementation, on-site support to improve operational efficiencies, and restructure central office for organizational alignment.

Amount: \$19,000

Strategic Plan Alignment: Goal #2

7. Cafeteria Deficit

Narrative: Carryover funding will support eliminating the outstanding cafeteria deficit

Amount: \$20,000

Strategic Plan Alignment: Goal #2

Total: \$370,000

**MIDDLETOWN BOARD OF EDUCATION
CURRICULUM COMMITTEE**

June 13, 2018

Dr. Alfred B. Tychsen Administration Building

2:30 PM

<u>Board of Education Committee Members Present</u> Lisa Loomis, Chair	<u>Also Present</u> Dr. Macri, Ass. Superintendent Cheryl Gonzalez, Principal WWMS Meg Susi, community member Patricia Alston, community member Liz Mancini, Social Studies 6-12 Dept. Head Lisa Sherman, gr 8 ELA Heather DeLaurentis, gr 8 Science
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Highlights of Meeting:

- Presentation on Interdisciplinary Pilot at WWMS 8th grade for 2018-2019
 - What: 1 of 3 8th grade teams; year-long; unifying theme (community); 4 units with interdisciplinary essential questions that end with a culminating event that allows students to share their learning with the larger community
 - Goal/Why: increase in student-centered learning, student personalization, student engagement, student achievement
 - Hope: When other teachers see the benefits and the how, they will start experimenting with incorporating elements in their own practice
 - Long term: change structures (i.e. schedule) to support; increase connection between student work and Middletown needs
 - Evaluation: what data to collect to see impact? (achievement, referrals, engagement, social/emotional, attendance)
- Report on impact of schedule change at WWMS
 - In addition to schedule change, PL done around increasing student centered learning last year and beginning of this year. Anecdotal - decrease in lecturing, increase in student-centered discovery learning
 - Move away from 5 minute homeroom - students more on time to class; advisory 4th period provides opportunities for connection. Cheryl open to a 10 minute advisory/homeroom check in at beginning of day and check out at end of day
 - ELA changes: 2 40 minute blocks became 1 59 minute block with guided reading, some students also had 1 59 minute block of intervention; more culturally responsive texts in 8th grade (7th grade will do that next year)
 - 7th grade data flat
 - 8th grade data - increase in proficiency over all as well as in all subgroups except SPED, double digit growth among black students and students qualifying for free/red meals
 - Math changes: 1 40 minute block became 1 59 minute block, some also had 1 59 minute block of intervention
 - 7th grade - increase overall and in every sub group
 - 8th grade - data flat

**The meeting adjourned at 3:45 PM
The next meeting will be TBD
at Dr. Alfred B. Tychsen Administration Building**

Respectfully submitted,
Lisa Loomis,
Curriculum Committee Chair

**MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE
Minutes
Tuesday, June 12, 2018
IT ANNEX, 310 Hunting Hill Avenue, Middletown, CT
8:30 A.M.**

Board of Education Policy Committee Members Present:

Cheryl A. P. McClellan, Chair
Marilyn S. Rios
Edward Ford, Jr.

Also Present:

Dr. Michael Conner, Superintendent of Schools
Kathleen Bengtson, Administrative Assistant
Michele DiMauro, Manager Human Resources
Meg Susi, Community Member
Chris Sugar, Community Member

Meeting was called to order at 8:35 A.M.

The following policies and bylaws were reviewed:

#1250 – Visits to the Schools - History on this policy “This Policy is old April 13, 2004 and required updating. The Regulations for this policy had been updated on April 10, 2018, by the administration with the newest procedures for school visitors. Marco Gaylord had reviewed this policy and recommended we insert the proposed CABE wording to replace the original policy.”

This policy was tabled at the May 8, 2018, Board Meeting and returned to the Policy Committee for further review. At the last policy meeting, this policy was approved to be forwarded to the Board. Later, Ed Ford requested that the Policy Committee again look at it before tonight’s Board meeting.

Meg stated her observations of how some schools were not consistent in the following of procedures of this policy.

Another full discussion took place, Michele DiMauro discussed the volunteer process and the procedures for background checks, volunteer forms are filled out yearly. She shared the District will be moving to AppGarden software which will assist in tracking our volunteers more consistently.

Ed discussed how this policy pertains to Board Members. Cheryl stated she was having second thoughts on this policy and how to make the wording more welcoming. She proposed adding the following:

In order to promote a safe and productive educational environment for all students and staff, the Board of Education requests all visitors to communicate with the principal or designee for availability prior to visiting.

The Policy Committee members also proposed keeping the first sentence in the second paragraph:

Board of Education members who visit schools of their own volition have no more authority than any other citizen. ~~Board of Education members have authority only in regularly called meetings of the Board of Education, or when delegated specific tasks by specific Board of Education action.~~

The following CABA language was also added to the policy:

The Board of Education encourages visits by citizens, residents, and parents to all school buildings. ~~In order to promote a safe and productive educational environment for all students and staff, the Board of Education requires all visitors to receive prior approval from the school Principal or his/her designee before being permitted to visit any school building.~~ The Board of Education, through the administration, reserves the right to limit visits in accordance with administrative regulations.

Upon arrival, all visitors must comply with Administration Regulation #1250a-c and any other applicable building security procedures, including but not limited to utilizing security buzzers for access, complying with requests for photo identification, reporting directly to and signing in and out at the visitors' reception area/main office of the school office, prominently displaying visitors' badges or other identification required for visitors to the school buildings, limiting access to those areas of the buildings and grounds for which the visitors have authorized access, and complying with directives of school officials at all times.

The Policy Committee recommended this 2nd proposed revision to Policy #1250 – Visits to Schools - be brought forward to tonight's BOE meeting for its first and final reading. Note: Cheryl will forward this 2nd revision to the BOE members today (in place of the one Marcy had in the members' packet), along with distributing a copy of the document to the members at tonight's BOE meeting. **(Note: During the BOE meeting the red highlighted wording was deleted.)**

#6146.2 – Statewide Proficiency / Mastery Examinations -- This policy was reviewed by the Committee last month, but after that meeting more CABA recommended changes were noted and Chair Cheryl McClellan decided to have it reviewed again at our next Policy meeting. Dr. Enza Marci had reviewed the CABA policy and recommended certain paragraphs be inserted. There were references to the CAPT testing which are no longer in effect. Said references were removed. Kathy stated that she had checked with CABA and we had their most up-to-date policies.

The recommended changes are as follows:

“Each student in grades three through eight inclusive and grade ~~ten~~ **eleven** shall take the statewide mastery examinations.

Students who meet or exceed the statewide mastery goal on all components of the tenth eleventh grade SAT and Next Generation Science Standards (NGSS) Connecticut Academic Performance Test (CAPT), shall have a certification of such mastery made on the permanent record and transcript and be provided a certificate of mastery for all components. Students who have not met goal are encouraged – but not required – to retake that portion of the CAPT the SAT, even those who have achieved proficiency.

Achieving a satisfactory score on the CAPT SAT test shall not be the sole criterion for graduation.

Special education students shall participate in mastery testing except when their Planning and Placement Team determines that participation would be inappropriate and recommends the use of a checklist as specified by the State Board of Education.

All English learners (ELs) including recently arrived, defined as those students whose initial entry date in a U.S. school is less than two years (24 months) prior to test administration are required to participate in all content areas of the state summative assessment.

All students identified as English Learners (EL) regardless of how long they have been enrolled in school shall take the mastery examination in all content areas (reading/language arts, mathematics, science). Scores on each component of the mastery examination for English learners who have been enrolled in school in this state or another state for fewer than twenty (20) school months shall not be used for the purposes of calculating the school accountability index as defined in C.G.S. 10-223e.

The Board of Education recognizes that federal law requires full participation of all students on the state summative assessments, with a minimum standard for the participation rate of at least 95 percent of all students and all student groups for each subject. Further, the Board realizes there are consequences for districts and schools not meeting this participation role threshold on these state summative assessments.

The school district shall annually report to the State Board of Education indicators of (a) instructional improvement and, (b) student progress as a result of testing, remedial assistance and compensatory program in accordance with C.G.S. 10-14m et seq.”

This revised Policy #6146.2 was again reviewed and the Policy Committee recommended it be brought forward as is to the 6/26/2018 BOE meeting for its first reading.

Other matters – Marilyn Rios had emailed Kathy, wanting to clarify how to get an item on the agenda, as the Policy committee and Communications committee have been joined together.

Michele DiMauro stated as Cheryl A. P. McClellan is the Chair for the Policy Committee, and Kathy Bengtson is the point person for policies, the new Communications Director will be the point person for communication, with Marilyn Rios as the former Communications Chair, either Cheryl and/or Marilyn can contact Kathy to have items put on the Policy Committee Agenda.

Edward Ford questioned the status of the grant policies. Kathy stated she had made a list of the grant policies along with the CABE information concerning them. Natalie Forbes will be reviewing them

over the summer and will notify Kathy when these policies are ready for Policy Committee review.

There was a discussion with Dr. Conner on equity concerning PTOs and fundraisers. How do we make sure every Middletown student receives the same opportunities?

Cheryl stated the Policy Committee would take the summer off, unless there were any emergency policies that would need addressing.

Meeting was adjourned at 9:30 A.M.

The next scheduled Policy Committee meeting is on Tuesday, September 18, 2018 at 8:30 A.M.

Respectfully submitted,
Kathy Bengtson
Administrative Assistant

Middletown Board of Education
BOE Transfer of Funds

Date Range: 01-Jun-2018 to 20-Jun-2018 For FY 2018

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 36397 Date: 15-Jun-2018						
From 1010-100-2210-000-58903-00000	CURR: PROF DEV IMPRV [ALL SCHL]	44,000.00	-3,965.59	40,034.41	1,125.00	
To 1010-100-2210-000-56110-00000	CURR: INSTR SUPPL [ALL SCHL] To purchase instructional supplies: reading texts for Keigwin students; Common Core texts for grade 3	10,000.00	39,916.11	49,916.11		1,125.00
Total Transfer for CURRICULUM					1,125.00	1,125.00
*** Grand Total To Transfer					1,125.00	1,125.00

POLICY 6146.2(a)

Instruction

Statewide Proficiency/Mastery Examinations

Each student in grades three through eight inclusive and grade ~~ten~~ eleven shall take the statewide mastery examinations.

Students who meet or exceed the statewide mastery goal on all components of the tenth eleventh grade SAT and Next Generation Science Standards (NGSS) Connecticut Academic Performance Test (CAPT), shall have a certification of such mastery made on the permanent record and transcript and be provided a certificate of mastery for all components. Students who have not met goal are encouraged – but not required – to retake that portion of the CAPT the SAT, even those who have achieved proficiency.

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The school district shall annually report to the State Board of Education indicators of (a) instructional improvement and, (b) student progress as a result of testing, remedial assistance and compensatory program in accordance with C.G.S. 10-14m et seq.

POLICY 6146.2(b)

Instruction

Statewide Proficiency/Mastery Examinations (continued)

Legal Reference: Connecticut General Statutes
10-14n Statewide mastery examination. Conditions for reexamination. Limitation on use of test results. (as amended by PA 03-174 and PA 03-168) PA 13-207, Section 115 of PA 14-217, PA 15-238 and PA 17-14)
10-14o Compensatory education grant. Financial statement of expenditures.
10-14p Reports by local and regional boards re instructional improvement and student progress.
10-14q Exceptions. (As amended by PA 01-205)
10-223e State-wide education accountability plan.
PA 15-238 An Act Concerning Students Assessments
34 CFR, Part 200 Regulations appearing in Federal Register, 9/13/06.

Policy adopted: September 3, 1996
Policy revised: August 28, 2001
Policy revised: February 10, 2004
Policy revised: September 11, 2007
Policy revised:

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut