

## Board of Education Regular Meeting

Tuesday, September 10, 2019 6:30 PM

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

I. Call to Order	<b>Speaker (s)</b> : Chris Drake
II. Salute to the Flag	<b>Speaker (s)</b> : Chris Drake
III. Adoption of Agenda	<b>Speaker (s)</b> : Chris Drake
IV. District Highlights - Early Minds 2022 Strategic Planning Team	<b>Speaker (s)</b> : Michael Conner
V. Public Session	<b>Speaker (s)</b> : Chris Drake
VI. Communications	<b>Speaker (s)</b> : Chris Drake
VII. Consent Agenda	<b>Speaker (s)</b> : Chris Drake
VII.A. Minutes of August 27, 2019 BOE Regular Meeting	<b>Speaker (s)</b> : Chris Drake
VII.B. Policy #6161.3 Comparability of Services - Second Reading	<b>Speaker (s)</b> : Cheryl McClellan
VII.C. Extended Field Trip - MHS VoAg Mechanics to Big E in MA 9-14-19	<b>Speaker (s)</b> : Michael Kingsbury
VII.D. Extended Field Trip - MHS Vo Ag trip to Big E in MA 9-25-19	<b>Speaker (s)</b> : Rebecca Isaacson
VII.E. Extended Field Trip - MHS Boys' & Girls' Crew Race in NY 10-26 - 10-27-19	<b>Speaker (s)</b> : Wendy Sheil
VII.F. Extended Field Trip - MHS VoAg to FFA Convention in IN 10-29 - 11-2-19	<b>Speaker (s)</b> : Michael Kingsbury
VIII. Department Reports	
VIII.A. Financial Report	<b>Speaker (s)</b> : C Walcott / C Bourne
VIII.B. Personnel Report	<b>Speaker (s)</b> : Michele DiMauro
VIII.C. Transportation Report	<b>Speaker (s)</b> : Mark Langton
IX. Superintendent's Report	<b>Speaker (s)</b> : Michael Conner
IX.A. Opening of School Overview	<b>Speaker (s)</b> : Michael Conner
IX.B. Food Services Plan - First Review	<b>Speaker (s)</b> : Janet Calabro
IX.C. 2019 SBAC and SAT Presentation	<b>Speaker (s)</b> : Michael Conner
IX.D. District News	<b>Speaker (s)</b> : Chris Drake
X. Committees	
X.A. Budget Committee	<b>Speaker (s)</b> : Sean King
X.B. Curriculum Committee	<b>Speaker (s)</b> : Lisa Loomis
X.C. Facilities Committee	<b>Speaker (s)</b> : Deborah Cain

X.D. Policy Committee	<b>Speaker (s) :</b> Cheryl McClellan
X.E. Representative Reports	
X.F. New Middle School Building Committee	<b>Speaker (s) :</b> Chris Drake
<b>XI. Action Items</b>	
XI.A. Middletown 2021 Priority Implementation Steps	<b>Speaker (s) :</b> Michael Conner
XI.B. Early Minds 2022: Pathways to Equity and Readiness Strategic Operating Plan (SOP)	<b>Speaker (s) :</b> Michael Conner
<b>XII. Future Agenda Items</b>	<b>Speaker (s) :</b> Chris Drake
XII.A. New Items	
<b>XIII. Adjournment</b>	<b>Speaker (s) :</b> Chris Drake

**Board of Education Regular Meeting**  
August 27, 2019, 6:30 PM  
Dr. Alfred B. Tychsen Administration Building

**I. CALL TO ORDER**

**Board Members Present:** Deborah Cain (arrived at 7:30 PM), Anita Dempsey-White, Chris Drake, Edward Ford Jr. (arrived at 6:47 PM), Sean King, Lisa Loomis, Cheryl McClellan, and Jonathon Pulino

**Absent:** Marilyn Rios

**Others Present:** Superintendent of Schools Dr. Michael Conner, Chief of School Operations and Communications, Director of Pupil Services and Special Education Amy Clarke, Director of Innovation and Grants Natalie Forbes, Director of Facilities Peter Staye, Manager of Human Resources Michele DiMauro, Manager of Transportation Mark Langton, Business Office Representatives Cheryl Walcott and Christine Bourne, Assistant to the Superintendent/Board Secretary Marcy Poppel, and ten (10) visitors.

Board Chair Drake called the meeting to order at 6:38 PM.

**II. SALUTE TO THE FLAG**

Board member Cheryl McClellan led the Pledge of Allegiance.

Chair Drake noted tonight's meeting is being live streamed and asked that Board members, when speaking, to turn their microphone light on and speak directly into the microphone so it may be captured on the streaming.

Chair Drake stated the Board of Education Special Meeting Minutes of June 10, 2019 were added after the packet was distributed and asked that the agenda be amended to include these minutes in the Consent Agenda as Item. VII.L.

**MOTION:** Move to amend the Agenda to add Consent Agenda Item #VII.L. Minutes of Board of Education Special Meeting of June 10, 2019 passed with a motion by Mr. King and a second by Mr. Pulino – unanimous vote.

**MOTION:** Move to relocation Agenda Item XI.A. Action Item – New Middle School Approval of Phase II Plans and Specifications and Update on Phase I to just before Agenda Item IX. Superintendent's Report passed with a motion by Mr. Drake and a second by Mr. King – unanimous vote.

**III. ADOPTION OF AGENDA**

**MOTION:** Move to adopt the Agenda, as amended, passed with a unanimous vote.

**IV. DISTRICT HIGHLIGHTS**

**IV.A. Kindergarten - Grade 3 Summer Literacy Academy Recognition**

Dr. Conner recognized Ms. Rosaria (Rosie) Giannetti, Bielefield School EIST, and her team for running a very productive Summer program for students going into first, second and third grades. Dr. Conner acknowledged Amy Mullen and teachers who participated. Ms. Giannetti shared that the Summer program served 241 students, 85% of enrolled students attended daily, 150 breakfasts and lunches were served, students spent 2,500 hours on Footsteps2Brilliance, over 10 million new words were read, over 23,000 books were read and the BOE provided transportation for approximately 240 students.

Chair Drake welcomed everyone back to the 2020 – 2021 school year and noted that he attended the Convocation program at Middletown High School on Monday morning, August 29<sup>th</sup> to welcome certified staff.

## **V. PUBLIC SESSION**

Chair Drake explained the rules of Public Session.

Molly Unger said she was a student at Woodrow Wilson Middle School (WWMS) and is raising 3 children in Middletown and spoke in support of naming the new middle school after the Beman family, a Middletown family of three generations. She noted that she and Mr. Jesse Nasta gave a presentation in June to the Naming Committee members. She said that feedback she has received from community members has been positive. She stressed the importance of students knowing that Middletown is a diverse city.

Jesse Nasta shared that he was a student at WWMS and Middletown High School (MHS) and currently teaches History at Wesleyan University. He spoke in support of the new middle school being named after the Beman family and provided historical data on the family. He said he was present at the Naming Committee's last meeting and shared his thoughts of the community's input. He stated it is his hope that the Board of Education (BOE) will find another way to honor Woodrow Wilson the school.

## **VI. COMMUNICATIONS**

As no Student Council meeting has been held there will be no report this evening. Hopefully there will be one in October.

## **VII. CONSENT AGENDA**

**MOTION:** Move to approve the Consent Agenda, as amended, passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**VII.A. Minutes of June 11, 2019 BOE Workshop (5:30 PM)**

**VII.B. Minutes of June 11, 2019 BOE Regular Meeting (6:30 PM)**

**VII.C. Minutes of June 21, 2019 BOE Special Meeting**

**VII.D. Minutes of June 27, 2019 BOE Special Meeting**

**VII.E. Minutes of July 11, 2019 BOE Special Meeting**

**VII.F. Minutes of July 23, 2019 BOE Special Meeting**

**VII.G. Grants Status Report**

**VII.H. Grant - Career & Technical Education Secondary Work-Based Learning Enhancement (Carl D. Perkins)**

**VII.I. Grant - Career & Technical Student Organization Statewide Improvement (CTE) (CTSOs)**

**VII.J. Grant - Primary Mental Health Program**

**VII.K. Spring 2018- 2019 Athletics/Extra-Curricular Activities Report**

**(added) VII.L. Minutes of the June 10, 2019 BOE Special Meeting (added this evening)**

## **VIII. DEPARTMENT REPORTS**

**VIII.A. Financial Report**

Cheryl Walcott stated it is too early in the new school year for a Financial Statement. She will have a Financial document for the BOE at its September meeting.

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

Ms. Cheryl Walcott went through each line item transfer and answered questions.

**MOTION:** Approval of the line item transfer report passed with a motion by Mr. King and a second by Ms. McClellan – unanimous vote.

### **VIII.B. Facilities Department**

Facilities Director Peter Staye distributed his Facilities Report to Board members and summarized major projects done over the summer. He added they will inspect WWMS the first week of September with the building occupied. Mr. Staye responded to a question about flooring at Keigwin and Farm Hill.

### **VIII.C. Personnel Report**

Mr. Gaylord stated that Ms. DiMauro is in the process of hiring staff and will have a full report at the September meeting. Chair Drake stated he welcomed the new teachers at the New Teacher Orientation and attested how busy Ms. DiMauro has been based on the number of new teachers. Mr. Gaylord said there were approximately 46 new teachers. Dr. Conner responded in the affirmative to the question raised are there less study halls at MHS. He also noted the significant number of hires in the areas of Math and Science at MHS.

### **VIII.D. Transportation Report**

Transportation Manager Mark Langton provided an update of Summer busing, including Recreation and the SLA program with approximately 240 students. Mr. Langton noted the actual number of students bused for Ms. Giannetti's Summer Program was approximately 130 – 140 students, not 240 students as he previously told Ms. Giannetti. He provided an update on road construction projects and noted they are two months behind schedule. There were no questions for Mr. Langton.

This action item was moved up on the Agenda:

### **XI.A. New Middle School Approval of Phase II Plans & Specifications and Update on Phase I**

Chair Drake called up TSKP representative Randall Luther and O & G representative Dan Hetzler. They provided an update on Phase I completion and discussion on Phase II. Chair Drake called for on Phase I which is nearing completion. Mr. Hetzler responded to community concerns on the asbestos abatement that was done. He said all material that needs to be off property will be clear fully by tomorrow morning. There was a discussion about the air quality testing and Mr. Hetzler stated that the building was cleared as of two weeks ago. Chair Drake stated that protocol was followed in that we asking for an extension of time for the additional abatement, however, the work will be done before that deadline. Mr. Gaylord stated that after last removal, another letter will be sent to families. Chair Drake stated there are no safety concerns at this time. Mr. Hetzler said the Fire Marshall has come through several times in the past few weeks. Chair Drake noted we are now at the point where some inconvenience is going to occur. Chair Drake stated that parent and staff complaints should be forwarded to the New Middle School Building Committee Chair Mary Bartolotta or him as Vice Chair of the committee.

Chair Drake said Phase II is the building of the new middle school. Mr. Luther distributed a document and Chair Drake distributed an O&G document dated August 22<sup>nd</sup>. Mr. Luther noted TSKP is at the 2 and one-half mark on this project and said it is a major milestone point. He

said at this point, construction documents are essentially complete and reviewed by local code officials. As part of the process, this evening the BOE must take action. He explained that on the rolling cart are 2 rolls of drawings (400 sheets each; volume 1 and 2) and two giant binders (2,000 pages) of specifications. He reviewed the distributed summary document noting that no significant design changes are needed to stay in line with the budget. He laid out the next steps stating they have an appointment with the State tomorrow for review of the plans. It is hoped to break ground in November.

Mr. Hetzler provided a summary of the cost document that was distributed. He reviewed the summary pages and the final estimate. He said this is the same document that was presented in the past, except with several columns added. Chair Drake explained that round one of the asbestos abatement has been done already, and additional funds are being held for unforeseen asbestos issues. The project is carrying a healthy contingency which the Building Committee has not spent yet. Mr. Hetzler stated that the project has a strong contingency, at this stage of the game. He said what will supplement that number will be on Bid day. He added that they are hopeful to come in under budget. Chair Drake said it will be bid the end of September and it is hoped all bids will be less than we are thinking. Mr. Hetzler said it is a five-week bid period, noting it will be closer to Halloween and beginning of November after bids are opened. Mr. Hetzler walked the BOE through the bid process and Chair Drake added additional explanations. A Board member requested that Board members receive a Gant-type chart so they can speak in the community about the status of this building project. Mr. Hetzler responded to questions.

**MOTION:** Move to approve the plans and specifications for the Phase 2 of the New Middle School dated July 18, 2019, prepared by TSKP Studio, and the associated cost estimate dated August 22, 2019 prepared by O&G Industries, for submission to the Department of Administrative Services, Office of School Construction Grants for Review of Final Plans for Construction Authorization passed with a motion by Mr. Drake and a second by Mr. Pulino – unanimous vote.

## **IX. SUPERINTENDENT’S REPORT**

Dr. Conner provided an update and noted that Convocation was yesterday, the keynote speaker was LeDerick Horne and Professional Development was after Convocation, today and tomorrow. Students start the new school year on Thursday. Dr. Conner said our position statement this school year is to “Know Your Why” and how it will carry our students forward. He said last year it was “Think Differently” and now we are building on it.

### **IX.A. Presentation of 2019 - 2020 Strategic Operating Plan (SOP) Implementation Steps**

Dr. Conner said this will support Middletown 2020 – 2021 and asked Board members to review the 2019 - 2020 implement steps in anticipation of BOE action at the September meeting.

### **IX.B. Strategic Operating Plan (SOP) Early Minds 2022**

Dr. Conner said the Board is being asked to vote on this SOP this tonight. He stated he emailed the SOP to BOE members in July/August. He provided the chronology of the diverse committee, consisting of approximately 25 people and summarized the work of the committee from January through June which culminated in the construction of a preliminary draft. He asked BOE members to review. It is his hope that this understudy of Middletown 2021 will be approved at the BOE’s September meeting. This plan is for the three- and four-year old level.

### **IX.C. Facilities Report on Macdonough School**

### **IX.D. Macdonough School Construction Update**

Mr. Gaylord and Mr. Staye provided update on Macdonough School being operationalized this year to avoid further roof problems. Mr. Gaylord noted a report was provided to the Board in July. He added that the district received good news recently in that the estimate came in less. Mr. Staye said tomorrow the roof repairs will continue in the newer section of the school. He said we obtained bids for a repair not a roof replacement and received 2 close bids. He said selected was New England Masonry and Roofing out of Naugatuck, which was the lower bidder. The company will be finishing up the repair tomorrow and repairs should last up to 2 years. He reminded that the roof is still over 20 years old and beyond its normal life expectancy, noting it would be an extensive roof to replace. The school is ready to open and the roof will be water-tight. Mr. Staye responded to a question about a smell in the Library, and added it will be monitored after every rain and ceiling tiles replaced, as needed. He noted that the windows are failing and various masonry areas are failing. There are areas near windows that will leak, but is not hazardous. It will be monitored and we will be diligent when it rains to be sure areas are dry. Mr. Gaylord referenced the indoor air quality report and monitoring. He shared that he and Dr. Conner recently met with Mayor Drew and laid out some options and will continue the conversation in the next couple months. The City will need to renovate Macdonough School or build a new school to house two current schools. Mr. Gaylord added that the district could build an elementary school for \$30 or \$40 million. Mr. Gaylord and Mr. Staye responded to questions and confirmed that the building is safe to occupy.

### **IX.E. District News**

Chair Drake noted that the 2020 – 2021 school year starts on Thursday.

## **X. COMMITTEES**

Chair Drake stated that committees will ramp up in September.

### **X.A. Budget Committee**

Committee Chair Sean King said the committee has not met since June. He will have a report at next BOE meeting.

### **X.B. Curriculum Committee**

Committee Chair Lisa Loomis said the Curriculum Committee did meet and the minutes are in the packet. She spoke about the new Math instructional model and going to a digital learning lab for World Language. She said it will be a priority for the new Chief Academic Officer (CAO) to find funding for a digital learning lab for World Languages. Ms. Loomis responded to questions.

### **X.C. Facilities Committee**

Committee Chair Deborah Cain reported that the committee's last meeting was in June and discussions were preparations for new school year, the five-year plan and new schedule. The Facilities Committee's next meeting will be on September 18<sup>th</sup>.

### **X.D. Policy Committee**

Committee Chair Cheryl McClellan said the minutes are in the packet from the June meeting and said there will be two policies for September. She spoke about a cell phone policy and asked BOE members to bring their ideas to the September meeting. The Policy Committee's next meeting is September 17<sup>th</sup> at 8:30 AM at the IT Annex. Mr. King noted a Public Act passed by the legislature making changes to

the expulsion process. He asked Ms. McClellan if the Policy Committee could review that policy in light of Legislative changes.

#### **X.E. Representative Reports**

Ms. McClellan shared that next month there will be a Run for the Fallen at the Trees of Honor. She added that a local high school student, Kyle McAuliffe from Troop 41, is raising funds for flags at Veterans Park for his Eagle Project.

Mr. Pulino reminded Board members he has a public television show if anyone wishes to be on it, to please let him know. He also shared he is doing Little League again and encouraged people to come to a game.

#### **X.F. New Middle School Building Committee**

Board Chair Drake stated he had nothing additional to report.

Chair Drake noted that Naming School Committee Chair Lisa Loomis sent Marcy an email which was forwarded to Board members and distributed this evening. It is a summary report from the Naming Committee.

#### **X.G. New Middle School Naming Committee**

Committee Chair Lisa Loomis thanked committee members and expressed her gratitude for their seriousness and dedication, noting it was a difficult process. She provided an overview and shared what was learned through the process. They collected a significant amount of testimony which showed deep separation in the community. She noted that all of the testimony is available on the district website under the BOE committee.

She stated that the committee came to a two-fold conclusion: (1) they voted to recommend to the BOE that the name for the new middle School be Beman Middle School and (2) urged the BOE to form another committee to assure the preservation of the Woodrow Wilson and Ida Keigwin names. She recommended a date be set for a Special BOE meeting to hear public comment and then take action. Chair Drake stated he elected not to put this as an action item on this month's agenda. He said the committee has finished its job and made their recommendation. He supports public comment, however, expressed concern making it an action item at the September regular BOE meeting. He suggested the BOE hold a special meeting for taking public comment and BOE action on the committee's recommendation. He thanked Ms. Loomis for her efforts on the structuring of public comment from the committee, and suggested the Board might want to follow that. He asked for BOE input. There was discussion. Chair Drake stated he will doodle poll BOE members for availability for a two-fold public hearing and action on the committee's recommendation. There was a discussion of next steps. In response to a question if the PowerPoint presentation is on the district website and it is there. Chair Drake encouraged people to view it.

### **XI. ACTION ITEMS**

#### **XI.B. Approval of Strategic Operating Plan (SOP) Early Minds 2022**

Dr. Conner's recommendation is not to take action this evening.

**MOTION:** Move to table action on this item to the next Board of Education meeting passed with a motion by Mr. Pulino and a second by Mr. King – unanimous vote.

### **XI.C. Chief Academic Officer (CAO) Search Committee**

Dr. Conner said the process is underway for the Chief Academic Officer. It is the former Associate Superintendent position. He said there were 55 applicants and a screening took place on August 21<sup>st</sup> and Board members Jon Pulino and Sean King participated. He stated that he will present candidate names in Executive Session. He shared the process and format noting that the second round of interviews with BOE members participating will be at Middlesex Community College on September 5<sup>th</sup> and on September 11<sup>th</sup> for the final two candidates. He anticipates identifying the individual chosen by September 12<sup>th</sup> and secure their contract on Sept 13<sup>th</sup>. Chair Drake asked about the two student participants and Dr. Conner stated that Mr. Carbonella of Youth Services has secured two students to participate. He said Shipman and Goodwin suggested the Board take Dr. Conner's recommendation and appoint itself as the Personnel Search Committee (PSC). He added, in this case the BOE and community members will be the Personnel Search Committee. There was a discussion. Dr. Conner said BOE members do not attend the interviews on August 28<sup>th</sup> and 29<sup>th</sup>. The Community group will make six (6) recommendations for the September 5<sup>th</sup> and 11<sup>th</sup> interviews which the Board will participate in and be held at Middlesex Community College. He added that he spoke with Dr. Minkler who offered Middlesex for these final sets of interviews. He said on September 11<sup>th</sup> it will only be two (2) finalist candidates for forty-five minutes each. Chair Drake said following this process provides more flexibility. The actual appointment will be an action item at a Board of Education meeting in Public Session. Dr. Conner said he is targeting October 8<sup>th</sup> as the formal appointment date. Chair Drake said this same process was followed when Dr. Conner was hired.

**MOTION:** Move to appoint a Personnel Search Committee (comprised of Board members and non-board members) for the purpose of recommending to the Board, a candidate for the Chief Academic Officer position passed with a motion by Mr. Drake and a second by Ms. Cain – unanimous vote.

### **XI.D. Policy #6161.3 Comparability of Services (Revision) - First Reading**

Committee Chair Cheryl McClellan explained the revisions to this policy and recommended approval of its first reading. There was discussion

**MOTION:** Move to approve the first reading of Policy #6161.3 Comparability of Services passed with a motion by Mr. King and a second by Mr. Ford Jr. – unanimous vote.

## **XII. FUTURE AGENDA ITEMS**

### **XII.A. New Items**

Ms. Dempsey-White asked if Ms. DiMauro will be present at the next meeting. Mr. Gaylord said Ms. DiMauro will answer questions at the September meeting. Chair Drake told Ms. Dempsey-White to contact Ms. DiMauro directly with her questions.

Chair Drake clarified that the purpose for going into Executive Session is not to introduce anyone. The Board will do any appointment in Public Session.

**MOTION:** Move at 8:51 PM to go into Executive Session for the Purpose of Interview of Chief of Administration Candidate (Proposed for Executive Session) and Introduction of Chief of School Operations and Communications and invite Dr. Conner, Mr. Gaylord and Ms. Bourne to participate passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**XIII. INTERVIEW OF CHIEF OF ADMINISTRATION CANDIDATE (PROPOSED FOR EXECUTIVE SESSION) AND INTRODUCTION OF CHIEF OF SCHOOL OPERATIONS AND COMMUNICATIONS**

**XIII.A. Executive Session**

**MOTION:** Move at 9:30 PM to return to Public Session passed with a motion by Mr. King and a second by Ms. Loomis – unanimous vote.

**XIII.B. Public Session**

**MOTION:** Move to appoint Christine Bourne as Chief of Administration passed with a motion by Ms. Cain and a second by Ms. Loomis – unanimous vote.

**XIV. ADJOURNMENT**

**MOTION:** Move to adjourn at 9:30 PM passed with a motion by Ms. McClellan and a second by Mr. Ford Jr. – unanimous vote.

Respectfully Submitted,

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Cheryl McClellan  
Acting Secretary

CM/mp

## REVISED POLICY 6161.3(a)

### Instruction

#### Comparability of Services

The Superintendent or his/her designee shall pursue funding under Title I of the **Federal Strengthening and Improving of Elementary and Secondary Schools Act Academic Achievement of the Disadvantaged, as amended by the Every Student Succeeds Act (ESSA)** to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged **or deprived** children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

**Comparability, is defined, for purposes of this policy that the District uses state and local funds to provide services to Title I schools that are comparable to those offered in non-Title I schools in order to get federal funding under ESSA.**

The Board of Education believes that at all times its schools should be equally as well equipped and maintained as may be possible within existing financial limitations.

It shall be the policy of the Board of Education to ensure comparability of services funded by state and local sources in both Title I project schools and non-project schools. The Board of Education will therefore:

1. **Establish and** maintain a district-wide salary schedule.
2. Provide services with federal, state and local funds in schools serving Title I project areas that are at least comparable to services in non-project areas.
3. Use federal, state and local funds to provide for an equivalence among all schools with the same grade levels in teachers, administrators, auxiliary personnel.
4. Use federal, state and local funds to provide for an equivalence among all schools with the same grade levels in the provision of curriculum and instructional materials, books and supplies.
5. **Nothing in this policy will prohibit the administration from addressing identified problems at individual schools.**

**The District shall maintain records that are updated annually documenting its compliance with this ESSA requirement.**

## POLICY 6161.3(b)

### Instruction

#### Comparability of Services (continued)

For the purposes of determining comparability in compliance with 20 U.S.C. 6321(c), the District, may exclude:

1. State and local funds expended for English Learners language instruction education programs.
2. Excess costs associated with providing services to students with disabilities.
3. Unexpected changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I (serving only children who are failing, or most at risk of failing, to meet the State's standards)

The Superintendent or his/her designee shall provide in a timely manner all assurances, documentation, or other information required by the State Department of Education to demonstrate the District's compliance with Title I fiscal requirements.

Nothing in this policy will prohibit the administration from addressing identified problems at individual schools.

Legal Reference: Title I of the Strengthening and Improving of Elementary and Secondary Schools Act, 20 U.S.C.A. §6301-6514, as implemented by 34 C.F.R. parts 200, 201, 203, 205, and 212.  
Title I Improving Basic Programs Operated by State and Local Educational Agencies, Improving Every Student Succeeds Act, P.L. 114-95, Section 1118c of Title I, ESEA/ESSA  
20 U.S.C. Section 6321(c)  
Agostini v. Felton 521 U.S. 203 (1997)

Policy adopted: September 3, 1996  
Policy revised: June 12, 2001  
Policy readopted: June 20, 2006  
Policy revised:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM**

All overnight and out-of-state field trips require the approval of the Board of Education 60 days in advance of the departure date. All foreign travel field trips must be submitted for Board approval 90 days in advance of the departure date. The following information must be forwarded electronically and in TRIPLICATE (hard copies) 30 days prior to the Board meeting which summarizes the trip. NOTE: A Narrative must be attached justifying this field trip to the school curriculum and/or mission statement. No financial commitments are to be made until Board approval. **This form must be typewritten and ALL items filled in or marked N/A.**

Name of School: **Middletown High School**      Date of Request: **July 8, 2019**

Name of Club or Activity: **Agriculture Science and Technology/FFA**

Trip To: **The Big E, Agawam, MA**      Purpose: **Agricultural Mechanics Career Development Event**

Number of Students Participating: **4**

Number of students eligible to go on the field trip: **Qualified students who have: Ranked first overall as a team in the State level Career Development Event**

Date of Trip: **September 14, 2019**      # of school days missed: **0**

Names of Teachers and Chaperones:

<b>Michael Kingsbury</b>	

Number of Non-Chaperone Adults going on trip: **0**

Transportation:    Bus:    Van    Train    Plane    Car    **Other: Vo-Ag Bus**

Are fund-raising activities planned: **No**

Amount of money raised through fundraisers: **N/A**

Lodging: **N/A**

Camp      Private Home

Cost per Student: **\$0**      Cost per Teacher and/or Chaperone: **\$0**

Cost per Nurse: **N/A**      Cost per Paraprofessional: **N/A**

If Travel Agencies are engaged, at least three quotations need to be provided with documentation attached to this form:

Insurance Arrangements for Staff and Students: **N/A**

Name of teacher making request: **Michael Kingsbury** *Michael Kingsbury*

Approved by Department Head at secondary level: **Rebecca Isaacson** *Rebecca Isaacson*

Approved by Principal **Colleen Weiner** *Colleen Weiner*

Authorized by Associate Superintendent: *Smya Mei*

Superintendent Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Middletown Regional Agricultural Science and Technology Center  
Middletown High School  
Extended field trip narrative for the

Overnight and Out of State Field Trip Request Curriculum Narrative:

Kingsbury Trip to Agricultural Mechanics Career Development Event, SUNY Cobleskill

Select students will be participating in The Big E's annual Agricultural Mechanics Career Development Event, hosted by the Eastern States Exposition. This event will test Agricultural Education students from the Northeast Corridor of the U.S. in their proficiency related to agricultural mechanics and engineering. The events are based on a culmination of skills and experiences that directly relate to Agricultural Education standards and curriculum. The individual events typically include a welding portion, electrical engineering, hydraulic theory, internal combustion engine evaluation and multiple machinery portions that directly relate to either plant systems, animal systems or natural resources/environmental systems. Students will need to display their proficiency not only with their physical skills in regards to mechanical operation and maintenance but also apply engineering principles in terms of mathematical problems, physics equations and overall competency of the content area. This event also embodies the core principles of the FFA, premier leadership, personal growth and career success. Students will demonstrate leadership skills within their team events, expand their horizons during their campus tour portion of the event and receive the opportunity to contemplate future careers while working with Cobleskill professors, mechanics instructors and state FFA officers. While this is a team (of four) event, individuals ranking in the top 5 in the region, along with the winning team will receive scholarships to SUNY Cobleskill and other post-secondary institutions such as the University of Northwest Ohio. This event is open only to a qualified team who has ranked first in their respective state and will prepare teams for the national event in October.

**OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM**

All overnight and out-of-state field trips require the approval of the Board of Education 60 days in advance of the departure date. All foreign travel field trips must be submitted for Board approval 90 days in advance of the departure date. The following information must be forwarded electronically and in TRIPLICATE (hard copies) 30 days prior to the Board meeting which summarizes the trip. NOTE: A Narrative must be attached justifying this field trip to the school curriculum and/or mission statement. No financial commitments are to be made until Board approval. **This form must be typewritten and ALL items filled in or marked N/A.**

Name of School: **Middletown High School**      Date of Request: **July 10, 2019**

Name of Club or Activity: **Agriculture Science and Technology/FFA**

Trip To: **The Big E, Agawam, MA**      Purpose: **Farm A Rama FFA Building Host (corsage making)**  
Number of Students Participating: **16**

Number of students eligible to go on the field trip: **25**

Date of Trip: **September 25, 2019**      # of school days missed: **1**

Names of Teachers and Chaperones:

<b>Rebecca Isaacson</b>	<b>Amanda Thomson</b>
<b>TBD</b>	<b>TBD</b>

Number of Non-Chaperone Adults going on trip: **0**

Transportation:    Bus: **x** Ag Bus      Van      Train      Plane      Car  
Other:

Are fund-raising activities planned: **N/A**

Amount of money raised through fundraisers: **N/A**


Lodging: **N/A**

                                 Camp                                    Private Home  
Cost per Student: **\$0**                                    Cost per Teacher and/or Chaperone: **\$0**  
Cost per Nurse: **TBD**                                    Cost per Paraprofessional: **TBD**

If Travel Agencies are engaged, at least three quotations need to be provided with documentation attached to this form:

Insurance Arrangements for Staff and Students: **N/A**

Name of teacher making request: **Rebecca Isaacson** 

Approved by Department Head at secondary level: **Rebecca Isaacson** 

Approved by Principal **Colleen Weiner** 

Authorized by Associate Superintendent: 

Superintendent Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Middletown Regional Agricultural Science and Technology Center

Middletown High School

Extended field trip narrative for the

Overnight and Out of State Field Trip Request Curriculum Narrative:

The Eastern States Exposition is the premiere regional agriculture exhibit. During The Big E, more than 25 breeds of cattle, sheep, goats and hogs are on display in livestock events. Breeders from all over the country and from other nations enter their animals in this, the largest livestock show in the East. In addition to the livestock shows, New England traditions such as pulling contests and cow milking can be experienced at The Big E. The preservation of the New England states' agricultural land is also encouraged through live exhibits and "hands on" demonstrations of farming techniques and innovations. The Avenue of Agriculture showcases animals and informative exhibits on agriculture and its uses in daily life. Part of the original motivation for creating the Exposition was to encourage the productive development of young people. This emphasis on youthful accomplishment is reflected in the many activities and facilities available on the grounds. Many major youth organizations are represented during The Big E. FFA, 4-H and the Boy and Girl Scouts are among the groups who participate with their livestock, agricultural exhibits and displays.

Middletown FFA has been invited to exhibit at the fairgrounds this year in the Farm-A-Rama building. This honor will allow students to demonstrate ag skills, promote FFA, contribute to a civic organization, and still have an opportunity to visit animal, plant and other informative exhibits on agriculture.

Curriculum Standards for this Experience:

CRP.01.03.02.b.

Assess available civic service opportunities at workplaces and in the community (e.g., community events, attend meetings, etc.).

CRP.09.03.02.c.

Model respectful and purposeful behaviors that contribute to positive morale and culture in the workplace and community (e.g., effectively communicating, recognizing accomplishments of others, etc.).

CRP.13.01.08.a.

Describe FFA Awards and Recognition programs

CS.05. CCTC Standard:

Describe career opportunities and means to achieve those opportunities in each of the Agriculture, Food & Natural Resources career pathways

CCSS.ELA-LITERACY.SL.11-12.6

Adapt speech to a variety of contexts and tasks, demonstrating a command of formal English when indicated or appropriate.



## Purpose of Trip to Saratoga, NY/Head of the Fish for MHS Crew on Oct 26 – 27, 2019

The Head of the Fish is one of the best and most well-run rowing events in the northeast. Attending this race allows our team to compete against other schools that are important in determining our rank in the region as a new racing season approaches and also allows exposure to teams that we do not see at other races. The event allows for a strong finish to the fall racing season.

An additional benefit that was not planned but is extremely meaningful to the team is that it affords for a very effective team bonding experience that has a huge positive effect on the performance of the team. Crew is unique in that it requires exact synchronization between rowers in their movements in a boat during practices and races. This connection created during the trip increases the connections between the team members.

The Head of the Fish also plays host to many of the regions better colleges and universities with rowing programs. This allows the MHS Crew members interested in meeting coaches from these programs easy access at the race venue. This is common in this sport; for an athlete to meet coaches at fall regattas (races) and for these collegiate coaches to be able to observe high school rowers in competition.

Ultimately a trip like this provides us, as a program, the opportunity to further expose our athletes to events that enhance their learning experience as a member of the team and MHS. The kids are expected to be responsible for being well-organized, managing their time well and participating in all the tasks necessary to pull off a successful rowing event.

Additionally, we are aware that MHS band has had state competition on this same Saturday, (this year, estimated to be Oct. 26<sup>th</sup>). Band members will be allowed to arrive later than their teammates at the New York location if they are participating in the band competition.

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**OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM**

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Name of School: **Middletown High School** Date of Request: **June 12, 2019**

Name of Club or Activity: **Agriculture Science and Technology/FFA**

Trip To: **Indianapolis, IN** Purpose: **FFA National Convention 2019**

Number of Students Participating: **up to 9**

Number of students eligible to go on the field trip: **Qualified students who have: Ranked first overall as a team or individual in an FFA CDE/LDE or Agri-Science Fair, has been awarded the Melzmuff-Varrato Scholarship to attend the National Convention or is a current FFA Officer.**

Date of Trip: **October 29, 2019 to November 2, 2019** # of school days missed: **4**

Names of Teachers and Chaperones:

<b>Michael Kingsbury</b>	<b>Amanda Thomson (TBD)</b>
<b>Rebecca Isaacson (TBD)</b>	<b>Stephanie Russell (TBD)</b>

Number of Non-Chaperone Adults going on trip: **TBD**

Transportation: Bus: Van Train Plane Car Other

Are fund-raising activities planned: **Yes** If so, describe: **FFA Duck Race Fundraiser, Fall Bulb sales fundraiser, Wreath Sales Fundraiser**

Amount of money raised through fundraisers: **Expected: ~\$4,500**

Lodging: **Hotel/Motel: Holiday Inn Indianapolis Downtown/ Sheraton at Keystone Crossing**  
Camp Private Home

Cost per Student: **\$600** Cost per Teacher and/or Chaperone: **\$900**

Cost per Nurse: **N/A** Cost per Paraprofessional: **N/A**

If Travel Agencies are engaged, at least three quotations need to be provided with documentation attached to this form:

- a. Travelocity \$279.16 per person
- b. Priceline 279.60 per person
- c. Delta \$382.60 per person
- d. N/A

Insurance Arrangements for Staff and Students: **N/A**

Name of teacher making request: **Michael Kingsbury** *Michael Kingsbury*

Approved by Department Head at secondary level: **Rebecca Isaacson** *Rebecca Isaacson*

Approved by Principal: *Michael Kingsbury*

Authorized by Associate Superintendent: *Stephanie Russell*

Superintendent Approval: \_\_\_\_\_ Date: \_\_\_\_\_

**Middletown Regional Agricultural Science and Technology Center**  
**Middletown High School**  
**Extended field trip narrative for the**  
**92<sup>nd</sup> National FFA Convention**  
**Indianapolis, Indiana**

The National FFA Convention is the culmination of the year's activities by FFA members. Delegates from each chapter across the nation attend business sessions, receive awards, participate in leadership workshops, experience the career show, participate in service projects and meet FFA members from across the nation. "The National FFA convention is now the largest annual meeting of students in the nation, with an attendance of over 60,000. National Officers preside over business sessions conducted by 475 delegates representing their respective state associations."<sup>[1]</sup>

A wide variety of activities are available at the National Convention: a college and career show; national Career Development Events (agriculture related competitions); award recognition programs; a national band, chorus and talent program; and leadership and career success workshops for high school members and agricultural educators. During the sessions, members are motivated by guest speakers and are inspired by retiring addresses of national officers. Numerous awards are presented to high-achieving members; outstanding chapters and FFA supporters are honored. For many members, the national FFA convention is the inspiration that leads to further achievements in the FFA.

This year we will have up to 8 students who qualified to attend the National FFA Convention from competing and qualifying in various FFA competitions including placing first in the Agricultural Mechanics Competition and Agri-Science Fair competition, as well as a student, Jessica Martino, (a junior from Middletown) received a \$300.00 memorial scholarship to attend the National FFA Convention as a chapter leadership representative. The Mattabeset Chapter Officer team may also be invited and includes Seniors Kurt and Kyle McAullife, Annabella Perez, juniors Kayden Vanderweide, Alexa Correll, Alex Debo, Maddison McGuire and sophomore Madeline White. All of the students who attend will also gain leadership skills and report to chapter members about business and career opportunities presented at the national convention.

This is sure to be an exciting year at the National Convention!

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<sup>[1]</sup> Official FFA Manual

Middletown Board of Education  
Expenditure Summary

Fiscal Year: 2020 to 2020

Account Number and Description	Appropriation	Appropriation Adjustments	Encumbrances	Expenditures	Remaining Balance	% Used
<b>CERTIFIED SALARIES</b>						
51109 CERTIFIED*CURRE WRITING	38,000.00	7,000.00	.00	9,819.81	35,180.19	21.82
51110 CERTIFIED*REG	33,002,387.00	.00	.00	1,377,981.29	31,624,405.71	4.18
51111 KNOWN ATTRITION	(179,374.00)	.00	.00	.00	(179,374.00)	.00
51112 UNKNOWN ATTRITION	(358,000.00)	.00	.00	.00	(358,000.00)	.00
51310 SALARIES: SUBS-DAILY*REG	162,200.00	.00	.00	2,889.90	159,310.10	1.78
51315 SALARIES: SUBS-LT*REG	142,000.00	.00	.00	.00	142,000.00	.00
51316 SALARIES: SUBS-BLDG*REG	90,000.00	.00	.00	.00	90,000.00	.00
51410 SALARIES: ADMINISTRATOR*REG	4,538,939.00	.00	.00	814,626.94	3,724,312.06	17.95
51501 LONGEVITY: CERTIFIED	515,000.00	.00	.00	2,000.00	513,000.00	.39
51510 ADDITIONAL COMPENSATION PAID TO TEACHERS	12,000.00	.00	.00	.00	12,000.00	.00
51550 EARLY RETIRMENT INCENTIVE	10,500.00	.00	.00	.00	10,500.00	.00
51716 SALARIES: MENTOR	13,080.00	.00	.00	.00	13,080.00	.00
51718 SALARIES: TUTOR	78,534.00	.00	.00	.00	78,534.00	.00
51721 SALARIES: STIPENDS-NON TRB	424,181.00	.00	.00	282.19	423,898.81	.07
51900 OTHER SALARIES	111,583.00	.00	.00	23,461.55	88,121.45	21.03
51921 SALARIES: CLASS COVERAGE	40,000.00	.00	.00	.00	40,000.00	.00
<b>Total CERTIFIED SALARIES</b>	<b>38,641,030.00</b>	<b>7,000.00</b>	<b>.00</b>	<b>2,231,061.68</b>	<b>36,416,968.32</b>	<b>5.77</b>
<b>CLASSIFIED SALARIES</b>						
51116 CLASSIFIED*REG	7,811,094.00	.00	.00	932,531.39	6,878,562.61	11.94
51118 CLASSIFIED*OT	147,004.00	.00	.00	29,961.96	117,042.04	20.38
51121 CLASSIFIED*OTH ADDL/STIPEND	55,000.00	.00	.00	12,298.80	42,701.20	22.36
51123 SALARIES OF REG EMP PAID TO INSTR AIDES	77,740.00	.00	.00	.00	77,740.00	.00
51200 SALARIES OF SEASONAL TEMP EMP	4,500.00	.00	.00	1,871.03	2,628.97	41.58
51416 ATHLETIC EVENT-OT	17,001.00	.00	.00	141.02	16,859.98	.83
51418 SUBS-SECRETARIES	35,000.00	.00	.00	9,092.75	25,907.25	25.98
51419 OT-SNOW REMOVAL	30,000.00	.00	.00	.00	30,000.00	.00
51420 OT-CUSTODIAL COVERAGE	50,000.00	.00	.00	36.47	49,963.53	.07
51711 SALARIES: PHYSICIAN	10,000.00	.00	.00	384.62	9,615.38	3.85
<b>Total CLASSIFIED SALARIES</b>	<b>8,237,339.00</b>	<b>.00</b>	<b>.00</b>	<b>986,318.04</b>	<b>7,251,020.96</b>	<b>11.97</b>
<b>PARAPROFESSIONALS</b>						
51210 SALARIES: AIDES/PARAS*REG	3,762,575.00	.00	.00	1,790.90	3,760,784.10	.05
51212 SALARIES: AIDES/PARAS*OT	500.00	.00	.00	.00	500.00	.00
51216 SALARIES: LIBRARY PARAS*REG	104,613.00	.00	.00	.00	104,613.00	.00
51503 LONGEVITY: PARAS	13,800.00	.00	.00	.00	13,800.00	.00
51713 SALARIES: LUNCH AIDE	185,680.00	.00	.00	.00	185,680.00	.00
51920 SALARIES: STUDENT VOCATIONAL	6,000.00	.00	3,637.50	312.50	2,050.00	65.83
<b>Total PARAPROFESSIONALS</b>	<b>4,073,168.00</b>	<b>.00</b>	<b>3,637.50</b>	<b>2,103.40</b>	<b>4,067,427.10</b>	<b>.14</b>
<b>EMPLOYEE BENEFITS</b>						
51970 SALARIES: CLOTHING ALLOCATION	21,002.00	74.00	.00	17,225.00	3,851.00	81.73
52100 GROUP LIFE INSURANCE	221,525.00	.00	.00	.00	221,525.00	.00
52205 FICA	382,613.00	.00	.00	13,618.14	368,994.86	3.56
52210 MEDICARE	682,740.00	.00	.00	48,114.73	634,625.27	7.05
52300 RETIREMENT CONTRIB	20,577.00	.00	.00	3,208.06	17,368.94	15.59

Middletown Board of Education  
Expenditure Summary

Fiscal Year: 2020 to 2020

Account Number and Description	Appropriation	Appropriation Adjustments	Encumbrances	Expenditures	Remaining Balance	% Used
52500 TUITION REIMB	4,500.00	.00	.00	.00	4,500.00	.00
52600 UNEMPLOY COMPENSATION	85,000.00	.00	2,880.00	960.00	81,160.00	4.52
52700 WORKERS COMPENSATION	670,000.00	.00	548,205.00	68,981.88	52,813.12	92.12
52831 HEALTH INS*CERTIFIED/PARAS	7,104,172.00	.00	6,939,511.01	164,660.99	.00	100.00
52832 HEALTH INS*CLASSIFIED	5,197,892.00	.00	.00	.00	5,197,892.00	.00
52840 DENTAL INSURANCE	1,061,962.00	.00	588,610.93	178,889.07	294,462.00	72.27
52950 DISABILITY INSURANCE	28,500.00	.00	23,070.75	5,429.25	.00	100.00
52960 UNUSED SICK BENEFIT	40,001.00	.00	.00	19,230.69	20,770.31	48.08
52961 UNUSED VACATION PAYOUT	15,000.00	.00	.00	.00	15,000.00	.00
52990 OTHER POST EMPLOYEE BENEFITS	209,169.00	.00	.00	.00	209,169.00	.00
52991 ACA HEALTH INSURANCE	24,000.00	.00	.00	.00	24,000.00	.00
<b>Total EMPLOYEE BENEFITS</b>	<b>15,768,653.00</b>	<b>74.00</b>	<b>8,102,277.69</b>	<b>520,317.81</b>	<b>7,146,131.50</b>	<b>54.68</b>
<b>PURCHASED SERVICES</b>						
53010 PURCHASED PROF SVCS	350.00	.00	.00	.00	350.00	.00
53020 LEGAL SERVICES	130,000.00	.00	50,000.00	.00	80,000.00	38.46
53040 NURSING SERVICES	50,850.00	.00	765.82	.00	50,084.18	1.51
53070 TESTING / SCORING	59,849.00	.00	13,650.00	43,031.50	3,167.50	94.71
53200 PROF EDUC SERVICES	20,000.00	.00	.00	.00	20,000.00	.00
53205 EMPLOYEE TRNG/DEV SVCS	1,500.00	.00	.00	.00	1,500.00	.00
53220 INSERVICE - PROF MTGS/DEVELOP	57,173.00	695.00	.00	900.00	56,968.00	1.56
53240 FIELD TRIPS	5,600.00	.00	.00	.00	5,600.00	.00
53251 STUDENT ACTIVITIES	9,000.00	.00	2,000.00	731.06	6,268.94	30.35
53300 PURCH PROF SVCS: TECH	131,000.00	.00	72,776.00	47,724.00	10,500.00	91.99
53400 PURCH PROF SVCS: OTHER	615,093.00	.00	453,776.54	61,615.80	99,700.66	83.79
53520 PURCH PROF SVCS: OTHER TECH	109,357.00	.00	55,000.00	2,234.45	52,122.55	52.34
53530 PURCH PROF SVCS: POLICE	9,000.00	.00	8,000.00	.00	1,000.00	88.89
53540 PURCH PROF SVCS: SPORTS OFFICIALS	64,241.00	.00	.00	.00	64,241.00	.00
53900 OTHER PURCHASED SERVICES	48,100.00	.00	22,345.17	20,170.00	5,584.83	88.39
54010 PURCH PROPERTY SVCS	23,500.00	(74.00)	.00	1,782.20	21,643.80	7.61
54103 SNOW PLOWING/SANDING	30,000.00	.00	.00	.00	30,000.00	.00
54200 CLEANING SVCS	.00	.00	.00	25.75	(25.75)	.00
54400 RENTAL LAND/BUILDINGS	34,500.00	.00	25,875.00	8,625.00	.00	100.00
54410 RENTAL OF LAND & BUILDINGS	77,058.00	.00	15,630.50	61,427.50	.00	100.00
54411 WATER/SEWER	98,616.00	.00	93,031.60	5,584.40	.00	100.00
54420 RENTAL OF EQUIPMENT&VEHICLES	6,500.00	.00	.00	.00	6,500.00	.00
54421 DISPOSAL	135,000.00	.00	75,951.04	2,498.96	56,550.00	58.11
54424 LAWN CARE	10,000.00	.00	.00	.00	10,000.00	.00
54430 RENTAL OF COMPUTER RELATED EQUIPMENT	393.00	.00	.00	.00	393.00	.00
54440 RENTALS	2,314.00	.00	1,614.00	.00	700.00	69.75
54900 ENERGY PERFORMANCE CONTRACT	95,915.00	.00	.00	.00	95,915.00	.00
55010 PURCHASED SERVICES	1,070,961.00	12,981.84	236,130.00	308,641.25	539,171.59	50.26
55011 VACCINES	6,900.00	.00	3,450.00	.00	3,450.00	50.00
55100 PUPIL TRANSPORTATION	5,926,866.00	.00	92,050.00	.00	5,834,816.00	1.55
55105 TRANSPORTATION*SUMMER	207,809.00	.00	.00	.00	207,809.00	.00
55109 TRANSPORT*SPED OUT OF TOWN	300,000.00	.00	145,098.00	15,757.00	139,145.00	53.62
55190 TRANSPORT*PURCH FROM OTH SOURCES	100,000.00	.00	75,225.00	11,927.50	12,847.50	87.15
55205 PROPERTY/CASUALTY INSURANCE	488,144.00	.00	.00	.00	488,144.00	.00
55206 ATHLETIC INSURANCE	27,000.00	.00	.00	.00	27,000.00	.00
55300 COMMUNICATIONS/TELEPHONE	268,200.00	.00	183,939.15	73,351.09	10,909.76	95.93

Middletown Board of Education  
Expenditure Summary

Fiscal Year: 2020 to 2020

Account Number and Description	Appropriation	Appropriation Adjustments	Encumbrances	Expenditures	Remaining Balance	% Used
55301 POSTAGE	38,805.00	.00	12,851.76	292.50	25,660.74	33.87
55303 SECURITY MONITORING	75,000.00	.00	.00	60,658.04	14,341.96	80.88
55400 ADVERTISING	7,150.00	.00	50.01	1,470.67	5,629.32	21.27
55500 PRINTING	49,240.00	(500.00)	15,275.72	1,367.35	32,096.93	34.15
55510 COPYING	203,485.00	.00	.00	786.00	202,699.00	.39
55800 TRAVEL/CONFERENCES	136,660.00	15,300.00	7,387.46	23,498.31	121,074.23	20.33
57350 TECH SW/COMPUTER LICENSES	600.00	.00	.00	.00	600.00	.00
58901 EDUCATIONAL SUPPORT	23,640.00	.00	3,460.34	3,152.33	17,027.33	27.97
58902 CULTURAL COUNCIL	16,000.00	.00	.00	.00	16,000.00	.00
58903 PROF DEV IMPROVE	90,200.00	.00	7,980.00	23,399.40	58,820.60	34.79
58904 WESLEYAN PUB SCHL COLLAB	15,000.00	.00	.00	.00	15,000.00	.00
58905 C.A.U.S.E.	3,000.00	.00	.00	.00	3,000.00	.00
58906 AFTER SCHOOL PROGRAM	15,000.00	.00	.00	.00	15,000.00	.00
58908 RECRUITMENT	3,500.00	.00	.00	.00	3,500.00	.00
<b>Total PURCHASED SERVICES</b>	<b>10,898,069.00</b>	<b>28,402.84</b>	<b>1,673,313.11</b>	<b>780,652.06</b>	<b>8,472,506.67</b>	<b>22.46</b>
<b>SUPPLIES &amp; MATERIALS</b>						
56010 SUPPLIES*INVENTORY	11,000.00	.00	.00	.00	11,000.00	.00
56106 SUPPLIES*FOOD	390.00	.00	.00	.00	390.00	.00
56110 INSTRUCTIONAL SUPPLIES	456,014.00	.00	125,178.63	48,116.92	282,718.45	38.00
56115 COMMON CORE MATERIALS	13,683.00	.00	2,054.68	44.19	11,584.13	15.34
56120 ADMINISTRATIVE SUPPLIES	94,050.00	.00	28,565.11	10,629.65	54,855.24	41.67
56210 NATURAL GAS	400,100.00	.00	363,077.94	38,152.06	(1,130.00)	100.28
56220 ELECTRICITY	1,292,244.00	.00	1,203,646.51	88,597.49	.00	100.00
56230 BOTTLED GAS	12,000.00	.00	9,479.51	2,520.49	.00	100.00
56240 FUEL OIL	297,500.00	.00	286,197.44	8,180.68	3,121.88	98.95
56260 DIESEL FUEL	265,000.00	.00	265,000.00	30,899.47	(30,899.47)	111.66
56265 GASOLINE (VEHICLES)	60,900.00	.00	59,500.00	.00	1,400.00	97.70
56270 PROPANE	32,000.00	.00	.00	.00	32,000.00	.00
56300 FOOD SUPPLIES	6,490.00	(300.00)	.00	1,074.00	5,116.00	17.35
56410 TEXTBOOKS	54,785.00	.00	7,912.99	2,781.20	44,090.81	19.52
56420 LIBRARY MATERIALS	40,650.00	.00	1,684.17	4,815.97	34,149.86	15.99
56440 MEDIA	5,108.00	.00	718.92	1,231.14	3,157.94	38.18
56500 SUPPLIES*TECHNOLOGY RELATED	227,902.00	.00	16,244.00	167,504.00	44,154.00	80.63
56900 SUPPLIES*OTHER	129,050.00	.00	29,202.17	16,206.30	83,641.53	35.19
56910 CUSTODIAL SUPPLIES	139,000.00	.00	124,115.39	14,813.93	70.68	99.95
59010 ADMIN RESERVE	36,554.00	.00	.00	.00	36,554.00	.00
<b>Total SUPPLIES &amp; MATERIALS</b>	<b>3,574,420.00</b>	<b>(300.00)</b>	<b>2,522,577.46</b>	<b>435,567.49</b>	<b>615,975.05</b>	<b>82.77</b>
<b>PROPERTY</b>						
54300 MAINT: REPLACEMENT	820,914.00	(36,343.00)	204,341.75	39,253.37	540,975.88	31.05
54303 MAINT: GROUNDS	22,000.00	.00	6,300.00	400.00	15,300.00	30.46
54304 ELEVATOR MAINTENANCE	41,880.00	.00	21,479.30	3,995.86	16,404.84	60.83
57300 NEW EQUIPMENT	139,075.00	(17,610.84)	40,770.00	1,654.08	79,040.08	34.93
57330 FURNITURE AND FIXTURES	4,200.00	.00	.00	.00	4,200.00	.00
57340 TECH REL HW/EQUIP	172,350.00	(73,223.00)	30,533.96	2,503.20	66,089.84	33.33
<b>Total PROPERTY</b>	<b>1,200,419.00</b>	<b>(127,176.84)</b>	<b>303,425.01</b>	<b>47,806.51</b>	<b>722,010.64</b>	<b>32.73</b>

Middletown Board of Education  
Expenditure Summary

Fiscal Year: 2020 to 2020

Account Number and Description	Appropriation	Appropriation Adjustments	Encumbrances	Expenditures	Remaining Balance	% Used
<b>DUES &amp; FEES</b>						
53310 PURCH PROF SVCS: AUDIT	42,000.00	.00	.00	.00	42,000.00	.00
58100 MEMBERSHIPS & DUES	83,251.00	.00	11,004.90	45,310.10	26,936.00	67.65
<b>Total DUES &amp; FEES</b>	<b>125,251.00</b>	<b>.00</b>	<b>11,004.90</b>	<b>45,310.10</b>	<b>68,936.00</b>	<b>44.96</b>
<b>MAJOR PROJECTS</b>						
57500 IMPRV OTHER THAN BUILDINGS	.00	92,000.00	.00	.00	92,000.00	.00
<b>Total MAJOR PROJECTS</b>	<b>.00</b>	<b>92,000.00</b>	<b>.00</b>	<b>.00</b>	<b>92,000.00</b>	<b>.00</b>
<b>TUITION</b>						
55600 TUITION	1,177,920.00	.00	.00	.00	1,177,920.00	.00
55610 TUITION TO OTHER DISTR IN STATE	120,000.00	.00	.00	.00	120,000.00	.00
55620 TUITION TO OTHER DISTR OUTSIDE STAT	116,000.00	.00	97,441.16	9,043.94	9,514.90	91.80
55630 TUITION TO PRIVATE SOURCES	3,659,703.00	.00	2,106,475.06	1,011,498.95	541,728.99	85.20
<b>Total TUITION</b>	<b>5,073,623.00</b>	<b>.00</b>	<b>2,203,916.22</b>	<b>1,020,542.89</b>	<b>1,849,163.89</b>	<b>63.55</b>
Accounts : 980	**** Grand Total ****					
	87,591,972.00	.00	14,820,151.89	6,069,679.98	66,702,140.13	23.85

==== Selection Legend =====

Account Type: E  
 FY: 2020 to 2020  
 Fund: 1010 to 1010  
 Project: 00000 to 89999  
 Account Sub Type: CP  
 Object Element Type:

## **PERSONNEL ACTION:**

### **Leave(s) of Absence:**

Garcia-Davis, Elizabeth, Math Teacher at Middletown High School employed in Middletown since August 2007, has requested a child rearing leave of absence until January 21, 2020. The effective date is October 13, 2019.

Cannata, Jill, Special Education Teacher at Snow School employed in Middletown since September 2017, has requested a child rearing leave of absence for approximately ten (10) weeks. The effective date is November 22, 2019.

Mallory, Steven, Social Studies Teacher at Middletown High School employed in Middletown since August 2016, has requested a paternity leave of absence for approximately two (2) weeks. The effective date is October 7, 2019.

Nordby, Lindsay, Special Education Teacher at Farm Hill School employed in Middletown since September 2018, has requested a child rearing leave of absence until January 6, 2020. The effective date is November 10, 2019.

### **Appointment(s):**

### **STATUS OF CERTIFIED EMPLOYMENT:**

**See Attachment**

### **Resignation(s)/Retirement(s):**

Asklar, Emily, Special Education Teacher at Woodrow Wilson Middle School employed in Middletown since August 2002, has submitted her resignation for the purpose of personal reasons effective October 1, 2019.

Bjorge, Patricia, Special Education Teacher at Woodrow Wilson Middle School in Middletown since August 2009, has submitted her resignation for the purpose of retirement effective July 22, 2019.

Cosgrove, Maggie, School Counselor at Woodrow Wilson Middle School in Middletown since August 2015, has submitted her resignation for the purpose of personal reasons effective June 30, 2019.

Dinunzio, Nicholle, Special Education Teacher at Lawrence School employed in Middletown since August 2016, has submitted her resignation for the purpose of personal reasons effective July 24, 2019.

Hubeny, Patrick, Grades 6-12 Math Curriculum Supervisor for the district employed in Middletown since August 2017, has submitted his resignation for the purpose of personal reasons effective July 12, 2019.

Johnson, Darlene, Business Education Teacher at Middletown High School employed in Middletown since September 1981, has submitted her resignation for the purpose of personal reasons effective June 30, 2019.

Levandowski, Amanda L., Art Teacher at Spencer School employed in Middletown since August 2017, has submitted her resignation for the purpose of personal reasons effective July 3, 2019.

Levesque, Kaitlin, School Counselor at Middletown High School employed in Middletown since September 2008, has submitted her resignation for the purpose of personal reasons effective August 2, 2019.

MacLean, Keri, Grades 6-12 English & Language Arts Curriculum Supervisor for the district employed in Middletown since August 2013, has submitted her resignation for the purpose of personal reasons effective September 13, 2019.

McCarthy, Erin, School Social Worker for the district employed in Middletown since February 2013, has submitted her resignation for the purpose of personal reasons effective August 23, 2019.

Oliver, Caitlin Ferwerda, Family & Consumer Science Teacher at Middletown High School employed in Middletown since September 2009, has submitted her resignation for the purpose of personal reasons effective June 12, 2019.

Rogers, Amani, Math Teacher at Middletown High School employed in Middletown since August 2007, has submitted her resignation for the purpose of personal reasons effective September 30, 2019.

Zarnick, Molly, Speech & Language Pathologist for the district employed in Middletown since August 2018, has submitted her resignation for the purpose of personal reasons effective July 9, 2019.

### **Vacancies for 2019-20 School Year**

- Assistant Principal – Keigwin School (Mr. Raucci was promoted to Grades 6-12 ELA Curriculum Supervisor)
- Chief Academic Officer
- Math Teacher – 2 positions (WWMS & Middletown High School)
- Special Education Teacher – 2 positions (WWMS)

September 10, 2019 PERSONNEL ACTION FOR NEW HIRES										
	Start Date	Last Name	First Name	FTE	Title	School	Salary	Bachelor's	Master's	6th Year
1	08/26/2019	Adams	Shaelyn	1	Special Education Teacher	Lawrence	\$ 57,992.00	Southern CT State University	Southern CT State University	
2	08/26/2019	Ayer	Alex	1	School Counselor	MHS	\$ 54,025.00	Grove City College	Central CT State University	
3	08/26/2019	Barnes	Elizabeth	1	Elementary Teacher - Grade 5	Macdonough	\$ 58,980.00	Saint Michael's College	University of Portland	
4	08/26/2019	Berman	Amy M.	0.5	.5 FTE French Teacher	MHS	\$ 31,468.00	Central CT State University	University of Connecticut	
5	08/26/2019	Bonneau	Lauren	1	Speech & Language Pathologist	Bielefield	\$ 85,317.00	James Madison University	University of South Carolina	
6	08/26/2019	Boyle	Jason	1	School Counselor	MHS	\$ 54,025.00	Central CT State University	Central CT State University	
7	08/26/2019	Carlson	Jillian	1	School Social Worker	Macdonough	\$ 52,193.00	Central CT State University	Fordham University	
8	08/26/2019	Carpentier	Liza	1	English & Language Arts Teacher - 1 year contract	Keigwin	\$ 46,699.00	Saint Michael's College		
9	08/26/2019	Cheek	MacArthur	1	Social Studies	Keigwin	\$ 54,234.00	University of New Haven	University of Bridgeport	
10	08/12/2019	Cordaway	Richard	1	Grades 6-12 Math Curriculum Supervisor	District	\$ 120,798.20	California State University	University of New Haven	Southern Ct State University
11	08/26/2019	Corridon	Eden	1	School Counselor	MHS	\$ 55,025.00	Andrews University	Saint Joseph College	
12	08/26/2019	Davidson	Emily	1	Elementary Teacher - 2nd grad - 1yr contract	Spencer	\$ 52,193.00	Hofstra University	Hofstra University	
13	08/26/2019	DeGroat	Talisha	1	Elementary Teacher 2nd grade	Farm Hill	\$ 67,681.00	Southern CT State University	University of Bridgeport	
14	08/26/2019	Dombroski	Stephanie	1	Elementary Teacher - 1st grade	Bielefield	\$ 48,397.00	Central CT State University		
15	08/26/2019	Eisele	Bethany K.	1	Math Teacher - 1 year contract	Keigwin	\$ 46,699.00	Shippensburg University		
16	08/26/2019	Garboski	Taylor	1	Math Teacher	MHS	\$ 55,718.00	University of Connecticut	University of Connecticut	
17	08/26/2019	Gilbert	Cynthia M.	1	Elementary Teacher - 2nd Grade	Farm Hill	\$ 52,193.00	Charter Oak State College	Sacred Heart University	
18	08/26/2019	Goodrich	Jaelyn	1	Elementary Teacher - 5th grade	Macdonough	\$ 50,277.00	Massachusetts State University		
19	08/26/2019	Harmon	Kelsi R.	1	Band Teacher	Keigwin	\$ 48,397.00	Indiana University of Pennsylvania		
20	08/26/2019	Harvey	Heather	1	Elementary Teacher - Grade 3 - 1 year contract	Snow School	\$ 46,699.00	Central CT State University	Central CT State University	
21	08/26/2019	Korkutovic	Meliha	1	General Science Teacher	Keigwin	\$ 57,992.00	University of Connecticut	John Hopkins University	
22	08/26/2019	Kubie	Arielle	1	Art Teacher	Bielefield	\$ 49,286.00	State University of New York		
23	08/26/2019	Lynch	Erin	1	Elementary Teacher - Kindergarten	Farm Hill	\$ 48,397.00	Central CT State University		
24	08/26/2019	Martino	Alicia	1	Elementary Teacher - Kindergarten	Macdonough	\$ 53,244.00	Central CT State University	University of Hartford	
25	08/26/2019	McArdle	Phillip	1	Grade 9 Science & Chemistry Teacher	MHS	\$ 52,056.00	Eastern CT State University		
26	08/26/2019	McFarland	Reed	1	Special Education Teacher - ICM	WWMS	\$ 59,969.00	Plymouth State University	Plymouth State University	
27	08/26/2019	Mikulak	Lauren	1	STEM Coach	Macdonough	\$ 59,969.00	Southern CT State University	Central CT State University	
28	08/26/2019	Mitchell	Christina	1	Special Education Teacher	Farm Hill	\$ 85,446.00	Wheelock College	Simmons College	
29	08/26/2019	Murrell	Kareme	1	School Counselor	WWMS	\$ 54,025.00	Eastern CT State University	Post University	Capella University
30	08/26/2019	Negron	Kristen	1	School Counselor	MHS	\$ 60,957.00	Univeristy of Connecticut	Univeristy of Connecticut	
31	08/26/2019	Pelletier	Paul	1	Educational Technology Teacher	MHS	\$ 91,964.00	University of Connecticut	Central CT State University	Sacred Heart University
32	08/26/2019	Piper	William	1	General Science Teacher	Keigwin	\$ 46,699.00	Central CT State University		
33	08/26/2019	Robinson	Lisa	1	Pre-K Teacher - Community	Snow	\$ 57,992.00	Keene State College	Central CT State University	
34	08/26/2019	Ruimerman	Wesley	1	Physical education teacher (.6 Law, .4 Biel)	Biel/Lawrence	\$ 48,397.00	Central CT State University		
35	08/26/2019	Ryan	David	1	ELA Teacher - Read 180 Grade 9	MHS	\$ 53,244.00	Marist College	Fairfield University	
36	08/26/2019	Schenarts	Erink K	1	Elementary Teacher - Kindergarten	Snow School	\$ 55,718.00	Johnson & Wales University	University of Bridgeport	
37	08/26/2019	Sears	Chavez	1	Special education teacher	MHS	\$ 73,800.00	Wesleyan University		
38	08/26/2019	Silver	Samantha	1	ELA Teacher - 1 year	Keigwin	\$ 49,286.00	Keene State College		



**Middletown Public Schools**  
**PARAPROFESSIONALS LEAVE OF ABSENCES/NEW HIRES/RESIGNATIONS/RETIREMENTS**  
**Personnel Action – September 10, 2019**

**NEW HIRES:**

First Name	Last Name	Title		Start Date	Location
Helen	Dinnan	Paraprofessional	New Hire	8/28/2019	Lawrence
Jordyn	Carraway	Paraprofessional	New Hire	8/28/2019	Middletown High School
Maria	Gonzalez	Paraprofessional	New Hire	8/28/2019	Lawrence
Kimberly	Miller-Mounts	Paraprofessional	New Hire	8/28/2019	Farm Hill
Sarah	Pronovost	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Malik	Pemberton	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Carrie	Mott	Paraprofessional	New Hire	8/29/2019	Farm Hill
Valerie	Booth	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Philip	Pagnoni	Paraprofessional	New Hire	8/29/2019	Keigwin Middle School
Chantel	Overton	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Ashley	Muzik	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Tyler	Downer	Paraprofessional	New Hire	8/28/2019	Farm Hill
Lauren	Palulis	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Joseph	Tanasi	Paraprofessional	New Hire	8/28/2019	Farm Hill
Stephanie	DeJesus	Paraprofessional	New Hire	8/28/2019	Middletown High School
Corey	Gordon	Paraprofessional	New Hire	8/28/2019	Middletown High School
Patrick	Kane	Paraprofessional	New Hire	8/28/2019	Lawrence
Alyssa	Woike	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Anna	Junokas	Paraprofessional	New Hire	9/9/2019	Farm Hill
Julian	Carraway	Paraprofessional	New Hire	8/28/2019	Woodrow Wilson Middle School
Katelyn	Dickson	Paraprofessional	New Hire	8/29/2019	Moody
Stephanie	Goodrich	Paraprofessional	New Hire	8/29/2019	Lawrence
Meghan	Castor	Paraprofessional	New Hire	08/28/2019	Woodrow Wilson Middle School
Katelyn	Cabrera		New Hire	08/28/2019	Farm Hill School
Linda	Boothroyd		New Hire	08/28/2019	Farm Hill School
Charles	Solomon	Paraprofessional	New Hire	08/28/2019	Macdonough School
Tawana	Moore	Paraprofessional	New Hire	08/28/2019	Snow Pre-K School

**Leave(s) of Absence:**

None.

## RESIGNATIONS:

First Name	Last Name	Title		End date	Location
Giuliana	David	Paraprofessional	Resignation	6/19/2019	Woodrow Wilson Middle School
Kimberly	Conley	Paraprofessional	Resignation	6/21/2019	Middletown High School
Jordan	Baker	Paraprofessional	Resignation	7/3/2019	Middletown High School
Elizabeth	Fraulino	Paraprofessional	Resignation	7/12/2019	Woodrow Wilson Middle School
Taryn	Bouley	Paraprofessional	Resignation	7/19/2019	Keigwin Middle School
Taryn	Bouley	Paraprofessional	Resignation	7/19/2019	Keigwin Middle School
Natalie	Ericson	Paraprofessional	Resignation	8/1/2019	Bielefield School
Barbara	Goetz	Paraprofessional	Retirement	8/5/2019	Lawrence School
Helen	Dinnan	Paraprofessional	Resignation	8/8/2019	Lawrence School
Natalie	Ericson	Paraprofessional	Resignation	8/1/2019	Bielefield School
Terri	Ayala	Paraprofessional	Resignation	8/2/2019	Macdonough School
Carmine	Lavieri	Paraprofessional	Resignation	08/20/2019	Woodrow Wilson Middle School
Erin	Pumerantz	Paraprofessional	Resignation	08/05/2019	Moody School

### Vacancies for the 2019-20 school year:

- Paraprofessional – 1 at Lawrence
- Paraprofessional – 2 positions at Middletown High School
- Paraprofessional – 2 positions at Wesley School
- Paraprofessional – 4 positions at Woodrow Wilson Middle School



**Middletown  
Public Schools**

## FOOD SERVICES THREE-YEAR PLAN

2.10 (a)

2.10 (b)

**Develop a plan to improve the quality and value of breakfast and lunch served to our students, including professional development for cafe staff, exposure to new healthy foods, scheduling for meal times, and cafeteria facilities based on culinary excellence.**

- Expand the Food Service Management Team to include an Administrative Chef to aide in advancing the teams culinary skills and improve the quality of meals and services based on measureable “quality standard indicators” (taste, freshness, appearance, nutritional value, student acceptability and limits on processed foods).
- Create a self-evaluation system to monitor the growth of quality improvement centered are the quality standard indicators and results from periodic customer service satisfaction surveys.
- Design menus to meet the diverse needs of all students and staff which focus on inclusivity for equitable customer satisfaction.
- Restructure the Food Service Department to meet operational efficiency.

**Ensure that 100% of students have access to nutritious and appetizing breakfasts and lunches every school day.**

- Expansion of the Community Eligibly Provision (CEP) offering free breakfast and lunch in all eligible buildings to ensure equitable benefit for all students.
- Expand access to the After-School Snack Program at KMS and WWMS following the model most recently established at Farm Hill.
- Create a Preschool Meal Program to offer nutritious meals to support quality tiered instruction and early childhood development.



## GOAL 2: OPERATIONS, SYSTEMS, & STRUCTURES

*Develop a broad community of stakeholders who ensure a high level of efficiency and alignment among departments, and systems to improve the delivery of instruction and services for students.*

### 2.10

## MEAL SERVICES

Improve the dining experience for staff and students, including customer service, nutritional quality, and access to meals.

# Our focus is on innovation and equity for all of our customers...



*The plan maximizes accessibility of high quality meals to every student every day offering innovative, diverse options to ensure personalized nutrition that fuels student's energy to learn.*

2.10 (c)

**Strengthen the relationship between café workers, parents, director, and students.**

- Bridge communication gaps with the districts “parental-body” and community outreach resources to address food insecurity for all students and their families.
- Develop a social media stream from which to gain feedback and relay information to our customers regarding diversity in nutritional needs and meal preferences to ensure equitable customer satisfaction.
- Build sustainable student council advisory councils to better serve the needs of students at all grade levels and promote and address student preferences.

2.10 (d)

**Implement access to summer meal services at accessible locations within Middletown.**

- The first Seamless Summer Option (SSO) meal program sponsored by the Food Service Department will expand opportunity to serve the youth of Middletown meals beyond the academic school year and in locations otherwise unavailable.
- Design menus focused on diversity to meet the specific needs of each site requirements in order to provide a high quality, nutritious meal.
- Program activities will be monitored for best practices and evaluated for future improvement.

2.10 (e)

**Expand summer meal services to additional locations.**

- Capitalize on the departments relationships with the community to market and plan innovated venues for meal services to all children within the city limits beyond the academic school year.
- Expansion of the Management Team will initiate transition from the Seamless Summer Option (SSO) to a Summer Food Service Program (SFSP) to include an open feeding site for Middletown youths.



## Theory of Action

*If Middletown Public Schools provides nutritious, appetizing meals to every student every day then an engaged staff of trained professionals will provide the education by example of well-balanced eating habits and students will demonstrate personalized growth and achieve high levels to thrive in life.*



MIDDLETOWN BOARD OF EDUCATION  
BUDGET COMMITTEE  
Minutes  
Monday, June 10, 2019, 5:30 PM  
Dr. Alfred B. Tychsen Administration Building

**BOE Members Present:** Sean King (Chair), Lisa Loomis, Deborah Cain, Christopher Drake

**Also Present:** Dr. Conner, Dr. Macri, Christine Bourne, Cheryl Walcott, Janet Callabro, Michael Skott, Natalie Forbes, Michele DiMauro, Marco Gaylord, Vincent Loffredo, Community Member, Ed McKeon, Community Member, Patricia Alston, Community Member

Called to order 5:31 p.m.

1. Minutes May 13, 2019 Meeting

Minutes of the May 13, 2019 meeting were approved. Moved by Lisa Loomis, Second by Sean King, unanimous vote

2. Technology Audit

Michael Skott distributed materials related to an anticipated technology audit. We are revisiting the issue following the ransomware attack. Inquiries were sent to multiple entities. CREC was not responsive. Millenium can review upcoming technologies, and it might be helpful to get someone from outside CT. Kivu has done some work for the district in the past. There was a question about whether the city, CABE, other schools or CCM could help with costs. The city doesn't have the resources to provide the needed level of service. there was further discussion regarding ensuring the entities have good credentials, and can do what they say they can do. The technology department will be presenting the BOE with a 3 or 5-year technology plan, directly focused on IT. It will be more narrow than the NESC assessment of central office operations. There was a question about access to internet and technology addressing the "homework gap" issue for families that don't have home internet. We have some hotspots, but some are not utilized very highly. They can be checked out for families to use. There was further discussion on how to expand wifi access throughout the district.

3. DMG

This Item was passed.

4. Finance Report

Christine B. and Cheryl W. reported that the BOE will need one more meeting this summer to complete line item transfers to finish up the year. They are projecting a \$269K leftover balance. They responded to questions about salary balances, utilities and insurance balances. There was a question about the impact of raising sub salaries. It kept subs from leaving and preserved interventionists who are need to do the intervention work. There were further questions about the surplus in legal services line. There are still some outstanding bills, which we are able to cover with SPED legal services.

5. Line Item Transfers

There was a question about line item transfers. Marco has an engineering report to share. Macdonough needs significant repairs. The building may only have 2-3 year life left. Multi-million dollar are needed for just 2 repairs. The city has advised that it can only support one building every 10 years. Other transfers discussed related to projects needed by facilities for infrastructure improvements.

#### 6. Cafe Fund and Outstanding Lunch Account Report

Janet C. presented the cafe fund report. She has been focusing on inventory control. The fund is presently about \$73K in red, which is a \$25K improvement year over year. Labor costs are increasing. Combining the middle schools will help staff costs down the road. There was further discussion regarding accounting for salaries vs. benefits - the former apply to the cafe fund and benefits come from the general fund budget. The same buildings will be CEP for next year. Unpaid accounts are holding steady. Strategies are not getting more effective for collecting balances.

#### 7. MPS Food Service Plan

Janet C. discussed our food service plan. She is developing a three year plan to address SOP # 2.10. Goals include improving quality and value of breakfast and lunch. Services are expanding and we need to expand management team to cover things like expanding pre-K meal program and after school snack program. We have a big range of quality among schools, due to staffing from school to school. Training has not been mandatory for staff to attend. We need someone in the buildings to provide ongoing training to improve quality standards. She is looking to add an administrative chef - one employee to assist throughout the district. The target for this position is the '20-'21 school year. We also plan to build connections with food services and families. Also, expanding to thirteen camps and summer school and other locations during summertime.

#### 8. Paraprofessional Contract Extension

Michele D. discussed the paraprofessional contract extension on the BOE meeting agenda for tomorrow. The extension includes a \$1/hr increase across the board. Our district is among the lowest for paraprofessional pay. We also need to start addressing the new increase in the state minimum wage. The extension was agreed to in lieu of additional contract negotiations in light of the recent MFT and MSAA negotiations. We employ 162 paraprofessionals. The billing process with Medicaid has helped support funding some of these positions. We over-budgeted this year to provide flexibility for SPED to address shifting needs. We also need to be mindful of increases in the school hours for '19-'20.

#### 9. 19-'20 Budget Adjustments

The handout presented at the meeting is about \$20K off due to changing salaries and corresponding FICA/Medicare and other benefit adjustments that still need to be captured. It also incorporates Alliance reductions. The committee reviewed additions and reductions line by line.

#### 10. District Contracts

There was a discussion on the materials that were distributed to the committee, including a spreadsheet of outstanding POs and contract documents (not labor, insurance or transportation).

There was further discussion regarding the role of new contract specialist in procuring the various bids/quotes and contracts above \$10K.

11. Other Items

No other items were discussed.

Adjourn 7:48 p.m.

Respectfully submitted,

Sean King

Budget Committee Chair