

Board of Education Special Meeting

Tuesday, August 25, 2020 6:30 PM

Middletown High School Cafeteria Members of the Public can view at:
<http://www.youtube.com/c/MiddletownStream>, 245 DEKOVEN DRIVE, MIDDLETOWN, CT 06457, Middletown, CT 06457

I. Call to Order	Speaker (s) : Deborah Cain
II. Salute to the Flag	Speaker (s) : Deborah Cain
III. Adoption of Agenda	Speaker (s) : Deborah Cain
IV. District Highlights	Speaker (s) : Deborah Cain
IV.A. Summer Literacy Academy	Speaker (s) : Magda Parvey
IV.B. Head Start Class	Speaker (s) : Michael Conner
V. Public Session	Speaker (s) : Deborah Cain
VI. Consent Agenda	Speaker (s) : Deborah Cain
VI.A. Athletic Department End of Season Report-Spring 2019-2020 (COVID-19)	Speaker (s) : Elisha DeJesus
VI.B. Minutes of August 18, 2020 BOE Special Meeting	Speaker (s) : Deborah Cain
VI.C. Minutes of August 12, 2020 BOE Special Meeting	Speaker (s) : Deborah Cain
VI.D. Family Resource Grant	Speaker (s) : Natalie Forbes
VII. Department Reports	Speaker (s) : Deborah Cain
VII.A. Financial Report	Speaker (s) : C Bourne / C Walcott
VII.A.1. Action on Line Item Transfer Report	Speaker (s) : C Bourne / C Walcott
VII.B. Facilities Department	Speaker (s) : Peter Staye
VII.C. Personnel Report	Speaker (s) : Geen Thazhampallath
VII.D. Transportation Report	Speaker (s) : Mark Langton
VIII. Superintendent's Report	Speaker (s) : Michael Conner
VIII.A. Operational Report	Speaker (s) : Marco Gaylord
VIII.B. 2020-2021 Athletics and Activities	Speaker (s) : Elisha DeJesus
VIII.C. PowerSchool Tutorial and Review	Speaker (s) : Michael Skott
IX. Committees	
IX.A. Budget Committee	Speaker (s) : Sean King
IX.B. Curriculum Committee	Speaker (s) : Lisa Loomis
IX.C. Facilities Committee	Speaker (s) : Deborah Cain

		Cain
IX.D.	Policy Committee	Speaker (s) : Justin Taylor
IX.E.	Representative Reports	Speaker (s) : Deborah Cain
IX.F.	New Middle School Building Committee	
X.	Action Items	Speaker (s) : Deborah Cain
X.A.	Elementary Blended Learning Project Manager Candidate	Speaker (s) : Michael Conner
X.B.	Dean of Students Candidate	Speaker (s) : Michael Conner
X.C.	Bylaw / Policy # 6162.51 Student Privacy - First and Final Reading	Speaker (s) : Justin Taylor
XI.	Future Agenda Items	Speaker (s) : Deborah Cain
XI.A.	New Items	Speaker (s) : Deborah Cain
XII.	Adjournment	Speaker (s) : Deborah Cain

Athletic Department End of Season Report - Spring 2019-2020 (COVID-19)

This report is an overview of each sport, the number of participants, the cost to run the program, an academic review of the spring sports season and the clubs and activities in place.

The Spring 2020 Sports Season was canceled due to Covid-19. However, Spring MHS Head Coaches were paid 20% of their stipend, MHS Asst. Coaches and WWMS Coaches were paid 10% of their stipend. Our operating expenses were as high as they were because we had already purchased equipment for each of our spring programs before the season was canceled.

It has been close to 3 years that the Middletown community lost a dear friend in Jim Bransfield. To honor Mr. Bransfield for all that he did for our community and student-athletes, the MHS Athletic Department created the Jim Bransfield Legacy Award, awarded to the “12 season student athlete.” The third Senior Class of the Jim Bransfield Legacy Award are:

- *Ariana Monarca - GXC, G.I.Track, G.O.Track*
- *Ryley Turner - GSoc, G.I. Track, G. O. Track*
- *Michael Flynn - BTen, BSwim, GSwim (mgr)*
- *Nicole Nenninger - GXC, G.I.Track, G.O.Track*
- *Matthew Nenninger - BXC, B.I.Track, B.O.Track*
- *Jacob Chlebowski - BSoc, B.I. Track, B.O. Track*
- *Collin Chlebowski - BSoc, B.I. Track, B.O. Track*
- *Eesha Pandit - UnifedSoc, GBskbll, GTen*
- *Madison Ehle - UnifedSoc, UnifedBskbll, Unified O. Track*
- *Grace DeRita - VB, G. I. Track, Sftbll*

High School Sports Narratives

All Spring sports were canceled due to Covid-19.

SPRING TEAM RECORDS

All Spring sports were canceled due to Covid-19.

Academic Review---2019-20 Spring Sports Season

All student-athletes in grades 9-12 were reviewed for compliance to Middletown High School's eligibility policy. In accordance with district policy, third marking period grades served as the criteria in the review process. Student-athletes who had met CIAC eligibility standards but had received one or more failing grades were subject to the review process. As is the case with all athletic seasons, all interscholastic teams were required to hold supervised study halls in some capacity for student athletes throughout the season.

Team-by team results of the Academic Review process are summarized in the following table:

	Number Of Student Athletes Subject To Academic Review	Number Of Student Athletes Meeting MHS Criteria For Continuing Participation	Number Of Student Athletes Who Failed To Meet MHS Criteria For Continuing Participation
Baseball	5	n/a	n/a
Softball	1	n/a	n/a
Boy's Track	19	n/a	n/a
Girl's Track	10	n/a	n/a
Boy's Tennis	0	n/a	n/a
Girl's Tennis	1	n/a	n/a
Boy's Golf	2	n/a	n/a
Girl's Golf	0	n/a	n/a
Boys Crew	5	n/a	n/a
Girls Crew	3	n/a	n/a
Ultimate Frisbee	6	n/a	n/a
Boys Lacrosse	4	n/a	n/a
Girls Lacrosse	4	n/a	n/a

Unified	1	n/a	n/a
Total	56	n/a	n/a

**Middletown Public Schools
2019-2020
Spring Sports Participation (Approx. #'s due to Covid-19)**

SPORT	MIDDLE SCHOOL								HIGH SCHOOL								GRAND TOTAL w/o WWMS #'s			
	SIXTH		SEVENTH		EIGHTH		TOTALS		NINTH		TENTH		ELEVENTH		TWELFTH				TOTAL	
	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020	2019	2020
Baseball			4	n/a	13	n/a	21	n/a	11	8	11	10	7	12	5	9	34	39	55	39
Softball			8	n/a	8	n/a	10	n/a	6	8	7	8	10	5	4	11	27	32	37	32
Boys Tennis									4	4	8	6	3	9	6	3	21	22	21	22
Girls Tennis									2	5	9	3	4	8	1	4	16	20	16	20
Boys Track			20	n/a	24	n/a	44	n/a	19	7	21	34	6	33	17	7	63	81	107	81
Girls Track			22	n/a	41	n/a	63	n/a	9	9	16	18	15	13	7	11	47	51	110	51
Crew Male									6	8	3	7	5	2	9	1	23	18	23	18
Crew Female									17	6	7	10	6	2	8	4	38	22	38	22
Golf - Male									1	2	2	0	2	2	1	2	6	6	6	6
Golf - Female									1	0	0	0	4	1	1	2	6	3	6	3
Ultim. Frisbee Male									12	7	6	7	5	4	15	4	38	22	38	22
Ultim. Frisbee Female									1	3	4	1	3	2	1	2	9	8	9	8

Unified-Male	32	n/a	0	0	0	0	32	n/a	1	1	1	3	1	0	1	2	4	6	4	6
Unified-Female	17	n/a	0	0	0	0	17	n/a	2	1	0	4	4	1	0	3	6	9	6	9
	SIXTH		SEVENTH		EIGHTH		TOTALS		NINTH		TENTH		ELEVENTH		TWELFTH		TOTAL		GRAND TOTAL	
	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>	<i>2019</i>	<i>2020</i>
Male-Intramurals	32	n/a	0	0	0	0	32	n/a										n/a	32	n/a
Female-Intramurals	17	n/a	0	0	0	0	17	n/a										n/a	17	n/a
Lacrosse - Male									7	8	10	5	8	7	4	7	29	27	29	27
Lacrosse - Female									3	5	14	5	2	15	2	2	21	27	21	27
Totals	49		52		86		187		102	77	119	121	85	116	82	74	388	393	575	393

2019-20 SPRING ATHLETICS								
EXPENSES								
SPORT	*OPERATING EXPENSES		GENERATED INCOME		Number of Coaches		Total Salaries	
	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20 20%/10%
Baseball	\$ 4,179.00	\$ 684.00	\$ 447.00	-0-	3	3	\$ 12,004	\$1,715.80
Middle School Baseball	\$ 1,448.00	\$ 252.00			1	1	\$ 3,510	\$ 354.50
Softball	\$ 5,155.00	\$1,026.00			2	2	\$ 8,494	\$1,361.30
Middle School Softball	\$ 966.00	\$ 252.00			1	1	\$ 3,510	\$ 354.50
Boys Tennis	\$ 258.00	\$ 258.00			1	1	\$ 4,843	\$ 978.20
Girls Tennis	\$ 258.00	\$ 258.00			1	1	\$ 4,843	\$ 978.20
Boys Track	\$ 2,396.00	\$ 77.00			3	3	\$ 12,004	\$1,715.80
Middle School Track - Boys	\$ 264.00	-0-			1	1	\$ 3,510	\$ 354.50
Girls Track	\$ 2,306.00	\$ 77.00			3	**2	\$ 12,004	\$1,006.80
Middle School Track - Girls	\$ 264.00	-0-			1	0	\$ 3,510	-0-
Boys/Girls Head Crew	\$ 5,493.00	\$ 401.00			3	***0	\$ 12,108	-0-
Boys/Girls Asst. Crew	\$ 5,493.00	\$ 401.00			3.5	***1	\$ 12,815	\$ 489.10
Boys Golf	\$ 2,088.00	\$1,913.00			1	1	\$ 4,843	\$ 978.20
Girls Golf	\$ 2,075.00	\$1,913.00			1	1	\$ 4,843	\$ 978.20
Ultimate Frisbee	\$ 617.00	\$ 100.00	\$ 242.00	-0-	2	2	\$ 5,967	\$1,361.30
Unified Sports	\$ 160.00	-0-			1	1	\$ 1,020	\$ 103.00
Lacrosse - Boys	\$ 17,777.00	\$ 703.00	\$ 885.00	-0-	1	**1	\$ 4,843	-0-
Lacrosse - Girls	\$ 17,662.00	\$ 491.00	\$ 893.00	-0-	1	2	\$ 4,843	\$1,332.70
Athletic Trainer	\$ 21.00	-0-			1	1	\$ 9,012	\$8,250.00
***Miscellaneous	\$ 9,600.00	\$3,393.00						
Intramurals	n/a	n/a	n/a	n/a	1	1	\$2,697	\$ 269.70
Total Operating Expense	\$ 78,480.00	\$12,129.00						
Transportation	\$ 35,392.00	-0-						
TOTALS	\$113,872.00	\$12,129.00	\$ 2,467.00	-0-	32.5	26	\$ 131,223	\$22,581.80

*Operating Expenses- Includes officials, uniforms, equipment, supplies and game personnel. **coaches filed for unemployment so weren't paid stipend.

***Miscellaneous: includes awards, administrative supplies, office supplies, dues & fees.

**** 5 positions but only 1 filled for Assistant Crew Coach for Girls/Boys Crew Coach

2019-20 EXTRACURRICULAR ACTIVITIES PARTICIPATION REPORT											
Club - Stipend Positions	Advisor	Ninth		Tenth		Eleventh		Twelfth		TOTAL	
		2018-19	2019-20	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20
Fall Dance Club	M. Bishop	10	6	9	1	3	4	4	9	26	20
Key Club	N. Charles	3	3	6	2	20	4	1	4	30	13
Senior Class Advisor	L. Pszczolkowski	0	0	0	0	0	0	4	19	4	19
Yearbook	J. Price	6	1	9	5	9	7	2	8	26	21
Flag Corps	A. Garusola	3	0	1	3	2	2	6	0	12	5
National Honor Society	N. Faulkenberry	0	0	0	0	43	0	45	43	88	43
Freshman Class Advisor	J. Mickiewicz	2	7	0	0	0	0	0	0	2	7
Future Teachers of America	K. Hamilton	0	0	5	0	0	4	0	0	5	4
Junior Class Advisor	J. Price	0	0	0	0	22	21	0	0	22	21
Drama Club/Music Club	J. Kellogg	18	16	16	13	13	18	14	11	61	58
Sophomore Class Advisor	P. Ehnot	0	0	9	5	0	0	0	0	9	5
School Newspaper	A. Buchanan	9	0	4	8	12	8	25	15	50	31
Math Team	P. Simkins	0	0	0	0	4	0	0	0	4	0
Future Business Leaders	S. Latif	0	0	0	4	1	2	5	2	6	8
Student Council	H. Warner	1	5	5	2	12	9	12	10	30	26
Gay/Straight Alliance	T. Charles	1	0	6	6	1	7	3	0	11	13
Model UN/Debate Team	D. Lowry	2	4	10	14	6	7	2	5	20	30
Tri-M	S. Zak	0	0	5	7	4	19	7	13	16	39
Pride Crew	R. D'Amato	0	0	0	0	51	55	61	38	112	93
Fall Crew	W. Sheil	20	12	11	16	10	6	20	9	61	43
Drumline/Percussion	A. DiPersio	0	3	4	3	3	5	0	7	7	18
Minority Student Coalition	Y. Hart/L. Rocha	3	7	6	10	5	2	13	1	27	20
Robotics	S. Faulkenberry	0	4	25	26	7	17	3	4	35	41
* Class committees operate as needed on a drop in basis. The numbers fluctuate between 4-30.											
Total number of students participating		78	64	106	99	221	180	224	194	629	537
Unpaid Activities											

AndSometimesY	D. Frankel	3	1	5	6	0	6	5	1	13	14
Blue Tube	L. Pszczolkowski	0	1	0	1	7	3	9	14	16	19
Environmental Club	P. Simpkins	0	0	5	0	4	15	0	0	0	15
Dragon Watch	M. Molski/K. Stanley	4	4	14	13	14	22	3	3	26	43
Board Game Club	J. Laude	2	5	21	2	14	8	1	10	1	25
Co-Curricular (**)											
**DECA	D. Reynolds	0	0	1	0	86	93	78	86	78	179
**FFA	R. Isaacson/M. Kingsbury/ S. Russell/A. Thomson	36	26	36	32	24	26	31	22	31	106
**Band	K. Rodriguez	27	30	30	27	32	26	38	25	38	108
**Vocals	S. Zak	21	9	13	3	8	8	6	3	6	23
Total number of students participating		101	80	155	100	207	224	203	168	203	573

Keigwin & Woodrow Wilson Middle School

Club Stipend Positions	Advisor	Sixth		SEVENTH		EIGHTH		TOTAL			
		2019	2020	2019	2020	2019	2020	2019	2020		
Student Council (WWMS)	J. Geary			16	13	18	21	34	34		
Drama Club (WWMS)	Ali. Sinicrope			n/a	4	n/a	17	n/a	21		
National Jr. Honor Society	G. Ramachandran			n/a	0	n/a	57	n/a	57		
Yearbook	S. Blackmon			20	18	13	4	33	22		
Musical	Aaronb Sinicrope										
Student Council (KG)	M. McEachern	21	26					21	26		
Drama (KG)	L. Otto	65	33					65	33		
Total number of students participating		86	59	36	35	31	99	153	193		

		<u>2019</u>	<u>2020</u>								
Grand Total of Students Participating (KG, WWMS & MHS)		153	193								

Monthly Club / Activity Report - **Sample**

Instructions: Complete at month-end and e-mail as an attachment to Robin in the Athletic Office at wilsonr@mpsct.org. Your stipend is based upon the following criteria: 100 Hours per Calendar Year

Advisor: Sample

Name of Activity / Club Drama Club

	Date	Activity	Place	Start Time	Duration	# of Students
1.	9/11/08	Drama Club Meeting	Chorus Room	2:10	1 hour	58
2.	9/18/08	Auditions for Fall Show	Chorus Room	2:10	1 hour	16
3.	9/19/08	Auditions for Fall Show	Chorus Room	2:10	1 hour	12
4.	9/23/08	Rehearsal	Room 325	2:10	2 hours	10
5.	9/24/08	Rehearsal	Black box Theatre	2:10	2 hours	10
6.	9/25/08	Rehearsal	Black box Theatre	2:10	2 hours	10
7.	9/29/08	Rehearsal	Black box Theatre	2:10	2 hours	10
8.	9/30/08	Rehearsal	Black box Theatre	2:10	2 hours	10
9.						
10.						
11.						
12.						
	Total Monthly Duration				13 hours	

Below, list the dates you will meet in the upcoming month:

Date	Location	Time
Almost Daily	Black box Theatre	2 hours

**MIDDLETOWN PUBLIC SCHOOLS ACTIVITIES
ELIGIBILITY ROSTER**

ACTIVITY/CLUB _____

DATE: _____

ADVISOR: _____

SENIORS (Alphabetically)		JUNIORS (Alphabetically)	
<u>NAME</u>	Gend er M/F	<u>NAME</u>	Gend er M/F
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
SOPHOMORES (Alphabetically)		FRESHMEN (Alphabetically)	
<u>NAME</u>	Gend er M/F	<u>NAME</u>	Gend er M/F
-		-	
-		-	
-		-	

MHS Activity/Club Advisors

Tish Ehnot		10th Grade Advisor	
Jeff Mickiewicz		9th Grade Advisor	
David Reynolds		DECA	
Jillian Kellog		Drama Coach	
Stephanie Latif		Future Business Leaders	
R. Isaacson		FFA (Future Farmers)	
Mike Kingsbury			Sharing
Amanda Thomson			Sharing
Stephanie Russell			Sharing
Kristen Hamilton		Future Teachers	
Trevor Charles		Gay Straight Alliance	
Natasha Faulkenberry		National Honor Society	
Jennifer Price		Junior Class Advisor	
Nicole Charles		Key Club Advisor	
Ralph D'Amato		Pride Crew	
Abby Girasuolo		Majorette, Flag Corps, Color Guard	
Holly Warner		Student Council	
N/A		Math Team Advisor	
Stephanie Zak		Tri-M Music Honor Society	
Dan Lowry		Model UN/Debate Club	
Jillian Kellog		Musical Coach	
Ann Buchanan		Newspaper Advisor	
Lauren Pszczolkowski		Senior Class Advisor	
Jennifer Price		Yearbook Advisor	
Marisa Bishop		Dance Club	
Adam DiPersio		Drumline Instructor	
Sharon Riley		Fall Cheer Advisor	
Yolanda Hart/Lee Rocha		Minority Student Coalition	
Chip Saccoccio		Fall Crew Advisor	
Nicole Iovanne		Art Show Organizer	
Sam Faulkenberry		Robotics	
<u>Non-Stipend Clubs</u>			
Dawn Brooks	-2009	GIFTS	
David Frankel	-2009	And Sometimes Y - Creative Arts Magazine	
Pam Hinkle		Judo	
Patricia Sisson	2018	Environmental Club	
Mary Ellen Molski	2018	Dragon Watch	
Jeff Laude	2018	Gaming Club	
Men of Excellence	S-2019	Mary Ellen Molski	

Middle School Activities/Clubs

Lauren Otto	Drama Coach	Keigwin
Melissa MacEachern	Student Council	Keigwin
Ali Sinicrope	Drama Coach	WWMS
John Geary	Student Council	WWMS
Stacy Blackmon	Yearbook	WWMS
Aaron Sinicrope	Musical Coach	WWMS
Gomanthi Ramachandran	National Junior Honor Society	WWMS

Spring Coaches

Baseball		Josh Cofield	Head
		Robbie MacEarchern	Asst.
		Kyle Bellizzi	Asst.
	WWMS	Mike Angeli	
Softball		Sal Morello	Head
		Karen Clark	Asst.
	WWMS	Shannon Tamosaitis	
Boys Track & Field		Jennifer Price	Head
		Lori Canaday	Asst.
		Josh Rosek	Asst.
	WWMS	Shawn Murdock	
Girls Track & Field		James White	Head
		Rob Weston	Asst.
		n/a	Asst.
	WWMS	n/a	
Boys Tennis		Rick Privott	Head
Girls Tennis		Tish Ehnot	Head
Boys Golf		Matt Harris	Head
Ultimate Frisbee		Trevor Charles	Head
		Daniel Kinney	Asst.
Unified Sports		Julie Givehand	Coach
Girls Golf		Roberta Downer	Head
Boys/Girls Crew		Holly Doherty	Asst.

Board of Education Special Meeting

August 18, 2020, 6:30 PM
Via Virtual Meeting

Board Members Present: Deborah Cain, Anita Dempsey-White, Dina Ford, Lisa Loomis, Jonathon Pulino, Delita Rose-Daniels, Christopher Sugar and Justin Taylor

Board Members Absent: Sean King

Others Present: Superintendent of Schools Dr. Michael Conner, Chief of Academic Officer Dr. Magda Parvey, Chief of School Operations and Communication Marco Gaylord, Chief of Administration Christine Bourne, Director of Technology Mike Skott, Director of Innovation & Grant Services, Natalie Forbes, Mayor Ben Florsheim, Assistant to the Superintendent/Board Secretary Joyce Carey, and 0 visitors.

I. Call to Order

Board Chair Cain called the meeting to order at 6:31 PM.

II. Alliance Grant 2020-21

Chair Cain introduced Director of Innovation & Grant Services, Natalie Forbes.

Ms. Forbes reviewed the Submission process for the Alliance Grant for 2020-21. Ms. Forbes has worked closely with the Finance Office to ensure that the grant support the Strategic Operating Plan. Ms. Forbes discussed how the funds from the grant would be allocated. Feedback from the State of Connecticut is expected in approximately one month.

MOTION: Move to approve the submission of the Alliance Grant for 2020-21 to the State of Connecticut was made by Chair Cain and a second by Mr. Sugar. -unanimous vote

III. ESSER Grant (CARES Act)

Ms. Forbes reviewed the ESSER (Elementary and Secondary School Emergency Relief Fund) Grant (CARES Act). She worked closely with the Finance Office and Mrs. Bourne to determine the items that would be covered under the grant. She also worked with the nonpublic Middletown Schools on their portion.

MOTION: Move to approve the ESSER Grant (CARES ACT) was made by Chair Cain and a second by Ms. Rose-Daniels - unanimous vote

IV. The Re-Entry: Getting Back to Innovation and Equity

Chair Cain discussed the feedback that she has received from parents and teachers in regards to the re-entry plan. Ms. Dempsey-White emphasized the main priority is the safety of all students and staff. Chair Cain introduced Dr. Michael Conner to review The Re-entry: Getting Back to Innovation and Equity.

Dr. Conner shared that he received concerns around professional development by Board Members, Leaders and members of the Task Force. He shared the Modified Hybrid Plan with Wednesdays as a distance learning day

for all students. This will allow time for teachers for professional development, collaborating and planning. Ms. Dempsey-White thanked Dr. Conner for his thoughtfulness for all students. Dr. Conner spoke on the diversity of the members of the Task Force and all of the work and thoughtfulness they put into the planning. Mayor Florsheim thanked the Board of Education, Administrators and faculty for the hard work that went into developing the plan. He understands that it was a difficult task with many factors. Mayor Florsheim said that he has heard from all sides of stakeholders, including childcare issues. He will continue to advocate for more supports from the State and Federal Government.

Dr. Parvey shared that the Task Force will develop the schedule for Wednesday to allow for collaboration, professional development, planning time and cleaning in the building. Ms. Ford asked when students would be required to sign on to classes. Dr. Conner discussed model schedules that were shared at the Board of Education on August 12. Times will be structured but will vary between classes. Dr. Parvey added that parents and students will be provided the schedule prior to school starting. Students will have whole group instruction, small group instruction and independent work.

Ms. Loomis spoke of her support for the hybrid plan. As a former teacher and instructional coach she thanked Dr. Conner for his support of teachers. Ms. Ford asked who will be releasing details from the schools and what specific assistance is being provided for Special Education Teachers. Mr. Gaylord informed the Board that the parent re-entry survey is due this evening. More details will follow based on those results.

MOTION: Move to approve The Re-Entry: Getting back to Innovation and Equity the modified yellow plan with Wednesday as a full day of distance learning was made by Ms. Dempsey-White and a second by Ms. Rose-Daniels.- unanimous

Ms. Cain expressed her positive feelings towards the teachers. She reminded all that the next Board of Education meeting will be August 25, 2020 at 6:30. Dr. Conner and Mr. Gaylord are assisting in the childcare issue by working with Mayor Florsheim, YMCA and faith based organizations.

III. ADJOURNMENT

MOTION: Move to adjourn at 7:46 PM passed with a motion by Chair Cain and a second by Mr. Taylor. – unanimous vote.

Respectfully Submitted,

Secretary
ADW/jc

Board of Education Special Meeting

August 12, 2020, 6:30 PM

Via Virtual Meeting

Board Members Present: Deborah Cain, Anita Dempsey-White, Dina Ford, Sean King, Lisa Loomis, Jonathon Pulino, Delita Rose-Daniels, Christopher Sugar and Justin Taylor

Board Members Absent:

Others Present: Superintendent of Schools Dr. Michael Conner, Chief of Academic Officer Dr. Magda Parvey, Chief of School Operations and Communication Marco Gaylord, Chief of Talent and Performance Management Geen Thazhampallath, Chief of Administration Christine Bourne, Director of Technology Mike Skott, Assistant to the Superintendent/Board Secretary Joyce Carey, and 10 visitors.

I. Call to Order

Board Chair Cain called the meeting to order at 6:40 PM.

II. The Why -Yellow Plan from The Re-Entry: Getting Back to Innovation and Equity

Chair Cain welcomed everyone to the first in person BOE meeting since March. Focus will be on student learning in a safe environment. Chair Cain introduced Superintendent Dr. Michael Conner.

Dr. Conner shared the presentation *The Why*. Parent and student voices were heard to develop this document. He thanked his team for all of the hard work. Dr. Conner discussed the childcare issue that many families are experiencing. Many factors were taken into consideration to make the decision of re-entry. A full day Wednesday is based on the feedback that students need time in school. Custodian staff hours will be shifted to ensure that cleaning is happening every day. Mr. Gaylord thanked Local 466, Mayor Florsheim and Bobby Peterson for their support to change hours of work. There will be an increased number of custodians during the school day. Constant cleaning will occur during the school day. Cleaning after hours will still take place.

Dr. Conner stated the main factor in making his decision is equity, then aligning our plan to the state plan. The six domains focus on equity and justice for all students. Middletown is focusing on ALL students. Dr. Conner also discussed civic engagement. Over 4,000 parents participated in the survey. 56% did not want full reentry. Dr. Conner reviewed the many ways that feedback was collected. The COVID positivity rate was reviewed by Dr. Conner and Kevin Elak. Mr. Elak shared that CT and Middlesex County are starting in a good place. Safeguards are in place and responses to a rise in case have us more prepared than April.

Yellow plan offers options for families. Data and science will be reviewed. The ultimate goal is to get all students back to school full time. Families have the option to not return in-person learning and participate in distance learning. Food distribution and wellness checks for students are leading the a/b a/b decision. Dr. Conner reviewed the results of the student focus group.

Break for questions: No questions.

Hybrid will be the recommendation to the Board. The different types of hybrid models were presented and now included a new option with a full day of in-person learning on Wednesday. The recommended plan is the a/b a/b schedule with a rotating half day on Wednesday. Attorney Mooney was asked to go over any details that may not have been explained. Attorney Mooney reiterated that decisions could be made by each district and plans will be different across the state. Mr. King asked for more information on how the yellow plan was chosen.

Dr. Conner responded that the initial survey to parents showed 1,000 students choosing to distance learn. However, we do not know what grade levels those students are in. It would not be consistent throughout the district. Dr. Parvey reviewed the data to be used to phase our students back in. Mr. King asked if there were other factors that influenced decision of full time to hybrid? Mr. Gaylord stated it is to keep the risk low. Teacher concern to go back full time was also a very big factor in the decision to go hybrid. Mr. King pointed out the push-pull between safety and focus on learning,

Ms. Ford asked if the basis for every other Wednesday was based on childcare? Dr. Conner stated it will rotate for equity. The rotation will maximize learning time for students' equitability.

Ms. Loomis asked if the data shows enough parents will keep children home, can children be cohorted into the green plan? Dr. Conner recommended that if the data will support full reentry that will be looked at. Ms. Loomis asked if we will know specifically what students answered the survey and what the responses were? Mr. Gaylord responded that yes it is linked to Powerschool accounts.

Ms. Ford asked if the data looks at students that withdraw completely from Middletown Public Schools? Mr. Gaylord responded that yes it does.

III. Hybrid Structure and Plan

Chair Cain introduced Dr. Magda Parvey and the Re-Entry Task Force. Dr. Parvey thanked and introduced the presenters. Dr. Conner presented *The Why*, the Task Force will go over the *What*.

Ms. Abrahamson presented the Preschool model. Preschool classes will continue AM/PM. Both in person and distance learning are offered as options. Classes will be livestreamed online for distance learners. Wednesday will be distance learning for all students. Wednesdays will be used for cleaning of the classroom, teacher PD, PPT's and meetings will happen. A sample pickup/drop off schedule was shared.

Ms. Carta presented for the Elementary subcommittee. She noted all schools had representation on the subcommittee. Social Emotional Learning will be a major focus in re-entry. It will happen in morning and throughout the day. A sample schedule was shared. Mr. Cannata emphasized that the sample would vary by class and grade. It is a model to give parents more clarity of classroom structure.

Dr. Mayo Molina presented the middle school model. Thanked Kelley Matzek-Cook for her hard work. Dr. Mayo Molina showed a sample schedule of students both in the building and distance learning. Student cohorts There are 36 student cohorts at WWMS and 18 at Keigwin. Teachers will change classrooms rather than the students. A daily sample schedule shared. The schedule will remain consistent daily.

Ms. Weiner shared the model for Middletown High School. She used student feedback in the planning. Middletown High School has large amount of course choice. Graduation requirements from the state are remaining the same. Students will attend four classes per day to limit transitions. Sample schedules were shared.

Mr. McKeever presented the Specials model for Ms. Shvetz. Specials are worked into students' schedules for grades 6-12. Elementary schools may share teachers which is more difficult to plan. All classes will have each special per week, whether live or in person.

Dr. Parvey stressed the partnership between families and educators.

Chair Cain thanked Dr. Parvey and the Task Force for their hard and thoughtful work. She asked how will mask wearing be enforced? Ms. Carta shared her experience in SLA. Expectation of mask wearing was set and although not perfect, it was very manageable. Reminders were given but it did not become a distraction. It will also be taught into the SEL lessons.

Ms. Rose Daniels asked how high school students are going to be transitioned? Ms. Weiner responded that transitions are lessened. Students will have four classes per day with Advisory worked into a class. There will be less students in the building, signage, social distancing to promote safety.

Mr. Taylor asked if there were legal implications for using zoom or livestreaming classrooms. Dr. Conner responded there is not. Attorney Tom Mooney agreed that it is a Board decision. Mr. Mooney discussed it would not be a FERPA violation. Mr. Taylor also asked about technology. Michael Skott discussed the Learning Management System to be used.

IV. Calendar Structure (A/B Days for September) and School Guidance Document

Chair Cain introduced Mr. Gaylord. Mr. Gaylord explained the first day of school for students would be moved to September 3. The state has given districts 3 additional training days for COVID days. Ms. Ford asked how students will get directions to log on prior to the first day. Mr. Gaylord explained communication prior to the first day is key.

MOTION: Move to amend the 2020-21 School Calendar to include 177 days to begin the academic school year on September 3, 2020 and ending on a schedule date June 10, 2021 was made by Ms. Rose Daniels and a second by Ms. Dempsey White. -unanimous

Chair Cain opened the floor for questions.

Ms. Rose Daniels asked that the Hybrid for Middletown Public Schools be reviewed. Dr. Conner explained a/b days with full day on Wednesday, rotating between cohorts.

Chair Cain explained the board and administrators went through every email, letter and the half day was a concern. Moving to full day Wednesday is based on parent feedback. Mr. Gaylord reviewed the model. Parent concerns were discussed. YMCA is working closely for childcare issues for students that attend each elementary school. Dr. Conner reviewed daily cleaning vs. deep cleaning. Deep cleaning is extra time for cleaning.

Re-entry form will go out August 13. We will collect data as to exactly which students will be returning full time vs choosing distance learning.

Mr. Taylor asked if classroom teachers be responsible for the students in group C that would have assigned to their classroom? Dr. Conner responded that yes, synchronous and asynchronous learning will be provided to those students by their assigned classroom teacher.

Dr. Parvey emphasized the time for professional learning. Dr. Conner and Mr. Taylor agreed.

Chair Cain expressed the board and administration has made the best possible decision for our students' and staff's safety and learning. She encouraged parents to reach out to each other and help each other.

III. ADJOURNMENT

MOTION: Move to adjourn at 9:38 PM passed with a motion by Chair Cain and a second by Ms. Dempsey White. – unanimous vote

Respectfully Submitted,

Secretary
ADW/jc

EXECUTIVE SUMMARY

FAMILY RESOURCE CENTER @ FARM HILL SCHOOL

The district is applying to the Bureau of Health and Nutrition Services and Child/ Family/School Partnerships, State of Connecticut, for the Family Resource Center (FRC) grant at Farm Hill School.

Family Resource Centers (FRC) embody the underlying concept that healthy development and good education begin with access to quality childcare and support services from birth. This concept proposes the development of a system for childcare and family support that takes advantage of the physical accessibility of the school. Each FRC is required therefore, to be associated with an elementary school, and Family Resource Centers established after July 1, 2000, are required to be located in an elementary school. The model however does not require that family support and childcare be incorporated into the educational system but rather to enable the provision of such services under the auspices of the school. The principal of Farm Hill School, Jennifer Calabrese, strongly supports this concept and is committed to this grant program.

FRC's provide families: education for preschool children; home visitations for parents with children birth to age ten; resources and referrals to other community service providers; networking and outreach to family day care providers; positive youth development; and adult education. The Family Resource Advisory Council serves as an active advisory committee that brings expertise, a variety of perspectives, and a clear vision of long-range goals to ensure that the FRC's provide programs that meet local needs.

Funding Request: \$101,530

SUBMITTED BY NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS

Middletown Board of Education
BOE Transfer of Funds

Date Range: 01-Jul-2020 to 21-Aug-2020 For FY 2021

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37301 Date: 06-Jul-2020						
From 1010-940-2600-000-55800-00000	OPER/MAINT PLANT: TRAVEL/CONF	4,500.00		4,500.00	1,450.00	
To 1010-940-2600-000-55010-02002	OPER/MAINT PLANT: PURCH SVCS: PAINTING	3,500.00		3,500.00		1,450.00
TRANSFER NEEDED AS ADDITIONAL AMOUNT NEEDED WAS NOT KNOWN WHEN ORIGINALLY BUDGETED.						
Journal#: 37302 Date: 10-Jul-2020						
From 1010-930-2100-200-55610-00000	SPED: TUIT OTHR DIST IN STATE	610,703.00		610,703.00	46,200.00	
To 1010-930-2100-200-55620-00000	SPED: TUIT TO OTHR DIST OUT STATE					46,200.00
Student placed at out-of-state special education school for the 20/21 school year. Move funding from "Tuition other district in state" line to "Tuition other district out of sta						
Journal#: 37307 Date: 21-Jul-2020						
From 1010-940-2700-000-55100-00000	STU TRANSP: PUPIL TRANS REG	3,179,302.00		3,179,302.00	308,160.00	
From 1010-940-2700-000-55100-01200	STU TRANSP: PUPIL TRANS-TEM	107,574.00		107,574.00	27,241.00	
From 1010-930-2100-200-55100-00000	SPED: PUPIL TRANSP	1,960,190.00		1,960,190.00	381,464.00	
From 1010-100-2210-210-55100-00000	PRE SCHOOL: PUPIL TRANSP	186,177.00		186,177.00	33,135.00	
To 1010-940-2660-215-56900-00000	SECURITY: CVD19: SUPPLIES OTHR					600,000.00
To 1010-940-2660-215-57300-00000	SECURITY: CVD19: EQUIPMENT					60,000.00
To 1010-940-2660-215-57340-00000	SECURITY: CVD19: TECH REL HW/EQUIP					90,000.00
To use Credit in Transportation from COVID19-FY20 Prepay to fund COVID19 Lines (expenditures in FY21).						
Total Transfer for Central Office					797,650.00	797,650.00
Journal#: 37334 Date: 14-Aug-2020						
From 1010-100-2210-000-51109-00000	CURR: CERTIFIED*CURR WRITING	64,000.00		64,000.00	21,058.00	
To 1010-100-2210-160-57350-00000	CURR: MATH*TECH SW/COMP LIC					21,058.00
Purchase of LearnZillion grade 6-8 math program						
Journal#: 37341 Date: 19-Aug-2020						
From 1010-100-2210-000-58903-00000	CURR: PROF DEV IMPRV [ALL SCHL]	66,000.00		66,000.00	8,585.05	
To 1010-100-2210-000-56110-00000	CURR: INSTR SUPPL [ALL SCHL]	10,000.00		10,000.00		8,585.05
to purchase math manipulatives/instructional supplies k-5						
Total Transfer for CURRICULUM					29,643.05	29,643.05



Middletown High School 2020 COVID-19 Fall Sports Plan

**MPS BOE Meeting
Tuesday, Aug. 25, 2020**

Elisha De Jesus

Director of Athletics, Student Activities, Physical Education & Health

Connecticut Interscholastic Athletic Conference (CIAC)

CIAC Fall Sports Guidelines & Recommendations

- This plan is a fluid document and will be updated as more data, health metrics, and sport specific information becomes available.
- This plan is a phase in process.
- MHS has followed the CIAC's guidelines and recommendations for summer conditioning and will continue to follow them once the season begins officially.
- Purpose: to provide an opportunity to play and have fun, not for championships

Information in this presentation could change by the BOE meeting date on 8/25 . I will update you of any changes since presentation was submitted on 8/20.



Daily Protocols (practices/games):



1. Student-Athlete/Parent/Guardian Waivers: [MPS Sports Participation Waiver](#)
2. Temperature Checks: each fall coach has 1 or 2 thermometers
3. Screening Form: [MHS Covid-19 Student-Athlete/Coach Monitoring Form](#)
4. Students must have their own water bottles.
5. Entry/Exit Protocols
6. [Locker Room Schedules](#) - Cohorts will impact this schedule
7. Cleaning/Sanitizing



- Jeff Turro & Custodial staff will have practice & game/meet schedules for adequate daily cleaning of these specific areas.
- Hand Sanitizer will be available in all practice and game/meet areas (e.g. stadium, front fields, main gym, small gym, pool, etc.).
- Coaches will clean and sanitize equipment regularly before, during & after practices/games/meets.
- Student-athletes will be encouraged to wash their hands frequently.
- ❖ Samples: [Volleyball Practice Plans \(8/27-9/10\)](#)
[Girls Soccer Practice Plans \(8/27-11/15\)](#)

Football (Varsity, JV & Freshmen):

High Risk Sport

Freshmen: 15 Registered

JV/Varsity: 69 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Scrimmage Date	1st Contest Date	Max # of Games	Possible Tourney Experience
Aug. 29	Sept. 21	Sept.	Sept. 25	6	Nov. 2-15

Phase I: Aug. 17-22

- ~~● Cohorts of 15~~
- ~~● 6 days a week - 1 hour each~~
- ~~● Conditioning ONLY~~
- ~~● Online/virtual meetings to review playbooks, game film, or teach skill specific content~~

Phase II: Aug. 24-29

- Cohorts of 15
- Aug. 24th-27th: OTA days-Non Exertional Organized Team Activities
- Aug 27th-29th: 1 hour each (30 min.-conditioning, 30 min. - skill work: non contact (6 ft)
- Online/virtual meetings to review playbooks, game film, or teach skill specific content

Phase III: Aug. 31-Sept. 5

- Cohorts of 15
- 6 days a week - 90 min. Total (45 min.-conditioning, 45 min.-skill work)
- Skill Work- 15 min. of contact to demonstrate or teach talking & blocking progressions.
- Online/virtual meetings to review playbooks, game film, or teach skill specific content

Football (Varsity, JV, Freshmen):

High Risk Sport



Phase IV: Sept. 7-12

- Cohorts of 15 through Sept. 10th
- Full team Sept. 11th & 12th
- 6 days a week: 2 hrs total (45 min.-conditioning, 75 min.-skill work)
- Skill work - 30 min. of contact:demonstrate or teach talking & blocking progressions; 45 min.- non contact (6 ft.)
- Online/virtual meetings to review playbooks, game film, or teach skill specific content

Phase V: Sept. 14-Nov. 15

- Full Team
- 6 days a week: 2 hr practices
- Full Contact: limited to time necessary to teach appropriate tackling & skill specific technique
- Full Contact: may not exceed 10 minutes per day per student-athlete

B/G Soccer (Varsity & JV)

Boys: 47 Registered; Girls: 36 Registered

Volleyball (Varsity, JV & Freshmen)

BOTH MODERATE RISK SPORTS

56 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Scrimmage Date	1st Contest Date	Max # of Games	Possible Tourney Experience
Aug. 27	Sept. 11	Sept. 18	Sept. 24	12	Nov. 2-15

Phase I: Aug. 27-Sept. 2nd

- Cohorts of 15
- 6 days a week - 1 hour each
- 1 hour practices: 30 min.-conditioning, 30 min. - skill work: non contact (6 ft)
- Cleaning of equipment in between cohorts (30 minutes)
- Online/virtual meetings to review game film, playbooks, etc.

Phase II: Sept. 3rd -10th

- Cohorts of 15
- 6 days a week - 90 min. Total (45 min.-conditioning, 45 min.-skill work)
- Skill Work- non contact (6 ft)
- Online/virtual meetings to review game film, playbooks, etc.

Phase III: Sept. 11th-Sept. 23

- Full Team
- 6 days a week - 2 hours each (45 min. conditioning, 75 min. skill work)
- Soccer Skill work: should be done in progression (3v3,5v5,7v7)
- Volleyball Skill work: done in progression

B/G Soccer (Varsity & JV) Volleyball (Varsity, JV & Freshmen)

BOTH MODERATE RISK SPORTS



Phase III: Sept. 11th-Sept. 23

- Full Team
- 6 days a week - 2 hours each (45 min. conditioning, 75 min. skill work)
- Soccer Skill work: done in progression (3v3, 5v5, 7v7)
- Volleyball Skill work: done in progression

Phase IV: Sept. 24-Nov. 15

- Full Team
- Games Played and 2 hr practices
- Coaches aware of conditioning levels
- Additional progressions on individual basis

G. Swim/Dive (Varsity & JV)

Swimming Relays: MODERATE RISK; Individual Relays: LOW RISK
30 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Scrimmage Date	1st Contest Date	Max # of Games	Possible Tourney Experience
Aug. 27	Sept. 11	Sept. 18	Sept. 24	12	Nov. 2-15

Phase I: Aug. 27-Sept. 23rd

- Cohorts of 15
- 6 ft. social distancing
- 6 days a week - 1 hour each
- 3 week progression
- Conditioning Period
- Not swimming for times or competing against each other

Phase II: Sept. 24th -Nov. 8th

- Coaches aware of conditioning levels, progression key
- Competition begins Sept. 24th
- Swimmers will be dressed in suits to away meets

B/G Cross Country (Varsity & JV):

LOW RISK SPORT

Boys: 21 Registered

Girls: 16 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Scrimmage Date	1st Contest Date	Max # of Games	Possible Tourney Experience
Aug. 27	Sept. 11	Sept. 18	Sept. 24	12	Oct. 31-Nov. 8

Phase I: Aug. 27-Sept. 23rd

- Cohorts of 15
- 6 ft. social distancing
- 6 days a week
- 3 week progression

Phase II: Sept. 24th -Nov. 8th

- Cohorts of 15
- Coaches aware of conditioning levels, progression key
- Competition can begin Sept. 24th
- Limit on competitors.

Sideline Cheer (Varsity & JV): NOT a sanctioned CIAC

sport

LOW RISK SPORT

25 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Contest Date	Max # of Games
Aug. 27	Sept. 11	Sept. 24	12

Phase I: Aug. 27-Sept. 2nd

- Cohorts of 15
- 6 days a week - 1 hour each
- 1 hour practices: 30 min.-conditioning, 30 min. - skill work: non contact (6 ft)
- Online/virtual meetings to review game film, playbooks, etc.

Phase II: Sept. 3rd -10th

- Cohorts of 15
- 6 days a week - 90 min. Total (45 min.-conditioning, 45 min.-skill work)
- Skill Work- non contact (6 ft)
- Online/virtual meetings to review game film, playbooks, etc.

Phase III: Sept. 11th-Sept. 23th

- Full Team
- 6 days a week - 2 hours each

Phase IV: Sept. 24th-Nov. 15th

- Sideline Cheer: Home Football (3), Home B/G Soccer Games (8)

Dance (Varsity): NOT a sanctioned CIAC sport

LOW RISK SPORT

15 Registered



1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Contest Date	Max # of Games
Aug. 27	Sept. 11	Sept. 25	3

Phase I: Aug. 27-Sept. 2nd

- Cohorts of 15
- 6 days a week - 1 hour each
- Social Distancing

Phase II: Sept. 3rd -10th

- Cohorts of 15
- 6 days a week - 1.5 hrs each
- Social Distancing

Phase III: Sept. 11th-Sept. 23th

- 6 days a week - 2 hours each

Phase IV: Sept. 24th-Nov. 15th

- Dance w/ Band: Home Football Games

Crew: NOT a sanctioned CIAC sport

two or more rowers in shell: MODERATE RISK SPORT

16 registered



Following USRowing guidelines and CCC guidelines.

1st Practice Date (cohorts of 15)	1st Practice Date (full team)	1st Contest Date	Max # of Races
Sept. 8th	Sept. 28th**	N/A	N/A

Phase I: Sept. 8th-Sept. 22nd

- Cohorts of 15
- 6 days a week - 1 hr (30 min. Conditioning, 30 min. Skill work (non-contact))
- Dry Land Conditioning (6 ft)
- Additional time can be spent with student-athletes online

Phase II: Sept. 23rd-Oct. 7th

- Cohorts of 15
- 6 days a week - 1 ½ hrs (45 min. Conditioning & 45 minutes skill work)
- Dry Land conditioning (6 ft)
- Additional time can be spent with student-athletes online

Phase III: Oct. 7th- Oct. 30th

- Full team
- 6 days a week - 2 hrs (45 min conditioning & 75 min. Skill work)
- Dry Land & In water (6 ft)

*****At this time, we only have 1 coach, intramurals most likely only opportunity we can provide.*****

Game Day Protocols



- Masks or face coverings are required for all participants, coaches, personnel, and officials unless participant is playing in the game/meet.
- Opponents arrive to MHS site in uniform and in masks and leave in uniform and masks
- Opponents bring their own game balls
- Space provided for bags (6ft. apart)
- Only coaches at Pregame conference
- All pregame/postgame handshakes are eliminated
- National Anthem - students are spaced out and not in a line, depends on sport.
- Bench Space to adhere to 6 ft. social distancing guidelines
- Game Ball Sanitizing procedures - Game Day personnel & officials

Additionally, MHS...



- Will not be allowing Spectator/fans in attendance at any Fall home sporting events (recommendations from CIAC), we are working on streaming our home events using youtube.
- Senior Night for all Fall Sports will be held the first 2 weeks of the season and senior students will be allowed 2 tickets for Parents/Guardians to attend in person.
- Students who participate in full distance learning will not be allowed to participate in Fall Sports.
- Fall sport programs will continue to follow social distancing guidelines no matter what phase we are in.
- Will be creative when traveling to away contests-Coaches will reduce the amount of student-athletes competing to be able to follow social distancing guidelines while traveling
- Will work with Mark Langton and Dattco on specific bus protocols for all away games/meets, etc.
- There will be no middle school sports
- All Clubs will run virtually until further notice. e.g. FBLA, GSA, etc.

M

Who? How? Why? What? Where? When?



Middletown Public Schools -Board of Education

BOE Facilities Committee Meeting Minutes

June 17, 2020

The meeting was held over Zoom and streamed in YouTube. Chairwoman Deborah Cain called the meeting to order at 5:06 PM.

Present: Deborah Cain (Chairperson), Peter Staye, Sean King, Dan Penney, Jonathan Pulino, Marco Gaylord, David Bauer, Vinnie Lofreddo, John Giuliano, Michael Skott and secretary Leslie Spatola

I. Introductions

II. Review of the May 20, 2020 Meeting Minutes

Deborah Cain made a motion to accept the minutes as presented, which was seconded by Jon Polino.

III. New Woodrow Wilson Middle School Update/Status Report

The general work is progressing and the steel work should be done June 26th with roof being three quarters done and the concrete floor decks on areas C, B and part A being completed.

The mechanicals have been started as well as the interior and exterior framing on the west elevations. The window framing started and is on schedule.

The design for the steel for the Innovations Lab has gone to O & G and waiting for the pricing then it will go to the Building Committee for review for steel and concrete floor.

Equipment requirements will go to TSKP who will handle the HVAC and plumbing needs.

Vinnie Lofreddo had asked if the change in the design was staying within the budget but as of yet, there has been no estimate received. The only authorization that has been given to O & G has been for the fireproofing in the ceiling of the third floor above the Innovation Lab. The cost for steel for the concrete should be available for the June meeting of the Building Committee and hopes are to have all remaining costs by the July meeting of the Building Committee.

IV. Status of Oil Tank Replacements at Macdonough and Moody Schools

This process has not been moving along and we have not been scheduled for a plan review but still waiting. Mr. Staye didn't think we could obtain a tank and install it at Macdonough School but maybe able to do that at the Moody School. The plan is to move forward with the approval with the State and hope to be first on the 2021 schedule. We are out of compliance at this time at both locations so it doesn't matter at this point in time. The sizes of the tanks are 5,000 gallon at Macdonough and a 10,000 gallon at Moody. The State's portion of payment for this is 66%.

V. Covid-19 Protocol for Summer Activities at Schools

Chairperson Cain asked if there were any protocols that needed to be handled before the school opening. Mr. Staye stated that they were looking into the pricing for PPE equipment for all teachers for the entire year and are hoping we could get a delivery of wipes for each classroom and pricing for full face shields of which 500 would go for teachers that need to see lips and 350 to adolescents particularly in music area at an approximately cost of \$200k. We have already secured alcohol base sanitizer with dispenser for all classrooms and a dispenser at every teacher's desk.

There will be signage not to enter building along with temperature checks and reminders for social distancing, signage in restrooms. Along with competitor pricing, we will help to pass on information to other school districts.

On the mechanical end, all equipment will run 24/7 and air handlers are to work at 100% outside air at Middletown High School and some at Lawrence, Wesley and a portion at Snow School. The windows will be open in the morning and end of each day to freshen the air. Ionizing and spraying applicators (both backpack and handheld type) will be at every school and sanitizing will be frequent. There will be a delivery of eight piece at some point in July.

Mr. Gaylord states the other equipment which are the hand held thermometer and the thermos scanners are hoped to be installed at two entry ways at the buildings. Some special needs students will be getting the plexi glass due to the Covid19.

Mr. Staye reported that the water systems will be tested for bacteria which can occur within the system. The samples will go to the lab and the systems will be flushed daily. This is part of the guidance from the State.

There is still a question on who will be responsible for the students having masks and it is our hope that the parents will have their own washable masks. It is difficult to find a one size fits all for every person along with the different sized faces so it would be difficult to provide a one type mask for everyone.

VI. Discussion of 2020-2021 Facilities Committee Meeting Dates

The motion to accept the dates for next year's meeting was made by Chairperson Cain and seconded by Sean King along with the stipulation that dates may change if necessary which are: No meetings in July or August, September 16, October 21, November 18, December 16, 2020 then in 2021 are January 20, February 17, March 17, April 21, May 19 and June 16.

VII. Miscellaneous

Chairperson Cain said she would like to tour each school next year.

Dan Penney said he was impressed with the proactive plan for the students to return to school.

David Bauer asked to be notified when we could attend a regular meeting rather than Zoom.

The meeting adjourned at 5:44 PM by Chairperson Cain and seconded by Mr. King.

The next meeting is scheduled for Wednesday, September 16, 2020.

Minutes recorded by Leslie A. Spatola

Leslie A. Spatola, Facilities Committee Recording Secretary

MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE
Minutes
Tuesday, June 23, 2020
Virtual Meeting 4:00 P.M.

Board of Education Policy Committee Members participating:

Justin Taylor, Chair
Sean King
Jonathan Pulino

Also participating:

Dr. Michael Conner, Superintendent
Marco Gaylord, Chief of School Operations and Communication
Mike Skott, Director of Technology
Kathleen Bengtson, Administrative Assistant
Geen Thazhampallath, Chief of Talent and Performance Management
Colleen Fitzpatrick, Snow Principal
Attorney Gwen Zittoun, Shipman & Goodwin

Virtual Meeting was called to order at 4:03 P.M.

The following matters were reviewed:

Policy Discussion/ MPS Policy Assessment - At the last policy meeting, it was decided to research and discover what is best practice on how other districts handle the many updates of policies. Marco shared the Policy Manual list referencing each current policy date.

Marco and Justin had discussions with other colleagues about what was most efficient. Basically, some discussions were why aren't we using Shipman & Goodwin for policy updates as we use them as our attorney in most matters. If we are not using their policies, they must review and compare our present policies, making it more time consuming for each matter. Marco contacted Shipman and Goodwin to see what is entailed with their services and what are the fees.

Kathy Bengtson had two questions for Attorney Zittoun.

- Questioned when were updates sent out from Shipman & Goodwin. CABE had sent out quarterly updates along with Policy Highlights as needed. - Attorney Zittoun said they are done yearly unless there was an important updated that needed to be implemented immediately.
- Since Shipman & Goodwin do not issue numbers for its policies, how is our present numbering system and numerous links affected. – We can keep our own numbering system. There is no set procedure for issuing numbers. Each district can use their own.

Plan to get all Policies and Regs up to date

Shipman & Goodwin have streamlined the process and help districts get through it more efficiently. Attorney Zittoun stated she has done this with a lot of districts. It is not that bad, but requires some patience. Basically, less is more. Working methodically, schedule set up in a structured manner and timeframe we can follow. Make sure all mandatory policies are up to date. The mandated policies would

be addressed first and moved forward to make sure we are up to date with the present legislation. (Frequently used policies, i.e. student discipline, personnel policies and policies that get changed frequently would be reviewed first.) Thereafter, address the recommended policies and also examine policies the District feels might be needed should be reviewed.

Attorney Zittoun noted because some of our policies are so old we might risk setting up for a liability claim. We should repeal policies that are not necessary and make sure the District is aware of the current policies.

Sean King felt it might be necessary to revisit some policies with an equity lens in mind, concerning the present climate. Student discipline policy as an example. How black children are disciplined and that data and the fact that it happens is likely in part due to the way the district creates and enforces policy. Some have more impact than others. Looking through various lenses. How much conflict between legal analysis and the way we want to look with equity lens? Attorney Zittoun agreed and this needs to be taken into consideration.

Policy work over the summer

Marco wants to develop a plan for policy work to get on the right foot for September. Coming up with a proposal that we would communicate with the policy committee. Baby steps but also having a plan to be more efficient. Sean King said it would help us to get data on how much we spend on policy.

The Policy Committee agreed Marco should proceed with this.

#6162.51 – Surveys of Students (Student Privacy) This is a mandated policy, which has not been updated since 2006. Marco sent this policy to Attorney Zittoun for her review and they presented a redlined revised copy of this policy. Marco will email this proposed revised policy to the committee.

The committee agreed this policy should be renamed from Surveys of Students to Student Privacy.

It will keep its present number.

The Policy Committee requested this Policy #6162.51 be brought forward to the next Board of Education meeting for its first and final reading.

2020-2021 Meeting Schedule

Marco presented a 2020-2021 Meeting Schedule. The Committee agreed it looks okay with no times.

The next Policy meeting is scheduled for September 15, 2020 with a time of 5:30 P.M.

Meeting was adjourned at 4:56 P.M.

Respectfully submitted,
Kathy Bengtson
Administrative Assistant



SHIPMAN & GOODWIN LLPSM

COUNSELORS AT LAW

Series 5000

Instruction Surveys Of Privacy)

Students (Student

STUDENT PRIVACY

In accordance with federal law, the Board of Education adopts, in consultation with parents, the following provisions related to student privacy.

I. Definitions

- ~~A.~~ A. "*Invasive physical examination*" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
- ~~B.~~ B. "*Parent*" includes a legal guardian or other person standing in loco parentis (such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child).
- ~~C.~~ C. "*Personally identifiable information*" includes, but is not limited to, ~~the name and~~
- the student's name;
 - the name of the student's parent or other family members;
 - the address of the student, ~~student's parent,~~ or ~~other~~ student's family; ~~member, the student's~~
 - a personal identifier, such as the student's social security number or student identification number, or a list of characteristics or other information that would make the student's identity easily traceable. number, or biometric record;
 - other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person

in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or

6. information requested by a person who the educational agency or institution reasonably believes knows the identity of the student to whom the education record relates.

D. "Personal information" means individually identifiable information including—

~~(i)~~ 1. a student's or parent's first and last name;

~~(ii)~~ 2. a home or other physical address (including a street name and the name of the city or town);

~~(iii)~~ 3. a telephone number; or

~~(iv)~~ 4. a Social Security identification number.

~~E.~~ E. "Survey" includes an evaluation, but does not include a survey or evaluation administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400 et seq.).

~~H.~~ II. Student Surveys

A. Surveys Funded in Whole or in Part by the U.S. Department of Education:

The administration shall make available for inspection by parents all instructional materials, including teacher's manuals, films, tapes ~~or~~ **other supplementary material which will be used in connection with any survey, analysis, or evaluation funded in whole or in part by the U.S. Department of Education.**

~~2.~~ 2. The administration shall obtain the prior written consent of the parent or student (if the student is an adult or an emancipated minor) ~~or in the case of an unemancipated minor, the prior written consent of the parent~~, prior to requiring a student to submit to a survey, analysis, or evaluation funded in whole or part by the U.S. Department of Education that reveals information concerning any of the following topics:

~~a.~~ a. political affiliations or beliefs of the student or the student's parent;

- ~~b.~~b. mental or psychological problems of the student or the student's parent~~;~~;
- ~~e.~~c. sex behavior or attitudes~~;~~;
- ~~d.~~d. illegal, anti-social, self-incriminating, or demeaning behavior~~;~~;
- ~~e.~~e. critical appraisals of other individuals with whom respondents have close family relationships~~;~~;
- ~~f.~~f. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers~~;~~;
- ~~g.~~g. religious practices, affiliations, or beliefs of the student or of the student's parent~~;~~; or
- ~~h.~~h. income (other than that required by law to determine eligibility in a program or for receiving financial assistance under such program).

~~B.~~B. Surveys Funded by Sources Other than the U.S. Department of Education:

~~1.~~1. Third Party Surveys

- ~~a.~~a. Prior to distributing any third party survey, the administration shall give notice to parents of the district's intent to distribute a survey on behalf of a third party.
- ~~b.~~b. Upon request, the administration shall permit parents to inspect any third party survey before it is administered or distributed by a school to a student. The administration shall grant reasonable access to the survey within a reasonable period of time after a parental request is received.
- ~~e.~~c. Student responses to third party surveys that contain personally identifiable information shall be considered student records, and shall be subject to the district's Confidentiality and Access to Student Records Policy and any administrative regulations or procedures governing the confidentiality of student records.

~~2.~~2. Confidential Topic Surveys

- ~~a.~~a. The provisions of this subsection apply to any survey (sponsored by the school district or a third party) which

contains questions pertaining to one or more of the following items ("Confidential Topic Surveys"):

- ~~i)~~ i) political affiliations or beliefs of the student or the student's parent,
- ~~ii)~~ ii) mental or psychological problems of the student or the student's parent,
- ~~iii)~~ iii) sex behavior or attitudes,
- ~~iv)~~ iv) illegal, anti-social, self-incriminating, or demeaning behavior,
- ~~v)~~ v) critical appraisals of other individuals with whom respondents have close family relationships,
- ~~vi)~~ vi) legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers,
- ~~vii)~~ vii) religious practices, affiliations, or beliefs of the student or of the student's parent,
- ~~viii)~~ viii) income (other than that required by law to determine eligibility in a program or for receiving financial assistance under such program).

~~b.~~ b. At the beginning of the school year, the administration shall give direct notice to parents of affected students of the district's intent to distribute a Confidential ~~Topics~~ Topic Survey(s). Such notice shall include the specific or approximate dates during the school year of such distribution.

~~e-c.~~ e-c. Upon request, the administration shall permit parents to inspect any Confidential Topic Survey before it is administered ~~or~~ distributed or used by a school to or with a student. The administration shall grant reasonable access to the Confidential Topic Survey within a reasonable period of time after a parental request is received.

~~d.~~ d. Student responses to any Confidential Topic ~~Surveys~~ Survey that ~~contain~~ contains personally identifiable information shall be considered student records, and shall be subject to the district's Confidentiality and Access to Student Records

Policy and any administrative regulations or procedures governing the confidentiality of student records.

~~e.c.~~ Upon written request, the administration shall permit ~~parents~~ ~~(or students over the age of eighteen)~~ the parent or student (if an adult or emancipated ~~minors~~ minor) to opt out of participation in ~~the any~~ Confidential Topic ~~Surveys~~ Survey described in this ~~subsection.~~ subparagraph.

~~III.~~ III. Collection of Personal Information

- ~~A.~~ A. The provisions of this subsection apply to any instrument designed to collect personal information from a student for the purpose of marketing ~~or~~ selling or otherwise distributing such information or providing that information to others for that purpose.
- ~~B.~~ B. At the beginning of the school year, the administration shall give direct notice to parents of affected students (or to the students aged eighteen (18) or older or emancipated minors) of the district's intent to collect, disclose or use personal information collected from students ~~for the purpose of marketing, selling or otherwise distributing such information or providing that information to others for that purpose.~~ Such notice shall include the specific or approximate dates during the school year of such collection, disclosure or use of personal information.
- ~~C.~~ C. Upon written request, the administration shall permit parents to inspect an instrument designed to collect personal information of students before it is administered or distributed by a school to a student. The administration shall grant reasonable access to the instrument within a reasonable period of time after a parental request is received.
- ~~D.~~ D. Upon written request, the administration shall permit parents (or students aged eighteen (18) or older or emancipated minors) to opt out of participation in the collection, disclosure or use of personal information ~~for marketing or selling described in this subsection.~~ obtained from students for the purposes of marketing, selling or otherwise distributing the personal information to others for that purpose.
- ~~E.~~ E. The provisions regarding the collection, disclosure and/or use of personal information do not apply to personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as the following:
- ~~1.~~ 1. college or other post-secondary education recruitment, or military recruitment*;

- ~~2.2.~~ book clubs, magazines, and programs providing access to low-cost literary products;
- ~~3.3.~~ curriculum and instructional materials used by elementary schools and secondary schools;
- ~~4.4.~~ tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students ~~(or to generate other statistically useful data for the purposes of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments;~~
- ~~5.5.~~ the sale by students of products or services to raise funds for school-related or education-related activities;
- ~~6.6.~~ student recognition programs.

*Note: Notwithstanding the foregoing, the district will permit parents and students over the age of eighteen (18) or emancipated minors to prevent disclosure of secondary school students' names, addresses and telephone numbers to military recruiters and institutions of higher education, in accordance with the district's Confidentiality and Access to Student Records Policy.

IV. IV. Non-Emergency Invasive Physical Examinations and Screenings:

- ~~A.~~ ~~The notification/opt-out procedures~~ A. The provisions described in this ~~subsection~~ subparagraph shall apply to any non-emergency, invasive physical examinations/screenings conducted by the school district, when such examinations/screenings meet the following conditions:
- ~~1.1.~~ they are required as a condition of attendance;
 - ~~2.2.~~ they are administered by the school and scheduled by the school in advance;
 - ~~3.3.~~ they are not necessary to protect the immediate health and safety of the students; and
 - ~~4.4.~~ they are not required by state law.
- ~~B.~~ B. At the beginning of the school year, the administration shall give direct notice to parents ~~(or of affected~~ students aged ~~(or the affected student if~~ eighteen (18) or older or an emancipated ~~minors)~~ minor ~~of affected students~~ minor)

of the district's intent to conduct ~~the~~ non-emergency invasive physical examination(s) ~~and/or~~ screening(s) described ~~in this subsection above,~~ except for hearing, vision or scoliosis screenings. Such notice shall include the specific or approximate dates during the school year of the administration of such the non-emergency invasive physical examination(s) ~~and/or~~ screening(s).

~~C.C.~~ Upon written request, the administration shall permit parents ~~(or of affected~~ students ~~aged eighteen or older~~ or the affected students (if adults or emancipated minors) to opt out of participation in the non- emergency invasive physical examination(s)/screening(s) described in this ~~subsection.~~ subparagraph.

V. Complaint Procedure

Parents or students (if adults or emancipated minors) who believe that their rights under this policy have been violated may file a complaint with:

Family Policy Compliance Office
United States Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-8520

ADOPTED: _____
REVISED: _____

Legal References:

~~Federal Law:~~

~~Family Educational Rights and Privacy Act (FERPA), codified at 20 U.S.C. §§ ~~1232g et seq.~~~~

~~P.L. 103-227 Section 1017 (which amends Section 439 of the General Education Provisions Act) § 1232g; 34 CFR Part 99~~

~~Protection of Pupil Privacy Rights Act, as amended by the No Child Left Behind Act of 2001, Amendment, Public Law 107-110, § 1061, codified at 20 U.S.C. § 1232h.~~

~~Regulation 34 CFR Part 99~~

7/21/16

**Model Notification of Rights Under the Protection of Pupil Rights Amendment
("PPRA")**

[Note: Districts must send this notification to parents and/or eligible students annually, at the beginning of the school year, and within a reasonable period of time after any substantive change to its PPRA policies.]

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, affords parents and eligible students (i.e. students over 18 or emancipated minors) certain rights with respect to the administration of student surveys, the collection and use of personal information, and the administration of certain physical exams. These rights include:

1. the right of a parent to inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to a student;
2. the right of a parent to inspect, upon request, any survey concerning one or more of the following confidential topics:
 - a. political affiliations or beliefs of the student or the student's parent;
 - b. mental or psychological problems of the student or the student's family;
 - c. sex behavior or attitudes;
 - d. illegal, anti-social, self-incriminating, or demeaning behavior;
 - e. critical appraisals of other individuals with whom respondents have close family relationships;
 - f. legally recognized privileged relationships, such as those with lawyers, doctors, physicians, or ministers;
 - g. religious practices, affiliations, or beliefs of the student or the student's parent; or
 - h. income, other than as required by law to determine eligibility for certain programs or for receiving financial assistance under such programs;
3. the right of a parent to consent before a student is required to submit to a survey that concerns one or more of the confidential topics (see #2, above, a-h) if the survey is funded in whole or in part by a program of the U.S. Department of Education;
4. the right of a parent to inspect, upon request, any instructional material used as part of the educational curriculum. Instructional material means any instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet) but does not include academic tests or academic assessments;
5. the right of a parent to inspect, upon request, any instrument used in the collection of personal information from students gathered for the purpose of marketing, selling or otherwise providing that information to others for that purpose. Personal information means individually identifiable information including, a student or parent's first and last name, a home or other physical address; a telephone number or a social security number;

6. the right of a parent whose student(s) is scheduled to participate in the specific activities provided below to be directly notified of the specific or approximate dates of the following activities, as well as the right of a parent or eligible student to opt-out of participation in these activities:
- a. activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or selling that information (or otherwise providing that information to others for that purpose);
 - b. the administration of any survey containing confidential topics (see #2, above, a-h); or
 - c. any non-emergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school, scheduled by the school in advance, and unnecessary to protect the immediate health and safety of a student. Such examinations do not include a hearing, vision, or scoliosis screening or other examinations permitted or required by State law.

Parents and eligible students may not opt-out of activities relating to the collection, disclosure, and/or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing education products or services for, or to students or educational institutions, such as the following:

- a. college or other post-secondary education recruitment, or military recruitment;
- b. book clubs, magazines, and programs providing access to low-cost literary products;
- c. curriculum and instructional materials used by elementary and secondary schools;
- d. tests and assessments used by elementary and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students;
- e. the sale by students of products or services to raise funds for school-related or education-related activities; and
- f. student recognition programs.

To protect student privacy in compliance with the PPRA, the [name of district] school district has adopted policies regarding these rights. Parents and/or eligible students who believe their rights have been violated under the PPRA may contact:

Policy adopted:	March 25, 2003	MIDDLETOWN PUBLIC SCHOOLS
Policy readopted:	June 20, 2006	Middletown, Connecticut

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920

7/21/16

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Document 2 ID	interwovenSite://sgdms.shipman.com/SG/341279/10
Description	#341279v10<SG> - Model Policy - Students/Student Privacy (PPRA)
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Padding cell	

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