

# Board of Education Regular Meeting

Tuesday, January 10, 2023 6:30 PM

Beman Middle School, 1 Wilderman's Way, Middletown, CT 06457

<b>I. Call to Order</b>	<b>Speaker (s) :</b> Deborah Cain
<b>II. Salute to the Flag</b>	<b>Speaker (s) :</b> Deborah Cain
II.A. Moment of Silence to Honor State Representative Quentin Williams	<b>Speaker (s) :</b> Deborah Cain
<b>III. Adoption of Agenda</b>	<b>Speaker (s) :</b> Deborah Cain
<b>IV. District Highlights</b>	<b>Speaker (s) :</b> Deborah Cain
IV.A. Bielefield Blooms Project Grant from Community Foundation of Middlesex	<b>Speaker (s) :</b> Jessie Lavorgna
IV.B. Schools of Distinction: Farm Hill and Snow	<b>Speaker (s) :</b> Jessie Lavorgna
IV.C. Macdonough named Winner in the Stock Market Game	<b>Speaker (s) :</b> Jessie Lavorgna
IV.D. Junior DEI Change Agents at Beman	<b>Speaker (s) :</b> Jessie Lavorgna
IV.E. Innovation Center Video	<b>Speaker (s) :</b> Jessie Lavorgna
IV.F. Chavez Terry Sears Recognized as a Community Hero	<b>Speaker (s) :</b> Jessie Lavorgna
<b>V. Public Session</b>	<b>Speaker (s) :</b> Deborah Cain
<b>VI. Communications</b>	<b>Speaker (s) :</b> Deborah Cain
VI.A. Report of Student Representative	<b>Speaker (s) :</b> Pilar Brooks
<b>VII. Consent Agenda</b>	<b>Speaker (s) :</b> Deborah Cain
VII.A. Minutes of December 13, 2022 BOE Regular Meeting	<b>Speaker (s) :</b> Deborah Cain
VII.B. Out of State Field Trip Blue Tube	<b>Speaker (s) :</b> Lauren Pszczolkowski
VII.C. 2022 End of Year Sports Report	<b>Speaker (s) :</b> Elisha DeJesus
<b>VIII. Department Reports</b>	<b>Speaker (s) :</b> Deborah Cain
VIII.A. Financial Report	<b>Speaker (s) :</b> Cassie Steinhilber
VIII.A.1. Action on Line Item Transfer Report	<b>Speaker (s) :</b> Cassie Steinhilber
VIII.B. Facilities Department	<b>Speaker (s) :</b> Kevin Dion
VIII.C. Personnel Report	<b>Speaker (s) :</b> Jennifer Cannata
VIII.D. Transportation Report	<b>Speaker (s) :</b> Mark Langton
<b>IX. Superintendent's Report</b>	<b>Speaker (s) :</b> Dr. Vazquez Matos
IX.A. State Accountability Report	<b>Speaker (s) :</b> Dr. Vazquez Matos

IX.B.	Overview of the Coaching Model	<b>Speaker (s) :</b> Dr. Vazquez Matos
X.	<b>Committees</b>	<b>Speaker (s) :</b> Deborah Cain
X.A.	Budget Committee	<b>Speaker (s) :</b> Charles Wiltsie
X.B.	Curriculum Committee	<b>Speaker (s) :</b> Debra Guss
X.C.	Facilities Committee	<b>Speaker (s) :</b> Deborah Cain
X.D.	Policy Committee	<b>Speaker (s) :</b> Justin Taylor
XI.	<b>Action Items</b>	<b>Speaker (s) :</b> Deborah Cain
XI.A.	Approval of Science Fiction Course	<b>Speaker (s) :</b> Meg Hanly
XI.B.	Oil Tank Replacement Moody	<b>Speaker (s) :</b> Kevin Dion
XI.C.	Oil Tank Replacement Macdonough	<b>Speaker (s) :</b> Kevin Dion
XI.D.	Policy #4115.6 - Adopt - Emergency Action Plan For Interscholastic And Intramural Athletic Events	<b>Speaker (s) :</b> Dr. Vazquez Matos
XI.E.	Policy #4115.7 - Adopt - Exertional Heat Illness Awareness For Intramural And Interscholastic Athletics	<b>Speaker (s) :</b> Justin Taylor
XI.F.	Policy #5141.25 - Revise - Food Allergy/Asthma/Diabetes Management Plan	<b>Speaker (s) :</b> Justin Taylor
XII.	<b>Future Agenda Items</b>	<b>Speaker (s) :</b> Deborah Cain
XIII.	<b>Adjournment</b>	<b>Speaker (s) :</b> Deborah Cain

## **Board of Education Regular Meeting**

December 13, 2022 6:30 PM

Beman Middle School Auditorium

<https://www.youtube.com/c/MiddletownStream>

DRAFT

**Board Members Present:** Deborah Cain, Anita Dempsey White, Debra Guss, Emily Jackson, Delita Rose Daniels, Justin Taylor and Charles Wiltsie

**Others Present:** Superintendent Dr. Alberto Vázquez Matos, Assistant Superintendent Jennifer Cannata, Chief of Academics Stacey McCann, Director of Information Technology Michael Skott, Director of Facilities Kevin Dion, Diversity, Equity and Inclusion Director Dr. Jada Waters, Director of Pupil Services and Special Education Vacianna Spaulding, Director of Innovation & Grants Natalie Forbes, Manager of Transportation Mark Langton, Lead Budget Analyst Cassie Steinhilber, Student Representative Pilar Brooks Assistant to the Superintendent and Board of Education Joyce Carey and 29 visitors.

### **I. CALL TO ORDER**

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

### **II. SALUTE TO THE FLAG**

Mr. Charles Wiltsie led the Pledge of Allegiance.

### **III. ADOPTION OF AGENDA**

**MOTION:** A motion to adopt the agenda was made by Ms. Dempsey White and a second by Ms. Jackson—unanimous vote.

### **IV. DISTRICT HIGHLIGHTS**

#### **A. HBCU College Fair Visit**

Dr. Vázquez Matos invited our Director of Diversity, Equity, and Inclusion, Dr. Jada Waters, and our Chief Academic Officer, Stacey McCann, to the podium. In November, Dr. Waters and Chief McCann organized a student trip to Foxwoods, where a college fair that featured Historically Black Colleges and Universities (HBCUs) was hosted. Dr. Waters and Chief McCann shared that 50 students were able to attend. Students provided positive feedback on the opportunity.

#### **B. 5<sup>th</sup> Grader & Girl Scout at Moody Earns Merit Badge for Space Exploration**

Madeleine Corbin, a 5th Grader at Moody and a junior girl scout, entered an essay writing contest for NASA. She was 1 out of 4 winners in Connecticut and 1 out of 90 winners in the country. As a result, Madeleine was awarded a space science merit badge. Her badge was onboard the Artemis 1 rocket ship that launched in mid-November. Ms. Byrne introduced Madeleine and Madeleine shared a slideshow and her essay.

C. Corsi-Rosenthal Air Filter Student-led Project with UCONN at Macdonough

Macdonough Students Charley Farrell, Eniola Shokunbi, and Johnathan Greenberg, along with Macdonough teacher John Ferrero introduced the project. Charley shared how the project began. Eniola shared the letter she wrote to UCONN professor Ms. Creed. Jonathan shared the positive response to the letter. Charley, Eniola and Jonathan shared how they collected and recorded data.

D. Blues and Beyond: Music & Social Studies

Dr. Vázquez Matos shared a pre-recorded slideshow of this highlight provided by MHS teacher Daniel Lowry, and Social Studies Department Head, Liz Mancini. The project combined music and social studies interests.

**V. PUBLIC SESSION**

Chair Cain explained the rules of Public Session.

There were no comments.

**VI. COMMUNICATIONS**

A. Report of Student Representative

Ms. Pilar Brooks shared that MHS DECA students hosted a holiday party and PRIDE rooms have started decorating for the annual Door Decorating Contest. Staff members have begun a Staff Shout Out Board which gives students an opportunity to give positive feedback for staff members. The National Honor Society is hosting a toy drive for the holiday season. Spirit week is 12/19. She shared her positive feedback on the Blues and Beyond program. Robotics participated in the State Qualifier. Acceptance letters from colleges and universities are coming in for seniors. Winter sports games are quickly approaching. Tickets and the schedule are available on the athletic website.

**VII. CONSENT AGENDA**

VII.A. Minutes of November 8, 2022 BOE Regular Meeting

VII.B. Grants Status Report

VII.C. Out of State Field Trip GIFTS to NYC

VII.D. Out of State Field Trip Dance Team to Regional Competition

VII.E. Out of State Field Trip Ultimate Frisbee to Regional Tournament

VII.F. Policy #0301 - Adopt - Middletown Public Schools District Board of Education Equity Policy

VII.G. Policy #3250 - Revise -Materials/Services Fees, Fines, Charges

VII.H. Policy #5141.31 - Revise - Health Examination for Interscholastic Athletic Participation

VII.I. Policy #5141.5 - Revise - Suicide Prevention/Intervention

VII.J. Policy #6161.2 - Delete - Care of Instructional Materials

Chair Cain requested to pull Item VII. B. Grants Report.

**MOTION:** A motion to accept the Consent Agenda Items A and C-J was made by Ms. Rose Daniels and a second by Ms. Dempsey White - unanimous vote.

Chair Cain asked for an overview of the Grants Report from Ms. Forbes. Ms. Forbes reviewed the report.

**MOTION:** A motion to accept the Consent Agenda Item B was made by Chair Cain and a second by Mr. Wiltsie - unanimous vote.

## **VII. DEPARTMENT REPORTS**

### **A. Financial Report**

Ms. Steinhilber reviewed the financial report. She reviewed the overages and shortages and also the many variables that affect items such as FICA. Magnet School tuition has dropped leaving an overage on that line.

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

Ms. Steinhilber shared the line item transfers. Theater repairs, science instructional supplies and athletics were all transfers. Chair Cain asked if sports transportation was included in the Dattco contract. Mr. Langton was able to respond and he will follow up with further information.

**MOTION:** Motion to accept Action on Line Item Transfer was made by Chair Cain and a second by Ms. Rose Daniels- unanimous vote.

### **B. Facilities Department**

Mr. Dion shared the 5 year capital plan will be brought to the Facilities Committee in January. The drainage issue for the multi use field at Beman has been addressed. The Snow and Farm Hill Roof Committee has a meeting this week.

### **C. Personnel Report**

Ms. Cannata shared recruitment is ongoing. The highest need is classified Special Education positions. MPS is in the preliminary stages of working with International Alliance Group (IAG). Ms. Cannata explained how the program would work to recruit International candidates to fill open positions. Ms. Guss shared her own personal positive experience with International schooling. Ms. Rose Daniels asked for the schools with the greatest needs.

### **D. Transportation Report**

Mr. Langton reviewed his report. In November there were 3 occasions that Dattco could not provide enough drivers for all routes. A meeting was held with District Leaders and Dattco and a successful plan has been put into place. Routes were redeveloped and a vehicle added to assist with preschool routes. Mr. Langton has met with other districts to share positive and creative solutions for the driver shortage.

## **IX. SUPERINTENDENT'S REPORT**

### **A. District Safety Plan and Protocols**

Mr. Dion and Ms. Cannata shared a presentation regarding Safety and Security throughout the District. Cameras and footage retention, access control systems, lock sets and key access, security staff and SRO's, and additional preparedness were all discussed. The district practices safety drills, working closely with the Police and Fire Departments. The Security and Safety Committee and the Safe School Climate Committee meet regularly to review and improve practices. The district also has an All-Hazards Plan that is updated every year.

### **B. Cybersecurity**

Dr. Vázquez Matos shared the importance of Cybersecurity to the District. Mr. Skott reviewed a past incident with Cybersecurity and the improvements the District has put in place. He reviewed phishing schemes and prevention and training for staff. He shared many security updates the district has completed and implemented.

### **C. Kindergarten Enrollment**

Dr. Vázquez Matos shared an overview of the Kindergarten Enrollment throughout the district. From September 2021-December 2022 there has been a 20.8% increase in Kindergarten enrollment. There has been growth in some schools while others have been flat or decreased. Ms. Rose Daniels asked for a breakdown on the number of Kindergarten classrooms in each school. Dr. Vazquez Matos shared that an enrollment study will happen and resources will be budgeted for in the upcoming budget. That information will be shared with the Board.

## **X. COMMITTEES**

### **A. Budget Committee**

Mr. Wiltsie shared the minutes from the last Budget Committee meeting. Food Services, Transportation and Line Item Transfers were discussed.

### **B. Curriculum Committee**

Ms. Guss shared that the committee met on December 9. There are 3 new course curriculum additions. If You Love It, Teach It, Introduction to Human Rights and Genetics were all discussed. There were no questions.

### **C. Facilities Committee**

Chair Cain shared that the Farm Hill and Snow School Roof Building Committee will be discussing the track and field project. HVAC and sprinkler system inspections are ongoing. Chair and bleacher repairs and replacements at Beman discussions are ongoing. The oil tank removal project is on this agenda to authorize the Superintendent to withdraw the current project.

Chair Cain called a brief recess. Meeting was called back to order at 8:48.

### **D. Policy Committee**

There was no report. The Policy Committee did not meet.

## XI. ACTION ITEMS

### A. Approval of 2023 Board of Education Meeting Schedule

There were no questions or concerns regarding the new Meeting Schedule

**MOTION:** A motion to accept the 2023 Board of Education Meeting Schedule was made by Ms. Dempsey White and a second by Ms. Rose Daniels - unanimous vote.

### B. Proposed Curricula Course Offerings for the Fall of 2023 (MHS)

#### B.1. Introduction to Human Rights

This course supports Civil Engagement. It will be offered to Juniors at Middletown High School

**MOTION:** A motion to accept Introduction to Human Rights was made by Chair Cain and a second by Ms. Dempsey White - unanimous vote.

#### B.2. If You Love It, Teach It

This will prepare students for a teaching career. It will focus on child development. Students can earn dual credits with UCONN.

**MOTION:** A motion to accept If You Love It, Teach It was made by Chair Cain and a second by Ms. Guss - unanimous vote.

#### B.3. Genetics

This course will allow students to further their genetics pathway as an elective for 10, 11 and 12th grades.

**MOTION:** A motion to accept Genetics was made by Chair Cain and a second by Ms. Rose Daniels - unanimous vote.

### C. Macdonough Elementary School Project #083-0121 CV/OT Moody Elementary School Project #083-0120 CV/OT

Chair Cain discussed this item during the Facilities Committee report. There were no further questions.

**MOTION:** A motion to authorize Superintendent Dr. Vázquez Matos to create and send a letter to inform the State of Connecticut Office of School Construction and Grants (OSCGR) that, due to unforeseen industry cost increases and supply delays, we will not be proceeding with the existing State oil tank removal grants for Macdonough Elementary School (State Project # 083-0121 CV/OT ) and Moody Elementary School (State Project # 083-0120 CV/OT) and will be reapplying with new grant applications at a later date with updated costs and project timelines was made by Chair Cain and a second by Ms. Dempsey White - unanimous vote.

## **XII. FUTURE AGENDA ITEMS**

### New Items:

Ms. Rose Daniels would like to have an update on the Latino and African American course.

## **XIII. PROPOSED FOR EXECUTIVE SESSION**

**MOTION:** A motion to enter Executive Session to discuss pending litigation (Macri v. City of Middletown Board of Education, Docket No. 3:22-cv-00754 (SVN)) and Discussion Concerning Employment of Central Office Administrators and invite Dr. Alberto Vázquez Matos and was made by Chair Cain and a second by Mr. Taylor - unanimous vote.

8:59 PM

- A. Executive Session – pending litigation (Macri v. City of Middletown Board of Education, Docket No. 3:22-cv-00754 (SVN))
- B. Discussion Concerning Employment of Central Office Administrators

Return to order at 9:57PM

## **XIV. ADJOURNMENT**

**MOTION:** Move to adjourn at 9:57PM passed with a motion by Chair Cain and a second by Ms. Rose Daniels – unanimous vote.

Respectfully Submitted,

---

Anita Dempsey-White  
Secretary

ADW/jc

**Instruction**  
**Field Trips and Community Service**

**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**

Date of Request: 01/5/23

Name of Club or Activity: **BlueTube**

Trip To: **Long Beach California**

Purpose: **Student Television Network Convention**

Number of Students Participating: **approx 12**

Number of students eligible to go on the field trip: **All Morning News and Advanced Video Students**

Dates of Trip: From: **3/10/23**

To: **3/17/23**

# of school days missed: **5**

Names of Teachers and Chaperones:

1. Lauren Pszczolkowski	3.
2. TBD	4.

Number of Non-Chaperone Adults going on trip:

Transportation: Bus    Van: **X**    Train    Plane: **X**    Car: **X**    Other

Are fund-raising activities planned: **Yes** If so, describe: **A variety of fundraising has been planned throughout the year**

Amount of money raised through fundraisers: **TBD**

Lodging: **X**    Hotel/Motel    Camp    Private Home

Insurance Arrangements for Staff and Students:

Cost per Student: **\$1,800**    Cost per Teacher and/or Chaperone: **\$1,800**

Cost per Nurse: \$ *(if necessary)*    Cost per Paraprofessional: \$ *(if necessary)*

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

- a. **Expedia**
- b. **AAA**
- c. **Travelocity**
- d. Other \_\_\_\_\_

Name of teacher making request: Lauren Pszczolkowski \_\_\_\_\_

Approved by Department Head at secondary level: Elisha De Jesus \_\_\_\_\_

Approved by Principal: Dr. Dawn Brooks \_\_\_\_\_

Authorized by Associate Superintendent: \_\_\_\_\_

Superintendent Approval: [Signature] \_\_\_\_\_

Date: 1/5/2023

**Middletown High School  
BlueTube Television Club  
Field Trip Request**

Middletown High School's BlueTube Television would like to attend the Student Television Network's 2023 Convention in Long Beach California.

The convention dates are March ~~15-21~~<sup>10-17</sup> 2023. For five days the students will work with and attend seminars and exhibits with professionals from the television and film industry, participate in contests and have the opportunity to meet peers from across the country. Exhibitors include various colleges and universities, equipment professionals as well as professionals from the film and TV industry.

In the past 10 years BlueTube has been extremely successful at the STN convention, we placed 3<sup>rd</sup> in the Sweet 16 Film Competition and placing First in the Hurley Surf Commercial Contest as well as an honorable mention in the Sitcom contest. Most importantly, students bring back an invaluable learning experience and a real world experience.

BlueTube is affiliated with the Student Television Network, which provides educational components of broadcast journalism, video production, filmmaking and media convergence. This organization works with students, teachers and professionals in the industry on both the middle school and high school level. Through this organization students are given varied opportunities for training, interaction, competition and critiques from qualified experts.

Students have been selected through a selection process, which included academic achievement, grade level, and participation in Advanced TV/Video Class, Morning News and Club.

One of BlueTube's main focus is fundraising, so all students have the same opportunity to attend the trip if they wish. The students work very hard on fundraising and have several fundraisers planned such as selling daily morning news "shout-outs", commercial spots to local businesses, BlueTube mugs, student designed BlueTube t-shirts, pasta, car washes, restaurant nights, kettle korn sales, candle sales and so on.

Students are also invited to apply for a scholarship through STN and 3 past students from MHS have received this scholarship! The price per student is estimated to be about \$1,800.00 minus fundraising that includes Flight, Shuttle Service, Hotel, Contest Registration and Participation.

The students left in the classroom will continue to work on their regularly scheduled class work, and will not be hindered by the lack of Ms. Pszczolkowski's presence. All class periods will continue their education in the television/film field.

Lauren Pszczolkowski  
[Pszczolkowskil@mpsct.org](mailto:Pszczolkowskil@mpsct.org)

860-334-4478

## **Fall Athletics End of the Season Report 2022**

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

The report shows that participation in sports was similar to last Fall season.

From an operating perspective, expenses increased in salaries due to the new MFT contract and new added positions within the contract.

I am happy to report we had 70(%) of varsity student-athletes receive All-Academic recognition (which is a GPA of 87.5 or higher during the 1<sup>st</sup> marking period). Our two scholar athletes for the fall season were Junior Boys Soccer student-athlete, Gianluca Latina with a 97 GPA and Junior Girls Cross Country student-athlete, Elise Kennedy with a 99 GPA.

Thank you!

## **High School Sports Narratives**

### **Football Coach, Josh Rosek:**

The 2002 Football season highlighted not only the success on the field but most importantly the success off the field. The final record was 6 wins and 4 losses. On the field the player fought hard and played with great sportsmanship. We had 6 players named to the All CCC Conference. We finished 10th in the Class L Division in the state. Off the field is where we made tremendous gains. We hit our GPA goal of 85%. All student athletes were determined to reach this goal and it showed in the first quarter grades. Also the student athletes benefited from our character based program Coaching to Change Lives. Both on and off the field this year the student athletes in the program grew as individuals and as a team. Very proud of them.

### **Girls Soccer Coach, Rachel Lemke:**

The MHS Girls Soccer team finished 6-8-2 overall. The team overall developed and improved throughout the season. The Girls soccer team also had three all conference players and 17 players made the all academic team.

### **Boys Soccer Team, Coach Sal Emanuele:**

The MHS Boys Soccer Team won the CCC South Championship, were CCC Tournament Runners Up, and advanced to the Class L State Semifinals. They finished the season with an overall record of 15 wins, 5 losses, and 2 ties. The team also had five student athletes named All Conference, two All State, two Senior Bowl selections with one receiving Senior Bowl MVP honors, and a number of student athletes that made CCC All Academic. Our coaches were named CCC South Head Coach and Assistant Coach of the Year.

### **Fall Cheer Club Coach, Lindsay Hansen:**

The Fall Cheer team had a wonderful season on the sidelines for all Football games. We made sure to support our boys and girls soccer programs as well during their senior night games.

### **Girls Swim & Dive Coach, Trevor Charles**

The Girls Swim team had a very successful fall season, pulling off an upset victory to secure the CCC South conference title. Eight performers moved on to the state tournament, six of which were all conference performers. Layla Soelberg broke the six dive record, and the 11 dive record, also qualifying for an all American application. The team finished with a record of eight and four.

Girls Cross Country Coach, Jennifer Price:

The girls Cross Country team had a successful season this fall. They finished with a 10-4 record and had two athletes named to the CCC All Conference team - Elise Kennedy and Ashley Clow. The team also finished in top 10 in the Class L Championship meet at the end of the season.

Boys Cross Country Coach, Robert Weston:

Most of the Boys XC team this year were freshman, sophomores or newcomers, so growing pains were expected as they learned the ropes. That didn't stop them from putting in some really hard work all season. Although distance running isn't easy and definitely painful, everyone got through the long runs, workouts, and tough races even though it was new to many. From the first day to the last I saw a massive improvement from the team. It started in practice and translated nicely to our competitions where our times got quicker and quicker each meet. We did improve on our record from last year and finished 6th in the conference. Our very young team went to some big meets and competed with the best all year. They grew, they learned, the two seniors and one junior we had were great leaders and I'm sure the team has a bright future ahead.

Girls Volleyball Coach, Kelvin Jones:

The MHS Volleyball team finished the 2022 season with a 7-10 record. We more than doubled our wins and we advanced to the CIAC state tournament Class LL. The program faced many obstacles but we persevered through it all. With the loss of several student athletes at the varsity level, we the coaches look forward to the development of our younger players from our JV and Freshman teams

Fall Dance Club Coach Marisa Bishop & Bri Albanese:

The Dance Team successfully competed in 4 band competitions and danced at 4 football games. We participated at UDA camp as well as marched at the Holiday on Main parade.

Fall Crew Club Coach Scot Peaslee & Melina Metaxas

This fall, we traveled to Hartford, CT, Saratoga, NY, Worcester, MA, and Boston, MA to compete both regionally & internationally in head races. Fall crew is a distance sport, where athletes race rivers & long lakes up to 5 kilometers. We raced doubles (2 person sculls), 4s (4 person sweeps), and 8s (8 person sweeps). Our boys double came in 13th in the under 17 class at the Head of the Charles, a true accomplishment, considering MHS had not rowed doubles for the last several years. The girls rowed their first doubles race at the Head of the Fish in Saratoga & beat a few boats, which is also an accomplishment, considering that was their only race of the season in the double. MHS is expanding the classes and boats we race as we enter the Spring 2023 sprint season.

### Unified Soccer: Cindy Culp

During our Unified soccer season, Both the student athletes and team partners have grown in many ways. We only had 5 students on our team, and we made the best of it. Our student partners helped our student athletes overcome fear of playing in front of others, lended a shoulder to cry on, and laugh throughout the season. Our student athletes have become more confident in themselves and their abilities in sports. Keeping a consistent practice schedule helped teach all our teammates to become more successful in time management, and school scheduling management. We were able to have 3 tournaments which helped our student athletes become more comfortable with meeting new people and learning good sportsmanship.

## **Beman Middle School Sports Narratives**

### MS Boys Soccer: Alex Ayer

The Beman Boys Soccer Team finished their season with a 7-1-2 record.

The team had a good season overall on the field, and players grew in their cohesion, ability to accept accountability, and better understood what it means to be student-athletes.

### MS Girls Soccer: Shawn Murdock

The Beman Girls Soccer team had an excellent season finishing with a record of 6 wins and 2 losses. Although we lost a lot of talented players from the previous season, this year's team gelled well to build on last year's success. Captains Maya Martin, Mia Morello, and Brookelyn Grant led a team of players with various playing experience levels while building a culture of sportsmanship and individual growth.

### MS Boys/Girls Cross Country: S. McKeever/ T. Quinn

Both boys and girls cross country teams had a wonderful season with a total of 31 participants.

## FALL 2022 OVERALL TEAM RECORDS

<u>MHS</u>	<u>Wins</u>	<u>Losses</u>	<u>Ties</u>
Volleyball	7	11	
Girls Soccer	4	10	2
Boys Soccer	15	5	2
Girls Swimming	6	5	
Football	6	4	
Girls Cross Country	10	4	
Boys Cross Country	3	11	
Unified Soccer	n/a		

<u>Beman</u>			
Boys Soccer	7	1	2
Girls Soccer	6	2	
Boys Cross Country	3	5	
Girls Cross Country	0	8	

## Academic Review---2022 Fall 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, final grades from the previous school year 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:

	<b>Number Of Student Athletes Subject To Academic Review</b>	<b>Number Of Student Athletes Meeting MHS Criteria For Continuing Participation</b>	<b>Number Of Student Athletes Who Failed To Meet MHS Criteria For Continuing Participation</b>
<b>Boys XC</b>	0	0	0
<b>Girls XC</b>	1	1	0
<b>Football</b>	13	13	0
<b>Boys Soccer</b>	1	1	0
<b>Girls Soccer</b>	0	0	0
<b>Girls Swim</b>	0	0	0
<b>Volleyball</b>	0	0	0
<b>Cheerleading</b>	2	2	0
<b>Dance</b>	0	0	0
<b>Crew</b>	1	0	0
<b>Unified</b>	1	0	0
<b>Total</b>	19	19	0

The Academic Review process is designed to support students and encourage them to strive for academic success. Often, a student's desire to play a sport or engage in extracurricular activities will spark the effort and focus necessary for improvement in the classroom. Athletics are a valuable part of the high school experience; Middletown Public Schools is committed to using sports as partners in the educational process.

MHS 2022 FALL ATHLETICS  
PARTICIPATION

SPORT	MIDDLE SCHOOL								HIGH SCHOOL								GRAND TOTAL			
	SIXTH		SEVENTH		EIGHTH		TOTALS		NINTH		TENTH		ELEVENTH		TWELFTH				TOTALS	
	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022
Boys X-Country	12	3	8	10	7	6	27	19	5	5	2	7	5	1	5	3	17	16	44	35
Girls X-Country	4	4	5	3	12	5	21	12	6	2	5	4	5	4	6	6	22	16	43	28
Football	0	0	0	0	0	0	0	0	19	29	7	14	21	15	18	16	65	74	65	74
Boys Soccer	5	2	8	7	10	15	23	24	14	15	9	10	9	8	6	7	38	40	62	64
Girls Soccer	2	6	13	5	8	18	23	29	9	5	5	7	7	5	10	10	31	27	52	56
Girls Swimming	0	0	0	0	0	0	0	0	2	5	3	2	7	3	5	10	17	20	17	20
Volleyball	0	0	0	0	0	0	0	0	18	17	8	12	16	4	2	7	44	40	44	40
Unified Sports	0	0	0	0	0	0	0	0	3	1	1	3	0	1	5	0	9	5	9	5
<b>TOTALS</b>	<b>23</b>	<b>15</b>	<b>34</b>	<b>25</b>	<b>37</b>	<b>44</b>	<b>94</b>	<b>84</b>	<b>76</b>	<b>79</b>	<b>40</b>	<b>59</b>	<b>70</b>	<b>41</b>	<b>57</b>	<b>59</b>	<b>243</b>	<b>238</b>	<b>337</b>	<b>322</b>

**2022 FALL ATHLETICS EXPENSES**

SPORT	*OPERATING EXPENSES		GENERATED INCOME		Number of Coaches		Total Salaries	
	2021	2022	2021	2022	2021	2022	2021	2022
Football	\$15,234	\$27,249	\$11,870	\$7,661	7	7	\$36,879	\$46,879
Boys Soccer	\$5,446	\$ 6,973	\$861	\$1,325	2	3	\$8,751	\$16,767
MS Boys Soccer	\$ 800	\$ 3,634	\$0	\$0	1	1	\$3,227	\$ 3,759
Girls Soccer	\$4,731	\$ 4,078	\$476	\$894	2	3	\$8,751	\$16,767
MS Girls Soccer	\$ 992	\$ 4,048	\$0	\$0	1	1	\$3,227	\$ 3,759
Volleyball	\$4,953	\$ 4,785	\$1,614	\$1,498	3	3	\$12,367	\$16,767
Girls Swimming	\$4,375	\$ 3,461	\$0	\$0	2	3	\$12,080	\$21,923
Boys X-Country	\$ 378	\$ 508	\$0	\$0	1	1	\$ 4,989	\$ 6,239
MS X-Country(B/G)	\$ 289	\$ 345	\$0	\$0	2	3	\$ 6,454	\$ 9,018
Girls X-Country	\$ 356	\$ 508	\$0	\$0	1	1	\$ 4,989	\$ 6,239
Cheerleading	\$0	\$0	\$0	\$0	1	2	\$ 5,135	\$11,951
Unified Sports	\$0	\$0	\$0	\$0	1	1	\$ 1,050	\$ 1,500
Strength/Conditioning					0	1	\$0	\$ 6,239
Athletic Training	\$0	\$0	\$0	\$0	1	0	\$0	\$0
***Miscellaneous	\$14,284	\$ 17,382	\$0	\$0				
Transportation	\$26,542	\$ 45,042	\$0	\$0				
<b>TOTALS</b>	<b>\$78,362</b>	<b>\$117,742</b>	<b>\$14,821</b>	<b>\$11,378</b>	<b>25</b>	<b>30</b>	<b>\$107,899</b>	<b>\$167,807</b>

\*Operating Expenses- Includes officials, uniforms, equipment, supplies and game personnel.

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

## Fall 2022 Active - MHS Activity/Club Advisors

Patricia Ehnott	10th Grade Advisor
Beth Shapiro	9th Grade Advisor
David Reynolds	DECA
Vivian Sheer	Asst. DECA
Jillian Kellogg	Drama Coach/Musical 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	Gender, Sexuality Alliance
Mary Ellen Molski	National Honor Society
Jennifer Price	Junior Class Advisor
Kate Bysiewicz	Asst. Junior Class Advisor
Nicole Charles	Key Club Advisor
Alexander Ayer	Pride Crew
Abbey Barrows	Majorette, Flag Corps, Color Guard
Andrew Newman	Drumline Instructor
Open	Student Council
Open	Math Team Advisor
Robert Downer	Pre-Med Advisor
Stephanie Zak	Tri-M Music Honor Society
Krista Biancini	Minority Student Coalition
Stephanie Russell	Sharing
Dan Lowry	Model UN/Debate Club
Sam Faulkenberry	Robotics Advisor
Open	Newspaper Advisor
Jennifer Price	Yearbook Advisor
Lauren Pszczolkowski	Asst. Yearbook Advisor
Lauren Pszczolkowski	Senior Class Advisor

Beth Shapiro	Asst. Senior Class Advisor
Jeff Mickiewicz	Environmental Club
Mary Ellen Molski	Dragon Watch
Open	Art Show Organizer
Pam Hinkle	Judo Club

Non-Stipend Activity/Clubs

Stephanie Russell 2021	Drone Club
Cherylynn White 2009	GIFTS
David Frankel 2009	And Sometimes Y – Creative Arts Magazine
Cassandra Lombardo 2022	Book Club

Middle School Activities/Clubs

John Geary	Student Council	Beman
Jill Brady	Assistant Student Council	Beman
John Geary	Pride Patrol	Beman
TBA	Yearbook	Beman
TBA	Assistant Yearbook	Beman
Stephanie Zak	Musical Coach	Beman
Kaylin Spaulding	Majorette, Flag Corp	Beman
Kaylin Spaulding	Drama Coach	Beman
Kelly Formhals	National Junior Honor Society	Beman

## MHS FALL COACHES - 2022

<u>School Sport</u>	<u>Position</u>	<u>Coach</u>
<b>MHS Boys' X-Country</b>	<b>Head Coach</b>	<b>Rob Weston</b>
<b>MHS Girls' X-Country</b>	<b>Head Coach</b>	<b>Jenn Price</b>
<b>MHS Football</b>	<b>Head Coach</b>	<b>Josh Rosek</b>
MHS Football	Assistant Coach	Jason Coleman
MHS Football	Assistant Coach	Andy Mulh
MHS Football	Assistant Coach	Derek Getek
MHS Football	Assistant Coach	Kelly Ellis
MHS Football	Assistant Coach	Robert Sanchez
MHS Football	Assistant Coach	Greg Frost
<b>MHS Boys' Soccer</b>	<b>Head Coach</b>	<b>Sal Emanuele</b>
MHS Boys' Soccer	Assistant Coach	Anthony Pizzuto
MHS Boys' Soccer	Assistant Coach	Geoffrey Zimmitti
<b>MHS Girls' Soccer</b>	<b>Head Coach</b>	<b>Rachel Lemke</b>
MHS Girls' Soccer	Assistant Coach	Meaghan Constant
MHS Girls' Soccer	Assistant Coach	Alex Giardina
<b>MHS Girls' Swim</b>	<b>Head Coach</b>	<b>Trevor Charles</b>
MHS Girls' Swim	Assistant Coach	Taylor Garboski
MHS Girls' Swim	Diving Coach	Dan Kinney
<b>MHS Volleyball</b>	<b>Head Coach</b>	<b>Kelvin Jones</b>
MHS Volleyball	Assistant Coach	Paul Oliva
MHS Volleyball	Assistant Coach	Briana DiMartino
<b>MHS Cheerleading</b>	<b>Head Coach</b>	<b>Lindsay Hansen</b>
MHS Cheerleading	Assistant Coach	Sharon Riley
<b>MHS Unified Sports</b>	<b>Head Coach</b>	<b>Cindy Culp</b>

### Beman Fall Coaches

Beman Boys' Soccer	Coach	Alex Ayer
Beman Girls' Soccer	Coach	Shawn Murdock
Beman Boys C. Country	Coach	Steve McKeever
Beman Girls C. Country	Coach	Tracy Quinn
Beman Asst. Girls XC	Coach	Karen Agogliati



MIDDLETOWN BOARD OF EDUCATION  
FINANCIAL STATEMENT

JANUARY 2023

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
<b>CERTIFIED SALARIES</b>								
51109 CERTIFIED*CURR WRITING	58,034.69	117,880.00	-	-	33,153.49	84,726.51	55,000.00	62,880.00
51110 CERTIFIED*REGULAR	33,596,801.00	36,074,709.00	40,625.00	-	13,814,390.05	22,300,943.95	300,000.00	35,815,334.00
51111 KNOWN ATTRITION	-	(184,000.00)	-	-	-	(184,000.00)	-	(184,000.00)
51112 UNKNOWN ATTRITION	-	(725,579.00)	-	-	-	(725,579.00)	-	(725,579.00)
51115 CERTIFIED*OTHER ADDL/STIPEND	-	5,400.00	-	-	-	5,400.00	-	5,400.00
51309 SALARIES: INTERVENTIONISTS	262,000.99	415,053.00	-	-	139,896.75	275,156.25	50,000.00	365,053.00
51310 SALARIES: SUBS-DAILY*REG	194,787.42	100,000.00	-	-	25,655.00	74,345.00	10,000.00	90,000.00
51315 SALARIES: SUBS-LONGTERM*REG	171,536.40	200,000.00	-	-	67,002.81	132,997.19	35,000.00	165,000.00
51316 SALARIES: SUBS-BLDG*REG	261,740.00	175,520.00	-	-	28,537.50	146,982.50	100,000.00	75,520.00
51410 SALARIES: ADMINISTRATOR*REG	4,997,818.27	5,312,225.00	-	-	2,687,151.40	2,625,073.60	-	5,312,225.00
51501 LONGEVITY: CERTIFIED	457,200.00	462,600.00	-	-	232,100.00	230,500.00	-	462,600.00
51510 ADDL COMPENSATION PAID TO TEACHERS	12,000.00	12,000.00	-	-	124.00	11,876.00	-	12,000.00
51550 EARLY RETIREMENT INCENTIVE	-	2.00	-	-	-	2.00	-	2.00
51716 SALARIES: MENTOR	9,042.00	18,130.00	-	-	4,521.00	13,609.00	5,000.00	13,130.00
51718 SALARIES: TUTOR	100,506.62	49,800.00	-	-	52,904.77	(3,104.77)	(79,000.00)	128,800.00
51721 SALARIES: STIPENDS-NON TRB	434,529.13	722,674.00	(4,500.00)	-	187,718.70	530,455.30	50,000.00	668,174.00
51722 SALARIES: MSEL/MENTOR	37,840.00	-	-	-	-	-	-	-
51900 OTHER SALARIES	141,318.88	145,000.00	-	-	70,000.00	75,000.00	15,000.00	130,000.00
51901 NON-CONTRACTED CERTIFIED	81,420.33	56,344.00	-	-	22,017.50	34,326.50	-	56,344.00
51921 SALARIES: CLASS COVERAGE	204,324.21	45,000.00	-	-	64,417.22	(19,417.22)	(110,000.00)	155,000.00
51990 SALARIES: OTHER	452.72	-	-	-	-	-	-	-
<b>TOTAL CERTIFIED SALARIES</b>	<b>41,021,352.66</b>	<b>43,002,758.00</b>	<b>36,125.00</b>	<b>-</b>	<b>17,429,590.19</b>	<b>25,609,292.81</b>	<b>431,000.00</b>	<b>42,607,883.00</b>
<b>CLASSIFIED SALARIES</b>								
51116 CLASSIFIED*REG	7,747,174.78	8,907,008.00	(150,000.00)	-	3,705,658.78	5,051,349.22	200,000.00	8,557,008.00
51112 UNKNOWN ATTRITION	-	(405,148.00)	-	-	-	(405,148.00)	-	(405,148.00)
51118 CLASSIFIED*OT	199,933.94	234,501.00	-	-	101,962.83	132,538.17	-	234,501.00
51121 CLASSIFIED*OTHER ADDL/STIPEND	-	165,000.00	-	-	-	165,000.00	165,000.00	-
51200 SALARIES SEASONAL TEMP EMPLOYMENT	12,460.29	30,000.00	-	-	127,924.65	(97,924.65)	(150,000.00)	180,000.00
51416 ATHLETIC EVENT WORKERS	28,718.88	16,000.00	-	-	23,585.66	(7,585.66)	(40,000.00)	56,000.00
51418 SUBS-SECRETARIES	103,249.50	30,000.00	-	-	42,135.99	(12,135.99)	(70,000.00)	100,000.00
51419 OT-SNOW REMOVAL	32,453.87	-	-	-	-	-	-	-
51420 OT-CUSTODIAL COVERAGE	78,254.86	-	-	-	-	-	-	-
51903 HOME VISITORS	-	24,672.00	-	-	549.64	24,122.36	24,122.36	549.64
51920 SALARIES: STUDENT VOCATIONAL	3,990.00	6,000.00	-	-	1,960.00	1,980.00	2,000.00	4,000.00
<b>TOTAL CLASSIFIED SALARIES</b>	<b>8,206,236.12</b>	<b>9,008,033.00</b>	<b>(150,000.00)</b>	<b>2,060.00</b>	<b>4,003,777.55</b>	<b>4,852,195.45</b>	<b>131,122.36</b>	<b>8,726,910.64</b>

MIDDLETOWN BOARD OF EDUCATION  
FINANCIAL STATEMENT

JANUARY 2023

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/Deficit	Projected Expenditure
<b>PARAPROFESSIONAL/AIDES</b>								
51210 SALARIES: AIDES/PARAS*REG	3,990,424.99	5,162,612.00	-	-	1,927,346.71	3,235,265.29	250,000.00	4,912,612.00
51112 UNKNOWN ATTRITION		(332,252.00)				(332,252.00)		(332,252.00)
51212 SALARIES: AIDES/PARAS*OT	-	1.00	-	-	-	1.00	-	1.00
51216 SALARIES: LIBRARY PARAS*REG	2,596.57	27,852.00	-	-	-	27,852.00	27,852.00	-
51217 SAL: SCHOOL BASED BEHAVIORAL TECH	6,569.32	-	150,000.00	-	53,873.81	96,126.19	6,000.00	144,000.00
51503 LONGEVITY: PARAS	12,300.00	19,700.00	-	-	17,600.00	2,100.00	2,100.00	17,600.00
51713 SALARIES: LUNCH/DUTY AIDES	287,296.65	362,979.00	-	-	106,528.00	256,451.00	25,000.00	337,979.00
51717 SALARIES: BUS MONITOR	4,862.00	-	5,000.00	-	1,410.50	3,589.50	-	5,000.00
<b>TOTAL PARAPROFESSIONAL/AIDES</b>	<b>4,304,049.53</b>	<b>5,240,892.00</b>	<b>155,000.00</b>	<b>-</b>	<b>2,106,759.02</b>	<b>3,289,132.98</b>	<b>310,952.00</b>	<b>5,084,940.00</b>
<b>EMPLOYEE BENEFITS</b>								
51970 SALARIES: CLOTHING ALLOCATION	19,600.00	36,200.00	-	-	17,150.00	19,050.00	16,000.00	20,200.00
52010 EMPLOYEE BENEFITS	1,802.69	-	-	-	-	-	-	-
52100 GROUP LIFE INSURANCE	204,255.00	201,143.00	-	-	201,143.00	-	-	201,143.00
52205 FICA	594,013.51	445,845.00	-	-	296,082.96	149,762.04	(215,000.00)	660,845.00
52210 MEDICARE	786,388.11	778,755.00	-	-	372,177.13	406,583.87	(20,000.00)	788,755.00
52300 RETIREMENT CONTRIBUTIONS	50,538.40	71,995.00	-	-	42,146.61	29,848.39	-	71,995.00
52500 TUITION REIMBURSEMENT	2,000.00	4,500.00	-	-	-	4,500.00	2,000.00	2,500.00
52600 UNEMPLOYMENT COMPENSATION	4,354.00	65,000.00	-	-	-	65,000.00	20,000.00	45,000.00
52700 WORKERS COMPENSATION	588,500.00	627,000.00	-	161,587.75	423,785.46	41,626.79	41,626.79	585,373.21
52831 HEALTH INSURANCE-CERTIFIED/PARAS	7,238,360.43	8,107,961.00	-	1,367,249.52	6,740,711.48	-	-	8,107,961.00
52832 HEALTH INSURANCE-CLASSIFIED	5,203,771.42	5,411,659.00	-	-	5,411,659.00	-	-	5,411,659.00
52840 DENTAL INSURANCE	1,043,495.00	1,016,682.00	-	294,680.11	722,001.89	-	-	1,016,682.00
52950 DISABILITY INSURANCE	26,722.66	28,500.00	-	7,035.00	21,465.00	-	-	28,500.00
52960 UNUSED SICK BENEFIT	27,064.06	25,002.00	-	-	15,670.49	9,331.51	-	25,002.00
52961 UNUSED VACATION PAYOUT	-	25,000.00	-	-	-	25,000.00	-	25,000.00
52990 OTHER POST EMPLOYEE BENEFITS	267,079.00	453,930.00	-	-	453,930.00	-	-	453,930.00
52991 ACA HEALTH INSURANCE	11,875.00	18,000.00	-	-	15,440.16	2,559.84	2,559.00	15,441.00
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>16,069,819.28</b>	<b>17,317,172.00</b>	<b>-</b>	<b>1,830,552.38</b>	<b>14,733,357.18</b>	<b>753,262.44</b>	<b>(152,814.21)</b>	<b>17,469,986.21</b>
<b>PURCHASED SERVICES</b>								
53010 PURCHASED PROFESSIONAL SERVICES	16,233.96	16,350.00	-	8,222.02	8,077.98	50.00	-	16,350.00
53020 LEGAL SERVICES	291,771.31	150,000.00	-	36,937.51	113,062.49	-	-	150,000.00
53040 NURSING SERVICES	10,072.50	50,000.00	-	42,876.76	7,123.24	-	-	50,000.00
53070 TESTING / SCORING	18,002.60	18,350.00	-	-	4,600.96	13,749.04	-	18,350.00
53200 PROFESSIONAL EDUCATIONAL SERVICES	3,512.74	2,000.00	-	-	450.22	1,549.78	-	2,000.00

MIDDLETOWN BOARD OF EDUCATION  
FINANCIAL STATEMENT

JANUARY 2023

Object Code - Summary	Expenditure	Appropriation	Appropriation	Encumbrance	Current	Current	Projected	Projected
	2021-2022	2022-2023	Adjustment		Expenditure	Balance		
53205 EMPLOYEE TRAINING/DEV SVCS	3,151.00	950.00	-	-	-	950.00	-	950.00
53220 INSERVICE - PROF MTGS/DEVELOP	61,460.00	74,644.00	3,900.00	6,215.00	12,036.13	60,292.87	-	78,544.00
53240 FIELD TRIPS	10,749.65	15,000.00	4,050.00	3,000.00	8,226.25	7,823.75	-	19,050.00
53251 STUDENT ACTIVITIES	5,994.53	12,000.00	-	2,888.95	114.05	8,997.00	-	12,000.00
53300 PURCHASED PROFESSIONAL SVCS: TECH	214,523.45	123,555.00	-	29,410.00	45,200.00	48,945.00	-	123,555.00
53310 PURCHASED PROFESSIONAL SVCS: AUDIT	-	30,000.00	-	-	-	30,000.00	-	30,000.00
53400 PURCHASED PROFESSIONAL SVCS: OTHER	620,067.29	514,493.00	(40,625.00)	394,595.80	53,985.52	25,286.68	(30,000.00)	503,868.00
53500 PURCHASED PROFESSIONAL/TECH SERVICE	50,000.00	47,650.00	-	-	275.00	47,375.00	-	47,650.00
53520 PURCHASED PROF SVCS: OTHER TECH	3,961.65	-	-	-	-	-	-	-
53530 PURCHASED PROFESSIONAL SVCS: POLICE	11,008.00	9,000.00	-	7,636.62	363.38	1,000.00	-	9,000.00
53540 PURCH PROF SVCS: SPORTS OFFICIALS	37,514.45	70,030.00	-	-	17,051.98	52,978.02	-	70,030.00
54010 PURCHASED PROPERTY SERVICES	14,398.88	28,500.00	-	7,405.00	1,865.00	19,230.00	-	28,500.00
54103 SNOW PLOWING/SANDING	10,740.00	25,000.00	-	-	-	25,000.00	-	25,000.00
54300 REPAIRS & MAINTENANCE	588,116.18	734,525.00	22,503.03	138,255.29	146,910.78	471,861.96	-	757,028.03
54303 GROUNDS MAINTENANCE	30,392.61	46,500.00	-	-	46,958.53	(458.53)	-	46,500.00
54304 ELEVATOR MAINTENANCE	25,965.48	60,000.00	-	17,097.80	16,958.79	25,943.41	-	60,000.00
54410 RENTAL OF LAND & BUILDINGS	77,058.00	77,058.00	-	-	77,058.00	-	-	77,058.00
54411 WATERSEWER	101,050.05	111,022.00	-	64,622.93	46,399.07	-	-	111,022.00
54420 RENTAL OF EQUIPMENT&VEHICLES	4,133.97	6,500.00	-	-	1,177.60	5,322.40	-	6,500.00
54421 DISPOSAL	148,139.06	140,800.00	-	68,202.54	71,413.76	1,183.70	-	140,800.00
54424 LAWN CARE	14,064.72	15,000.00	-	-	15,000.00	-	-	15,000.00
54430 RENTAL OF COMPUTER RELATED EQUIPMEN	-	400.00	-	-	-	400.00	-	400.00
54440 RENTALS	1,776.72	1,564.00	-	773.58	768.84	21.58	-	1,564.00
54900 ENERGY PERFORMANCE CONTRACT	355,998.37	-	-	-	-	-	-	-
55010 PURCHASED SERVICES	1,466,821.31	1,195,804.00	12,596.50	84,964.96	634,725.18	488,710.36	(120,000.00)	1,328,400.50
55011 VACCINES	-	3,000.00	-	-	-	3,000.00	2,000.00	1,000.00
55100 PUPIL TRANSPORTATION	4,079,142.78	5,147,729.00	71,683.14	104,925.75	5,077,355.67	37,130.72	-	5,219,412.14
55105 TRANSPORTATION*SUMMER	194,239.33	210,000.00	(67,183.14)	-	142,816.86	-	-	142,816.86
55109 TRANSPORT*SPED OUT OF TOWN	580,712.65	500,000.00	-	622,318.52	342,014.40	(464,332.92)	-	500,000.00
55190 TRANSPORT*HOMELESS	73,561.01	70,000.00	-	149,002.90	13,292.23	(92,296.13)	-	70,000.00
55191 TRANSPORT*DCF	22,465.00	100,000.00	(5,000.00)	-	-	95,000.00	50,000.00	45,000.00
55205 PROPERTY/CASUALTY INSURANCE	379,001.00	379,001.00	-	-	343,021.00	35,980.00	35,980.00	343,021.00
55206 ATHLETIC INSURANCE	24,486.00	24,000.00	-	-	25,710.00	(1,710.00)	-	24,000.00
55300 COMMUNICATIONS/TELEPHONE	355,236.56	323,400.00	-	75,045.15	286,879.50	(38,524.65)	(40,000.00)	363,400.00
55301 POSTAGE	31,756.43	34,835.00	-	-	9,506.04	25,328.96	-	34,835.00
55303 SECURITY MONITORING	69,156.24	110,000.00	-	-	70,235.64	39,764.36	-	110,000.00
55304 SUBSCRIPTIONS/LICENSES	147,907.46	125,668.00	-	5,880.03	87,716.26	32,071.71	-	125,668.00

MIDDLETOWN BOARD OF EDUCATION  
FINANCIAL STATEMENT

JANUARY 2023

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
55400 ADVERTISING	10,779.95	13,800.00	950.00	1,416.00	2,189.54	11,144.46	-	14,750.00
55500 PRINTING	28,864.21	44,605.00	-	13,439.48	5,760.16	25,405.36	15,000.00	29,605.00
55510 COPYING	97,613.60	100,473.00	(1,125.00)	-	90,468.60	8,879.40	-	99,348.00
55800 TRAVEL/CONFERENCES	79,230.09	122,930.00	-	7,499.36	46,753.40	68,677.24	-	122,930.00
<b>TOTAL PURCHASED SERVICES</b>	<b>10,370,830.79</b>	<b>10,886,136.00</b>	<b>1,749.53</b>	<b>1,892,631.95</b>	<b>7,873,522.05</b>	<b>1,121,731.53</b>	<b>(87,020.00)</b>	<b>10,974,905.53</b>
<b>SUPPLIES &amp; MATERIALS</b>								
56100 SUPPLIES*GENERAL	-	5,000.00	-	-	351.73	4,648.27	-	5,000.00
56104 SUPPLIES*MAINTENANCE	102,162.58	239,000.00	-	31,552.01	51,865.05	155,582.94	-	239,000.00
56106 SUPPLIES*FOOD	-	390.00	-	-	23.35	366.65	-	390.00
56110 INSTRUCTIONAL SUPPLIES	385,906.50	398,913.00	(842.45)	35,114.80	157,798.24	205,157.51	-	398,070.55
56115 COMMON CORE MATERIALS	14,844.74	20,753.00	-	839.20	11,353.57	8,560.23	-	20,753.00
56120 ADMINISTRATIVE SUPPLIES	89,881.08	85,476.00	-	15,480.22	32,050.60	37,945.18	-	85,476.00
56121 COPY PAPER	30,314.07	47,025.00	1,600.00	5,293.25	19,610.34	23,721.41	-	48,625.00
56210 NATURAL GAS	631,448.16	700,650.00	1,125.00	444,727.88	212,047.12	45,000.00	70,000.00	631,775.00
56220 ELECTRICITY	1,126,525.02	1,367,405.00	-	853,493.10	513,911.90	-	150,000.00	1,217,405.00
56230 BOTTLED GAS	10,264.94	11,950.00	-	6,327.91	1,327.37	4,294.72	-	11,950.00
56240 FUEL OIL	202,833.03	227,350.00	-	142,802.26	84,547.74	-	-	227,350.00
56260 DIESEL FUEL	119,827.97	317,500.00	(10,000.00)	181,682.31	117,987.29	7,830.40	10,000.00	297,500.00
56265 GASOLINE (VEHICLES)	88,990.95	109,540.00	-	33,048.47	43,185.37	33,306.16	(25,000.00)	134,540.00
56270 PROPANE	68,331.78	40,840.00	-	30,933.71	9,906.29	-	(50,000.00)	90,840.00
56300 FOOD SUPPLIES	525.19	6,741.00	-	-	956.00	5,785.00	2,000.00	4,741.00
56400 BOOKS AND PERIODICALS	5,161.05	9,000.00	-	-	6,495.28	2,504.72	2,000.00	7,000.00
56410 TEXTBOOKS	24,561.63	37,810.00	(2,596.50)	1,260.35	3,265.22	30,687.93	10,000.00	25,213.50
56420 LIBRARY MATERIALS	39,508.69	31,750.00	-	1,185.42	10,923.65	19,640.93	-	31,750.00
56500 SUPPLIES*TECHNOLOGY RELATED	182,934.67	282,670.00	(8,842.55)	39,221.11	50,837.22	183,769.12	50,000.00	223,827.45
56900 SUPPLIES*OTHER	172,504.31	221,832.00	(23,323.03)	35,520.05	57,472.56	105,516.36	25,000.00	173,508.97
56910 CUSTODIAL SUPPLIES	188,941.26	207,000.00	-	67,857.29	66,041.93	73,100.78	-	207,000.00
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>3,485,467.62</b>	<b>4,368,595.00</b>	<b>(42,879.53)</b>	<b>1,926,339.34</b>	<b>1,451,957.82</b>	<b>947,418.31</b>	<b>244,000.00</b>	<b>4,081,715.47</b>
<b>PROPERTY</b>								
57300 NEW EQUIPMENT	93,703.91	47,350.00	-	1,877.50	1,642.11	43,830.39	-	47,350.00
57330 FURNITURE AND FIXTURES	8,192.90	25,000.00	-	-	700.00	24,300.00	10,000.00	15,000.00
57340 TECH RELATED HARDWARE/EQUIPMENT	98,551.31	3,129.00	-	-	2,790.94	338.06	-	3,129.00
57390 OTHER EQUIPMENT/PROPERTY	5,219.10	3,100.00	-	1,394.04	201.56	1,504.40	-	3,100.00
<b>TOTAL PROPERTY</b>	<b>205,667.22</b>	<b>78,579.00</b>	<b>-</b>	<b>3,271.54</b>	<b>5,334.61</b>	<b>69,972.85</b>	<b>10,000.00</b>	<b>68,579.00</b>

MIDDLETOWN BOARD OF EDUCATION  
FINANCIAL STATEMENT

JANUARY 2023

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
<b>MISCELLANEOUS</b>								
58100 MEMBERSHIPS & DUES	88,914.30	98,634.00	5.00	685.00	70,624.00	27,330.00	-	98,639.00
58901 EDUCATIONAL SUPPORT	22,951.95	17,440.00	-	297.00	2,403.83	14,739.17	-	17,440.00
58903 PROFESSIONAL DEVELOPMENT IMPROVEMEN	41,284.56	10,000.00	-	10,390.00	-	(390.00)	(390.00)	10,390.00
58904 WESLEYAN PUBLIC SCHOOL COLLAB	5,000.00	5,000.00	-	-	-	5,000.00	-	5,000.00
58906 AFTER SCHOOL PROGRAM	4,342.52	16,650.00	-	-	-	16,650.00	-	16,650.00
58908 RECRUITMENT	1,324.94	9,000.00	-	-	5,196.84	3,803.16	-	9,000.00
<b>TOTAL MISCELLANEOUS</b>	<b>163,818.27</b>	<b>156,724.00</b>	<b>5.00</b>	<b>11,372.00</b>	<b>78,224.67</b>	<b>67,132.33</b>	<b>(390.00)</b>	<b>157,119.00</b>
<b>TUITION</b>								
55600 TUITION MAGNET (REGULAR EDUCATION)	557,268.28	560,600.00	-	-	557,727.00	2,873.00	-	560,600.00
55610 TUITION TO OTHER DISTR IN STATE (SPEC. E	309,526.94	705,000.00	-	177,862.16	121,313.38	405,824.46	350,000.00	355,000.00
55630 TUITION TO PRIVATE SOURCES (SPEC. ED)	3,968,725.10	3,625,000.00	-	2,440,364.47	1,534,809.01	(350,173.48)	(350,000.00)	3,975,000.00
<b>TOTAL TUITION</b>	<b>4,835,520.32</b>	<b>4,890,600.00</b>	<b>-</b>	<b>2,618,226.63</b>	<b>2,213,849.39</b>	<b>58,523.98</b>	<b>-</b>	<b>4,890,600.00</b>
<b>GRAND TOTAL</b>	<b>88,662,761.81</b>	<b>94,949,489.00</b>	<b>-</b>	<b>8,284,453.84</b>	<b>49,896,372.48</b>	<b>36,768,662.68</b>	<b>886,850.15</b>	<b>94,062,638.85</b>

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 14-Dec-2022 to 05-Jan-2023 For FY 2023

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To	
Journal#: 38615      Date: 05-Jan-2023							
From 1010-062-3200-350-56900-00000	CURR: MHS*PERF ARTS*OTHER SUPPLIES	38,000.00	-23,323.03	14,676.97	5,000.00		
To 1010-100-2704-350-55100-00000	CURR: PERFORM ARTS*PUPIL TRANSP	7,000.00		7,000.00		5,000.00	
	Budget transfer to cover performing arts trips. Increased bus costs along with trips happening for the first time since COVID.						
	Total Transfer for Central Office				5,000.00	5,000.00	
Journal#: 38612      Date: 03-Jan-2023							
To 1010-100-1000-310-53240-00000	CURR: BUSINESS*FIELD TRIPS	5,000.00		5,000.00		1,700.00	
From 1010-100-1000-310-55304-00000	CURR: BUSINESS*SUBSCRIPTIONS/LICENSES	2,000.00		2,000.00	1,700.00		
	Transfer of funds to defray cost for state and international DECA competitions.						
	Total Transfer for CURRICULUM				1,700.00	1,700.00	
	*** Grand Total To Transfer				6,700.00	6,700.00	



## **Facilities Department**

**“Unlocking the Potential in ALL Students”**

Director of Facilities - Kevin Dion.  
372 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1408  
Email: [Dionk@mpsct.org](mailto:Dionk@mpsct.org), Web: [www.middletownschoools.org](http://www.middletownschoools.org)

### **Facilities Report for Board of Education Meeting (1/10/23)** **Completed on 1/6/23**

#### **5-Year Plan for Capital Projects**

The plan will need to be updated and reviewed internally. The plan will be presented to the Facilities Committee during the month of January 2023.

#### **Beman Middle School Construction Project**

Bleacher meeting was held on 1/4/23. Installer and manufacturers rep will be making repair as soon as gym is available for a couple days without activities.

Chair/Caster vendor meeting was held on 1/4/23, Installer and manufacturers rep will be replacing the broken casters and chairs. Option to reduce ongoing maintenance costs were also discussed and options will be provided by the vendor as soon as possible. Caster warranty is 5 years.

#### **Snow and Farm Hill Roofing Projects – Roof, PV, AC & State Approval**

The Farm Hill / Snow Roof building committee held a meeting on 12/15/22. An RFP for consulting services for the track and field was recommended by the building committee. RFP is being finalized and will be posted shortly.

#### **Additional Items**

N/A

M-5028  
June 11, 2019  
*Revised November 10, 2022*

Kevin Dion  
Director of Facilities  
Middletown Public Schools  
372 Hunting Hill Avenue  
Middletown, CT 06457

Re: **Revised - Opinion of Probable Construction Costs  
Underground Storage Tank Replacement Van Buren Moody and Macdonough  
Schools**

Dear Mr. Dion:

The following letter and its enclosures have been prepared to provide a summary and opinion of probable construction costs (OPCC) for the tank removal, installation and related activities and materials necessary for implementation of the underground storage tank (UST) replacement project at the following sites.

Location	Type	Volume (gallons)	Contents	Project Scope
Macdonough	UST	5,000	Heating Oil	Remove existing tank and replace with new UST
Van Buren Moody	UST	10,000	Heating Oil	Remove existing tank and replace with new UST

Tighe & Bond has prepared this OPCC document based on the Association for the Advancement of Cost Estimating (AACE) guidelines and has an anticipated degree of accuracy range between +30% to -20%. Beyond the items quantified, we have included 10% for contractor general conditions, which include bonds, permits, etc., and 25% for incidental items and contingencies. These percentages are industry standards for projects at this level of design. OPCCs for each of the sites listed above are enclosed with this letter.

## Assumptions and Exclusions

The OPCC included in this document was prepared using current industry standard pricing which is subject to change based on material and labor costs. The following assumptions and exclusions were made during preparation of the enclosed OPCCs:

1. Moody - The location of the proposed tank may be moved further away from the building due to concerns of the proximity of buried electrical and the inverter pad.
2. Moody - A second UST is located adjacent to the current tank. We assume that the older tank was properly closed in place and have not included removal in this OPCC.
3. Macdonough - This tank does not meet the criteria for extending the life expectancy, as detailed below:
  - a. The Department of Energy and Environmental Protection (DEEP) has provided separate criteria for USTs used for heating oil for on-site consumption and those used for non-heating oil purposes.



- i. Heating oil for on-site consumption: Although this tank is used to store fuel for the building boilers, it does not qualify as a heating oil for an on-site consumption UST because it is also tied into the building generator. Further, based on our observations the tank appears to be single wall. We confirmed with DEEP staff that single wall tanks are not qualified for extending the life expectancy under the on-site consumption classification.
  - ii. Non-heating oil tanks: The UST also does not qualify under the criteria for non-heating oil tanks because of its age. In order for the DEEP to consider allowing the life expectancy to be extended the tank must be not more than 30 days past the established 30-year life expectancy. Based on information provided by the Middletown Public Schools the UST is approximately 35 years old.
- 4. Tighe & Bond is not aware of subsurface releases associated with the tanks located at the subject properties. Costs for potential soil remediation are not included in this OPCC.
- 5. Dewatering is not anticipated for the subject sites. Costs for dewatering and potential treatment of contaminated groundwater are not included.
- 6. Based on the existing site layouts, a need for shoring or other excavation supports is not anticipated. Costs for excavation support systems are not included.
- 7. Only basic monitoring devices (lights and horns) are included in the OPCCs. An alternate bid item may be included for a basic fuel management system may be included in the contractor RFP.

If you have any questions, please contact Harley Langford at (860) 704-4781 or by email at [HALangford@TigheBond.com](mailto:HALangford@TigheBond.com).

Very truly yours,  
**TIGHE & BOND, INC.**



Thomas Heller, STI SP001 Inspector  
Project Compliance Specialist



Harley Langford, LEP  
Project Manager

Enclosures: OPCC Summary Tables

**Macdonough Elementary School**

**REVISED - Opinion of Probable Construction Cost (OPCC)**

This Opinion of Probable Construction Costs has been prepared for the removal and replacement of one underground storage tank.  
November 10, 2022

ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	SUB TOTAL	INSTALLATION	TOTAL
<b>1.</b>	<b>Demolition</b>						<b>\$25,750</b>
	Tank cleaning	LS	1	\$3,500	\$3,500	N/A	\$3,500
	Tank and piping removal & disposal (one 5,000-gallon UST)	LS	1	\$10,000	\$10,000	N/A	\$10,000
	Ballast pad removal	LS	1	\$5,000	\$5,000	N/A	\$5,000
	Disposal of unsuitable fill	CY	145	\$50	\$7,250	N/A	\$7,250
<b>2.</b>	<b>Site Work</b>						<b>\$40,157</b>
	Concrete maintenance pad	CY	10	\$650	\$6,500	N/A	\$6,500
	Asphalt pavement repair	SY	375	\$52	\$19,500	N/A	\$19,500
	Concrete curb and sidewalk repair	CY	5	\$650	\$3,250	N/A	\$3,250
	Construction Fence	LF	160	\$4	\$640	\$192	\$832
	Backfill, pea stone	CY	145	\$35	\$5,075	N/A	\$5,075
	Crane service	LS	1	\$5,000	\$5,000	N/A	\$5,000
<b>3.</b>	<b>Proposed Fuel Storage Tank Systems</b>						<b>\$83,313</b>
	One 5,000 gallon storage tank & concrete deadman	LS	1	\$31,479	\$31,479	\$9,444	\$40,923
	Double wall piping (flexible)	LF	60	\$35	\$2,100	\$630	\$2,730
	Aboveground single wall pipe (rigid steel)	LF	100	\$15	\$1,500	\$450	\$1,950
	Overfill prevention	LS	1	\$3,000	\$3,000	\$900	\$3,900
	Spill bucket	EA	1	\$3,000	\$3,000	\$900	\$3,900
	Transition wall sleeve	EA	1	\$3,500	\$3,500	\$1,050	\$4,550
	Generator day tank - 25 gallon, with supply and return pumps	LS	1	\$7,908	\$7,908	\$2,372	\$10,280
	Miscellaneous appurtenances	LS	1	\$11,600	\$11,600	\$3,480	\$15,080
<b>4.</b>	<b>Electrical</b>						<b>\$31,577</b>
	Tank leak detection system console	LS	1	\$10,500	\$10,500	\$3,675	\$14,175
	Level probe	EA	1	\$3,300	\$3,300	\$1,155	\$4,455
	Leak sensors	EA	2	\$670	\$1,340	\$469	\$1,809
	Conduit and cable	LF	150	\$35	\$5,250	\$1,838	\$7,088
	Overfill Alarm	EA	1	\$3,000	\$3,000	\$1,050	\$4,050
					<b>SUBTOTAL</b>		<b>\$180,797</b>
<b>5.</b>	<b>General Conditions - 10%</b>						<b>\$18,080</b>
					<b>CONSTRUCTION - SUBTOTAL</b>		<b>\$198,876</b>
<b>6.</b>	<b>Contingency - 25%</b>						<b>\$49,719</b>
					<b>TOTAL</b>		<b>\$248,595</b>
					<b>SAY</b>		<b>\$249,000</b>

## Van Buren Moody Elementary School

### REVISED - Opinion of Probable Construction Cost (OPCC)

This Opinion of Probable Construction Costs has been prepared for the removal and replacement of one underground storage tank.  
November 10, 2022

ITEM	DESCRIPTION	UNITS	QTY	UNIT PRICE	SUB TOTAL INSTALLATION		TOTAL
<b>1.</b>	<b>Demolition</b>						<b>\$30,000</b>
	Tank cleaning	LS	1	\$3,500	\$3,500	N/A	\$3,500
	Tank and piping removal & disposal (one 10,000-gallon UST)	LS	1	\$12,000	\$12,000	N/A	\$12,000
	Ballast pad removal	LS	1	\$5,000	\$5,000	N/A	\$5,000
	Disposal of unsuitable fill	CY	190	\$50	\$9,500	N/A	\$9,500
<b>2.</b>	<b>Site Work</b>						<b>\$49,352</b>
	Concrete maintenance pad	CY	13	\$650	\$8,450	N/A	\$8,450
	Asphalt pavement repair	SY	550	\$52	\$28,600	N/A	\$28,600
	Construction Fence	LF	260	\$4	\$1,040	\$312	\$1,352
	Backfill, pea stone	CY	170	\$35	\$5,950	N/A	\$5,950
	Crane service	LS	1	\$5,000	\$5,000	N/A	\$5,000
<b>3.</b>	<b>Proposed Fuel Storage Tank Systems</b>						<b>\$87,740</b>
	One 10,000 gallon storage tank & concrete deadman	LS	1	\$44,272	\$44,272	\$13,282	\$57,554
	1" Double wall piping (flexible) FOS	LF	60	\$35	\$2,100	\$630	\$2,730
	1-1/2" Double wall piping (flexible) FOR	LF	30	\$45	\$1,350	\$405	\$1,755
	1" Non burried pipe (rigid steel) FOS	LF	18	\$35	\$630	\$189	\$819
	1-1/2" Non burried pipe (rigid steel) FOR	LF	12	\$45	\$540	\$162	\$702
	Overfill prevention	LS	1	\$3,000	\$3,000	\$900	\$3,900
	Spill bucket	EA	1	\$3,000	\$3,000	\$900	\$3,900
	Vent piping	LF	40	\$25	\$1,000	\$300	\$1,300
	Miscellaneous appurtenances	LS	1	\$11,600	\$11,600	\$3,480	\$15,080
<b>4.</b>	<b>Electrical</b>						<b>\$32,049</b>
	Tank leak detection system console	LS	1	\$10,500	\$10,500	\$3,675	\$14,175
	Level probe	EA	1	\$3,300	\$3,300	\$1,155	\$4,455
	Leak sensors	EA	2	\$670	\$1,340	\$469	\$1,809
	Conduit and cable	LF	160	\$35	\$5,600	\$1,960	\$7,560
	Overfill Alarm	EA	1	\$3,000	\$3,000	\$1,050	\$4,050
					<b>SUBTOTAL</b>		<b>\$199,141</b>
<b>5.</b>	<b>General Conditions - 10%</b>						<b>\$19,914</b>
					<b>CONSTRUCTION - SUBTOTAL</b>		<b>\$219,055</b>
<b>6.</b>	<b>Contingency - 25%</b>						<b>\$54,764</b>
					<b>TOTAL</b>		<b>\$273,818</b>
					<b>SAY</b>		<b>\$274,000</b>



## **Human Resources Department**

*Unlocking the Potential in ALL Students*

talent@mpsct.org | (860) 638-1402  
311 Hunting Hill Ave, Middletown, CT 06457  
www.middletownschoools.org

### **Department of Human Resources BOE Report**

**January 2022**

**STAFFING:** Time Period: **December 1 - December 31, 2022**

**Retirements:** 1

0 Certified Staff:

1 Non Certified Staff

- Paraprofessional

**Resignations:** 10

5 Certified staff:

- Bi Lingual Teacher (District)
- School Psychologist (Beman)
- Career & Technical Education Teacher (MHS)
- Occupational Therapist (District)
- Art Teacher (Wesley)

5 Non Certified:

- Duty Aide (Lawrence)
- Building Sub (Beman)
- HR Manager (Central Office)
- Sub Para (Lawrence)
- Sub Para (Lawrence)



## **Human Resources Department**

*Unlocking the Potential in ALL Students*

talent@mpsct.org | (860) 638-1402  
311 Hunting Hill Ave, Middletown, CT 06457  
www.middletownschoools.org

### **New Hires:** 13

#### 1 Certified:

- Science Teacher (Beman)

#### 12 Non Certified:

- Account Clerk II (MHS)
- Paraprofessional (Beman)
- Sub Paraprofessional (Beman)
- Assistant Basketball Coach (MHS)
- 21C Youth Development Counselor (Beman)
- Math Interventionist (Moody)
- Literacy Interventionist (Farm Hill)
- Building Sub (Farm Hill)
- Building Sub (Beman)
- Reading Interventionist (Spencer)
- Daily Sub (District)
- Behavior Tech (Farm Hill)

### **Vacancies:** 20

#### 6 Certified:

- LTS - Physical Education (Spencer)
- School Psychologist (Beman/MHS)
- Occupational Therapist (District)
- Speech Language Pathologist (Pre-K ICM Bielefield/K ICM FH)
- Spanish Teacher (Beman)
- K-12 Bilingual Teacher (District)

#### 14 Non Certified

- Student Engagement Specialist (Beman)
- Paraprofessionals (District)
- Registered Behavior Tech (Beman)
- Buildings Subs (District)
- Executive Director of Finance (Central Office)
- HR Manager (Central Office)
- School Custodian I (Beman)
- School Custodian I (Lawrence)
- School Custodian I (Snow)
- Campus Security Officer (MHS)
- Administrative Secretary III (Central Office)



## **Human Resources Department**

*Unlocking the Potential in ALL Students*

talent@mpsct.org | (860) 638-1402  
311 Hunting Hill Ave, Middletown, CT 06457  
[www.middletownschoools.org](http://www.middletownschoools.org)

- Budget Analyst (Central Office)
- Family Engagement Liaison (Snow)
- Family Engagement Liaison (MHS)

### Other News:

- School Psychologist to start in January 2023
- Job Postings for HR Manager and Executive Director of Finance closed on 12/30/22
- Live Scan, fingerprinting system, installation and training occurring in January.
- Meeting with potential vendors to explore new HRIS/Payroll platforms
- Exploring partnership with International Alliance Group and Kelly Services



# MIDDLETOWN PUBLIC SCHOOLS

“Unlocking the Potential in ALL Students”

Mark Langton, Transportation Manager  
 311 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1417  
 Email: langtonm@mpsct.org, Web: www.middletownschools.org

## TRANSPORTATION REPORT

DECEMBER 2022

School Year 2022-2023

2022 – 2023 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	48	42	33	20						
SCHOOL TRANSPORTATION CHANGES	40	37	28	17						
BUS DRIVER COMPLAINTS	4	3	0	1						
BUS CONDUCT REPORTS	53	56	34	26						
BUS ACCIDENTS	1	0	0	1						

There was a minor bus accident on Tuesday, December 20, 2022. A Wesley School bus was rear ended by a motor vehicle. Four students were taken to Middlesex Hospital to be evaluated.

2021 – 2022 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	22	31	54	21	42	22	28	19	12	
TRANSPORTATION CHANGES	78	22	21	20	27	19	25	10	8	
LEFT DISTRICT / SCHOOL	6	24	22	12	17	17	27	24	11	
DRIVER COMPLAINTS	3	2	0	1	0	0	0	0	1	
BUS CONDUCT REPORTS	48	43	45	32	26	37	53	47	26	
BUS ACCIDENTS	1	1	1	1*	1*	1*	1*	0	0	



# Middletown Public Schools Coaching Overview

Lillie Stuart, PK-12 ELA & Literacy Intervention  
Curriculum Director

Richard Cordaway, PK-12 Mathematics & Numeracy  
Intervention Curriculum Director

# Purpose | Process | Pay-off

## Purpose

- To share Middletown Public Schools' Coaching Model in alignment with the Instructional Vision.

## Process

- Provide overview of the coaching model, the foundation, and what it looks like in action.

## Pay-off

- BOE members will have a shared understanding of the ways in which members of the Office of Teaching and Learning provide coaching support to certified and non-certified staff.



# MPS Coaching Model

- Ensure equitable, high quality instruction is provided for all students
- Provide job-embedded professional development to support ongoing professional learning (capacity building)
- Improve teacher efficacy to reduce preparation and opportunity gaps in order to increase academic achievement for all students



# Laying the Foundation

2021-22:

- 3 day Coaching Institute
- 3 full day content-specific Math/ELA
- 4 big picture planning days

2022-23:

- 5 half days content-specific Math/ELA
- 3 full days Coaching cohort (every district coach & dept leadership)
- Ongoing big picture planning days

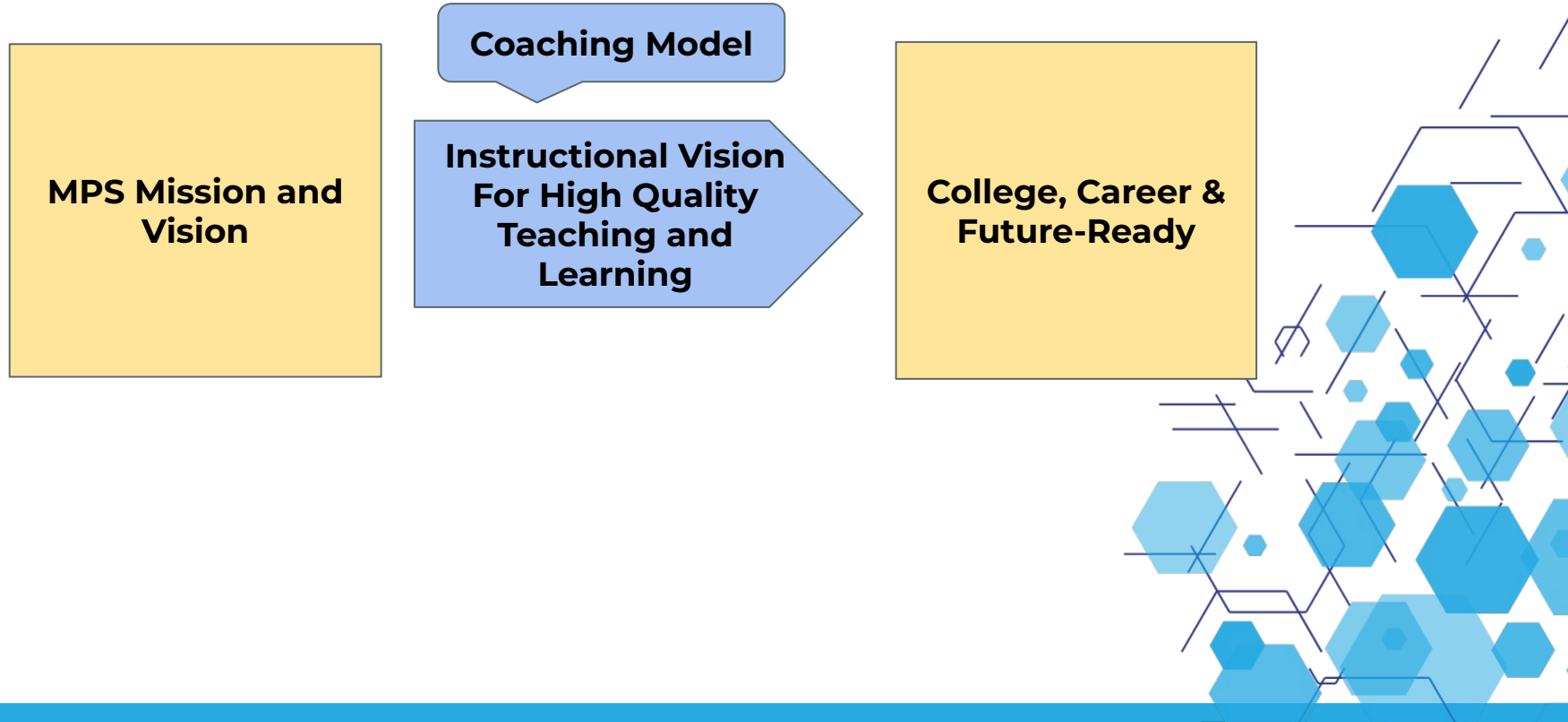


# Coaching in Action

- Build trusting relationships
- Conduct teacher observations
- Provide timely, specific and relevant feedback
- Co-plan with teacher/team
- Co-teach or model research-based strategies
- Provide job embedded professional development and resources
- Support curriculum implementation
- Support data analysis for instructional decision-making



# Coherence & Alignment



## Minutes Budget Committee – December 12<sup>th</sup> , 2022

Time: 6:30 PM - 7:30 PM

Virtual: ZOOM AGENDA

Budget Committee Chairperson:	Charles Wiltsie
Board of Education & Budget Committee Member:	Emily Jackson
Superintendent of Schools:	Alberto Vázquez Matos, Ed.D., Ph.D.
Principle of MacDonough School Food Corp.	Damian Reardon Catherine Hallisey
Purchasing Agent:	Christopher Puorro
Director of Technology:	Michael Skott
Finance Resource and Management Specialist:	Cassie Steinhilber
Food & Nutrition Manager:	Randal Mel Jr.
Community Member:	David Booth

1. Call to order: Chairperson Charles Wiltsie at 6:33 PM
2. Reading of the Minutes from November 7<sup>th</sup>, 2022
3. Reading of the Budget Committee Meeting Schedule for next year: David Booth wanted to reaffirm that meetings are held the Monday before the regular Board of Education Meeting. That was confirmed.
4. Line-Item Transfers and Financial Statement : Reading done by Cassie Steinhilber with questions from Charles Wiltsie, Emily Jackson and David Booth about where payroll benefits are housed.
5. Personnel/Staffing Updates: Reading done by Alberto Vázquez Matos, Ed.D., Ph.D. noting that we are 95% staffing.
6. Food Services Report: Reading done by Christopher Puorro with comments from Damian Reardon and a presentation from Food Corp. Representative Catherine Hallisey.
7. Transportation Report: Reading done by Alberto Vázquez Matos, Ed.D., Ph.D. noting that he is holding Dattco's feet to the fire on performance of the their contract.
8. Future Business: None
9. Adjourn: 7:22 PM

**MIDDLETOWN BOARD OF EDUCATION  
CURRICULUM COMMITTEE**

**December 1, 2022**

**Zoom**

**5:30 PM**

<b><u>Board of Education (BOE)</u></b> <b><u>Committee Members Present</u></b> Debra Guss, BOE Member	<b><u>Also Present</u></b> Stacey McCann, Chief Academic Officer Megan Hanly, Director of K-12 STEAM Elizabeth Mancini, 6-12 Social Studies Department Head Vacianna Spaulding, Director of Pupil Services and Special Education Sheila Daniels (Community representative)
---	---

1. **Call to order and Introductions:** Committee Member Debra Guss reported that the Committee Chair DeLita Rose Daniels was unable to attend the meeting and that she would be acting as chair. Acting Committee Chair Debra Guss called the meeting to order at 5:33 p.m.
2. **Proposed curricula course offerings for Fall 2023:** Ms. Mancini next reviewed two proposed Early College Education (ECE) social studies courses from the University of Connecticut: (1) If You Love It, Teach It and (2) Introduction to Human Rights, noting that ECE courses offer the same benefits of AP courses (time management, perseverance, rigorous coursework) with the benefit of guaranteed credits if the student passes the course. She also highlighted that the new teaching course could be part of an education pathway and that the Human Rights class could be part of a social justice pathway. Both classes, if approved by UCONN, would be offered to 11<sup>th</sup> and 12<sup>th</sup> graders beginning in the Fall of 2023. A discussion followed.

Next, Ms. Hanley reported on two proposed half-year science electives for Middletown High School (MHS): (1) Genetics and (2) Science Fiction, which was a literacy focused science course whereby students will explore a variety of representations of human morality and how it might change with the introduction of technology. A discussion followed during which it was discussed the importance of cross-disciplinary courses and the attractiveness of such courses to a broader group of students.

3. **PIMF Grant Over:** Ms. Spaulding then reported that the BOE had applied for a State School Mental Health Workers grant for \$120,000, which, if selected for this highly competitive grant, the administration proposed using the money to hire two additional social workers, one at MHS and one at Beman Middle School. Ms. Spaulding noted that the grant would cover salaries for these positions, but that the administration would request additional funding from the Board of approximately \$58,000 to cover the

benefits for these positions. A discussion followed during which it was highlighted that, while it was important to consider the long-term sustainability plan for these positions, there was currently a critical need for additional emotional and social supports at these two schools.

4. **Approval of Curriculum Committee Meeting Dates 2023:** Acting Committee Chair Debra Guss reviewed the proposed 2023 Committee Dates, which would continue to be held the first Thursday of the month. There were no objections to the schedule, and it was thereby approved.
5. **Adjournment:** Acting Committee Chair Debra Guss then adjourned the meeting at 6:15 p.m.

**Board of Education  
Facilities Committee Meeting Minutes  
Wednesday, November 30, 2022 5:30 pm  
311 Hunting Hill Avenue., Room B, Middletown CT 06457**

Present: Chairwoman Deborah Cain, Assistant Superintendent Jennifer Cannata, Facilities Director Kevin Dion, Board of Education Member Jon Pulino, Facilities Support Specialist Joshua Burger.

**Chairwoman Deborah Cain brought the meeting to order at 5:40 pm**

**I. REVIEW OF THE OCTOBER 19, 2022 MEETING MINUTES**

**MOTION:** A Motion to approve the October 19, 2022 minutes was made by Chairwoman Deborah Cain. The motion was seconded by Board of Education member Jon Pulino. Motion was carried and accepted unanimously hearing no nays.

**II. STATUS AND UPDATES OF BEMAN MIDDLE SCHOOL CONSTRUCTION PROJECT- K. DION,**

Facilities Director Kevin Dion reported the project is in the final stages of closing out, with some small items being completed. He reported the signage bases are being poured and we are still waiting for the signs to delivered and installed. The fence has been started around the small field. He is still addressing the drainage issues, curtain drain still has not worked, we may have to wait until spring to correct the issue. We may have to dig up part of the parking lot to add more drainage. Chairwoman Deborah Cain inquired about the location of the previous school possibly adding to the issue. Facilities Director Kevin Dion also reported the stairs in auditorium are completed, there are no leaks in the skylights and the HVAC has operated without any issues. Facilities Director Kevin Dion also made the committee aware we are coming to the end of the one-year warranty coverage end. Board of Education Member Jon Pulino suggested the general public may think we have a different kind of warranty and

expressed his concern for the public opinion. Facilities Director Kevin Dion explained the differences between a workmanship warranty, and a manufacturer's warranty, he indicated both only warranty the material, not the labor costs. Chairwoman Deborah Cain asked Board of Education member Jon Pulino to bring up the warranty issue at general council meeting. Facilities Director Kevin Dion added we still need to send out legal letters. Chairwoman Deborah offered for Kevin to use the services of Natalia from Shipman and Goodwin to assist in writing the letters.

**III. UPDATE OF THE SNOW AND FARM HILL SCHOOLS ROOFING PROJECTS ROOF, PV, AIR-CONDITIONING AND TRACK AND FIELD REPLACEMENT AND STATE APPROVAL- K. DION**

Facilities Director Kevin Dion had meeting on November, 17<sup>th</sup> with the building committee, he reported they have a secretary now and hopes they will be able to stay on track. He also reported the committee approved the purchase of gutter guards for the entire roof on the Farm Hill Roof Project. We are waiting for the material to arrive, hopefully it will be completed soon, or early spring. The punch list items are small and nothing significant. Kevin spoke that he is hopeful about meeting with architects Silver and Petrucelli about the Snow School project and about making progress with the State of Ct, we may have to wait for a new state grant. Silver and Petrucelli would like to have public comment on the track and field replacement to hear their input on natural vs turf. Chairwoman Deborah Cain, expressed her concern about the community conversation, and that it could delay the project to get done by spring or summer, and also that the project would have to be started after graduation. Facilities Director Kevin Dion suggested we will have to just maintain the track to get through next season, as we still need to get the cost figures and proper lead times. Chairwoman Deborah Cain expressed concerns about funds coming out of operational budget.

**IV. MIDDLETOWN HIGH SCHOOL TRANSLUCENT PANEL REPLACEMENT PROJECT**

Facilities Director Kevin Dion: We continue to replace one to two panels when we can, as it is hard to do with the gym operating. The project is very slow going, we did the worst panels first and any existing panels are not leaking. Chairwoman Deborah Cain suggested conducting the project over winter break, but the gym is still in use with activities. Chairwoman Deborah Cain inquired if the opening of the community center would lessen the demand on us. Board of Education Member Jon Pulino suggested contacting Wesleyan University to use their gyms for about 6 weeks. Assistant Superintendent Jennifer Cannata will talk with someone at WESU to find a connection to establish for use of the facilities.

**V. LAWRENCE, WESLEY AND BIELEFIELD SCHOOLS HVAC RTU REPLACEMENT SUMMER 2022 –**

Facilities Director Kevin Dion reported the project is complete. Will remove this item from the agenda for the next meeting.

**VI. INSPECTIONS AND LIFE SAFETY SERVICE & SUPPLY REPAIRS**

Facilities Director Kevin Dion: We continue doing inspections and are starting to schedule our quarterly sprinkler inspections, fire extinguisher and hood cleanings/inspections. Trane is still replacing our filter and have done them Beman and other schools. We were sited from the Fire Marshal for some items, but have begun correcting them with our in-house electrician. Chairwoman Deborah Cain, inquired about a sprinkler inspection with the Fire Marshal. Facilities Director Kevin Dion answered that we have been cleared on most of them but there are ongoing repairs. He also added that the Adult Ed location needs a flow test and that the system in place wasn't part of

the code at the time We will need to find an alternative way to perform the test as it was not code when the building was built. Encore Fire has installed accelerators in the system at Adult Ed, we are upgrading the system, but we will need to discuss with the city how to pay for it as it's not part of the building committee. Facilities Director Kevin Dion wants to make a list of items we need for the capital budget, safety issues etc., as we will need to start planning on the boiler replacement, we will have to RFP the project soon as there have been significant increases in costs and lead times nationally. Chairwoman Deborah Cain spoke about how we will present the expenses and capital gains.

**VII. 5 YEAR CAPITAL PLAN UPDATE**

Facilities Director Kevin Dion will be presenting in January, breaking down the plan year by year. Chairwoman Deborah Cain inquired about costs, lead times and quality of products. Kevin reported that costs have gone up to as much as 40% in some areas, lead times have increased significantly and quality of products have gone down. We are constantly looking at various vendors and comparing products.

**VIII. REVIEW CALENDAR OF MEETING DATES FOR NEXT FISCAL YEAR**

**MOTION:** A Motion to approve the calendar dates for 2023-2024 Facilities Committee Meetings was made by Chairwoman Deborah Caine. The motion was seconded by Board of Education member Jon Pulino. The motion was carried and accepted unanimously hearing no nays. The calendar dates will be put on record.

**IX. OPEN DISCUSSION**

Facilities Director Kevin Dion: We only have until January 12, 2023 to start the oil tank at Moody and Macdonough schools. There was a substantial increase in expenses upwards of 100K, Kevin suggested we

reapply for the grant, but we will need to go back to the board and the common council for approval. Kevin would like the board to give permission to Superintendent, Dr. Vazquez Matos, to send a letter to the State of Connecticut stating we will reapply for the grant at a later time. Facilities Director Kevin Dion stated on 6.11.19, the cost for the Moody School Oil Tank removal was \$186,055. The updated figures as of 1.14.22, are: \$268,806, an increase of \$82,751. He stated that Macdonough's tank removal figures on 6.11.19, were \$193,262, and as of 1.14.22, are now \$220,346, which is an increase of \$27,084.00. Chairwoman Deborah Cain stated she will be contacting Dr. Nocera in reference to the \$400,000 in funds, and when they will be made available to the Board.

**MOTION:** A motion to amend the agenda to add the tank removal to be presented to the board and authorizing Dr. Vazquez Matos to create a letter to pull the two original State of Connecticut contracts was made by Chairwoman Deborah Cain. The motion was seconded by Board of Education member Jon Pulino. The motion was carried unanimously hearing no nays.

**MOTION:** A motion was made to approve presenting the updated oil tank replacement figures at the December 22<sup>nd</sup> board meeting by Chairwoman Deborah Cain. The motion was seconded by Board of Education member Jon Pulino. The motion carried unanimously hearing no nays

**MOTION:** A motion to adjourn was made by Chairwoman Deborah Cain. The motion was seconded by Board of Education member Jon Pulino. The motion carried unanimously hearing no nays the meeting was adjourned at 6:30pm.

# **MIDDLETOWN PUBLIC SCHOOLS FACILITIES COMMITTEE MEETING MINUTES**

**WEDNESDAY, DECEMBER 21<sup>ST</sup>, 2022 AT 311 HUNTING HILL AVENUE**

**BOARD OF EDUCATION CENTRAL OFFICE, CONFERENCE ROOM "B" AT 5:30 PM**

## **INTRODUCTIONS**

Chairwoman Deborah Cain, Facilities Director, Kevin Dion, Executive Director of Operations, Marco Gaylord, Community Member, Mr. Daniel Penney, Facilities Support Specialist, Joshua Burger.

**Meeting was brought to order by Chairwoman Deborah Cain at 5:35 pm**

### **I. Review of the November 30th, 2022 Meeting Minutes.**

Chairwoman Deborah Cain motioned to approve the minutes. There was no objection. Motion was approved.

### **II. Status and Updates of Beman Middle School Construction Project- K. Dion**

Facilities Director, Kevin Dion reported on the continued drainage issue, he reported the construction company fixed part of the issue in the parking lot. They did cut and patched some areas but it seems to be working at this time. There is still water under the sidewalk, and they will be correcting. The auditorium stairs are finished; the solar panel leak has been repaired. The marquis signs in the front of the school are still being installed at this time they still need the actual signs. Mr. Dion noted the original sign was bigger, but will be back lit and now will have messaging capability. Executive Director of Operations, Marco Gaylord inquired if there have been any zoning issues. Facilities Director, Kevin Dion responded that there was a variance granted. Facilities Director. Chairwoman Deborah Cain inquired about signage for central office. There was a discussion about various ideas for signage for the area. Facilities Director, Kevin

Dion reported to the committee that we've had two gate strikes in the past three weeks in front of Beman Middle School, he also reported he is researching into making the visibility of the gates better. Facilities Director, Kevin Dion also noted visible tire tracks on sidewalks, noting a vehicle has circumvented the gates, he is researching possibly installing bollards at each side to stop such occurrences. He also reported to the committee that the manufactures letters will be going out shortly. Executive Director of Operations, Marco Gaylord will be meeting with Randal Luther on January 4<sup>th</sup>. Executive Director of Operations, Marco Gaylord also reports he will be meeting with Ray Byron soon. Facilities Director, Kevin Dion, added that the punch list issues were minimal and have all been corrected. Executive Director of Operations, Marco Gaylord inquired if we have signed off on the project yet. Chairwoman Deborah Cain responded that we have not. Facilities Director, Kevin Dion expressed that there is an immediate need for a storage shed at Beman, as space is already limited within the school.

**III. Update of the Snow and Farm Hill Schools Roofing Projects roof, PV, Air-Conditioning and Track and Field Replacement and State approval, Kevin Dion.**

Facilities Director, Kevin Dion: We are still waiting for the gutter guards to be installed, it's looking like they will not be completed by January, and we will have to resign the contract, he also noted that the pricing is locked in. Facilities Director, Kevin Dion reported currently there is not enough funds to complete the air conditioning project, he is hoping the state will offer another air quality grant next year, as the fixes could be in the millions. He also suggested that Snow School should be combined with PV at the same time. Chairwoman Deborah Cain suggested the committee revisit the topic in March. Facilities Director, Kevin Dion reported we are looking into an RFP for the track, and are hopeful to be getting it send out very soon, but we may need to have a special meeting to approve the RFP. Executive Director of Operations, Marco Gaylord reported to the committee that he thinks we don't need to have an open discussion, since we are replacing

the turf, based on prior meetings minutes. He also added that our Athletic Director is very passionate about keeping it turf, but time is of the essence for completing the project. Facilities Director Kevin Dion met with the Purchasing Agent, Christopher Puorro recently and discussed the city of Portland's RFQ they did last year for the same type of project.

**IV. Middletown High School Translucent Panel Replacement Project, Kevin Dion.**

Facilities Director Kevin Dion informed the committee there has been little movement since there is a high use of the gym, the project is taking a lot longer than they originally planned. Mr. Dion also inquired about using the same company currently doing the Farm Hill roof to complete the project. He is currently in an open discussion with Mr. Christopher Puorro, Purchasing Agent about using this vendor.

**V. Inspections and Life Safety Service & Supply Repairs, Kevin Dion**

Mr. Dion conveyed that we had our re-inspections, we have legacy issues that are still being addressed as they are very expensive and need capital funds. He is managing all of the code issues at the moment. His departments have taken care of most of the issues at hand. The kitchen hoods are being cleaned over Christmas break; also our new electrician has been undertaking repairing and or replacing the districts emergency lights as needed and his department is diligently managing ongoing issues.

**VI. 5 Year Capital Plan Update, Kevin Dion.**

Facilities Director, Kevin Dion expressed that the project is still ongoing and they are making progress as some roofs are much worse than were originally thought. The concrete and asphalt are in desperate need to get repaired. Mr. Dion met with a boiler vendor today, the costs of the repairs were low at this time, but will still need to be replaced at some point. Chairwoman Deborah Cain informed the committee that Mayor Florsheim

wants to be invited to the January committee meeting and also discussed issues on building repairs that are the City of Middletown's responsibility. Executive Director of Operations, Marco Gaylord reported to the committee he and Facilities Director, Kevin Dion are currently compiling a 10-year renovation plan. Community member Mr. Daniel Penney expressed to the committee there is a significant value to preventive maintenance; and also added the City of Middletown has received a significant amount of funds recently from the State of Ct for road repairs, and he hopes that those funds will help offset the budget on district repairs. There was open discussion about supply chain issues. Chairwoman Deborah Dain spoke to the committee about her being hopeful funds will be released to the board of education for capital fund repairs.

## VII. **Open Discussion**

Facilities Director, Kevin Dion spoke on two renovation projects submitted to him for MHS. The robotics department would like some expansion, to the courtyard area. The second is a request for a facelift to the library media center and media spaces, they will need needing new furniture etc., no structural changes, but still needs an architect to look at the plans as we are in the beginning stages. They would like to have completed by the summer of 2023. Community member, Mr. Daniel Penney wanted to recognize Facilities Director Kevin Dion and Assistant Superintendent Jen Cannata, on the positive article in the Middletown Press, as it spoke about the security etc., was a nice positive article. There was no public comment.

**Motion** to adjourn was made by Chairwoman Deborah Cain at 6:26pm.

Respectfully Submitted: \_\_\_\_\_

Joshua Burger, Facilities Support Specialist  
Middletown Public Schools

**MIDDLETOWN BOARD OF EDUCATION**

**POLICY COMMITTEE**

Meeting Minutes

Tuesday, December 22, 2022

Virtual Meeting 5:30 P.M.

**Board of Education Policy Committee Members participating:**

Justin Taylor, Vice Chair of Board of Education

Dina Ford, Board of Education

**Also participating:**

Dr. Vazquez Matos, Superintendent

Jennifer Cannata, Assistant Superintendent

Marco Gaylord, Executive Director of Operations

Elisha De Jesus, Director of Athletics

Dr. O'Callahan, School Medical Advisor

Jasmine James, Nursing Supervisor

Cody Altieri, Administrative Assistant

**The Virtual Meeting was called to order by Justin Taylor at 5:44 P.M.**

Justin Taylor turned the meeting over to Dr. Vazquez Matos.

**Policy #4115.6 - New/Adopt - Emergency Action Plan for Interscholastic and Intramural Athletic Events**

*Attorney Notes:* Adopt policy to be compliant with new Public Act

Mr. Taylor asks, if we move this to the board, it is a first and final reading, which is correct. Ms. De Jesus developed the emergency action plan for athletics, which was submitted back in October.

**The Policy Committee were all in favor and requested Policy #4115.6 be brought forward for ADOPTION at the next Board of Education meeting for its first and final reading.**

**Policy #4115.7 - New/Adopt - Exertional Heat Illness Awareness for Intramural and Interscholastic Athletics**

*Attorney Notes:* Adopt policy to be compliant with new Public Act

Mr. Taylor asks if this training has begun since it is required for this year. Ms. De Jesus clarifies that because the CIAC gave us this information last year, it was put in our registration form. Additionally, once coaches are hired, they are given a packet of things which they are required to sign off on our platform. Same with our students and families. All of this information is covered in our preseason meetings. Finally, in order for any student to participate, they have to have this registration done. The platform is great because we can see if the student has completed the process or not.

**The Policy Committee were all in favor and requested Policy #4115.7 be brought forward for ADOPTION at the next Board of Education meeting for its first and final reading.**

**Policy #5141.21 - Revise - Administering Medication**

*Attorney Notes:* Recommend revise to ensure legal compliance

Due to the language concerning administering antagonists after school, this policy was tabled.

**The Policy Committee were all in favor and requested revised Policy #5141.21 be **TABLED** and brought back to the Policy Committee..**

**Policy #5141.25 - Revise - Food Allergy/Asthma/Diabetes Management Plan**

*Attorney Notes:* Recommend revise to ensure legal compliance

No questions.

**The Policy Committee were all in favor and requested REVISED Policy #5141.25 be brought forward at the next Board of Education meeting for its first reading.**

**Other**

None.

**ADJOURNMENT**

The meeting was adjourned at 6:10 P.M.

**The next virtual Policy Committee meeting is scheduled for January 17, 2023 with a time of 5:30 P.M.**

Respectfully submitted,  
Cody Altieri  
Administrative Assistant



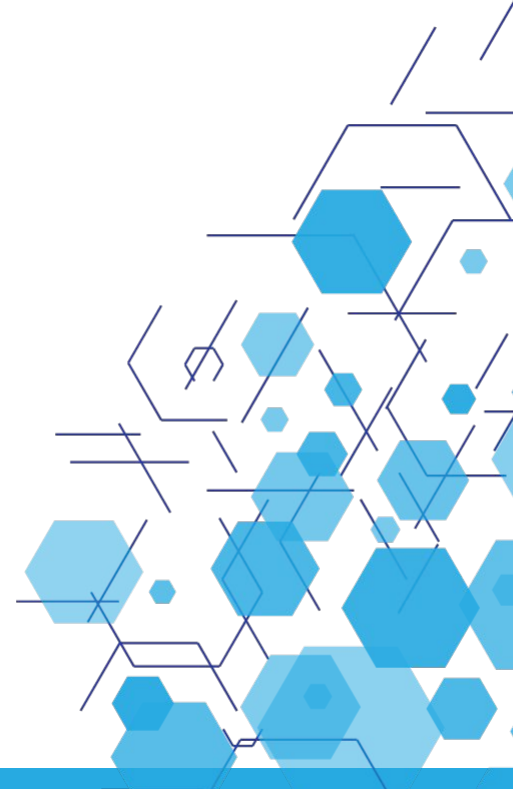
# MHS Science Course Proposals

Meg Hanly

PreK-12 STEAM Director

# Current MHS Science Offerings

Course Options			
Grade 9	Grade 10	Grade 11	Grade 12
Biology	Chemistry		
		AP Chemistry	
	Physics		
		AP Physics I	
			AP Physics II
	AP Biology		
	AP Environmental		
	<b>Electives*</b>		



# Current MHS Science Offerings - Electives\*

All electives are half year and 0.5 credits

Anatomy & Physiology

Earth Science & Planetary Geology

Forensic Science

Microbiology

Ocean & Atmospheric Science

Topics in Science



# Science Elective - Proposal

Course: Genetics

Semester: Half Year

Grade(s): 10, 11, 12

Credits: 0.5

Prerequisite: Biology

Description: Genetics is the study of how traits are passed from one generation to the next. In this life science course, historical beliefs about inheritance, the work of Gregor Mendel and laws of genetics he developed will be explored. Classical genetic analysis, including Punnett squares and probability, will be used to predict offspring. Exceptions to Mendel's laws using animal plant and human models will be discussed. Chromosomal inheritance and genetic disorders will be examined. Modern genetic technology will be reviewed and ethical considerations will be examined. This course would be ideal for any student with an interest in life science, medicine, or agriculture.



# Science Elective - Proposal

Course: Science Fiction Semester: Half Year Grade(s): 10, 11, 12

Credits: 0.5 Prerequisite: Biology

Description: How do authors explore the potential limitations of humanity's evolution as a species? How has technology both expanded humanity's opportunity for advancement and exposed deep flaws in human nature? In this literacy-focused science course, students will explore a variety of representations of human morality and how it might change with the introduction or advancement of technology through literary texts and analysis. By the end of this course, students will be able to analyze how the human experience is altered or complicated by our relationship with technology and scientific advancement.



# Additional Information

## **Benefits:**

Diversifying our course offerings

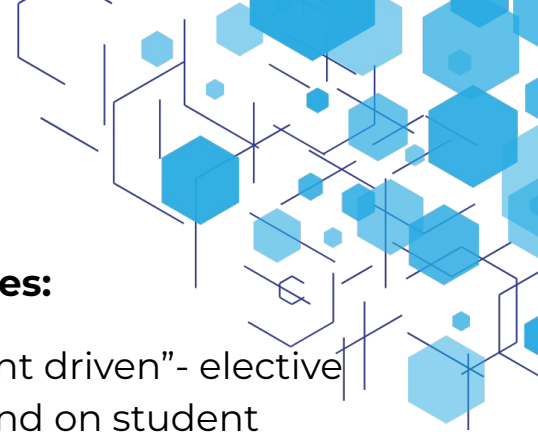
Interdisciplinary nature of literacy-based science elective

Supporting school goals for increases in ELA and NGSS achievement

Increase student engagement with relevant content to them

## **Possible Challenges:**

Schedule is “student driven”- elective offerings will depend on student registrations and enrollments



**DATE:** Jan 5 2023

**RESOLUTION**

**WHEREAS**, the Board Of Education of the City of Middletown, County of Middlesex, Connecticut, does hereby find as follows:

**WHEREAS**, the Board of Education wants to replace the existing underground oil tank at Moody School.

**WHEREAS**, the Board of Education authorizes the Superintendent of Middletown Public Schools to apply to the Commissioner of Administrative Services for the Oil Tank Replacement at Moody School: and

**WHEREAS**, the Board of Education authorizes the development of plans and specifications for the Oil Tank Replacement at Moody School; and

**WHEREAS**, the Board of Education authorizes the total project expenditure of \$273,818 with an expected, 66.43% State reimbursement rate totalling \$181,897 and local matching amount of \$91,921 for the Oil Tank Replacement at Moody School.

**NOW, THEREFORE, BE IT RESOLVED BY THE Board of Education of the City of MIDDLETOWN:**

(1) the Board of Education authorizes the Superintendent of Middletown Public Schools to apply to the Commissioner of Administrative Services for the Oil Tank Replacement at Moody School.

(2) the Board of Education authorizes the development of plans and specifications for the Oil Tank Replacement at Moody School.

(3) the Board of Education authorizes the total project expenditure of \$273,818 with an expected, 66.43% State reimbursement rate totalling \$181,897 and local matching amount of \$91,921 for the Oil Tank Replacement at Moody School.

**TEMPLATE LANGUAGE FROM DAS:**

**DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS)**

Office of School Construction Grants & Review (OSCG&R)

**GRANT APPLICATION REQUIRED LOCAL RESOLUTIONS**

**FORM SCG-1045**

Resolutions are required for filing FORM SCG-1049: School Construction Grant Application

**SAMPLES OF THE THREE REQUIRED RESOLUTIONS:**

- (1) **RESOLVED**, that the legislative body authorizes the town / district / RESC / academy Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed project at the school name.
  
- (2) **RESOLVED**, that the building committee is hereby established as the building committee with regard to the proposed project at the school name.
  
- (3) **RESOLVED**, that the legislative body hereby authorizes at least the preparation of schematic drawings and outline specifications for the proposed project at the school name.

Replace the underscored / italicized phrases above as appropriate:

- **Legislative body** – Town governing body such as town council; except for regional school districts, the town governing body is *not* the local Board of Education.
- **Proposed project** – The type of construction such as alteration or roof replacement for which a grant application will be submitted; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and the type of construction needs to be facility-specific.
- **School name** - The specific facility at which the construction will take place; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and separate grant applications for each facility are required.
- **Building committee** – A standing building committee or a new building committee formed for the specific project.

**DATE:** Jan 5 2023

**RESOLUTION**

**WHEREAS**, the Board Of Education of the City of Middletown, County of Middlesex, Connecticut, does hereby find as follows:

**WHEREAS**, the Board of Education wants to replace the existing underground oil tank at Macdonough School.

**WHEREAS**, the Board of Education authorizes the Superintendent of Middletown Public Schools to apply to the Commissioner of Administrative Services for the Oil Tank Replacement at Macdonough School: and

**WHEREAS**, the Board of Education authorizes the development of plans and specifications for the Oil Tank Replacement at Macdonough School; and

**WHEREAS**, the Board of Education authorizes the total project expenditure of \$248,597 with an expected, 66.43% State reimbursement rate totalling \$165,143 and local matching amount of \$83,454 for the Oil Tank Replacement at Macdonough School.

**NOW, THEREFORE, BE IT RESOLVED BY THE Board of Education of the City of MIDDLETOWN:**

(1) the Board of Education authorizes the Superintendent of Middletown Public Schools to apply to the Commissioner of Administrative Services for the Oil Tank Replacement at Macdonough School.

(2) the Board of Education authorizes the development of plans and specifications for the Oil Tank Replacement at Macdonough School.

(3) the Board of Education authorizes the total project expenditure of \$248,597 with an expected, 66.43% State reimbursement rate totalling \$165,143 and local matching amount of \$83,454 for the Oil Tank Replacement at Macdonough School.

**TEMPLATE LANGUAGE FROM DAS:**

**DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS)**

Office of School Construction Grants & Review (OSCG&R)

**GRANT APPLICATION REQUIRED LOCAL RESOLUTIONS**

**FORM SCG-1045**

Resolutions are required for filing FORM SCG-1049: School Construction Grant Application

**SAMPLES OF THE THREE REQUIRED RESOLUTIONS:**

- (1) **RESOLVED**, that the legislative body authorizes the town / district / RESC / academy Board of Education to apply to the Commissioner of Administrative Services and to accept or reject a grant for the proposed project at the school name.
  
- (2) **RESOLVED**, that the building committee is hereby established as the building committee with regard to the proposed project at the school name.
  
- (3) **RESOLVED**, that the legislative body hereby authorizes at least the preparation of schematic drawings and outline specifications for the proposed project at the school name.

Replace the underscored / italicized phrases above as appropriate:

- **Legislative body** – Town governing body such as town council; except for regional school districts, the town governing body is *not* the local Board of Education.
- **Proposed project** – The type of construction such as alteration or roof replacement for which a grant application will be submitted; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and the type of construction needs to be facility-specific.
- **School name** - The specific facility at which the construction will take place; multiple facilities may be referenced in one resolution, but the facilities must be separately identified and separate grant applications for each facility are required.
- **Building committee** – A standing building committee or a new building committee formed for the specific project.

**Personnel**

**Emergency Action Plan For Interscholastic And Intramural Athletic Events**

The Middletown Board of Education (the “Board”), in consultation with local emergency medical services providers and allied health professions, authorizes the Administration to develop an emergency action plan to be followed in the event that a student sustains a serious injury or illness while participating in an interscholastic or intramural athletic event. Such plan shall include, but need not be limited to, the following components:

- 1) A list of the school employees, coaches or licensed athletic trainers in each school who will be responsible for implementing the emergency action plan and a description of each person's responsibilities under the plan;
- 2) Identification of the location(s) or venue(s) where the interscholastic or intramural athletic event is taking place;
- 3) A description of the equipment and supplies that may be available at the site of the interscholastic or intramural athletic event that will assist in responding to an emergency, including the location of where such equipment and supplies may be found at such site;
- 4) A description of the procedures to be followed when a student sustains a serious sports-related injury, including, but not limited to, responding to the injured student, summoning emergency medical care, assisting local first responders in getting to the injured student and documenting the actions taken during the emergency;
- 5) A description of the protocols to be followed during cardiac or respiratory emergencies, including the operation of an automatic external defibrillator, use of cardiopulmonary resuscitation or the administration of medication, in accordance with applicable state law and Board policy;
- 6) A description of the protocols to be followed when a student is observed to exhibit signs, symptoms or behaviors consistent with a concussion or is diagnosed with a concussion, in accordance with applicable state law and Board policy;
- 7) A description of the protocols to be followed when a student suffers from a traumatic brain injury or spinal cord injury, provided such protocols are designed to include instructions that are based on the level of training of the person implementing the emergency action plan and are in accordance with best practices and state law; and
- 8) A description of the protocols to be followed in the event of heat and cold-related emergencies, provided such protocols are in accordance with current professional standards.

In developing the emergency action plan, the Administration may also consult recommendations from the governing authority for intramural and interscholastic athletics.

The Board shall annually review such emergency action plan and authorize the Administration to update such plan, as necessary. Any school employee, coach or licensed athletic trainer identified in the emergency action plan shall (1) annually rehearse such emergency action plan, and (2) be certified in cardiopulmonary resuscitation and have completed a course in first aid offered by the American Red Cross, the American Heart Association, the Department of Public Health, any director of health, or an organization using guidelines for first aid published by the American Heart Association and the American Red Cross.

The **Board District Administration** shall distribute the emergency action plan to all school employees, coaches and licensed athletic trainers identified in the emergency action plan. The **Board District Administration** shall also post such emergency action plan in all athletic facilities and at all sites where interscholastic and intramural athletic events will take place, and make such emergency action plan available on the Internet web site for the school district or school.

#### Legal References

Conn. Gen. Stat. § 10-212i. Emergency action plans for serious and life-threatening sports-related injuries during interscholastic and intramural athletic events

Connecticut Association of Schools, Connecticut Interscholastic Athletic Conference, Medical Handbook 2022-2023, available at [https://www.casciac.org/pdfs/CIAC\\_medical\\_handbook22-23.pdf](https://www.casciac.org/pdfs/CIAC_medical_handbook22-23.pdf).

Policy adopted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, CT

**Personnel**

**Exertional heat Illness Awareness For Intramural And Interscholastic Athletics**

Prior to commencing a coaching assignment for the season, each coach who holds or is issued a coaching permit by the State Board of Education and is a coach of any Middletown Board of Education (“Board”) intramural or interscholastic athletics shall complete an exertional heat illness awareness education program developed or approved by the governing authority for intramural and interscholastic athletics (the “Program”). Such program shall include, but need not be limited to, (1) the recognition of the symptoms of an exertional heat illness, (2) the means of obtaining proper medical treatment for a person suspected of having an exertional heat illness, and (3) the nature and risk of exertional heat illness, including the danger of continuing to engage in athletic activity after sustaining exertional heat illness and the proper method of allowing a student athlete who has sustained exertional heat illness to return to athletic activity.

Any person who holds or is issued a coaching permit by the State Board of Education and is a coach of Board intramural or interscholastic athletics shall annually review the Program.

Upon development by the governing authority for intramural and interscholastic athletics of a model exertional heat illness awareness plan, the Board District Administration shall implement such plan by utilizing written materials, online training or videos or in-person training that shall address, at a minimum: (1) the recognition of signs or symptoms of exertional heat illness, (2) the means of obtaining proper medical treatment for a person suspected of an exertional heat illness, (3) the nature and risks of exertional heat illness, including the danger of continuing to engage in athletic activity after experiencing exertional heat illness, (4) the proper procedures for allowing a student athlete who has experienced exertional heat illness to return to athletic activity, and (5) best practices in the prevention and treatment of exertional heat illness.

The Board District Administration shall provide each participating student and each participating student’s parent or legal guardian with information regarding exertional heat illness awareness. The Board District Administration shall prohibit a student athlete from participating in any intramural or interscholastic activity unless the student athlete, and a parent or guardian of such student athlete, (1) reads written materials, (2) views online training or videos, or (3) attends in-person training regarding exertional heat illness awareness. Acknowledgment of adherence to this standard by the student athlete and the parent or guardian shall be made by the parent's or guardian's signature on an athletic participation informed consent form issued by the Board.

**Legal References**

Conn. Gen. Stat. § 10-149h. Exertional heat illness awareness education program

Policy adopted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, CT

## Students

### **Management Plan and Guidelines For Students With Food Allergies, Glycogen Storage Disease And/Or Diabetes**

The Middletown Public Schools (the “district”) recognize that food allergies, glycogen storage disease (“GSD”) and diabetes may be life threatening. For this reason, the district is committed to developing strategies and practices to minimize the risk of accidental exposure to life-threatening food allergens and to ensure prompt and effective medical response should a student suffer an allergic reaction while at school. The district is also committed to appropriately managing and supporting students with glycogen storage disease and diabetes. The district further recognizes the importance of collaborating with parents, adult students (defined as students age eighteen (18) and older) and appropriate medical staff in developing such practices and encourages strategies to enable the student to become increasingly proactive in the care and management of his/her/the student’s food allergy, glycogen storage disease or diabetes, as developmentally appropriate. To this end, the district adopts the following guidelines related to the management of life-threatening food allergies, glycogen storage disease, and diabetes for students enrolled in district schools.

#### **I. Identifying Students with Life-Threatening Food Allergies, Diabetes and/or Glycogen Storage Disease**

Early identification of students with life-threatening food allergies, diabetes and/or glycogen storage disease is important. The district therefore encourages parents/guardians of students and adult students with life-threatening food allergies to notify the school of the allergy, providing as much medical documentation about the extent and nature of the food allergy as is known, as well as any known effective treatment for the allergy. The district also encourages parents/guardians of students and adult students with GSD and diabetes to notify the school of the disease, providing as much medical documentation about the type of GSD or diabetes, nature of the disease, and current treatment of the student.

Students with life-threatening food allergies and diabetes are virtually always students with disabilities and should be referred to a Section 504 team, which will make a final determination concerning the student’s eligibility for services under Section 504 of the Rehabilitation Act of 1973 (“Section 504”). The Section 504 team may determine that the only services needed are in the student’s Individualized Health Care Plan (“IHCP”) and/or Emergency Care Plan (“ECP”); in that case, the IHCP and/or ECP will also serve as the student’s Section 504 plan. The Section 504 team will also ensure that parents receive appropriate notice and are informed of their rights under Section 504, including their right to request an impartial hearing if they disagree with the provisions in the Section 504 plan.

Students with GSD and less severe food allergies should be referred to a Section 504 team if there is reason to believe that the student’s GSD or food allergy substantially limits a major life activity. To determine whether a food allergy is severe enough to substantially limit a major life activity, the team should consider the impact on the student when the student has been exposed to the allergen and has not yet received treatment.

Major life activities include, but are not limited to:

(i) Caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, interacting with others, and working; and

(ii) The operation of a major bodily function, including functions of the immune system, special sense organs and skin; normal cell growth; and digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions. The operation of a major bodily function includes the operation of an individual organ within a body system.

## **II. Individualized Health Care Plans and Emergency Care Plans**

1. If the district obtains medical documentation that a student has a life-threatening food allergy, GSD, or diabetes, the district shall develop an IHCP for the student. Each IHCP should contain information relevant to the student's participation in school activities.
2. The IHCP shall be developed by a group of individuals, which shall include the parents, the adult student, if applicable, and appropriate school personnel. Such personnel may include, but are not limited to, the school nurse, school or food service administrator(s), classroom teacher(s) and the student, if appropriate. The school may also consult with the school's medical advisor, as needed.
3. IHCPs are developed for students with special health needs or whose health needs require daily interventions. The IHCP describes how to meet the student's health and safety needs within the school environment and should address the student's needs across school settings. Information to be contained in an IHCP should include a description of the functional health issues (diagnoses); student objectives for promoting self-care and age-appropriate independence; and the responsibilities of parents, school nurse and other school personnel. The IHCP may also include strategies to minimize the allergic student's risk for exposure. For the student with life-threatening food allergies, GSD, or diabetes, the IHCP may include strategies designed to ameliorate risks associated with such disease and support the student's participation in the classroom. IHCPs for such students may include considerations such as:
  - a. classroom environment, including allergy-free considerations, or allowing the student with GSD or diabetes to have food/dietary supplements when needed;
  - b. cafeteria safety;
  - c. participation in school nutrition programs;
  - d. snacks, birthdays and other celebrations;
  - e. alternatives to food rewards or incentives;
  - f. hand-washing;
  - g. location of emergency medication;
  - h. who will provide emergency and routine care in school, [including monitoring of continuous glucose monitor \(CGM\) alerts as may be](#)

appropriate, in school; =

- i. risk management during lunch and recess times;
  - j. special events;
  - k. field trips, fire drills and lockdowns;
  - l. extracurricular activities;
  - m. school transportation;
  - n. the provision of food or dietary supplements by the school nurse, or any school employee approved by the school nurse;
  - o. staff notification, including substitutes, and training; and
  - p. transitions to new classrooms, grades and/or buildings.
4. The IHCP should be reviewed annually, or whenever there is a change in the student's ECP, changes in self-monitoring and self-care abilities of the student, or following an emergency event requiring the administration of medication or the implementation of other emergency protocols.
5. For a student with a life-threatening food allergy, GSD, or diabetes, the IHCP shall not prohibit a parent or guardian, or a person designated by such parent or guardian, to provide food or dietary supplements to a student with a life-threatening food allergy, GSD, or diabetes on school grounds during the school day.
6. In addition to the IHCP, the district shall also develop an ECP for each student identified as having a life-threatening food allergy. The ECP is part of the IHCP and describes the specific directions about what to do in a medical emergency. For the student with a life-threatening food allergy, the ECP should include the following information:
- a. The student's name and other identifying information, such as date of birth, grade and photo;
  - b. The student's specific allergy;
  - c. The student's signs and symptoms of an allergic reaction;
  - d. The medication, if any, or other treatment to be administered in the event of exposure;
  - e. The location and storage of the medication;
  - f. Who will administer the medication (including self-administration options, as appropriate);
  - g. Other emergency procedures, such as calling 911, contacting the school nurse, and/or calling the parents or physician;
  - h. Recommendations for what to do if the student continues to experience symptoms after the administration of medication; and
  - i. Emergency contact information for the parents/family and medical provider.
7. In addition to the IHCP, the district shall also develop an ECP for each student identified as having GSD and/or diabetes. The ECP is part of the IHCP and describes the specific directions about what to do in a medical emergency. For the student with GSD or diabetes, the ECP should include the following information, as may be appropriate:
- a. The student's name and other identifying information, such as date of

- b. birth, grade and photo;
  - b. Information about the disease or disease specific information (*e.g.*, type of GSD or diabetes);
  - c. Whether the student uses a CGM, and how the CGM will be monitored in school;
  - d. The student's signs and symptoms of an adverse reaction (such as hypoglycemia);
  - e. The medication, if any, or other treatment to be administered in the event of an adverse reaction or emergency (*e.g.*, Glucagon or insulin)
  - f. The location and storage of the medication;
  - g. Who will administer the medication (including self-administration options, as appropriate);
  - h. Other emergency procedures, such as calling 911, contacting the school nurse, and/or calling the parents or physician;
  - i. Recommendations for what to do if the student continues to experience symptoms after the administration of medication; and
  - j. Emergency contact information for the parents/family and medical provider.
8. In developing the ECP, the school nurse should obtain current medical documentation from the parents/family and the student's health care provider, including the student's emergency plan and proper medication orders. If needed, the school nurse or other appropriate school personnel, should obtain consent to consult directly with the student's health care providers to clarify medical needs, emergency medical protocols and medication orders.
9. A student identified as having a life-threatening food allergy, GSD, or diabetes is entitled to an IHCP and an ECP, regardless of ~~his/her~~the student's status as a student with a disability, as that term is understood under Section 504, or the Individuals with Disabilities Education Act ("IDEA").
10. The district shall ensure that the information contained in the IHCP and ECP is distributed to any school personnel responsible for implementing any provisions of the IHCP and/or ECP, and that any procedures in the IHCP and/or ECP comply with the district's policies and procedures regarding the administration of medications to students.
11. When making eligibility determinations under Section 504 and/or the IDEA, schools must consider the student's needs on an individualized, case-by-case basis.

### **III. Training/Education**

1. The district shall provide appropriate education and training for school personnel regarding the management of students with life-threatening food allergies, GSD and diabetes. Such training may include an overview of life-threatening food allergies, GSD and diabetes; prevention strategies; IHCPs and ECPs; monitoring of blood glucose alerts transmitted by the CGM of the student to a dedicated receiver, tablet/smartphone application, or other appropriate technology during the school day and during school-sponsored

activities; and food safety and sanitation. Training shall also include, as appropriate for each school (and depending on the specific needs of the individual students at the school), training in the administration of medication with cartridge injectors (*e.g.*, epi-pens), and/or the specific preventative strategies to minimize the risk of exposure to life-threatening allergens and prevent adverse reactions in students with GSD and diabetes (such as the provision of food or dietary supplements for students). School personnel will be also be educated on how to recognize symptoms of allergic reactions and/or symptoms of low blood sugar, as seen with GSD and diabetes, and what to do in the event of an emergency. Staff training and education will be coordinated by **[insert name of appropriate administrator/school nurse]**. Any such training regarding the administration of medication shall be done in accordance with state law and Board policy.

2. Each school within the district shall also provide age-appropriate information to students about food allergies, GSD and diabetes, how to recognize symptoms of an allergic reaction and/or low blood sugar emergency and the importance of adhering to the school's policies regarding food and/or snacks.

#### **IV. Prevention**

Each school within the district will develop appropriate practices to minimize the risk of exposure to life-threatening allergens, as well as the risks associated with GSD and diabetes. Practices that may be considered include, but are not limited to:

1. Encouraging handwashing;
2. Discouraging students from swapping food at lunch or other snack/meal times;
3. Encouraging the use of non-food items as incentives, rewards or in connection with celebrations;
4. Training staff in recognizing symptoms of anaphylaxis and hypoglycemia; and
5. Planning for school emergencies, to include consideration of the need to access medication, food and/or dietary supplements.

#### **V. Communication**

1. As described above, the school nurse shall be responsible for coordinating the communication among parents, a student's individual health care provider and the school regarding a student's life-threatening allergic condition, GSD and/or diabetes. School staff responsible for implementing a student's IHCP will be notified of their responsibilities and provided with appropriate information as to how to minimize risk of exposure and/or alterations in blood sugar levels and how to respond in the event of such emergency.
2. Each school will ensure that there are appropriate communication systems available within each school (*e.g.*, telephones, cell phones, walkie-talkies) and for off-site activities (*e.g.*, field trips) to ensure that school personnel are able to effectively respond in case of emergency.
3. The district shall develop standard letters to be sent home to parents, whenever appropriate, to alert them to food restrictions within their student's classroom or

school.

4. All district staff are expected to follow district policy and/or federal and state law regarding the confidentiality of student information, including medical information about the student.
5. The district shall make the Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes available on the Board's website or the website of each school under the Board's jurisdiction.
6. The district shall provide annual notice to parents and guardians regarding the Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes. Such notice shall be provided in conjunction with the annual written statement provided to parents and guardians regarding pesticide applications in the schools.

## **VI. Monitoring the District's Plan and Procedures**

The district should conduct periodic assessments of its Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes. Such assessments should occur at least annually and after each emergency event involving the administration of medication to a student with a life-threatening food allergy, GSD or diabetes to determine the effectiveness of the process, why the incident occurred, what worked and what did not work.

The Superintendent shall annually attest to the Department of Education that the District is implementing the Management Plan and Guidelines for Students with Food Allergies, Glycogen Storage Disease and/or Diabetes.

### Legal References:

#### State Law/Regulations/Guidance:

- Conn. Gen. Stat. § 10-212a Administration of medications in schools, at athletic events and to children in school readiness programs.
- Conn. Gen. Stat. § 10-212c Life-threatening food allergies and glycogen storage disease: Guidelines; district plans.
- Conn. Gen. Stat. § 10-220i Transportation of students carrying cartridge injectors.
- Conn. Gen. Stat. § 10-231c Pesticide applications at schools without an integrated pest management plan. Prior notice.
- Conn. Gen. Stat. § 19a-900 Use of cartridge injectors by staff members of before or after school program, day camp or day care facility.
- Conn. Gen. Stat. § 52-557b "Good samaritan law". Immunity from liability for emergency medical assistance, first aid or medication by injection. Immunity from liability re automatic external defibrillators. School personnel not required to administer or render emergency first aid or administer medication by injection.
- Regs. Conn. State Agencies § 10-212a-1 through 10-212a-7 Administration of Medication by School Personnel

Guidelines for Managing Life-Threatening Food Allergies in Connecticut Schools  
(Includes Guidelines for Managing Glycogen Storage Disease), Connecticut State  
Department of Education (Updated 2012).

Federal Law:

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794

Individuals with Disabilities Education Act, 20 U.S.C. § 1400 et seq.

Policy adopted: June 20, 2006

Policy revised: April 10, 2018

Policy replaced:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

The Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. § 12101 et seq.