

Board of Education Regular Meeting

Tuesday, June 13, 2023 6:30 PM

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

I. Call to Order	Speaker (s) : Deborah Cain
II. Salute to the Flag	Speaker (s) : Deborah Cain
III. Adoption of Agenda	Speaker (s) : Deborah Cain
IV. District Highlights	Speaker (s) : Deborah Cain
IV.A. Seal of Biliteracy	Speaker (s) : Jessie Lavorgna
IV.B. DECA	Speaker (s) : Jessie Lavorgna
IV.C. Robotics	Speaker (s) : Jessie Lavorgna
IV.D. MPS Retirees	Speaker (s) : Jessie Lavorgna
IV.E. Pride Month Proclamation	Speaker (s) : Jessie Lavorgna
V. Public Session	Speaker (s) : Deborah Cain
VI. Communications	Speaker (s) : Deborah Cain
VI.A. Report of Student Representative	Speaker (s) : Pilar Brooks
VII. Consent Agenda	Speaker (s) : Deborah Cain
VII.A. Minutes of May 9, 2023 BOE Regular Meeting	Speaker (s) : Deborah Cain
VII.B. Minutes of June 8, 2023 6:45PM Special Meeting	Speaker (s) : Deborah Cain
VII.C. DECA Power Trip College & Career Conference, TX	Speaker (s) : Dave Reynolds
VII.D. DECA Sports and Entertainment Management Conference, FL	Speaker (s) : Dave Reynolds
VII.E. DECA International Career Development Conference, CA	Speaker (s) : Dave Reynolds
VII.F. Grants Status Report	Speaker (s) : Natalie Forbes
VII.G. Primary Mental Health Grant	Speaker (s) : Natalie Forbes
VII.H. Fresh Fruit and Vegetable Grant	Speaker (s) : Natalie Forbes
VII.I. Policy #7230.3 Acoustics- Revise - Acoustics	Speaker (s) : Justin Taylor
VIII. Department Reports	Speaker (s) : Deborah Cain
VIII.A. Financial Report	Speaker (s) : Eduardo Miranda
VIII.A.1. Action on Line Item Transfer Report	Speaker (s) : Eduardo Miranda
VIII.B. Facilities Department	Speaker (s) : Kevin Dion

VIII.C.	Personnel Report	Speaker (s) : Harry Snyder
VIII.D.	Transportation Report	Speaker (s) : Mark Langton
IX. Superintendent's Report		Speaker (s) : Dr. Vazquez Matos
IX.A.	MPS Climate and Culture Survey	Speaker (s) : Dr. Vazquez Matos
IX.B.	Employee Exit Surveys Data	Speaker (s) : Dr. Vazquez Matos
X. Committees		Speaker (s) : Deborah Cain
X.A.	Budget Committee	Speaker (s) : Charles Wiltsie
X.B.	Curriculum Committee	Speaker (s) : Debra Guss
X.C.	Facilities Committee	Speaker (s) : Deborah Cain
X.D.	Policy Committee	Speaker (s) : Justin Taylor
XI. Action Items		Speaker (s) : Deborah Cain
XI.A.	Data Science High School Course	Speaker (s) : Dr. Vazquez Matos
XI.B.	Approval of Naming the Multipurpose Field in front of Beman Middle School the Quentin "Q" Williams Memorial Field in Honor of a Middletown Public Schools Student	Speaker (s) : Deborah Cain
XI.C.	Policy #5123.1 - Revise - Summer School	Speaker (s) : Justin Taylor
XI.D.	Policy #5127 - Readopt - Student Representation on the Board of Education	Speaker (s) : Justin Taylor
XI.E.	Policy #5131.5 - Revise - Vandalism	Speaker (s) : Justin Taylor
XI.F.	Policy #5142.2 - Revise - Safety: Student Dismissal Precautions	Speaker (s) : Justin Taylor
XI.G.	Policy #7230.2 - Revise - Indoor Air Quality	Speaker (s) : Justin Taylor
XII. Future Agenda Items		Speaker (s) : Deborah Cain
XIII. Proposed for Executive Session		Speaker (s) : Deborah Cain
XIII.A.	Superintendent Year End Evaluation	Speaker (s) : Deborah Cain
XIII.B.	Superintendent Contract Extension Discussion	Speaker (s) : Deborah Cain
XIII.C.	Adjourn Executive Session	Speaker (s) : Deborah Cain
XIV. Possible Action Item: Vote to extend Superintendent's Contract		Speaker (s) : Deborah Cain
XV. Adjournment		Speaker (s) : Deborah Cain

Board of Education Regular Meeting
Tuesday, May 9, 2023 6:30 PM Eastern

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

Deborah Cain: Present
Anita Dempsey-White: Present
Dina Ford: Present
Debra Guss: Present
Emily Jackson: Present
Jon Pulino: Present
Delita Rose Daniels: Present
Justin Taylor: Present
Charles Wiltsie: Present

Present: 9.

Ms. Dempsey White joined at 6:49. Emily Jackson attended virtually.

I. Call to Order

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

II. Salute to the Flag

Ms. Ford led the Pledge of Alliance.

III. Adoption of Agenda

A motion was made to approve the agenda. This motion, made by Jon Pulino and seconded by Justin Taylor, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

IV. District Highlights

IV.A. 8th Grade in the Making Podcast: Finalist in National Competition

Ms. Scholes shared two students that have entered and become finalists for their work in the National Competition. She shared a portion of their podcast.

IV.B. CABA Student Leadership Awards

Mr. Geary introduced Mia Morello and Olivia Bysiewicz as recipients of the CABA Student Leadership Awards. Mr. Geary shared many of the leadership qualities that the student possessed. They are the Student Council President and Vice President and have organized many events throughout the school year.

IV.C. 8th Grade "Shakespeareance"

Ms. Stephanie Brody thanked her coworkers for their assistance with the project. 8th grade English Language Arts students had jobs such as actors, writers, creative assistants. She showed a video with students sharing their experiences with the program. Students and staff reported it was a positive experience.

IV.D. Honoring our Food and Nutritional Staff for National School Lunch Hero Day

Mr. Randall Mel shared that National School Lunch Hero Day was May 5. He discussed the roles of the School Nutrition Staff and the importance of their work. He introduced the staff and shared a slideshow of all the staff within the department.

IV.E. Acknowledgement of National Teacher Appreciation Week: May 8-12

Dr. Vazquez Matos thanked all of the teachers for their invaluable contribution to the education system and their students. He spoke of how their dedication goes beyond the classroom. They face challenges with reliance, adaptability and compassion.

IV.F. 2023 Best Community for Music Education Award

Mr. Gaylord announced that Middletown Public Schools was named the Best Community for Music Education Award from the NAMM Foundation. Ms. Scala thanked the music and strings teachers in the district.

IV.G. The Igniting Inquiry Conference 2023

Ms. Denise Kraft shared an overview of the conference that was held at Keigwin. Teachers from each school and Central Office leaders attended the conference, along with staff from all over the United States, Canada, and around the world. Teachers shared their experiences, feelings and takeaways from the conference.

IV.H. Proclamation for Asian American and Pacific Islander

Heritage Month AND Recognition of May as Mental Health Awareness Month

Ms. Lavorgna read the Proclamation for Asian American and Pacific Islander Heritage Month. She spoke about how representation matters. Ms. Lavorgna explained that May is also Mental Health Awareness Month. She explained the importance of mental health to our students, staff and to the community.

V. Public Session

Chair Cain explained the rules of Public Session.

Janice Pawlak, Brookview Lane. Ms. Pawlak would like assistance in advocating for our youth. She stated that promises were made by the city to provide services to the youth. The school district has added many programs and staff members and would like elected officials to assist with wraparound services.

Katie Marrett, 23 Columbus Ave. Ms. Barrett shared her concerns about teacher morale, teacher retention, staffing, open positions, pay for substitutes. She would like to empower the students and teachers. She discussed the noise level of the open cafeteria at Beman. She offered a solution of sound proofing measures and additional staff in the space. She would like a better environment for all students.

Daniel Long, 5 Mazzotta Place. Dr. Long would also like to advocate for wraparound youth services, concerns of the environment and teacher morale. He also discussed concerns about staffing, lack of teachers, subs, secretaries. This leads to a lack of communication. Paras are needed to support teachers in the classrooms. Staff is needed for safety and discipline. He also discussed the need for teachers.

Molly Auger 13 Red Glenn Road. Ms. Auger offered ways the district could improve on communication and transparency. She offered a solution of intensive communication to be put into place for parents of rising middle schoolers. Ms. Auger shared that parents should be made aware of what is happening in their child's school.

Sarah Shapiro, 150 Monarca Drive. Ms. Shapiro spoke highly of the teachers that she has come to know. She shared the difficulties due to noise in the building, disrespectful students and violent behavior. She stated that policies must support teachers and protect students.

Christine Gasstrom, 27 Catherine Street. Ms. Gasstrom addressed the parent / teacher conference schedule. She would like the April conferences moved up to March. She stated that would give the parents and students more time to make any necessary changes. Ms. Gasstrom also suggested that the substitute pay be increased to help with the staffing at the school.

Megan Lewis, 119 Victoria Height, and Katelyn Claudomir, 10 Guarino Drive. Ms. Lewis thanked the Police Department for their service and being visible at the schools. Ms. Lewis addressed the timeline of the release of information regarding a threat made to the schools. She stated it was concerning that information was released weeks later. She suggested more police or security at the schools. Ms. Claudomir stated she would like to see more police presence in the elementary schools.

Vanessa Crowley 142 Talcott Ridge Drive. Ms. Crowley is concerned that the tour of Beman for 5th grade students was canceled. She stated a tour should be given to students during the day before the end of the school year.

Ahmed Daniels, 42 Oak Street. Mr. Daniels offered to be part of the solution to any of the issues going on in the schools. He offered to volunteer and have others join him in the schools to work with students. He urged the administration to lean on the community when difficult situations arise in the schools.

Dina Hunter, 50 Hunter Beach Drive. Ms. Hunter stated the teachers at Beman deserve more respect. She spoke of her experience at Beman with disruptions by other students.

Mr. Gasstrom, 27 Catherine St. Mr. Gasstrom would like to see teacher salaries increased and more paras in the schools.

VI. Communications

VI.A. Report of Student Representative

Student Representative Pilar Brooks shared that MHS is celebrating Senior Signing Day, Senior Awards and M Life celebration for after high school plans. Mini-career info sessions are being held with representatives from engineering, businesses, computer science and nurses.

Many students had pieces in the art shows and won numerous awards. Robotics and DECA were both successful in their competitions. The school also had a Sandy Hook Promise training day. Restorative Justice is limiting harm and violence and lifting students.

National nurses week, Band Spring Concert, FFA Banquet, Community Day, Diversity Day, Junior and Senior Prom are all upcoming events.

VII. Consent Agenda

Approval of the Consent Agenda Items A- E and G-I. This motion, made by Jon Pulino and seconded by Delita Rose Daniels, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

Chair Cain pulled Item F.

VII.A. Minutes of April 4, 2023 BOE Regular Meeting

VII.B. Minutes of March 29, 2023 BOE Special Meeting

VII.C. Out of State Field Trip MPAC to Lake George

VII.D. Out of State Field Trip MPAC to NYC

VII.E. Grants Status Report

VII.F. School Security Round 6 Grant

Motion to accept Consent Agenda Item F. This motion, made by Deborah Cain and seconded by Jon Pulino, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

Ms. Forbes explained the Grant, what it funded and the purpose. She shared that once the grant is awarded, action will happen immediately. Mr. Gaylord further shared safety and security procedures.

VII.G. Policy #5131.111 - Revise - Video Surveillance

VII.H. Policy #6145.6 - Revise - Travel and Exchange Student

VII.I. Policy #7211 - Revise - Architect Selection

VIII. Department Reports

VIII.A. Financial Report

Mr. Miranda shared that there is a projected surplus due to vacancies. Ms. Rose Daniels asked about the attrition line. Dr. Vazquez Matos shared that the line was reviewed this budget season and is reflected in the upcoming budget.

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

Move to approve the Line Item Transfer Report. This motion, made by Justin Taylor and seconded by Jon Pulino, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

Mr. Miranda gave an overview of the transfers.

VIII.B. Facilities Department

Mr. Dion thanked everyone for their work on Keigwin for the Igniting Inquiry conference both on the inside and outside of the building. He discussed the summer work that will occur in the buildings. Ms. Ford asked if there were any discussions concerning the noise in the Beman cafeteria. Mr. Dion explained that options are being looked into.

VIII.C. Personnel Report

Mr. Snyder shared that the HR department attended a job fair at Wesleyan University. The job fair was for high school students to explore career opportunities. Recruiting is happening for the 23-24 school year and positions are being filled. Ms. Rose Daniels asked about summer vacancies. Mr. Snyder shared initiatives for diversifying staff in the schools.

Chair Cain asked Mr. Snyder if he sees areas of improvement for recruiting for the district. Mr. Snyder stated that the recruitment efforts are being reviewed. Ms. Dempsey White shared a suggestion that issues within schools need to be addressed. Incoming teachers will watch Board meetings to see any issues.

Mr. Wiltsie suggested that expectations are presented to incoming teachers. New staff should be aware of the climate in the school they will be working in. Mr. Pulino offered that districts that do not allow cell phones in schools would be attractive to teachers.

VIII.D. Transportation Report

Mr. Langton shared that his department is setting up transportation for the numerous summer programs in the district. He shared that they are working with Dattco on recruiting and retention for drivers. Ms. Ford shared positive feedback on the bus app for parents of the district.

IX. Superintendent's Report

IX.A. Introduction of Middletown High School Principal

Dr. Vazquez Matos shared that a nationwide search was conducted for the principal of Middletown High School. Dr. Dawn Brooks was the top candidate for the position. Dr. Brooks has been a teacher, Assistant Principal and student at Middletown High School. Dr. Brooks shared she is honored, privileged and humbled to lead Middletown High School.

IX.B. Beman Middle School Update

Dr. Vazquez Matos invited Mr. Ray Byron, Principal of Beman Middle School. Dr. Vazquez Matos shared that he hears the concerns of parents, teachers and the community. He shared many of the positives experiences that happen at the middle and high school level.

Mr. Byron shared many of the initiatives that have been implemented at Beman. They include Tuesday and Saturday detention, staff training, implementation of behavior contracts,

individual team meetings and more. There was a discussion regarding students going to Pat Kidney after school. Dr. Vazquez Matos has met with the mayor and police department. They are working together on solutions for what students are doing after school.

Mr. Byron shared that the work has been happening all year. New opportunities have been added and adjusted all year.

IX.C. Summer Programming

Ms. Stacey McCann shared that summer programming will be held for students in preschool through grade 12. She shared open enrollment programs such as aerospace, entrepreneurship camp, MHS Credit Recovery, Freshman Summer Bridge and Senior College App Bootcamp. Closed or selective enrollment includes the newcomer ELL program, Extended School Year, Play-based Pre-K Experience, Elementary Summer Literacy Academy, Elementary and Secondary STEAM Launch Camps, Robotics Camp, DECA Superstars, BlueTube Boot Camp

IX.D. Sandy Hook Promise Say Something Anonymous Reporting System

The Sandy Hook Promise is an anonymous say something reporting program. Dr. Vazquez Matos shared that the work with the program started last February. Mr. Gaylord gave an overview of the reporting system. Anyone in the community can place a tip. The tip is sent to a 24/7/365 multilingual crisis center. The next step is for officials or 911 dispatch to intervene to get help for the individual. There is a response team at each school. Mr. Wiltsie asked how calls are vetted. Mr. Gaylord shared that the crisis team is highly trained to determine what type of call it is.

X. Committees

X.A. Budget Committee

Mr. Wiltsie shared the Budget Committee had a meeting last evening. Line item transfers and financial report, personnel updates, COVID positions that were moved to full time employment were all discussed.

X.B. Curriculum Committee

Ms. Guss shared that testing data of subgroups growth was discussed. There was a discussion on APEX Learning and a tech theater class.

X.C. Facilities Committee

Chair Cain shared that the committee met at Bielefield last month. Repairs to the MHS track will occur this summer. Tree cutting, playground updates, flooring replacement will all happen over the summer.

X.D. Policy Committee

The Policy Committee did not meet last month.

XI. Action Items

XI.A. MHS Theater- Change in curriculum of Tech Theater Class to count towards STEM credit

Motion to approve the Technical Theater course for the 2023-2024 school year. This motion, made by Debra Guss and seconded by Jon Pulino, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

Ms. Hanly shared that the science and theater departments had come together to create a course called Technical Theater. She addressed professional development.

XI.B. Policy #7230.3 - Revise - Acoustics

Motion to accept Policy# 7230.3 - Revise - Acoustics. This motion, made by Justin Taylor and seconded by Deborah Cain, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

Mr. Taylor shared that Policy #7230.3 - Revise - Acoustics was presented to the committee and accepted.

XII. Future Agenda Items

There were no Future Items.

Chair Cain shared graduation is June 17. She would like all board members to attend. She review that the Code of Ethics was given to each board member this evening.

XIII. Adjournment

Move to adjourn at 10:26 PM. This motion, made by Deborah Cain and seconded by Delita Rose Daniels, Carried.

Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Jon Pulino: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea

Yea: 9, Nay: 0

**Board of Education
Special Meeting Minutes
Thursday, June 8, 2023 6:45 PM
<http://www.youtube.com/c/MiddletownStream>**

Board Members Present: Chairwoman Deborah Cain, Anita Dempsey White, Dina Ford, Debra Guss, Emily Jackson, Jonathon Pulino and Charles Wiltsie

Others Present: Superintendent Dr. Vázquez Matos, Assistant Superintendent Jennifer Cannata, Director of Innovation and Grants Natalie Forbes, Director of Information Technology Michael Skott, Executive Assistant to the Superintendent Joyce Carey and 0 visitors

I. CALL TO ORDER

Board Chair Deborah Cain called the meeting to order at 6:44 PM.

II. APPROVAL OF MINUTES JUNE 8, 2023 6:30pm

MOTION: A motion to approve the minutes of the June 8, 2023 6:30PM BOE Special Meeting was made by Mr. Pulino and a second by Ms. Ford.

III. ADJOURNMENT

MOTION: Move to adjourn at 6:46PM passed with a motion by Chair Cain and a second by Mr. Pulino – 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 School** Date of Request: **5/5/2023**

Name of Club or Activity: **DECA and this co-curricular activity perfectly aligns with curriculum**

Trip To: **Austin, TX** Purpose: **DECA Power Trip College & Career Conference**

Number of Students Participating: **20**

Number of students eligible to go on the field trip: **Approximately 200**

Dates of Trip: From: **11/16/23** To: **11/19/23** # of school days missed: **2**

Names of Teachers and Chaperones:

1. David Reynolds
2. Vivian Sheen

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

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

Are fund-raising activities planned: **Yes** If so, describe: **School Store/Online/Butter Braids**

Amount of money raised through fundraisers: **\$1000 + potential grant funds**

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

Insurance Arrangements for Staff and Students: **DECA/District**

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

Cost per Nurse: **\$0** Cost per Paraprofessional: **\$0**
(if necessary) (if necessary)

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

- a. **N/A**
- b.
- c.
- d. Other

Name of teacher making request: **David Reynolds**

Approved by Department Head at secondary level: **David Reynolds**

Approved by Principal: **Dawn Brooks**

Authorized by Associate Superintendent:

Superintendent Approval

Date: **6/6/23**



The Ultimate DECA Power Trip

Description

The "Ultimate DECA Power Trip" is a weekend conference (students will miss two school days, Thursday and Friday) in Austin, TX., in which students will network with professionals and other DECA students from around North America, attend educational seminars and activities related to college and career preparation and attend an opening and closing session with inspirational speakers. On Saturday, when the students are at their seminars and activities, the chaperones will be at professional development, at the same venue, related to preparing students for college and careers.

I am requesting to take a small group, up to 20 students (which will be approximately 10 seniors and 10 juniors) via air travel. Students will be home by 8pm Sunday afternoon which is not late and will not impact attending school on Monday. This will be our 10th year attending.

The cost of the conference, without spending cash included, is approximately \$800. This will be defrayed by our planned fund-raising activities and possible grant funds. Students will room four to a room where possible to reduce costs. I will aid students financially that need assistance and will also allow students to pay in installments in order to make this educational opportunity as available as possible to all students in an equitable fashion.

With regards to equity, Middletown DECA has always been as diverse as it has been successful. The demographics of the overall DECA membership, its student leadership, and those that participate in these conferences mirror that of Middletown High School.

Middletown DECA is one of the City of Middletown's largest and most successful student organizations that prepares our young people for college and careers, with a long-standing tradition of student excellence and this educational conference is a critical piece of the program. For ten consecutive years our program has been recognized by DECA Inc. and the US Army as a top international chapter and it is the reigning #1 ranked Marketing program by the State of Connecticut Department of Education (four years running). Please approve this request.

Thank you in advance!



Instruction
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Name of School: **Middletown High School** Date of Request: **5/5/2023**

Name of Club or Activity: **DECA and this co-curricular activity perfectly aligns with curriculum**

Trip To: **Orlando, FL** Purpose: **DECA Sports and Entertainment Management Conference**

Number of Students Participating: **10**

Number of students eligible to go on the field trip: **Approximately 200**

Dates of Trip: From: **1/31/24** To: **2/4/24** # of school days missed: **3**

Names of Teachers and Chaperones:

1. David Reynolds

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

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

Are fund-raising activities planned: **Yes** If so, describe: **School Store/Online/Butter Braids**

Amount of money raised through fundraisers: **\$1000 + potential grant funds**

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

Insurance Arrangements for Staff and Students: **DECA/District**

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

Cost per Nurse: **\$0** Cost per Paraprofessional: **\$0**
(if necessary) (if necessary)

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

- a. **N/A**
- b.
- c.
- d. Other

Name of teacher making request: **David Reynolds**

Approved by Department Head at secondary level: **David Reynolds**

Approved by Principal: **Dawn Brooks**

Authorized by Associate Superintendent:

Superintendent Approval

Date:

6/7/23

DECA Sports and Entertainment Conference



Description

The DECA Sports and Entertainment Conference is a conference in Orlando, F.L., in which students will network with professionals and other DECA students from around North America, attend educational seminars and activities related to college and career preparation and attend an opening and closing session with inspirational speakers. When the students are at their seminars and activities, the chaperones will be at professional development, at the same venue, related to preparing students for college and careers.

I am requesting to take a small group, up to 10 students, via air travel.

The cost of the conference, without spending cash included, is approximately \$900. This will be defrayed by our planned fund-raising activities and possible grant funds. Students will room four to a room where possible to reduce costs. I will aid students financially that need assistance and will also allow students to pay in installments in order to make this educational opportunity as available as possible to all students in an equitable fashion.

With regards to equity, Middletown DECA has always been as diverse as it has been successful. The demographics of the overall DECA membership, its student leadership, and those that participate in these conferences mirror that of Middletown High School.

Middletown DECA is one of the City of Middletown's largest and most successful student organizations that prepares our young people for college and careers, with a long-standing tradition of student excellence and this educational conference is a critical piece of the program. For ten consecutive years our program has been recognized by DECA Inc. and the US Army as a top international chapter and it is the reigning #1 ranked Marketing program by the State of Connecticut Department of Education (four years running). Please approve this request.

Thank you in advance!



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

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Name of School: **Middletown High School** Date of Request: **5/5/2023**

Name of Club or Activity: **DECA - This is a co-curricular event and aligns perfectly with curriculum**

Trip To: **Anaheim, CA** Purpose: **DECA International Career Development Conference**

Number of Students Participating: **32**

Number of students eligible to go on the field trip: **Approximately 200**

Dates of Trip: From: **4/26/24** To: **5/1/24** # of school days missed: **4**

Names of Teachers and Chaperones:

1. David Reynolds	3. Vivian Sheen
2. Lee Schwartzman	4. Samuel Faulkenberry

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

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

Are fund-raising activities planned: **Yes** If so, describe: **School Store/Online/Butter Braids**

Amount of money raised through fundraisers: **\$1000**

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

Insurance Arrangements for Staff and Students: **DECA/District**

Cost per Student: **\$1200** Cost per Teacher and/or Chaperone: **\$1200**

Cost per Nurse: **\$0** Cost per Paraprofessional: **\$0**
(if necessary) (if necessary)

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

- a. **N/A**
- b.
- c.
- d. Other

Name of teacher making request: **David Reynolds**

Approved by Department Head at secondary level: **David Reynolds**

Approved by Principal: **Dawn Brooks**

Authorized by Associate Superintendent:

Superintendent Approval

Date:

(Handwritten signatures and dates)

Signature: *[Signature]*

Signature: *[Signature]*

Signature: *[Signature]*

Signature: *[Signature]*

Date: **6/7/23**

DECA International Career Development Conference

Middletown DECA has competed at the International Career Development Conference for the past 42 years. This year the conference will be held in Anaheim, CA from April 26 through May 1, 2024. Approximately 22,000 attendees from 12 nations are expected to attend and compete.

The purpose of this conference is to enable students to engage in competitive events and educational academies that will extend their skills for college, curriculum and careers and more specifically marketing, management, finance and hospitality. DECA competitive events are rigorous learning activities designed to evaluate the student's achievement of these skills through performance indicators. Students will take lengthy, comprehensive written tests and perform multiple oral presentations in a marketing-related area. Not only have students spent hundreds of hours preparing for their state competition but will spend hours preparing for the Internationals as well.

Over the past ten years, Middletown DECA has had over 450 state winners and many international winners. In a typical year, at the Connecticut State Conference, Middletown DECA earns 50 awards in the competitive events which is head and shoulders above any other school. Moreover, Middletown DECA has been recognized by DECA as a top chapter internationally for the past 12 years, for achievement by Governor Rell, and many years by the Middletown Common Council. At the last Orlando International Conference 21 marketing students from Middletown received international certificates of merit for placing in the top twenty percent, six students were international finalists (top 20 worldwide), two students were top 10 worldwide, and six students won best in their group internationally for presentations and two students won international medals for best test score.

Middletown DECA has been ranked #1 by the State of Connecticut for Marketing education for four consecutive years and our Career and Technical Education department has been ranked #1 for two consecutive years. These types of conferences have a direct impact on student achievement and post-secondary and career success.

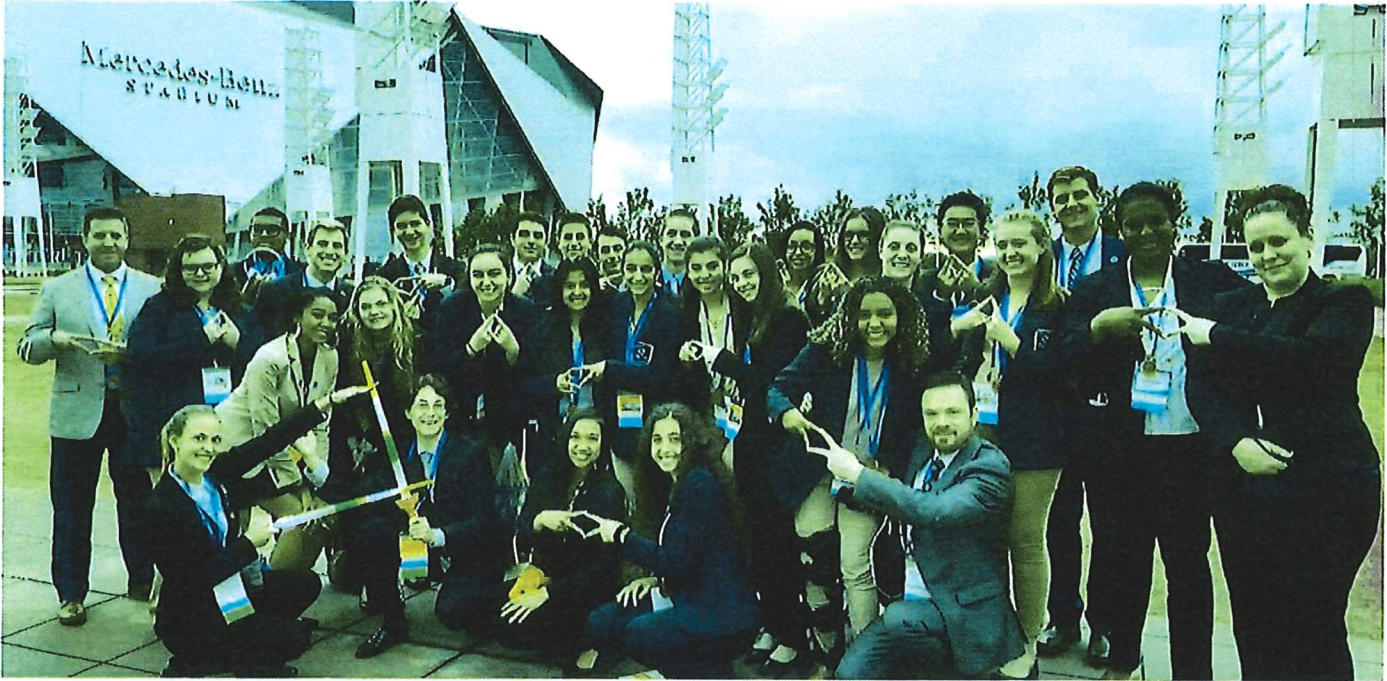
The cost of the conference is approximately \$1200.00 per student which includes transportation and lodging. All arrangements will be made in conjunction with Connecticut DECA which is affiliated with the State Department of Education. David Reynolds, Coordinator of Career and Technical Education and DECA advisor will chaperone this trip along with three other certified teachers. It is mandated by National and Connecticut DECA that if eight or more students attend the International Conference an additional chaperone will be needed because of liability issues.

DECA students who place in the top three in their specific categories, at our state conference, are invited to compete at the international conference. Scholarship money from prominent business colleges are available and awarded to MHS DECA students who attend the international conference. Students will miss a total of four days of school while attending this trip. A few weeks prior to the conference Mr. Reynolds meets with parents and students to discuss all rules and procedures to assure a safe conference. At this meeting, all students are instructed to make appointments with their teachers for all class and homework missed. This missed work will be due no later than the Monday prior to the trip. Many students have chosen to bring select work with them on the trip to complete during the flight or other times.

With regards to equity, Middletown DECA has always been as diverse as it has been successful. The demographics of the overall DECA membership, its student leadership, and those students that participate in these conferences, closely mirror that of Middletown High School. In fact, there was zero achievement gap on the 2017 state Marketing exam (an exam our students earned #1 on).

With regards to finances, many students have the cost of their conference lowered/defrayed not only by fund-raising but also based on financial need. Middletown DECA works very hard to ensure equitable access and that no student is denied attendance for financial hurdles.

In conclusion, please approve this student conference. The experience is one of the most rewarding yet most rigorous learning experiences a student can get.





Office of Your Department
Unlocking the Potential in ALL Students

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Board of Education Report
6.13.2023
Grants Report June

The following grants were confirmed this month:

Grant Title	Funder	SY23	SY22
OEC Wage Supports, Second round (PreK)	OEC	73,820.80	0
UCONN Early College Experience (MHS)	UCONN	1,000	0
CT Grown 4 CT Kids (District)	State of CT	24,670	0

Total Grants to-date for the 2022-23 school year is \$14,573,085.17 representing 57 grants.

The department continues to focus on fiscal close out and support of several ongoing grant-funded projects including:

- Acoustic Panels (Beman Cafeteria)
- Pre-K Outdoor Playscape (Snow Elementary)
- Library Refurbishment (MHS)
- Security Round 5 Camera Installation (multiple schools)
- Playscape surface (Moody School)
- Playscape (Lawrence School)
- All summer programming except ESY and MHS Credit Recovery.

Respectfully submitted,

Natalie Forbes, Director of Innovation & Grants



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Board of Education Executive Summary
6.9.2023
Primary Mental Health Program Grant

The district is applying to the State of Connecticut Bureau of Health/ Nutrition, Family Services, and Adult Education, for a Primary Mental Health Program (PMHP) grant. The *Circle of Friends* program was first implemented at Farm Hill School during the 1993-94 school year and relocated to Wesley School for the 2007-08 school year.

The purpose of this grant program is to provide a support system for students with adjustment problems in the early grades, enabling them to be successful in the classroom environment. A strong relationship is established between parents and the school through parent meetings, workshops, and communication after each session with the child, to assist parents in developing their parenting skills.

The program allows for early detection of social/emotional, behavioral, and learning problems in Grades K-3 students. Students who exhibit non-compliant behaviors are monitored and positive interventions are implemented. Students are given extrinsic rewards for positive behavior through daily reinforcement and encouragement, collaboration with parents to support positive behavior, and student recognition of positive behavior within the learning community. Students meet a minimum of once per week for twelve weeks with the Child Associate to work towards individual student behavior goals. The project provides for:

- A full-time child associate (Para educator) to staff the program;



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- Parent workshops to assist parents in strengthening techniques to help their child follow the school's positive behavioral support process in order to be more successful and adjusted to the classroom and school environment.

The grant requires that districts provide a minimum of twenty percent match and in-kind contributions from the school professional staff. The match requirement will be through the benefits

provided to the Para educator and in-kind services will be provided through the school psychologist, building administrator, and dedicated classroom space for the *Circle of Friends* program.

Funding Requested: \$20,000

Respectfully submitted,
Natalie Forbes, Director of Innovation & Grants



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Board of Education Executive Summary
6.9.2023
Fresh Fruit & Vegetable Grant

The district is applying to the State Department of Education (SDE), Bureau of Health/Nutrition, Family Services, and Adult Education, for a Fresh Fruits and Vegetables Grant for Farm Hill, Macdonough, Snow and Spencer Elementary Schools. Eligibility is governed by the percentage of F/R lunch eligible students but selection is dependent on the number of participating schools and their respective F/R percentages as the funds are limited.

The requirements of the program state that the fresh fruits and vegetables purchased with the grant must be provided to students outside the regular breakfast and lunch programs.

This program was piloted at Macdonough School in 2005-06 and since that time, it has been successful in introducing fresh fruits and vegetables to students who may otherwise not have the opportunity to experience the variety of produce offered. Wellness, nutrition, and healthy choices are addressed with students as integral parts of this program.

Objectives for the program include:

- Providing daily snack choices that consist of fresh fruits and vegetables to encourage exploration of new food choices;
- Incorporating nutrition awareness through the Fresh Fruits and Vegetables program to increase healthy food choices for students and their families.

Level of funding is determined by SDE. No budget is required with submission.

Respectfully submitted,
Natalie Forbes, Director of Innovation & Grants

New Construction

Acoustics

The Middletown Board of Education (the “Board”) recognizes the importance of optimal acoustics in educational environments within the Middletown Public Schools (the “District”). The Board requires that classroom and other learning environment acoustics be considered at the onset of the classroom and learning environment design process, and with early collaboration of school planners, architects, contractors and suppliers, to assure that the learning environment adequately limits background noise and reverberation.

All school building projects in the District shall be in compliance with applicable laws and regulations and state guidance and/or standards concerning acoustics in school buildings.

Legal Reference: Connecticut General Statutes

10-220 Duties of boards of education

10-291 Approval of plans and site. Expense limit

10-292 Review of final plans by Commissioner of Education. Exceptions;
role of local officials.

Policy adopted: September 9, 2014
Policy revised:
Connecticut

MIDDLETOWN PUBLIC SCHOOLS
Middletown,

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overhead/Deficit	Projected Expenditure
CERTIFIED SALARIES								
51109 CERTIFIED*CURR WRITING	88,034.89	117,880.00	22,270.00	-	80,586.84	59,563.16	55,000.00	85,150.00
51110 CERTIFIED*REGULAR	33,596,801.00	36,074,709.00	40,625.00	-	28,631,919.54	7,483,414.46	731,474.16	35,383,859.84
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 ADD/STPEND	-	5,400.00	-	-	-	5,400.00	-	5,400.00
51309 SALARIES: INTERVENTIONISTS	262,000.99	415,063.00	-	-	229,305.95	185,747.05	175,847.05	239,205.95
51310 SALARIES: SUBS-DAILY*REG	194,787.42	100,000.00	-	-	62,807.50	37,192.50	33,796.50	66,203.50
51315 SALARIES: SUBS-LONGTERM*REG	171,536.40	200,000.00	-	-	256,886.24	(66,886.24)	(74,111.34)	274,111.34
51316 SALARIES: SUBS-BLDG*REG	261,740.00	175,520.00	-	-	74,343.75	101,176.25	97,319.75	78,200.25
51410 SALARIES: ADMINISTRATOR*REG	4,997,818.27	5,312,225.00	-	-	4,824,925.08	487,299.92	86,083.54	5,226,141.46
51501 LONGEVITY: CERTIFIED	457,200.00	462,600.00	-	-	457,700.00	4,900.00	4,900.00	457,700.00
51510 ADDL COMPENSATION PAID TO TEACHERS	12,000.00	12,000.00	(4,500.00)	-	124.00	7,376.00	7,376.00	124.00
51550 EARLY RETIREMENT INCENTIVE	-	2.00	-	-	-	2.00	-	2.00
51716 SALARIES: MENTOR	9,042.00	18,130.00	-	-	10,173.34	7,956.66	6,500.00	11,630.00
51718 SALARIES: TUTOR	100,506.62	49,800.00	-	-	142,335.77	(92,535.77)	(95,000.00)	144,800.00
51721 SALARIES: STIPENDS-NON TR8	434,529.13	722,674.00	(13,128.50)	-	493,157.41	216,388.09	75,000.00	634,545.50
51722 SALARIES: MSEL/ MENTOR	37,840.00	-	-	-	125,000.00	20,000.00	15,000.00	130,000.00
51900 OTHER SALARIES	141,318.88	145,000.00	-	-	55,888.75	455.25	(1,000.00)	57,344.00
51901 NON-CONTRACTED CERTIFIED	81,420.33	56,344.00	-	-	187,779.23	(142,779.23)	(145,000.00)	190,000.00
51921 SALARIES: CLASS COVERAGE	204,324.21	45,000.00	-	-	-	-	-	-
51990 SALARIES: OTHER	452.72	-	-	-	35,632,933.40	7,415,091.10	973,185.66	42,074,838.84
TOTAL CERTIFIED SALARIES	41,021,352.66	43,002,758.00	45,266.50	-	35,632,933.40	7,415,091.10	973,185.66	42,074,838.84
CLASSIFIED SALARIES								
51116 CLASSIFIED*REG	7,747,174.78	8,907,098.00	(150,000.00)	-	7,512,306.64	1,244,701.36	165,560.64	8,591,447.36
51112 UNKNOWN ATTRITION	-	(405,148.00)	-	-	-	(405,148.00)	-	(405,148.00)
51118 CLASSIFIED*OT	199,933.94	234,501.00	-	-	229,700.19	4,800.81	-	234,501.00
51121 CLASSIFIED*OTHER ADD/STPEND	-	165,000.00	-	-	-	165,000.00	165,000.00	-
51200 SALARIES SEASONAL TEMP EMPLOYMENT	12,460.29	30,000.00	-	-	189,859.65	(159,859.65)	(165,000.00)	195,000.00
51416 ATHLETIC EVENT WORKERS	28,718.88	16,000.00	-	-	49,800.16	(33,800.16)	(40,000.00)	56,000.00
51418 SUBS-SECRETARIES	103,249.50	30,000.00	-	-	79,746.24	(49,746.24)	(47,133.79)	77,133.79
51419 OT-SNOW REMOVAL	32,453.87	-	-	-	-	-	-	-
51420 OT-CUSTODIAL COVERAGE	78,254.86	-	-	-	-	-	-	-
51502 LONGEVITY: CLASSIFIED	-	-	-	-	163.46	(163.46)	(163.46)	163.46
51903 HOME VISITORS	-	24,672.00	-	-	-	24,672.00	24,672.00	-
51920 SALARIES: STUDENT VOCATIONAL	3,990.00	6,000.00	-	1,045.00	3,850.00	1,105.00	1,105.00	4,895.00
TOTAL CLASSIFIED SALARIES	8,206,236.12	9,008,033.00	(150,000.00)	1,045.00	8,065,426.34	791,561.66	104,040.39	8,753,992.61

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/Deficit	Projected Expenditure
PARAPROFESSIONAL/AIDES								
51210 SALARIES: AIDES/PARAS-REG	3,990,424.99	5,162,612.00	-	-	4,342,097.48	820,514.52	349,568.60	4,813,043.40
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	-	148,845.59	1,154.41	(7,380.00)	157,380.00
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	-	-	246,290.50	116,688.50	108,502.70	254,476.30
51717 SALARIES: BUS MONITOR	4,862.00	-	5,000.00	-	6,165.25	(1,165.25)	(2,000.00)	7,000.00
TOTAL PARAPROFESSIONAL/AIDES	4,304,049.53	5,240,892.00	155,000.00	-	4,760,998.82	634,893.18	478,643.30	4,917,248.70
EMPLOYEE BENEFITS								
51970 SALARIES: CLOTHING ALLOCATION	19,600.00	36,200.00	-	-	22,400.00	13,800.00	13,800.00	22,400.00
52010 EMPLOYEE BENEFITS	1,802.69	-	-	-	-	-	-	-
52100 GROUP LIFE INSURANCE	204,255.00	201,143.00	-	-	217,143.00	(16,000.00)	(16,000.00)	217,143.00
52205 FICA	594,013.51	445,845.00	-	-	640,808.53	(194,963.53)	(239,000.00)	684,845.00
52210 MEDICARE	786,388.11	778,755.00	-	-	763,091.75	15,663.25	(68,000.00)	846,755.00
52300 RETIREMENT CONTRIBUTIONS	50,538.40	71,995.00	-	-	74,032.97	(2,037.97)	(5,000.00)	76,995.00
52600 UNEMPLOYMENT COMPENSATION	2,000.00	4,500.00	-	-	800.00	3,700.00	3,700.00	800.00
52700 WORKERS COMPENSATION	4,354.00	65,000.00	-	-	16,790.99	48,209.01	40,000.00	25,000.00
52831 HEALTH INSURANCE*CERTIFIED/PARAS	588,500.00	627,000.00	-	-	866,373.21	41,626.79	41,626.79	585,373.21
52832 HEALTH INSURANCE*CLASSIFIED	7,238,360.43	8,107,961.00	-	-	8,107,961.00	-	-	8,107,961.00
52840 DENTAL INSURANCE	5,203,771.42	5,411,659.00	-	-	5,411,659.00	-	-	5,411,659.00
52950 DISABILITY INSURANCE	1,043,495.00	1,016,682.00	-	-	1,016,604.34	77.66	77.66	1,016,604.34
52960 UNUSED SICK BENEFIT	26,722.66	28,500.00	-	-	28,755.00	(255.00)	(255.00)	28,755.00
52961 UNUSED VACATION PAYOUT	27,064.06	25,002.00	-	-	15,670.49	9,331.51	9,331.51	15,670.49
52961 UNEMPLOYMENT COMPENSATION	-	25,000.00	-	-	-	25,000.00	15,000.00	10,000.00
52990 OTHER POST EMPLOYEE BENEFITS	267,078.00	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	2,559.84	15,440.16
TOTAL EMPLOYEE BENEFITS	16,069,819.28	17,317,172.00	-	-	17,370,460.44	(53,288.44)	(202,159.20)	17,519,331.20
PURCHASED SERVICES								
53010 PURCHASED PROFESSIONAL SERVICES	16,233.96	16,350.00	(50.00)	144.00	16,155.96	0.04	-	16,300.00
53020 LEGAL SERVICES	291,771.31	150,000.00	-	55,468.99	73,456.58	21,074.43	21,074.43	128,925.57
53040 NURSING SERVICES	10,072.50	50,000.00	-	-	28,846.21	21,153.79	2,153.79	47,846.21

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/Deficit	Projected Expenditure
53070 TESTING / SCORING	18,002.60	18,350.00	-	-	17,863.44	486.56	486.56	17,863.44
53200 PROFESSIONAL EDUCATIONAL SERVICES	3,512.74	2,000.00	-	-	674.53	1,325.47	1,325.47	674.53
53205 EMPLOYEE TRAINING/DEV SVCS	3,151.00	950.00	-	510.00	-	440.00	440.00	510.00
53220 INSERVICE - PROF MTGS/DEVELOP	61,460.00	74,644.00	(10,511.50)	3,351.31	38,085.54	22,695.65	-	64,132.50
53240 FIELD TRIPS	10,749.65	15,000.00	7,850.00	-	18,767.26	4,082.74	2,395.24	20,454.76
53251 STUDENT ACTIVITIES	5,994.53	12,000.00	-	6,412.49	2,765.58	2,821.93	2,546.83	9,453.17
53300 PURCHASED PROFESSIONAL SVCS- TECH	214,523.45	123,556.00	(3,000.00)	5,250.00	81,791.63	33,513.37	33,513.37	87,041.63
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)	57,620.67	482,869.78	(66,622.65)	(66,622.65)	540,490.65
53500 PURCHASED PROFESSIONAL/TECH SERVICES	50,000.00	47,650.00	-	275.00	28,072.08	19,302.92	19,302.92	28,347.08
53520 PURCHASED PROF SVCS: OTHER TECH	3,961.65	-	-	-	-	-	-	-
53530 PURCHASED PROFESSIONAL SVCS- POLICE	11,008.00	9,000.00	(1,000.00)	-	9,636.00	(1,636.00)	(2,000.00)	10,000.00
53540 PURCH PROF SVCS: SPORTS OFFICIALS	37,514.45	70,030.00	-	-	40,122.05	29,907.95	25,000.00	45,030.00
54010 PURCHASED PROPERTY SERVICES	14,398.88	28,500.00	(6,234.40)	-	10,390.00	11,875.60	11,875.60	10,390.00
54103 SNOW PLOWING/SANDING	10,740.00	25,000.00	-	-	6,170.00	18,830.00	18,830.00	6,170.00
54300 REPAIRS & MAINTENANCE	588,116.18	734,525.00	(34,046.82)	147,556.78	390,739.72	162,181.68	36,000.00	664,478.18
54303 GROUNDS MAINTENANCE	30,392.61	46,500.00	-	-	46,958.53	(458.53)	(458.53)	46,958.53
54304 ELEVATOR MAINTENANCE	25,965.48	60,000.00	-	1,226.26	42,941.89	15,831.85	14,000.00	46,000.00
54410 RENTAL OF LAND & BUILDINGS	77,058.00	77,058.00	-	-	77,058.00	-	-	77,058.00
54411 WATER/SEWER	101,050.05	111,022.00	-	21,922.92	90,415.26	(1,316.18)	(1,316.18)	112,338.18
54420 RENTAL OF EQUIPMENT/VEHICLES	4,133.97	6,500.00	-	-	4,319.31	2,180.69	1,800.00	4,700.00
54421 DISPOSAL	148,139.06	140,800.00	-	2,275.12	147,384.98	(8,850.10)	(8,880.10)	149,660.10
54422 LAWN CARE	14,064.72	15,000.00	-	-	16,400.00	(1,400.00)	(1,400.00)	16,400.00
54430 RENTAL OF COMPUTER RELATED EQUIPMENT	-	400.00	-	-	-	400.00	400.00	-
54440 RENTALS	1,776.72	1,564.00	(21.59)	389.16	1,153.26	-	-	1,542.42
54900 ENERGY PERFORMANCE CONTRACT	355,998.37	-	-	-	-	-	-	-
55010 PURCHASED SERVICES	1,466,821.31	1,195,804.00	8,568.08	79,983.71	977,584.15	146,804.22	140,000.00	1,064,372.08
55011 VACCINES	-	3,000.00	(3,000.00)	-	-	-	-	-
55100 PUPIL TRANSPORTATION	4,079,142.78	5,147,729.00	89,761.64	6,440.01	5,203,509.32	27,541.31	40,000.00	5,197,490.64
55105 TRANSPORTATION*SUMMER	194,239.33	210,000.00	(67,183.14)	-	142,816.86	-	-	142,816.86
55109 TRANSPORT*SPED OUT OF TOWN	680,712.65	500,000.00	-	82,410.25	875,602.19	(458,012.44)	(458,102.44)	956,102.44
55190 TRANSPORT*HOMELESS	73,561.01	70,000.00	-	25,540.65	151,975.32	(107,515.97)	(107,515.97)	177,515.97
55191 TRANSPORT*DCF	22,465.00	100,000.00	(5,000.00)	7,045.00	28,819.00	61,136.00	61,136.00	33,864.00
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	-	-	24,024.99	(24.99)	(24.99)	24,024.99
55300 COMMUNICATIONS/TELEPHONE	355,236.56	323,400.00	-	25,109.79	237,872.77	60,417.44	60,417.44	262,982.56
55301 POSTAGE	31,756.43	34,835.00	(902.00)	4,307.65	29,772.24	(146.89)	(146.89)	34,079.99
55303 SECURITY MONITORING	69,156.24	110,000.00	-	4,750.00	76,435.64	28,814.36	28,814.36	81,185.64
55304 SUBSCRIPTIONS/LICENSES	147,907.46	125,668.00	(10,132.24)	-	113,651.74	1,884.02	1,884.02	113,651.74

<u>Object Code - Summary</u>	<u>Expenditure 2021-2022</u>	<u>Appropriation 2022-2023</u>	<u>Appropriation Adjustment</u>	<u>Encumbrance</u>	<u>Current Expenditure</u>	<u>Current Balance</u>	<u>Projected Overage/Deficit</u>	<u>Projected Expenditure</u>
55400 ADVERTISING	10,779.95	13,800.00	950.00	-	8,079.11	6,670.89	6,000.00	8,750.00
55500 PRINTING	28,864.21	44,605.00	(1,683.68)	7,592.95	18,774.69	16,553.68	16,553.68	26,367.64
55510 COPYING	97,613.60	100,473.00	(1,125.00)	-	87,498.00	11,850.00	11,850.00	87,498.00
55800 TRAVEL/CONFERENCES	79,230.09	122,990.00	-	16,030.33	83,937.86	22,961.81	22,104.95	100,825.05
TOTAL PURCHASED SERVICES	10,370,830.79	10,886,136.00	(77,385.64)	591,613.24	10,074,412.47	142,724.65	(30,563.09)	10,839,313.45
SUPPLIES & MATERIALS								
56100 SUPPLIES-GENERAL	-	5,000.00	-	-	-	5,000.00	5,000.00	-
56104 SUPPLIES-MAINTENANCE	102,162.58	239,000.00	9,000.00	14,682.28	177,743.55	55,574.17	45,000.00	203,000.00
56106 SUPPLIES-FOOD	-	390.00	-	-	199.93	190.07	190.07	199.93
56110 INSTRUCTIONAL SUPPLIES	385,906.50	398,913.00	11,218.06	14,769.10	363,481.95	31,880.01	28,000.00	382,131.06
56115 COMMON CORE MATERIALS	14,844.74	20,753.00	272.88	-	20,105.73	920.15	920.15	20,105.73
56120 ADMINISTRATIVE SUPPLIES	89,881.08	85,476.00	10,096.65	4,331.88	78,643.08	12,597.69	12,600.00	82,972.65
56121 COPY PAPER	30,314.07	47,025.00	7,802.46	3,893.50	50,400.86	533.10	533.10	54,294.36
56210 NATURAL GAS	631,448.16	700,650.00	1,125.00	112,713.58	656,736.63	(47,677.21)	(50,000.00)	751,775.00
56220 ELECTRICITY	1,126,525.02	1,367,405.00	-	325,140.76	923,821.91	118,442.33	270,000.00	1,097,405.00
56230 BOTTLED GAS	10,264.94	11,950.00	-	3,371.88	4,709.23	3,869.09	3,869.09	8,080.91
56240 FUEL OIL	202,833.03	227,350.00	-	11,770.31	215,579.69	-	-	227,350.00
56260 DIESEL FUEL	119,827.97	317,500.00	(10,000.00)	35,411.16	264,258.44	7,830.40	7,830.40	299,688.60
56266 GASOLINE (VEHICLES)	88,990.95	109,540.00	-	36,212.35	112,095.30	(38,770.65)	(40,000.00)	149,540.00
56270 PROPANE	68,331.78	40,840.00	-	7,726.48	41,087.99	(7,974.47)	(7,974.47)	48,814.47
56300 FOOD SUPPLIES	525.19	6,741.00	-	-	1,218.33	5,522.67	5,522.67	1,218.33
56400 BOOKS AND PERIODICALS	5,161.05	9,000.00	(1.38)	-	7,771.39	1,227.23	1,227.23	7,771.39
56410 TEXTBOOKS	24,561.63	37,810.00	(7,623.93)	-	12,624.18	17,561.89	17,561.89	12,624.18
56420 LIBRARY MATERIALS	39,508.69	31,750.00	(32.27)	1,307.67	30,189.19	220.87	198.83	31,518.90
56500 SUPPLIES-TECHNOLOGY RELATED	182,934.67	282,670.00	(14,083.21)	70,739.54	188,596.41	9,250.84	9,232.84	259,353.95
56900 SUPPLIES-OTHER	172,504.31	221,832.00	(15,774.69)	30,706.58	154,576.86	20,773.87	12,000.00	194,057.31
56910 CUSTODIAL SUPPLIES	188,941.26	207,000.00	-	30,751.10	185,563.02	(9,314.12)	20,000.00	187,000.00
TOTAL SUPPLIES & MATERIALS	3,485,467.62	4,368,595.00	(8,000.43)	703,527.97	3,469,408.67	187,657.93	341,711.80	4,018,882.77
PROPERTY								
57300 NEW EQUIPMENT	93,703.91	47,350.00	(15.84)	15,026.86	14,094.97	18,212.33	10,000.00	37,334.16
57330 FURNITURE AND FIXTURES	8,192.90	25,000.00	5,002.91	4,997.33	12,669.00	12,336.58	5,000.00	25,002.91
57340 TECH RELATED HARDWARE/EQUIPMENT	98,551.31	3,129.00	-	-	3,120.79	8.21	8.21	3,120.79
57390 OTHER EQUIPMENT/PROPERTY	5,219.10	3,100.00	(700.00)	-	2,394.97	5.03	5.03	2,394.97
TOTAL PROPERTY	205,667.22	78,579.00	4,287.07	20,024.19	32,279.73	30,562.15	15,013.24	67,852.83

Object Code - Summary	Expenditure 2021-2022	Appropriation 2022-2023	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/Deficit	Projected Expenditure
MAJOR PROJECTS								
57400 INFRASTRUCTURE	-	-	55,095.00	-	-	55,095.00	-	55,095.00
TOTAL MAJOR PROJECTS	-	-	55,095.00	-	-	55,095.00	-	55,095.00
MISCELLANEOUS								
58100 MEMBERSHIPS & DUES	88,914.30	98,634.00	714.00	1,120.00	86,507.41	1,720.59	2,010.59	97,337.41
58901 EDUCATIONAL SUPPORT	22,951.95	17,440.00	(5,453.50)	49.50	8,215.46	3,721.54	3,721.54	8,264.96
58903 PROFESSIONAL DEVELOPMENT IMPROVEMEN	41,284.56	10,000.00	-	-	5,563.55	4,436.45	4,436.45	5,563.55
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)	-	-	-	-	-
58908 RECRUITMENT	1,324.94	9,000.00	-	-	9,000.00	-	-	9,000.00
TOTAL MISCELLANEOUS	163,818.27	156,724.00	(21,389.50)	1,169.50	119,286.42	14,878.58	10,168.58	125,165.92
TUITION								
56600 TUITION MAGNET (REGULAR EDUCATION)	557,268.28	560,600.00	(2,873.00)	-	557,727.00	-	(3,465.00)	561,192.00
56610 TUITION TO OTHER DISTR IN STATE (SPEC. ED	309,528.94	705,000.00	-	69,074.30	328,511.26	307,414.44	307,414.44	397,585.56
56630 TUITION TO PRIVATE SOURCES (SPEC. ED)	3,968,725.10	3,625,000.00	-	605,833.75	3,437,969.50	(418,803.25)	(423,000.00)	4,048,000.00
TOTAL TUITION	4,835,520.32	4,890,600.00	(2,873.00)	674,908.05	4,324,207.76	(111,388.81)	(119,050.56)	5,006,777.56
GRAND TOTAL	88,662,761.81	94,949,489.00	-	1,992,287.95	83,849,414.05	9,107,767.00	1,570,990.12	93,378,498.88

Middletown Board of Education
BOE Transfer of Funds

Date Range: 31-May-2023 to 06-Jun-2023 For FY 2023

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#:	38798					
Date:	31-May-2023					
From	1010-100-1000-105-54300-00000	7,800.00		7,800.00	6,361.00	6,361.00
To	1010-100-3200-105-55010-00000	14,418.00		14,418.00		
From	1010-960-2212-105-58100-00000	950.00		950.00	600.00	600.00
To	1010-100-2704-105-55100-00000	500.00		500.00		
Budget transfer to pay for purchase services related to silent sounds and drama. Additionally, money to pay for transportation on art field trips						

Journal#:	38802	Date:	02-Jun-2023			
From	1010-100-3200-350-54300-00000	CURR:	PERF ARTS*REPAIRS & MAINT	20,350.00		20,350.00
To	1010-100-3200-350-55010-00000	CURR:	PERFORM ARTS*PURCH SVCS	29,887.00		29,887.00
Budget transfer to cover purchase service charges for end of year productions and concerts						
				Total Transfer for Central Office	11,461.00	11,461.00

Journal#:	38804	Date:	06-Jun-2023			
From	1010-062-3200-910-51721-00000	ATHLETICS:	STIPENDS-NON TRB-COACHES	459,249.00	-11,378.50	447,870.50
To	1010-062-3200-910-55100-00000	ATHLETICS:	MHS*PUPIL TRANSP	78,000.00	19,378.50	97,378.50
From	1010-062-3200-920-51721-00000	STUDENT ACT:	MHS: STIPENDS-NON TRB	103,515.00		103,515.00
To	1010-062-3200-910-55100-00000	ATHLETICS:	MHS*PUPIL TRANSP	78,000.00	19,378.50	97,378.50
From	1010-062-3200-920-51721-00000	STUDENT ACT:	MHS: STIPENDS-NON TRB	103,515.00		103,515.00
To	1010-062-3200-910-58100-00000	ATHLETICS:	MEMBERSHIP/DUES	22,550.00	1,000.00	23,550.00
From	1010-054-3200-910-51721-00000	ATHLETICS:	STIPENDS-NON TRB-COACHES	-1,750.00		-1,750.00
To	1010-054-3200-910-55100-00000	ATHLETICS:	BMS*PUPIL TRANSP	16,000.00	-2,250.00	13,750.00
From	1010-054-3200-920-51721-00000	STUDENT ACT:	BMS: STIPENDS-NON TRB	27,156.00		27,156.00
To	1010-054-3200-910-55100-00000	ATHLETICS:	BMS*PUPIL TRANSP	16,000.00	-2,250.00	13,750.00
From	1010-062-3200-920-51721-00000	STUDENT ACT:	MHS: STIPENDS-NON TRB	103,515.00		103,515.00
To	1010-062-3200-910-55100-00000	ATHLETICS:	MHS*PUPIL TRANSP	78,000.00	19,378.50	97,378.50
Transfer funds to cover negative balances and to pay incoming invoices.						
				Total Transfer for Student Activities/Athletics	19,341.67	19,341.67

*** Grand Total To Transfer

19,341.67	19,341.67
30,802.67	30,802.67



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, Web: www.middletownschoools.org

Facilities Report for Board of Education Meeting (6/23)

Summer work 2023

We will be completing classroom flooring replacements at Farm Hill and Spencer school this summer. Carpets will be replaced with LVT for better durability and air quality.

MHS Library will be receiving new flooring and furniture over the summer.

Additional Items

N/A



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

June 7, 2023 HR Report:

STAFFING: Time Period: May 1, 2023 - May 31, 2023

Retirements: 2

Certified Staff: 1 - (Effective 6/30/2023)

- Early Childhood Teacher (Adult Education)

Non Certified: 1

- Para Educator: (MHS)

Resignations: 6

Certified staff: 1 - Effective 6/30/2023)

- Teacher (Macdonough)

Non Certified: 5

- Para (Spencer)
- SEL Interventionist (Lawrence)
- Sub Para (Farm Hill)
- Temp Custodian (District)
- Temp Custodian (District)

Turnover Rate for the Month of May: 0.04%

New Hires: 15

Certified: 4 (Effective for 23/24 School Year)

- Bilingual Teacher (Beman)
- Math Teacher (Beman)
- Special Ed Teacher (Beman)
- MSEL Social Worker Coordinator (District)

**All 1 year contracts from 22/23 School Year that are being rehired for 23/24 School year as regular contracts have been secured. This includes certified staff from World Languages and Special Education.*

Non Certified: 11

- Sub Secretary (District)
- Payroll Supervisor (District)
- Building Sub (Beman)
- Daily Sub - 2 (District)
- Sub Cafe Worker- 2 (District)
- Building Sub (Bielefield)
- Seasonal Custodian - 3 (District)

Summer Program Hiring Update by Program:

The following shows the total number of signed hires out of the total number of vacancies per program.

- Project Lead The Way Steam educator: 15 out of 16
- Steam Interventionist: 5 out of 11
- Cafeteria: 10 out of 22
- Board Certified Behavioral Analyst: 1 out of 3
- Extended School Year Teacher: 7 out of 16
- Summer evals: 1 out of 1
- Speech Language Pathologist: 1 out of 3
- Extended School Year Para: 31 out of 56
- Summer Literacy Academy Interventionist: 6 out of 6
- Steam Teacher: 3 out of 4
- Steam counselor: 1 of 1
- Summer Literacy Academy Teacher: 12 out of 1

- Summer Literacy Academy Paraeducators : 7 out of 9
- Summer Pre-K : 8 out of 18
- Pre-K Evals: 1 out of 1
- 21st Century: 1 of 1
- Nurse: 3 out of 6
- OT: 1 out of 1
- Tutor: 1 out of 1
- RBT: 0 out of 2

Other News:

- On May 8, 2023 HR met with the Communications Director to begin collaboration for recruitment strategies.
- On May 10, 2023, HR attended the Southern Connecticut State University Education Career Fair
- On May 12, 2023 Katie Ehlers and Kathy Famiglietti attended the CSPA conference where we learned about building cultures of values, inclusion, opportunity, fairness and belonging. We also received information from ESS and Proximity Learning. Both vendors have interesting and exciting approaches on how to address vacancy needs and provide students with a unique and powerful learning experience. HR has been meeting with them to explore potential partnerships.
- HR and Finance attended onsite training for implementation of Powerschool (Applicant Tracking and Records) and have also attended training via zoom of TimeClock Plus. We are anticipating onsite training for SmartFind Express in July with a goal of a go live date of August 1, 2023.

Upcoming Recruitment Events:

- Paraeducator Job Fair at Naugatuck Valley Community College 6/28/2023.
- We are collaborating with the City's HR department to attend more community events in addition to traditional job fair events.



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.middletownschoos.org

TRANSPORTATION REPORT

MAY 2023


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	39	21	24	16	19	
SCHOOL TRANSPORTATION CHANGES	40	37	28	17	34	16	20	26	10	
BUS DRIVER COMPLAINTS	4	3	0	1	3	0	1	2	0	
BUS CONDUCT REPORTS	53	56	34	26	43	35	45	20	32	
BUS ACCIDENTS	1	0	0	1	0	0	1	0	2	

5/2/23: Beman Bus 212 PM: Motorcyclist slid his vehicle into the bus, the motorcycle hit the left front tire of the bus. No injuries reported, no damage was done to the school bus. Motorcycle driver left the scene before police and BOE Transportation Manager arrived.

5/12/23: Lawrence Bus 205 PM: Bus shifted and grazed mailbox with side mirror. Minor scratches to the right side mirror. No injuries, police were on scene along with BOE Executive Director of Operations.

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	



2022-2023 School Year Human Resources End of Year Data Report

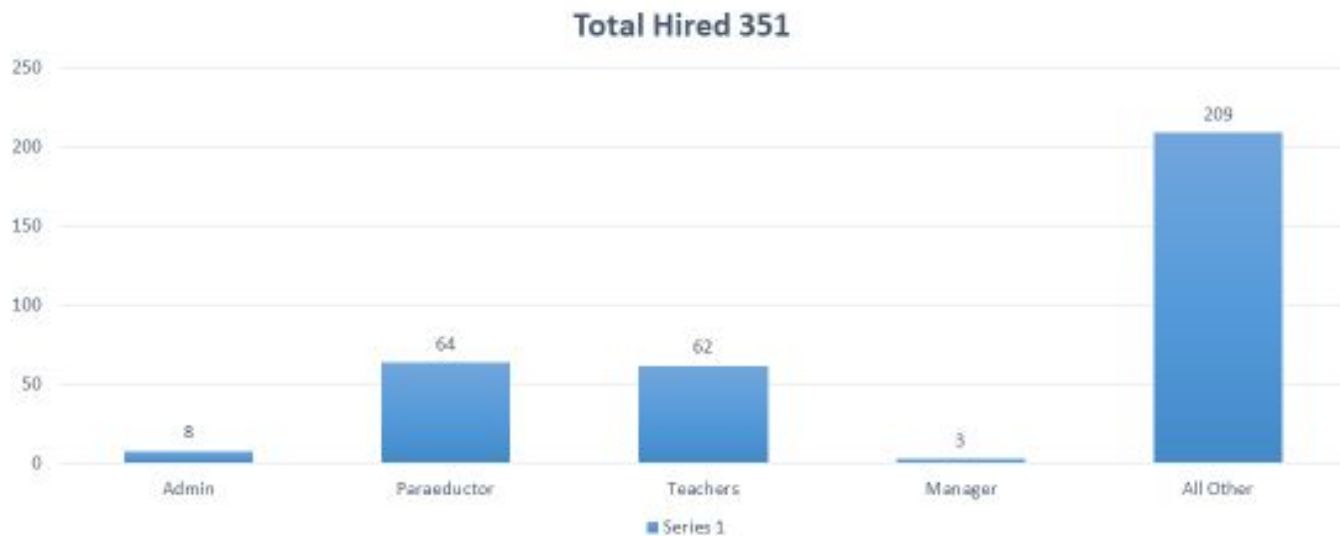
Middletown Board of Education Meeting

June 13, 2023

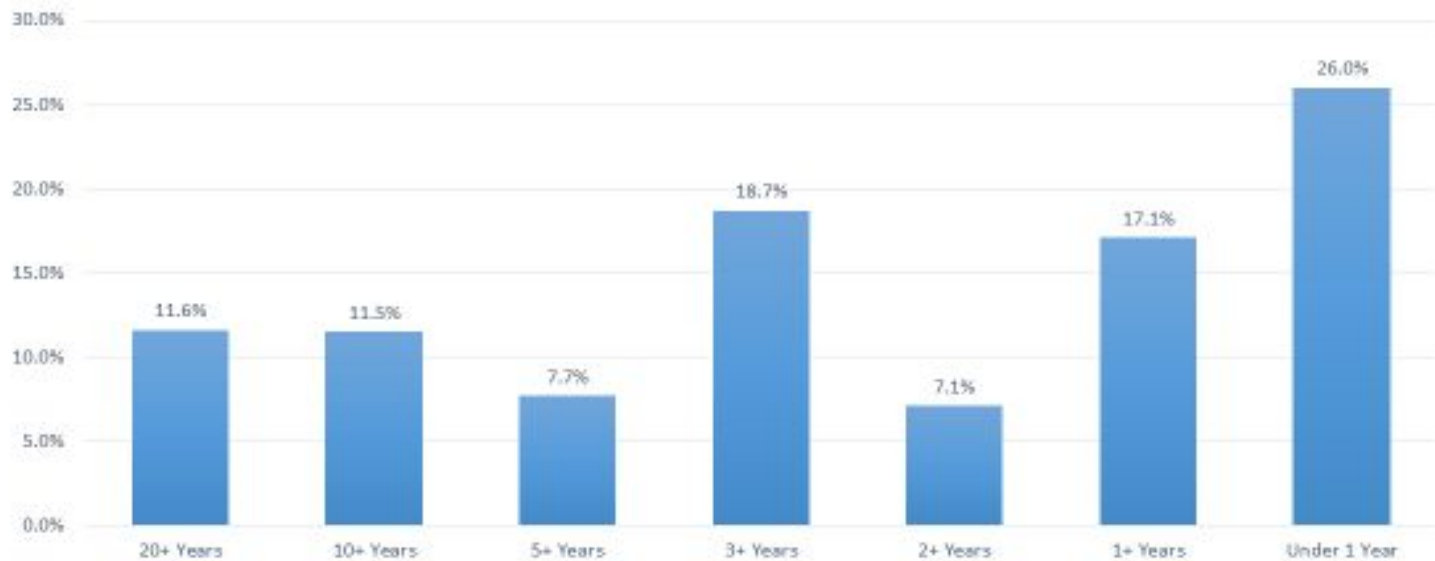
2022-2023 School Year Hires By Month



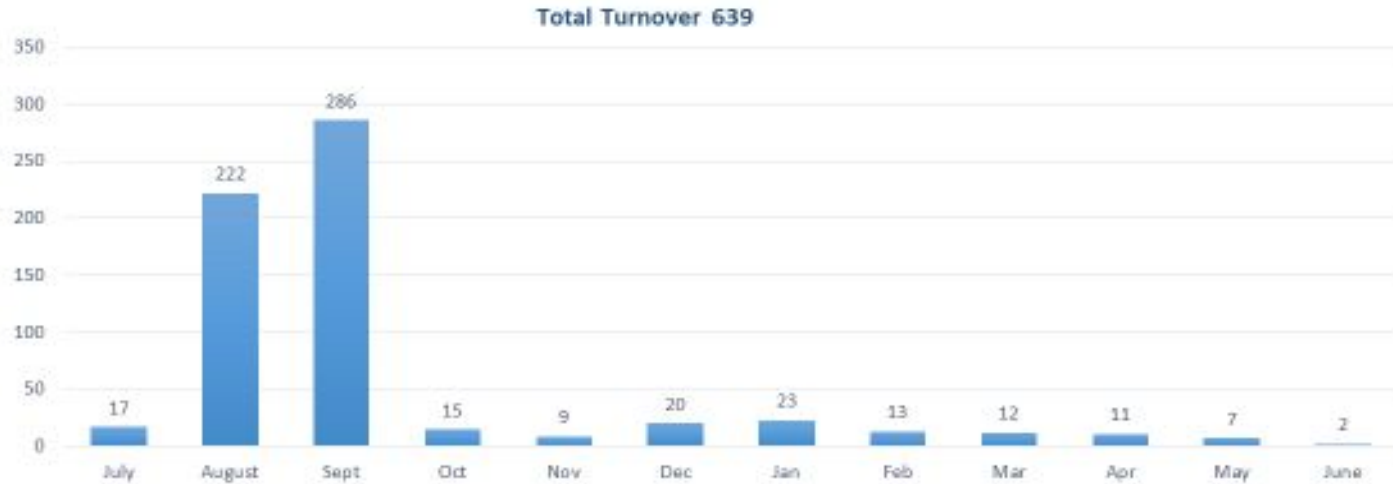
2022-2023 School Year Hires By Role



2022-2023 School Year Retention Data

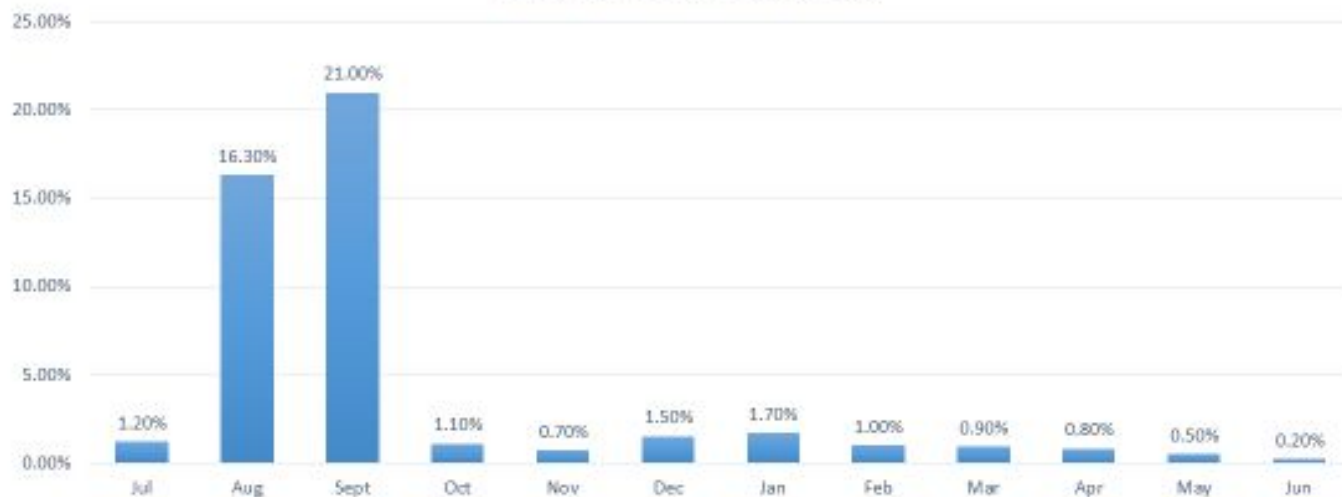


2022-2023 School Year Turnover By Month



2022-2023 School Year Turnover By Month %

Total Turnover Rate 46.8%

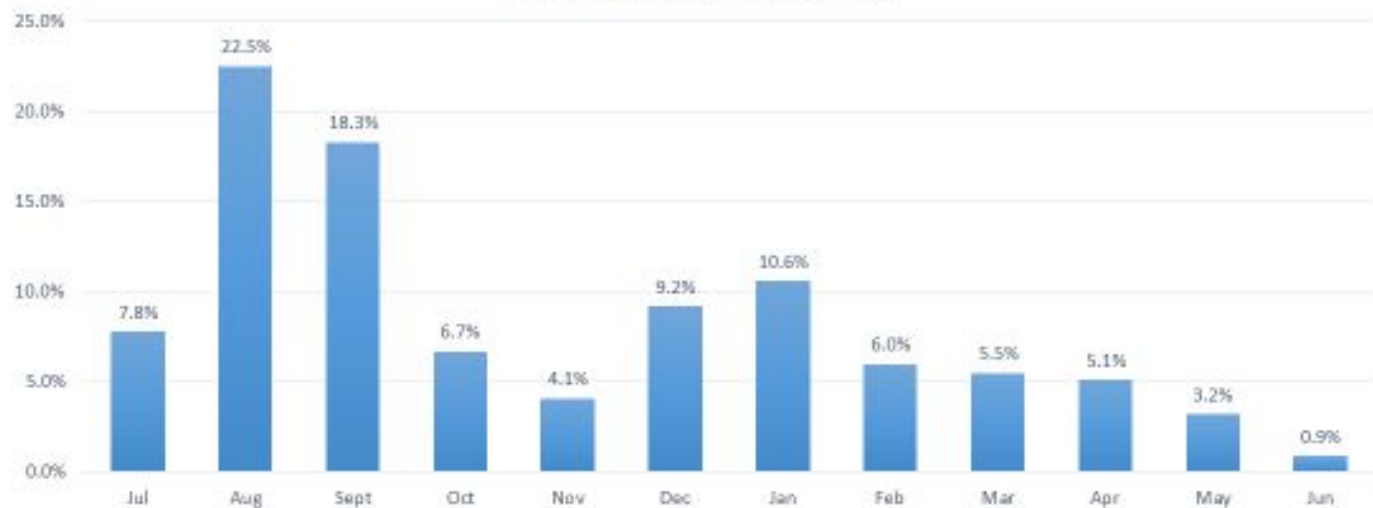


2022-2023 School Year Turnover By Month



2022-2023 School Year Turnover By Month %

Total Turnover Rate 16.0%





Employee Exit Questionnaire Update

Middletown Board of Education Meeting

June 13, 2023

Employee Exit Questionnaire

- Exit questionnaire conducted between 4/2022 - 6/2023
- Sent to staff who voluntarily separate from the BOE
- Sent to full time and part time staff
- Excludes: change of assignments, temporary and seasonal staff



Employee Exit Questionnaire

The purpose of the MPS Exit Questionnaire is to:

- assess the overall employee experience within our organization.
- identify opportunities to improve retention and engagement.

The exit questionnaire:

- is a google form
- is anonymous
- provides an opportunity for the employee to offer feedback to the district so that we may reflect on our own ability to meet the needs of our facility and staff.



Employee Exit Questionnaire

How is it distributed?

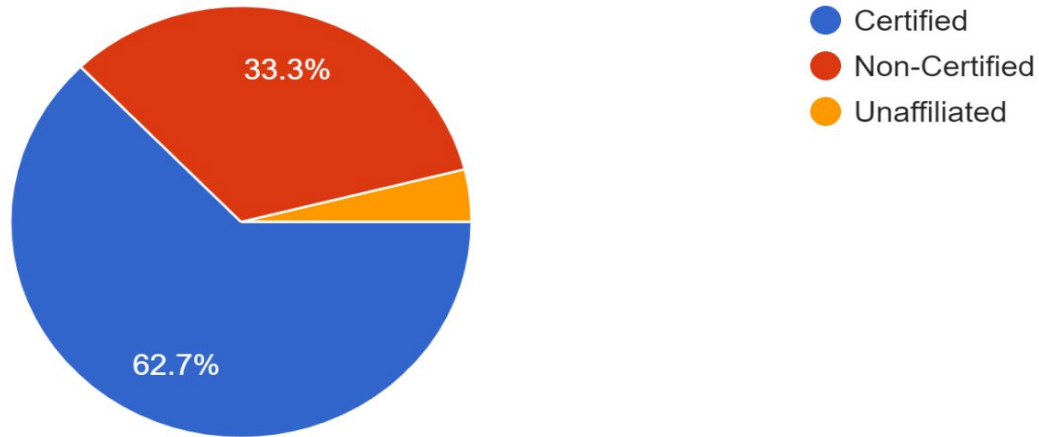
- The MPS Exit Questionnaire is a Google Form which is sent to employees electronically via email upon notification of retirement or resignation.
- Within the form an employee has the option to request that HR contact them to speak in person or via phone about their responses.



Question #1 - I currently hold a certified, non-certified or unaffiliated position in Middletown:

I currently hold a _____ position in Middletown

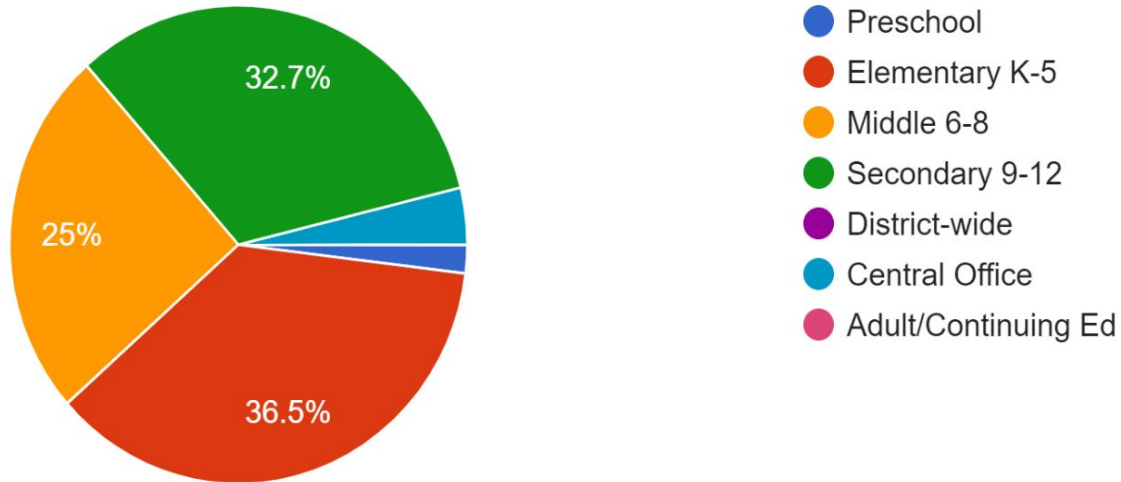
51 responses



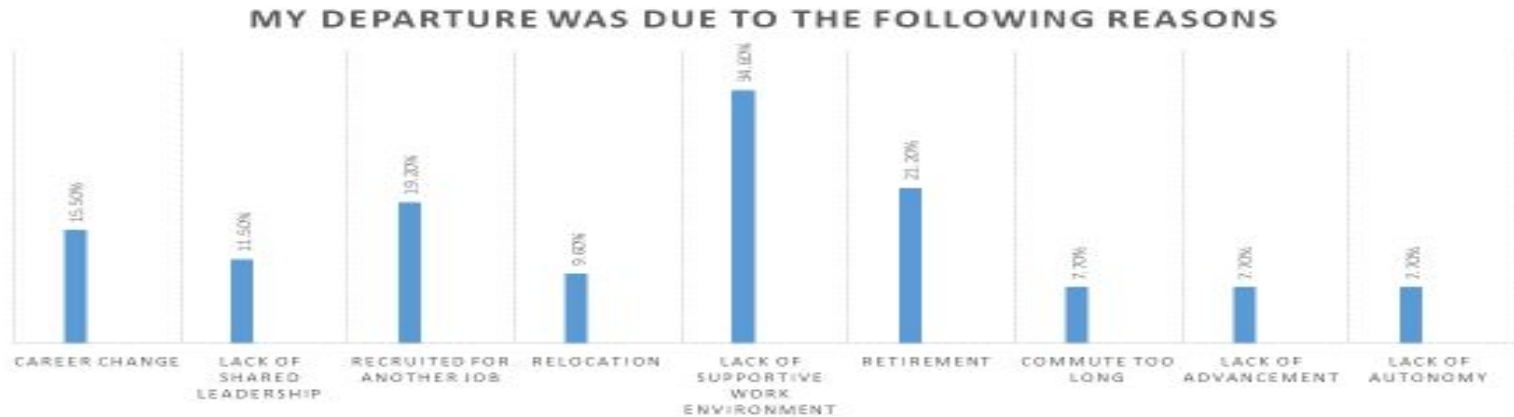
Question #2 - The position I am currently leaving is at the following building:

The position I am currently leaving is at the following building:

52 responses



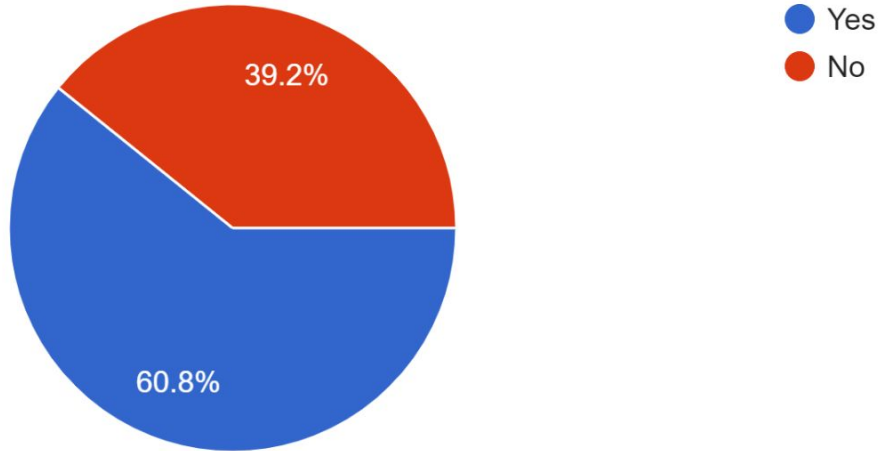
Question #3 - My departure is due to the following reasons:



Question #4 - Have you secured another position outside of the district?

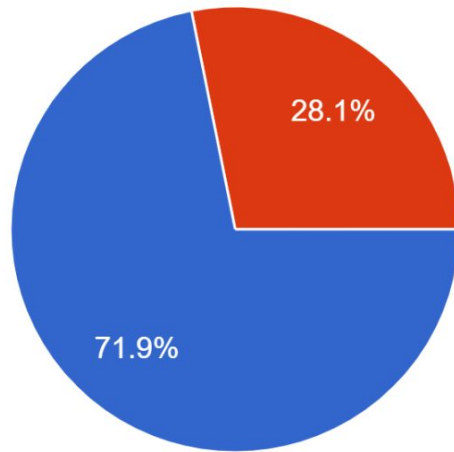
Have you secured another position outside the district?

51 responses



Question #5 - Is your new position a lateral move or career advancement?

Is your new position a
32 responses

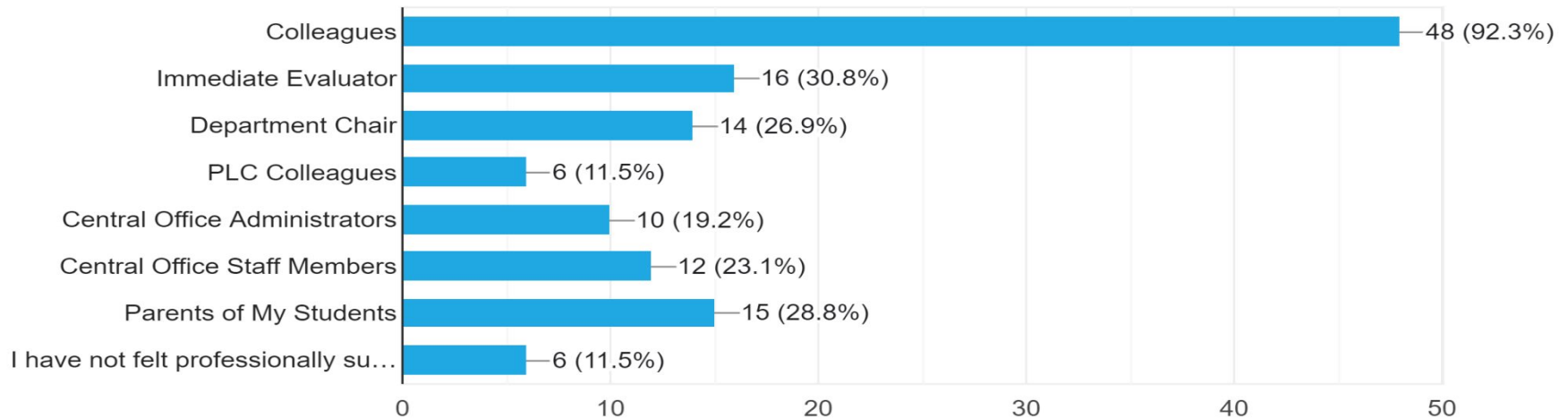


- Lateral move
- Career Advancement

Question #6 - I have felt professionally supported by:

I have felt professionally supported by:

52 responses

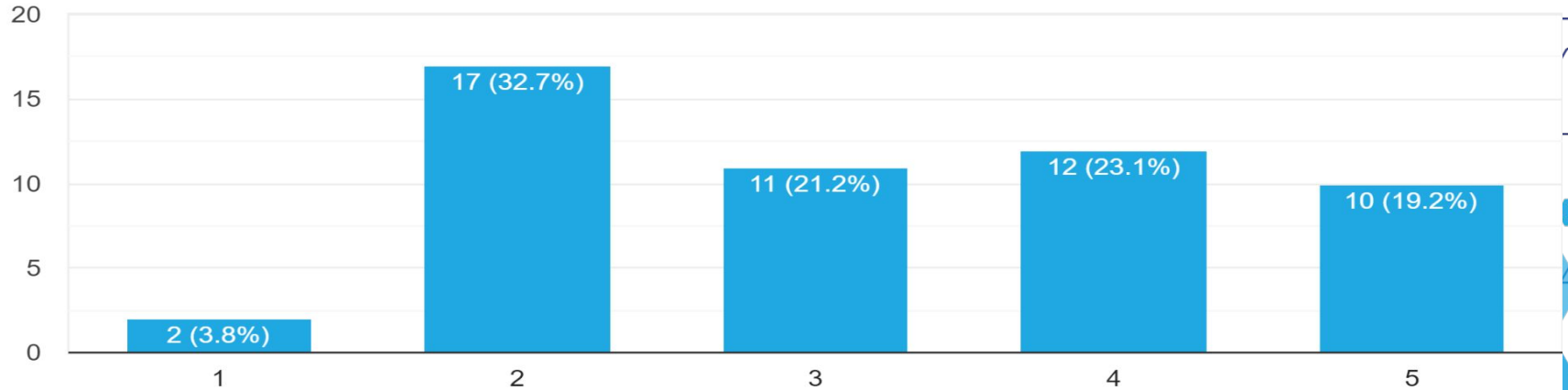


Question #7 - Overall Culture at my workplace can be described as

described as: (1 being isolated to 5 being very collaborative/welcoming)

Professional Environment: Overall Culture at my workplace can be described as

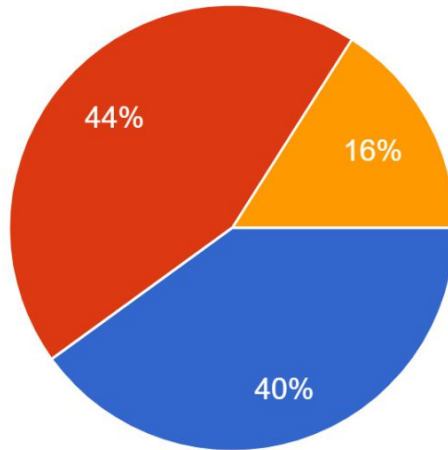
52 responses



Question #8 - Overall Culture at my workplace can be described as:

Professional Environment: Overall Culture at my workplace can be described as

50 responses

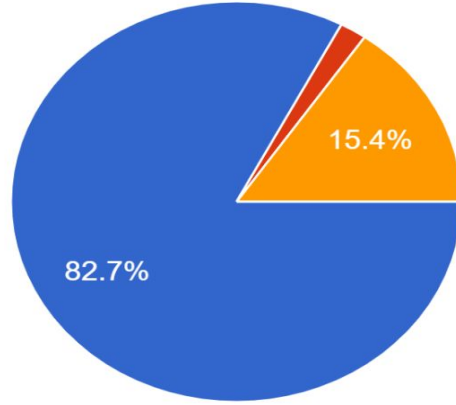


- An environment where there is a pervasive belief in limited expectations for all students.
- An environment where there is a pervasive belief in high/unlimited expectations for all students.
- Does not apply to me.

Question #9 - Do you feel prepared to work in a multicultural setting?

Did you feel prepared to work in a multi-cultural setting?

52 responses

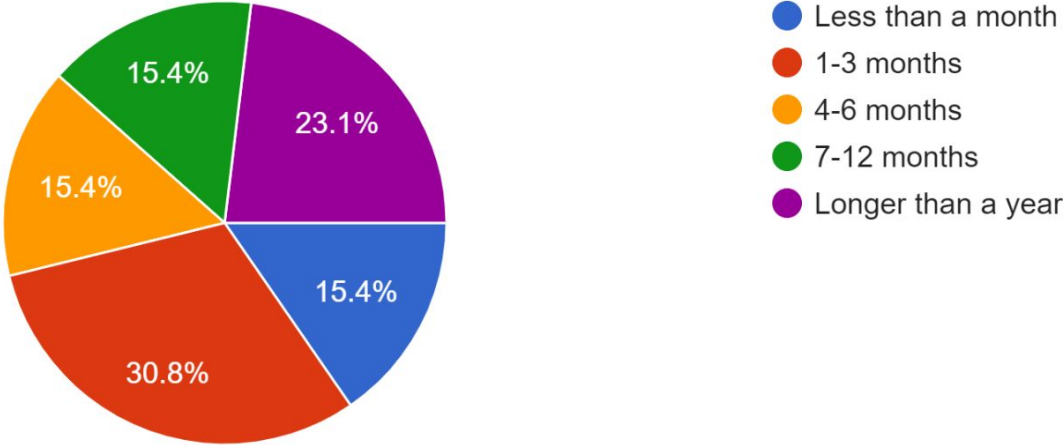


- Yes
- No
- Somewhat

Question #10 - How long did you consider leaving this position before submitting a resignation?

How long did you consider leaving this position before submitting a resignation?

52 responses



Recommendations

Exit Questionnaire

- 61% return rate
 - Collect data differently
 - Revise the questionnaire
 - Revisit who receives it and how it is disseminated / how we connect with departing employees



Recommendations

Recruiting/Hiring/Retention Strategies

- Job training/staff development
- Improve the onboarding process (Communication to new employee & Supervisor / Admin)
- Targeted coaching & professional learning for managers and administrators
- Mentor program implementation (beyond teachers)
- Review compensation and benefits package (for some non benefited staff)

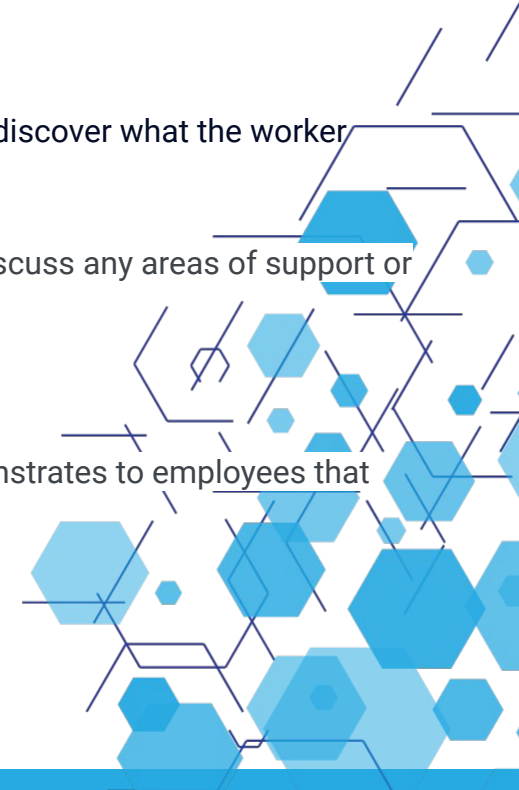


Recommendations

Retention Strategies

- Stay Interviews
 - gather information about the things the employee values about their job and to discover what the worker believes can be improved
- Evaluations During the Probationary Period
 - Provides opportunities for the employee to connect with their supervisor and discuss any areas of support or concerns.
- Annual Evaluations for all Employees
 - Provides opportunities for 1:1 feedback and further conversations

The above practices build trust between managers and their team members as well as demonstrates to employees that their opinions are valued.



Next Steps

- Triangulate the data to identify trends
 - Exit Questionnaire
 - Employee Survey Data
 - HR Interviews with Managers, Directors and other Administration
- Use the data to hone the recommendations
- Determine what will be implemented for the next school year
- Develop a timeline for implementation



Minutes Budget Committee – May 8, 2023

Time: 6:30 PM - 7:30 PM

Virtual: ZOOM AGENDA

Budget Committee Chairperson:

Charles Wiltsie

Director of Technology:

Michael Skott, CETL

Superintendent of Schools:

Alberto Vázquez Matos, Ed.D., Ph.D.

Board of Education Chairperson:

Deborah Cain

Executive Director of Finance:

Eduardo Miranda

Executive Director

Marco Gaylord

1. Call to order: Chairperson Charles Wiltsie at 6:30 PM
2. Line-Item Transfers and Financial Statement: Delivered by Eduardo Miranda. Noted that we are headed for a surplus. MPS is currently reporting about \$870,000 in surplus, but that number may vary as the school year winds down.
3. Personnel/Staffing Updates: Delivered by Alberto Vázquez Matos, Ed.D., Ph.D. In it he reported that there were many unfilled vacancies but was optimistic that recent recruiting initiatives would be successful.
4. Follow up from last meeting on how many and what temporary jobs funded by various COVID grants were moved from Temporary employment to permanent, fulltime employment. This was a follow up to a question from the previous budget committee meeting where, Chairperson Charles Wiltsie asked if there were jobs created by ESSER (Elementary and Secondary School Emergency Relief Fund) that involved hiring, who was hired, and did they find themselves migrating over to the General budget. Alberto Vázquez Matos, Ed.D., Ph.D. and Eduardo Miranda clarified that all funds were appropriately spent. There were some jobs that were “stipend” positions like delivering meals to homes and academic tutoring etc., there were two paras that moved into the general fund. Those were the only people but, Eduardo Miranda clarified that we are moving into ESSER 3 and Alberto Vázquez Matos, Ed.D., Ph.D. will be reviewing those positions, as they come along to decide what jobs, if any, will move into the general fund. It was also clarified that ESSER Funds were not used for raises etc. because it is not an allowable expense. In an effort to clarify the difference between an Alliance Grant and ESSER funds Deborah Cain pointed out that when it became apparent that a position would move out of Grant funding to permanent funding because, at the time, it was unsure if the Alliance Grant funding would continue. There was some discussion about who these employees might be and mention that other grants are also used for varying purposes and jobs in the School System. Eduardo Miranda pledged to put out a list of jobs that moved from Alliance Grants to the general budget before the next meeting.
5. Future Business: No future business
6. Meeting was adjourned at 7:04 PM

MIDDLETOWN BOARD OF EDUCATION
CURRICULUM COMMITTEE

May 4, 2023
Zoom

5:30 PM

<u>Board of Education (BOE)</u> <u>Committee Members Present</u> DeLita Rose Daniels, Acting Chair	<u>Also Present</u> Stacey McCann, Assistant Superintendent of Teaching and Learning Andres Alphonso, World Languages Chair Kristie Bourdoulous, Principal Bielefield School Lillie Stuart, Director English and Language Arts (PreK-12) Megan Hanly, Director of K-12 STEAM Ryan Hunt, 6-12 Science Supervisor
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1. **Call to order and Introductions:** Acting Committee Chair DeLita Rose Daniels called the meeting to order at 5:33 p.m. and introductions were made.
2. **General Overview of the Dual Language Program:** Next, Mr. Alphonso provided an overview of the purpose and goals of starting a dual language program for Middletown Public Schools (MPS) and research related to the benefits of such a program and how it would be a pathway for students to achieve the Seal of Biliteracy in the high school. Next, Ms. Bourdoulous reviewed the demographic data supporting the decision to focus on Bielefield for a dual English-Spanish language program and various exploratory activities conducted during the past year to research the feasibility of the program, including various partnerships and professional development. Mr. Alphonso concluded the presentation with a proposed timeline to achieve implementation by the 2024-2025 school year. A discussion followed regarding the challenges and resources related to setting up and maintaining the program, including an update on MPS world language and bilingual staffing for the 2023-2024 school year.
3. **Progress Update – Selection Process K-5 Literacy Program:** Next, Ms. Stuart provided an update on the selection process for the new State mandated K-5 Literacy program, highlighting the collaborative stakeholder review process and the focus on a program that was compatible with the district’s technology rich environment and culturally diverse community. A discussion followed regarding the final selection process and roll out of the program, including the importance of professional development and outreach materials for families.
4. **Apex Learning Update at Beman:** Next, Mr. Hunt and Ms. Hanly provided an update on the use Apex learning in two seventh grade science classes at Beman, noting that they are developing additional materials to enhance lab learning in the class and that they have made Apex learning available for an 8th grade science class at Beman, but since they had hired a long-term substitute in the classroom that the teacher would follow the Catalyst program that is currently being used in the other 8th grade science classes. Mr. Hunt also reported that he was regularly checking in with the teachers using Apex learning and tracking students’ progress.

Mr. Alphonso then reported that there continues to be ten Spanish classes in the 7th grade at Beman that are using the Apex Learning platform and that these students would be offered Spanish 1 in 8th grade next year to recoup the Spanish learning that was lost this year due to the lack of Spanish teachers in 7th grade. A discussion followed, during which it was noted that Middletown High School is piloting Apex Learning for credit recovery on an individual basis and that the district had identified two candidates for the open Science positions at Beman for next year.

5. **Adjournment:** Acting Committee Chair DeLita Rose Daniels adjourned the meeting at 6:20 p.m.



Office of Facilities
Unlocking the Potential in ALL Students

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MIDDLETOWN PUBLIC SCHOOLS FACILITIES COMMITTEE MEETING MINUTES

WEDNESDAY, MAY 17th AT: 300 COUNTRY CLUB ROAD MIDDLETOWN CT 06457

MOODY SCHOOL CONFERENCE ROOM 5:30 PM

Introductions:

Chairwoman Deborah Cain, Facilities Director Kevin Dion, Facilities Support Specialist Joshua Burger, Custodial Manager Valentina Skreljav, Executive Director of Operations Marco Gaylord. Board of Education Member Emily Jackson (5:35pm)

Call to order was at 5:30pm by Chairwoman Deborah Cain.

I. Review of the April 19th 2023 Minutes

MOTION to Approve April 19th Minutes by Chairwoman Deborah Cain.
Seconded by Board of Education Member Emily Jackson. Motion passed hearing no nays.

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

Facilities Director Kevin Dion. The marquee sign is still awaiting delivery at this time. He reported that Principal Ray Byron and Head Secretary Lisa Puorro will have the software component for the sign as well as the IT department. He continued stating the Beman Field still has an issue with heavy use, as it's being used for P.E. classes etc., and the that the grass there is not meant for such heavy use. The painting project at Beman is getting done and he is working on standardizing the paint colors. Kevin also reported the locks on the lockers have been fixed, but they company still needs to fix doors. Executive Director Kevin Dion also stated we are working on the gates and they are working in conjunction with the police department. He also stated the stairs are holding up, but the railing still needs to be painted. Executive Director of Operations Marco Gaylord added that the security gate still needs to be installed in the auditorium as it's still posing a safety risk. Facilities Director Kevin Dion added that there is some settling in the polished concrete, we are monitoring it, we were



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informed by the builder that the settling was normal. Executive Director of Operations Marco Gaylord spoke about adding of acoustic panels in the cafeteria area, being added to the east wall and that they plan on being fully installed by the start of the new school year. Chairwoman Deborah Cain inquired if a ceiling could be installed over the cafeteria. Both Executive Director of Operations Marco Gaylord and Facilities Director Kevin Dion answered that it is possible but would be a major structural change and is unlikely.

III. 5 Year Capital Plan Update- K. Dion

Facilities Director, Kevin Dion reported that the budget was passed with no capital monies included. We will have to see where we need to make changes, he reported that we will still be able to get some of the work done, but not to the level we wanted to originally planned.

IV. Open Discussion.

Facilities Director Kevin Dion inquired about the June meeting schedule. Chairwoman Deborah Cain suggested the committee cancel the June meeting unless there needs to be a special meeting. The next Facilities Committee Meeting will be September 20th, location to be determined. Facilities Director Kevin Dion, informed the committee that we have an issue at the Adult Ed building with the cooling tower, we may need to rent portable units and a new tower for purchase of approximately 180K. Executive Director of Operations Marco Gaylord added that he met with Jim Misenti, the Director of Adult Ed to see if there was any space for the registrar of voters. Marco and he discussed the security issues and there is not enough space for the registrar at this time. Executive Director of Operations Marco Gaylord also added that we have been adjusting the P.A. system at Beman with the company and have made a lot of progress. He closed with stating he and Assistant Superintendent Jennifer Cannata have received great feedback from the local neighbors are happy about the changes.

MOTION to adjourn by Chairwoman Deborah Cain at 5:55. Motion carried unopposed.

V. Tour of Moody School.

MIDDLETOWN BOARD OF EDUCATION

POLICY COMMITTEE

Meeting Minutes

Tuesday, May 16, 2023

Virtual Meeting 5:30 P.M.

Board of Education Policy Committee Members participating:

Justin Taylor, Vice Chair of Board of Education

Also participating:

Marco Gaylord, Executive Director of Operations

Colleen Fitzpatrick, Principal

Cody Altieri, Administrative Assistant

The Virtual Meeting was called to order by Justin Taylor at 5:34 P.M.

Justin Taylor turned the meeting over to Mr. Gaylord.

Policy #5118 - Delete - Nonresident Attendance - TABLED

Attorney Notes: Policy not mandatory, recommend repeal or review

The administration originally supported deletion but due to a recent case, we have decided to recommend tabling it and reviewing further.

The Policy Committee were all in favor and requested Policy #5118 be tabled and brought back to the policy committee in the future.

Policy #5121 - Revise - Examination/Grading/Rating/Extra Credit - TABLED

Attorney Notes: Policy not mandatory, recommend repeal or review

Clarification that the policy was reviewed by the administration, which included Dr. Brooks. Mr. Taylor asks what the standard is for extra credit since it is referenced in the policy. Dr. V. clarifies that extra credit is for extreme circumstances since we continue to move towards grading for equity. Additionally, it is clarified that we have other grading policies that cover similar areas. There was confusion with the sentence “*Students enrolled in grades 3 through 8 inclusive and grade 10 or 11 shall annually take a mastery examination.*” Mr. Taylor asks how far away the district is from presenting the board with policies aligned with principles of equity. Dr. V. states there is work to do and agrees that the sentence is confusing. Therefore, the paragraph should have more refinement. Mr. Taylor recommends discussing that policy more and if it makes sense not to talk about extra credit and to bring those questions back to the committee. Additionally, consider the use of the word “shall” in the third paragraph and its connotation.

The Policy Committee were all in favor and requested Policy #5121 be tabled and brought back to the policy committee in the future.

Policy #5123.1 - Revise - Summer School

Attorney Notes: Policy not mandatory, recommend repeal or review

Mr. Taylor asks if we have always offered students three credits through credit recovery and if it is appropriate. Mr. Gaylord states that we have because there is not enough time for more. Mr. Taylor clarifies that he believes three is too many and it should be two given the time frame. No further questions.

The Policy Committee were all in favor and requested REVISED Policy #5123.1 be brought forward at the next Board of Education meeting for its first reading.

Policy #5127 - Readopt - Student Representation on the Board of Education

Attorney Notes: Policy not mandatory, but legally compliant to readopt

No questions.

The Policy Committee were all in favor and requested Policy #5127 be readopted and brought forward at the next Board of Education meeting for its first reading.

Policy #5131.5 - Revise

Attorney Notes: Policy not mandatory, recommend repeal or review

Clarification that the word “adult” is defined as any student over the age of eighteen in high school or our adult education program. No further questions.

The Policy Committee were all in favor and requested REVISED Policy #5131.5 be brought forward at the next Board of Education meeting for its first reading.

Policy #5141.1 - Delete - School Bus Seat Belts - TABLED

Attorney Notes: Policy not mandatory, recommend repeal or review

Due to questions surrounding the requirement of seat belts for our Pre-K students and more, it was suggested the policy be sent back for review.

The Policy Committee were all in favor and requested Policy #5141.1 be TABLED and brought back to the policy committee next month.

Policy 5142.2 - Revise - Safety: Student Dismissal Precautions

Attorney Notes: Policy not mandatory, recommend repeal or review

No questions.

The Policy Committee were all in favor and requested REVISED Policy #5142.2 be brought forward at the next Board of Education meeting for its first reading

Policy #7230.2 - Revise - Indoor Air Quality

Attorney Notes: Policy not mandatory, recommend repeal or review

No questions.

The Policy Committee were all in favor and requested REVISED Policy #7230.2 be brought forward at the next Board of Education meeting for its first reading

Other

The policy committee will discuss how many policies were examined this year.

ADJOURNMENT

The meeting was adjourned at 5:31 P.M.

The next virtual Policy Committee meeting is scheduled for June 20, 2023 with a time of 5:30 P.M.

Respectfully submitted,
Cody Altieri
Administrative Assistant

APPENDIX #3

PROPOSED NEW COURSE/PROGRAM OR MAJOR CURRICULUM REVISIONS

Please check the appropriate item:

School	Middletown High	New Course/Program	Data Science
Department	Mathematics	Major Revision Course	

Course/Program Title: Data Science I and Data Science II

Date 6/13/2023

1. **Proposed Change** – Please give a brief description of the course and/or program with an explanation of the content.

In Data Science I and II, students will engage with real-life applicable data sets in which they will analyze using tools such as Google Sheets, Python, Data Commons and Tableau. Students will learn to be data explorers in project-based units. Within the units, students will develop their understanding of data analysis, sampling, correlation/causation, bias and uncertainty, probability, modeling with data, making and evaluating data-based arguments, and the power of data in society. At the culmination of the Data Science II course, students will have a portfolio of their data science work to showcase to the community these newly acquired skills and abilities.

2. **Rationale** – What is the purpose of the proposed new course or course change? To what extent will it benefit the students?.

This program provides our Middletown High School students an additional opportunity to access advanced mathematics. This course will also *empower* students to take different paths through the math curriculum aligning with their *goals, interests, and aspirations*.

In alignment with Sec. 10-221a, high school graduation requirements, this course supports the minimum 25 credits, including not fewer than 9 credits in science, technology, engineering, and mathematics.

3. **Target Population** – Which group of students will be directly affected (grade level, academic level)?

A range of 10th thru 12th grade students

4. **Evaluation** – How do you plan to assess the implementation of the a proposed new course or the course change?

The enrollment by year 2025-2026 goal of 18 students per section

APPENDIX #3

PROPOSED NEW COURSE PROGRAM

(continued)

5. **Cost** – What are the anticipated costs for staff, textbooks, materials, other?
 - This program text is online based program
 - Virtual teacher training: \$4,000 total for 2 lead teachers to be trained

Instruction

Summer School

The Middletown Board of Education may sponsor a summer school program providing compensatory or remedial instruction at one or both levels (elementary and secondary). At the secondary level, courses may be taken for lost credit.

Admission

Attendance in the summer school shall be on a voluntary basis.

1. Elementary

Admission to elementary summer school classes will be limited to those students who will be enrolled in Grades 1-5 in September of the year of the summer school session and who are current Middletown residents. Admission to any summer remedial and enrichment program will be based upon student performance, teacher recommendation, space, and grant funding.

2. Middle School

Admission to middle school summer school classes will be limited to those students who will be enrolled in Grades 6-8 in September of the year of the summer school session and who are current Middletown residents. Admission to any summer remedial program will be based upon student performance, teacher recommendation, space, and available funding.

3. Secondary

Admission to Middletown High School's summer school remedial classes will be granted to those students who have failed ~~the a course with a grade no lower than 50~~. Students who have withdrawn from a course will not be eligible for summer school.

The High School's summer school offerings comprise core courses in math, English, science, social studies, **world language**, and wellness.

3. Tuition

The Board of Education may charge a reasonable fee to each attending child. Nonresidents will be required to pay fees as established by the Board of Education. **There is no fee for the extended school year (ESY) program.**

Legal Reference: Connecticut General Statutes
10-74a summer courses.

Policy adopted: March 12, 2002
Policy readopted: June 7, 2005
Policy revised: May 11, 2010

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

Students

Student Representation on the Board of Education

The Middletown Board of Education will seat one student from Middletown High School in a non-voting capacity at all public Board of Education meetings. Student opinion will be solicited to give an added dimension to the decision-making process of the Board of Education.

Student members of the Board are expected to represent the student body and the Board of Education through:

1. regular attendance at board meetings;
2. participation in meeting discussions of issues before the Board;
3. suggesting agenda topics;
4. regular attendance on committees if appointed;
5. becoming knowledgeable about Board authority, constraints, and procedures;
6. serving as liaisons between the student body and the Board of Education and the student council and the Board of Education;
7. understanding and following Board of Education policy;
8. report to the Board of Education of student activities.

The Student Representative and/or Alternate Student Representative will not attend executive sessions of the Board of Education nor have access to associated back-up material.

Policy adopted: April 11, 2000
Policy readopted: June 7, 2005
Policy revised: August 19, 2008

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

Students

Vandalism

Vandalism by Minors

The parent or guardian of any minor/unemancipated child who willfully cuts, defaces or otherwise injures in any way any property, real or personal, belonging to the school system shall be held liable for all such damages up to the maximum amount allowed under state law.

The liability provided under Connecticut General Statutes 52572 does not relieve the minor(s) or personal liability for such damage or injury. This liability of the parent for damages done by a minor child is in addition to any other liability which exists in law.

The parent or guardian of a minor child also shall be held liable for all property belonging to the school system lent to the student and not returned upon demand of the school system. The student also may be liable to disciplinary action.

Vandalism by an Adult Student

An adult student shall be held personally liable for any damage done to any property, real or personal, belonging to the school district. **Additionally, the student shall be held liable for all property belonging to the school system lent to the student and not returned upon demand of the school system.** The student also may be subject to disciplinary action.

Legal Reference:

Connecticut General Statutes

10221 Board of education to prescribe rules (subsection (c) re sanctions that may be imposed by a board against students who damage or fail to return textbooks, library materials or other educational materials)

52572 Parental liability for torts of minors. Damage defined

Policy readopted: June 7, 2005

Middletown, Connecticut

Students

Safety: Student Dismissal Precautions

The school district is legally responsible for the safety of its students during the school day. Therefore, each building principal will establish procedures to validate requests for early dismissal, to assure that students are released only for proper reasons, and only to authorized person(s).

Staff members shall not excuse any student from school prior to the end of the school day, or into any person's custody without the direct prior approval and knowledge of the building principal, or his or her designee.

In keeping with these precautions, the following procedures will be adhered to:

- The building principal or designee shall not excuse a student before the end of the school day without a **formal** request for early dismissal by the student's **legal** parent or guardian.
- Telephone requests for early dismissal of a student shall be honored only if the caller can be positively identified as the student's parent or guardian.
- Children of single-parent families will be released only upon the request to the custodial parent; i.e., the parent whom the court holds directly responsible for the child, and who is identified as such on the school record or otherwise noted on the student's emergency card.

Additional precautions may be taken by the school administration, appropriate to the age of students, and as needs arise. Parents shall provide documentation concerning parental rights, including divorce decrees and restraining orders if any.

Policy adopted: April 16, 1996
Policy revised: June 7, 2005

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

Construction

INDOOR AIR QUALITY AND HEATING, VENTILATION AND AIR CONDITIONING

The Middletown Board of Education (the “Board”) recognizes that acceptable indoor air quality (“IAQ”) and fresh air ventilation in school buildings is a primary objective in the creation and maintenance of an optimal learning environment for students, teachers, staff and visitors.

To achieve this objective, the Board acknowledges that the Middletown Public Schools (the “District”) must comply with applicable inspection, evaluation, and maintenance requirements for IAQ and heating, ventilation, and air conditioning (“HVAC”) systems.

The Board directs the Superintendent or designee to implement an IAQ and HVAC compliance program that provides for ongoing maintenance and facility reviews necessary for the maintenance and improvement of the IAQ in all District school buildings and compliance with applicable requirements.

Legal References:

Connecticut General Statutes

§ 10-220(d) Duties of boards of education (as amended by P.A. 22-118)

§ 10-231e Maintenance of heating, ventilation and air conditioning system

POLICY ADOPTED: September 9, 2014

REVISED:

MIDDLETOWN PUBLIC SCHOOLS

Middletown, Connecticut