

# Board of Education Special Meeting

Tuesday, November 21, 2023 6:30 PM

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

I. <b>Call to Order</b>	<b>Speaker (s)</b> : Dr. Vazquez Matos
II. <b>Salute to the Flag</b>	<b>Speaker (s)</b> : Dr. Vazquez Matos
III. <b>Election of Officers</b>	<b>Speaker (s)</b> : Dr. Vazquez Matos
III.A. Committee Assignments	<b>Speaker (s)</b> : Board Chair
IV. <b>Adoption of Agenda</b>	<b>Speaker (s)</b> : Board Chair
V. <b>District Highlights</b>	<b>Speaker (s)</b> : Board Chair
V.A. Introduction of new Board of Education Members	<b>Speaker (s)</b> : Jessie Lavorgna
V.B. Taking Global Action at Lawrence School	<b>Speaker (s)</b> : Jessie Lavorgna
V.C. Creating Clean Air for All at Macdonough School	<b>Speaker (s)</b> : Jessie Lavorgna
V.D. Wesley Named School of Distinction	<b>Speaker (s)</b> : Jessie Lavorgna
V.E. Introduction to DEIB Coaches	<b>Speaker (s)</b> : Jessie Lavorgna
V.F. Proclamation: American Indian and Native Alaskan Heritage Month	<b>Speaker (s)</b> : Jessie Lavorgna
VI. <b>Public Session</b>	<b>Speaker (s)</b> : Board Chair
VII. <b>Communications</b>	<b>Speaker (s)</b> : Board Chair
VII.A. Report of Student Representative	<b>Speaker (s)</b> : Nana Obeng
VIII. <b>Consent Agenda</b>	<b>Speaker (s)</b> : Board Chair
VIII.A. Minutes of October 10, 2023 BOE Regular Meeting	<b>Speaker (s)</b> : Board Chair
VIII.B. Minutes of November 3, 2023 BOE Special Meeting	<b>Speaker (s)</b> : Board Chair
VIII.C. Title IV. Grant	<b>Speaker (s)</b> : Natalie Forbes
VIII.D. Laura Bush Foundation Grant	<b>Speaker (s)</b> : Natalie Forbes
VIII.E. Rockfall Foundation Grant	<b>Speaker (s)</b> : Natalie Forbes
VIII.F. Grants Status Report	<b>Speaker (s)</b> : Natalie Forbes
VIII.G. Policy #6161.3 - Delete - Comparability of Services	<b>Speaker (s)</b> : Dr. Vazquez Matos
VIII.H. Policy #6161.31 - Delete - Title I Program	<b>Speaker (s)</b> : Dr. Vazquez Matos
VIII.I. Policy #6162.31 - Delete - Research Testing - Testing Exclusion	<b>Speaker (s)</b> : Dr. Vazquez Matos
IX. <b>Department Reports</b>	<b>Speaker (s)</b> : Board Chair

IX.A.	Financial Report	<b>Speaker (s)</b> : Eduardo Miranda
IX.A.1.	Action on Line Item Transfer Report	<b>Speaker (s)</b> : Eduardo Miranda
IX.B.	Facilities Department	<b>Speaker (s)</b> : Kevin Dion
IX.C.	Personnel Report	<b>Speaker (s)</b> : Harry Snyder
IX.D.	Transportation Report	<b>Speaker (s)</b> : Mark Langton
X.	<b>Superintendent's Report</b>	<b>Speaker (s)</b> : Dr. Vazquez Matos
X.A.	#MPSFutureMakers: Creating Middletown's Future Through Our Work	<b>Speaker (s)</b> : Dr. Vazquez Matos
XI.	<b>Committees</b>	<b>Speaker (s)</b> : Board Chair
XI.A.	Budget Committee	<b>Speaker (s)</b> : Charles Wiltsie
XI.B.	Curriculum Committee	<b>Speaker (s)</b> : Debra Guss
XI.C.	Facilities Committee	<b>Speaker (s)</b> : Dr. Vazquez Matos
XI.D.	Policy Committee	<b>Speaker (s)</b> : Dr. Vazquez Matos
XII.	<b>Action Items</b>	<b>Speaker (s)</b> : Board Chair
XII.A.	PIMF Grant	<b>Speaker (s)</b> : Stacey McCann
XII.B.	Policy # 6172.3 - Revise - Parent Instruction of Children at Home ( Home Schooling)	<b>Speaker (s)</b> : Dr. Vazquez Matos
XII.C.	Policy #6173 - Revise - Homebound/Hospitalized Instruction	<b>Speaker (s)</b> : Dr. Vazquez Matos
XII.D.	Policy #6172.5 - Revise - Pilot Programs	<b>Speaker (s)</b> : Dr. Vazquez Matos
XII.E.	Policy #6200 - Revise - Adult/Continuing Education	<b>Speaker (s)</b> : Dr. Vazquez Matos
XIII.	<b>Future Agenda Items</b>	<b>Speaker (s)</b> : Board Chair
XIV.	<b>Adjournment</b>	<b>Speaker (s)</b> : Board Chair

#### I. Call to Order

Chair Cain called the meeting to order at 6:32 PM.

#### II. Salute to the Flag

Ms. Nana Obeng led the Pledge of Allegiance.

#### III. Adoption of Agenda

A motion to adopt the agenda was made. This motion, made by Anita Dempsey-White 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. MHS Crew Team: Connecticut Public Schools Rowing Association (CPSRA) Champions

Dr. Vazquez Matos welcomed the Crew Team. The 24TH CPSRA Championship Regatta took place in May 2023. 13 Connecticut rowing programs participated in the event. Mr. Scot Peaslee thanked the Board for the championship rings and spoke of the team community. The student athletes were given their championship rings and a certificate. The Boys Varsity 4 were given medals for their win. The girls novice 4 were also presented medals for their win. The girls double placed 2nd and were recognized by Mr. Peaslee.

##### IV.B. Principal Appreciation Month

October is National Principal Appreciation Month. Dr. Vazquez Matos shared how important the Principals and Assistant Principals of Middletown Public Schools are. Ms. McCann presented each principal and Assistant Principal a pin in appreciation.

##### IV.C. Custodian Appreciation Day

October 2, 2023 was Custodian Appreciation Day. Dr. Vazquez Matos shared how important the Custodians of Middletown Public Schools are. Each member of the custodial staff will receive a certificate of recognition. Mr. Gaylord recognized the hard work done by the custodians.

#### V. Public Session

Chair Cain explained the rules of Public Session.

Ms. Kelly Torgensen, 83 Old Mill Rd. Ms. Torgensen thanked the district for the workshop. Ms. Torgensen shared her concerns about the language in the changes to the math curriculum and the goals of the curriculum itself.

Ms. Eva Quijada, 15 Brainard Ave. Ms. Quijada, an MHS student, shared her concerns about the locked bathrooms at Middletown High School.

Ms. Becky Ficaro, 150 Barbara Rd. Ms. Ficaro discussed the educational equity in the proposed Math Pathways.

Ms. Christine Gastom, 27 Catherine St. Ms. Gastrom shared that she still has concerns about the Math Pathways.

Ms. Cris Freer, 108 David Dr. Ms. Freer expressed her concerns regarding the minutes from September and the possible schedule changes (Health, Computer Science, Makerspace, etc.) for Middle School students.

Mr. Jesse Torgensen, 83 Old Mill Rd. Mr. Torgensen shared his concerns about the Math Pathways. He expressed concerns regarding many changes currently being discussed. He urged the Board to slow down on the changes.

Ms. Lisa Liesener 210 Maple Shade Rd. Ms. Liesener shared her concerns with the math workshop and changes to the math curriculum.

## VI. Communications

### VI.A. Report of Student Representative

Ms. Obeng shared that the sports teams from MHS have had many wins. Homecoming was a success and students had a great time. Student progress reports were sent out. Middletown High School Juniors will take the PSATs tomorrow. She shared the importance of the PSATs. Upcoming events include College visits in school and that DECA will host the Annual Halloween party at the Elks Club. The MHS library renovations are complete. She urged students to stop by and see the changes.

## VII. Consent Agenda

A motion was made to approve the Consent Agenda. This motion, made by Anita Dempsey-White and seconded by Dina Ford, 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

### VII.A. Minutes of September 12, 2023 BOE Regular Meeting

### VII.B. Out of State Field Trip - MHS 2023 VEX Robotics Invitational

### VII.C. Out of State Field Trip 2024 VEX Robotics Signature Event

### VII.D. Out of State Trip 2024 VEX Robotics Southern New England Regional Championship

### VII.E. Out of State Trip 2024 VEX World Championship

### VII.F. Out of State Trip MHS Band to Virginia Beach

### VII.G. Grants Status Report

### VII.H. Policy #4010 - Adopt - Hiring of Certified Staff

### VII.I. Policy #4020 - Adopt - Hiring of Non-Certified Staff

### VII.J. Policy #4111 - Delete - Recruitment and Selection

### VII.K. Policy #5123.1 - Revise - Summer School

## VIII. Department Reports

### VIII.A. Financial Report

Mr. Miranda shared that the Budget Committee meeting in November will review the Financial Report for September and October.

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

A motion to approve the Line Item Transfer Report was made. This motion, made by Justin Taylor and seconded by Charles Wiltsie, 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 reviewed the line item transfers. They include transfers to reallocate in order to purchase Beman STEAM curriculum and provide equitable access for students to participate in Robotics tournaments.

### VIII.B. Facilities Department

Mr. Gaylord reviewed the Facility Report provided by Mr. Dion. Items that were discussed include the track and field replacement bids, indoor air quality grant, Snow School roof replacement and the Lawrence School playground equipment.

### VIII.C. Personnel Report

Mr. Synder shared that he had submitted his report within the packet. The Middlesex Job Fair will be held on November 1. Stay interviews will launch in December. This is a retention initiative to receive feedback from employees. Ms. Guss asked about the openings in the vacancies and the Math classes at Beman. Dr. Vazquez Matos answered that long-term substitutes were filling in those positions.

### VIII.D. Transportation Report

Mr. Langton shared that the start of the school year is a busy time for transportation. Many changes have taken place for student pickup and dropoff locations. Driver meetings are being held monthly. 12 additional vehicles have been added. 14 buses are handling the afterschool programs across the district.

## IX. Superintendent's Report

### IX.A. Portrait of a Global Citizen

Dr. Vazquez Matos gave an introduction to the Portrait of a Global Citizen. MPS is partnering with Ed Elements on this initiative. Ms. McCann shared that the goal is a visual representation of the essential skills and habits of the mind that define learning experiences at MPS. Alongside the school's core values and beliefs, a Vision of the Graduate is required for NEASC Accrediation. She also reviewed the timeline for the project. Mr. Griswold shared the accomplishments to date. There is a diverse Steering Team composed of district leaders, students, teachers, staff and parents. Alumni and college admissions officers were asked to participate in a survey of what attributes or skill sets should be included in the portrait of a global citizen. Mr. Taylor asked if employers would be part of the community participation.

Dr. Vazquez Matos stated that employers and staff members from higher education will be included.

#### IX.B. Performance and Attendance Data Review

Mr. Griswold gave a Performance Data Overview. He explained the performance index, growth measure and SAT. Dr. Vazquez Matos shared the demographics of the district. The district is becoming more diverse every year. The percentages of Free and Reduced Lunch, Students with Disabilities and Multilingual Learner students have all risen over the last few years. Ms. McCann shared the SAT data. Dr. Vazquez Matos reviewed the ELA opportunities for the district. Math celebrations and opportunities for growth were also reviewed. Chronic Absenteeism has decreased since last year with the efforts of the DART team. He discussed strategies to strengthen performance-based areas of opportunity. Ms. Rose Daniels spoke of the achievement gap and the global citizen profile. Dr. Vazquez Matos responded elaborated on closing to the achievement gap. SBAC testing is given to students at the end of the school year, while I-Ready is progress monitoring, given 3 times a year.

#### IX.C. Board Member Recognition of Service

Board of Education Chairwoman Deborah Cain and Board of Education members Anita Dempsey White, Dina Ford, Delita Rose Daniels and Justin Taylor will end their term on the Board in November. Dr. Vazquez Matos thanked them for their contribution to the district, students and staff. He presented each member with a plaque that included their years of service.

### X. Committees

#### X.A. Budget Committee

Mr. Wiltsie gave an overview of the Budget Committee Meeting. It was a brief meeting for October with a discussion regarding Food Services. There were no questions.

#### X.B. Curriculum Committee

Ms. Guss shared the teacher's professional development was reviewed at the last meeting. There was also discussion of the Math Pathways and the workshop regarding the Pathway.

#### X.C. Facilities Committee

Chair Cain reviewed the summer work that was completed. Roof repair was discussed in the 5 year facilities plan. Funding would need to come from the Common Council and Mayor to complete these projects.

#### X.D. Policy Committee

Mr. Taylor shared the committee met on September 19. They reviewed 3 policies which will be discussed under action items.

### XI. Action Items

#### XI.A. Policy #6161.3 - Delete - Comparability of Services

A motion was made to delete Policy #6161.3 - Delete - Comparability of Services was made. This motion, made by Justin Taylor and seconded by Dina Ford, Carried.

Jon Pulino: Nay, Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra

Guss: Yea, Emily Jackson: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea  
Yea: 8, Nay: 1  
Jon Pulino: Nay

#### XI.B. Policy #6161.31 - Delete - Title I Program

A motion was made to delete Policy #6161.31 - Delete - Title I Program was made. This motion, made by Justin Taylor and seconded by Dina Ford, Carried.

Jon Pulino: Nay, Deborah Cain: Yea, Anita Dempsey-White: Yea, Dina Ford: Yea, Debra Guss: Yea, Emily Jackson: Yea, Delita Rose Daniels: Yea, Justin Taylor: Yea, Charles Wiltsie: Yea  
Yea: 8, Nay: 1  
Jon Pulino: Nay

#### XI.C. Policy #6162.31 - Delete - Research Testing - Testing Exclusion

A motion to delete Policy #6162.31 - Delete - Research Testing - Testing Exclusion was made. 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  
A motion to delete Policy #6162.31 - Delete - Research Testing - Testing Exclusion was made.

#### XII. Future Agenda Items

Ms. Ford would like to review the no zero practice and how it is used in high school. She would also like an anonymous survey of math staff on the new curriculum.

Ms. Rose Daniels would like to review the bathroom policies at MHS.

Mr. Pulino would like to review the exit interview data of Math teachers that are leaving the district.

Chair Cain spoke to each board member that will be leaving the board. They also spoke of their time on the Board.

#### XIII. Adjournment

A motion to adjourn was made at 9:27 PM. This motion, made by Anita Dempsey-White and seconded by Emily Jackson, 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  
Friday, November 3 , 2023 6:00 PM  
<http://www.youtube.com/c/MiddletownStream>**

Board Members Present: Chairwoman Deborah Cain, Anita Dempsey White, Debra Guss, Emily Jackson, Justin Taylor, and Charles Wiltsie

Others Present: Superintendent Dr. Vázquez Matos, Assistant Superintendent of Administration 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 6:03 PM.

**II. APPROVAL OF THE REVISED MINUTES OF JUNE 8, 2023 SPECIAL MEETING 6:30 PM**

**MOTION:** A motion to approve the revised minutes of June 8, 2023 Special Meeting at 6:30PM was made by Chair Cain and a second by Ms. Dempsey White - unanimous vote.

**IV. ADJOURNMENT**

**MOTION:** Move to adjourn at 6:09 PM passed with a motion by Chair Cain and a second by Mr. Taylor – unanimous vote.

Respectfully Submitted,

\_\_\_\_\_  
Anita Dempsey-White  
Secretary

ADW/jc



**Office of Your Department**  
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Board of Education Report
11.16.2023
Title IV, Part A Grant Summary

With the reauthorization in December 2015 of the Elementary and Secondary Education Act of 1965 (ESEA), Every Student Succeeds Act (ESSA) provides funding under the newly authorized subpart 1 of Title IV, Part A with the intention of increasing state and local capacity to address three priority areas:

- 1) provide all students with access to a well-rounded education, as defined in ESSA section 8101 (52);
- 2) improve school conditions for student learning; and
- 3) improve use of technology in order to improve the academic achievement and digital literacy of all students.

The Connecticut State Department of Education (CSDE) will distribute SSAE grant funds to LEAs by formula, as an entitlement. **For the 2023-2024 school year Middletown Public Schools application includes:**

**Well-Rounded**

- Beman Middle School STEM Teachers will participate in curriculum development with the vendor Milestone C [Beman].
- Arts Enrichment aligned with the African American Studies curriculum [MHS and Beman]
- Multilingual Learners dept. will partner with CREC to provide PD to ML teachers [District wide]
- Visit to a local Farm for K-students to learn about orchards; project based learning/authentic connection [Macdonough]
- 4 x Rectangular desks with chemical resistant tops for the Innovation Center and Robotics Field Riser [Beman]

**Student Social-Emotional Learning and Student Well being**

- Sensory Friendly environment/furniture for the MHS ICM to help students regulate that emotions, reduce stress, and develop essential coping skills [MHS ICM].
- Partial support for new crew boat [MHS]

**Effective Use of Technology**

- Transfer VR Headsets for College and Career Learning [Transition to Life Center/Green Street]

TOTAL REQUEST IS: \$59,442.47

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS



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Board of Education Report
11.16.2023
Laura Bush Foundation Grant Summary

The Laura Bush Foundation for America’s Libraries provides grants to school libraries to expand, diversify, and update their book and print collections. Studies show that the quality of a school library has a major impact on reading scores and academic success. A former librarian and teacher, Mrs. Laura Bush understands that limited financial resources often result in school leaders placing a lower priority on their libraries.

The Spencer Librarian Ms. Gindi and Principal Hendersen note that, “Reading is the foundation of education and lifelong learning and the Spencer library strives to support students' natural curiosity with high quality books that cater to all of their interests”. At this time, the nonfiction collection in the Spencer library is severely outdated, hindering our students’ access to current and relevant information.

The goal of this grant request is to purchase new nonfiction books covering a wide range of subjects catering to diverse student interests and curricular needs, and by doing so, to create an inspiring school library environment that encourages reading and learning.

Funds are allocated directly by the Foundation.

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS



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Board of Education Report
11.16.2023
Rockfall Foundation Grant Summary

The mission of the Rockfall Foundation is to promote and support environmental education and conservation in the Lower Connecticut Valley. It envisions a healthy and happy quality of life for all, achieved through wise environmental stewardship, planning, and environmental education, and the experience of a meaningful connection with nature now and for future generations. MPS is applying to the Rockfall Foundation for two grants:

Growing Leaders in Sustainability and Environmental Education

The MHS Agricultural Science Department, local non-profit Everyone Outside, and Fire Ring Farm are creating an experiential environmental education summer leadership program for teens that fulfills the requirements of MHS's Supervised Agricultural Experience (SAE) program. This grant would provide funding for 5 MHS students who would otherwise be unable to participate in this experience due to opportunity barriers. Students will be immersed in sustainable farming practices, local forest ecology, land conservation and outdoor skills, and also help teach these skills to younger children.

TOTAL REQUEST: \$1,700

Nature-based Pre-School Classroom

This project will allow Snow Elementary Pre-School to pilot Middletown's first nature-based preschool classroom; the goals of this project are to:

- Immerse students in learning about a variety of nature-based topics nature via field site visits, animal/bug presentations, nature-connected games/routines, and hands-on lessons.
- Allow children to see, hear, and feel nature

TOTAL REQUEST: \$5,135

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS



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Board of Education Report
11.15.23
Grants Report, November 2023

The following grants were confirmed over the period from October 2023:

Grant Title	Funder	SY24	SY23
Perkins Career & Tech	CSDE	86,861	73,456
21C Afterschool @ Beman	CSDE	165,000	200,000
21C Afterschool @ Spencer	CSDE	115,000	100,000
21C Afterschool @ Snow	CSDE	115,000	100,000
21C Afterschool @ Bielefield	CSDE	115,000	100,000
Title 3	CSDE	28,165	24,932.06
IDEA-Part B, Sect 619	CSDE	45,082	38,439
ARPA Right to Read	CSDE	194,000	0
Primary Mental Health	CSDE	20,000	24,037
ADED-Cooperative	CSDE	8,844	8670
ECS—Alliance	CSDE	7,119,476	6,194,989
Parent Trust Fund	CSDE	45,579	27,896

**Total Grants in SY23-24-to date: \$15,691,238.72**

Respectfully submitted,

Natalie Forbes, Director of Innovation & Grants

## **POLICY 6161.3(a)**

### **Instruction**

#### **Comparability of Services**

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

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

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

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

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

1. Establish and maintain a district-wide salary schedule.
2. Provide services with federal, state and local funds in schools serving Title I project areas that are at least comparable to services in non-project areas.
3. Use federal, state and local funds to provide for an equivalence among all schools with the same grade levels in teachers, administrators, auxiliary personnel.
4. Use federal, state and local funds to provide for an equivalence among all schools with the same grade levels in the provision of curriculum and instructional materials, books and supplies.

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

## **POLICY 6161.3(b)**

### **Instruction**

#### **Comparability of Services (continued)**

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

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

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

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

#### **Legal Reference:**

Title I Improving Basic Programs Operated by State and Local Educational Agencies, Improving Every Student Succeeds Act, P.L. 114-95, Section 1118c of Title I, ESEA/ESSA  
20 U.S.C. Section 6321(c)  
Agostini v. Felton 521 U.S. 203 (1997)

Policy adopted: September 3, 1996  
Policy revised: June 12, 2001  
Policy readopted: June 20, 2006  
Policy revised: September 10, 2019

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Instruction**

**Title I Program**

In order to improve the educational opportunities of educationally disadvantaged or deprived children, the Board of Education directs the Superintendent or his/her designee to pursue funding under Title I of the Federal Elementary and Secondary Education Act for compensatory instructional services and activities. The Superintendent or his/her designee shall also ensure that the District appropriately uses any funds received.

The Superintendent or his/her designee shall, after timely and meaningful consultation with appropriate private school officials, provide such children, educational services equitable in comparison to services and other benefits for public school children participating under Title I. Such educational services or other benefits including materials and equipment, shall be secular, neutral, non-ideological.

To ensure timely and meaningful consultation, the administration shall consult with appropriate private school officials during the design and development of such agency's programs under this part, on issues such as:

- A) how the children's needs will be identified;
- B) what services will be offered;
- C) how and where the services will be provided
- D) how the services will be assessed, and
- E) the size and scope of the equitable services to be provided to the eligible private school children, and what is the proportion of funds allocated for such services.

Such consultation shall occur before the local educational agency makes any decision that affects the opportunities of eligible private school children to participate in programs under this part.

Title I personnel shall be accountable to the Assistant Superintendent for Curriculum and Instruction. The provision of services under this section shall be employees of the Board of Education or contracted by the Board of Education with an individual, association, agency, or organization.

The control of funds provided under this part, and title to materials, equipment, and property purchased with such funds, shall be within the Board of Education, and the Board of Education shall administer such funds and property.

Legal Reference: Title I of the Elementary and Secondary Education Act of 1965, 20 U.S.C. §6301-6514, as implemented by 34 C.F.R. parts 200, 201, 203, 205, and 212.

Agostini v. Felton 521 U.S. 203 (1997)

Policy adopted: June 12, 2001

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Instruction**

### **Testing Program:**

#### **Test Exclusion**

The Board of Education believes that the annual assessment of student and district progress is a vital component of the instructional process. It is recognized that some students may need to be excluded from the system-wide testing program and/or the statewide mastery testing program, (grades 4, 6, 8, & 10) because of unique exceptionalities. All exclusions shall be made as a result of the planning and placement team process.

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

The provisions on mastery testing shall not apply to any student enrolled for ten (10) months or less in a bilingual program, or English as a Second Language program.

- Legal Reference:
- 10-14m Development and submission of educational evaluation and remedial assistance plan.
  - 10-14n Statewide mastery.
  - 10-14o Compensatory education grant. Financial statement of expenditures.
  - 10-14p Reports by local and regional boards re instructional improvement and student progress.
  - 10-14q Exceptions. (As amended by PA 01-205)

Policy revised: August 28, 2001

Middletown, Connecticut

Object Code - Summary	Expenditure 2022-2023	Appropriation 2023-2024	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
<b>CERTIFIED SALARIES</b>								
51109 CERTIFIED-CURR WRITING	93,637.84	113,820.00	(2,000.00)	-	23,830.50	87,989.50	-	111,820.00
51110 CERTIFIED-REG	34,303,823.14	36,941,945.00	-	-	10,008,348.50	26,933,596.50	-	36,941,945.00
51112 UNKNOWN ATTRITION CERTIFIED	-	(923,549.00)	-	-	-	(923,549.00)	-	(923,549.00)
51115 CERTIFIED-OTH ADDLSTPEND	5,315.00	6,992.00	-	-	2,720.00	4,272.00	-	6,992.00
51309 SALARIES: INTERVENTIONISTS	235,234.49	415,508.00	-	-	70,068.75	345,439.25	150,000.00	265,508.00
51112 UNKNOWN ATTRITION INTERVENTIONISTS	-	(10,388.00)	-	-	-	(10,388.00)	-	(10,388.00)
51310 SALARIES: SUBS-DAILY*REG	67,027.50	100,000.00	-	-	26,677.68	73,322.32	15,000.00	85,000.00
51315 SALARIES: SUBS-LT*REG	274,635.11	200,000.00	-	-	38,498.96	161,501.04	-	200,000.00
51316 SALARIES: SUBS-BLDG*REG	24,998.75	262,080.00	-	-	57,116.23	204,963.77	-	262,080.00
51410 SALARIES: ADMINISTRATOR*REG	5,045,718.65	5,349,348.00	-	-	2,164,992.12	3,184,355.88	-	5,349,348.00
51501 LONGEVITY: CERTIFIED	457,700.00	428,600.00	-	-	195,600.00	233,000.00	20,000.00	408,600.00
51510 ADDITIONAL COMPENSATION PAID TO TEACH	2,144.00	12,000.00	-	-	170.50	11,829.50	-	12,000.00
51716 SALARIES: MENTOR	11,303.62	18,140.00	-	-	2,280.53	15,879.47	-	18,140.00
51718 SALARIES: TUTOR	149,170.02	188,450.00	-	-	44,909.25	143,540.75	-	188,450.00
51721 SALARIES: STIPENDS-NON TRB	635,879.86	718,381.00	-	-	89,402.81	628,978.19	-	718,381.00
51112 UNKNOWN ATTRITION STIPENDS-NON TRB	-	(17,960.00)	-	-	-	(17,960.00)	-	(17,960.00)
51900 OTHER SALARIES	130,000.00	133,900.00	-	-	58,349.50	75,550.50	-	133,900.00
51901 NON-CONTRACTED CERTIFIED	40,000.00	76,359.00	-	-	11,809.75	64,549.25	-	76,359.00
51921 SALARIES: CLASS COVERAGE	227,982.23	100,000.00	-	-	37,510.79	62,489.21	-	100,000.00
<b>TOTAL CERTIFIED SALARIES</b>	<b>41,704,570.11</b>	<b>44,113,626.00</b>	<b>(2,000.00)</b>	<b>-</b>	<b>12,832,265.87</b>	<b>31,279,360.13</b>	<b>185,000.00</b>	<b>43,926,626.00</b>
<b>CLASSIFIED SALARIES</b>								
51116 CLASSIFIED-REG	8,109,580.81	9,024,019.00	-	-	2,978,707.17	6,045,311.83	130,000.00	8,894,019.00
51112 UNKNOWN ATTRITION CLASSIFIED	-	(229,615.00)	-	-	-	(229,615.00)	-	(229,615.00)
51118 CLASSIFIED*OT	245,999.03	235,000.00	-	-	129,952.46	105,047.54	-	235,000.00
51200 SALARIES OF SEASONAL TEMP EMP	219,546.19	30,000.00	-	-	76,904.70	(46,904.70)	(75,000.00)	105,000.00
51416 ATHLETIC EVENT WORKERS	51,725.80	51,000.00	-	-	18,562.39	32,437.61	-	51,000.00
51418 SUBS-SECRETARIES	85,043.25	30,000.00	-	-	18,073.68	11,926.32	(20,000.00)	50,000.00
51502 LONGEVITY: CLASSIFIED	163.46	-	-	-	-	-	-	-
51903 FAMILY ENGAGEMENT	-	226,067.00	-	-	63,991.43	162,075.57	10,000.00	216,067.00
51920 SALARIES: STUDENT VOCATIONAL	3,850.00	6,000.00	-	-	1,190.00	1,295.00	-	6,000.00
<b>TOTAL CLASSIFIED SALARIES</b>	<b>8,715,908.54</b>	<b>9,372,471.00</b>	<b>-</b>	<b>-</b>	<b>3,287,381.83</b>	<b>6,081,574.17</b>	<b>45,000.00</b>	<b>9,327,471.00</b>

Object Code - Summary	Expenditure 2022-2023	Appropriation 2023-2024	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
<b>PARAPROFESSIONALS/AIDES</b>								
51210 SALARIES: AIDES/PARAS*REG	4,484,373.70	5,201,921.00	-	-	1,274,886.01	3,927,034.99	230,000.00	4,971,921.00
51112 UNKNOWN ATTRITION PARAS	-	(130,048.00)	-	-	-	(130,048.00)	-	(130,048.00)
51217 SAL: STUDENT ENGAGEMENT SPECIALISTS	154,863.71	194,646.00	-	-	53,896.61	140,749.39	-	194,646.00
51503 LONGEVITY: PARAS	17,600.00	19,300.00	-	-	16,100.00	3,200.00	3,200.00	16,100.00
51713 SALARIES: LUNCH/DUTY AIDES	254,471.50	425,664.00	-	-	75,746.25	349,917.75	100,000.00	325,664.00
51112 UNKNOWN ATTRITION DUTY AIDES	-	(10,642.00)	-	-	-	(10,642.00)	-	(10,642.00)
51717 SALARIES: BUS MONITOR	6,539.00	-	-	-	374.50	(374.50)	(5,000.00)	5,000.00
<b>TOTAL PARAPROFESSIONALS/AIDES</b>	<b>4,917,847.91</b>	<b>5,700,841.00</b>	<b>-</b>	<b>-</b>	<b>1,421,003.37</b>	<b>4,279,837.63</b>	<b>328,200.00</b>	<b>5,372,641.00</b>
<b>EMPLOYEE BENEFITS</b>								
51970 SALARIES: CLOTHING ALLOCATION	22,400.00	-	-	-	-	-	-	-
52100 GROUP LIFE INSURANCE	217,143.00	211,942.00	-	-	213,667.00	(1,725.00)	(1,725.00)	213,667.00
52205 FICA	676,482.18	602,449.00	-	-	220,289.66	382,159.34	-	602,449.00
52210 MEDICARE	872,970.41	803,244.00	-	-	281,622.45	521,621.55	-	803,244.00
52300 RETIREMENT CONTRIB	76,931.73	76,013.00	-	-	33,337.26	42,675.74	-	76,013.00
52500 TUITION REIMB	800.00	3,000.00	-	-	-	3,000.00	-	3,000.00
52600 UNEMPLOY COMPENSATION	18,237.99	65,000.00	-	-	-	65,000.00	-	65,000.00
52700 WORKERS COMPENSATION	585,373.21	613,992.00	-	384,361.50	146,130.51	83,499.99	-	613,992.00
52831 HEALTH INS-CERTIFIED/PARAS	8,005,235.41	9,355,471.00	-	4,358,819.65	4,996,651.35	-	-	9,355,471.00
52832 HEALTH INS-CCLASSIFIED	5,410,655.36	5,642,561.00	-	-	5,482,858.00	159,703.00	159,703.00	5,482,858.00
52840 DENTAL INSURANCE	1,016,604.34	1,047,207.00	-	426,976.52	548,841.48	71,389.00	71,389.00	975,818.00
52950 DISABILITY INSURANCE	28,755.00	30,500.00	-	15,535.68	14,964.32	-	-	30,500.00
52960 UNUSED SICK BENEFIT	15,670.49	25,000.00	-	-	24,822.26	177.74	-	25,000.00
52961 UNUSED VACATION PAYOUT	-	25,000.00	-	-	-	25,000.00	10,000.00	15,000.00
52990 OTHER POST EMPLOYEE BENEFITS	453,930.00	418,780.00	-	-	417,501.00	1,279.00	-	418,780.00
52991 ACA HEALTH INSURANCE	15,440.16	18,000.00	-	-	-	18,000.00	-	18,000.00
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>17,416,629.28</b>	<b>18,938,159.00</b>	<b>-</b>	<b>5,185,693.35</b>	<b>12,380,685.29</b>	<b>1,371,780.36</b>	<b>239,367.00</b>	<b>18,698,792.00</b>
<b>PURCHASED SERVICES</b>								
53010 PURCHASED PROF SVCS	16,233.96	16,350.00	-	47,283.35	35,493.40	(66,426.75)	(67,000.00)	83,350.00
53020 LEGAL SERVICES	97,751.18	150,000.00	-	104,329.00	45,671.00	-	-	150,000.00
53040 NURSING SERVICES	28,846.21	50,000.00	-	50,000.00	-	-	-	50,000.00
53070 TESTING / SCORING	17,863.44	19,350.00	-	-	14,700.00	4,650.00	-	19,350.00
53200 PROF EDUC SERVICES	19,158.63	2,000.00	-	149,410.26	35,091.69	(182,501.95)	(183,000.00)	185,000.00

<u>Object Code - Summary</u>	<u>Expenditure 2022-2023</u>	<u>Appropriation 2023-2024</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>
53205 EMPLOYEE TRNG/DEV SVCS	510.00	950.00	-	-	350.00	600.00	-	950.00
53220 INSERVICE - PROF MTGS/DEVELOP	39,546.88	60,375.00	12,103.80	2,909.95	29,527.64	40,041.21	-	72,478.80
53240 FIELD TRIPS	18,767.26	19,050.00	7,000.00	2,000.00	2,325.00	21,725.00	-	26,050.00
53251 STUDENT ACTIVITIES	3,612.79	12,000.00	-	-	1,321.00	10,679.00	-	12,000.00
53300 PURCH PROF SVCS: TECH	93,124.01	125,305.00	-	68,565.00	11,200.00	45,540.00	-	125,305.00
53310 PURCH PROF SVCS: AUDIT	-	30,000.00	-	30,000.00	-	-	-	30,000.00
53400 PURCH PROF SVCS: OTHER	522,914.35	469,493.00	-	420,849.02	59,415.22	(10,771.24)	(10,771.24)	480,264.24
53500 PURCH PROF/TECH SERVICES	33,491.81	46,180.00	-	950.00	26,564.96	18,665.04	-	46,180.00
53530 PURCH PROF SVCS: POLICE	9,636.00	9,000.00	-	-	4,064.75	4,935.25	-	9,000.00
53540 PURCH PROF SVCS: SPORTS OFFICIALS	42,570.77	70,700.00	-	-	13,395.79	57,304.21	-	70,700.00
54010 PURCH PROPERTY SVCS	10,390.00	125,248.00	-	23,032.16	34,472.51	67,743.33	-	125,248.00
54103 SNOW PLOWING/SANDING	6,170.00	25,000.00	-	-	-	25,000.00	-	25,000.00
54300 REPAIRS & MAINTENANCE	647,696.04	881,805.00	(2,900.00)	96,367.37	268,366.77	514,150.86	-	878,905.00
54303 MAINT: GROUNDS	46,958.53	46,500.00	-	-	15,178.69	31,321.31	-	46,500.00
54304 ELEVATOR MAINTENANCE	45,908.89	60,000.00	-	13,683.82	16,316.18	30,000.00	-	60,000.00
54410 RENTAL OF LAND & BUILDINGS	77,058.00	-	-	-	-	-	-	-
54411 WATERSEWER	107,282.85	116,001.00	-	96,873.54	19,127.45	0.01	-	116,001.00
54420 RENTAL OF EQUIPMENT&VEHICLES	4,908.11	5,000.00	-	-	1,131.83	3,868.17	-	5,000.00
54421 DISPOSAL	150,768.08	144,160.00	-	72,901.16	72,710.91	(1,452.07)	-	144,160.00
54424 LAWN CARE	16,400.00	15,000.00	-	5,000.00	2,370.00	7,630.00	-	15,000.00
54430 RENTAL OF COMPUTER RELATED EQUIPMENT	-	400.00	-	-	-	400.00	-	400.00
54440 RENTALS	1,537.68	700.00	-	510.00	168.42	21.58	-	700.00
55010 PURCHASED SERVICES	1,098,278.97	770,216.00	(3,568.80)	17,263.52	482,293.36	267,090.32	-	766,647.20
55100 PUPIL TRANSPORTATION	5,230,154.42	4,914,119.00	-	132,241.68	4,962,032.60	(180,155.28)	-	4,914,119.00
55105 TRANSPORTATION-SUMMER	142,816.86	206,850.00	-	-	134,138.12	72,711.88	72,711.88	134,138.12
55109 TRANSPORT-SPED OUT OF TOWN	953,574.19	750,000.00	-	966,700.52	356,359.28	(573,059.80)	-	750,000.00
55190 TRANSPORT-HOMELESS	168,966.44	75,923.00	-	170,948.14	40,418.46	(135,443.60)	(150,000.00)	225,923.00
55191 TRANSPORTDCF	33,514.00	50,000.00	-	36,925.00	13,575.00	(500.00)	(500.00)	50,500.00
55205 PROPERTY/CASUALTY INSURANCE	343,021.00	341,821.00	-	-	341,821.00	-	-	341,821.00
55206 ATHLETIC INSURANCE	24,024.99	26,996.00	-	-	28,281.00	(1,285.00)	(1,285.00)	28,281.00
55300 COMMUNICATIONS/TELEPHONE	248,891.28	310,600.00	-	83,947.80	165,567.97	61,084.23	-	310,600.00
55301 POSTAGE	33,933.00	29,900.00	-	-	7,501.45	22,398.55	-	29,900.00
55303 SECURITY MONITORING	81,185.64	110,000.00	-	-	72,247.64	37,752.36	-	110,000.00
55304 SUBSCRIPTIONS/LICENSES	113,651.74	75,243.00	-	2,458.86	47,866.56	24,918.58	-	75,243.00
55400 ADVERTISING	9,026.72	800.00	-	-	174.05	625.95	-	800.00

<u>Object Code - Summary</u>	<u>Expenditure 2022-2023</u>	<u>Appropriation 2023-2024</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>
55500 PRINTING	18,774.69	40,975.00	-	5,319.14	6,114.40	29,541.46	-	40,975.00
55510 COPYING	87,498.00	100,473.00	-	-	90,468.60	10,004.40	-	100,473.00
55800 TRAVEL/CONFERENCES	107,203.47	113,800.00	-	3,946.38	37,601.84	72,251.78	-	113,800.00
<b>TOTAL PURCHASED SERVICES</b>	<b>10,747,620.88</b>	<b>10,418,283.00</b>	<b>12,635.00</b>	<b>2,604,415.67</b>	<b>7,495,443.54</b>	<b>331,058.79</b>	<b>(339,844.36)</b>	<b>10,770,762.36</b>
<b>SUPPLIES &amp; MATERIALS</b>								
56100 SUPPLIES-GENERAL	-	5,000.00	-	-	2,890.87	2,109.13	-	5,000.00
56104 SUPPLIES-MAINTENANCE	203,318.48	229,000.00	-	47,517.10	40,707.37	140,775.53	-	229,000.00
56106 SUPPLIES-FOOD	199.93	390.00	-	160.00	100.00	130.00	-	390.00
56110 INSTRUCTIONAL SUPPLIES	382,327.97	411,541.00	(2,100.00)	39,753.60	225,006.29	144,681.11	-	409,441.00
56115 COMMON CORE MATERIALS	20,105.73	22,528.00	-	256.00	7,919.24	14,352.76	-	22,528.00
56120 ADMINISTRATIVE SUPPLIES	87,699.22	81,827.00	-	12,495.70	27,535.19	41,796.11	-	81,827.00
56121 COPY PAPER	54,101.86	50,625.00	-	6,404.59	9,066.35	35,154.06	-	50,625.00
56210 NATURAL GAS	738,648.85	733,250.00	-	564,485.32	168,764.68	0.00	-	733,250.00
56220 ELECTRICITY	1,078,234.48	1,325,034.00	-	980,224.45	344,809.55	0.00	-	1,325,034.00
56230 BOTTLED GAS	8,055.55	11,950.00	-	3,659.39	2,940.61	5,350.00	-	11,950.00
56240 FUEL OIL	228,225.27	295,879.00	-	295,879.00	-	-	-	295,879.00
56260 DIESEL FUEL	284,076.50	250,000.00	-	228,926.45	21,073.55	(0.00)	-	250,000.00
56265 GASOLINE (VEHICLES)	134,586.31	119,490.00	-	79,822.45	39,667.55	-	-	119,490.00
56270 PROPANE	41,087.99	50,000.00	-	49,214.79	785.21	(0.00)	-	50,000.00
56300 FOOD SUPPLIES	1,218.33	3,030.00	-	-	870.92	2,159.08	-	3,030.00
56400 BOOKS AND PERIODICALS	7,867.37	7,700.00	-	2,000.00	3,873.56	1,826.44	-	7,700.00
56410 TEXTBOOKS	12,624.18	37,310.00	-	208.95	5,678.26	31,422.79	-	37,310.00
56420 LIBRARY MATERIALS	30,189.19	33,500.00	-	1,130.07	5,922.52	26,447.41	-	33,500.00
56500 SUPPLIES-TECHNOLOGY RELATED	254,462.87	270,284.00	(8,535.00)	30,091.60	70,841.38	160,816.02	-	261,749.00
56900 SUPPLIES-OTHER	188,405.75	196,127.00	-	13,571.01	78,043.50	104,512.49	-	196,127.00
56910 CUSTODIAL SUPPLIES	209,434.92	211,500.00	-	163,762.00	48,692.21	(954.21)	-	211,500.00
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>3,962,870.75</b>	<b>4,345,965.00</b>	<b>(10,635.00)</b>	<b>2,519,562.47</b>	<b>1,105,188.81</b>	<b>710,578.72</b>	<b>-</b>	<b>4,335,330.00</b>
<b>PROPERTY</b>								
57200 BUILDINGS	230,000.00	-	-	-	-	-	-	-
57300 NEW EQUIPMENT	42,280.49	28,000.00	-	8,899.30	5,958.83	13,151.87	-	28,000.00
57330 FURNITURE AND FIXTURES	20,403.80	17,000.00	-	5,042.00	6,325.87	5,632.13	-	17,000.00
57340 TECH REL HW/EQUIP	3,120.79	3,129.00	-	-	1,406.43	1,722.57	-	3,129.00
57390 OTHER EQUIP/PROPERTY	2,394.97	3,100.00	-	-	2,340.79	759.21	-	3,100.00

Object Code - Summary	Expenditure 2022-2023	Appropriation 2023-2024	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Overage/ Deficit	Projected Expenditure
TOTAL PROPERTY	298,200.05	51,229.00	-	13,931.30	16,031.92	21,265.78	-	51,229.00
MAJOR PROJECTS								
57400 INFRASTRUCTURE	55,095.00	-	-	-	-	-	-	-
TOTAL MAJOR PROJECTS	-	-	-	-	-	-	-	-
MISCELLANEOUS								
58100 MEMBERSHIPS & DUES	97,406.41	105,325.00	-	1,315.00	65,650.18	38,359.82	-	105,325.00
58901 EDUCATIONAL SUPPORT	8,413.43	21,090.00	-	396.00	11,980.34	8,713.66	-	21,090.00
58903 PROF DEV IMPROVE	5,563.55	29,000.00	-	-	16,567.76	12,432.24	-	29,000.00
58904 WESELEYAN PUB SCHL COLLAB	5,000.00	5,000.00	-	-	-	5,000.00	-	5,000.00
58906 AFTER SCHOOL PROGRAM	992.00	16,650.00	-	-	-	16,650.00	-	16,650.00
58908 RECRUITMENT	9,150.00	66,100.00	-	-	10,705.86	55,394.14	-	66,100.00
TOTAL MISCELLANEOUS	126,525.39	243,165.00	-	1,711.00	104,904.14	136,549.86	-	243,165.00
TUITION								
55600 TUITION MAGNET (REGULAR EDUCATION)	561,192.00	560,600.00	-	-	90,016.00	470,584.00	-	560,600.00
55610 TUITION TO OTHER DISTR IN STATE (SPEC. ED)	338,266.92	360,000.00	-	111,942.48	47,885.11	200,202.41	-	360,000.00
55630 TUITION TO PRIVATE SOURCES (SPEC. ED)	3,974,766.38	4,100,000.00	-	2,819,712.93	1,165,623.53	114,663.54	(360,000.00)	4,460,000.00
TOTAL TUITION	4,874,225.30	5,020,600.00	-	2,931,655.41	1,303,494.64	785,449.95	(360,000.00)	5,380,600.00
GRAND TOTAL	92,819,493.21	98,204,339.00	-	13,260,484.20	39,946,399.41	44,997,455.39	97,722.64	98,106,616.36

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 01-Jul-2023 to 16-Nov-2023 For FY 2024

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
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Journal#: 39021 Date: 01-Nov-2023

From 1010-940-2630-000-54010-00000	CARE/UPKEEP GROUNDS: PURCH PROP SVCS	30,000.00		30,000.00	1,958.43	1,958.43
To 1010-940-2610-000-54421-00000	OPRR/HDDS: DISPOSAL	14,200.00	2,971.38	17,171.38		
	TRANSFER FOR DUMPSTER RENTALS TO CLEAN OUT STORAGE AREAS AT					
	VARIOUS LOCATIONS IN DISTRICT					
	<b>Total Transfer for Facilities</b>				<b>1,958.43</b>	<b>1,958.43</b>

Journal#: 39011 Date: 19-Oct-2023

To 1010-062-1000-360-58100-00000	MHS: TECH EDUC*MEMBER/DUES	25,300.00	-7,000.00	18,300.00	55.00	55.00
From 1010-062-1000-360-56110-00000	MHS: TECH EDUC*INSTR SUPPL					
	AIRBORNE PUBLIC SAFETY ASSOCIATION MEMBERSHIP RENEWAL FOR					
	PAUL PELLETIER					
	<b>Total Transfer for MHS</b>				<b>55.00</b>	<b>55.00</b>

Journal#: 39007 Date: 16-Oct-2023

From 1010-054-1000-160-55010-00000	BMS: MATH*PURCH SVCS	300.00		300.00	300.00	300.00
From 1010-054-1000-160-55010-02124	BMS: MATH*PURCH SVCS*SPD/NICM	200.00		200.00	200.00	200.00
From 1010-054-1000-160-55010-02125	BMS: MATH*PURCH SVCS*SPD/ICM	100.00		100.00	100.00	100.00
From 1010-054-1000-160-56110-00000	BMS: MATH*INSTR SUPPL	2,800.00		2,800.00	570.95	570.95
To 1010-054-1000-160-55900-00000	BMS: MATH*SUPPL*OTHER	2,400.00		2,400.00		1,170.95
	Transfer monies in math budget to purchase Grade 8 Blended					
	Learning Program and Algebra I Program.					
	<b>Total Transfer for MWMS</b>				<b>1,170.95</b>	<b>1,170.95</b>

\*\*\* Grand Total To Transfer

3,184.38	3,184.38
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# **BOE Monthly Human Resources Report**

Tuesday, November 14, 2023



**M**

# Monthly HR Update

- **Staffing: Time Period – October 1 –October 31, 2023**

## New Hires – 19

- **Certified: 4**
- Kindergarten Teacher (Farm Hill)
- BCBA (Farm Hill)
- SPEIST (District Elementary Schools)
- ESL Instructor - Adult Ed (Rocky Hill)
  
- **Non Certified: 11**
- LTS Math (MHS)
- LTS Spanish (Lawrence)
- Parochial Tutor (Xavier)
- Duty Aide (Lawrence)
- Sub Cafe Worker (District)
- Sub Para (Spencer)

New hires continued on next slide

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**
- Non Certified Hires (continued)
  
- Paraprofessional (Beman)
- Reading Interventionist (Spencer)
- Literacy Interventionist (Bielefield)
- Building Sub (Bielefield)
- Building Sub (Spencer)
  
- **From Contracted Vendors: 4**
- Sped Teacher/Soliant
- School Psychologist/Independent Contractor
- CHC Clinician/CHC)
- SLP Assistant/Soliant

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**
- **Retirements: 1**
- Certified staff: 0
- Non Certified staff: 1
- Carol Mason - Admin Sec II - Adult Ed
- **Resignations: 12**
- **Certified staff: 2**
- Science (Beman)
- Special Ed (MHS)

separations continued on next slide

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**

## **Resignations** – continued

- **Non Certified: 10**
- Sub School Secretary (District)
- Literacy Interventionist (Macdonough)
- Admin Sec III/OPS Admin Asst (Central Office)
- Temp Custodian (District)
- Paraprofessional (Spencer)
- Paraprofessional (Moody)
- Paraprofessional (Lawrence)
- Pre K Para (Snow)
- Sub Para (MHS)
- Paraprofessional (Wesley)

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**
- **Vacancies**
- **Certified: openings**
  - Principal – Snow
  - Principal – Bielefield
  - Science - Beman
  - Science - Beman
  - Elementary Classroom Teacher - LTS (Dec - June) - Spencer
  - Special Education Teacher LTS (Nov - Feb) - Macdonough
  - Literacy Interventionist - Bielefeld
  - Literacy Interventionist - Macdonough
  - Administrative Secretary II - Pupil Services
  - Administrative Secretary III - Pupil Services
  - Administrative Secretary II - Adult Ed

Vacancies continued in next slide

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**
- **Vacancies** – continued
- Family Engagement Liaison - Spencer
- School Custodian I - Lawrence
- School Custodian I - Macdonough
- School Custodian II - MHS
- Admin Sec II/OPS Asst - Central Office
- School Nurse - Farm Hill
- School Psychologist - Farm Hill
- School Psychologist - Beman
- Speech Language Pathologist - Beman
- Speech Language Pathologist - MHS
- SEL Interventionist - Beman
- SEL Mentor - District
- Homebound Tutor - District
- Vacancies continued on next slide

# Monthly HR Update

- **Staffing: Time Period – October 1 – October 31, 2023**
- **Vacancies** – continued
- MTC Tutor - MTC

## Paraprofessionals – 25

- Beman Middle School – 4
- Farm Hill Elementary School – 3
- Lawrence Elementary School – 1
- Moody Elementary School – 1
- Snow Elementary School – 2
- Spencer Elementary School – 3
- Middletown High School - 11

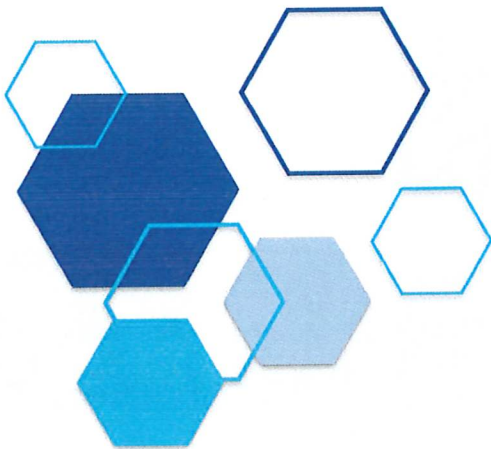




# #MPSFutureMakers

Creating Middletown's Future Through Our Work

**M**



**Our work is**  
*in service of*  
**our students.**

# The Structure *and* Function of Central Office



## MPS's Central Office | **Organizational Structure**

**Superintendent**  
of Schools

Assistant Superintendent  
of **Teaching & Learning**



Assistant Superintendent  
of **Administration**





## Office of the Superintendent *Structure and Function*

### Superintendent of Schools

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- Oversees the entire school district, ensuring alignment with district goals and initiatives.
- Responsible for strategic planning, policy development, and managing resources.

**The Superintendent of Schools provides oversight & leadership to the following departments:**

- Assessment, Professional Development, & Instruction
- Business & Finance
- Communications
- Diversity, Equity, Inclusion, & Belonging
- Food and Nutrition Services
- Grants & Innovation
- Pupil Services & Special Education



## Office of Teaching & Learning *Structure and Function*

### Assistant Superintendent of **Teaching & Learning**

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- Guides the development of rigorous and relevant curriculum, instruction, and assessment.
- Oversees school principals using data driven decision making to support both academic and social emotional learning frameworks.

**The Assistant Superintendent of Teaching and Learning provides oversight & leadership to the following departments:**

- Adult Education
- Curricular and Instructional Development and Implementation in all academic areas district-wide, preschool through grade 12.
- School Principals and Content-Area Directors, Supervisors, and Department Heads



## Office of Administration *Structure and Function*

### Assistant Superintendent of **Administration**

---

- Oversees the management of the District's Human Resources, Operations, and Technology.
- Ensures the efficient operation of the district.

**The Assistant Superintendent of Administration provides oversight & leadership to the following departments:**

- Human Resources
- Operations
- Technology



# Thank you

**MIDDLETOWN BOARD OF EDUCATION  
CURRICULUM COMMITTEE**

**October 5, 2023**

**Zoom**

**5:30 PM**

<b><u>Board of Education (BOE)</u></b> <b><u>Committee Members Present</u></b> Debra Guss, Chair DeLita Rose Daniels	<b><u>Also Present</u></b> Stacey McCann, Assistant Superintendent of Teaching and Learning Richard Cordaway, Director of Math (K-12) Yvonne Daniels, 6-12 Math Supervisor Sheila Daniels, Community Committee Member
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1. **Call to order and Introductions:** Committee Chair Debra Guss called the meeting to order at 5:30 p.m. and introductions were made.
2. **Update on 2023-2024 Math Proposal:** Mr. Cordaway then provided an update on outreach activities, highlighting that the Math team had reached out to over 30 districts in the state and that all those districts offer Algebra 1 in the 8<sup>th</sup> grade and that Stamford public schools has recently implemented an Integrated Math curriculum. Mr. Cordaway also noted that they had reached out to 10 universities and would review the proposed Integrated Math proposal with certain universities once the proposal was finalized. Ms. Daniels then provided an update on the September 19<sup>th</sup> Math department’s professional development session to review resequencing of the current high school Math curriculum to align with an Integrated Math curriculum and shared the Connecticut Joint Position Statement on Equity in Mathematics. Next, Mr. Cordaway provided an update on the October 2<sup>nd</sup> Family and Community Workshop. Ms. McCann concluded the presentation by noting that the development of the New Math Proposal was an iterative process, and that additional information would be provided in the future, taking into account the feedback from the Math teachers and the community. A discussion followed.
3. **Adjournment:** Committee Chair Debra Guss adjourned the meeting at 6:01 p.m.



**Office of Facilities**  
*Unlocking the Potential in ALL Students*

**Joshua Burger, Facilities Support Specialist**  
Burgerj@mpsct.org | (860) 638-1407  
372 Hunting Hill Avenue, Middletown, CT 06457  
www.middletownschools.org

**Minutes from September 20<sup>th</sup> Facilities Committee Meeting**

**Call to order by Chairwoman Deborah Cain at: 5:32pm**

**Introductions: Marco Gaylord, Executive Director of Operations Joshua Burger, Facilities Support Specialist, Kevin Dion, Director of Facilities, Deborah Cain, Chairwoman, Jen Cannata, Assistant Superintendent, David Bauer, Community Member.**

**I. Review of the May 17th 2023 Minutes.**

**MOTION to approve the minutes by Chairwoman Deborah Cain. No objections were made, Motion was approved.**

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

Kevin reported that we had a very productive summer, we replaced over 900 chairs, they now have sliders and the floors look much better. He is still working on the outstanding locker door problem; his thoughts are that we might have to swap out the doors to fully rectify the issue. Both electronic signs are now working. Chairwoman Deborah Cain contributed that the she saw the t.v.'s have been installed and are running. She also inquired on how the teachers are adjusting to the noise cancelling panels? Director of Facilities, Kevin Dion responded that it's getting better and that Executive Director of Operations, Marco Gaylord is still working with the company for more panels for the hallways and stairwells. The expert reported that there's still more room for improvement with the testing he performed. Executive Director of Operations Marco Gaylord, also spoke of more improvements were done on the pa system, added a with voice bell announcement. Movement of students is working better.

**III. 5 Year Capital Plan Update- Kevin Dion.**



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Kevin reminded the committee that there was zero funding and did an update on the projects for the next three years, he reported that the roofs have moved up on the list. His plan is going to be presented internally first, and then publicly at a later date, he estimated we have about 68 million dollars of projects in the next five years. Chairwoman Deborah Cain would like to meet with the mayor about the projects, she said she will talk to the superintendent all of the upcoming projects sometime, in the beginning of October.

**IV. Farm Hill and Snow School Roof Update-Kevin Dion.**

Kevin notified the committee the Farm Hill project is done. The solar panels application has been pushed back from the state for snow school, he also discussed the issue of the possibility of some mature trees having to be taken down for the solar panels to be installed and to work to their maximum capacity. Taking down the trees may be a public decision, the community may have an issue with it. Chairwoman Deborah Cain, expressed her concern to the committee about how many months we have to wait until we trim the trees back and the consequences of having to wait. Marco Gaylord notified the committee that he was asked if the roof was going to be replaced by the summer of 2024?

**V. Indoor Air Quality Grant-Kevin Dion.**

Kevin stated the state has released the grant for heating and cooling and it's a 66% reimbursement, HVAC is normally exempt, but they are including it in this grant we are currently trying to identify items that can be included, we have until 12/31 to submit the grant. We are working with vendors to get information, focus is going to be doing the larger areas, like cooling centers, etc., state will decide who gets grant based on need. Kevin added he is looking into ground based units for a/c units for certain locations.

**VI. Open Discussion. All**

Marco Gaylord to inform the committee that, with Kevin Dion's and the Superintendents help, the city will be adding funds to be available to us to add a new boiler to the high school. Chairwoman Deborah Cain inquired to where we were with the Macdonough study, as Macdonough school needs to be on the list to get replaced. She also inquired about the enrollment study results and if there was a five-year plan for Macdonough and



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Keigwin. Marco Gaylord answered, we just finished up on the enrollment study, Dr. Vazquez-Matos is having a conversation with the mayor about it and will make it public after that.

**MOTION to close meeting at 6:31 pm. Hearing no objections, Motion passed at 6:31**

**MIDDLETOWN BOARD OF EDUCATION**

**POLICY COMMITTEE**

Meeting Minutes

Tuesday, October 24, 2023

Virtual Meeting 5:30 P.M.

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

Justin Taylor, Vice Chair of the Board of Education

**Also participating:**

Alberto Vazquez Matos, Superintendent

Jennifer Cannata, Assistant Superintendent

Marco Gaylord, Executive Director of Operations

Vacianna Spaulding, Special Education and Pupil Services Director

Jessie Lavorgna, Director of Communications

James Misenti, Adult Education Director

Colleen Fitzpatrick, K-5 ELA Supervisor

Michael Skott, Director of Technology

**The Virtual Meeting was called to order by Justin Taylor at 5:30 P.M.**

Justin Taylor turned the meeting over to Mr. Gaylord.

**Policy #6172.3 – Revise – Parent Instructions of Children at Home ( Home Schooling)**

*Attorney Notes: Attorney Notes:* Policy is not mandatory, recommend legal review if the Board decides to maintain policy.

After brief clarification on the department that oversees Homeschooling and processes the committee moved to maintain the policy with the recommended changes made by legal counsel.

**The Policy Committee were all in favor and requested REVISED Policy #6172.3 be brought forward at the next Board of Education meeting for its first reading.**

**Policy #6173 - Revise – Homebound/Hospitalized Instruction**

*Attorney Notes: Attorney Notes:* Policy not mandatory, recommend repeal or review

Justin Taylor asked the question on the number of hours a student would receive when placed on Homebound Instruction. Dr. Vasquez Matos states that it's a case-by-case situation. The regulation states the minimum of at least one hour a day for elementary and at least two hours a day for secondary students. Vacianna Spaulding confirmed the current practice. There were no other questions or comments.

**The Policy Committee were all in favor and requested REVISED Policy #6173 be brought forward at the next Board of Education meeting for its first reading.**

**Policy #6172.5 - Revise – Pilot Programs**

*Attorney Notes: Attorney Notes:* Policy not mandatory, recommend repeal or review

Justin Taylor asked if there are regulations for this policy. It was confirmed that there are no regulations but there is an application process for these types of proposals/projects. The application developed by Dr. Vasquez Matos also went through a legal review and was shared with the committee. Dr. Vasquez Matos shared that this process will alleviate the need for a full board meeting. The proposed process/policy revision will relieve the board's burden. The board will get a summary from Dr. Vazquez Matos of these types of proposals/projects two times a year.

**The Policy Committee were all in favor and requested REVISED Policy #6172.5 be brought forward at the next Board of Education meeting for its first reading.**

### **Policy #6200 - Revise – Adult Continuing Education**

*Attorney Notes: Attorney Notes: Policy not mandatory, recommend repeal or review*

Director Misenti gave a brief history of the National program and the decline of that program Credit Develop Program and GED Program. In the past, the Adult Education Program did offer the National External Diploma Program but due to declining enrollment, it hasn't been offered. 2017 was the last year the program was offered. There's been no request or interest in the National External Diploma Program. Assistant Superintendent Jennifer Cannata asked for clarification on the number of credits required for graduation. Director Misentii confirms that currently, students need 22 credits but in 2025 Adult Education will be required to have 25 credits for graduation which will match the high school.

**The Policy Committee were all in favor and requested REVISED Policy #6200 be brought forward at the next Board of Education meeting for its first reading.**

### **Other**

Vacianna Spalding and Jessie Lavorgna gave an update on what the district is doing regarding improving student attendance. Vacianna Spalding shared that the district has contracted Ed Advance who is working with the district to develop proactive systems and structures for attendance and engagement. The district has started to streamline its systemwide procedures to become better at identifying and analyzing data as a district attendance team. Jessie Lavorgna shared information about our regulations and updates coming from the state level that deal with requirements on when a student is absent. Jessie Lavorgna also shared information about a campaign celebrating the power of being in school. This celebration titled **#FutureMakers** will take place on many social media platforms within the next few weeks.

Justin Taylor mentioned that wants the committee to continue to look at policy and how this committee can support the work on reducing chronic absenteeism and attendance.

Marco Gaylord on behalf of the committee thanks Justin Taylor for all his hard work performed with the Policy Committee. Justin Taylor returned thanking all the committee members and mentioned all the hard work that had occurred the last four years.

### **ADJOURNMENT**

The meeting was adjourned at 5:42 P.M.

**The next virtual Policy Committee meeting is scheduled for December 18, 2023, at 5:30 P.M.**

Respectfully submitted,  
Marco Gaylord

Executive Director of Operations



On November 9, 2023 members of the Board of Education and the Middletown Federation of Teachers met to review applications for Professional Improvement Fund grant awards. In all, \$7040.00 total was awarded. Of the eleven applications submitted, the committee recommends the approval, either whole or in part, of all the following six:

1.	Making Thinking Visible for our Youngest Learners Denise Kraft (PYP Coordinator) & Sue Imai (Kindergarten) Lawrence School	Requested- \$1172.00 Approved- \$1172.00
2.	American Speech Language Hearing Association National Convention (Virtual) Lauren Levasseur (SLP) Macdonough/MHS	Requested- \$1570.25 Approved- \$99.00 (opted for virtual attendance)
3.	Modern Classrooms Project Training for RISE Teachers MaryEllen Molski (English) MHS	Requested- \$3000.00 Approved- \$3000.00
4.	Heggerty Phonemic Awareness Margo Gordon (Grade 1,) Teresa Morello (Grade 1,) & Erica Bafumi (Kindergarten) Spencer	Requested- \$507.00 Approved- \$507.00
5.	Instructional Leadership Certification Krista Bianchini (English) MHS	Requested- \$1047.00 Approved- \$1047.00
6.	Digital Training for MHS Photography & Introduction to Digital Art Courses Nicole Iovanne (Art) MHS	Requested- \$1215.00 Approved- \$1215.00

Respectfully submitted,

Stacey McCann  
Assistant Superintendent of Teaching & Learning

## Instruction

### Parent Instruction of Children at Home

The Middletown Board of Education (“Board”) believes that formal education in the public schools is highly beneficial both for the child and for the society, but it also recognizes the right of parents to fulfill their obligation to ensure an education of their children by schooling them at home. The Board instructs the school administration to work cooperatively with the parents of home-schooled students if such parents wish to enroll their students in the Middletown Public Schools.

Home schooled students are viewed by the Board as non-public school students and such students are not eligible for school programs, activities, or usage of school facilities.

Parents who wish to educate their child at home should file with the Superintendent of Schools a "Notice of Intent, Instruction at Home" form within ten (10) days of the start of the home instruction program. A Notice of Intent will only be effective for the school year in which it is filed.

Legal references:     Connecticut General Statutes  
                                  10-184 Duties of parents.  
                                  10-220 Duties of Boards of Education.

**Commented [1]:** Recommend removing this language (“part of the system’s educational responsibility and are not”) because the District is still obligated to locate, evaluate and identify homeschooled students for purposes of special education; however, the District is not obligated to educate or provide special education services to such students.

Policy adopted:     September 3, 1996  
Policy revised:     November 14, 2006

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Instruction**

**Homebound and Hospitalized Instruction for Medical Reasons**

In accordance with the Regulations of Connecticut State Agencies Section 10-76d-15, the Middletown Board of Education (the “Board”) shall provide instruction to a student enrolled in the Middletown Public Schools (the “District”) when such student is unable to attend school due to a verified medical reason, which may include mental health issues.

Homebound and hospitalized instruction shall be available to students who are unable to attend school for medical reasons, which may include mental health issues, that have been verified by the student’s treating physician in accordance with the requirements of state regulations, this policy and any associated administrative regulations, for a period of at least ten (10) consecutive school days or short, repeated periods of time during the school year. The purpose of homebound and hospital instruction shall be to maintain the continuity of the child’s general education program and, in the case of a child with a disability eligible for special education and related services, to enable the child to continue to participate in the general education curriculum and to progress towards meeting the goals and objectives in the child’s Individualized Education Program (“IEP”).

Notwithstanding the foregoing, a student’s Planning and Placement Team (“PPT”) or Section 504 Team may determine that a student requires homebound or hospital instruction in order to provide the student with a Free Appropriate Public Education (“FAPE”), in accordance with the Individuals with Disabilities Education Act (“IDEA”) and Section 504 of the Rehabilitation Act (“Section 504”).

A PPT shall consider the educational needs of a student with a disability who is medically complex and the need for instruction to be provided in accordance with an IEP when said student is not able to attend school. A student with a “medically complex” disability is one who has a serious, ongoing illness or chronic condition for at least one year and requires prolonged or intermittent hospitalization and ongoing medical treatments or medical devices to compensate for the loss of bodily functions.

No teacher shall accept remuneration for tutoring students enrolled in their class during the school year unless the student is designated as a homebound student and the teacher has been assigned such tutoring by an administrator within the District.

The Board directs the Superintendent to develop administrative regulations to guide the implementation of this policy.

Legal Reference:        Connecticut General Statutes  
   10-76d. Duties and powers of Boards of Education to provide  
   special education programs and services.

   Regulations of Connecticut State Agencies  
   10-76d-15 Homebound and hospitalized instruction

Policy adopted:        March 10, 2015

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Instruction**

### **Pilot Programs and Research Projects**

Recognizing that research projects often furnish a sound basis for substantiating and/or improving the instructional program, it is the policy of the Middletown Board of Education (the “Board”) to encourage the development and operation of soundly designed research projects and pilot programs by its professional staff and other professionals outside of the school district. Such projects and programs may be financed by the Board, state and federal agencies, private foundations, and other groups, or a combination of such sources.

Before the implementation of any research project or pilot program with the Middletown Public Schools (the “District”), an application to conduct educational research or conduct a pilot must be submitted to the Superintendent. Applications can be found on the district website.

Approval by the Superintendent shall be based on the purpose of the study, outlined objectives, soundness of the research design, the financial cost to the District, its impact on other courses and programs, methods of evaluation to be used, whether and to what extent personally identifiable student information will be used, compliance with applicable laws and regulations, and educational benefits that may accrue to the District as a result of the research project or pilot program. Any individual or group seeking to engage in a research project or pilot program shall fill out the application to conduct educational research outlining these elements to the Superintendent.

A report of all research projects and pilot programs being carried on within the District shall be provided to the Board at least twice each year. Only those research projects and pilot programs approved in accordance with this policy shall be permitted within the District.

Policy adopted:           October 1, 2001  
Policy revised:           December 19, 2006

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Instruction**

### **Adult/Continuing Education**

#### **I. Adult Education Program**

The Middletown Board of Education (the “Board”) recognizes that education is a lifelong process. Therefore, the Board of Education shall establish and maintain a program of adult education classes in accordance with Connecticut law. The Adult Education Program (the “Program”) shall be open to all residents of the towns served who are over the age of 17 and not enrolled in a full-time program of study in any local or regional school district unless (1) such person receives the approval of the school principal of the school in which such person is enrolled in such full-time program, or (2) such person is enrolled in an adult education activity as part of an alternative educational opportunity during a period of expulsion, in accordance with the provisions of Conn. Gen. Stat. § 10-233d. Any student who is both under age 17 and a parent may attend adult education classes if such person’s request is approved by a majority vote of the Board present and voting at a regular or special meeting of the Board called for such purpose.

Successful completion of required course credits results in receipt of an adult high school credit diploma by the Board. The Board shall also provide certified counseling staff to assist adult students in the Program with educational and career counseling. The Board directs the Middletown Public Schools (“District”) Administration to determine the minimum number of weeks per semester the Program shall operate.

#### **A. Courses Taught and Fees**

The Program shall provide instruction in Americanization and United States citizenship, English for adults with limited English proficiency, and elementary and secondary school completion programs or classes. The program shall also offer a variety of subjects to serve civic, cultural, vocational, and avocational needs of the community, which may include but are not limited to (i) any subject provided by the elementary and secondary schools of the Board, including vocational education, (ii) adult literacy, (iii) parenting skills, and (iv) any other subject or activity. The program may also offer college preparatory classes, for which the Board may charge a fee, for adults who (i) have obtained a high school diploma or its equivalent, and (ii) require postsecondary developmental education that will enable such adults to enroll directly in a program of higher learning at an institution of higher education upon completion of such classes. Course offerings shall be determined by response to courses previously given and by newly arising needs and interests, subject to limitations of the physical plant, personnel and equipment.

Classes shall be made available at fees to be established by the Board. No tuition shall be charged for residents of Middletown or cooperating school districts who enroll in mandated adult education classes for adult basic skills, a program leading to high school completion, Americanization and United States citizenship and English for adults with limited English

## POLICY 6200(a)

proficiency. Other courses may be taught only when the number of interested adults is sufficient to form a class of proper size, and when a qualified teacher, adequate facilities and appropriate supervision can be made available. The Board reserves the right to cancel a class if these elements are not met prior to the commencement of the class and to offer non-credit courses, classes or activities.

### B. Credits for Award of Diploma

The Board shall grant an adult high school credit diploma to those adult education program participants who have satisfactorily completed a minimum of twenty-five (25) adult education credits of which not fewer than four (4) shall be in English; not fewer than three (3) in mathematics, including one (1) in algebra and one (1) in geometry; not fewer than three (3) shall be in science, including at least one (1) in biology or life science; not fewer than 3.5 shall be in social studies, including at least one in American History and one half-credit (.5) in civics and American government; and not fewer than one (1) in the arts or vocational education.

The Board shall also award:

1. Credit for experiential learning, including:
  - a. Not more than two (2) nonrequired credits for military experience, including training;
  - b. not more than one (1) vocational education nonrequired and one (1) required or not more than two (2) nonrequired credits for occupational experience, including training; and
  - c. not more than one (1) nonrequired credit for community service or avocational skills;
2. Credit for successful completion of courses taken for credit at state-accredited institutions, including public and private community colleges, technical colleges, community-technical colleges, four-year colleges and universities and approved public and private high schools and technical education and career schools;
3. Not more than six (6) credits for satisfactory performance on subject matter tests demonstrating prior learning competencies; and
4. Not more than three (3) credits for independent study projects, provided that not more than one (1) such credit shall be applied per subject area for the subject areas of English, mathematics, science, social studies, and arts or vocational education.

### I. National External Diploma Program

Alternatively, the Board shall grant a high school diploma to those adults who successfully complete an online portfolio assessment program through the National External Diploma Program (NEDP). The NEDP provides a secondary school credential designed for adults who have gained skills through life experiences and demonstrated competence in a particular job,

talent or academic area.

# **POLICY**

## **Instruction**

### **Adult/Continuing Education**

Legal Reference: Connecticut General Statutes

10-67 Definitions 10-69 Adult education.

10-71 (as amended by P.A. 03-100) and 10-71a State grants for adult education programs.

10-73a Adult education fees and charges; waivers. Adult education school activity fund

10-73b Grants for adult education services of programs conforming to state plan.

10-73d Request of certain students to attend adult education classes. Assignment.

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MIDDLETOWN PUBLIC SCHOOLS  
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