

Board of Education Regular Meeting

Tuesday, December 9, 2025 6:30 PM

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

I. Call to Order	Speaker (s) : Sheila Daniels
II. Salute to the Flag	Speaker (s) : Sheila Daniels
II.A. Moment of Silence for Mark Langton and Marcy Poppel	Speaker (s) : Sheila Daniels
III. Adoption of Agenda	Speaker (s) : Sheila Daniels
IV. District Highlights	Speaker (s) : Scott Roberts
IV.A. Athletic Highlights	Speaker (s) : Elisha DeJesus
IV.B. Vicky Thompson and Sigrid Atherton Preschool Outdoor Classroom	Speaker (s) : Scott Roberts
IV.C. Food Pantries	Speaker (s) : Scott Roberts
V. Public Session	Speaker (s) : Sheila Daniels
VI. Communications	Speaker (s) : Sheila Daniels
VI.A. Report of Student Representative	Speaker (s) : Salahaldin Marnus Kunate
VII. Consent Agenda	Speaker (s) : Sheila Daniels
VII.A. Minutes of November 17, 2025 BOE Regular Meeting	Speaker (s) : Sheila Daniels
VII.B. Minutes of November 13, 2025 BOE Special Meeting	Speaker (s) : Sheila Daniels
VII.C. Minutes of November 16, 2025 BOE Special Meeting	Speaker (s) : Sheila Daniels
VII.D. Minutes of November 20, 2025 Special Meeting	Speaker (s) : Sheila Daniels
VII.E. Minutes of November 25, 2025 Special Meeting	Speaker (s) : Sheila Daniels
VII.F. MHS Ultimate Frisbee Tournament, MA	Speaker (s) : Trevor Charles
VII.G. MHS Ultimate Frisbee Tournament, NJ	Speaker (s) : Trevor Charles
VII.H. MHS Advanced Choir to ACDA All Eastern Division Conference	Speaker (s) : Stephanie Zak
VII.I. Grants Status Report	Speaker (s) : Natalie Forbes
VII.J. Budget Committee	Speaker (s) : Harold Panciera
VII.K. Curriculum Committee	Speaker (s) : Sheila Daniels
VII.L. Facilities Committee	Speaker (s) : Susan Owens
VII.M. Policy Committee	Speaker (s) : Deborah Kleckowski
VIII. Department Reports	Speaker (s) : Sheila

VIII.A.	Financial Report	Daniels Speaker (s) : Natalie Forbes
VIII.A.1.	Action on Line Item Transfer Report	Speaker (s) : Natalie Forbes
VIII.B.	Facilities Department	Speaker (s) : Marco Gaylord
VIII.C.	Personnel Report	Speaker (s) : Harry Snyder
VIII.D.	Transportation Report	Speaker (s) : Marco Gaylord
IX. Superintendent's Report		Speaker (s) : Dr. Alan Addley
IX.A.	Cell Phone Policy Update	Speaker (s) : Dr. Alan Addley
IX.B.	2025-2026 Board of Education Goals	Speaker (s) : Dr. Alan Addley
IX.C.	Interim Superintendent Transition and Key Focus Areas	Speaker (s) : Dr. Alan Addley
X. Action Items		Speaker (s) : Sheila Daniels
X.A.	New Course AP Physics C	Speaker (s) : Colleen Fitzpatrick
X.B.	Child Nutrition Program- Authorized Signer Change Forms	Speaker (s) : Randall Mel
X.C.	Personnel Search Committee	Speaker (s) : Sheila Daniels
X.D.	Dissolve Facilities Committee	Speaker (s) : Sheila Daniels
XI. Future Agenda Items		Speaker (s) : Sheila Daniels
XII. Proposed Executive Session		Speaker (s) : Sheila Daniels
XII.A.	Discussion of confidential attorney-client communications regarding former Superintendent Dr. Alberto Vazquez Matos (proposed for Executive Session)	Speaker (s) : Sheila Daniels
XIII.	Adjournment	Speaker (s) : Sheila Daniels

Nature-based Preschool Pilot

A Highlight of the past three years



Who?

Vicki Thompson

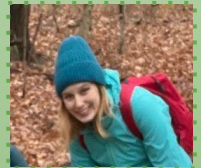
Deep Roots in MPS, Reggio Emilia Inspired/ Nature-based Teacher, Nature Mentor (Family Nature Playgroups), Board Member for Everyone Outside 501 c3



Room 128 Paraprofessionals: Sydni Stafford, Samia Taleb

Sigrid Atherton

MPS Teacher and parent with over a decade of experience in nature based learning.



Room 110 Paraprofessionals: Laura Girasuolo, Luke Piqol

Timeline of Process

Planning	Year 1	Year 2	Year 3
<ul style="list-style-type: none"> • Midyear SLO meetings with Administrator (Angela Caputo) - March 2023 • Support from Principal (Colleen Fitzpatrick) and Preschool Coordinator (Jennifer Larson) - April 2023 • Attended Child & Nature Network conference in Colorado - June 2023 • Outdoor Classroom Construction & Indoor NB Classroom Setup - Summer 2023 	<ul style="list-style-type: none"> • 2023 - 2024 (Monthly hikes) • Collaboration with Mrs. A adding second NBL classroom - mid year in 2024 • Implementation of Rockfall Grant 	<ul style="list-style-type: none"> • 2024 - 2025 (Bi-weekly hikes) • Wesleyan Sustainability Dept. student volunteers helped to create worm composting unit study • Seasonal walking trips to LLF 	<ul style="list-style-type: none"> • 2025 - present (Weekly Forest Friday hikes) • Wesleyan Education dept: Early childhood practicum partnership

Timeline of Process

Special thanks to Natalie Forbes, Director of Grant Services, for her support and knowledge to move the project forward! (& Tara Connolly)



Pilot Year 1 2023-2024



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Pilot Year 2 2024-2025



Pilot Year 3 2025-2026



Nature for All

MPS Preschool Program

3 & 4 year olds

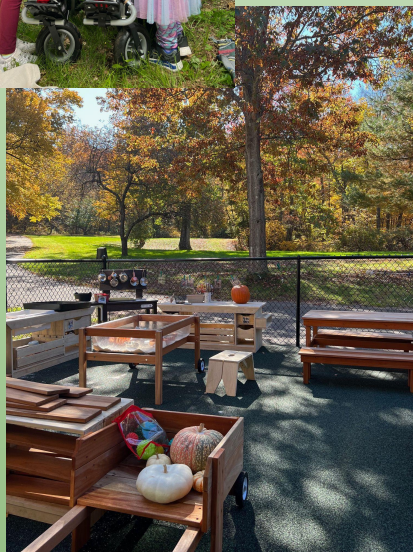
12 children in AM class

12 children in PM class

Who we serve?

50% Children with IEP's

50% Role Models



What makes our classrooms different for preschoolers and families?

- Outdoor Classroom space & natural learning areas
- Weekly hikes
- Community Partners & Field Trips
- Place-based/ Nature-based learning & Curriculum
- All-weather gear & learning tools from grant funding
- Daily nature routines

Why nature-based?

- Natural way of learning, naturally occurring and seasonal topics of study
- Hands on learning experiences
- Place-based learning: Middletown, Snow School/ Wadsworth grounds
- Social-emotional wellbeing
- Real life experiences: Nature-based speakers and trips
- Eco-friendly practices and materials, natural materials
- Three nature-based environments for learning (inside, outside, and the beyond)

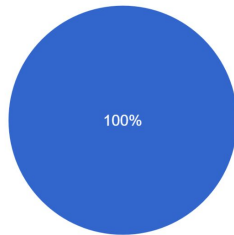


BUILDING COMMUNITY: Classroom

- Parent participation
- Family learning (scavenger hunts, nature info, nature newsletters)
- UNIQUE OPPORTUNITIES IMPROVE PARENT FEEDBACK
 - Family Feedback

Do you feel "nature-based"/ "hands on learning" provides your child with more opportunities to support their learning and development?

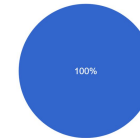
18 responses



- Yes more opportunities
- Some more opportunities
- No more than a regular classroom

Middletown Public Schools provides gear for all-weather nature-based play and learning. By having this gear does your child have opportunities to explore in nature that they would otherwise not have?

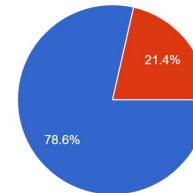
14 responses



- Yes
- No

If provided the opportunity to enroll in a public nature-based learning program would you sign your child up?

14 responses



- Yes
- Maybe
- No
- Need more information

Family Feedback

"The outdoor classroom and nature based learning is an incredible asset to N's learning and to the learning for the other students. I notice his behavior is more balanced when he's had time outside during the school day and I can attest personally that I was incredibly grateful for him to have had the opportunity to go out in the snow and explore because that's not something I am overly eager about to do in the winter. I think it's a fantastic way for kids to learn and I hope it stays for years to come."



"She learns a lot in exploring outside with her classmates. She asked us if we can go to forest this summer."



"I think all schools should have nature based learning"



"The nature based learning change has really helped our daughter continue to grow and open up more. The experiences have been invaluable to her development and she seems more engaged"



"My child loves this way of learning, as it aligns with his interests and keeps him engaged."

Family Feedback

“Miss Thompson does a fantastic job to provide an amazing exploration based learned approach to her classroom. It’s so beneficial to children to experience nature in a positive educational way. It’s essential to keep this program going and growing for future generations of students.”



“I love that he is now able to go on walks holding hands and follow directions. He doesn’t run off as often as he did before he started the nature-based learning program.”



“This program needs to be in every PreK in every school in Middletown! I understand Snow is unique in its landscape, but all students should have the opportunity to explore their surroundings and be able to make connections to their neighborhood. My son has gained vocabulary and understanding that he wouldn’t have had otherwise if it weren’t for Miss Vicki and this program. Miss Vicki included her families every single day with Parent Square updates which let our family have conversations about what my son was learning, as well as helping him expand his knowledge with conversations about nature topics that naturally happened while at home or even driving in the car. The unique opportunity that this program provided is going to help my child in years to come with understanding science, as well as created a love for science for him at an early age!”



We have enjoyed all aspects of this class. She tells us about all of the fun nature crafts and activities that they do on a daily basis. We have loved seeing the posts by Ms. Thompson and the pictures/videos that she shares.

BUILDING COMMUNITY: Snow Preschool & Elementary

- Preschool opportunities
 - Nature-based speakers/ programs for all classes (live animals, nature programming, worm composting)
 - Shared science and nature tools/ materials
 - Preschool family hikes
- Snow School Green Team
 - Free Neighborhood Forest trees & indoor plants
 - Future plans include... greenhouse, school gardens/ grounds upkeep, school wide composting initiative



BUILDING COMMUNITY: City of Middletown

- WESLEYAN
 - SUSTAINABILITY DEPT
 - LONG LANE FARM
 - EDUCATION DEPT
- EVERYONE OUTSIDE 501c3
- ROCKFALL FOUNDATION



NEXT STEPS

- Program creation, possible expansion
 - Nature-based hands on experiences/ speakers (seasonal)
- Partnership with MHS VoAg



Daily Dose of JOY





Social & Emotional
Development



Language & Literacy



Science



Cognition



Social Studies



Creative Arts



Physical Development &
Health



Mathematics

Developmentally Appropriate Learning Across All Domains

But make it active, hands on, and outdoors!

VIDEO SLIDESHOW





September



October



November



December



January



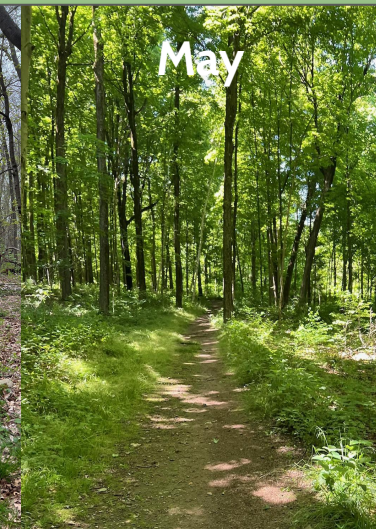
February



March



April



May



June



THANK YOU!

Handouts for BOE

Hike flyer invite

Sledding 101

Math But Make It Active

Not just a walk in the woods!

MATHEMATICAL THINKING BUT MAKE IT **ACTIVE** and OUTDOORS



Today we were very busy in preschool. We introduced a math activity that we called *the color sorting game*. We worked on identifying colors, matching colors, and sorting into groups. Starting with color cubes, then moving on to the autumn leaves!

We also worked really hard at staying with the group in the open grassy areas. This sorting activity can sometimes be done sitting at a table, but our nature-preschool teachers believe why sit and learn inside when you can learn the same things moving all around in peaceful beautiful nature!

Great job nature preschool class!

CT ELDS STANDARDS

- SE.48.5 Regulation of Impulses and Behavior
- PH.36.1 Mobility
- M.48.10 Sorting and Classifying
- C.48.7 Attributes, Sorting, and Patterns
- C.48.17 Regulation of Attention and Impulses

NOT JUST A WALK IN THE WOODS

We are learning!

Every Friday we go for a walk in the woods. We call this weekly hike, **Forest Friday!** And we talk about it ALOT.



This routine embedded into the weekly schedule has created such an excitement for learning.

We wonder where we will hike to, what will we see or discover when we get there, what might we get to collect and take home?

Each week teachers plan some specific learning goals, a story, and sometimes a project. But in the 1.25 hours we head into the woods, the children truly take over and take agency in their own individual and group learning experiences. The possibilities are endless.

CT ELDS STANDARDS

SE.48.11 Self concept and competency
SE.48.14 Play/ friendship
C.48.1 Curiosity and Initiative
C.48.2 Engagement with environment, people and objects
C.48.3 Eagerness to learn
C.48.5 Cooperation with peers in learning experiences
C.48.9 Problem Solving
PH.36.1. Mobility
PH.60.2 Large muscle movement and coordination
S.36.5 Unity and diversity of life
SS.48.5 People, places, environments
S.36.9 Earth's features and the effects of weather and water
& more!

Board of Education Regular Meeting
Monday, November 17, 2025 6:30 PM Eastern

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

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

Kelly Bee:	Present
Chris Cardella:	Present
Sheila Daniels:	Present
Rakim Grant:	Present
Deborah Kleckowski:	Present
Dean Krupa:	Present
Susan Owens:	Present
Harold Panciera:	Present
Kim Riordan:	Present

Present: 9.

I. Call to Order

Ms. Cannata called the meeting to order at 6:36 PM.

Ms. Cannata welcomed the new Board members. Ms. Cannata held a moment of silence for former Associate Superintendent, Vincent Malone and former Substitute Coordinator, Gerry Morrisette.

II. Salute to the Flag

Student Representative Sal Marnus Kunate led the Pledge of Allegiance.

III. Election of Officers

Jennifer Cannata asked for nominations for Chair of the Board of Education. Ms. Daniels was nominated by Mr. Panciera. There were no other nominations. Ms. Kleckowski moved that Ms. Daniels be nominated by acclamation with a second by Mr. Cardella - unanimous vote.

Chair Daniels asked for nominations for Vice Chair of the Board of Education. Chris Cardella was nominated by Ms. Kleckowski - second by Kim Riordan. Rakim Grant was nominated by Ms. Owens. Jennifer Cannata explained the voting process. Rakim Grant was voted Vice Chair of the Board of Education by a vote of 6-3.

Chair Daniels asked for nominations for Secretary of the Board of Education. Harold Panciera was nominated by Rakim Grant. Mr. Panciera was named Secretary of the Board of Education.

IV. Adoption of Agenda

A motion was made to adopt the agenda. This motion, made by Deborah Kleckowski and seconded by Harold Panciera, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan:

Yea

Yea: 9, Nay: 0

V. District Highlights

V.A. Introduction of New Board Members

Ms. Cannata introduced Scott Roberts. Mr. Roberts introduced each new Board Member (Kelly Bee, Chris Cardella, Dean Krupa and Kim Riordan). He gave a brief background on each new member and welcomed them to the Board of Education.

V.B. CTEEA Teacher of the Month, Erin Scholes

Erin Scholes, the Innovation Coordinator at Beman Middle School, was honored with the November 2025 award for Technology and Engineering Education Teacher of the Month from the Connecticut Technology and Engineering Education Association. Ms. Scholes was recognized earlier this month with the award by her colleagues and peers, serving the students at Beman Middle School and providing them with hands-on experiences that help our students thrive in the best environments, especially in the STEAM fields. In addition to her Teacher of the Month award, Erin was also recognized by her colleagues and peers within CTEEA, and was elected as vice president of the organization's Executive Board for the next two years. Her work is helping strengthen STEAM opportunities, not just in Middletown, but around the entire state of Connecticut. Ms. Scholes thanked the Board for the recognition and shared her accomplishments over the past 5 years.

V.C. SNACT 2024-2025 Rising Star of the Year Director

Randall Mel, Director of Food, Nutrition and Wellness Services, was named the 2024-2025 Rising Star of the Year Director, an award he was nominated for by his peers for his work with school nutrition. The executive director of SNACT says Randall was nominated multiple times for this award, with those who nominated him citing his professionalism, program innovations and advocacy for child nutrition in our state. All of these traits, and many more, are exemplary of his dedication to his work and to the organization, as Randall is the President-Elect of SNACT, a position where he continues to thrive and advocate for our children and their best health. Mr. Mel thanked his team and the leadership for assisting him to excel in the Food and Nutrition Department. He further explained the work that his department has expanded on and will pursue in the near future.

V.D. 2025 Conservation Project Award by the CT River Coastal Conservation District

Amanda Thomson, Agriculture Science Teacher at Middletown High School, was honored with the 2025 Conservation Project Award from the Connecticut River Coastal Conservation District for her continued work with the "Land Lab" program at Middletown High School. Ms. Thomson discussed the field and her support from Natalie Forbes with grant funding and writing. She discussed the many projects that her students have been taking part in.

V.E. MHS Marching Band CT State Championships

The Middletown High School Blue Dragons Marching Band had an outstanding achievement in this year's U.S. Bands Connecticut State Championships. The Blue Dragons Marching Band took part in the event at Veterans Stadium in New Britain on Saturday, November 1, which featured marching bands from across the state, competing on the field in various divisions. This year, the MHS Marching Band competed in Regional A - Group IV, with the field show "Hero." Having performed at multiple marching band shows throughout the season, including at Maloney and Lyman Hall High Schools, the Connecticut State Championships in New Britain was the culminating event for the Blue Dragons Marching Band, which received a score of 90.800 for their performance. Mr. Matthews introduced some of the students in the band. Ms. McMullen shared her experience in the Marching Band.

V.F. MHS Crew Team Successes

The Middletown High School crew team also had successes in the fall 2025 season on the water. 16 new rowers signed up for the team this fall, growing the group to 47 student-athletes. The teams competed with others from around the state and the region, setting out on the water and learning valuable skills that translate beyond the boat. Among some of the highlights of the fall season, the girls double team placed second at the North East Regional Championships, and the boys varsity 8 and girls varsity double took part in the Head of the Charles regatta, which is the largest regatta in the world. The boats are out of the water for the season, but all eyes are on the spring season, where MHS crew will compete in the Connecticut Public School Rowing Association Championships, with larger aspirations to qualify for the New England Interscholastic Rowing Association Championships. Ms. DeJesus introduced Coach Peaslee, Ms. Breton, Ms. Metaxis and Mr. Grimes. Many student athletes spoke about their experience on the crew team. Ms. DeJesus presented the girls double team with their medals.

Elizabeth Swaim Strings Program

The Elizabeth Swaim After School Strings Program offers students in grades 1-5 an opportunity to participate in a musical community and begin learning more than just how to play a string instrument. Students who take part in the program work on a weekly basis with their instructors on the music provided, helping craft young minds and giving children a stronger sense of self-discipline, self-confidence, creativity and cooperation. Working with some of their fellow peers, these students are practicing towards their December 10th concert, when all of their hard work and dedication to the craft is put on display before their families, friends and peers. Mr. Matthews and Ms. Kutcher shared that there are 178 students and 25 parents. Parents are invited to join and take lessons alongside their child.

VI. Public Session

Chair Daniels explained the rules of Public Session

Mr. Juan Roman, New London, CT. Mr. Roman spoke of the positive values of Beman Middle School. He spoke of an email that went out to Beman families regarding offensive language and standing up against the offensive language. He stated that those lessons were attempted to be discussed by a teacher 4 years ago. He spoke in support of the teacher.

Jennifer Krapf, 588 East Main St. Ms. Krapf spoke of her support for Dr. Vazquez Matos. She spoke of the positive impact that Dr. Vazquez Matos had on her family within the school district.

Steven Chabak, 6 Humor Manor. Mr. Chabak voiced his concern over the recent news regarding the Superintendent.

VII. Communications

VII.A. Report of Student Representative

Student Representative Salahaldin Marnus Kunate shared that MHS celebrated spirit week last week in which students and teachers participated. The girls swim and dive team are accomplishing a lot of success in their season. Boys soccer had a strong run this season in the CIAC Class L tournament. MHS football team, dance and cheer team will close out their regular season on Friday, November 21st. The Powder puff will also take place next week and supports a food drive.

Ms. Owens announced she will be sworn in as a member of the CABA Board of Directors.

VIII. Consent Agenda

VIII.A. Minutes of October 8, 2025 BOE Special Meeting

VIII.B. Minutes of November 3, 2025 9:10AM BOE Special Meeting

VIII.C. 2026 BOE Meeting Dates

VIII.D. MHS Performing Arts to Virginia Beach

VIII.E. Grants Status Report

VIII.F. Policy #0301 Equity Policy - Second Reading

VIII.G. Policy #1250 Visitors and Observations in Schools

VIII.H. Budget Committee

VIII.I. Curriculum Committee

VIII.J. Facilities Committee

VIII.K. Policy Committee

IX. Department Reports

IX.A. Financial Report

Ms. Forbes shared that auditors will be in the district this week for the 24-25 yearly audit. She shared the overages and shortages at this time. Purchase services are in a deficit due to legal services. The finance office works very closely with the Pupil Services department to ensure that students are being supported and explained that changes can happen very quickly.

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

A motion was made to accept the Line Item Transfers. This motion, made by Harold Panciera and seconded by Susan Owens, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

Ms. Forbes shared that there were two departments and 3 schools that requested transfers. Curriculum for TEAM program, Facilities for plumbing, Moody School and Beman Middle School also had transfers.

IX.A.2. Unexpended balance of 24-25

Per Sec. 10-248A of CT State Statutes, a local BOE may deposit into a nonlapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation for education, provided (1) such deposited amount does not exceed two percent of the total budgeted appropriation for education for such prior fiscal year, (2) each expenditure from such account shall be made only for educational purposes, and (3) each such expenditure shall be authorized by the local board of education for the town.

The BOE's unexpended balance for the 2024/25 fiscal year is \$485,035.93, or .48% of the 2024/25 budget of \$101,134,339.

A motion is requested to approve the deposit of the unexpended balance of the 2024/25 fiscal year of \$485,035.93 into a non-lapsing account at the City of Middletown for future BOE expenditures.

A motion was made to approve the Unexpended balance of the 2024/25 fiscal year of \$485,035.93 into a non-lapsing account at the City of Middletown for future BOE expenditures. This motion, made by Rakim Grant and seconded by Kelly Bee, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

IX.B. Facilities Department

Mr. Gaylord shared that the indoor air quality assessments have been completed. They will be posted on the district website. Tree removals and fire marshall inspections were completed. In house team members were able to work on a pipe burst at Adult Education. He thanked his team members for their hard work.

IX.C. Personnel Report

Mr. Snyder shared that biology vacancies will be filled by the end of the month. 3 teachers have been hired at Legacy Academy. Ms. Spaulding has been filling in as the Legacy Coordinator since the start of the school year in addition to her role as Director of Special Education. Mr. Snyder shared the recruitment process for paraprofessionals. Board members asked about part time days or hours. He discussed a program called SchoolSpring for recruitment. Ms. Kleckowski asked about Red Rover system and any challenges with the program. Mr. Snyder discussed the Red Rover system working with AUC (payroll system). He thanked Ms. Forbes and Hunter Izzo for their work on Red Rover.

IX.D. Transportation Report

Mr. Gaylord shared that changes have slowed down. Monthly meetings with drivers are happening. Mr. Gaylord shared that he has been riding the buses to assist drivers with any behaviors that need attention.

X. Superintendent's Report

X.A. District Security Overview

Jennifer Cannata introduced Mr. Gaylord. Mr. Gaylord shared information regarding access control systems, security cameras, lock sets and key access. He went over the MPS Campus Safety Staff, SRO's and Safety Team. The City of Middletown Schools Safety Committee, which includes school administration, law enforcement, City Officials, Heath Director, and fire/EMS officials. These meetings are review drills, analyze incidents, and refine our emergency protocols. Alertus is the primary mass emergency notification system. This allows immediate notice to the building to go into lockdown and contacts the police department. MHS and Beman are using the Sandy Hook Promise- Say Something Anonymous Reporting System. Securly Aware is advanced technology on all student devices that enables early intervention by analyzing student online activities for signs of anxiety, depression, cyberbullying, self-harm and potential violence. It is a state mandate that every local and regional Board of Education must develop, maintain, and implement an All-Hazards School Security and Safety Plan for each school under its jurisdiction. It includes procedures for each school in the district.

MOTION: Motion to take a brief recess was made by Ms. Kleckowski and a second by Mr. Cardella

X.B. Monthly Overview

Mr. Griswold provided an overview of the Multi-Tiered Systems of Supports (MTSS). It is a framework for enhancing the implementation and adoption of a continuum of evidence-based interventions to achieve important academic and social emotional outcomes for all

students. Middletown Public Schools began building MTSS in the school year 2023-2024. Mr. Griswold shared the success of the framework practices. He reviewed the chronic absenteeism rates and academic growth. Next steps include continuing to build systems, practices and data in pilot schools, continue to fade consultant support as we build internal capacity and scale MTSS best-practices to all schools in 2026-27.

XI. Action Items

XI.A. Approval of the 2026-2027 School Year Calendar

A motion to approve the 2026-2027 School Year Calendar was made. This motion, made by Deborah Kleckowski and seconded by Kim Riordan, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

Indigenous Peoples Day will now read Indigenous Peoples Day / Columbus Day

XI.B. Policy # 4152.6 Family and Medical Leave - First and Final Reading

Ms. Kleckowski shared that this is a legislative change. This will update our policy to be compliant.

A motion was made to accept Policy #4152.6 Family and Medical Leave - First and Final Reading. This motion, made by Deborah Kleckowski and seconded by Harold Panciera, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

XII. Future Agenda Items

XIII. Proposed Executive Session

Ms. Daniels suggested started Executive Session with Item XIII.C.

A motion to enter Executive Session for the purpose of Discussion regarding the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools) anticipated for Executive Session and invite Jennifer Cannata and Attorney Anne Littlefield was made. This motion, made by Sheila Daniels and seconded by Deborah Kleckowski, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

Ms. Daniels suggested started Executive Session with Item XIII.C.

XIII.A. Discussion concerning records, reports and statements of strategy or negotiations with respect to collective bargaining (*anticipated executive session*)

XIII.B. Possible action concerning ratification of MSAA Tentative Agreement

A motion to ratify the MSAA Agreement was made. This motion, made by Harold Panciera and seconded by Kelly Bee, Carried.

Deborah Kleckowski: Nay, Dean Krupa: Nay, Susan Owens: Nay, Kim Riordan: Nay, Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Harold Panciera: Yea
Yea: 5, Nay: 4

Deborah Kleckowski: Nay, Dean Krupa: Nay, Susan Owens: Nay, Kim Riordan: Nay

Mr. Cardella shared that he would like more involvement in the future and he would support this contract Ms. Kleckowski thanked everyone that worked on the contract. She shared that she will not support the contract, due to future financial impact for taxpayers. Ms. Owens agreed.

XIII.C. Discussion regarding the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools) Proposed for Executive Session

XIII.D. Possible action concerning the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools)

XIV. Adjournment

Move at 11:05 PM to adjourn. This motion, made by Deborah Kleckowski and seconded by Dean Krupa, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea

Yea: 9, Nay: 0

**Board of Education
Special Meeting Minutes
Dr. Alfred B. Tychsen Administration Building
Conference Room B
311 Hunting Hill Avenue, Middletown CT
Thursday, November 13, 2025 6:30 PM
DRAFT**

Board Members Present: Chris Cardella, Chairwoman Sheila Daniels, Rakim Grant, Deborah Kleckowski, Dean Krupa, Susan Owens, Harold Panciera and Kim Riordan

Others Present: Assistant Superintendent Jennifer Cannata, Interim Chief Academic Officer Colleen Fitzpatrick, Director of Facilities, Safety and Security Marco Gaylord, Executive Executive Assistant to the Superintendent Joyce Carey, and 10 visitors

I. Call to Order

Board Chair Sheila Daniels called the meeting to order at 6:31 PM.
Chris Cardella led the Pledge of Allegiance.
Board of Education members introduced themselves.

II. Discussion concerning the employment, performance, and/or evaluation of a public employee (Superintendent of Schools) [proposed for executive session]

MOTION: Motion to enter Executive Session invite and Attorney Anne Littlefield, Jennifer Cannata, Marco Gaylord and Colleen Fitzpatrick for a Discussion concerning the employment, performance, and/or evaluation of a public employee (Superintendent of Schools) [proposed for executive session] was made by Ms. Kleckowski and a second by Mr. Grant.

III. Possible action concerning the employment, performance, and/or evaluation of a public employee (Superintendent of Schools)

MOTION: A motion to place Dr. Alberto Vázquez Matos on administrative leave pending further proceedings related to his employment was made by Ms. Kleckowski and a second by Ms. Owens.

Chris Cardella- yay

Chairwoman Sheila Daniels- yay

Rakim Grant- yay

Deborah Kleckowski - yay

Dean Krupa - yay

Susan Owens - yay

Harold Panciera - yay

Kim Riordan - yay

MOTION: Pending appointment of an Acting Superintendent , the duties of the Superintendent will be performed by Central Office Administration was made by Mr. Panciera and a second by Ms. Kleckowski.

Chris Cardella- yay

Chairwoman Sheila Daniels- yay

Rakim Grant- yay

Deborah Kleckowski - yay

Dean Krupa - yay

Susan Owens - yay

Harold Panciera - yay

Kim Riordan - yay

MOTION: The Board of Education appoints Chris Cardella to work with Board Counsel to identify next steps with respect to employment of Dr. Vázquez Matos, with any final resolution of his employment being presented to the Board was made by Mr. Panciera and a second by Ms. Kleckowski.

Chris Cardella- yay

Chairwoman Sheila Daniels- yay

Rakim Grant- yay

Deborah Kleckowski - yay

Dean Krupa - yay

Susan Owens - yay

Harold Panciera - yay

Kim Riordan - yay

MOTION: Chris Cardella shall confirm in writing to Dr. Vázquez Matos the terms of his administrative leave was made by Mr. Panciera and a second by Ms. Kleckowski.

Chris Cardella- yay

Chairwoman Sheila Daniels- yay

Rakim Grant- yay

Deborah Kleckowski - yay

Dean Krupa - yay

Susan Owens - yay

Harold Panciera - yay

Kim Riordan - yay

MOTION: The Board also confirms that Chris Cardella shall act as the Board's spokesperson for

matters pertaining to the employment of Dr. Vázquez Matos was made by Mr. Panciera and a second by Ms. Kleckowski.

Chris Cardella- yay

Chairwoman Sheila Daniels- yay

Rakim Grant- yay

Deborah Kleckowski - yay

Dean Krupa - yay

Susan Owens - yay

Harold Panciera - yay

Kim Riordan - yay

IV. Adjournment

Move to adjourn at 9:35 PM.

**Board of Education
Special Meeting Minutes
Dr. Alfred B. Tychsen Administration Building
Conference Room B
311 Hunting Hill Avenue, Middletown CT
Sunday, November 16, 2025 1:00PM**

Board Members Present: Kelly Bee, Chris Cardella, Sheila Daniels, Rakim Grant, Deborah Kleckowski, Dean Krupa, Susan Owens, Harold Panciera and Kim Riordan

Others Present: Superintendent Dr. Vazquez Matos, Assistant Superintendent Jennifer Cannata, Executive Executive Assistant to the Superintendent Joyce Carey, and 2 visitors

I. Call to Order

Chair Sheila Daniels called the meeting to order at 1:03 PM.

II. Appointment of a Chair for November 16, 2025 meeting

MOTION: Motion to appoint Sheila Daniels as the Chair for the November 16, 2025 meeting was made by Mr. Panciera and a second by Ms. Bee – unanimous vote.

III. Discussion and possible action pertaining to appointment of a Personnel Search Committee with respect to the appointment of an Acting Superintendent of Schools

MOTION: A motion that the Board of Education appoints the following individuals to a personnel search committee to conduct a search for an executive level candidate as the Acting Superintendent of Schools: BOE members, Sheila Daniels, Rakim Grant, Kelly Bee, Kim Riordan Chris Cardella, Deborah Kleckowski, Dean Krupa, Susan Owens and Harold Panciera was made by Ms. Kleckowski and a second by Mr. Cardella.

Kelly Bee - yea
Chris Cardella - yea
Sheila Daniels - yea
Rakim Grant - yea
Deborah Kleckowski,- yea
Dean Krupa - yea
Susan Owens - yea
Harold Panciera - yea
Kim Riordan - yea

Move to enter executive session as allowed and invite Anne Littlefield for Item IV. Kleck, Krupa

IV. Discussion regarding the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools)

MOTION: Move to enter Executive Session and invite Attorney Anne Littlefield for the purpose of Discussion regarding the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools) was made by Ms. Kleckowski and a second by Mr. Krupa – unanimous vote.

V. Possible action concerning the appointment, employment, performance, evaluation and/or dismissal of a public employee (Superintendent of Schools)

No action on this item.

VI. Appointment of Jennifer Cannata to sign on behalf of the district

MOTION: A motion to appoint Jennifer Cannata to sign on behalf of the district was made by Ms. Kleckowski and a second by Mr. Panciera – unanimous vote.

VII. Adjournment

Move to adjourn at 3:04 PM by Ms. Kleckowski and a second by Mr. Cardella.

**Board of Education
Special Meeting Minutes
Dr. Alfred B. Tychsen Administration Building
Conference Room B
311 Hunting Hill Avenue, Middletown CT
Thursday, November 20, 2025 6:30 PM
DRAFT**

Board Members Present: Kelly Bee, Chairwoman Sheila Daniels, Rakim Grant, Deborah Kleckowski, Dean Krupa, Susan Owens, Harold Panciera and Kim Riordan

Others Present: Assistant Superintendent Jennifer Cannata, BOE Attorney Anne Littlefield, Executive Assistant to the Superintendent Joyce Carey, and 7 visitors

I. Call to Order

Board Chair Sheila Daniels called the meeting to order at 6:32PM. Chair Daniels moved to switch Items II. and Item III. from the agenda.

II. Discussion regarding confidential attorney client privileged written communication (Legal advice regarding appointment of Superintendent, employment of Superintendent, employment contract for Interim Superintendent and employment contract of Dr. Alberto Vázquez Matos) (anticipated executive session)

MOTION: A motion to enter Executive Session for the Discussion regarding confidential attorney client privileged written communication (Legal advice regarding appointment of Superintendent, employment of Superintendent, employment contract for Interim Superintendent and employment contract of Dr. Alberto Vázquez Matos) (anticipated executive session) and invite Attorney Littlefield was made by Ms. Kleckowski and a second by Mr. Grant.

III. Possible Action concerning appointment of Interim Superintendent of Schools

Moved, in accordance with Section 10-157 of the Connecticut General Statutes, that the Board appoint Dr. Alan Addley as the Interim Superintendent of Schools, effective immediately and continuing until the earlier of 1. The termination of the contract of employment between the Board and Dr. Addley as Interim Superintendent or 2. June 30, 2026.

The appointment of Dr. Alan Addley as Interim Superintendent is subject to the following conditions:

1. Proof of current certification permitting the Interim Superintendent to serve as Superintendent;
2. Approval of the Commissioner of Education in accordance with Section 10-157 of the Connecticut General Statutes; and
3. Satisfactory completion of all statutory requirements concerning the hiring of Board of Education employees.

MOVED FURTHER that the Board Chair be authorized to execute an employment contract with Dr. Alan Addley on behalf of the Board.

Moved by Mr. Grant and a second by Ms. Riordan.

Kelly Bee - yea
Chris Cardella- absent
Chairwoman Sheila Daniels- yea
Rakim Grant- yea
Deborah Kleckowski - yea
Dean Krupa - yea
Susan Owens - yea
Harold Panciera - yea
Kim Riordan - yea

Mr. Adley shared that he is excited to begin his leadership at Middletown Public Schools. He looks forward to working with students, families, staff and the Board of Education. He also looks forward to starting tomorrow, November 21, 2025

MOTION: Moved to reenter Executive Session and invite Attorney Anne Littlefield and Interim Superintendent Dr. Addley was made by Mr. Grant and a second by Ms. Bee

IV. Possible Action concerning follow up on employment contract of Dr. Alberto Vázquez Matos

Moved: That the Board confirms that the Connecticut State Department of Education informed the Board on November 18, 2025 that the certification authorizing Dr. Vázquez Matos to serve as Middletown's Superintendent of Schools had lapsed as of September 16, 2025. By the terms of the contract of employment of Dr. Vázquez Matos, his employment contract ended on September 16, 2025 when his certification lapsed. Accordingly, the Board confirms that the employment of Dr. Vázquez Matos has concluded and he is not employed in any capacity with the Middletown Public Schools. This motion was made by Mr. Panciera and a second by Ms. Kleckowski

Kelly Bee - yea
Chris Cardella- absent
Chairwoman Sheila Daniels- yea
Rakim Grant- yea
Deborah Kleckowski - yea
Dean Krupa - yea
Susan Owens - yea
Harold Panciera - yea
Kim Riordan - yea

Approval of the Minutes of the November 18, 2025 Emergency Meeting of the Board of Education

MOTION: Motion to approve the minutes of November 18, 2025 Emergency Meeting of the Board of Education was made by Ms. Kleckowski and a second by Kelly Bee.

V. Adjournment

MOTION: Motion to adjourn at 8:43PM was made by Ms. Kleckowski and a second by Ms. Owens.

**Board of Education
Special Meeting Minutes
Dr. Alfred B. Tychsen Administration Building
Conference Room B
311 Hunting Hill Avenue, Middletown CT
Tuesday, November 25, 2025 6:30 PM
DRAFT**

Board Members Present: Kelly Bee, Chris Cardella, Chairwoman Sheila Daniels, Rakim Grant, Deborah Kleckowski, Dean Krupa, Susan Owens, Harold Panciera and Kim Riordan

Others Present: Superintendent Dr. Alan Addley, BOE Attorney Thomas Mooney, Executive Assistant to the Superintendent Joyce Carey, and 0 visitors

I. Call to Order

Board Chair Sheila Daniels called the meeting to order at 6:33 PM.

II. Discussion of confidential attorney-client communications regarding the contract status of Dr. Alberto Vázquez Matos (proposed for executive session)

MOTION: Motion to enter executive session for the purpose of discussion of confidential attorney-client communications regarding the contract status of Dr. Alberto Vázquez Matos and invite, Superintendent Alan Addley and Attorney Tom Mooney was made by Ms. Kleckowski and a second by Ms. Bee- unanimous vote.

III. Discussion and possible action on the contract between the Board and Dr. Alberto Vázquez Matos

IV. Adjournment

MOTION: Motion to adjourn was made by Mr. Cardella and a second by Ms. Owens at 8:15 PM.

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: MNS Date of Request: 11/18/25
 Name of Club or Activity: ULTIMATE
 Trip To: OXBORO, MA Purpose: TOURNAMENT
 Number of Students Participating: 20
 Number of students eligible to go on the field trip: 20
 Dates of Trip: From: 5/16 To: 5/17 # of school days missed: 0

Names of Teachers and Chaperones:

1. <u>TREVOR CHARLES</u>	5.
2. <u>DAN KINNEY</u>	6.
3.	7.
4.	8.

Number of Non-Chaperone Adults going on trip: 4
 Transportation: Bus Van Train Plane Car Other CARRY ALL
 Are fund-raising activities planned: YES If so, describe: SCHOOL FUNDR
 Amount of money raised through fundraisers: 8,000
 Lodging: Hotel/Motel X Camp Private Home

Insurance Arrangements for Staff and Students:

Cost per Student: \$ 0 Cost per Teacher and/or Chaperone: \$ 0
 Cost per Nurse: \$ (if necessary) Cost per Paraprofessional: \$ (if necessary)

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

a. _____ c. _____
 b. _____ d. Other TREVOR CHARLES
 Name of teacher making request: _____
 Approved by Department Head at secondary level: _____
 Approved by Principal: _____
 Authorized by Chief Academic Officer: Doreen O'Riordan
 Superintendent Approval: Alan Adey Date: 11/26/25

MIDDLETOWN HIGH SCHOOL
COVER FIELD TRIP REQUEST FORM

2025 - 2026

DATE OF TRIP: 5/16-5/17 TODAY'S DATE: 11/18/25

TEACHER IN CHARGE OF TRIP: TREVOR CHARLES

DO YOU HAVE TEACHER COVERAGE FOR YOUR CLASSES (make sure to connect with Cassy once field trip is approved)? YES

GROUP/CLASS: ULTIMATE

CHAPERONES ATTENDING (list all): TREVOR CHARLES, DAN KINNEY

CHAPERONES CELL PHONE: 860-395-7852 860-966-7753

NUMBER OF STUDENTS ATTENDING: 20

IS THE NURSES FIELD TRIP FORM SUBMITTED WITH THIS PAPERWORK? YES

DESTINATION: OXFORD, MA

DESCRIBE PURPOSE & HOW IT CONNECTS TO YOUR CURRICULUM: ULTIMATE
REGIONAL TOURNAMENT

TRANSPORTATION: Bus (Fill out additional forms attached or extended field trip)

Carry-All (Driver: TREVOR CHARLES)

Train

Plane (Fill out Extended Field Trip Request Form as well)

Walking

Other: _____

DEPARTURE TIME FROM SCHOOL: 5:16 AM DESTINATION DEPARTURE TIME: 5:30 AM
& RETURN TIME TO SCHOOL: 6 PM

PROJECTED COST FOR EACH STUDENT: 0

What will you do to assist students who have a financial burden? N/A

TEACHER/ADVISOR SIGNATURE: [Signature] DATE: 11/18/25

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/18/25

- Final Student list due to activity office no later than N/A
- Student grades & attendance must be checked ON N/A

Reunification Plan: a reunification plan provides staff and students with a back-up plan in the event groups or individuals are separated because of unforeseen events (blocked entrance/exit, manmade or natural disasters, lost staff or students, etc.).

Please include:

Communication plan (how will you, the lead, communicate with staff/students at the field trip site and Central Office):

CELL PHONE AND EMAIL

Staff/student accountability (in what way will the presence of staff and students be accounted for throughout the trip, head count, call-in, etc.):

HEAD COUNT, ROOM CHECKS

Alternate parking or meeting site (consider where you would meet if the original plan is no longer viable): To exit the field trip site:

TD CENTRAL

For shelter (inclement weather):

FIELD SITE PROVIDES PLAN

Identification of on-site security and first aid:

TRAINER

Identification of field trip co-leader name and telephone number: DAN KINNEY 860-966-7753

Total Adult Supervisors (chaperones) Names/Telephone Numbers:

Name	Cell Phone Number	Name	Cell Phone Number
TREVOR CHARLES	860-395-7852		
DAN KINNEY	860-966-7753		

Other notes:

BOE Central Office Phone: (860) 638-1401

BOE Transportation Office Phone: 860 638-1418 DATTCO Phone: 860 635-8234 Provide

Copies To: Transportation Department, Principal and Teacher

Form Middletown Schools Nursing Services
Field Trip Information

(To be submitted to school nurse **3 weeks prior** to field trip or 1 month prior to overnight or lengthy field trip. This form must be submitted to the Athletic Office once filled out by advisor/teacher.)

Teacher/Staff completing form: TREVOR CHARLES Date: 11/18/25

Field Trip Location (be specific, include town & state) ORBORO, MA

On 5/16 - 5/17 SAT - SUN (day of week and date); (inclusive dates, if overnight or lengthy trip)

Transportation (to & from destination): Bus _____ Train _____ Plane _____ Boat _____ (check all that apply)

Responsible Teacher/Staff in charge TREVOR CHARLES

Teacher/Staff Cell Number 860-395-7852

Departure Date/Time (from school): 6am 5/16 Arrival Date/Time (at field trip) 7am 5/16

Departure Date/Time (from field trip): 5pm 5/17 Arrival Date/Time (at school) 6pm 5/17

Students Attending (attach alphabetized names and grades on separate sheet) TBD

Staff/Adult chaperones attending (list names including cell phone numbers of each) TREVOR CHARLES, DAN KINNEY

Chaperone to go on bus with students Yes _____ No In separate car? _____ yes _____ No Names & Phone

Numbers of Contact at the Facility _____

Facility Handicapped Accessible? Yes _____ No

Bathroom Handicapped Accessible? Yes _____ No

Facility Provide Food? _____ Yes No

Eating Lunch at Facility? Yes No

Time Eating Lunch 12:00

Return to School for Lunch _____ Yes No

Will Students Purchase Food at the Facility? _____ Yes No

Will Students bring own lunch? Yes _____ No

Activities Planned: (describe here if day trip: if overnight or lengthy trip, please attach agenda) School nurse will discuss with teacher regarding additional specific information.

Other Information: _____

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/19/25

• Finalized student list due to activity office & the nurses no later than N/A

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: MRS Date of Request: 11/18/25
 Name of Club or Activity: ULTIMATE
 Trip To: FRENCH, NJ Purpose: TOURNAMENT
 Number of Students Participating: 20
 Number of students eligible to go on the field trip: 20
 Dates of Trip: From: 4/18 To: 4/19 # of school days missed: 0

Names of Teachers and Chaperones:

1. <u>TREVOR CHARLES</u>	5.
2. <u>DANIEL KINNEY</u>	6.
3. <u>AMY SPRICKLAND</u>	7.
4.	8.

Number of Non-Chaperone Adults going on trip: 4

Transportation: Bus Van Train Plane Car Other

Are fund-raising activities planned: YES If so, describe: SCHOOL FUNDRAISERS

Amount of money raised through fundraisers: \$,000 TYPICALLY

Lodging: Hotel/Motel X Camp Private Home

Insurance Arrangements for Staff and Students:

Cost per Student: \$ 40.00 (est) Cost per Teacher and/or Chaperone: \$ 40.00 (est)

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.
- b.
- c.
- d. Other

Name of teacher making request: TREVOR CHARLES

Approved by Department Head at secondary level: [Signature]

Approved by Principal: [Signature]

Authorized by Chief Academic Officer: [Signature]

Superintendent Approval: [Signature] Date: 11/26/27

MIDDLETOWN HIGH SCHOOL
COVER FIELD TRIP REQUEST FORM
2025 - 2026

DATE OF TRIP: 4/18 - 4/19 TODAY'S DATE: 11/18/25

TEACHER IN CHARGE OF TRIP: TREVOR CHARLES

DO YOU HAVE TEACHER COVERAGE FOR YOUR CLASSES (make sure to connect with Cassy once field trip is approved)? WILL DO

GROUP/CLASS: ULTIMATE

CHAPERONES ATTENDING (list all): TREVOR CHARLES, DAN KINNEY, Amy SPOCKMAN

CHAPERONES CELL PHONE: 800-395-9852

NUMBER OF STUDENTS ATTENDING: 20

IS THE NURSES FIELD TRIP FORM SUBMITTED WITH THIS PAPERWORK? YES

DESTINATION: FREENHOLD, NJ

DESCRIBE PURPOSE & HOW IT CONNECTS TO YOUR CURRICULUM: REGIONAL TOURNAMENT

TRANSPORTATION: Bus (Fill out additional forms attached or extended field trip)
 Carry-All (Driver: TREVOR CHARLES)
 Train
 Plane (Fill out Extended Field Trip Request Form as well)
 Walking
 Other: _____

DEPARTURE TIME FROM SCHOOL: 5:45 AM DESTINATION DEPARTURE TIME: 5:30 AM
& RETURN TIME TO SCHOOL: 4/19 2:00 PM

PROJECTED COST FOR EACH STUDENT: \$40

What will you do to assist students who have a financial burden? FUNDRAISE

TEACHER/ADVISOR SIGNATURE: [Signature] DATE: 11/18/25
ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/19/25

- Final Student list due to activity office no later than N/A
- Student grades & attendance must be checked ON N/A

Reunification Plan: a reunification plan provides staff and students with a back-up plan in the event groups or individuals are separated because of unforeseen events (blocked entrance/exit, manmade or natural disasters, lost staff or students, etc.).

Please include:

Communication plan (how will you, the lead, communicate with staff/students at the field trip site and Central Office):

CELL PHONE AND EMAIL / STUDENT SQUARE

Staff/student accountability (in what way will the presence of staff and students be accounted for throughout the trip, head count, call-in, etc.): HEAD COUNT, ROOM CHECKS

Alternate parking or meeting site (consider where you would meet if the original plan is no longer viable): To exit the field trip site: TD CENTRAL

For shelter (inclement weather): FIELD SITE PROVIDED PLAN

Identification of on-site security and first aid: TRAINER

Identification of field trip co-leader name and telephone number: DAN KINNEY 860 966-7753

Total Adult Supervisors (chaperones) Names/Telephone Numbers:

Name	Cell Phone Number	Name	Cell Phone Number
TREVOR CHARLES	860-395-7852		
DAN KINNEY	860-966-7753		

Other notes:

BOE Central Office Phone: (860) 638-1401

BOE Transportation Office Phone: 860 638-1418 DATTCO Phone: 860 635-8234 Provide

Copies To: Transportation Department, Principal and Teacher

Form Middletown Schools Nursing Services
Field Trip Information

(To be submitted to school nurse 3 weeks prior to field trip or 1 month prior to overnight or lengthy field trip. This form must be submitted to the Athletic Office once filled out by advisor/teacher.)

Teacher/Staff completing form: TREVOR CHARLES Date: 11/18/25

Field Trip Location (be specific, include town & state) FREEHOLD, NJ

On 4/18-4/19 SAT-SUN (day of week and date); (inclusive dates, if overnight or lengthy trip)

Transportation (to & from destination): Bus _____ Train _____ Plane _____ Boat _____ (check all that apply)

Responsible Teacher/Staff in charge TREVOR CHARLES

Teacher/Staff Cell Number 860-395-7852

Departure Date/Time (from school): 4/18 5AM Arrival Date/Time (at field trip) 4/18 8:30AM

Departure Date/Time (from field trip): 4/19 4pm Arrival Date/Time (at school) 4/19 8pm

Students Attending (attach alphabetized names and grades on separate sheet) TBD

Staff/Adult chaperones attending (list names including cell phone numbers of each) TREVOR CHARLES, DAN KINNEY

Chaperone to go on bus with students Yes _____ No In separate car? _____ yes _____ No Names & Phone

Numbers of Contact at the Facility _____

Facility Handicapped Accessible? Yes _____ No

Bathroom Handicapped Accessible? Yes _____ No

Facility Provide Food? _____ Yes No

Eating Lunch at Facility? Yes _____ No

Time Eating Lunch NOON

Return to School for Lunch _____ Yes No

Will Students Purchase Food at the Facility? _____ Yes No

Will Students bring own lunch? Yes _____ No

Activities Planned: (describe here if day trip: if overnight or lengthy trip, please attach agenda) School nurse will discuss with teacher regarding additional specific information.

Other Information: TOURNAMENT

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/19/25

• Finalized student list due to activity office & the nurses no later than N/A

Instruction REGULATION 6153(f) Field Trips and Community Service FORM 1

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: **11/17/25**

Name of Club or Activity: **MHS Advanced Choir**

Trip To: **Providence, RI**

Purpose: **ACDA All Eastern Division Conference**

Number of Students Participating: **3**

Number of students eligible to go on the field trip: **3**

Dates of Trip: From: **2/25/26** To: **2/28/26**

of school days missed: **3**

Names of Teachers and Chaperones:

1. Stephanie Zak	3.
2.	4.

Number of Non-Chaperone Adults going on trip: **N/A**

Transportation: Bus Van Train Plane Car Other: **parent/guardian responsible for transportation to and from the venue**

Are fund-raising activities planned: If so, describe: **music department fundraisers**

Amount of money raised through fundraisers: **depends on student need**

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

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

Cost per Student: **\$ 540**

Cost per Teacher and/or Chaperone: **\$ 200**

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

- a.
- B.
- c.
- d. other

Name of teacher making request: Stephanie B. Zak Stephanie B. Zak

Approved by Department Head at secondary level: [Signature]

Approved by Principal: [Signature]

Authorized by Chief Academic Officer: [Signature]

Superintendent Approval: [Signature] Date: 11/24/25

MIDDLETOWN HIGH SCHOOL
COVER FIELD TRIP REQUEST FORM
2025 - 2026

DATE OF TRIP: 2/25 - 2/28/26 TODAY'S DATE: 11/17/25

TEACHER IN CHARGE OF TRIP: Stephanie Zak

DO YOU HAVE TEACHER COVERAGE FOR YOUR CLASSES (make sure to connect with Cassy once field trip is approved)? not yet

GROUP/CLASS: Advanced Choir students

CHAPERONES ATTENDING (list all): Stephanie Zak

CHAPERONES CELL PHONE: 860 680 432

NUMBER OF STUDENTS ATTENDING: 3

IS THE NURSES FIELD TRIP FORM SUBMITTED WITH THIS PAPERWORK? yes

DESTINATION: ACDA All Eastern Conference, Providence RI

DESCRIBE PURPOSE & HOW IT CONNECTS TO YOUR CURRICULUM: _____

students auditioned for placement in ACDA All eastern Honor Ensemble + were chosen for a spot

TRANSPORTATION: _____ Bus (Fill out additional forms attached or extended field trip)

_____ Carry-All (Driver: _____)

_____ Train

_____ Plane (Fill out Extended Field Trip Request Form as well)

_____ Walking

Other: parent/guardian responsible

DEPARTURE TIME FROM SCHOOL: _____ DESTINATION DEPARTURE TIME: _____
2/25/26 & RETURN TIME TO SCHOOL: 2/28/26

PROJECTED COST FOR EACH STUDENT: \$540

What will you do to assist students who have a financial burden? fundraising

TEACHER/ADVISOR SIGNATURE: Stephanie Zak DATE: 11/17/25

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/18/25

• Final Student list due to activity office no later than attached

• Student grades & attendance must be checked ON Thurs, Feb. 19th

Reunification Plan: a reunification plan provides staff and students with a back-up plan in the event groups or individuals are separated because of unforeseen events (blocked entrance/exit, manmade or natural disasters, lost staff or students, etc.).

Please include:

Communication plan (how will you, the lead, communicate with staff/students at the field trip site and Central Office):

TBD

Staff/student accountability (in what way will the presence of staff and students be accounted for throughout the trip, head count, call-in, etc.):

head count / check in breakfast, lunch, dinner, lights out + GroupMe/text

Alternate parking or meeting site (consider where you would meet if the original plan is no longer viable): To exit the field trip site:

TBD

For shelter (inclement weather):

TBD

Identification of on-site security and first aid: TBD

Identification of field trip co-leader name and telephone number:

Total Adult Supervisors (chaperones) Names/Telephone Numbers:

Name	Cell Phone Number	Name	Cell Phone Number
Stephanie Zalc	8606801432		

Other notes:

BOE Central Office Phone: (860) 638-1401

BOE Transportation Office Phone: 860 638-1418 DATTCO Phone: 860 635-8234 Provide

Copies To: Transportation Department, Principal and Teacher

Form Middletown Schools Nursing Services
Field Trip Information

(To be submitted to school nurse 3 weeks prior to field trip or 1 month prior to overnight or lengthy field trip. This form must be submitted to the Athletic Office once filled out by advisor/teacher.)

Teacher/Staff completing form: Stephanie B Zak Date: 11/17/25
Field Trip Location (be specific, include town & state) Omni Providence Hotel + Conference Center Providence RI
On 2/25/26 (day of week and date); (inclusive dates, if overnight or lengthy trip)
Transportation (to & from destination): Bus _____ Train _____ Plane _____ Boat _____ (check all that apply)
Responsible Teacher/Staff in charge Stephanie Zak
Teacher/Staff Cell Number 860 680 1432
Departure Date/Time (from school): 2/25/26 Arrival Date/Time (at field trip) 2/25/26
Departure Date/Time (from field trip): 2/28/26 Arrival Date/Time (at school) 2/28/26
Students Attending (attach alphabetized names and grades on separate sheet) on back
Staff/Adult chaperones attending (list names including cell phone numbers of each) 1 (listed above)
Chaperone to go on bus with students _____ Yes _____ No In separate car? yes _____ No Names & Phone
Numbers of Contact at the Facility TBD

Facility Handicapped Accessible? Yes _____ No
Bathroom Handicapped Accessible? Yes _____ No
Facility Provide Food? Yes _____ No
Eating Lunch at Facility? Yes _____ No
Time Eating Lunch TBD
Return to School for Lunch _____ Yes _____ No
Will Students Purchase Food at the Facility? Yes _____ No
Will Students bring own lunch? _____ Yes _____ No

Activities Planned: (describe here if day trip: if overnight or lengthy trip, please attach agenda) School nurse will discuss with teacher regarding additional specific information.

Other Information:
rehearsal + concert for ACDA All Eastern Honor Choir Ensemble

ATHLETIC/ACTIVITIES DIRECTOR APPROVED: [Signature] DATE: 11/18/25

Finalized student list due to activity office & the nurses no later than attached.

Object Code - Summary	Expenditure 2024-2025	Appropriation 2025-2026	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Surplus/Deficit	Projected Expenditure
CERTIFIED SALARIES								
51109 CERTIFIED-CURR WRITING	59,239.75	42,600.00	5,000.00	-	5,775.98	41,824.02	-	47,600.00
51110 CERTIFIED*REG	35,439,394.79	36,441,854.00	(13,943.00)	24,893,529.44	11,282,327.52	252,054.04	-	36,427,911.00
51115 CERTIFIED*OTH ADD/STIPEND	3,095.45	-	51,680.00	39,404.02	17,160.10	(4,884.12)	(4,884.12)	56,564.12
51309 SALARIES: INTERVENTIONISTS			55,887.00	24,713.57	8,824.40	22,349.03	-	55,887.00
51315 SALARIES: SUBS-LT*REG	184,987.14	150,000.00	-	-	14,825.70	135,174.30	-	150,000.00
51316 SALARIES: SUBS-BLDG*REG	211,270.75	-	-	-	-	-	-	-
51410 SALARIES: ADMINISTRATOR*REG	5,625,071.31	5,392,713.00	(75,000.00)	2,616,270.10	2,348,414.43	353,028.47	49,000.00	5,288,713.00
51501 LONGEVITY: CERTIFIED	352,200.00	327,200.00	(2,000.00)	161,600.00	157,600.00	6,000.00	6,000.00	319,200.00
51716 SALARIES: MENTOR	4,521.00	-	-	-	-	-	-	-
51718 SALARIES: TUTOR	18,608.50	68,200.00	-	53,770.12	20,578.60	(6,148.72)	-	68,200.00
51721 SALARIES: STIPENDS-NON TRB	663,534.78	665,641.00	-	4,169.70	88,489.55	572,981.75	-	665,641.00
51901 NON-CONTRACTED CERTIFIED	97,485.21	59,273.00	(55,343.00)	-	6,447.51	(2,517.51)	-	3,930.00
51921 SALARIES: CLASS COVERAGE	226,128.74	-	-	-	-	-	-	-
51990 SALARIES: OTHER	132.83	-	-	-	-	-	-	-
TOTAL CERTIFIED SALARIES	42,885,670.25	43,147,481.00	(33,719.00)	27,793,456.95	13,950,443.79	1,369,861.26	50,115.88	43,063,646.12
CLASSIFIED SALARIES								
51116 CLASSIFIED*REG	9,537,610.82	9,812,445.00	140,000.00	6,200,499.99	3,652,158.87	99,786.14	-	9,952,445.00
51117 CLASSIFIED*TEMP	675.16	-	-	-	-	-	-	-
51118 CLASSIFIED*OT	213,159.31	253,000.00	-	-	89,321.00	163,679.00	-	253,000.00
51121 CLASSIFIED*OTH ADD/STIPEND		10,000.00	-	-	-	10,000.00	-	10,000.00
51200 SALARIES OF SEASONAL TEMP EMP	113,423.63	50,000.00	-	27,163.26	56,531.56	(33,694.82)	(33,360.00)	83,360.00
51416 ATHLETIC EVENT WORKERS	68,525.78	53,000.00	-	-	25,499.34	27,500.66	(20,000.00)	73,000.00
51418 SUBS-SECRETARIES	21,397.58	25,000.00	-	-	16,132.21	8,867.79	-	25,000.00
51920 SALARIES: STUDENT VOCATIONAL	3,990.00	6,000.00	-	3,735.00	1,365.00	900.00	-	6,000.00
TOTAL CLASSIFIED SALARIES	9,958,782.28	10,209,445.00	140,000.00	6,231,398.25	3,841,007.98	277,038.77	(53,360.00)	10,402,805.00
PARAPROFESSIONAL SAIDES								
51210 SALARIES: AIDES/PARAS*REG	4,692,806.30	4,754,042.00	(55,887.00)	3,063,224.15	1,405,962.08	228,968.77	200,000.00	4,498,155.00
51503 LONGEVITY: PARAS	14,700.00	15,000.00	-	-	12,800.00	2,200.00	2,200.00	12,800.00
51713 SALARIES: LUNCH/DUTY AIDES	313,509.10	413,224.00	-	295,484.73	117,739.27	0.00	35,000.00	378,224.00
51714 SALARIES: FOOD SVC CLERICAL	139,975.37	-	-	-	-	-	-	-
51717 SALARIES: BUS MONITOR	2,975.07	-	-	-	493.16	(493.16)	(5,980.00)	5,980.00
TOTAL PARAPROFESSIONAL SAIDES	5,163,965.84	5,182,266.00	(55,887.00)	3,358,708.88	1,536,994.51	230,675.61	231,220.00	4,895,159.00

<u>Object Code - Summary</u>	<u>Expenditure 2024-2025</u>	<u>Appropriation 2025-2026</u>	<u>Appropriation Adjustment</u>	<u>Encumbrance</u>	<u>Current Expenditure</u>	<u>Current Balance</u>	<u>Projected Surplus/Deficit</u>	<u>Projected Expenditure</u>
EMPLOYEE BENEFITS								
52100 GROUP LIFE INSURANCE	242,646.00	350,000.00	-	-	220,000.00	130,000.00	130,000.00	220,000.00
52205 FICA	710,045.67	750,908.00	-	-	241,777.21	509,130.79	-	750,908.00
52210 MEDICARE	906,352.60	944,348.00	-	-	313,606.54	630,741.46	-	944,348.00
52300 RETIREMENT CONTRIB	82,078.52	84,493.00	-	21,731.36	30,689.16	32,072.48	-	84,493.00
52600 UNEMPLOYMENT COMPENSATION	63,570.00	50,000.00	-	35,342.00	64,658.00	(50,000.00)	(125,000.00)	175,000.00
52700 WORKERS COMPENSATION	700,208.17	837,757.00	-	502,639.76	335,117.24	-	-	837,757.00
52831 HEALTH INS*CERTIFIED/PARAS	9,159,938.81	9,238,323.00	-	3,662,738.07	5,575,584.93	-	-	9,238,323.00
52832 HEALTH INS*CLASSIFIED	6,044,035.00	7,060,604.00	-	-	7,000,000.00	60,604.00	60,604.00	7,000,000.00
52840 DENTAL INSURANCE	965,135.33	1,083,935.00	-	371,044.22	568,955.78	143,935.00	143,935.00	940,000.00
52950 DISABILITY INSURANCE	31,159.95	31,500.00	-	16,956.00	14,544.00	-	-	31,500.00
52960 UNUSED SICK BENEFIT	21,640.48	25,000.00	-	-	21,541.46	3,458.54	3,458.54	21,541.46
52961 UNUSED VACATION PAYOUT	3,221.01	25,000.00	-	-	-	25,000.00	-	25,000.00
52990 OTHER POST EMPLOYEE BENEFITS	420,092.00	459,600.00	-	-	219,577.00	240,023.00	240,023.00	219,577.00
52991 ACA HEALTH INSURANCE	-	30,000.00	-	-	-	30,000.00	-	30,000.00
TOTAL EMPLOYEE BENEFITS	19,350,123.54	20,971,468.00	-	4,610,451.41	14,606,051.32	1,754,965.27	453,020.54	20,518,447.46
PURCHASED SERVICES								
53010 PURCHASED PROF SVCS	16,155.96	16,350.00	-	9,555.35	6,744.65	50.00	(88,000.00) [1]	104,350.00
53020 LEGAL SERVICES	221,240.95	230,000.00	-	66,342.95	163,657.05	-	(200,000.00)	430,000.00
53040 NURSING SERVICES	58,795.00	50,000.00	-	31,235.00	18,765.00	-	-	50,000.00
53070 TESTING / SCORING	21,700.00	24,100.00	-	3,672.00	17,400.00	3,028.00	-	24,100.00
53200 PROF EDUC SERVICES	238,670.27	2,000.00	-	-	1,378.23	621.77	(25,000.00) [2]	27,000.00
53205 EMPLOYEE TRNG/DEV SVCS	600.00	550.00	(550.00)	-	-	-	-	-
53220 INSERVICE - PROF MTGS/DEVELOP	47,226.13	52,565.00	(5,564.00)	1,650.00	16,543.46	28,807.54	-	47,001.00
53240 FIELD TRIPS	26,154.16	22,200.00	1,500.00	4,653.64	3,990.36	15,056.00	-	23,700.00
53251 STUDENT ACTIVITIES	6,450.65	12,000.00	-	-	909.00	11,091.00	-	12,000.00
53300 PURCH PROF SVCS: TECH	110,515.92	86,150.00	1,200.00	29,410.00	46,605.50	11,334.50	-	87,350.00
53310 PURCH PROF SVCS: AUDIT	3,000.00	39,215.00	-	39,215.00	-	-	-	39,215.00
53400 PURCH PROF SVCS: OTHER	455,770.40	204,600.00	-	75,865.53	42,751.67	85,982.80	-	204,600.00
53500 PURCH PROF/TECH SERVICES	30,039.46	27,552.00	-	-	23,614.97	3,937.03	-	27,552.00
53530 PURCH PROF SVCS: POLICE	14,933.33	13,000.00	-	-	2,796.80	10,203.20	-	13,000.00
53540 PURCH PROF SVCS: SPORTS OFFICIAL	43,770.26	70,700.00	-	-	14,943.03	55,756.97	-	70,700.00
54010 PURCH PROPERTY SVCS	154,077.49	158,248.00	22,500.00	25,483.43	137,019.34	18,245.23	(5,119.00)	185,867.00

<u>Object Code - Summary</u>	<u>Expenditure 2024-2025</u>	<u>Appropriation 2025-2026</u>	<u>Appropriation Adjustment</u>	<u>Encumbrance</u>	<u>Current Expenditure</u>	<u>Current Balance</u>	<u>Projected Surplus/Deficit</u>	<u>Projected Expenditure</u>
54103 SNOW PLOWING/SANDING	21,500.00	20,000.00	-	20,000.00	-	-	-	20,000.00
54300 REPAIRS & MAINTENANCE	838,176.04	1,253,625.00	(44,600.00)	350,996.35	570,719.72	287,308.93	-	1,209,025.00
54303 MAINT: GROUNDS	40,911.36	46,500.00	-	11,938.21	28,394.79	6,167.00	-	46,500.00
54304 ELEVATOR MAINTENANCE	49,107.57	50,000.00	-	23,424.35	26,575.65	-	-	50,000.00
54400 RENTALS LAND BUILDINGS		51,996.00	1,700.00	38,997.00	17,866.00	(3,167.00)	(3,167.00)	56,863.00
54411 WATERSEWER	103,009.37	125,662.00	-	83,347.10	33,654.81	8,660.09	-	125,662.00
54420 RENTAL OF EQUIPMENT&VEHICLES	6,579.81	5,000.00	-	-	-	5,000.00	-	5,000.00
54421 DISPOSAL	156,342.96	155,800.00	-	69,840.60	71,935.11	14,024.29	-	155,800.00
54424 LAWN CARE	7,371.72	15,000.00	-	-	8,750.96	6,249.04	-	15,000.00
54440 RENTALS	336.84							
55010 PURCHASED SERVICES	897,068.33	895,932.00	(23,685.59)	65,642.06	601,788.87	204,815.48	-	872,246.41
55100 PUPIL TRANSPORTATION	5,758,095.40	6,457,825.00	59,002.00	184,569.69	6,328,206.35	4,050.96	(1,878.00)	6,518,705.00
55105 TRANSPORTATION*SUMMER	120,621.18	151,690.00	17,297.00	-	168,986.11	0.89	-	168,987.00
55109 TRANSPORTS*PED OUT OF TOWN	1,585,729.98	1,360,000.00	55,343.00	991,936.60	467,278.40	(43,872.00)	(56,632.00)	1,471,975.00
55190 TRANSPORT*HOMELESS	123,426.48	250,000.00	(77,499.00)	116,898.16	26,337.34	29,265.50	-	172,501.00
55205 PROPERTY/CASUALTY INSURANCE	341,821.00	477,350.00	-	-	341,821.00	135,529.00	135,529.00	341,821.00
55206 ATHLETIC INSURANCE	28,281.00	28,281.00	-	-	25,710.00	2,571.00	2,571.00	25,710.00
55300 COMMUNICATIONS/TELEPHONE	247,986.89	261,200.00	6,000.00	96,745.09	168,207.83	2,247.08	-	267,200.00
55301 POSTAGE	23,533.16	27,400.00	-	-	8,136.32	19,263.68	-	27,400.00
55303 SECURITY MONITORING	96,087.37	90,000.00	-	7,600.00	50,724.56	31,675.44	-	90,000.00
55304 SUBSCRIPTIONS/LICENSES	95,509.18	86,668.00	(800.00)	-	56,452.24	29,415.76	-	85,868.00
55400 ADVERTISING	1,275.81	800.00	-	-	-	800.00	-	800.00
55500 PRINTING	18,793.49	17,800.00	-	2,414.14	8,068.47	7,317.39	-	17,800.00
55510 COPYING	108,442.29	114,000.00	-	-	109,630.00	4,370.00	-	114,000.00
55800 TRAVEL/CONFERENCES	52,078.97	86,150.00	(2,200.00)	2,322.63	30,053.91	51,573.46	-	83,950.00
TOTAL PURCHASED SERVICES	12,171,386.18	13,037,909.00	9,643.41	2,353,754.88	9,646,417.50	1,047,380.03	(241,696.00)	13,289,248.41
SUPPLIES & MATERIALS								
56100 SUPPLIES*GENERAL	5,577.53	2,500.00	-	-	-	2,500.00	2,500.00	-
56104 SUPPLIES*MAINTENANCE	180,572.85	237,000.00	20,000.00	95,585.89	56,130.78	105,283.33	-	257,000.00
56106 SUPPLIES*FOOD	914.56	390.00	-	108.28	251.72	30.00	-	390.00
56110 INSTRUCTIONAL SUPPLIES	368,222.25	384,477.00	(20,811.93)	27,171.26	122,634.04	213,859.77	-	363,665.07
56115 COMMON CORE MATERIALS	19,177.66	15,450.00	(5,500.00)	1,334.78	1,188.64	7,426.58	-	9,950.00
56120 ADMINISTRATIVE SUPPLIES	65,133.42	93,238.00	1,463.00	13,471.47	20,790.40	60,439.13	-	94,701.00
56121 COPY PAPER	49,456.87	60,756.00	(2,000.00)	6,058.80	15,242.43	37,454.77	-	58,756.00

<u>Object Code - Summary</u>	<u>Expenditure 2024-2025</u>	<u>Appropriation 2025-2026</u>	<u>Appropriation Adjustment</u>	<u>Encumbrance</u>	<u>Current Expenditure</u>	<u>Current Balance</u>	<u>Projected Surplus/Deficit</u>	<u>Projected Expenditure</u>
56210 NATURAL GAS	608,442.93	741,250.00	(6,000.00)	467,394.75	163,856.25	104,000.00	-	735,250.00
56220 ELECTRICITY	1,251,212.73	1,456,034.00	-	1,043,794.85	369,896.16	42,342.99	-	1,456,034.00
56230 BOTTLED GAS	8,942.12	11,950.00	-	3,805.35	7,294.65	850.00	-	11,950.00
56240 FUEL OIL	266,276.96	295,879.00	-	291,710.50	4,166.50	-	-	295,879.00
56260 DIESEL FUEL	211,233.85	201,000.00	-	141,225.83	59,774.17	0.00	-	201,000.00
56265 GASOLINE (VEHICLES)	120,141.03	112,540.00	-	94,361.66	16,443.01	1,735.33	-	112,540.00
56270 PROPANE	41,203.78	50,000.00	-	48,726.00	1,274.00	-	-	50,000.00
56300 FOOD SUPPLIES	865.00	3,280.00	-	400.00	-	2,880.00	-	3,280.00
56400 BOOKS AND PERIODICALS	5,995.90	7,700.00	-	1,817.01	5,670.69	212.30	-	7,700.00
56410 TEXTBOOKS	12,470.82	16,210.00	(1,685.00)	616.77	3,756.67	10,151.56	-	14,525.00
56420 LIBRARY MATERIALS	13,682.05	24,890.00	(1,500.00)	42.23	7,575.26	15,772.51	-	23,390.00
56500 SUPPLIES*TECHNOLOGY RELATED	191,040.66	212,594.00	2,611.00	10,884.75	78,468.06	125,852.19	-	215,205.00
56900 SUPPLIES*OTHER	192,334.25	177,097.00	16,861.52	59,478.61	68,406.17	66,073.74	-	193,958.52
56910 CUSTODIAL SUPPLIES	170,280.59	211,500.00	-	130,846.53	70,802.58	9,850.89	-	211,500.00
TOTAL SUPPLIES & MATERIALS	3,783,177.81	4,315,735.00	3,438.59	2,438,835.32	1,073,623.18	806,715.09	2,500.00	4,316,673.59
PROPERTY								
57010 PROPERTY	15,100.00							
57300 NEW EQUIPMENT	9,203.93	152,750.00	(510.98)	125,618.98	2,721.79	23,898.25	-	152,239.02
57330 FURNITURE AND FIXTURES	19,264.23	5,200.00	510.98	-	3,010.98	2,700.00	-	5,710.98
57340 TECH REL HW/EQUIP	1,943.44	1,800.00	-	-	594.40	1,205.60	-	1,800.00
57390 OTHER EQUIP/PROPERTY	7,050.80	6,138.00	-	-	-	6,138.00	-	6,138.00
TOTAL PROPERTY	52,562.40	165,888.00	-	125,618.98	6,327.17	33,941.85	-	165,888.00
MISCELLANEOUS								
58100 MEMBERSHIPS & DUES	104,474.91	115,366.00	(1,270.00)	2,639.00	71,008.57	40,448.43	-	114,096.00
58901 EDUCATIONAL SUPPORT	32,708.76	32,155.00	2,794.00	489.15	8,686.07	25,773.78	-	34,949.00
58903 PROF DEV IMPROVEMENT	17,851.44	10,000.00	-	-	-	10,000.00	-	10,000.00
58904 WESLEYAN PUB SCHL COLLAB	5,000.00	5,000.00	-	-	-	5,000.00	-	5,000.00
58906 AFTER SCHOOL PROGRAM	477.96							
58908 RECRUITMENT	16,728.41	18,000.00	-	8,495.88	9,347.41	156.71	(571.00)	18,571.00
TOTAL MISCELLANEOUS	177,241.48	180,521.00	1,524.00	11,624.03	89,042.05	81,378.92	(571.00)	182,616.00
TUITION								
55600 TUITION MAGNET (REGULAR EDUCATIO	547,801.02	489,176.00	-	-	11,286.00	477,890.00	-	489,176.00

Object Code - Summary	Expenditure 2024-2025	Appropriation 2025-2026	Appropriation Adjustment	Encumbrance	Current Expenditure	Current Balance	Projected Surplus/Deficit	Projected Expenditure
55610 TUITION TO OTHER DISTR IN STATE (SF	264,638.04	300,000.00	-	63,300.00	9,500.00	227,200.00	-	300,000.00
55630 TUITION TO PRIVATE SOURCES (SPEC.	5,924,699.03	5,150,000.00	(65,000.00)	2,561,834.45	1,102,656.54	1,420,509.01	-	5,085,000.00
55640 TUITION TO EDUC AGENCIES IN STATE	181,518.20							
TOTAL TUITION	6,918,656.29	5,939,176.00	(65,000.00)	2,625,134.45	1,123,442.54	2,125,599.01	-	5,874,176.00
GRAND TOTAL	100,461,566.07	103,149,889.00	-	49,548,983.15	45,873,350.04	7,727,555.81	441,229.42	102,708,659.58
Definitions:								
Expenditure	The amount of funds spent							
Appropriation	City funds allocated for the fiscal year							
Encumbrance	Commitment to spend funds for a particular item at some point in the future							
Current Balance	The amount of funds remaining after accounting for expenditures and encumbrances							
Projected Surplus	Expected excess of funds							
Projected Deficit	Expected amount of additional funds needed							
Projected Expenditure	The amount of funds expected to be spent by year end							
Attrition	Anticipated savings due to position vacancies							

Middletown Board of Education
BOE Transfer of Funds

Date Range: 01-Jul-2025 to 03-Dec-2025 For FY 2026

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 39821 Date: 13-Nov-2025						
From 1010-970-2575-000-52100-00000	EMPL BENEFITS: GROUP LIFE INS	350,000.00		350,000.00	88,000.00	
To 1010-960-2100-200-53010-00000	SPED: PURCH PROF SVCS Transfer funding for contracted Special Education Supervisor due to vacancy.					88,000.00
Journal#: 39822 Date: 13-Nov-2025						
From 1010-970-2575-000-52990-00000	EMPL BENEFITS: OPEB	459,600.00		459,600.00	125,000.00	
To 1010-970-2575-000-52600-00000	EMPL BENEFITS: UNEMPLOY COMP Transfer funding to cover unemployment compensation projected deficit.	50,000.00		50,000.00		125,000.00
Journal#: 39823 Date: 13-Nov-2025						
From 1010-970-2575-000-52990-00000	EMPL BENEFITS: OPEB	459,600.00		459,600.00	115,023.00	
From 1010-970-2575-000-52100-00000	EMPL BENEFITS: GROUP LIFE INS	350,000.00		350,000.00	42,000.00	
From 1010-960-2230-000-56100-02137	DEI: SUPPLIES	2,500.00		2,500.00	2,500.00	
From 1010-960-2575-000-52832-00000	EMPL BENEFITS: HEALTH INS*CLASSIF	7,060,604.00		7,060,604.00	40,477.00	
To 1010-960-2310-200-53020-00000	SPED: LEGAL SVCS Transfer to cover legal services projected deficit.	30,000.00		30,000.00		200,000.00
Journal#: 39824 Date: 17-Nov-2025						
From 1010-940-2660-000-56120-00000	SECURITY: ADMINISTRATIVE SUPPLIES	3,000.00		3,000.00	2,468.77	
From 1010-940-2660-000-54300-00000	SECURITY: REPAIRS & MAINTENANCE	26,800.00		26,800.00	406.23	
To 1010-940-2660-000-56900-00000	SECURITY: SUPPLIES OTHER money needed for Stop the Bleed Kits	40,000.00		40,000.00		2,875.00
Journal#: 39833 Date: 02-Dec-2025						
From 1010-940-2660-000-54300-00000	SECURITY: REPAIRS & MAINTENANCE	26,800.00		26,800.00	1,338.00	
To 1010-940-2660-000-56900-00000	SECURITY: SUPPLIES OTHER Money needed for AED pads	40,000.00		40,000.00		1,338.00
Total Transfer for Central Office					417,213.00	417,213.00
*** Grand Total To Transfer					417,213.00	417,213.00



Facilities Department

Cultivating the Brilliance in Each Student

Executive Director of Operations - Marco Gaylord.
372 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1408
Email: gaylordm@mpsct.org, Web: www.middletownschoos.org

Facilities Report **December 9, 2025 - Board Meeting**

Elementary Schools Updates:

- Keigwin Security Audit is completed.
- Modifications and adjustments continue to be made to district heating systems.
- All Fire Marshal requests for new emergency exit signs have been replaced.
- Snow Removal Procedures Developed.
- Ongoing fulfillment of routine maintenance/service requests.
- District Radio repairs and replacement are ongoing.
- IAQ Assessments are complete and awaiting the report from Langan.

Beman Middle School Updates:

- Vape Sensors installation is ongoing.
- Modifications and adjustments continue to be made to district heating systems.
- The Gym Bleacher control box is being replaced on December 5th.
- Boiler Inspection and Service completed.
- IAQ Assessments are complete and awaiting the report from Langan

Middletown High School Updates:

- 32 New lights are being installed in the Lecture Hall and will be completed on December 9th.
- Modifications and adjustments continue to be made to district heating systems.
- Transition Center additional outlets installed.
- IAQ Assessments are complete and awaiting the report from Langan.

Adult Education

- The pre-school heating compressor is on order and should be completed by December 12th.



BOE Monthly Human Resources Report

Tuesday, December 9, 2025



M

Monthly HR Update

- Staffing: Time Period – November 1 – November 30, 2025
- Summary of New Hires:
- Total Hired - 22
- Certified Hires: - 3
- Elementary Teacher – (Bielefield – 5th grade)
- Elementary Teacher – (Bielefield 5th grade)
- Elementary Teacher – (Wesley 2nd grade)

Hires continued on next page

Monthly HR Update

- Staffing: Time Period – November 1 – November 30, 2025
- Summary of New Hires:
- Classified Hires : 19
 - Academic Interventionist – (Bielefield)
 - Temp Custodian – (Float)
 - Head Softball Coach – (MHS)
 - Assistant Boys Basketball Coach – (MHS)
 - Assistant Girls Basketball Coach – (MHS)
 - Head Coach Girls Basketball – (MHS)
 - Assistant Softball Coach – (MHS)
 - Paraeducator (Paraprofessional) Pre K – (Snow)
 - Paraeducator (Instructional Aide) – (Farm Hill)

Monthly HR Update

- Staffing: Time Period – November 1 – November 30, 2025
- Summary of New Hires:
- Classified Hires : continued
- Paraeducator (Instructional Aide) Pre K – (Snow)
- Registered Behavior Tech RBT– (Moody)
- Early Start Parent Ambassador – (District)
- Parochial School Tutor – (Xavier)
- Building Sub – (Bielefield)
- Teacher Assistant – (Macdonough)
- Parent Ambassador – (District)
- Paraeducator (Paraprofessional) – (Spencer)

Monthly HR Updates

- Staffing: Time Period – November 1 – November 30, 2025
- Separations: - Total Separations - 9
- Certified Staff: - 1
- Special Education Teacher – (Float/District)

Monthly HR Updates

- Staffing: Time Period – November 1 – November 30, 2025
- Separations
- Classified: - 6
- Paraeducator - (Beman)
- Administrative Secretary III – (Special Ed)
- Paraeducator (Paraprofessional) – (Wesley)
- School Nurse – (Moody)
- Athletic Trainer – (MHS)
- Paraeducator (Instructional Aide) – (Moody)
- Retirements – 2
- Substitute Teacher – (Snow)
- Adult Ed Teacher – (Adult Ed)

Monthly HR Updates

- Staffing: Time Period – November 1 – November 30, 2025
- Vacancies Total – 45
- Certified Staff: - 3
- Legacy Coordinator (Legacy Academy)
- Alternative Ed Teacher (Legacy Academy) – grades 6-12
- Special Ed Teacher (Farm Hill) – grades 1-5

Vacancies continued on next page

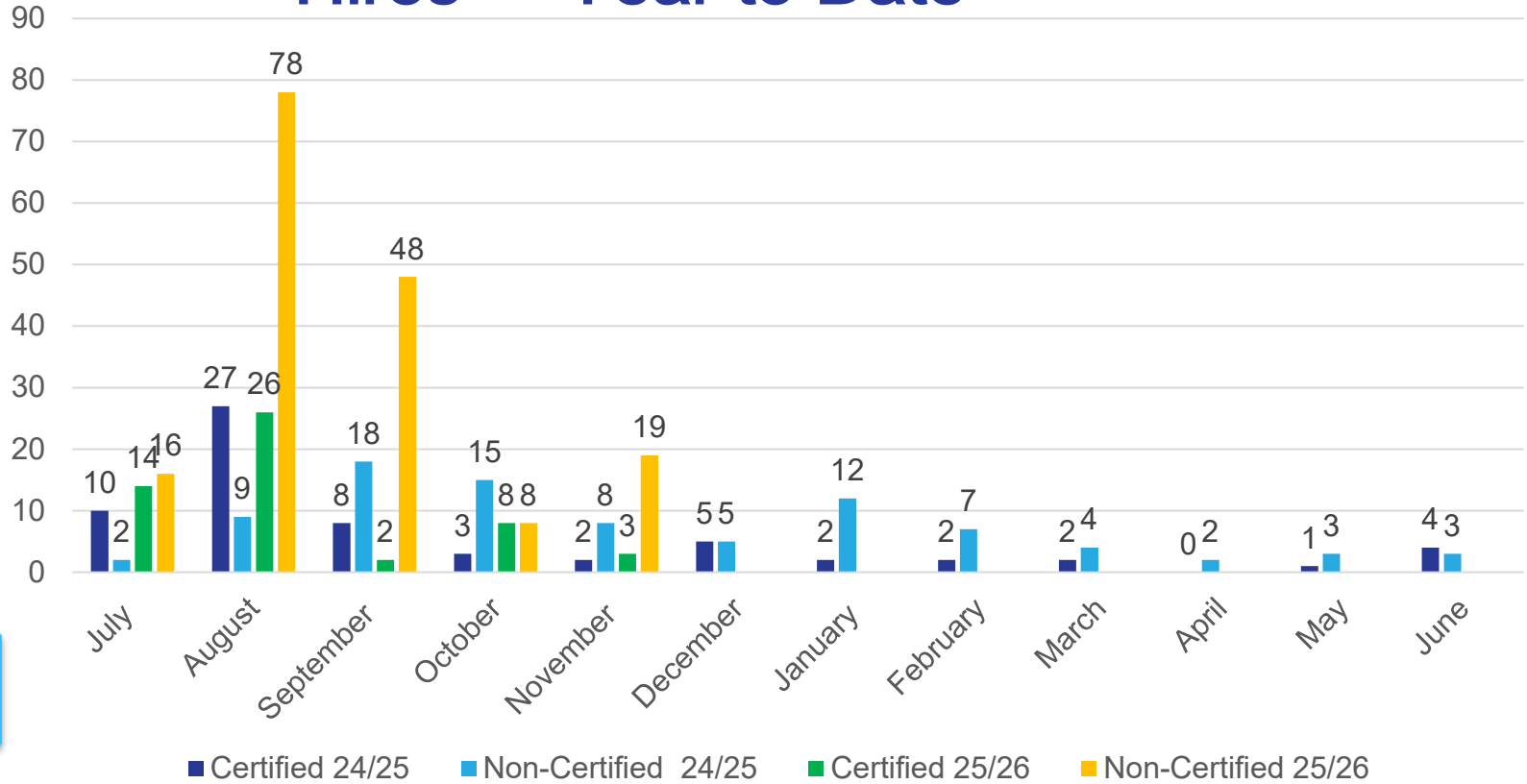
Monthly HR Updates

- Staffing: Time Period – November 1 – November 30, 2025
- Current Vacancies: -
- Classified: 41
 - BCBA – (Moody)
 - Grants Coordinator – (Central Office)
 - Behavior Tech – BT – (District)
 - Athletic Trainer – (MHS)
 - Duty Aide – (District)
 - Manager of Transportation – (District)
 - School Nurse – (Moody)
 - School Nurse – (Wesley)

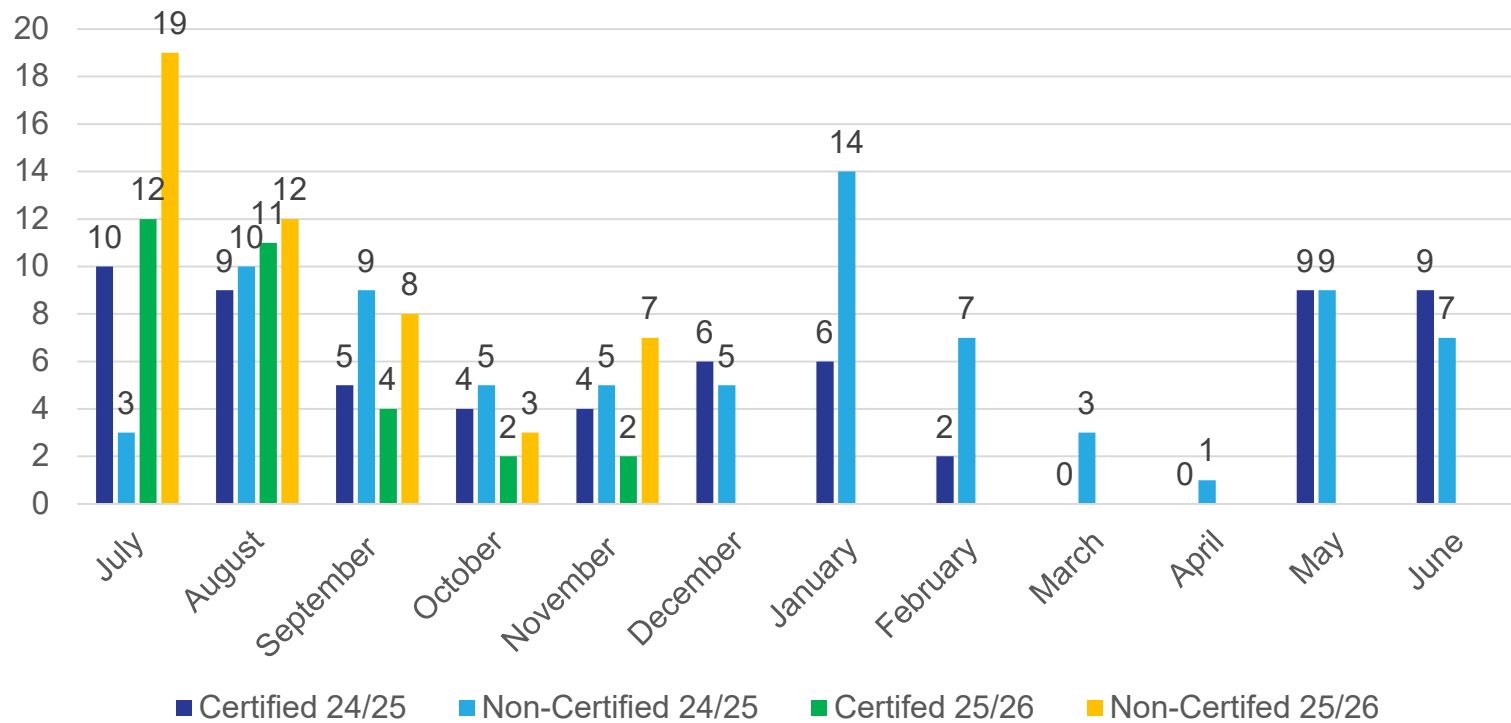
Monthly HR Updates

- Staffing: Time Period – November 1 – November 30, 2025
- Current Vacancies – continued:
- Para vacancies by school : total 33
 - Beman-4
 - Bielefield-5
 - Farm Hill-4
 - Lawrence-0
 - Macdonough-3
 - MHS-6
 - MTC-0
 - Moody-3
 - Snow-1
 - Snow pre-school-2
 - Spencer-3
 - Wesley-2

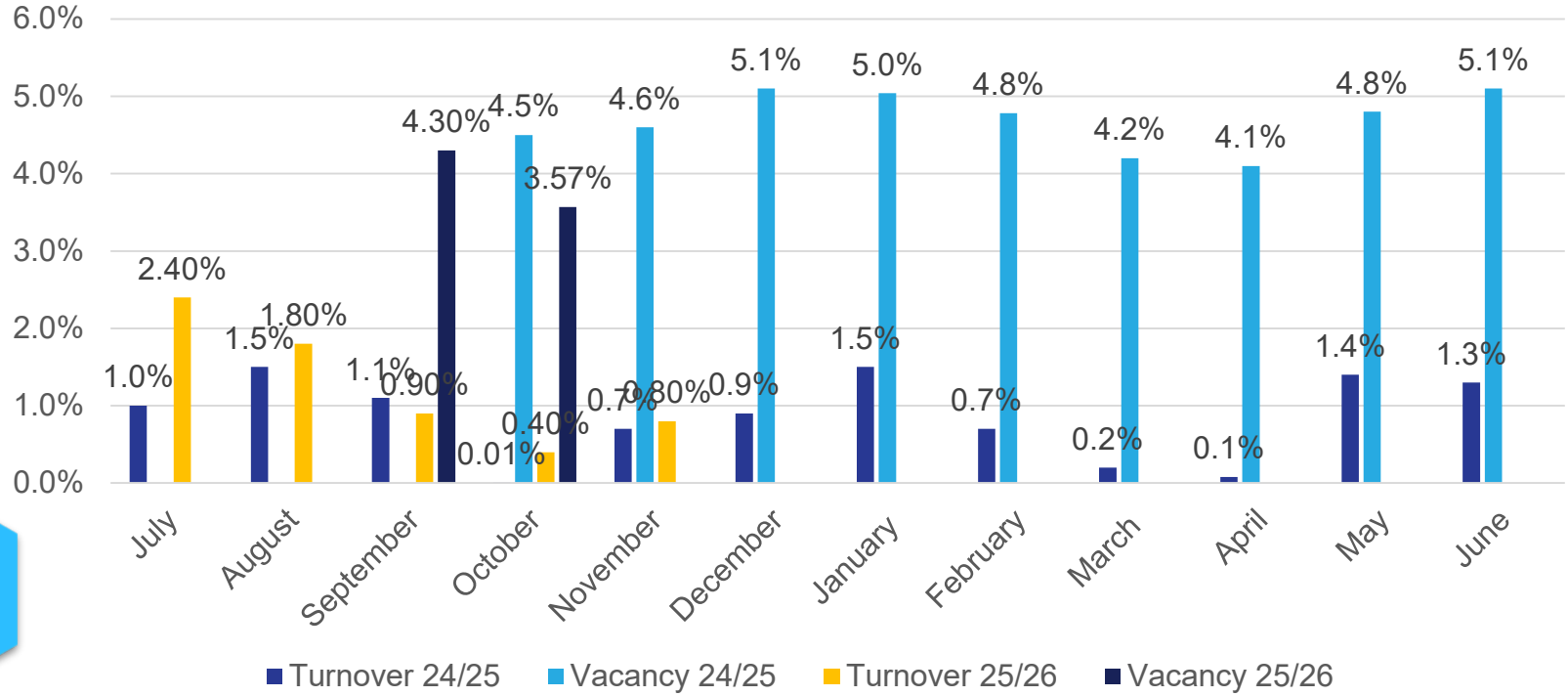
Hires – Year to Date



Separations Year to Date



Turnover and Vacancy Rate % Year to Date



Managing Cell Phone Use with Yondr Pouches

Year 2 Implementation - Beman Middle School

Dr. Lily Auster



Middletown Public Schools
Cultivating the Brilliance in Each Student





Why Yondr Pouches?

- Designed to minimize distractions and promote focus.
- Encourage face-to-face interaction and engagement.
- Provide a consistent system for managing devices across the school.
- Align with district goals of improving climate and culture.





Current Implementation

- Pouches distributed to team leaders
- Teachers assign them to students.
- Students lock phones upon arrival; unlock before dismissal.
- Two unlocking stations at the first floor, one in the main office, one in the nurse's office





Quick Data and Observations

- 95% of students follow the cell phone use rules
- On average day, less than 1% of students come without pouches; their phones remain in the main office
- Last year, about 30 pouches were not returned
- September - October - November: only 4 incidents of unauthorized cell phone use
- Some students do not lock pouches and use cellphones in the bathrooms
- Many students wait until dismissal to unlock, causing congestion





Student Feedback

- Unlocking at dismissal is inconvenient.
- Long lines at stations create frustration.
- Students value quicker, smoother processes.





Staff Feedback

- Using pouches in secure boxes
- Using secure boxes to store cell phones





Operational Challenges

- Limited number of stations to unlock Yondr pouches
- Inconsistent compliance with dismissal unlocking





Results

- Using Yondr pouches has reduced unauthorized use of cellphones
- Structured management of cell phone has positive impact on teaching and learning due to fewer distractions





Action Plan

- Re-evaluate the distribution procedure at the beginning of the year
- Support teachers in monitoring process
- Maintain accountability of policy
- Reinforce communication with families to encourage using locked Yondr pouches; parents will be surveyed in the future





Action Plan (continued)

- Make the use of Yondr Pouches as a part of Beman culture (posters, announcements, and fact sheets)
- Frame the use of Yondr pouches as a tool to build respect and focus
- Celebrate compliance with recognition



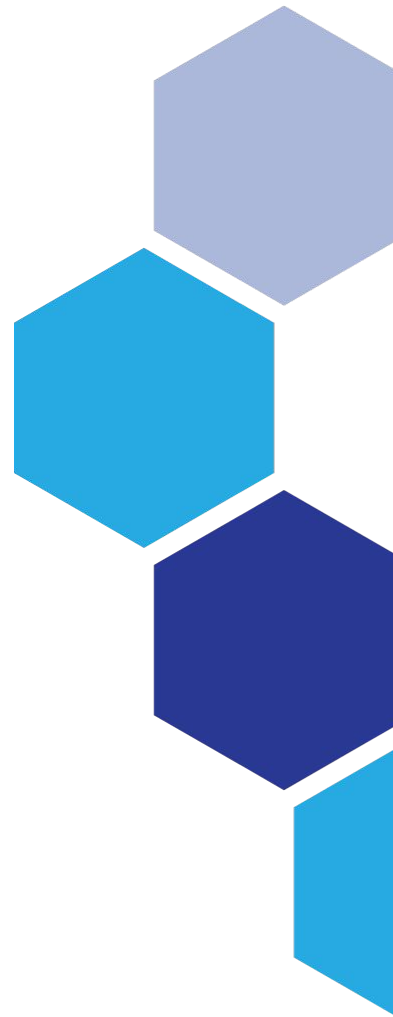
MHS CELL PHONE POLICY



Middletown Public Schools
Cultivating the Brilliance in Each Student

Timeline

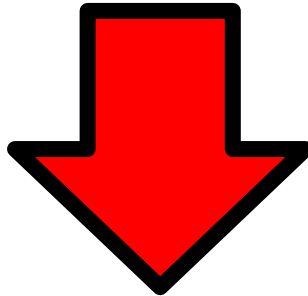
- Communication began in early August, reminders continued as school year approached
- Faculty & staff made aware during PD
- Students given YONDR pouches during first advisory
- Pouches checked at entry daily & weekly when possible
- Expectations for students delivered during in-person assemblies
- Admin, staff, CEO still holding true to policy
- Regular announcements going home to parents & guardians



General Daily Practices

- Daily announcements to reinforce expectations
- Teachers asked to call security desk for phone violations
- If confiscated, secretaries will log incident in PowerSchool to track
- Parents & guardians notified if confiscated, or other discipline
- While some students continue to push boundaries, admin & staff remain firm in enforcing policy

**OVERALL STUDENT
PHONE USE**



Results

PHYSICAL ALTERCATIONS

- From Sep.-Dec. 2024: 17 physical altercations during school hours
- From Sep.-Dec. 2025: 3 physical altercations during school hours

DOWN

83%

A large red arrow with a black outline pointing downwards, indicating a decrease in physical altercations.

CLASS CUTS

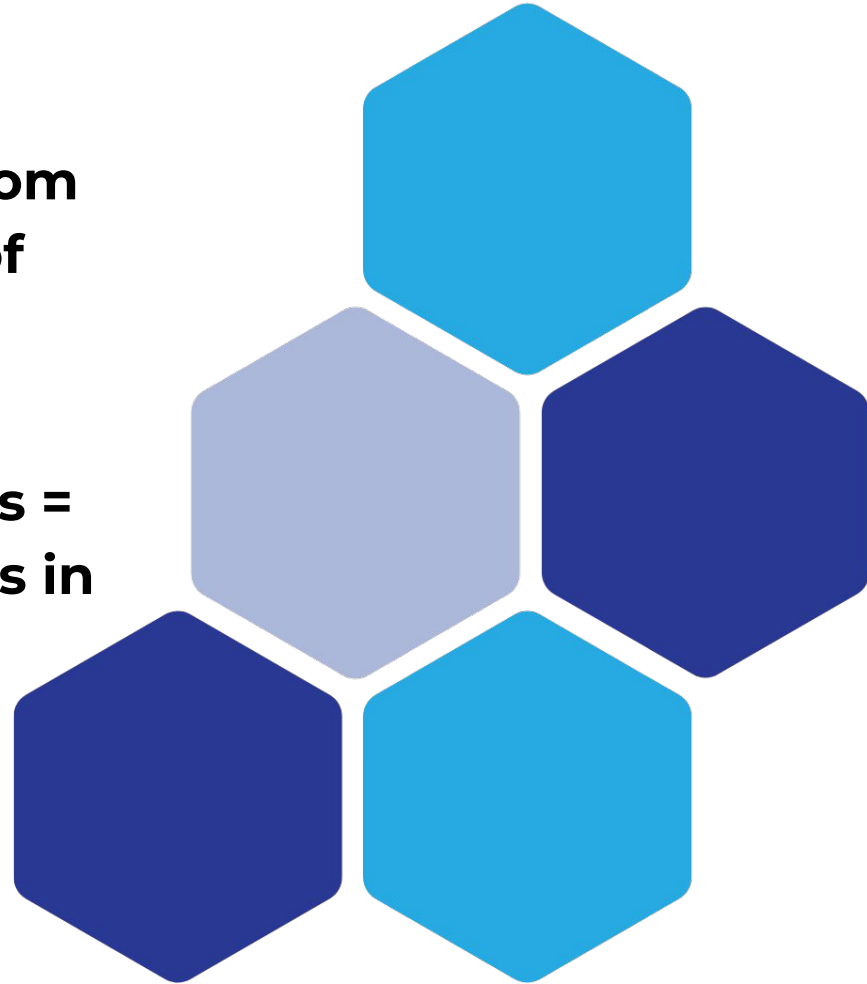
- From Sep.-Dec. 2024: 220 class cuts
- From Sep.-Dec. 2025: 100 class cuts

DOWN

55%

A large red arrow with a black outline pointing downwards, indicating a decrease in class cuts.

- **Minimum grade was dropped from 50% to 40%, with that, 583 out of 1,192 students made either High Honors or Honors**
- **Hallways are clear during classes = No outside disruptions to classes in progress**



MHS Phone Policy Data

What are some of the positive aspects of the phone policy at MHS?

Increased Student
Engagement &
Focus

Improved Social
Interaction,
Reduced Drama &
Conflict

Fewer
Distractions

Increased
Accountability &
Enforcement

Better Grades &
Quality of Work



MHS Phone Policy Data

What are some of the barriers about the phone policy at MHS?



Student & Parent
Resistance

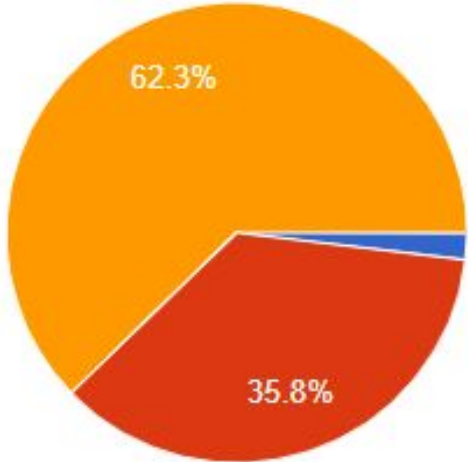
Headphone Use & Other
Tech Distractions

Limits Access to Some
Outside/Post-Secondary
Applications

Staff Survey Results

Overall, how do you think the cell phone policy is working compared to last school year?

106 responses



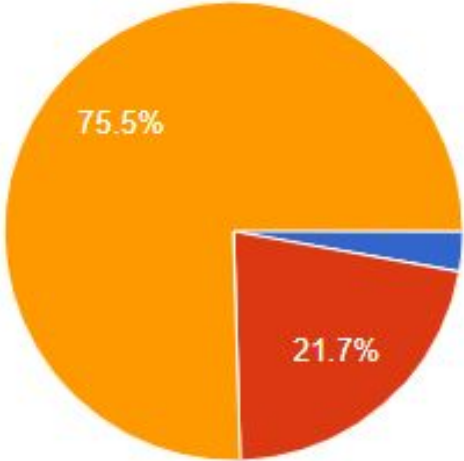
- Not at all
- Somewhat
- Excellent



Staff Survey Results

To what degree has the cell phone policy had a positive impact on the classroom learning environment?

106 responses



- Not at all
- Somewhat
- Excellent





Draft 2025-2026 Board of Education Goals

The following are draft 2025-2026 Board of Education Goals for Board consideration.

Goal 1: Complete a successful Superintendent search process for the appointment of a new Superintendent for the 2026-2027 school year

Strategies

- Appoint an Interim Superintendent of Schools
- Establish a transparent, inclusive search process, with the Board serving as the Superintendent Search Committee
- Implement a comprehensive candidate screening and interview process
- Hire and transition a new Superintendent

Goal 2: Develop a fiscally responsible FY27 Budget

Strategies

- Establish a Budget calendar for the FY27 Budget
- Evaluate staffing models to ensure alignment with enrollment trends and instructional needs
- Review major service contracts and programmatic initiatives

Goal 3: Address capital projects and facility needs

Strategies

- Provide representation and oversight for building committees
- Collaborate with the City regarding shared services
- Identify and address next steps for capital projects
- Identify and adhere to Macdonough School Project timelines
- Complete state-required HVAC system inspections

Goal 4: Promote a collaborative culture of governance and management between the Board and Superintendent

Strategies

- Establish a master calendar of meetings and topics for the Board of Education Meetings and Board Committee Subcommittees
- Establish clear and regular communication between the Community, Board and the Superintendent
- Participation of Board and Superintendent in a New Board Orientation Program and Board self evaluation
- Engage in ongoing self-reflection and professional development to promote improvement and effective Board and Superintendent leadership

DRAFT



Interim Superintendent Transition & Key Focus Areas

- Support the Board and school community in its transition planning to hire a new Superintendent of Schools for the FY27 school year.
- Meetings with all Board members and key constituents as needed or as requested.
- Support the Board in developing a fiscally responsible and timely budget.
- Provide clear and consistent District communication.
- Address building leadership needs at the high school and Legacy Program.
- Completion of NEASC Decennial Process.
- Assess the learning needs of students as reflected by student achievement data.
- Assess the need for support related to challenging behaviors within the schools.
- Address immediate operational needs and identify next steps for capital projects.





MHS Course Proposal

Scot Peaslee

Secondary STEAM Dept Head

AP Physics C: Mechanics - Proposal

Course: AP Physics C: Mechanics

Semester: Full Year, Double Block

Grade(s): 11 & 12

Credits: 1.5

Prerequisite: Concurrent Calculus

Description: AP Physics C: Mechanics is a calculus-based, college-level physics course, especially appropriate for students planning to specialize or major in one of the physical sciences or engineering. Students cultivate their understanding of physics through classroom study, in-class activity, and hands-on, inquiry-based laboratory work as they explore concepts like change, force interactions, fields, and conservation.



Rationale

Students can take AP Physics C: Mechanics in tandem with Calculus, allowing them to learn how to use calculus in physics. Colleges and universities can choose to count this AP course credit toward STEM majors.



AP Physics C is Very Similar to AP Physics 1



AP Physics 1 Units
(Algebra Based)

Unit 1: Kinematics
Unit 2: Force and Translational
Dynamics
Unit 3: Work, Energy, and Power
Unit 4: Linear Momentum
Unit 5: Torque and Rotational
Dynamics
Unit 6: Energy and Momentum of
Rotating Systems
Unit 7: Oscillations
Unit 8: Fluids

AP Physics C: Mechanics Units
(Calculus Based)

Unit 1: Kinematics
Unit 2: Force and Translational Dynamics
Unit 3: Work, Energy, and Power
Unit 4: Linear Momentum
Unit 5: Torque and Rotational Dynamics
Unit 6: Energy and Momentum of Rotating
Systems
Unit 7: Oscillations

Additional Information

Benefits:

- More student selection
- Application of higher level mathematics: can help students improve their mathematical skills
- More in line with collegiate science courses for science majors

Possible Challenges:

- Cost to train a teacher in course-no teachers are currently trained to teach
- Potential low enrollment: training money wasted
- Cuts number of students signing up for AP Physics 1
 - Could potentially cause scheduling issues with other courses



APPENDIX #3

PROPOSED NEW COURSE/PROGRAM OR MAJOR CURRICULUM REVISIONS

Please check appropriate item:

School: MHS

Department: Science

New/Revision

Course/Program: AP Physics C: Mechanics

Department: Science

Date: 10/6/2025

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

AP Physics C: Mechanics is very similar to AP Physics 1. The major difference is that students use calculus instead of algebra to solve problems.

AP Physics 1 Units (Algebra Based)	AP Physics C: Mechanics Units (Calculus Based)
Unit 1: Kinematics	Unit 1: Kinematics
Unit 2: Force and Translational Dynamics	Unit 2: Force and Translational Dynamics
Unit 3: Work, Energy, and Power	Unit 3: Work, Energy, and Power
Unit 4: Linear Momentum	Unit 4: Linear Momentum
Unit 5: Torque and Rotational Dynamics	Unit 5: Torque and Rotational Dynamics
Unit 6: Energy and Momentum of Rotating Systems	Unit 6: Energy and Momentum of Rotating Systems
Unit 7: Oscillations	Unit 7: Oscillations
Unit 8: Fluids	

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

Students can take AP Physics C: Mechanics in tandem with Calculus, allowing them to learn how to use calculus in physics. Colleges and universities can choose to count this AP course credit toward STEM majors.

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

Students must have taken calculus or currently be taking calculus. Therefore, the course would mostly be only open to seniors who have matriculated through Algebra 1, Geometry, Algebra 2, Pre-Calculus, and are now taking calculus or AP Calculus.

4. **Course Information** - AP Physics C: Mechanics is a 1.5 credit Advanced Placement Course. Eligible students will take the corresponding AP Exam which may earn college credit based on score and institution.

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

The Science department head and school administrators will perform classroom observations. The Science department head and school administrators will analyze AP scores in conjunction with the teacher and department. The teacher will collaborate with the other physics teachers on AP pacing and expectations.

6. **Cost** – What are the anticipated costs for staff, textbooks, materials, other?

No additional staff required. Instead of teaching 2 AP Physics 1 courses, depending on enrollment, we would teach 1 AP Physics 1 course & 1 AP Physics C course.

AP Summer Institute - approximately \$800

Curriculum Hours - 32 hours at approximately \$31.93 = \$1021.76

Text Books: 20 books at approximately \$250 each = \$5000

Total: approximately \$7000