



BLOOMFIELD BOARD OF EDUCATION - BOARD OF EDUCATION REGULAR MEETING

Board of Education Regular Meeting AT Tuesday, March 11, 2025

Hybrid Meeting - Board of Education and Virtual

1. Establishment of a Quorum and Call to Order
L. Easmon
2. Pledge of Allegiance
L. Easmon
3. Opening Statement
F. Bogle-Assegai
4. Recognitions
L. Easmon
 - A. Bloomfield Coach of the Year, Anne Burrows and Team of the Year
T. Youngberg
5. Presentations
 - A. Student Showcase for Womens' History Month
Student
 - B. Student Representative Report - Carmen Arace Intermediate School
 - C. Student Representative Report - Students from Carmen Arace Middle School
 - D. Student Presentation Showcasing Upcoming Musical Productions
S. Crimi and W. Powell
6. Consent Agenda
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 - B. Superintendent's Transition Update
 - C. Superintendent's Evaluation
 - D. Bloomfield Literacy Celebration
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D. Greco



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H. Frydman
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L. Easmon



Board of Education Regular Meeting
Tuesday, February 11, 2025 at 7:00 P.M.

Hybrid Meeting

In-Person Location: Bloomfield Board of Education, Board Room
1133 Blue Hills Avenue
Bloomfield, CT 06002

Virtual Option: Zoom

[Click here](#) for the meeting link

Meeting ID: 891 2162 6300

Passcode: JM95Kt

Attendance:

L. Easmon, Chair	Present
H. Frydman, Vice Chair	Present (<i>arrived at 8:17 p.m.</i>)
F. Bogle-Assegai, Secretary	Present
T. Moore	Present
K. Dunbar	Present
T. Mack-Mohammed	Present
L. Simone	Absent

Also Present: T. Youngberg, Superintendent
D. Greco, Executive Director of Accounting
L. Lamenzo, Director of School Improvement
J. Titelbaum, District Data Systems Coordinator
M. Sutton, Director of Student Support Services
N. Jones, District Teaching and Learning Specialist

1. Establishment of a Quorum and Call to Order

L. Easmon determined a quorum was present and the Bloomfield Board of Education Regular meeting was called to order at 7:01 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. Opening Statement

F. Bogle-Assegai welcomed all attendees. The purpose and process of the Board of Education meeting were stated.

4. Recognitions

A. Bloomfield High School and Global Experience Magnet School Student Recognitions for PSAT and SAT Scores

Tracy A. Youngberg, Ed.D., Superintendent recognized students from Bloomfield High School and Global Experience Magnet School who earned National Recognition from College Board for their exceptional PSAT scores. A BHS student was also



recognized for achieving 99th percentile of all SAT test takers. Students were presented with a certificate.

5. Presentations

A. Student Showcase for Black History Month

A Bloomfield High School student read Maya Angelou's "Phenomenal Woman".

B. Student Presentation from Carmen Arace Middle School

Ms. Calabro from Carmen Arace Middle School welcomed grade 7 students to present on a special social studies project. She noted that use of place-based learning was an essential element of this project. Mr. Taylor, teacher, also presented on the establishment of a partnership with Wintonbury Historical Society. The students shared an overview of their project including research, plotting and taking a bus tour of historical locations in Bloomfield. The assignment concluded with project exhibitions.

C. Student Representative Report – Student from the SOAR Program

Student representatives from the SOAR program (Talented and Gifted program) provided program updates to the Board of Education. Students reported on field trips, Type II Passion Projects, History Day, Stock Market Game and creative thinking supplemental activities.

D. Introduction of Grace Martinez – Executive Director of Talent Management and Community Partnerships

Dr. Youngberg introduced Grace M. Martinez as the new Executive Director of Talent Management & Community Partnerships. Grace M. Martinez is an accomplished human resources executive with over 14 years of experience working within public schools, most especially Alliance districts. She will join Bloomfield Public Schools on February 24, 2025.

6. Consent Agenda

A. Approval of Minutes – Regular Meeting – January 14, 2025

B. Approval of Minutes – Special Meeting – January 30, 2025

A motion was made by T. Mack-Mohammed and seconded by F. Bogle-Assegai for the Bloomfield Board of Education to approve the consent agenda, as presented.

L. Easmon	Aye
H. Frydman	Aye
F. Bogle-Assegai	Aye
K. Dunbar	Aye
T. Mack-Mohammed	Aye
T. Moore	Aye

The motion passed unanimously 6-0-0.



7. Superintendent's Report

A. District Budget Update

Dr. Tracy Youngberg, Superintendent provided a budget update. She celebrated her budget team and noted they are presenting the proposed budget to the February 25, 2025 and to the Town Council in March.

B. Superintendent's Transition Update

Dr. Youngberg shared an update on her transition plan. She is working on four priorities: building teams, student outcomes, family & community engagement and efficient operations.

Next steps include student focus groups and meeting with CT State Department of Education. In addition, Dr. Youngberg will be conducting walkthroughs, observing data teams and researching staff attendance.

The Superintendent will soon be scheduling Parent Focus groups at each and will be creating a district Parent Advisory Group.

Department improvement plans will be created and the HR department will be ensuring a hiring workflow and moving to a digital platform.

C. Food Services Update

Dr. Youngberg shared an update on Food Services. She is meeting regularly with the Director and created a communication plan to showcase department improvements. A family and student survey has gone out and a Family Forum will be held on February 26, 2025 at 6:00 p.m. at the high school. In addition, the Food Services Director will be presenting to the Board of Education on March 11, 2025.

D. Library Resources/Access Update

Dr. Youngberg gave a summary of each school library. She discussed how the library is accessed, partnerships, updates required and staffing.

E. Attendance Update

Dr. Youngberg gave an update on the daily attendance rate chronic absenteeism rate.

F. Financial Report – January 2025

Mr. Domenic Greco, Director of Accounting reported on the financials as of February 7, 2025. He noted that 6.86% of the adopted budget has yet to be expended or encumbered.

Mr. Greco noted on the one-page summary report, major account 03 Employee Benefits with a balance of 1.7 million yet to be expended or encumbered. Of this, 1.5 million is allocated for the pension contribution payments, which was paid on February 11, 2025 and will be reflected in the next finance report. He also noted major account 08 Tuition, which has a balance of \$152,000. Mr. Greco noted out-of-district placement invoices were paid.



Salaries lines have funds available due to some vacancies and the retroactive pay for UPSEU since the contract is now finalized.

On page 1 of the six-page detail report, sub account 1210 - Salaries, Professional Staff is over budget but the overage continues to come down as receivables for special education are booked.

On page 3 of the six-page report, sub account 3500 is currently over expended by approximately \$9,000.00. The district has yet to the receive all the revenue from e-Rate.

F. Bogle-Assegai inquired about library book and textbook expenses. Mr. Greco referred the Board to page 5 of the 6-page detail report. K. Dunbar noted the importance of libraries in the schools.

L. Easmon asked the Superintendent to elaborate on the 88% attendance rate at Global Experience Magnet School. Only 15 of the 189 students reside in Bloomfield and additional factors may impact the attendance for students who reside outside the community.

Dr. Youngberg addressed updates to the Food Services department and discussed the school meal survey.

T. Moore commented on the Superintendent transition plan, priority #3.

8. Board of Education Committee Reports

A. Finance Committee

The Finance Committee Chair, Kim Dunbar commented on the budget development process, and the team working to find potential savings while focusing on student outcomes. One of the items recently discussed is the 2% set aside account.

B. Curriculum Committee

Mr. Frydman is out.

C. Policy Committee

Policy Committee Chair, Femi Bogle-Assegai reviewed the policies that will be discussed this evening by the Superintendent.

9. Public/PTO Comment

Kate Keefe, 16 Breezy Knoll Drive

She is happy to know that the leadership is looking at food services. She commented on the plastic and Styrofoam and to consider the health and environmental impact. In the fall there was going to be a follow-up family forum on data updates. She hopes there will be efforts to reach out to Bloomfield families who attend CREC schools to return to Bloomfield schools.



10. Old Business

A. Policies for Adoption

1. Policy 5132 – Dress and Grooming – Students

Move past this policy as there is more discussion needed in committee for this policy.

2. Officers – 9120

Policy 9120 has a conflict with the Town Charter and needs to be updated.

3. Filling Vacancies on the Board – 9221

Policy 9221 is also before the Board of Education for adoption. These updates will also bring the policy into alignment with the Town Charter.

4. Time, Place, Notification for Meetings – 9321

Edits to Policy 9321 include changing the meeting dates to reflect the second and fourth Tuesday of the month and aligns with current practices. The hybrid option has also been added to the policy.

5. Agenda Construction and Posting – 9323

Policy 9323 was presented to the Board for adoption. This policy included changes to the posting of the agenda as it relates to new meeting practices.

A motion was made by T. Mack-Mohammed and seconded by F. Bogle-Assegai for the Bloomfield Board of Education to adopt the following policies as listed under item 10A of the agenda: Policy 9120 – Officers, Policy 9221 – Filling Vacancies on the Board, Policy 9321 – Time, Place, Notification for Meetings, and Policy 9323 – Agenda Construction and Posting.

L. Easmon	Aye
F. Bogle-Assegai	Aye
K. Dunbar	Aye
T. Mack-Mohammed	Aye
T. Moore	Aye

The motion passed unanimously 5-0-0.

11. New Business

A. Discussion and Possible Action on Establishing a 2% Non-Lapsing Account for Bloomfield Public Schools

Dr. Youngberg, Superintendent, noted approximately five years ago, the state legislators permitted local Boards of Education to create a 2% non-lapsing account. Dr. Youngberg noted it allows the Board to move surplus monies to this account and permits the Board to use at its discretion.



A motion was made by T. Mack-Mohammed and seconded by F. Bogle-Assegai for the Bloomfield Board of Education to establish a 2% non-lapsing account for unexpended funds as permitted under Conn. Gen. Stat. § 10-248a.

L. Easmon	Aye
F. Bogle-Assegai	Aye
K. Dunbar	Aye
T. Mack-Mohammed	Aye
T. Moore	Aye

The motion passed unanimously 5-0-0.

B. Policies for an Initial Reading

1. Policy 3542.41 – Food Service Personnel Professional Standards

Dr. Tracy Youngberg presented an initial reading of Policy 3542.41. This is a model policy provided by the Connecticut Association of Boards of Education (CABE). The draft was reviewed by Nicholas Carambelas, Director of Food Services.

2. Policy 6141.323 – Internet Safety/Filtering – Children’s Internet Protection Act

Dr. Youngberg also presented Policy 6141.323 for an initial reading. This is a required policy and is also a model policy provided by CABE. Allan Miller, Director of Information Technology has reviewed the policy and made edits so it aligns with district policies and procedures.

12. Board Comments

T. Moore he congratulated the students on the recognitions this evening and presentations. He acknowledged the students who are learning about the history of Bloomfield and the SOAR program activities.

T. Mack-Mohammed she thanked the community and students for their participation this evening. She shouted out Black History Month. The social media pages are starting to highlight school events and recognitions.

K. Dunbar wished all a Happy Black History month and emphasized the importance of having meaningful conversations about Black History. She truly enjoyed the student presentations. The Board would like to stay informed of school events. She gave a special recognition to students who were recognized by the National College Board.

F. Bogle-Assegai she also thanked the students. She welcomed Ms. Martinez. She also thanked the many parents who attended the Board meeting. She welcomes seeing more families in attendance at student success requires the participation of parents. She noted the district needs to celebrate the successes more.



H. Frydman apologized for the late arrival. He was in attendance at another town event. Mr. Frydman shared the interest of updates to several buildings including the high school and Board of Education. He wished all a Happy Black History month.

L. Easmon recognized the artwork from the Metacomet students. She thanked the students for the presentations and being able to share information with our community. She welcomed Ms. Martinez to the Bloomfield team. She thanked the families and community members for attending. She thanked Dr. Youngberg for work in her first two months and her Board members for the contributions to the budget in the next month.

13. Adjournment

At 8:28 p.m. a motion to adjourn was made by H. Frydman and seconded by F. Bogle-Assegai.

The motion passed unanimously 6-0-0.

F. Bogle-Assegai, Secretary

T. Youngberg, Superintendent of Schools



Board of Education Special Meeting

Tuesday, February 25, 2025 at 7:00 P.M.

Hybrid Meeting

In person: Bloomfield Board of Education, Board Room

1133 Blue Hills Avenue

Bloomfield, CT 06002

Virtual Meeting via Zoom

<https://us02web.zoom.us/j/81430744711?pwd=zsC2rKMjg3pWywenaZsxdYw97PuUIA.1>

Meeting ID: 814 3074 4711

Passcode: 86WzRJ

Attendance:	L. Easmon, Chair	Present
	H. Frydman, Vice Chair	Present
	F. Bogle-Assegai, Secretary	Present
	T. Moore	Absent
	K. Dunbar	Present
	T. Mack-Mohammed	Present
	L. Simone	Present

Also Present: T. Youngberg, Superintendent
 D. Greco, Director of Accounting
 G. Martinez, Executive Director of Talent Management & Community Partnerships
 L. Lamenzo, Director of School Improvement
 M. Sutton, Director of Student Support Services
 J. Titelbaum, District Data Systems Coordinator
 E. Pierce, District Grants Specialist
 N. Jones, District Teaching & Learning Specialist

1. Establishment of a Quorum and Call to Order

L. Easmon determined a quorum was present and the Bloomfield Board of Education Special Meeting was called to order at 7:01 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. New Business

A. Presentation of the Superintendent’s Proposed 2025-2026 Budget

Dr. Tracy Youngberg, Superintendent of School presented the proposed 2025-2026 budget to the Board of Education. She reviewed her philosophy about budgeting while providing objectives for her short-term and long-term fiscal goals.

The budget timeline was shared noting Public Comments on March 3rd and Board vote on March 4th.



Dr. Youngberg shared her budget philosophy is focused on student outcomes, staff satisfaction and fiscal responsibility. She looks at the budget with consideration to future impact. In addition, Dr. Youngberg reviewed her leadership style and how it affects the decisions she makes.

The budget increase request for 2025-2026 is 3.39%. She shared some information about the current district fiscal and performance health. Data was provided for Bloomfield and compared to other districts, to provide context for current district spending. She reviewed student enrollment versus full-time employee equivalent with no correlation noted.

She provided data regarding full-time equivalent (FTE) staffing, per pupil expenditures and district performance index (DPI) in comparison to the other Alliance Districts and districts of DRG G.

T. Mack-Mohammed asked how long the district has been a member of DRG G. The last time the state reviewed the DRG placements.

Dr. Tracy Youngberg reviewed the cost of magnet school and Special Education outplacements and the cost per year. She noted the tuition costs are growing. About 1/3 of increases to the budget have gone to tuition. This needs to be addressed for long-term fiscal health. A goal to achieve this is being able to support students in-district and having students return to Bloomfield from magnet schools.

Dr. Youngberg gave a 5-year snapshot of special education data and how much of the budget supports special education. As the number of students identified with an IEPs are declining there is an increase of Special Education employees. This is one focus area and the district will be conducting a Special Education audit of a districtwide needs assessment.

She discussed her analysis of the fiscal health of Global Experience Magnet School, with 15 of the 164 students being Bloomfield residents. Dr. Youngberg shared that no new students will be accepted for 2025-2026.

Dr. Youngberg shared data around the alternative high school contract with Our Piece of the Pie (OPP) and costs associated with the contract.

The expenditure summary by major object was reviewed. The majority of the budget is human resources costs, employee salaries and benefits. This makes up about 70% of the total budget. She also noted positions that were added after the 2024-2025 approved budget.

Dr. Youngberg reviewed the areas of improvement for 2025-2026 to get the district moving in the right direction. She also shared her plan for staffing and systems changes by location for 2025-2026. The majority of changes will be at Central Office. Some of the system changes include revisions to master scheduling, curriculum program changes, review continuum of services and intervention changes (MTSS).



The next slide addresses delivering high quality instruction and how having a curriculum to deliver instruction will impact change and student outcomes.

Dr. Youngberg shared investing in the future plans. This includes having 3 Executive Directors instead of an Assistant Superintendent, a full Human Resources department and summer staff preparation for 2025-2026.

The Superintendent reviewed recommendations for summer programming, which include the Extended School Year (ESY) program for Special Education students, the high school credit recovery and Incoming 9th Graders Bridge program. She recommends a potential opportunity for 2-4 weeks for a summer extension program as \$87/week.

H. Frydman inquired about the number of retirees and various contracts, that may be coming up for renewal. Retirements is currently at 2 certified and the rest are non-certified. In terms of contracts, regular transportation is through 2028 and special education transportation has one more year. He noted legal fees this year are unusually high due to negotiations.

Board members expressed appreciation for clarity of the budget and strategic changes presented.

T. Mack-Mohammed commented a need to review the number of out-of-district tuition costs and educate families. Dr. Youngberg noted the need to develop a long-range strategic plan.

L. Easmon stated it was beneficial to hear the rationale behind the planning and developing of the budget. She encouraged the public to view the budget online and join the March 3, 2025 meeting for Public Comments.

4. Adjournment

At 8:31 p.m. a motion to adjourn was made by H. Frydman and seconded by F. Bogle-Assegai.

The motion passed unanimously 6-0-0.

L. Easmon, Chair

T. Youngberg, Superintendent



Board of Education Special Meeting
Tuesday, March 3, 2025 at 7:00 P.M. Hybrid Meeting

In person: Bloomfield Board of Education, Board
Room 1133 Blue Hills Avenue
Bloomfield, CT 06002

Virtual: Click below to join the Zoom meeting:

<https://us02web.zoom.us/j/83899360240?pwd=bswFy5HB2IrUXTz50lreXyVHtdYkpD.1>

Meeting ID: 838 9936 0240 Passcode: w0YzZj

Dial in by Phone: (929) 205-6099 Passcode (for dial-in only): 271921

Attendance:	L. Easmon, Chair	Present
	H. Frydman, Vice Chair	Present
	F. Bogle-Assegai, Secretary	Present
	T. Moore	Present
	K. Dunbar	Present
	T. Mack-Mohammed	Present
	L. Simone	Present

Also Present: T. Youngberg, Acting Superintendent
D. Greco, Director of Accounting
G. Martinez, Executive Director of Talent Management & Community Partnerships
L. Lamenzo, Director of School Improvement
E. Pierce, District Grants Specialist
N. Jones, District Teaching & Learning Specialist

1. Establishment of a Quorum and Call to Order

L. Easmon determined a quorum was present and the Bloomfield Board of Education Special Meeting was called to order at 7:00 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. Public/PTO Comment

A. Public Comment on Superintendent's Proposed 2025-2026 Budget

L. Easmon, Chair reviewed the procedures for public comments in-person and virtually.

Rickford Kirton, 7 Hickory Lane, Bloomfield

Mr. Kirton thanked the Board members for providing a virtual session to ask questions. Tuition costs for out-of-district placements on Pages 51-52. Why are so many students leaving the district and what is being done to retain them? Dr. Youngberg responded regarding the continuum of care for special education services. She is unable to provide a direct answer why students are leaving but this is an area of focus. Mr. Kirton followed up with a need to communicate with families and find out why students are leaving. He also inquired about the per pupil expenditure, why it is so how and how it directly



benefits student achievement. He also noted our declining student population. Dr. Youngberg clarified the per pupil expenditure rate and noted it is high. She stated that the staffing structure will be reviewed and make adjustments that will benefit students.

Kate Keefe, 16 Breezy Knoll Drive, Bloomfield

She thanked the Superintendent for the thoughtfulness put into the proposed budget. She noted that her data 41% of Special Education students are classified as having an emotional disability. She inquired how the district is assessing for these needs and what is being implemented to address the interventions. She further inquired about Global Experience Magnet School (GEMS) status and Our Piece of the Pie (OPP) and the five-year contract. She further inquired if the district has community-based health clinics in the school system. She also encouraged getting magnet school families back. She noted that the Ed Sight data shows the performance of magnet schools is not much higher but they understand their data, safety precautions, intervention models and diversity.

Dr. Youngberg noted the district's intentional focus on Special Education including having a formal needs assessment for special education. In regards to GEMS a formal committee will be formed to provide information related to the operations of the building. The district is reviewing how to bring back an alternative program to Bloomfield but we are in a multi-year contract.

As a follow-up she encouraged the district to lean into the community for support as they are trying to improve quality of the educational system. Only other thing is the cost of contracted services and testing, especially in mental health field. Dr. Youngberg noted there will be family forums held in March and April and a Parent Advisory Group.

Rickford Kirton, 7 Hickory Lane, Bloomfield

Mr. Kirton wanted to follow-up on the per pupil expenditure formula. Mr. Greco noted the formula is calculated by the State of CT. Dr. Youngberg will follow-up and get the information from the state.

Online Comment: "Wright"

What is your plan to address behavioral issues in the district?

Dr. Youngberg noted it is a multi-faceted plan. The district will look at policies, how do operationalize those policies, how do we engage families and students in understanding expectations, having an intervention process with multi-tiers, having a true curriculum and having support at all levels for students in need.

Kerry Sisson, 48 Gabb Road, Bloomfield

Kerry stated she appreciates everything you are doing. The speaker addressed a concern that the in-district alternative program for students with behavioral needs is being dismantled. She also works in a school and knows the effectiveness of school-based program. Dr. Youngberg noted it is slowly being moved back to the schools. She noted it is important for the K-4 students to have time with non-disabled peers and numbers can be managed at the school-level. Some students were moved back to a school-based program and some were out-placed based on the best interest of the students and being in the least restrictive environment.



B. Board of Education Comments on the Superintendent's Proposed 2025-2026 Budget
The Board of Education did not have any comments.

4. Adjournment

At 7:24 p.m. a motion was made by H. Frydman and seconded by T. Moore.

The motion passed unanimously 7-0-0.

F. Bogle-Assegai, Secretary

T. Youngberg, Superintendent



Board of Education Special Meeting
Tuesday, March 4, 2025 at 7:00 P.M.
Hybrid Meeting

In person: Bloomfield Board of Education, Board Room
1133 Blue Hills Avenue
Bloomfield, CT 06002

Virtual: Click the link below to join Zoom meeting
<https://us02web.zoom.us/j/81447862406?pwd=OHQn4Lil8IMbEp4B1yj4MxP9pzix8s.1>
Meeting ID: 814 4786 2406 Passcode: hP6p8i

Attendance:	L. Easmon, Chair	Present
	H. Frydman, Vice Chair	Present (online)
	F. Bogle-Assegai, Secretary	Present (online)
	T. Moore	Present
	K. Dunbar	Present
	T. Mack-Mohammed	Present
	L. Simone	Present (online)

Also Present: T. Youngberg, Acting Superintendent
D. Greco, Director of Accounting
G. Martinez, Executive Director of Talent Management & Community Partnerships
L. Lamenzo, Director of School Improvement
E. Pierce, District Grants Specialist
N. Jones, District Teaching & Learning Specialist

1. Establishment of a Quorum and Call to Order

L. Easmon determined a quorum was present and the Bloomfield Board of Education Special Meeting was called to order at 7:00 p.m.

2. Pledge of Allegiance

All rose to recite the Pledge of Allegiance.

3. New Business

A. Deliberation and Possible Action on the Superintendent’s Proposed 2025-2026 Budget

Dr. Tracy Youngberg, Superintendent updated the public that the Town Council presentation will be on March 12, 2025. Dr. Youngberg will also be hosting listening sessions for the families and community members.

Dr. Youngberg reviewed the proposed offerings for summer programs and what the district is required to provide. The district will be offering the Governors Summer Reading & Math Challenge, Extended School Year (ESY) for special education students who qualify, high school credit recovery and the Bridge Program for incoming 9th graders. In addition, she is including summer staff reparation in the budget to prepare for



the upcoming school year as there will be a lot of changes. The district is also working with the extension program to provide summer opportunities at a low cost to families.

Dr. Youngberg further addressed questions from the community that were not shared during public comments on March 3, 2025. She reviewed each question and each answer.

L. Easmon requested comments or questions from the Board member for deliberations.

L. Simone did not have any questions. Her questions were asked during her budget workshop and during public comments.

T. Mack-Mohammed she does not have any questions. She appreciates Dr. Youngberg taking the time to answer the additional questions from the public.

F. Bogle-Assegai did not have any questions but shared concerns about costs of out-of-district tuition for special education and the cost of placements at Our Piece of the Pie (OPP). In addition, she has concerns about what the Board will decide about Global Experience Magnet School (GEMS) consider the number of Bloomfield residents that attend.

T. Moore shared concerns about 70% of the budget devoted to staff salaries and benefits. He also noted the cost of transportation with observations of near empty buses. His questions addressing special education in the district was responded to during the public comments on March 3, 2025.

K. Dunbar she has no additional questions as they were addressed during Finance Committee meetings and budget workshops. The budget covers the costs to run the school district and meet contractual obligations. She greatly appreciates Dr. Youngberg's presentation on February 25, 2025.

H. Frydman commended Dr. Youngberg for answering questions during her budget presentation. Mr. Frydman inquired about the current student population and projected enrollment projections. He also inquired about OPP and the status of the contract.

L. Easmon applauded Dr. Youngberg and her staff on the exceptional budget and for putting students first, thinking out of the box and repurposing staff. She further noted the budget transportation has been very transparent. L. Easmon inquired about rising costs of Workmans' Compensation on page 45. Dr. Youngberg noted this is one item that will be addressed by the new Human Resources Department. Ms. Easmon also asked about the utilities costs on page 87. The solar credits are helping reduce costs and the solar credits information can be shared with the Board.

A motion was made by H. Frydman and seconded by K. Dunbar for the Bloomfield Board of Education to accept and adopt the Superintendent's Proposed Budget for fiscal year 2025-2026 in the amount of \$55,233,741, as presented.



Vote: T. Mack-Mohammed Aye
F. Bogle-Assegai Aye
L. Simone Aye
T. Moore Aye
K. Dunbar Aye
H Frydman Aye
L. Easmon Aye

The motion passed unanimously 7-0-0.

4. Adjournment

At 7:43 p.m. a motion was made by H. Frydman and seconded by T. Moore.

The motion passed unanimously 7-0-0.

F. Bogle-Assegai, Secretary

T. Youngberg, Superintendent

Bloomfield

BOE EXPENDITURE REPORT BY MAJOR OBJECT

Account Number / Description	Revised budget	Expenses YTD	Encumbrances	Balance Before	Submitted	Balance After	Percent
	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	7/1/2024 - 6/30/2025	Req's Sub. 7/1/2024 - 6/30/2025	Requisitions 7/1/2024 - 6/30/2025	Req's Sub	Remaining 7/1/2024 - 6/30/2025
01 CERTIFIED SALARIES	\$16,144,953.00	\$9,379,271.47	\$6,221,474.56	\$544,206.97	\$0.00	\$544,206.97	3.37%
02 NON-CERTIFIED SALARIES	\$9,093,296.00	\$5,469,380.39	\$3,176,659.41	\$447,256.20	\$0.00	\$447,256.20	4.91%
03 EMPLOYEE BENEFITS	\$11,674,584.00	\$7,373,386.98	\$4,106,793.30	\$194,403.72	\$0.00	\$194,403.72	1.66%
04 CONTRACTED SERVICES	\$2,420,197.00	\$1,626,674.45	\$507,538.82	\$285,983.73	\$0.00	\$285,983.73	11.81%
05 PUPIL TRANSPORTATION	\$4,052,539.00	\$3,231,541.42	\$677,317.39	\$143,680.19	\$767.29	\$142,912.90	3.54%
06 INSURANCE	\$204,353.00	\$154,910.99	\$44,527.89	\$4,914.12	\$0.00	\$4,914.12	2.40%
07 COMMUNICATIONS	\$116,974.00	\$63,881.60	\$30,441.02	\$22,651.38	\$76.49	\$22,574.89	19.36%
08 TUITION	\$7,450,860.00	\$2,910,347.15	\$4,354,385.92	\$186,126.93	\$5,445.60	\$180,681.33	2.49%
09 OTHER PURCHASED SERVICES	\$68,544.00	\$36,020.77	\$12,819.00	\$19,704.23	\$0.00	\$19,704.23	28.74%
10 SUPPLIES	\$378,992.00	\$253,726.98	\$52,782.03	\$72,482.99	\$1,607.26	\$70,875.73	19.12%
11 OPERATION & MAINTENANCE OF BUILDINGS	\$1,565,082.00	\$995,381.48	\$517,436.00	\$52,264.52	\$0.00	\$52,264.52	3.33%
12 TEXTBOOKS/LIBRARY BOOKS/OTHER SUPPL	\$44,343.00	\$30,375.99	\$726.19	\$13,240.82	\$0.00	\$13,240.82	29.86%
13 EQUIPMENT	\$58,458.00	\$23,132.30	\$1,707.21	\$33,618.49	\$1,492.64	\$32,125.85	57.50%
14 MISCELLANEOUS	\$151,190.00	\$118,628.50	\$11,322.94	\$21,238.56	\$0.00	\$21,238.56	14.04%
GRAND TOTAL	\$53,424,365.00	\$31,666,660.47	\$19,715,931.68	\$2,041,772.85	\$9,389.28	\$2,032,383.57	3.82%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

Account Number / Description	Revised Budget 7/1/2024 - 6/30/2025	Expenses YTD 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 6/30/2025	Balance Before Req's Sub. 7/1/2024 - 6/30/2025	Submitted Requisitions 7/1/2024 - 6/30/2025	Balance After Req's Sub	Percent Remaining 7/1/2024 - 6/30/2025
1110 SALARIES, TEACHER	\$14,211,483.00	\$8,143,011.76	\$5,696,936.48	\$371,534.76	\$0.00	\$371,534.76	2.61%
1115 SALARIES, ADMIN	\$1,933,470.00	\$1,236,259.71	\$524,538.08	\$172,672.21	\$0.00	\$172,672.21	8.93%
01 CERTIFIED SALARIES	\$16,144,953.00	\$9,379,271.47	\$6,221,474.56	\$544,206.97	\$0.00	\$544,206.97	3.37%
1210 SALARIES, PROFESSIONAL STAFF	\$445,106.00	\$283,120.41	\$176,096.21	\$(14,110.62)	\$0.00	\$(14,110.62)	(3.17)%
1215 SALARIES, JROTC	\$115,753.00	\$45,746.80	\$70,005.46	\$0.74	\$0.00	\$0.74	0.00%
1217 SALARIES, SPEECH ASST	\$48,732.00	\$25,799.02	\$22,932.44	\$0.54	\$0.00	\$0.54	0.00%
1218 SALARIES, OT ASST	\$43,027.00	\$23,903.75	\$19,123.00	\$0.25	\$0.00	\$0.25	0.00%
1220 SALARIES, TUTOR	\$387,173.00	\$188,513.82	\$141,916.90	\$56,742.28	\$0.00	\$56,742.28	14.65%
1230 SALARIES, PARA	\$2,091,157.00	\$1,084,741.45	\$795,518.49	\$210,897.06	\$0.00	\$210,897.06	10.08%
1235 SALARIES, NURSES	\$381,641.00	\$207,728.27	\$155,305.50	\$18,607.23	\$0.00	\$18,607.23	4.87%
1240 SALARIES, CLERICAL	\$1,511,879.00	\$962,412.50	\$533,516.41	\$15,950.09	\$0.00	\$15,950.09	1.05%
1250 SALARIES, BUSINESS OFFICE	\$661,171.00	\$403,266.76	\$252,375.47	\$5,528.77	\$0.00	\$5,528.77	0.83%
1255 SALARIES, TECHNICAL SUPPORT	\$380,022.00	\$266,577.02	\$113,444.24	\$0.74	\$0.00	\$0.74	0.00%
1257 SALARIES, RESIDENCY OFFICER	\$152,777.00	\$98,840.85	\$53,935.66	\$0.49	\$0.00	\$0.49	0.00%
1260 SALARIES, CUSTODIAN	\$1,510,558.00	\$999,125.11	\$505,304.02	\$6,128.87	\$0.00	\$6,128.87	0.40%
1265 SALARIES, MAINTENANCE	\$685,430.00	\$456,118.45	\$229,310.56	\$0.99	\$0.00	\$0.99	0.00%
1270 SALARIES, MONITOR	\$257,228.00	\$141,508.09	\$72,615.39	\$43,104.52	\$0.00	\$43,104.52	16.75%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

Account Number / Description	Revised Budget 7/1/2024 - 6/30/2025	Expenses YTD 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 6/30/2025	Balance Before Req's Sub. 7/1/2024 - 6/30/2025	Submitted Requisitions 7/1/2024 - 6/30/2025	Balance After Req's Sub	Percent Remaining 7/1/2024 - 6/30/2025
1273 SALARIES, STUDENT SUPPORT SPECIALIST	\$51,375.00	\$28,592.29	\$22,782.11	\$0.60	\$0.00	\$0.60	0.00%
1275 SALARIES, CROSSING GUARD	\$40,664.00	\$20,114.49	\$12,477.55	\$8,071.96	\$0.00	\$8,071.96	19.85%
1280 SALARIES, SUPPORT	\$26,433.00	\$11,416.50	\$0.00	\$15,016.50	\$0.00	\$15,016.50	56.80%
1290 OVERTIME, SUPPORT	\$303,170.00	\$221,854.81	\$0.00	\$81,315.19	\$0.00	\$81,315.19	26.82%
02 NON-CERTIFIED SALARIES	\$9,093,296.00	\$5,469,380.39	\$3,176,659.41	\$447,256.20	\$0.00	\$447,256.20	4.91%
2100 HEALTH INSURANCE	\$7,342,315.00	\$3,799,652.09	\$3,428,507.15	\$114,155.76	\$0.00	\$114,155.76	1.55%
2150 LIFE INSURANCE	\$217,500.00	\$112,458.84	\$104,996.96	\$44.20	\$0.00	\$44.20	0.02%
2170 INSURANCE BUY-OUT	\$58,700.00	\$29,100.00	\$29,600.00	\$0.00	\$0.00	\$0.00	0.00%
2200 SOCIAL SECURITY	\$1,272,794.00	\$787,660.36	\$445,240.64	\$39,893.00	\$0.00	\$39,893.00	3.13%
2300 PENSION	\$1,488,445.00	\$1,480,919.27	\$0.00	\$7,525.73	\$0.00	\$7,525.73	0.50%
2310 OPEB - MEDICAL	\$831,303.00	\$831,303.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
2410 SEVERANCE	\$74,806.00	\$74,805.21	\$0.00	\$0.79	\$0.00	\$0.79	0.00%
2500 COURSE REMUNERATION	\$40,000.00	\$19,189.00	\$8,408.55	\$12,402.45	\$0.00	\$12,402.45	31.00%
2600 UNEMPLOYMENT COMP	\$54,016.00	\$29,688.00	\$20,542.00	\$3,786.00	\$0.00	\$3,786.00	7.00%
2700 WORKERS' COMP	\$293,705.00	\$208,494.00	\$69,498.00	\$15,713.00	\$0.00	\$15,713.00	5.34%
2800 PERSONAL PROPERTY LOSS - DISTRICT	\$1,000.00	\$117.21	\$0.00	\$882.79	\$0.00	\$882.79	88.27%
03 EMPLOYEE BENEFITS	\$11,674,584.00	\$7,373,386.98	\$4,106,793.30	\$194,403.72	\$0.00	\$194,403.72	1.66%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

Account Number / Description	Revised Budget 7/1/2024 - 6/30/2025	Expenses YTD 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 6/30/2025	Balance Before Req's Sub. 7/1/2024 - 6/30/2025	Submitted Requisitions 7/1/2024 - 6/30/2025	Balance After Req's Sub	Percent Remaining 7/1/2024 - 6/30/2025
0141 TUITION	\$52,000.00	\$17,766.66	\$8,233.34	\$26,000.00	\$0.00	\$26,000.00	50.00%
3100 ADMIN SERVICES	\$71,482.00	\$49,055.24	\$12,734.03	\$9,692.73	\$0.00	\$9,692.73	13.55%
3200 PROF EDUCATIONAL SERVICES	\$1,125,708.00	\$746,277.90	\$193,290.55	\$186,139.55	\$0.00	\$186,139.55	16.53%
3260 TESTING	\$109,321.00	\$79,648.23	\$19,001.54	\$10,671.23	\$0.00	\$10,671.23	9.76%
3300 PROF DEVELOPMENT	\$12,473.00	\$0.00	\$0.00	\$12,473.00	\$0.00	\$12,473.00	100.00%
3400 OTHER PROF SERVICES	\$260,824.00	\$208,045.53	\$52,776.54	\$1.93	\$0.00	\$1.93	0.00%
3500 TECHNICAL SERVICES	\$180,407.00	\$167,395.44	\$7,656.00	\$5,355.56	\$0.00	\$5,355.56	2.96%
3520 COPIER COSTS	\$102,454.00	\$49,759.57	\$34,655.72	\$18,038.71	\$0.00	\$18,038.71	17.60%
4009 PURCH SERV NON-PUBLIC HEALTH SVCS	\$57,367.00	\$33,417.60	\$22,278.40	\$1,671.00	\$0.00	\$1,671.00	2.91%
4300 MAINTENANCE & REPAIR	\$43,516.00	\$15,334.84	\$20,310.08	\$7,871.08	\$0.00	\$7,871.08	18.08%
4310 PURCHASED SERVICES BUILDINGS	\$368,145.00	\$241,399.83	\$118,676.30	\$8,068.87	\$0.00	\$8,068.87	2.19%
4320 VEHICLE MAINTENANCE & REPAIR	\$36,500.00	\$18,573.61	\$17,926.32	\$0.07	\$0.00	\$0.07	0.00%
04 CONTRACTED SERVICES	\$2,420,197.00	\$1,626,674.45	\$507,538.82	\$285,983.73	\$0.00	\$285,983.73	11.81%
5100 TRANSPORTATION, PUPIL	\$3,974,067.00	\$3,197,141.00	\$670,401.28	\$106,524.72	\$507.29	\$106,017.43	2.68%
5820 FIELD TRIPS	\$78,472.00	\$34,400.42	\$6,916.11	\$37,155.47	\$260.00	\$36,895.47	47.34%
05 PUPIL TRANSPORTATION	\$4,052,539.00	\$3,231,541.42	\$677,317.39	\$143,680.19	\$767.29	\$142,912.90	3.54%
5200 PROPERTY/LIABILITY INSURANCE	\$183,018.00	\$133,575.99	\$44,527.89	\$4,914.12	\$0.00	\$4,914.12	2.68%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

Account Number / Description	Revised Budget 7/1/2024 - 6/30/2025	Expenses YTD 7/1/2024 - 6/30/2025	Encumbrances 7/1/2024 - 6/30/2025	Balance Before Req's Sub. 7/1/2024 - 6/30/2025	Submitted Requisitions 7/1/2024 - 6/30/2025	Balance After Req's Sub	Percent Remaining 7/1/2024 - 6/30/2025
5290 OTHER INSURANCE	\$21,335.00	\$21,335.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
06 INSURANCE	\$204,353.00	\$154,910.99	\$44,527.89	\$4,914.12	\$0.00	\$4,914.12	2.40%
5300 TELEPHONE	\$69,900.00	\$43,689.56	\$25,906.44	\$304.00	\$0.00	\$304.00	0.43%
5310 POSTAGE	\$28,754.00	\$14,018.95	\$1,114.65	\$13,620.40	\$76.49	\$13,543.91	47.36%
5400 ADVERTISING	\$2,321.00	\$721.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	68.93%
5500 PRINTING	\$15,999.00	\$5,452.09	\$3,419.93	\$7,126.98	\$0.00	\$7,126.98	44.54%
07 COMMUNICATIONS	\$116,974.00	\$63,881.60	\$30,441.02	\$22,651.38	\$76.49	\$22,574.89	19.36%
5600 TUITION, PUBLIC	\$4,056,432.00	\$1,173,294.10	\$2,821,206.92	\$61,930.98	\$5,445.60	\$56,485.38	1.52%
5630 TUITION, PRIVATE	\$1,636,515.00	\$795,213.05	\$717,106.00	\$124,195.95	\$0.00	\$124,195.95	7.58%
5690 TUITION, MAGNET	\$1,757,913.00	\$941,840.00	\$816,073.00	\$0.00	\$0.00	\$0.00	0.00%
08 TUITION	\$7,450,860.00	\$2,910,347.15	\$4,354,385.92	\$186,126.93	\$5,445.60	\$180,681.33	2.49%
5810 STAFF TRAVEL	\$35,200.00	\$20,288.01	\$8,702.70	\$6,209.29	\$0.00	\$6,209.29	17.64%
5814 CONFERENCES & MEETINGS	\$33,344.00	\$15,732.76	\$4,116.30	\$13,494.94	\$0.00	\$13,494.94	40.47%
09 OTHER PURCHASED SERVICES	\$68,544.00	\$36,020.77	\$12,819.00	\$19,704.23	\$0.00	\$19,704.23	28.74%
6110 INSTRUCTIONAL SUPPLIES	\$239,124.00	\$150,878.44	\$39,832.72	\$48,412.84	\$432.26	\$47,980.58	20.24%
6115 OFFICE SUPPLIES	\$34,863.00	\$17,096.13	\$3,882.85	\$13,884.02	\$0.00	\$13,884.02	39.82%
6116 LIBRARY / AV SUPPLIES	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

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6117 COMPUTER SUPPLIES	\$7,000.00	\$4,791.74	\$878.27	\$1,329.99	\$1,175.00	\$154.99	18.99%
6120 SOFTWARE	\$76,193.00	\$72,229.35	\$2,222.52	\$1,741.13	\$0.00	\$1,741.13	2.28%
6900 OTHER SUPPLIES	\$21,562.00	\$8,731.32	\$5,965.67	\$6,865.01	\$0.00	\$6,865.01	31.83%
10 SUPPLIES	\$378,992.00	\$253,726.98	\$52,782.03	\$72,482.99	\$1,607.26	\$70,875.73	19.12%
6125 FACILITY SUPPLIES	\$116,305.00	\$71,227.54	\$32,552.38	\$12,525.08	\$0.00	\$12,525.08	10.76%
6130 FACILITY MATERIALS	\$136,140.00	\$96,730.46	\$37,121.60	\$2,287.94	\$0.00	\$2,287.94	1.68%
6200 HEAT	\$396,118.00	\$221,411.15	\$174,706.85	\$0.00	\$0.00	\$0.00	0.00%
6220 ELECTRICITY	\$794,694.00	\$562,953.86	\$229,288.64	\$2,451.50	\$0.00	\$2,451.50	0.30%
6290 WATER SERVICES	\$86,825.00	\$43,058.47	\$43,766.53	\$0.00	\$0.00	\$0.00	0.00%
7200 BUILDING IMPROVEMENTS	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$0.00	\$35,000.00	100.00%
11 OPERATION & MAINTENANCE OF BUILDINGS	\$1,565,082.00	\$995,381.48	\$517,436.00	\$52,264.52	\$0.00	\$52,264.52	3.33%
6410 TEXTBOOKS	\$41,893.00	\$29,779.81	\$127.75	\$11,985.44	\$0.00	\$11,985.44	28.60%
6420 LIBRARY BOOKS, PERIODICALS	\$1,100.00	\$0.00	\$598.44	\$501.56	\$0.00	\$501.56	45.59%
6430 PROF BOOKS	\$1,350.00	\$596.18	\$0.00	\$753.82	\$0.00	\$753.82	55.83%
12 TEXTBOOKS/LIBRARY BOOKS/OTHER SUPPL	\$44,343.00	\$30,375.99	\$726.19	\$13,240.82	\$0.00	\$13,240.82	29.86%
7300 NEW EQUIPMENT	\$17,446.00	\$7,094.94	\$1,026.54	\$9,324.52	\$1,469.25	\$7,855.27	53.44%
7320 REPLACEMENT EQUIPMENT	\$24,648.00	\$2,217.83	\$0.00	\$22,430.17	\$0.00	\$22,430.17	91.00%

Bloomfield

BOE EXPENDITURE REPORT BY OBJECT

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7340 COMPUTER EQUIP	\$16,364.00	\$13,819.53	\$680.67	\$1,863.80	\$23.39	\$1,840.41	11.38%
13 EQUIPMENT	\$58,458.00	\$23,132.30	\$1,707.21	\$33,618.49	\$1,492.64	\$32,125.85	57.50%
8100 DUES & FEES	\$47,105.00	\$41,993.00	\$514.00	\$4,598.00	\$0.00	\$4,598.00	9.76%
8800 ATHLETIC PROGRAMS	\$82,878.00	\$71,370.92	\$3,982.36	\$7,524.72	\$0.00	\$7,524.72	9.07%
8900 STUDENT ACTIVITIES	\$21,207.00	\$5,264.58	\$6,826.58	\$9,115.84	\$0.00	\$9,115.84	42.98%
14 MISCELLANEOUS	\$151,190.00	\$118,628.50	\$11,322.94	\$21,238.56	\$0.00	\$21,238.56	14.04%
GRAND TOTAL	\$53,424,365.00	\$31,666,660.47	\$19,715,931.68	\$2,041,772.85	\$9,389.28	\$2,032,383.57	3.82%

BLOOMFIELD PUBLIC SCHOOLS | 2025-2026 CALENDAR



DAYS: 0

4 Independence Day: offices closed

JULY '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY '26						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DAYS: 19

01 New Year's Day: schools & offices closed
02 Holiday Recess: **schools closed**
19 M.L. King Day: schools & offices closed
28 PD: early dismissal PreK-12

DAYS: 3

25 Convocation
26 Staff PD
27 First Day of School

**PD = Professional Development

AUGUST '25						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY '26						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

DAYS: 18

04 PD: early dismissal PreK-12
16 Presidents' Day: schools & offices closed
17 Teacher PD: **schools closed**

DAYS: 21

01 Labor Day: schools & offices closed
10 PD: early dismissal PreK-12

SEPTEMBER '25						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MARCH '26						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DAYS: 22

11 PD: early dismissal PreK-12
25-27 Parent Conferences: early dismissal PreK-12

DAYS: 21

13 Indigenous Peoples' Day: schools & offices closed
14 Teacher PD: **schools closed**
29-31 Parent Conferences: early dismissal PreK-12

OCTOBER '25						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL '26						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DAYS: 16

03 Good Friday: offices closed
13-17 Spring Recess: **schools closed**
29 PD: early dismissal PreK-12

DAYS: 15

04 Election Day: **schools closed** Teacher PD
11 Veterans Day: **schools closed**
26-28 Thanksgiving Recess: schools & offices closed

NOVEMBER '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY '26						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

DAYS: 19

20 Teacher PD: **schools closed**
25 Memorial Day: schools & offices closed

DAYS: 17

10 PD: early dismissal PreK-12
24-31 Holiday Recess: **schools closed**
24-25 Christmas Eve & Christmas: offices closed

DECEMBER '25						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE '26						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DAYS: 9

03 PD: early dismissal PreK-12
11 Projected last day of school: early dismissal PreK-12
19 Juneteenth: offices closed

Legend:

Schools closed
 First or last day of school

Early dismissal (conferences or PD)
 Professional Development (schools closed)

Approved: DATE

Offices closed



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program

FROM: Shannon K. Yearwood, Bureau Chief *Shannon K. Yearwood*
Bureau of Child Nutrition Programs

DATE: February 24, 2025

SUBJECT: Operational Memorandum No. 03-25
Requirements for Submitting the Healthy Food Certification (HFC) Statement
for School Year 2025-26

The Healthy Food Certification (HFC) statute ([C.G.S. Section 10-215f](#)) requires that every year, local boards of education or governing authorities (BOE) for public schools participating in the National School Lunch Program (NSLP) must determine and certify whether all food items sold to students separately from reimbursable meals will or will not meet the [Connecticut Nutrition Standards](#) (CNS). These standards also apply to all foods offered in reimbursable snacks for the Afterschool Snack Program (ASP).

“Public schools” include all public schools, regional educational service centers, the Connecticut Technical Education and Career System (CTECS), charter schools, interdistrict magnet schools, and endowed academies.

This memo provides the required BOE motion language and step-by-step instructions for submitting the HFC application for school year (SY) 2025-26. Please review this Operational Memorandum carefully to ensure accurate and timely submission of the HFC Statement.

HFC Eligibility Requirements for BOEs opting to implement HFC

To be eligible for HFC during SY 2025-26 (July 1, 2025, through June 30, 2026), the BOE must conduct the HFC votes by **July 1, 2025**. All votes must use the **exact motion language** provided in attachment 1.

All BOEs **must** vote on whether to participate in the healthy food option of HFC.

- If the BOE votes “yes” to the healthy food option, a vote on whether to allow food exemptions is **required**. The BOE may choose to vote on whether to allow beverage exemptions.
- If the BOE votes “no” to the healthy food option, a vote on whether to allow food exemptions is **not** required. The BOE may choose to vote on whether to allow beverage exemptions.

Beverage exemptions are defined by a separate statute (C.G.S. Section 10-221q) and are not part of the annual HFC Statement. If the BOE does not vote to allow beverage exemptions, only [allowable beverages](#) can be sold to students on school premises at all times.

Refer to attachment 1 for the required motion language and a summary chart of the required votes.

HFC Application Process for SY 2025-26

All public school sponsors of the NSLP must complete the steps below to meet the HFC application deadline of **July 1, 2025**, for school year 2025-26.

1. Schedule the required HFC votes at a BOE meeting **well before** July 1, 2025, to allow sufficient time for the BOE to approve the **draft** minutes before they are submitted to the CSDE. The HFC Statement must include the **final** BOE-approved minutes. If the district chooses to allow beverage exemptions, the CSDE recommends that the BOE conducts the vote on beverage exemptions at the same time as the HFC votes.
2. Conduct the BOE votes and prepare the BOE minutes. The final BOE-approved minutes must: 1) include the required language in attachment 1; and 2) indicate the results of each vote. Do not submit the final BOE-approved minutes until requested by the CSDE (refer to step 3).
3. **May 2025:** Complete the online HFC application module in the CSDE's Connecticut Online Application and Claiming System for Child Nutrition Programs (CNP System). Upload the final BOE-approved minutes indicating the results of the HFC votes. The CSDE will notify sponsors when the HFC application module and instructions are available.

For more information, visit the "[Annual HFC Application](#)" section of the CSDE's HFC webpage. Training on the HFC application process is available in the CSDE's video, [Completing the Application Process for Healthy Food Certification](#).

For HFC compliance resources, visit the "[Guidance and Resources](#)" section of the CSDE's HFC webpage. Training on the HFC requirements is available in the CSDE's training program, [Complying with Healthy Food Certification](#).

For questions or additional information, please contact Susan Fiore at 860-807-2075 or susan.fiore@ct.gov or Teri Dandeneau at 860-807-2079 or teri.dandeneau@ct.gov.

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Attachments: (1)

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for School Nutrition Programs](#) webpage.