

Board of Education Regular Meeting
Tuesday, June 19, 2012 6:00 PM Eastern

Middletown Common Council Chambers
245 DEKOVEN DRIVE, MIDDLETOWN, CT
06457
Middletown, CT 06457

- I. Call to Order
- II. Salute to the Flag
- III. Adoption of Agenda
- IV. Public Session
- V. Communications
 - V.A. Report of Student Representative
- VI. Consent Agenda
 - VI.A. Minutes of June 5, 2012 BOE Regular Meeting
 - VI.B. Personnel Action
 - VI.C. Primary Mental Health Program Grant
 - VI.D. Bylaw #9325 Meeting Conduct (revision) - Second Reading
 - VI.E. Policy #5141.21 Administering Medication (revision)- Second Reading
 - VI.F. Policy #6141.321 Acceptable Use of the Internet (revision) - Second Reading
- VII. Report of the Superintendent
 - VII.A. District Data Team
 - VII.B. District News
- VIII. Committees
 - VIII.A. Budget Committee
 - VIII.B. Communications Committee
 - VIII.C. Curriculum Committee
 - VIII.D. Feasibility Committee
 - VIII.E. Policy Committee
 - VIII.F. Representative Reports
- IX. Action Items
 - IX.A. Board of Education Meeting Schedule 2012 - 2013
- X. Future Agenda Items
 - X.A. New Items
- XI. Pending Litigation
 - XI.A. Executive Session
- XII. Adjournment

Board of Education Regular Meeting
June 5, 2012, 7:00 PM
Middletown Common Council Chambers

I. CALL TO ORDER

Board Members Present: Franca Biales, Sheila Daniels, Ava Hart, Ryan Kennedy, Cheryl McClellan, Ed McKeon, Gene Nocera, Ted Raczka, and Mitchell Wynn

Board Members Absent: None

Others Present: Interim Superintendent of Schools Dr. David Larson, Interim Associate Superintendent for Teaching and Learning Dr. John Sullivan, Business Manager Nancy Haynes, Director of Facilities Ken Jackson, Director of Grant Services Elizabeth Nocera, Lawrence School Principal Enza Macri, Student Representative Michael Durso, Assistant to the Superintendent/Board Secretary Marcy Poppel, MFT Representative Steve McKeever, Hartford Courant Reporter Shawn Beals, Middletown Press Reporter Jim Salemi, and seventy-four (74) visitors.

Chair Nocera called the meeting to order at 7:04 PM.

II. SALUTE TO THE FLAG

Student Rep Michael Durso led in the Pledge of Allegiance.

III. ADOPTION OF AGENDA

MOTION: Adoption of the Agenda passed with a motion by Ms. Daniels and a second by Mr. McKeon – unanimous vote.

IV. DISTRICT HIGHLIGHTS - RECOGNITIONS

Mr. McKeon stated that this evening the Board is recognizing three groups from Middletown High School, the Girls Dance Team, the DECA Club, and the Chemistry Club. Below is an overview of their accomplishments.

IV.A. Middletown High School Girls Dance Team

This was one of the most exciting seasons that the Middletown High School Dance Team has experienced in years. The girls were very dedicated and worked very hard to achieve what they did throughout the competition season. The season consisted of 4 competitions, 3 in which the dance team came in first place. They started the season placing first in high school hip hop at the Oxford competition on January 14th, and also walked away with the overall highest score out of every team that competed that day. The team then placed third in high school hip hop at the Woodland competition on January 28th. The Dance Team's third competition took place at Quinnipiac University on February 11th where the girls won first place out of 8 teams in the high school hip hop division. To finish up the season the girls competed at the Connecticut State Dance Team Championships March 3rd and came in first place in the large hip hop division, making them State Champions. The girls placed first out of 10 teams in their division. The team was beyond excited and so proud of this huge accomplishment and was very happy to bring home a win for Middletown.

IV.B. Middletown High School DECA Club

Middletown DECA, the largest and most successful DECA program in the state and recognized as a top 1% program, is a student organization of 160 Junior and Senior students at Middletown High School. DECA prepares emerging leaders and entrepreneurs for careers in marketing,

finance, hospitality and management in high schools and colleges around the globe. There are over 200,000 DECA students in 5000 high schools and hundreds of colleges worldwide.

In February of this year, students from Middletown DECA competed at the annual state competition against approximately 1000 students from around the state. There are over 50 competitive events in which students must take a rigorous test, perform case study presentations and create and present business plans. Events include Marketing, Finance, Entrepreneurship, Hospitality, Business Ethics, Sports and Entertainment, Travel and Tourism, Human Resources and many others. Out of 50 students from our city that competed, Middletown DECA had 39 winners, 17 of which were first place winners. This was another record-breaking year.

At the end of April, 22 students from Middletown DECA competed at the International Career Development Conference in Salt Lake City, Utah. 15,000 students from around the globe, that had won at their respective local competitions, attended the conference.

Students had to again complete rigorous written testing and multiple case study and business plan presentations. The young women and men of Middletown DECA brought pride to our school and city by earning seven medals, which was half the total of all of Connecticut, and 13 certificates of merit. Middletown DECA was also recognized as one of the top 1% of all DECA programs in the world.

IV.C. Middletown High School Chemistry Club

Eight Middletown High School Chemistry students competed with 24 other schools at the Regional Chemistry Olympiad competition at UCONN in March. The team: Sophomores: Terry Nyguen, Haley Rugh, Hannah Brenton, Sam Angle, Richa Gupta, Junior: Drew Cietek, and Seniors: Lizzy Paquette and Randy Hamchand placed first in the non-AP category. Randy Hamchand was one of the top 29 of 218 competitors to earn a spot to compete for a chance to take the national exam in April.

Since 2006, Ms. Downer has selected a group of eight students who are currently or have previously taken chemistry to compete on behalf of the school. The students attend extra practice sessions with her afterschool (sometimes over vacation) to prepare. They have won in their category every year since 2006 except for 2009 when they placed third. In 2007, one of our students scored the highest score in the State of Connecticut and 2nd highest in Connecticut and Massachusetts, earning himself a chance to compete in the national exam and 50% off tuition scholarship to UCONN.

Chair Nocera congratulated the staff, students and parents.

Ms. Daniels asked each student to come forward and introduce themselves.

IV.D. Introduction of New High School Assistant Principal and New High School Dean of Students

Chair Nocera called forward incoming Middletown High School Principal Colleen Weiner who introduced and welcomed the newest members of the Middletown High School Administrative Team. Mr. Joe DiNatale is the new Assistant Principal and Mr. Ryan Mertel is the new Dean of Students at Middletown High School. Mr. DiNatale and Mr. Merkel thanked the Board said they look forward to joining the Middletown High School community.

A brief recess was called by Chair Nocera at 7:19 PM.

The Chair reconvened the meeting at 7:24 PM.

V. PUBLIC SESSION

Chair Nocera explained the rules of Public Session.

Donna Gagnon Smith addressed the Board about deliberate indifference.

Lee B. Smith stated the microphone is not working, and spoke about the Office of Civil Rights, his request for verified counts of acts of bullying, and an alleged student matter.

VI. COMMUNICATIONS

VI.A. Report of Student Representative

Student Rep Michael Durso shared that Elizabeth Fraulino is the winner of the Ivon and Mario Newberg Student Council Scholarship. They are currently working on Senior Wall hand painting.

VII. CONSENT AGENDA

MOTION: Move to accept the Consent Agenda passed with a motion by Ms. Daniels and a second by Mr. Kennedy – unanimous vote.

VII.A. Minutes of May 8, 2012 BOE Regular Meeting

VII.B. Personnel Action

VII.C. Professional Improvement Fund

VII.D. Carl D. Perkins Grant

VII.E. Extended Field Trip - DECA trip to California April, 2013

VIII. REPORT OF THE SUPERINTENDENT

VIII.A. District Data Team (DDT)

Dr. Sullivan commended the DDT. He said ad hoc leadership of the DDT has been given to Lawrence Principal Enza Macri. He noted that the State Department and he are extremely impressed with Ms. Macri and the DDT. Ms. Macri provided the Board with an overview of what transpired at the last DDT meeting. She encouraged Board members to contact her for more information and explanations. Mr. McKeon suggested there be a Board Workshop to ensure the Board has a clear understanding of the Common Core. There was a discussion of the approximately \$790,000 ECS money the district will receive. Dr. Larson responded to questions.

VIII.B. Transportation Report

Mr. Jackson reported that it was a very quiet month for Transportation. Dr. Larson and Mr. Jackson responded to Board member questions.

VIII.C. District News

Dr. Larson shared that it was recently announced that the Wesleyan Upward Bound program will no longer be funded by the State. The program has been at Wesleyan for 45 years. Meetings have and continue to be held to get funding from other sources. Dr. Larson suggested using some of the ECS funds and double the approximate \$32,000 amount it contributes for this program.

Dr. Larson noted interviews are underway for a new Farm Hill Elementary School principal and next week there will be interviews for the Keigwin and WWMS principal positions.

There was a discussion of the Upward Bound program and Upward Bound funding allocation of those communities in Fairfield County, specifically, Bridgeport. Mr. McKeon noted that meetings are being held to raise the funds and Senator Paul Doyle is assisting. Mr. Kennedy suggested getting Congresswoman Rosa DeLauro involved and Dr. Larson stated she is.

IX. COMMITTEES

IX.A. Budget Committee

IX.A.1. Financial Statement

Committee Chair Ted Raczka said the Committee met yesterday. He stated the good news is the district will end this fiscal year in balance. Further down this evening's agenda is an action item for line item transfers.

Mr. Raczka responded to questions about line item transfers. There was a discussion about having a workshop to set Board goals. It was suggested to do this after a new Superintendent is in place.

IX.B. Communications Committee

Committee Chair Ryan Kennedy said due to scheduling conflicts there was no meeting in May. He noted the June meeting conflicts with graduation, therefore, there will be no June meeting. He reported he had spoken with Donna Marino about community participation and that she has put together a brochure and will share it with her contacts. When Ryan receives it he will share it with Board members for them to share with their contacts. It will also be put on the district's website.

IX.C. Curriculum Committee

Committee Chair Franca Biales said the next Committee meeting will be June 19th at 1:15 PM.

IX.D. Feasibility Committee

Committee Chair Ed McKeon did not meet because of the Awards Banquet.

IX.E. Policy Committee

Committee Chair Sheila Daniels stated that the Committee had met and are bringing forward policies this evening for Board approval. She also noted that the Committee held a brief meeting this morning.

IX.F. Representative Reports

Chair Gene Nocera reported that the ACES Board held their final meeting for this school year last week.

Ms. McClellan reported that TEMS did not meet and the next meeting will be in the fall.

X. ACTION ITEMS

X.A. DATTCO Contractor Renewal

Dr. Larson said he was approached by Mr. Don DeVivo of Dattco offering rolling over the Dattco contract for five years. The current contract calls for a 4% increase in 2012 - 2013. Mr. DeVivo is willing to change the 4% increase to a 3.5% increase in the new five-year contract. Mr. DeVivo also offered to reduce the contract for next year by \$100,000. Dr. Larson recommends the Board

accept DATTCO's offer of a five-year contract at 3.5% annually. He noted the contract language is exactly as it has been in the past. Dr. Larson responded to questions.

MOTION: Move to accept the new five-year DATTCO Contract which begins in July, 2013, and accept the offer to reduce our 2012 - 2013 contract by \$100,000 was made with a motion by Ms. Daniels and a second by Mr. Raczka.

Dr. Larson stated our district has used DATTCO's services for over twenty years and not experienced problems similar to those of other districts. If the Board approves this, the Chair will sign the contract.

VOTE: Move to accept DATTCO's offer passed with a unanimous vote.

X.B. 2012 - 2013 Budget Reallocation

Dr. Larson reiterated that the budget the Board of Education received from the City is \$1.65 million less than requested. He met with Central Office administration to discuss possible cuts. Everyone stepped up to the plate and the document in the Board packet is what they came up with. Dr. Larson recommended the Board accept the budget and waive Policy #3560, as we will have no capital in this budget and to move to accept the proposed reductions. Dr. Larson said Councilman Serra approached the Board and some projects will be accomplished through bonding. Dr. Larson and Mr. Jackson responded to questions. Mr. Raczka suggested this action be divided into two motions, one to waive the capital Policy #3560 and one for the proposed reductions.

MOTION: Move to waive Policy #3560 that requires the Board to allocate an amount equal to one-quarter percent (1/4%) of the annual budget to Capital Improvements was made by Ms. Daniels and a second by Mr. McKeon.

There was a discussion. Mr. Raczka expressed concerns of making an exception to this longstanding policy, felt it was not good financial planning, and stated he would not be supporting the motion. Dr. Larson stated that we are not in normal times. Ms. Daniels preferred doing this to having one less teacher and commended Dr. Larson and his staff for their efforts. Mr. Jackson stated under these circumstances he was in support of this, however, he would not encourage the Board to do this on an annual basis.

VOTE: The motion to waive Policy #3560 passed with eight (8) in favor – Ms. Biales, Ms. Daniels, Ms. Hart, Mr. Kennedy, Ms. McClellan, Mr. McKeon, Mr. Nocera and Mr. Wynn and one (1) opposed – Mr. Raczka.

MOTION Move to accept the proposed reductions the Board of Education's 2012 – 2013 Budget and set the 2012 – 2013 Budget at \$72,550,000 was made by Mr. Raczka and seconded by Ms. Hart.

There was a discussion. Mr. Raczka shared his concerns and stated he is not in support of this. Mr. Raczka suggested reducing Central Office staff. Chair Nocera noted that Central Office is understaffed. Mr. McKeon stated he was in support of the motion.

VOTE: The motion to accept the proposed reductions and set the 2012 – 2013 Budget at \$72,550,000 passed with eight (8) in favor – Ms. Biales, Ms. Daniels, Ms. Hart, Mr. Kennedy, Ms. McClellan, Mr. McKeon, Mr. Nocera and Mr. Wynn and one (1) opposed – Mr. Raczka.

X.C. 2011 - 2012 Budget Line Item Transfer Request

Ms. Haynes addressed line item transfers. She noted the items in red are those object codes that are already in the negative or projected to be in the negative by June 30th and those in green represent what is anticipated to have excess funds by June 30th.

There was a discussion and Ms. Haynes responded to questions about CAFE, other membership dues, and what categories and items fall in that object code.

MOTION: Move to approve the Proposed 2011 – 2012 Budget Line Item Transfers was made with a motion by Ms. McClellan and a second by Mr. McKeon.

Ms. Haynes responded to questions. There was a discussion about overtime and Sonitrol. Mr. Jackson noted that the Facilities Department has lost four custodial positions over the past 3 years and the department is at its absolute minimum for custodial staff.

VOTE: The motion to approve the Proposed 2011 – 2012 Budget Line Item Transfers passed with in favor – unanimous vote.

X.D. Proposed Central Office Reorganization Plan

Dr. Larson said this item is his recommended Central Office reorganization. He summarized the changes – elimination of manager of transportation, the hiring of a full-time secretary to handle telephone calls, and oversight of Transportation be done by the Facilities Director. He also proposes the hiring of a Director of Human Resources and a Director of Financial Operations (in compliance with the State Labor Board Ruling). Dr. Larson noted that Southington Board of Education uses this set up and is effective and works and this is similar to the organization he operated under in Middletown. He said the current Mayor is very cooperative.

There was a discussion with regard to the new positions, benefit packages, hiring a Transportation secretary as the position has been vacant for two years until the Board voted to make the position .5. Ms. Haynes noted that currently there is a temp in the Transportation secretarial position. There was a discussion about not adding the secretarial position and Dr. Larson explained why that would not work. Mr. Kennedy suggested a part time secretarial position. Mr. Jackson stated that the Transportation Department must have a full-time secretarial support.

MOTION: Move to adopt the Superintendent’s Proposed Central Office Reorganization Plan, noting it appears to streamline the work done there and with the request that the future superintendent elaborate by adding the next tier of staff, including the principals, coordinators, supervisors, teachers, and staff, so there is a concise chain for communication throughout the district was made with a motion by Ms. Daniels and a second by Mr. Wynn.

Mr. Raczka stated his opposition and felt these responsibilities were handled by City Personnel. Chair Nocera indicated that the City is in the loop with this proposed plan.

VOTE: The motion to adopt the Superintendent’s Proposed Central Office Reorganization Plan passed with eight (8) in favor – Ms. Biales, Ms. Daniels, Ms. Hart, Mr. Kennedy, Ms. McClellan, Mr. McKeon, Mr. Nocera and Mr. Wynn and one (1) opposed – Mr. Raczka.

X.E. Board of Education Meeting Schedule 2012 - 2013

Dr. Larson said the Board meeting calendar for next year is in the packet and follows last year's with just changes around budget time. He proposed in December to have two regular meetings, the first one being operational and Superintendent Budget presentation, the second would be a Budget Workshop (inviting the Mayor and Common Council to listen), and the last December meeting would be an operational one and include adoption of the budget. The month of January would have just one regular meeting.

Mr. Kennedy expressed concerns with these changes for two reasons: (1) it does not give the Board enough review time; and (2) the hectic-ness around the December holiday season. He suggested the budget be adopted in January. He noted that the Mayor's budget was moved to April. His idea is a regular meeting on December 4th, no workshop, December 18th be Superintendent presentation of budget, have a Budget Workshop early January, and then a regular meeting later in January.

Chair Nocera suggested tabling this motion to the next meeting.

MOTION: Move to postpone action on Agenda Item X.E. Board of Education Meeting Schedule 2012 – 2013 to the June 19, 2012 Board meeting passed with a motion by Mr. Kennedy and a second by Mr. McKeon – motion carried.

X.F. Director of Athletics and Student Activities Position

Dr. Larson said he was approached by the Director of Athletics with regard to his possible retirement on July 1, 2012 with the understanding he would be hired back for the next school year at 80% (4/5ths) of his salary and benefits (Union administration in agreement), in mutual consent with the Board. The savings to the Board would be approximately \$23,000. Mr. Pitruzzello has asked Dr. Larson to bring this offer to the Board of Education.

There was a discussion and Dr. Larson responded to questions. Mr. Pitruzzello told Dr. Larson he would be willing to work with the Board and mentor someone into the Director of Athletics and Student Activities position.

MOTION: Move to accept Mr. Michael Pitruzzello's proposal for his retirement as of July 1, 2012 passed with a motion by Ms. Daniels and a second by Ms. McClellan – unanimous vote.

MOTION: Move to hire Mr. Michael Pitruzzello back at 80% of his salary and benefits for the 2012 - 2013 school year passed with a motion by Ms. Daniels and a second by Mr. Kennedy – unanimous vote.

X.G. Bylaw #9325 Meeting Conduct (revision) - First Reading

Committee Chair Sheila Daniels explained the revision to this policy.

MOTION: Move to approve the first reading of Bylaw #9325 Meeting Conduct passed with a motion by Ms. Daniels and a second by Ms. Hart – unanimous vote.

X.H. Policy #5131.911 Bullying Regulation (revision) - First and Final Reading

Committee Chair Sheila Daniels explained this regulation goes with the Bullying Policy and noted Board approval is State-mandated.

MOTION: Move to approve the first and final reading of Policy #5131.911 Bullying passed with a motion by Ms. Daniels and a second by Mr. McKeon – unanimous vote.

X.I. Policy #5141.21 Administering Medication (revision) - First Reading

Committee Chair Sheila Daniels explained the revisions.

MOTION: Move to approve the first reading of Policy #5141.21 Administering Medication passed with a motion by Ms. Daniels and a second by Ms. Biales – unanimous vote.

X.J. Policy #6141.321 Acceptable Use of the Internet (revision) - First Reading

Committee Chair Sheila Daniels stated this is a policy revision with input from Director of Technology Jared Morin.

Ms. Daniels explained that the reason the Policy Committee met this morning was to allow this policy to have its second reading during the current school year, on June 19th to allow it to be in place for the beginning of the next school year.

MOTION: Move to approve the first reading of Policy #6141.321 Acceptable Use of the Internet passed with a motion by Ms. Daniels and a second by Ms. McClellan – unanimous vote.

XI. FUTURE AGENDA ITEMS

XI.A. New Items

XII. ADJOURNMENT

MOTION: Move to adjourn at 9:27 PM passed with a motion by Ms. McClellan and a second by Mr. McKeon – unanimous vote.

Respectfully Submitted,

Edward McKeon
Secretary

EM/mkp

PERSONNEL ACTION:

Leave(s) of Absence:

None.

Appointment(s):

None.

STATUS OF CERTIFIED EMPLOYMENT:

Resignation(s):

Baron, Courtney M., Mathematics Teacher (Middletown High School) employed in Middletown since August 2011, has submitted her resignation for personal reasons, effective June 30, 2012.

DiMauro, Michelle, School Guidance Counselor (Woodrow Wilson Middle School) employed in Middletown since November 1995, has submitted her resignation for personal reasons, effective June 30, 2012.

Schuerholz-Winters, Lisa C., Social Studies Teacher (Middletown Adult Education) employed in Middletown since August 2001, has submitted her resignation for personal reasons, effective August 24, 2012.

Vacancies:

- Associate Superintendent – BOE
- Mathematics Teacher – Middletown High School
- Physical Education & Health (.4) – Snow School
- Principal – Farm Hill School
- Principal – Woodrow Wilson Middle School
- School Guidance Counselor – Woodrow Wilson Middle School
- Social Studies Teacher – Middletown Adult Education
- Special Education – District (2 positions)

EXECUTIVE SUMMARY
PRIMARY MENTAL HEALTH PROGRAM GRANT

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

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

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

- A full-time child associate (paraeducator) to staff the program and a five-hour per week interventionist position to support complimentary behavioral health interventions;
- Access to the web-based Comet data collection system (primary project);
- Training for the child associate from the State Department of Education in the areas of positive intervention strategies, remediation techniques, and home-school communication; and
- Parent workshops to assist parents in strengthening techniques to help their child follow the school's positive behavioral support process in order to be more successful and adjusted to the classroom and school environment.

The grant requires that districts provide a minimum of twenty-five percent match and in-kind contributions from the school professional staff. The match requirement will be through the benefits provided to the paraeducator and in-kind services will be provided through the school psychologist and dedicated classroom space for the *Circle of Friends* program.

Funding Requested: \$25,000

SUBMITTED BY ELIZABETH K. NOCERA, DIRECTOR OF GRANT SERVICES

Bylaws of the Board

Meeting Conduct

Meetings of the Board of Education shall be conducted by the Chair in a manner consistent with the bylaws of the Board.

All Board meetings shall commence at the stated time and shall be guided by an agenda which has been prepared and delivered in advance to all Board members and other designated persons.

The conduct of the meetings shall enable members of the Board to make the best decisions possible.

Provisions for permitting any individual or group to address the Board concerning any subject that lies within its jurisdiction shall be as follows:

1. No boisterous conduct shall be permitted at any board of education meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the chair, of that person's privilege of address. If necessary, the Chair may clear the room so that the board may continue the meeting.
2. The Chair will recognize members of the public who wish to address the Board during the "V. Public Session" portion of the agenda that reference agenda items only.
3. ~~Any other items that members of the public wish to address the Board will occur during the XIII. Public Session Non-Agenda Items.~~
4. 3. A speaker must identify himself/herself by giving his/her name and address.
5. 4. Each speaker is limited to three (3) minutes.
6. 5. The Chair with the consent of the Board has the right to adjust the time for public discussion on a particular issue.

No action will be taken unless the subject acted upon was listed in the agenda published for that meeting, except that an item of business not included on the agenda of a regular meeting may be considered and acted upon after a two-thirds vote of the members present and voting to add such business to the agenda.

Bylaws of the Board

Meeting Conduct

Legal Reference:

- Connecticut General Statutes
- 18-a Definitions.
- 1-19 Access to public records.
- 1-21 Meetings of government agencies to be public.
- 1-21a Recording, broadcasting or photographing meetings.
- 1-21b Smoking prohibited in certain places.
- 1-21d Adjournment of meetings.
- 1-21g Executive sessions.
- 1-21h Conduct of meetings.
- 1-21i Denial of access of public records or meetings.
- 10-224 Duties of the secretary.

Bylaw adopted: November 1, 1994
Bylaw revised: September 10, 2002
Bylaw revised: April 29, 2003
Bylaw revised: November 22, 2005
Bylaw revised: June 2, 2009
Bylaw revised: November 17, 2009
Bylaw revised: May 10, 2011
Bylaw revised:

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

STUDENTS

Administering Medication

The Board of Education prohibits the administration of medication to students by any school personnel except as provided in this policy and accompanying regulations. For purposes of this policy, medication means any prescription or non-prescription medicinal preparation, including controlled drugs, as defined by Conn. Gen. Statute, Section 21a-240. Medication includes aspirin, ibuprofen or aspirin substitutes containing acetaminophen and any other over the counter medicinal preparations.

In accordance with Connecticut General Statutes and Regulations of the State Department of Public Health medication may be administered only by licensed nursing personnel in order to meet the health needs of an individual student with emergency, chronic or short term health problems so that the student can attend an educational program, including school readiness. A school nurse, or in the absence of the school nurse, medication may be administered to a student by a principal, teacher, licensed physical or occupational therapist employed full time by the school district, licensed athletic trainer or coach of intramural and interscholastic athletics of a school, all of whom have been properly trained by the school nurse to administer such medications to students. Additionally, in the absence of the school nurse, a nurse providing services under the direction of a local board of education at a school based health clinic, may administer medication **only** to students enrolled in such school based health clinic.

In compliance with all applicable state statutes and regulations, parents or guardians may administer medications to their own children on school grounds.

No medication may be administered by any school personnel without a written order from an authorized prescriber, written authorization of the student's parent or legal guardian of such child or eligible student and the written permission of the parent or legal guardian for the exchange of information between the prescriber and the school nurse necessary to ensure the safe administration of such medication. For purposes of this policy, an authorized prescriber means a physician licensed to practice medicine in this or another state, or a dentist licensed to practice dental medicine in this or another state, or an optometrist licensed to practice optometry in this state under Chapter 380, or an advanced practice registered nurse licensed to prescribe in accordance with C.G.S. 20-94a or a physician assistant licensed to prescribe in accordance with C.G.S. 20-12d or a podiatrist (for intramural and interscholastic athletic events only) licensed to practice podiatry in this state in accordance with C.G.S. Chapter 375.

STUDENTS

Administering Medication (continued)

The administration of medication by a licensed nurse, principal, teacher, licensed physical or occupational therapist employed full time by the school district, licensed athletic trainer or coach of intramural and interscholastic athletics shall be under the general supervision of the school nurse.

In the absence of the school nurse, the principal, teacher, licensed physical or occupational therapist employed full time by the school district, may administer oral, topical, intranasal or inhalant medications. Such persons may administer injectable medications (cartridge injector) **only** to a student with a medically diagnosed allergic condition that may require prompt treatment to protect the student against serious harm or death. These school personnel must be trained by the school nurse prior to administering any medication to a student.

Investigational drugs or research or study medications may **only** be administered by licensed nursing personnel.

A coach or licensed athletic trainer, during intramural and interscholastic athletic events, may administer medication, to specific students, for whom self administration plans are not viable options as determined by the school nurse, for inhalant medications prescribed to treat respiratory conditions and medication administered with a cartridge injector for students with a medically diagnosed condition which may require prompt treatment to protect the student against serious harm or death. A coach or licensed athletic trainer must be trained to administer medication by the school nurse prior to administering any medication to a student.

Self administration of medication by a student with a verified chronic medical condition and deemed capable to self administer prescribed emergency medication (including rescue asthma inhalers and cartridge injectors for medically diagnosed allergies) shall be allowed when prescribed in writing by an authorized prescriber to self administer and with the written authorization to self administer from a student's parent or legal guardian or eligible student, after evaluation and development of a plan for self administration by the school nurse for safety and appropriateness. The school nurse's review of a student's competency to self administer asthma inhalers and cartridge injectors for medically diagnosed allergies shall not be used to prevent a student from retaining and self administering asthma inhalers and cartridge injectors.

Self administration of other medications, excluding controlled drugs, **may** be allowed by students, provided there is a written medication order to self administer from an authorized prescriber, written authorization to self administer from a student's parent or legal guardian or eligible student, evaluation by the school nurse for safety and appropriateness and individualized written medication plans are developed prior to implementation of such.

STUDENTS

Administering Medication (continued)

A school nurse and school medical advisor may jointly approve, in conjunction with the school nurse supervisor consultant, an identified school paraprofessional, in the absence of the school nurse, to **only** administer medication, including but not limited to a cartridge injector, to a specific student who may require prompt treatment, in order to protect that student from serious harm or death due to a medically diagnosed allergic condition. The approved plan requires a written medication order from the authorized prescriber and written authorization of the student's parent or legal guardian. The paraprofessional shall receive appropriate training (prior to administering any medication) and supervision from the school nurse.

A student with diabetes may test his/her own blood glucose level per the written order of a physician or advanced practice nurse stating the need and capacity of such student to conduct self-testing, along with the written authorization of the parent or legal guardian and approval of the school nurse. The school nurse will determine an appropriate plan for the frequency and location of such test according to the student's individual medication plan.

In accordance with Connecticut General Statutes and Regulations of the State Department of Public Health, the Board of Education, along with the school medical advisor and the school nurse consultant, shall review and/or revise this policy and regulation annually. Any proposed revisions to this policy must be approved in writing by the school medical advisor.

School personnel shall refer to the procedures set forth in the accompanying administrative regulations.

Legal Reference: Connecticut General Statutes
 10-206 Health Assessment
 10-212 School nurses and nurse practitioners. Administration of medications by parents or guardians on school grounds. Criminal history; records check.
 10-212a Administration of medications in schools. (as amended by PA 99-2, and June Special Session and PA 03-211, PA 04-181, PA 07-241, PA 07-252 and PA 09-155)
 19a-900 Use of cartridge injector by staff member of before- or after-school program, day camp or day care facility.
 21a-240 Definitions
 29-17a Criminal history checks. Procedure. Fees.

STUDENTS

Administering Medication (continued)

Legal Reference (continued):

52-557b Immunity from liability for emergency medical assistance first aid or medication by injection. School personnel not required to administer or render. (as amended by PA 05-144, An Act Concerning the Emergency Use of Cartridge Injectors)

Connecticut Regulations of State Agencies 10-212a-1 through 10-212a-10, inclusive

Code of Federal Regulations: Title 21 Part 1307.2

20-12d Medical functions performed by physician assistants. Prescription authority.

20-94a Licensure as advanced practice registered nurse.

PA 07-241 An Act Concerning Minor Changes to the Education Statutes

29-17a Criminal history checks. Procedure. Fees.

Policy adopted: May 11, 2004

Policy revised: June 7, 2005

Policy revised: January 26, 2010

Policy revised:

MIDDLETOWN PUBLIC SCHOOLS

Middletown, Connecticut

Instruction**Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety**

The Middletown Public School District provides students access to networked computer systems within the District, the Internet, and the World Wide Web in order to provide a diverse means of accessing educational materials.

In order for the school district to provide computer network and Internet access, students must take responsibility for appropriate and lawful use. Such access is provided solely for education-related purposes. Use of the district's computer systems will be allowed only for students who act in a considerate and responsible manner in using such systems. While the district will directly or indirectly supervise student use of network and Internet access, the district must have student cooperation in exercising and promoting responsible use.

The district's computer systems are expensive to purchase, install and maintain. As the property of the district, these computer systems must be carefully handled and their integrity preserved for the benefit of all. Therefore, *access to the computer systems is a privilege, and not a right*. Students will be required to adhere to a set of policies and procedures, as set forth in detail below. Violations of this policy may lead to withdrawal of the access privilege as well as disciplinary action in accordance with the Board's student discipline policy.

The District recognizes its responsibility to educate students regarding appropriate behavior on social networking and chat room sites about cyberbullying. Therefore, students shall be provided instruction about appropriate online behavior, including interacting with other individuals on social networking sites and in chat rooms and cyberbullying awareness and response.

If students, parents, or guardians have any questions about these provisions, they should contact either the building level Educational Technology Specialist or Educational Technology Coordinator, the School Administration.

Acceptable Uses

1. ***Educational Purposes Only.*** The school district is providing access to its computer networks and the Internet solely for educational purposes.
2. ***Netiquette.*** All users must abide by rules of network etiquette, which include the following:
 - A. Be polite.
 - B. Use appropriate language.
 - C. Refrain from distributing jokes, stories, or other inappropriate material.
 - D. Acquire a sender's permission prior to forwarding or distributing the message to third parties.

Commented [MJ1]: Added this language to comply with new E-Rate requirement

Commented [MCS2]: Missing the word "the"

Commented [MJ3]: Simplified paragraph since parents may not know who the ETS or IT Dept staff are. School admin can always refer matters to us when needed.

Instruction

Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety

Internet Safety

1. **General Warning: Individual Responsibility of Parents and Users.** Although the Internet is filtered on each Middletown Public School Computer in compliance with the Children’s Internet Protection Act (CIPA), all users and their parents/guardians are advised that access to the electronic network may include the potential for access to materials inappropriate for school-aged students. Every user must take responsibility for his or her use of the computer network and Internet. Parents of minors are the best guides of materials to avoid. If a student finds that other users are visiting offensive or harmful sites, he or she should report such use to the Administration of the school.
2. **Personal Safety.** Be safe. In using the computer network and Internet, students should never reveal personal information such as full name, home address or telephone number. They should never arrange a face-to-face meeting with someone “met” on the computer network or Internet.

Definitions

Obscene – means any material or performance if, a) taken as a whole, it predominantly appeals to the prurient interest, b) it depicts or describes in a patently offensive way a prohibited sex act and c) taken as a whole, does not have serious literary, artistic, political or scientific value. For the purposes of this section, "prohibited sex act" means erotic fondling, nude performance, sexual excitement, sado-masochistic abuse, masturbation or sexual intercourse.

Child pornography –means any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where -

- (a) the production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
- (b) such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct;
- (c) such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Instruction

Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety

Definitions (continued)

Harmful to minors – any picture, image, graphic image file, or other visual depiction that:

- (a) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- (b) depicts, describes or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
and
- (c) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Unacceptable Uses

Students are permitted to use the district's computer systems for legitimate educational purposes. Personal use of the district's computer system is expressly prohibited. Conduct which constitutes inappropriate and unacceptable use in violation of this policy includes, but is not limited to:

- Transmitting offensive, defaming, or harassing messages (such communications may also be a crime)
- Offering for sale or use any substance the possession or use of which is prohibited by the school district's student discipline policy
- Viewing, attempting to view, transmitting or downloading any material that is obscene, contains child pornography or is harmful to minors, as defined above
- Viewing, attempting to view, transmitting or downloading materials that encourage others to violate the law
- Intruding into, trespassing in or tampering with any other person's folders, work, files, networks or computers
- Downloading or transmitting confidential, trade secret information, or copyrighted materials

Note: Even if materials on the networks are not marked with the copyright symbol, you should assume that all materials are protected unless there is explicit permission on the materials to use them.

6141.321(d)

Instruction

Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety

Unacceptable Uses (continued)

- Using another's password or user identifier
- Uploading or downloading a worm, virus, "Trojan horse," "spyware/malware," or other harmful form of programming
- Damaging computers, computer files, computer systems or computer networks
- Downloading or modifying computer software of the district in violation of the district's licensure agreement(s) and/or without authorization from a teacher or administrator
- Participating in "hacking" activities or any form of unauthorized access to other computers, networks, or information systems
- Selling or buying anything over the Internet
- Sending private information about you or others, including credit card numbers and social security numbers.
- Distributing advertisements, junk mail, or any email that could be considered "Spam" or unsolicited email.

Active Restriction Measures. The school will utilize filtering software, in accordance with CIPA, prevent students from accessing visual depictions that are (1) obscene or (2) harmful to minors. The school will also monitor the online activities of students, through direct observation and/or technological means, to ensure that students are not accessing such depictions or any other material which is inappropriate for minors.

The Internet changes rapidly making it impossible to filter all objectionable sites. Therefore, the staff's role in supervising and monitoring student access to the Internet is critical. In addition, each individual has the responsibility to monitor their own navigation on the Internet to avoid undesirable sites and report to an appropriate staff member if they end up on a site that is inappropriate.

Commented [MCS4]: Or the role of the staff

Commented [MCS5]: Give the students some responsibility for their actions / inactions

Commented [MJ6]: This paragraph is important to add since no filter is 100% perfect. Adequate supervision is key.

Internet filtering software or other technology-based protection systems may be disabled by a supervising teacher or school administrator, as necessary, for purposes of bona fide research or other educational projects being conducted by students age 18 and older.

Commented [MJ7]: This language is not required by law. Filtering is already automatic based on role (i.e. Student, Staff, Teacher, Administrator)

Privacy

It is important that students and parents understand that the district, *as the owner of the computer systems*, reserves the right to monitor, the use of these computer systems. The district intends to monitor and review in a limited fashion, but will do so as needed to ensure that the systems are being used for district-related educational purposes. All information shall be and remain the property of the school district and no user should have any expectation of privacy regarding such materials.

6141.321(e)

Instruction

Computers: Acceptable Use of the Internet, Other Computer Networks and Internet Safety

Privacy (continued)

As part of the monitoring and reviewing process, the district will retain the capacity to bypass any individual password of a student or other user. *The system's security aspects, such as personal passwords and the message delete function for e-mail, can be bypassed for these purposes.* The district's ability to monitor and review is not restricted or neutralized by these devices. The monitoring and reviewing process also includes oversight of Internet site access and of document downloading and printing.

Updates

Users, and if appropriate, the users' parents/guardians, may be asked from time to time to provide new or additional registration and account information or to reflect developments in the law or technology.

Legal Reference: Connecticut General Statutes

Children's Internet Protection Act of 2000 (HR 4577, P.L. 106-554)
Conn. Gen. Stat. §§ 53a-182b; 53a-183; 53a-250
Electronic Communication Privacy Act, 18 U.S.C. §§ 2510 through 2520
No Child Left Behind Act of 2001, Pub. L. 107-110, codified at 20 U.S.C. § 6777

Public Law 106-554 Fiscal 2001 Appropriations Law containing the "Children's Internet Protection Act"

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et. seq.

Public Law 110-385 Broadband Data Improvement Act/Protecting Children in the 21st Century Act

Commented [MJ8]: Added more legal references based on modifications made.

Policy adopted: March 14, 2006

MIDDLETOWN PUBLIC SCHOOLS
Middletown, Connecticut

Poppel, Marcy

From: Gene Nocera <genenocera@gmail.com>
Sent: Friday, June 08, 2012 3:36 PM
To: Poppel, Marcy
Subject: Fwd: AGB Agenda and Material
Attachments: AGB June 14 2012.pdf

Hi Marcy,
ACES Ahenda and Minutes
Thanks,
Gene

----- Forwarded message -----

From: Sein, Elaine <esein@aces.org>
Date: Fri, Jun 8, 2012 at 3:28 PM
Subject: AGB Agenda and Material
To: "Bernard, David" <dmb1979@gmail.com>, "Brackett, Debra" <bracketd@naugy.net>, "Brown, Liz" <ebrown@waterbury.k12.ct.us>, "Castelli, Kathy" <kcast1234@comcast.net>, "Clapp, Alicia" <aclapp@aces.org>, "Clapp, Alicia" <amclapp32@yahoo.com>, "Cohen, Sue" <sueLC2@aol.com>, "DiGiorgi, Fran" <fsdigorgi@comcast.net>, "Dolan, Michael" <mdolan@dolanluzzilaw.com>, "Dolan, Michael" <mdolan7@snet.net>, "Feducia, Sheryl" <sherylfed@snet.net>, "Ferraiolo, Anthony" <aferraiolo@northbranfordschools.org>, "Finneran, Janet" <jfmaghery@aol.com>, "Guillet, Paula" <paulaguillet@msn.com>, "Hennessey, Thomas" <thomashennessey@snet.net>, "Hicks, Norm" <hicks@snet.net>, "Hicks, Norm" <nhicks@rsd13.org>, "Hotz, J" <jhotz01@comcast.net>, "Leonard, Roberta" <rleonard@wolcottps.org>, "Leonard, Roberta" <robertaleonard@att.net>, "Lineen, Jr., John" <john.lineen@meriden.k12.ct.us>, "Marcucio, Kenneth" <si59mmon@mac.com>, "Mrowka, S" <swmrowka@att.net>, "Nocera, Gene" <genenocera@gmail.com>, "Scully, James" <scullyj@naugy.net>, "Strumello, Ed" <educonn@yahoo.com>

Dear Governing Board,

Please find the agenda and materials for next week's meeting. If there are any corrections to the minutes please let me know and I'll gladly make any changes. If you cannot attend the meeting please let me know. Thanks and see you next week.

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To: Members, ACES Governing Board

From: Craig W. Edmondson, Ed.D.
Executive Director

Date: June 7, 2012

Re: June 14, 2012 Board Meeting

Enclosed please find the agenda and related materials for our Thursday, June 14th meeting. We will begin our luncheon at 12 noon followed by our business meeting at **12:15pm** at ACES Staff Development Building, 205 Skiff Street, Hamden.

Please do all you can to attend the meeting as a **quorum is needed**. Prior to the meeting there will be a data wall presentation that will demonstrate our students' progress in our schools. In addition, I will recommend approval of the Technology Plan that was distributed at the last meeting. If there are any questions on the plan please feel free to contact me.

If you cannot attend or be represented please notify Elaine Sein @ 203-498-6816 or esein@aces.org. Thank you.

es
enclosures

"Innovators in Education"

The Regional Educational Service Center Serving South Central Connecticut

Peter C. Young Building • 350 State Street • North Haven, CT 06473-3108 • Phone 203.498.6800 • Fax 203.498.6890 • www.aces.org

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AGENDA

ACES GOVERNING BOARD Thursday, June 14, 2012

205 Skiff Street, Hamden
12:00 Noon Luncheon
12:15 PM Business Meeting

Prior to the meeting ACES staff will present a Data Wall demonstration.

1. **Welcome/Call to Order**

Alicia Clapp, Board Chair

2. **Pledge of Allegiance**

3. **Public Participation/Communications**

4. **Approval of Minutes****

ACES Governing Board – May 10, 2012

(enclosure 1)

5. **Executive Director's Report**

6. **Fiscal Services****

Filing of Fiscal Report (subject to audit)
Summary/Detail by Category

Janet Finneran, Fiscal Officer
(enclosure 2)

7. **Human Resources Report****

Claudette Beamon, Director of Human Resources
(enclosure 3)

The Executive Director recommends that the ACES Governing Board authorize the hirings and/or transfers/position changes, accept the resignations, confirm the terminations, and grant the leaves as detailed on the Human Resources Report.

"Innovators in Education"

8. Technology Plan Approval

The Executive Director recommends the approval of the ACES Technology Plan for 2012-2015.

9. Strategic Plan Presentation

(distribution at meeting)

Presentation on the new five year Strategic Plan.

10. Early Head Start Update **

(enclosures 4)

The Executive Director recommends that the ACES Governing Board approve the monthly Early Head Start update.

11. Building Project to be Accepted as Complete for Filing ED049F's**

a. 244-0036 Transportation Construction Project

(enclosure 5)

The Executive Director requests that the Governing Board approve as complete and accepts the School Building Project 244-0036 for public school construction purposes and certify that:

- the project has been accepted by the architect and construction management firms;
- all change orders for the project have been approved by the State Department of Education;
- the grant received for this project does not represent a duplication of funding and that funds received do not exceed 100% of the total cost of the project;
- all bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account;
- the total sum noted in this application was expended for the school building project herein described;
- application is hereby made under provision of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described.

12. Reporting of Nominating Committee**

The Nominating Committee will report and an election will be held for the positions of: Board Chair, Vice Chair, Fiscal Officer and Members of the Executive Committee for 2012-2013.

13. **Old Business**

- Facilities Update
- Policy Update
- Curriculum & Instruction

14. **New Business**

- Meeting schedule for 2012-2013 (enclosure 6)

15. **REQUEST FOR EXECUTIVE SESSION****

Executive session requested for the purposes of discussing:

- a) Executive Director's Evaluation and Contract
- b) Salary agreements for the Assistant Executive Director of Curriculum & Programs, the Assistant Executive Director of Finance & Operations, and Director of Human Resources for 2012-2013

16. **Adjournment****

**denotes action to be taken on agenda item

AGENDA ENCLOSURES

**ACES Governing Board Minutes
May 10, 2012**

Enclosure 1

Fiscal Report

Enclosure 2

Human Resources Report

Enclosure 3

Early Head Start

Enclosure 4

Transportation Project

Enclosure 5

Meeting Dates 2012-13

Enclosure 6



Enclosure #1

Minutes

ACES Governing Board May 10, 2012

205 Skiff Street
Hamden, CT 06517

Present: David Bernard, Woodbridge; Elizabeth Brown, Waterbury; Kathy Castelli, Wallingford; Alicia Clapp, North Haven; Sue Cohen, Regional District #5; Janet Finneran, Bethany; Paula Guillet, Oxford; Norm Hicks, Regional District #13; Judith Hotz, Branford; Roberta Leonard, Wolcott; John Lineen, Meriden; Stephen Mrowka, Cheshire; Gene Nocera, Middletown; James Scully, Naugatuck; Ed Strumello, Naugatuck

ACES: Craig W. Edmondson, Ann Dombroski, Claudette Beamon, Robert Parker, Elaine Sein, Jo-Anne Cegan, Vanessa Taragowski, Carolyn McNally, Wanda Wagner, Don Metz, Jeff Vansteenburgh

Regrets: Ansonia, Derby, North Branford

1. Call to Order

Alicia Clapp called the ACES Governing Board meeting to order at 12:20 PM after it was determined that a quorum was present.

2. Pledge of Alliance

3. Public Participation/Communications

N/A

4. Approval of Minutes

Norm Hicks moved to accept the ACES Governing Board minutes of April 12, 2012.
Janet Finneran seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

"Innovators in Education"

Abstention: None
Opposed: None

VOTED

5. Executive Director's Report

Dr. Edmondson provided two documents summarizing Senate Bill-458 and the 6 Principles of the Education Reform package.

Highlights from Senate Bill 458 include increases in non-Sheff magnet schools, identifies the RESCs as resources to the State Department of Education and local school districts, 1000 new early childhood seats, significant support for charter schools, and teacher evaluations.

6. Technology Plan Presentation

Wanda Wagner, Director of Educational Technology reviewed the Technology Plan for 2012-2015 that was distributed to the ACES Governing Board. The plan will be reviewed by one of the other RESCs and meets the requirements set by the State Department of Education. Dr. Edmondson indicated that no action was required at the meeting and that he would recommend approval at the next meeting. Dr. Edmondson thanked Ms. Wagner and staff who worked on the plan.

7. Fiscal Services

Filing of Fiscal Reports (subject to audit)

Summary/Detail by Category

Janet Finneran reviewed the fiscal report and indicated that as the year gets closer to the end ACES continues to show a positive financial balance. Student enrollment remained constant for all schools and professional development services continue to show some growth. Behavioral services contracts for school districts remained steady. As reported last month, ACES will finish the year with a positive financial balance. Janet Finneran moved to accept the fiscal report as presented (subject to audit).
Judith Hotz seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

8. Human Resources Report

Ms. Beamon reviewed the Human Resources Report indicating that due to new student enrollment there was an increase in the number of individual aides hired and reminded the board that teacher assistants are transferred into teacher assistant/driver positions once they obtain their driver's license. Ms. Beamon announced the retirement of Tara Rothman and indicated that there were two

terminations. Ms. Beamon noted that the remainder of the report was routine. James Scully moved to authorize the hirings and/or transfers/position changes, accept the resignations and retirement, confirm the terminations, and grant the leaves as detailed on the Human Resources Report. John Lineen seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

9. Strategic Plan Progress Report

Dr. Carolyn McNally, Director of Program Development and Chair of the Strategic Planning Committee and committee team leaders reviewed the Strategic Plan document that was distributed to the ACES Governing Board. Dr. Edmondson indicated that the next meeting would include a presentation on the new five year Strategic Plan. Dr. Edmondson thanked the team for their work.

10. Renewal of Food Services Management Contract

The Executive Director recommended the approval to renew the Whitson's Food Service Management contract for the period of July 1, 2012 through June 30, 2013.

Norm Hicks moved to approve the renewal of the Whitson's Food Service Management contract for the period of July 1, 2012 through June 30, 2013. John Lineen seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

11. Healthy Food Certification

The Executive Director recommended that the ACES Governing Board approve the following motions:

- a) "That pursuant to Section 3 of Public Act 06-63 and CGS 10-215e as amended, that ACES hereby certifies that all food items offered for sale to students in the schools under ACES jurisdiction, and not exempted from the nutrition standards published by the Connecticut State Department of Education will meet said standards for the 2012-13 school year starting July 1, 2012 through June 30, 2013."

- b) "That pursuant to Public Act 06-03 "An Act Concerning Healthy Food and Beverages in Schools" and CGS 10-215e as amended the Agreement for Child Nutrition Programs (ED-099) agreement with ACES and the CT Department of Education School Nutrition Program and/or the Federal National School Lunch Program is hereby amended to include the certification statement of compliance with nutrition standards and application for funding related to those standards. This addendum covers the period from July 1, 2012 through June 30, 2013."
- c) Beverages:
"That ACES will allow the sale of beverages not listed in Section 1 of Public Act 06-63 and CGS 10-215e as amended provided that the following conditions are met: (1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; (2) the sale is at the location of the event; and (3) the beverages are not sold from a vending machine or school store."
- d) Food:
"That ACES will allow the sale of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: (1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; (2) the sale is at the location of the event; and (3) the food items are not sold from a vending machine or school store."

Dr. Edmondson indicated that the certification is required by law in order to be eligible for reimbursement.

As a reminder please note, the statement above is necessary in order to participate in reimbursement through the State Department of Education.

The above certification shall include food not exempted from said nutrition standards and offered for sale to students at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored. Excluded from this certification is food that is sold at events after the end of the regular school day or on weekends and not sold from a vending machine or school store.

Norm Hicks moved to approve the Healthy Food Certifications motions as presented.
Roberta Leonard seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

12. Early Head Start Update

Sue Cohen highlighted the Early Head Start report and indicated that as of April 30 there was full enrollment with families on a waiting list and that the grant award letter was received.

- ❖ Enrollment as of April 30, 2012 was **52** in the home visiting option, **2** expectant mothers and **16** in combination option (**70**).
- ❖ Four families pending eligibility determination.
- ❖ Four families on the waiting list.
- ❖ Ten children were enrolled with IFSP's exceeding the 10% requirement.
- ❖ The Parent Handbook was completed and will be sent to all enrolled parents in May.
- ❖ The Portland library will be the site of our new socialization group. We expect to hold the first playgroup on May 21st.
- ❖ They received our grant award letter from the Head Start Regional Office in Boston for April – June 2012 funds.
- ❖ Our Health Advisory Committee meeting is scheduled for May 2nd at noon in our Middletown office.
- ❖ They have scheduled a technical assistance session on May 22nd with the Office of Head Start regional consultant to review our systems for documenting health and wellness of enrolled children.
- ❖ The first meeting of our Self-Assessment/School Readiness leadership team took place April 27th.
 - The on-going self-assessment process this year will include teams of staff, parents, and community representatives using the federal 2012 monitoring protocol in selected areas that we are focusing on as a result of last year's action plan.
 - They will also do another parent survey in June.
 - Aggregated child assessment data from the fall and winter checkpoints were disseminated and reviewed. School Readiness Goals were discussed. They will be aligned with the Zero to Three four key areas of development for infants and toddlers: (1) language and literacy skills, (2) thinking skills, (3) self-control, and (4) self-confidence.
- ❖ The Policy Council met on April 27, 2012. In the absence of a quorum consensus was reached on the following items:
 - Consent for participation in a dissertation research project "Understanding home visitor ability to engage parents: Investigating the home visitor experience and context". The request was made by Caroline Shanti, doctoral student at Brandeis University. Description attached.
 - Policy Council Planning Calendar for 2012, revision based on the new funding year ending December 31, 2012.
- ❖ Policy Council is moving forward with scheduling governance training on May 15th from 9 am to 11:30. A budget workshop will be included. Location to be decided.
- ❖ Policy Council will revisit the established selection criteria for program enrollment in July 2012 after the community assessment is completed.

- ❖ A meeting is scheduled for May 7th with South Congregational church leadership to discuss the donation of \$1000 to meet emergency needs of our Early Head Start families.

Sue Cohen moved to accept the Early Head Start update.
Janet Finneran seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

13. Appointment of Auditors

The Executive Director recommended that the ACES Governing Board appoint the firm of Buckley, Frame, Boudreau and Co., P.C. as ACES auditors for the period through June 2014. Dr. Edmondson indicated that the firm has a thorough understanding and complexity of the agency.

John Lineen moved to approve the appointment of Buckley, Frame, Boudreau and Co., P.C. as ACES auditors for the period through June 2014.
Judith Hotz seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None
Opposed: None

VOTED

14. Appointment of Nominating Committee

The Chairperson appointed a nominating committee to meet after the board meeting to make recommendations for Board Officers/Executive Committee members for 2012-2013. Sue Cohen, Elizabeth Brown, and James Scully will report and make recommendations at the next meeting.

15. Old Business

- Facilities Update – Dr. Edmondson reported that the easement with the City of New Haven for the ECA Little Theatre has been reviewed by the New Haven Corporation Council's office and is being forwarded to the ACES attorney for final review and approval. The easement with the New Haven Group has been finalized and is ready for signature by the New Haven Group representative.

Two chillers at TEMS are being replaced. The chillers were ordered a few weeks ago and work should be starting on removing the existing equipment to make ready for the new equipment. It

is 10-11 week period from the time the chillers were ordered until they will be delivered. Alternative plans for cooling will be looked at in case the new chillers are not available by the first week in June.

- Policy Update & Approval – Dr. Edmondson indicated that the Policy Committees continue to meet. Human Resources has finished their review and is in the process of making the necessary edits and recommendations. The Student Policy Committee needs to meet one more time to finish their review.
- Curriculum & Instruction: Dr. Dombroski reported that the ACES Curriculum Consortium met in April and continued to review the Common Core State Standards and that there was another meeting planned for May 25, 2012. Dr. Dombroski also reported that ACES staff will present their data walls at the next meeting.

16. New Business

- Next meeting: June 13, 2012.
- Ms. Clapp indicated that she is compiling the evaluations for Dr. Edmondson and will present the data at the next meeting.

17. Request for Executive Session

The Executive Director requested an Executive Session for the purposes of discussing negotiations and non-union wages.

Norm Hicks moved to approve an Executive Session for the purposes of discussing negotiations and non-union wages.

Roberta Leonard seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None

Opposed: None

VOTED

Executive Session held.

Norm Hicks moved to approve the Executive Director's recommendation of a 2% salary increase and a 1% health benefit cost share increase for the non-unionized employees.

John Lineen seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford, Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury, Wolcott, Woodbridge

Abstention: None

Opposed: None

VOTED

Norm Hicks moved to accept the ratified CSEA contract including the ABA Trainers as negotiated.
John Lineen seconded.

In favor: Branford, Bethany, Cheshire, Meriden, Middletown, Naugatuck, North Haven, Oxford,
Regional District #5, Regional District #13, Seymour, Wallingford, Waterbury,
Wolcott, Woodbridge

19. Adjournment

The ACES Governing Board meeting adjourned at 1:50 PM.

Submitted by,



Elaine Sein

Secretary to the ACES Governing Board

ACES FISCAL REPORT TO THE BOARD
JUNE 1, 2012

Enclosure #2

SUMMARY BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
INSTRUCTIONAL PROGRAMS							
	SPECIAL EDUCATION TOTALS	34,846,869	30,893,253	2,125,209	1,828,407	36,238,894	0
	MAGNET SCHOOLS TOTALS	30,180,332	27,660,401	1,632,891	887,040	30,254,085	0
	REGULAR EDUCATION TOTALS	3,753,337	2,954,940	245,319	948,878	3,545,504	155,138
	INTERDISTRICT PROGRAM TOTALS	604,818	448,538	50,738	104,542	604,818	0
	JUSTICE PROGRAM TOTALS	96,799	76,360	5,581	14,858	96,799	0
	TOTAL INSTRUCTIONAL PROGRAMS	69,482,155	62,033,692	4,059,738	3,483,725	70,740,100	155,138
PUPIL PERSONNEL & SUPPORT SERVICES							
	TOTAL PUPIL PERSONNEL & SUPPORT SERVICES TOTALS	5,762,010	4,752,330	361,636	648,044	5,046,357	814,720
EARLY CHILDHOOD-EXTERNAL							
	TOTAL EARLY CHILDHOOD-EXTERNAL TOTALS	1,796,681	1,334,615	218,672	243,394	1,863,650	69,628
PROFESSIONAL DEVELOPMENT							
	TOTAL PROFESSIONAL DEVELOPMENT TOTALS	6,667,802	3,645,667	424,035	2,698,100	5,013,186	1,487,073
	TOTAL RESC ENTITLEMENTS TOTALS	2,295,355	1,749,210	205,617	340,528	2,295,355	0
	TOTAL PROFESSIONAL DEVELOPMENT	8,963,157	5,394,877	629,652	3,038,628	7,308,541	1,487,073
CAREER SERVICES							
	TOTAL CAREER SERVICES	2,047,435	1,741,415	65,808	240,212	2,029,381	65,530
ADMINISTRATION							
	TOTAL CENTRAL OFFICE TOTALS	8,296,045	7,300,272	336,824	658,949	7,600,034	280,192
	TOTAL BUILDING OPERATIONS TOTALS	11,963,458	7,842,571	2,045,494	2,075,394	9,177,764	2,990,056
	TOTAL ADMINISTRATION	20,259,504	15,142,843	2,382,318	2,734,343	16,777,798	3,270,248
GRAND TOTAL ALL FUNDS		108,310,942	90,299,672	7,717,824	10,388,346	103,565,827	5,862,337

ACES FISCAL REPORT TO THE BOARD
JUNE 1, 2012

DETAIL BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
INSTRUCTIONAL PROGRAMS							
SPECIAL EDUCATION							
3207	JEAN WINCHELL BEQUEST	5,000	-	-	5,000	5,000	-
1003	MILL RD	5,973,778	5,394,826	427,204	151,748	6,306,225	-
3002	MILL RD STUDENT ACTIVITIES	29,753	16,340	916	12,497	29,753	-
1007	SAILS-INTENSIVE	2,308,313	1,972,425	131,266	204,620	2,670,663	-
1006	SAILS-STANDARD	619,067	581,835	22,767	14,465	478,854	-
3208	SAILS - ACTIVITIES	1,749	-	-	1,749	1,749	-
1060	SUMMER SCHOOL	1,804,075	1,455,968	581	316,526	2,454,258	-
1040	TRANSPORTATION	2,521,035	2,316,488	204,098	449	2,577,746	-
1005	VILLAGE EIBI	3,432,431	2,929,870	195,167	307,394	3,618,710	-
1060	VILLAGE AFTER SCHOOL PROG	-	-	-	-	-	-
1004	VILLAGE SCHOOL	5,527,023	4,949,444	364,061	213,518	5,876,521	-
3004	VILLAGE STUDENT ACTIVITIES	18,980	5,875	41	12,064	18,980	-
1013	WEST HAVEN HIGH PROGRAM	318,462	305,382	8,226	4,854	318,462	-
1001	WHITNEY HIGH SCHOOL EAST/WEST	7,890,813	7,176,096	425,434	289,283	7,623,267	-
1011	WHITNEY HIGH SCHOOL NORTH	4,338,576	3,725,927	339,771	273,278	4,198,894	-
3001	WHS EASTWEST STUDENT ACTIVITIES	27,364	8,569	4,526	14,269	27,364	-
3003	WHS NORTH STUDENT ACTIVITIES	30,450	22,608	1,149	6,693	30,450	-
SPECIAL EDUCATION TOTALS		34,846,868	30,893,263	2,125,209	1,826,407	36,236,894	0
MAGNET SCHOOLS							
2201	ECA MAGNET GRANT	1,495,806	1,495,806	-	0	1,495,806	-
3202	ECA STUDENT ACTIVITIES	111,568	37,341	10,772	63,455	111,568	-
1203	EDUCATIONAL CTR FOR THE ARTS	2,582,145	2,374,259	116,069	91,817	2,647,038	-
2405	MAGNET TRANSPORTATION	185,728	177,935	17,793	0	162,500	-
2203	MSAP-LEARNING THROUGH SCIENCE	434,194	271,801	38,518	123,874	434,194	-
2228	TEMS MAGNET GRANT	3,206,834	3,206,834	-	0	3,206,834	-
3206	TEMS STUDENT ACTIVITIES	17,830	968	-	16,864	17,830	-
1210	THOMAS EDISON MIDDLE SCHOOL	9,412,200	8,408,742	758,059	247,399	9,440,175	-
2301	TITLE I - ARRA 2/08-9/11	448	448	-	0	448	-
2230	TITLE I IMPRY BASIC PROG 6/12	152,778	137,123	-	15,655	152,778	-
2238	TITLE I IMPRY BASIC PROG 6/13	374,978	84,353	11,116	269,509	374,978	-
3203	WIMS AFTER SCHOOL ACTIVITIES	22,604	638	-	22,066	22,604	-
2204	WINTERGREEN MAGNET GRANT	4,876,800	4,876,800	-	0	4,876,800	-
1205	WINTERGREEN MAGNET SCHOOL	7,296,419	6,578,455	680,563	36,401	7,310,532	-
MAGNET SCHOOLS TOTALS		30,180,332	27,660,401	1,632,891	887,040	30,264,085	0

ACES FISCAL REPORT TO THE BOARD
JUNE 1, 2012

DETAIL BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
REGULAR EDUCATION							
1225	ACES/NEW HAVEN CHOICE	326,413	211,020	3,315	206,978	326,413	-
1227	NEW HAVEN FY 11 CARRYOVER	143,190	25,000	-	118,190	143,190	-
1218	NEW HAVEN MAGNET SCHOOLS	415,000	375,232	11,928	27,840	415,000	-
1228	NEW HAVEN VOL CHOICE PROGRAM	48,000	46,735	174	1,091	48,000	-
1206	NEW HAVEN-BETSY ROSS ARTS MAGNET	948,156	708,210	28,561	211,385	853,340	94,816
1204	NEW HAVEN-COOP HIGH SCHOOL	555,218	351,535	98,718	104,965	499,696	55,522
1214	ST. RAPHAEL'S INSTRUCTIONAL	137,610	115,198	14,151	8,261	80,115	4,800
1218	URBAN YOUTH	1,179,750	1,121,110	88,472	-29,832	1,179,750	-
	REGULAR EDUCATION TOTALS	3,753,337	2,954,040	245,319	648,878	3,545,504	155,138
INTERDISTRICT PROGRAMS							
2215	A PASSION FOR JUSTICE	55,650	41,289	8,360	6,001	55,650	0
2223	AFTER SCHOOL - TMS/WIMS	150,000	123,812	17,441	8,747	150,000	0
2640	LUCID	114,493	96,466	2,111	15,916	114,483	0
2207	SHARING OUR STORIES	59,000	27,226	16,714	15,060	59,000	0
2211	SISTER SCHOOLS	86,173	71,907	97	16,169	86,173	0
2235	WORDS! ACTION! THEATRE!	137,502	88,838	6,015	42,649	137,502	0
	INTERDISTRICT PROGRAM TOTALS	604,818	449,538	50,736	104,542	604,818	0
JUSTICE PROGRAMS							
1212	N.H. DETENTION CENTER	37,350	30,028	5,581	1,741	37,350	0
1213	N.H. DETENTION CENTER-SUMMER	59,449	46,332	0	13,117	59,449	0
	JUSTICE PROGRAM TOTALS	96,799	76,360	5,581	14,858	96,799	0
INSTRUCTIONAL PROGRAM TOTALS		69,482,155	62,033,692	4,099,738	3,493,725	70,740,100	155,138
PUPIL PERSONNEL & SUPPORT SERVICES							
1105	ASSISTIVE TECH	337,362	288,458	35,999	14,905	320,527	18,515
2270	ASTHMA INITIATIVES	170	-	-	170	170	-
1103	BEHAVIORAL SERVICES	1,624,312	1,360,120	111,857	152,295	1,541,193	193,619
3221	ETS-HANDWRITING W/O TEARS	1,116	-	-	1,116	1,116	-
1102	EXTENSION THERAPY SERVICES	2,455,482	1,982,140	153,387	339,945	1,731,067	602,586
1101	PUPIL SERVICES	728,360	653,698	39,590	35,082	745,027	-
1613	STUDENT CAREER & CURRICULUM SVCS	472,378	366,957	19,624	84,097	564,427	-
2210	TRANSITION COUNSELING	142,830	121,257	1,139	20,434	142,830	-
	PUPIL PERSONNEL & SUPPORT SERVICES TOTALS	5,762,010	4,752,330	361,536	648,044	5,046,357	814,720

ACES FISCAL REPORT TO THE BOARD
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DETAIL BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
EARLY CHILDHOOD-EXTERNAL							
2804	CHILD DEVELOPMENT TRAINING	16,997	-	-	16,997	16,997	-
1801	EARLY CHILDHOOD SERVICES	337,489	320,653	14,853	1,983	224,086	50,000
2810	EARLY HEAD START 9/30/11-9/28/12	845,450	476,262	202,414	166,784	845,450	-
2808	EARLY HEAD START ARRA 10/10-08/11	421,220	421,220	-	0	421,220	-
2808	EARLY HEADSTART ARRA C/O 9/09-9/11	100,334	100,334	-	0	100,334	-
2820	EARLY LEARNING ARTS MATCH	672	-	-	672	672	-
2851	EAST HAVEN DISCOVERY GRANT	15,406	10,928	280	4,198	15,406	-
1803	MIDDLETOWN QE	9,000	-	-	9,000	9,000	-
2816	MILL RD FAMILY RESOURCE CENTER	1,454	487	-	987	1,454	-
1807	NEW BRITAIN QE	17,500	600	-	16,900	11,500	6,000
1806	NEW HAVEN QE II	12,000	84	-	11,916	5,640	6,360
2854	UNITED WAY- EAST HAVEN	5,841	4,077	1,125	639	5,841	-
1809	WEST HAVEN QE	13,318	-	-	13,318	6,050	7,268
EARLY CHILDHOOD-EXTERNAL TOTALS		1,798,681	1,334,615	218,672	243,394	1,663,650	69,628

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
PROFESSIONAL DEVELOPMENT							
PROFESSIONAL DEVELOPMENT							
1624	AAPS-LIBRARY MEDIA SPEC	53,782	43,124	-	10,658	4,500	49,282
2650	ACCOUNTABILITY FOR LEARNING 8/12	306,600	147,055	2,250	157,295	192,150	114,450
1603	ACES CURRICULUM	63,084	45,188	10,921	6,985	2,750	60,344
1616	ACES INTERNAL PROF. DEVELOP.	71,660	12,093	2,163	57,394	71,660	-
2652	ARCTELL	219,675	75,505	13,285	130,875	219,675	-
1604	CONFERENCE MANAGEMENT	80,553	44,622	14,538	21,393	64,756	15,797
2680	CT THINKFINITY	10,273	10,273	-	0	10,273	-
1631	CURRICULUM CONSORTIUM	105,790	2,522	4,690	98,578	105,790	-
1615	DISTANCE LEARNING PROJECT	4,386	3,080	267	1,029	400	3,886
1636	DISTRICT TITLE II TECH	11,620	-	-	11,620	11,620	-
2633	EPFP	33,744	26,361	384	6,999	33,744	-
2641	E2T2 RESC TECH	74,686	57,328	-	17,358	74,686	-
2634	INTEL MATH PD	16,530	-	-	16,530	-	16,530
2658	MSP MATH CARRYOVER 8/11-9/11	54,398	54,398	-	0	54,398	-
2654	MSP MATH GRANT 1/11-6/12	130,455	114,463	16,002	0	130,455	-
2604	MSP MATH GRANT YR 3 1/12-6/13	209,554	-	-	209,554	-	209,554
1649	NEW HAVEN RESEARCH ACTION	60,000	40,500	18,055	1,445	60,000	-
1641	NEW HAVEN SUPPL SCHOOL IMPROV	188,115	73,394	82,136	32,586	188,115	-
1644	NEW HAVEN TEAM SUPPORT	368,949	177,221	58,272	133,456	326,832	42,117
1642	NEW HAVEN TRANSITION SERVICES	20,000	10,400	-	9,600	20,000	-
1602	PD/SI	1,708,877	1,602,254	38,555	68,068	938,705	602,629
1658	PD/SI DISTRICT AGENT	145,763	9,047	-	136,716	122,833	22,930
1652	PD/SI CONFERENCE SERVICES	51,984	28,445	1,500	22,039	51,984	-

ACES FISCAL REPORT TO THE BOARD
JUNE 1, 2012

DETAIL BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
1606	PRIORITY SCHOOLS	453,243	163,084	669	289,490	139,274	313,969
2648	RESC TITLE IID VIDEO 7/11-8/11	15,275	15,275	-	0	15,275	-
2690	TEACHING AMERICAN HIST 09/10-08/13	753,213	200,268	45,866	507,279	753,213	-
2691	TEACHING AMERICAN HIST 7/1/08-8/30/12	57,336	50,260	5,442	1,634	57,336	-
2693	TEACHING AMERICAN HIST 7/1/11-8/30/13	749,672	181,775	47,224	520,673	749,672	-
2692	TEACHING AMERICAN HIST 7/15/08-8/30/12	347,250	174,989	36,062	136,189	347,250	-
2667	TEACHING WITH PRIMARY SOURCES	19,962	17,923	5	2,334	18,527	435
2609	TEAM - ACES	5,750	5,750	-	0	5,750	-
2608	TEAM - REGIONAL	103,000	69,088	5,834	28,078	67,950	35,050
2637	TITLE II A TEACHERS 6/12	47,094	39,879	5,243	2,172	47,094	-
2239	TITLE IIA TEACHERS 8/13	59,999	-	13,500	46,499	59,999	-
2649	TITLE III A ENGLISH ACQ. 6/12	6,782	6,492	-	290	6,782	-
2651	TITLE III A ENGLISH ACQ. 8/13	37,463	26,988	1,363	9,112	37,463	-
1656	VIRTUAL HIGH SCHOOL	19,393	17,113	-	2,280	19,393	-
1639	WATERBURY TECHNOLOGY PD	1,892	-	-	1,892	1,892	-
PROFESSIONAL DEVELOPMENT TOTALS		6,667,802	3,543,667	424,035	2,698,100	5,013,188	1,487,073
RESC ENTITLEMENTS							
2401	ADMINISTERING OPEN CHOICE	176,672	165,958	5,597	5,117	176,672	-
2404	CHOICE TRANSPORTATION	1,909,307	1,583,252	200,020	128,035	1,909,307	-
2402	RESC RESTRICTED/UNRESTRICTED	209,376	-	-	209,376	209,376	-
RESC ENTITLEMENTS TOTALS		2,295,355	1,749,210	205,617	340,528	2,295,355	0
PROFESSIONAL DEVELOPMENT TOTALS		8,963,157	5,294,877	629,652	3,038,628	7,308,541	1,487,073
CAREER SERVICES							
1504	ACCESS SUPPORTED EMPLOYMENT	1,742,675	1,486,378	49,917	206,380	1,802,861	-
3206	ACCESS-GARDENING	988	-	-	988	988	-
3501	BAC/ACCESS CLIENT ACTIVITIES	4,664	-	-	4,664	4,664	-
1550	VOCATIONAL SERVICES	163,659	141,776	15,876	5,007	127,833	23,116
2108	WKFORCE ALLIANCE SUMMER	35,658	34,068	11	1,579	29,180	6,478
2107	WKFORCE ALLIANCE WIA YOUTH C/O	19,791	6,508	-	13,283	6,308	13,483
2111	WKFORCE ALLIANCE WIA YOUTH 11-12	80,000	72,665	4	7,311	57,547	22,453
CAREER SERVICES TOTALS		2,047,435	1,741,415	65,806	240,212	2,029,381	65,530

ACES FISCAL REPORT TO THE BOARD
JUNE 1, 2012

DETAIL BY CATEGORY

ACCOUNT	PROGRAM	PROJECTED BUDGET	YTD EXPENDED	ENCUMBERED	BALANCE	CURRENT BILLED	TO BE BILLED
ADMINISTRATION							
CENTRAL OFFICE							
3408	ACES STAFF ACTIVITIES	4,909	512	4,300	97	4,909	-
1410	ASST EXEC DIR-FINANCE & OPS	266,662	241,452	6,357	18,853	266,662	-
1408	ASST EXEC DIR-PROGS & CURRICULLUM	256,582	229,318	6,777	20,486	256,582	-
1411	ENTERPRISE ACTIVITIES	64,665	28,235	21,207	15,443	28,235	36,650
1404	FISCAL SERVICES	1,203,806	1,024,738	38,538	140,530	417,326	117,845
1402	GOVERNING BOARD	238,377	126,661	13,736	97,980	238,377	-
1409	HR FINGERPRINT PROCESSING	66,730	47,936	1,075	16,719	90,000	-
1405	HUMAN RESOURCES	821,274	699,062	37,638	94,574	819,712	1,562
1407	INFORMATION & MARKETING SVCS	335,475	323,001	19,800	-7,326	335,475	-
1403	OFC. EXECUTIVE DIRECTOR	388,539	369,606	15,346	3,587	388,539	-
1370	OPERATIONS-MAINTENANCE	418,732	384,823	8,319	25,590	500,425	-
1406	PROGRAM DEVELOPMENT	587,020	538,338	26,791	20,893	732,884	71,771
1401	TECHNOLOGY SERVICES	3,634,078	3,280,614	136,940	216,524	3,510,932	52,364
3407	WELLNESS ACTIVITIES	9,976	4,977	-	4,999	9,976	-
CENTRAL OFFICE TOTALS		8,296,045	7,300,272	338,824	688,843	7,600,034	280,192
BUILDING OPERATIONS							
3318	ACCESS 60 UNITED DR PROJECT	60,836	60,836	-	-	-	60,836
3406	CAPITAL IMPROVEMENTS	175,000	1,101	-	173,899	-	175,000
3403	DEFERRED MAINTENANCE	447,820	115,916	311,466	20,238	-	447,620
3320	ECALT PROJECT	2,000,000	867,137	554,777	578,086	-	2,000,000
1303	OPERATIONS-204 STATE STREET	221,925	152,257	13,115	56,563	221,925	-
1304	OPERATIONS-60 UNITED DRIVE	254,793	145,641	24,105	85,047	283,845	-
1309	OPERATIONS-CASDD	346,346	306,825	32,626	7,085	346,546	-
1307	OPERATIONS-ECA	786,495	549,274	68,155	171,066	818,665	-
1360	OPERATIONS-FOOD SERVICES	887,167	562,664	284,967	39,536	640,625	228,042
1316	OPERATIONS-LITTLE THEATRE	39,051	18,035	5,884	15,142	-	39,061
1305	OPERATIONS-MILL RD.	769,316	635,750	34,830	98,636	822,752	-
1302	OPERATIONS-PETER C YOUNG BLDG	437,567	343,879	25,796	67,792	447,049	-
1312	OPERATIONS-STAFF DEV.	398,433	275,378	25,009	96,046	415,638	-
1314	OPERATIONS-TEMS	1,982,435	1,356,400	481,113	144,922	1,983,435	-
1306	OPERATIONS-VILLAGE	659,068	480,380	44,611	134,067	665,136	-
1310	OPERATIONS-WHITNEY EAST	526,818	423,400	35,149	70,269	538,523	-
1308	OPERATIONS-WHITNEY N & W	679,378	483,759	44,671	140,948	669,673	19,410
1301	OPERATIONS-WINTERGREEN	1,265,924	1,048,437	59,456	156,031	1,292,677	-
1350	OPS-ECALT COMMUNITY USE	83,923	66,238	1,664	16,021	31,275	80,923
BUILDING OPERATIONS TOTALS		11,963,469	7,842,571	2,045,494	2,075,394	9,177,784	2,990,056
ADMINISTRATION TOTALS		20,269,504	15,142,843	2,382,318	2,734,343	16,777,796	3,270,248
GRAND TOTAL ALL FUNDS		108,310,842	90,299,672	7,171,824	10,388,346	103,665,827	5,862,337

HUMAN RESOURCES REPORT

JUNE 2012

ENCLOSURE #3

New Employees/New Positions

<u>Fname</u>	<u>Lname</u>	<u>Hire Date</u>	<u>Position</u>	<u>Program</u>	<u>Salary</u>	<u>Schedule/Step</u>	<u>Benefit</u>	<u>Benefit Cost</u>
Cristina	Casella	5/22/12	ABA Trainer-part time	1005	\$16.28/hr.	ABA/1	N/A	N/A
Drew	Cohen	6/4/12	ABA Trainer	1007	\$1,693.12	ABA/1	Unk	Unk
Catherine	Coviello	6/6/12	ABA Trainer	1005	\$1,432.64	ABA/1	Unk	Unk
Alexandra	Czuchta	8/13/12	PS Speech/Language Pathologist	1004	\$49,935.00	SIX/1	Unk	Unk
Alisha	Evans-Barr	5/14/12	Bus Monitor	2401	\$12.14/hr.	MB/1	N/A	N/A
Lisa	Mantini	5/21/12	Bus Monitor	2401	\$12.14/hr.	MB/1	N/A	N/A
Leslie	Peters	8/13/12	Speech/Language Pathologist	1004	\$83,298.00	SIX/14	Unk	Unk
Marcos	Rivera	3/15/12	ABA Trainer-part time	1007	\$16.28/hr.	ABA/1	N/A	N/A
Donald	Seipel	6/6/12	ABA Trainer	1007	\$1,432.64	ABA/1	Unk	Unk

New Employees/Individual Aides

<u>Fname</u>	<u>Lname</u>	<u>Hire Date</u>	<u>Position</u>	<u>Program</u>	<u>Salary</u>	<u>Schedule/Step</u>	<u>Benefit</u>	<u>Benefit Cost</u>
Ashley	Rogenski	5/7/12	Individual Aide	1004/1920	\$14.25/hr.	1/1	N/A	N/A

Transfer/Position Changes

<u>Fname</u>	<u>Lname</u>	<u>Hire Date</u>	<u>Position</u>	<u>Program</u>	<u>Salary</u>	<u>Schedule/Step</u>	<u>Benefit</u>	<u>Benefit Cost</u>
Christine	Blackler	5/21/12	Perm Sub Guidance Counselor	1210 to 1205	\$7,070.30	WMA/1	Unk	Unk
Eric	Clemons	5/7/12	Bus Monitor to Individual Aide	1004/1920	\$14.25/hr.	1/1	N/A	N/A
Colin	Roche	5/14/12	PS Teacher to PS Teacher Asst.	1011	\$16.23/hr.	B/1	N/A	N/A

Resignations

<u>Fname</u>	<u>Lname</u>	<u>Hire Date</u>	<u>Position</u>	<u>Program</u>	<u>Term Date</u>
Chaz	Burden	2/8/12	ABA Trainer	1007	5/18/12
Rebekah	Crasso	1/20/10	ABA Trainer	1005	6/20/12
Briana	May	8/27/07	ABA Trainer	1005	5/4/12
Dishon	McLellan	3/16/11	Bus Monitor	2401	3/27/12
DeMarcus	Nixon	10/1/07	Teacher Assistant/Driver	1001/1920	5/14/12
Ronald	Pernia	6/7/06	Teacher Assistant/Driver	1001	6/4/12
Meredith	Phelps	8/15/11	Behavior Analyst	1005	6/30/12
Robyn	Pitt	2/23/09	ABA Trainer	1005	5/30/12
Lois	Pollard	10/17/00	Driver-part time	1040	5/16/12
Dwight	Wilson	4/23/07	Teacher Assistant/Driver	1001	7/27/12
Debra	Woolcock	2/8/12	ABA Trainer	1007	5/4/12

HUMAN RESOURCES REPORT

JUNE 2012

ENCLOSURE #3

Terminations

<u>Fname</u>	<u>Lname</u>	<u>Hire Date</u>	<u>Position</u>	<u>Program</u>	<u>Term Date</u>
Jamarr	Daniels	3/9/12	Individual Aide	1004/1920	6/4/12
Anthony	Gianelli	2/8/12	Individual Aide	1003/1920	5/2/12

Leaves

<u>Fname</u>	<u>Lname</u>	<u>Reason</u>	<u>Position</u>	<u>Program</u>	<u>Leave</u>	<u>Return</u>
Nancy	Brown	Medical	Special Education Teacher	1214	4/10/12	5/4/12
Jacqueline	Dandio-Harris	Family Medical	Language/Arts Teacher	1210	5/11/12	INT
Brett	Goldstein	Military	Social Studies Teacher	1210	6/11/12	6/22/12
Cornelia	Mislick	Medical	Special Education Teacher	1001	5/14/12	6/25/12
Lisa	Olesen	Medical Ext.	Teacher Assistant/Driver	1001	3/20/12	8/27/12
Zelda	Pickett	Medical	Teacher Assistant/Driver	1001	3/9/12	INT
Jaime	Plancon	Maternity	Music Teacher	1004	8/27/12	11/23/12
Christin	Wenchell	Maternity	Teacher	1218	9/24/12	11/2/12

**ACES Middlesex County Early Head Start Partnership
ACES Governing Board Report for June 2012 meeting**

- ❖ Enrollment as of May 31st, 2012 was **51** in the home visiting option, **3** expectant mothers and **16** in combination option (**70**).
- ❖ We have 2 families pending eligibility determination.
- ❖ We have 10 families on the waiting list.
- ❖ We have **10** children enrolled with IFSP's exceeding the 10% requirement.
- ❖ We have established the Portland library socialization site based on current enrollment trends. Our first play group was held May 21st.
- ❖ The May Policy Council meeting was held with low attendance. We have three parent representative seats open at this time.
- ❖ We began formal data review for the Program Information Report due August 31, 2012.
- ❖ A meeting was held on May 22 with our Regional Technical Assistance Specialist. The focus was on our health data and system for gathering and recording child specific information.

ED049F Rev. 05/09
 Statutory Ref.: C.G.S. Section 10-282 et seq.
 and Section 10-287c-1 et seq. of the
 Regulations of Connecticut State Agencies

STATE OF CONNECTICUT
 Department of Education
 Bureau of School Facilities
 165 Capitol Avenue
 Hartford CT 06106-1630

FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT

DISTRICT NAME: Area Cooperative Educational Services	FACILITY NAME AND ADDRESS: ACES Transportation Services 60 United Dr., North Haven, CT 06473	STATE PROJECT NUMBER: 244-0036
--	--	-----------------------------------

Date project accepted as complete by applicant 6/14/2012 (Final application must be filed within one year of this date.)

FINAL PROJECT FINANCING

General Fund/Bonding:	
General fund - Progress payments	<u>2,077,162</u>
General fund - Other	<u>1,481,460</u>
Current Bonds/Notes* (*Complete Bonds Issued schedule on page 2)	_____
Future Bonds/Notes	_____
Sub-Total General Fund/Bonding	_____
Other Funding:	
Rebates	_____
Insurance Proceeds	_____
Federal/Other State Grants	_____
Other Financing	_____
Describe: _____	
Sub-Total Other Funding	_____
TOTAL FINAL PROJECT FINANCING	<u>3,558,622</u>**

ELIGIBLE AUDITORIUM SEATING
 AREA COSTS COMPUTATION:

a1 Total square footage of auditorium	_____
a2 Square footage of seating area	_____
a3 Total construction cost of auditorium (excluding seats and installation)	_____
a4 Construction cost of seating area ((Item a2 / Item a1) x Item a3)	_____
a5 Costs of seats and installation (not included in Item a4)	_____
a6 ELIGIBLE AUDITORIUM SEATING AREA COSTS (Item a4 + Item a5)	_____
Auditorium seating capacity	<input type="text"/>

FINAL PROJECT COSTS:

ELIGIBLE COSTS	
Architectural Design	<u>360,707</u>
Site Acquisition	_____
Facility Purchase	<u>1,189,210</u>
Other professional fees	<u>45,903</u>
Construction (Fully eligible)	<u>1,653,300</u>
Bonus area - School Readiness	_____
Bonus area - Full day K/Class size reduction	_____
Equipment/Furnishings	_____
Eligible Costs Sub-Total	<u>3,249,120</u>

LIMITED ELIGIBLE COSTS

Outdoor Athletic Facilities and Tennis Courts	_____
Natorium	_____
Eligible auditorium seating area (from Item a6)	_____
Eligible gymnasium seating area costs	_____
Limited Eligible Costs Sub-Total	_____

INELIGIBLE COSTS

Ineligible site acquisition costs	<u>37,055</u>
Ineligible facility purchase costs	_____
Ineligible construction costs	<u>272,447</u>
Ineligible bonus area-School Readiness	_____
Ineligible bonus area-Full day K/Class size	_____
Unauthorized cost increase	_____
Other ineligible costs	_____
Describe: _____	
Ineligible Costs Sub-Total	<u>309,502</u>

TOTAL FINAL PROJECT COSTS 3,558,622**

** NOTE: "TOTAL FINAL PROJECT FINANCING" MUST AGREE WITH "TOTAL FINAL PROJECT COSTS".

FINAL GRANT APPLICATION FOR A SCHOOL BUILDING PROJECT

DETAIL FOR BONDS ISSUED:

Bonds or Notes: (by issue date)

TOTAL BONDS ISSUED _____ *

* NOTE: "TOTAL BONDS ISSUED" MUST AGREE WITH "CURRENT BONDS/NOTES" ON PAGE 1.

CERTIFICATIONS:

The Board of Education approves as complete and accepts the school building project herein identified for public school purposes and certifies that:

- a. The project has been accepted by the architect and construction management firms;
- b. All change orders for this project have been approved by the State Department of Education;
- c. The grant received for this project does not represent a duplication of funding and that funds received do not exceed 100% of the total cost of the project;
- d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account;
- e. The total sum noted in this application was expended for the school building project herein described;
- f. Application is hereby made under provisions of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein, and
- g. All the statements contained in this application are true and correct to the best of my knowledge and belief.

NAME OF SUPERINTENDENT	SIGNATURE	DATE
Dr. Craig W. Edmondson		

All legislative and regulatory requirements, including C.G.S. Sections 10-287(b) and 49-41, have been met in the awarding of contracts for this school building project.

NAME OF APPLICANT'S ATTORNEY	SIGNATURE	DATE
Henry J. Zaccardi		

To: ACES Governing Board
From: Craig W. Edmonson, Ed.D.
Executive Director
Date: June 7, 2012
Re: Meeting Dates for 2012-2013

The following dates have been set for the ACES Governing Board meetings for the 2012-2013 school year.

We begin with a luncheon at 12pm followed by our business meeting at 12:15pm on the second Thursday of each month, unless otherwise specified. The meetings are held at ACES Staff Development Building, 205 Skiff Street, Hamden.

Dates: September 13, 2012
October 11, 2012
November 8, 2012
December 13, 2012
January 10, 2013
February 14, 2013
March 14, 2013
May 9, 2013
June 13, 2013

OTHER ENCLOSURES

June – Student Enrollment Report

Student Report
June, 2012

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Program	Whitney East 1001	Whitney West 1001	Whitney North 1011	Mill Rd 1003	Mill Rd Urban Youth 1218	Village 1004	Village EIBI 1005	Autism Center Standard 1006	Autism Center Intensive 1007	ECA 1203	WIMS 1205	TFMS 1210	Total
2	Ansonia	4	1	2	12		4	3		2		2		30
3	Avon							1						1
4	Berlin						1	1						2
5	Bloomfield			1										1
6	Branford	2	1		1		2	1			3			10
7	Bridgeport	17	2	17	13		3							52
8	Bristol	1			2		1	1						5
9	Cheshire	2					1			1	11			15
10	Clinton	1	1				1				1			4
11	Cromwell							1						1
12	Danbury		1	1					1					3
13	Derby	4	1		4		4	1				3		18
14	East Haddam										1			1
15	East Hartford	1												1
16	East Haven	5	4	2	7		6	1	1	3	3	6		38
17	Griswold		1											1
18	Guilford						3			2	12			17
19	Hamden	11	6	6	20		17	5		5	16	328	1	415
20	Hartford	2		1										3
21	Litchfield						1							1
22	Madison	1		1	1		3	1		1	12			20
23	Meriden	10	2	10	9		5		1	1	3	89	561	691
24	Middletown	3			4		4						116	127
25	Milford			2						2	29	6		39
26	Monroe							1						1
27	Naugatuck			2	3		1							6
28	New Britain	1	1	1	1		1						1	6
29	New Haven	25	10	27	27	42	25	9		1	96	119		381
30	New London			1										1
31	Newtown									1	8			9
32	No. Branford	2									4	3		9
33	North Haven	6	1		3		1	3	1		10		4	29
34	Norwalk			1			1	1						3
35	Old Saybrook			1							2			3
36	Orange						1	2						3
37	Oxford			1	1		1	1			2			4
38	Plymouth						1						2	3
39	Rocky Hill						2						2	2

**MIDDLETOWN BOARD OF EDUCATION
JULY, 2012 – JANUARY, 2014
SCHEDULE OF MEETING DATES
7:00 PM**

JULY, 2012	The BOE does not meet	
AUGUST	21	
SEPTEMBER	11	
OCTOBER	9	
NOVEMBER	13	
DECEMBER	11 (A)	18 (B)
JANUARY, 2013	8	22 (C)
FEBRUARY	12	
MARCH	12	
APRIL	9	
MAY	14	
JUNE	11	25
JULY	The BOE does not meet	
AUGUST	20	
SEPTEMBER	10	
OCTOBER	8	
NOVEMBER	12	
DECEMBER	10 (D)	17 (E)
JANUARY, 2014	14	28 (F)

(A) Regular Meeting & Presentation of Superintendent's 2013 – 2014 Recommended Budget

(B) Budget Workshop

(C) Regular Meeting & Adoption of Board of Education's 2013 – 2014 Budget

(D) Regular Meeting & Presentation of Superintendent's 2014 – 2015 Recommended Budget

(E) Budget Workshop

(F) Regular Meeting & Adoption of Board of Education's 2014 – 2015 Budget