

**MIDDLETOWN BOARD OF EDUCATION  
POLICY COMMITTEE**

Meeting Minutes  
Monday, January 5, 2026  
In Person Meeting 5:30 P.M.

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

Deb Kleckowski, Policy Committee Chair

Shelia Daniels, Board Member

Harold Panciera, Board Member

Dean Krupa, Board Member

Hakeem Grant, Board Member

**Also participation:**

Dr. Alan Addley, Interim Superintendent

Jennifer Cannata, Assistant Superintendent

Colleen Fitzpatrick, Interim Chief Academic Officer

Paul Griswold, Director of Assessment

Jill Power, Operations Administrative Secretary

Stacy Porch, Parent

Judy Judkins, Community Member

**The Meeting was called to order by Deb Kleckowski at 5:30 P.M.**

**1. Introductions**

**2. Policy #3220 Purchasing Procedures**

This policy was presented for review following the City of Middletown's approval of revised Purchasing Ordinances on September 16, 2025. To maintain alignment with the City the committee was recommending that the Board of Education update their policy to follow the City. Competitive quotes are no longer required for purchases of \$10,000 or less and formal bids/RFPs are now required only for expenditures exceeding \$35,000 a change from \$5,000 and \$25,000. After discussion the committee motioned to move the policy forward to the next Board meeting on January 13th for its first reading with the changes. All were in favor.

**3. Policy #4010 Hiring of Certified Staff, Policy #2400 Evaluation of Superintendent and Non-Bargaining Unit Administrators (Team Leadership (BOE) Evaluation Assessment - in Regulation) & Policy #2401 - Discussion**

The hiring policy was presented to the committee for further review following discussions at the last two policy meetings. The proposed amendments seek to include the Board in the appointment and approval of central office-level positions. Additionally the Superintendent should provide a formal notification to the Board when certified administration positions have become vacant. Since the last policy meeting a draft of this proposed policy was created. Harold would like to have the Board have more control on the administrative decisions. He also would like to have the Superintendent recommendation no later than the

next board meeting. After discussion Dr. Addley had mentioned that the Board does not want to make this process more complicated and that the Superintendent should make an administrative decision regarding principals and assistant principals and bring that candidate to the Board. For administrative positions at the Central Office level he believes a Board member should be on the committee to make decisions but only the positions stated in the policy. There was more discussion on adding other positions to this policy but realized they are union positions and wouldn't be added. After discussion the committee decided on moving this policy to the next meeting with a cleaned up draft of the policy. All were in favor.

#### **4. Policy #6154 Homework - Discussion**

Colleen Fitzpatrick mentioned that the OTL committee has put together a draft policy. This policy has come together from researching other policies in other districts, with the OTL committee, and reaching out to teachers to get their feedback. The OTL committee believes this draft will help teachers to understand what they are expected to give for all levels. A table was added to the policy to indicate how long (minutes) students should be doing homework for each grade level. There is also some autonomy for teachers to give what they believe is necessary for their specific class regarding homework. Questions were asked by the committee about grading and how homework is counted towards a student's grade. Jennifer Cannata mentioned how there is a grading policy and Dr. Addley added on to that and said the homework policy is solid and grading should be separate from this specific policy. Harold believes there should be some accountability for teachers to show they are giving homework and to have more communication with parents about homework. He would like to see more expectations for grades 6-12 and criteria for the teachers to follow. He believes that section should not be removed from the policy. Dr. Addley mentioned how principals for each school should be monitoring the homework and how it is being handled at their specific schools. After the discussion the committee agreed to refine the draft of the policy for the next meeting. All were in favor.

#### **5. Policy #6146.1 Grading - Discussion**

Due to time limits this policy was tabled to the next meeting. All were in favor.

The next policy committee meeting is on February 2, 2026, at 5:30 PM.

### **ADJOURNMENT**

**The meeting was adjourned at 6:39 P.M.**

**Respectfully submitted,**

**Marco Gaylord**

**Director of Facilities, Safety & Security**