

I. Call to Order

Ms. Daniels called the meeting to order at 6:33 PM.

II. Salute to the Flag

MHS student led the Pledge of Allegiance. Ms. Daniels had a moment of silence for Malachi James, an MHS student that recently passed away.

III. Adoption of Agenda

A motion to adopt the agenda was made. This motion, made by Rakim Grant and seconded by Kelly Bee, Carried.

Kelly Bee: Yea, Chris Cardella: Yea, Sheila Daniels: Yea, Rakim Grant: Yea, Deborah Kleckowski: Yea, Dean Krupa: Yea, Susan Owens: Yea, Harold Panciera: Yea, Kim Riordan: Yea
Yea: 9, Nay: 0

IV. District Highlights

IV.A. Rebecca Isaacson Teacher Mentor Award

Ms. Isaacson was awarded the 2025 NAAE Region VI Teacher Mentor Award during the Association's national conference in Nashville. This award includes teachers in the Northeast and MidAtlantic. Dr. Addley presented Ms. Isaacson with her award. Ms. Isaacson thanked the Board for their support of the Ag Program and her students for their hard work.

IV.B. Senior Class Mural at MHS

Mr. Steve Matthews, Supervisor of Fine Arts introduced the mural, students and Mr. Shugrue, teacher at Middletown High School. Mr. Shugrue shared that the students developed the theme for the annual mural. Prints of the mural will be available for sale by the public. The murals (since 2009) are on display at Middletown High School.

V. Public Session

Chair Daniels explained the rules of Public Session. There were no comments from the public.

VI. Communications

VI.A. Report of Student Representative

There was no report.

Dr. Addley stated that the elementary, middle and high school teachers described Malachi as a vibrant student, fun loving, charismatic young man. He is greatly missed by the school community.

VII. Consent Agenda

A motion was made to accept the Consent Agenda. This motion, made by Rakim Grant and seconded by Deborah Kleckowski, Carried.

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

Yea: 9, Nay: 0

Ms. Daniels pulled item VII.A, Minutes of December 9, 2025 BOE Regular Meeting. Ms. Daniels would like the minutes to reflect that Ms. Liz Crooks served on the Policy and Curriculum Committees.

VII.A. Minutes of BOE Meeting December 9, 2025

VII.B. Minutes of BOE Special Meeting December 4, 2025

VII.C. 2025 Fall End of Season Sports Report

VII.D. Grants Status Report

VII.E. Budget Committee

VII.F. Curriculum Committee

VII.G. Facilities Committee

VII.H. Policy Committee

VIII. Department Reports

Mr. Gaylord announced that Malachi James' aunt was present and would like to say a few words. Ms. Kleckowski stated that the rules could be suspended and the Board Members agreed. Jedda, Aunt of Malachi James thanked the entire city for their love and care during this difficult time. She shared that Middletown has shown an outpouring of support and love to her family. Ms. Daniels excused herself from the meeting and Mr. Grant took lead of the meeting.

VIII.A. Financial Report

Ms. Forbes shared that the cycle of the budget meeting has changed so this cycle was 2 weeks. She reviewed the expenditure statement. She reviewed the projected deficits and surpluses.

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

Ms. Forbes reported that the transfer report has 2 transfers. One is for the CTE Department from supplies to repairs. The other was for the Athletics Department to purchase sports plaques. Ms. Kleckowski asked Ms. Forbes to explain the rules of transfers. Ms. Forbes stated that transfers are allowed from surpluses to deficits.

A motion to approve the Line Item Transfers was made. This motion, made by Deborah Kleckowski and seconded by Chris Cardella, Carried.

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

Yea: 8, Nay: 0, Absent: 1

VIII.A.2. Action on Prior Year Unexpended Balance Expenditures

Ms. Forbes shared that the Board approved the Unexpended Balance from 2024-2025. There were four expenditures on the report. These include summer programming, Middletown Transition Center building alterations, storage for the Facilities Department and a modification to the financial system, AUC.

A motion was made to accept the Prior Year Unexpended Balance Expenditures was made. This motion, made by Harold Panciera and seconded by Dean Krupa, Carried.

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

Yea: 8, Nay: 0, Absent: 1

VIII.B. Facilities Department

Ms. Daniels returned to the meeting.

Mr. Gaylord highlighted that the department has been busy with roof leaks and work orders. Vape sensors are being installed in Beman and have been installed at MHS. Mr. Gaylord will continue to update the Board with improvements and the needs of our buildings. A new system is being put into place to address work orders for the department.

VIII.C. Personnel Report

Mr. Snyder shared that he is working on the information for the exit surveys and they will be presented in the future. HR is sending out general letters reminding staff to keep up on their certifications. Mr. Snyder shared the amount of fills that ESS has provided by month. He shared that the relationship with ESS has been successful.

VIII.D. Transportation Report

Ms. Erin Stevenson reported that the department has been moving smoothly. Afterschool sites are up to 5. Daily communication is happening with Dattco on changes, updates and field trips.

IX. Superintendent's Report

IX.A. Indoor Air Quality Report

Mr. Gaylord shared that in 2022, a new law PA 22-118 significantly broadens prior IAQ requirements, creating new HVAC assessment criteria. The new law states that districts must use EPA Tools for Schools, IAQ assessment must be conducted annually for each school, HVAC assessment for each school before 1/1/26 and Use DAS forms to submit IAQ and HVAC assessment results. He reviewed the IAQ Assessment Categories. A district wide IAQ Team is being assembled. He reviewed the tasks and responsibilities for the IAQ team. He shared the next steps.

IX.B. Capital Projects

Mr. Gaylord shared that the Spencer and Wesley school's roofs, the gym at Middletown High School will need to be addressed. Paving and curbing are in issue across the district. Camera and security upgrades are needed. There are grants that could assist in funding some of the projects. A discussion will be held with the City regarding the projects.

IX.C. FY 2027 Budget Process & Timeline

Dr. Addley shared that himself and the Finance team are having meetings with principals and department heads regarding the upcoming budget. He reviewed the timeline with the Board. He shared that the Board vote will be April 7th. The Common Council will vote on May 13.

IX.D. Administrative Update

Dr. Addley recognized that Ryan Mertel has been the Interim Principal at MHS since December 16. The district will now hire an Interim Assistant Principal at MHS. Legacy Coordinator interviews will also begin shortly.

X. Action Items

X.A. World Literature Course

Ms. Fitzpatrick shared that the OTL department has been reviewing courses and revisions. One of those courses is American Novel at MHS. Mr. Raucci shared that American Novel is an Honors 11th Grade English course focusing on how American Literature has evolved with our culture. He reviewed the course overlap, goal to expand curriculum and retain objectives. The proposed course would change to World Literature.

A motion to approve the World Literature Course was made. This motion, made by Deborah Kleckowski and seconded by Kelly Bee, Carried.

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

Yea: 9, Nay: 0

X.B. Facilities Committee Discussion and Vote

Ms. Daniels opened the floor for discussion. Ms. Kleckowski suggested quarterly meetings. Mr. Krupa shared his interest in facilities. Mr. Cardella agreed with the suggestions. Ms. Bee shared that Mr. Gaylord and his team are transparent with the Board and that may suggest that a committee may not be necessary. Mr. Panciera asked that the Board pause the committee for one year. Mr. Grant noted that concerns or questions could be discussed at the Board meetings or by contacting the facilities department. Ms. Owens asked if those interested could be added to the Macdonough Building Committee. Mr. Panciera made a motion to dissolve the Facilities Committee on a temporary basis and reevaluate in 6 months. Mr. Grant seconded the motion.

A motion to amend the Facilities Committee meetings to quarterly meetings and reassess in June was made. This motion, made by Deborah Kleckowski and seconded by Chris Cardella, Carried.

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

Yea: 5, Nay: 4

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X.C. Board of Education Goals

A motion to approve the Board of Education Goals was made. This motion, made by Harold Panciera and seconded by Kelly Bee, Carried.

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

Yea: 9, Nay: 0

X.D. Personnel Search Committee Contract

Dr. Addley shared that the Personnel Search Committee has met and chose NESDEC as the search committee. This would authorize Dr. Addley to engage in the contract.

A motion to approve the Personnel Search Committee Contract was made. This motion, made by Deborah Kleckowski and seconded by Dean Krupa, Carried.

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

Yea: 8, Nay: 0, Abstain: 1

X.E. Policy #3320 Purchasing — First Reading Ms. Kleckowski shared that this policy has been written to work with the city purchasing policy.

A motion to accept Policy #3320 - First Reading was made. This motion, made by Deborah Kleckowski and seconded by Chris Cardella, Carried.

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

Yea: 9, Nay: 0

XI. Future Agenda Items

XII. Proposed Executive Session

Ms. Kleckowski asked for a discussion to allow for parental involvement in board meetings.

XII.A. Discussion Regarding the Performance of Staff

A motion to enter Executive Session for the purpose of Discussion Regarding the Performance of Staff (proposed for Executive Session) and invite Dr. Alan Addley was made. This motion, made by Sheila Daniels and seconded by Chris Cardella, Carried.

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

Yea: 9, Nay: 0

XIII. Adjournment

Move at 8:57 PM to adjourn. This motion, made by Chris Cardella and seconded by Deborah Kleckowski, Carried.

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

Yea: 9, Nay: 0