

Board of Education Regular Meeting

Tuesday, November 19, 2019 6:30 PM

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

I. Call to Order		
II. Salute to the Flag		Speaker (s) : Michael Conner
III. Adoption of Agenda		Speaker (s) : Michael Conner
IV. Election of Officers		Speaker (s) : Michael Conner
V. District Highlights		
V.A. Middletown High School Diversity Day Recognition		Speaker (s) : Michael Conner
V.B. Recognition of Interim Assistant Principal		Speaker (s) : Michael Conner
V.C. Recognition of Middletown High School Marching Band		Speaker (s) : Marco Gaylord
V.D. Recognition of Former Board of Education Member		Speaker (s) : Michael Conner
V.E. Recognition of ParaEducators		Speaker (s) : Michael Conner
VI. Public Session		
VII. Communications		
VII.A. Report of Student Representative		Speaker (s) : Evan Davis
VIII. Consent Agenda		
VIII.A. Minutes of October 8, 2019 BOE Regular Meeting		
VIII.B. Grants Status Report		Speaker (s) : Natalie Forbes
VIII.C. Grant - 2019-2020 Alliance District		Speaker (s) : Natalie Forbes
VIII.D. Grant - Perkins		Speaker (s) : Natalie Forbes
VIII.E. Grant - Title 1, 2 and 3		Speaker (s) : Natalie Forbes
VIII.F. Grant - Title 4		Speaker (s) : Natalie Forbes
IX. Department Reports		
IX.A. Financial Report		Speaker (s) : C Bourne / C Walcott
IX.A.1. Action on Line Item Transfer Report		Speaker (s) : C Walcott / C Bourne
IX.B. Facilities Department		Speaker (s) : Peter Staye
IX.C. Personnel Report		Speaker (s) : Melaina Cossette
IX.D. Transportation Report		Speaker (s) : Mark

Langton

X. Superintendent's Report

Speaker (s): Michael Conner

X.A. Aerospace & Manufacturing Presentation

Speaker (s): Michael Conner

X.B. District Data Team

Speaker (s): Michael Conner

X.C. District News

XI. Committees

XI.A. Budget Committee

XI.B. Curriculum Committee

XI.C. Facilities Committee

XI.D. Policy Committee

XI.E. Representative Reports

XI.F. New Middle School Building Committee

XII. Action Items

XII.A. Approval of Current Humanities Course Add Early College Experience (ECE) Option **Speaker (s):** Lisa Loomis

XII.B. Approval of Latinx Literature Elective **Speaker (s):** Lisa Loomis

XII.C. Approval of Aerospace Design Course **Speaker (s):** Lisa Loomis

XII.D. Approval of a Mechanical Technology Course **Speaker (s):** Lisa Loomis

XII.E. Approval of a Drone and Flight Science Course **Speaker (s):** Lisa Loomis

XIII. Future Agenda Items

XIII.A. New Items

XIV. Adjournment

Board of Education Regular Meeting

October 8, 2019, 6:30 PM

Middletown Common Council Chambers

I. CALL TO ORDER

Board Members Present: Deborah Cain, Anita Dempsey-White, Chris Drake, Edward Ford, Sean King, Lisa Loomis, Cheryl McClellan, Jonathon Pulino, and Marilyn Rios

Others Present: Superintendent of Schools Dr. Michael Conner, Chief of School Operations and Communication Marco Gaylord, Chief of Administration Christine Bourne, Director of Pupil Services and Special Education Amy Clarke, Director of Technology Mike Skott, Director of Instructional Technology Michelle Gohagon, Director of Facilities Peter Staye, Manager of Transportation Mark Langton, Human Resources Representative Melaina Cossette, Finance & Resource Management Specialist Cheryl Walcott, Assistant to the Superintendent/Board Secretary Marcy Poppel, and fourteen (14) visitors.

Board Chair Drake called the meeting to order at 6:34 PM.

Chair Drake introduced the Board of Education's new Student Representative Evan Davis, who is a senior at Middletown High School and will serve one year as the Student Representative.

II. SALUTE TO THE FLAG

New Student Representative Evan Davis led the Pledge of Allegiance.

III. ADOPTION OF AGENDA

MOTION: Move to adopt the Agenda passed with a motion by Mr. Pulino and a second by Ms. Loomis – unanimous vote.

IV. DISTRICT HIGHLIGHTS

A. Recognition of Community Interview Committee for the Chief Academic Officer

Dr. Conner said this evening the Board of Education (BOE) will take action on the hiring a Chief Academic Officer (CAO). He shared the process, sharing the committee members who served on the hiring committee, which included more community member participation. They interviewed over 15 people. He asked the committee members in the audience to please stand and he thanked them for their time, dedication and willingness.

V. PUBLIC SESSION

Chair Drake explained the rules of Public Session.

No member of the audience addressed the Board.

VI. COMMUNICATIONS

A. Report of Student Representative

New Student Representative Evan Davis introduced himself and shared that he is a senior at Middletown High School. He shared upcoming activities which include MHS Spirit Week, door decorating, the Minority Student Coalition Homecoming Dinner, and the homecoming game and dance. Students are getting ready for the Pep Rally in November.

VII. CONSENT AGENDA

Chair Drake stated that Consent Agenda Item VII.G. Extended Field Trip – Middletown Future Business Leaders of America (FBLA) Trip is being removed from this evening's Agenda as requested by the Advisor.

MOTION: Move to approve the Consent Agenda, as amended, passed with a motion by Mr. King and a second by Ms. McClellan – unanimous vote.

A. Minutes of October 2, 2019 BOE Special Meeting

- B. Minutes of September 10, 2019 BOE Regular Meeting
- C. Minutes of August 6, 2019 BOE Special Meeting
- D. Extended Field Trip - MHS Crew Club Trip to MA 10-13-19
- E. Extended Field Trip - MHS Senior Class Trip to NYC 10-24-19
- F. Extended Field Trip - Lawrence Elementary School Trip to Sturbridge Village, MA 10-30-19
- H. Extended Field Trip - MHS College & Career Center Trip to NYC 11-16-19
- I. Extended Field Trip - MHS AP History Trip to NYC 12-11-19
- J. Extended Field Trip - MHS BlueTube Trip to CA 3-29-20 to 4-4-20
- K. Grants Status Report
- L. Grant - Fund for Greater Hartford Bridge to Brilliance
- M. Grant - Health Enhancement Community Initiative

VIII. DEPARTMENT REPORTS

A. Financial Report

Chief of Administration Christine Bourne provided an overview of the Financial Statement. There were no questions.

1. Action on Line Item Transfer Report

Ms. Bourne provided an overview of the Line Item Transfer Report. There were no questions.

MOTION: Move to approve the Line Item Transfer Report passed with a motion by Mr. King and a second by Mr. Pulino – unanimous vote.

B. Facilities Department

Director of Facilities Peter Staye provided an update and responded to questions.

C. Personnel Report

Human Resources representative Melaina Cossette came forward and responded to questions.

D. Transportation Report

Transportation Manager Mark Langton spoke about the first month of bussing. He provided a road construction update. He responded to questions.

IX. SUPERINTENDENT'S REPORT

Dr. Conner said tonight is a celebration of individuals leaving. He recognized Board members Jon Pulino and Ed Ford Jr. who are running for Common Council, Chris Drake, Cheryl McClellan, and Marilyn Rios who are leaving the Board. He recognized Deborah Cain and Anita Dempsey-White who are running for re-election. Dr. Conner shared that Marcy Poppel is retiring after 15 years as Assistant to the Superintendent and Secretary to the Board of Education. The Board presented her a plaque and flowers. Dr. Conner presented Ms. Poppel flowers and a group photo was taken. Dr. Conner provided a token of appreciation and thanks to the 3 members leaving the Board. The forward-moving changes during these 3 Board members' tenure will have a positive impact for future generations. Chair Drake spoke of his time on the Board and recognized the efforts of all Board members.

A. District News

X. COMMITTEES

A. Budget Committee

Committee Chair Sean King provided an overview of last evening's Budget Committee meeting. Chair Drake thanked Mr. King for his efforts.

B. Curriculum Committee

Committee Chair Lisa Loomis stated there was no meeting held in September and the committee's next meeting is October 17th at 4 PM. The discussion will be around proposed new high school courses.

C. Facilities Committee

Committee Chair Deborah Cain said the committee last met on September 18th. The next meeting will be October 16th at Snow School.

D. Policy Committee

Committee Chair Cheryl McClellan provided an overview of the last meeting held on Tuesday, September 17th. Discussions were around suspensions/expulsions, cell phones in classrooms, and graduation credits. The next meeting is October 15th at 8:30 AM at Technology Annex at 310 Hunting Hill Avenue.

E. Representative Reports

Chair Drake asked if anyone is doing anything in the community they want to share. Ms. McClellan said in the fall and spring the VFW and American Legion offer scholarships and she will email Dr. Conner the applications. Ms. Rios announced that there will be a Trunk or Treat at Macdonough School on October 26th from 5 – 8 PM. Mr. Pulino shared that there is a Poetry Contest for high school students with monetary prizes and winning poems will be published in a book. Interested students should go to the website poeticpower.com The deadline is December 5th. Student Representative Evan Davis said the Drama Club is holding a fundraiser, having a free Halloween Town Movie Marathon on October 25th from 3 PM to 8:30 PM at the Santo Fragilio Performing Arts. Donations are welcome. Mr. Ford Jr. shared that on October 24th there is going to be at Cross Street Church an amazing challenge called Soup Supper. He and several Board members will be servers that evening.

F. New Middle School Building Committee

Chair Drake stated he intends to continue with serving. He foresees changes to the makeup of the Board of Education and the Building Committee following the election. As a reminder, currently he is the Board of Education representative as well as former Board member Sheila Daniels. Chair Drake said he is happy to continue serving. He said committee members are Mayoral appointments approved by the Common Council. If the Board wishes to have a current Board of Education member on the committee, he will do whatever he needs to, add an additional person, or if he needs to step down he will be willing to brief a new Board member he will, whatever the Board wishes. He reiterated his willingness to be on the committee until the doors of the new school open in August, 2021. The project will start with vigor in the next two months. Right now there is a lull in activity because we are in the middle of Phase I and Phase II. The next New Middle School Building Committee meeting is this Thursday at 6 PM at Central Office.

Chair Drake stated that as the BOE approved the Special Meeting Minutes tonight, tomorrow he will send our minutes of the BOE Special Meeting with a note to the Common Council, alerting them of the Board's decision at the Special meeting regarding the naming of the new middle school. Chair Drake will copy BOE members on that correspondence. Mr. Pulino stated that he is running for Common Council and while going door-to-door some people feel that what the Board voted on is permanent and some people believe it goes to the Common Council. He thanked Board Chair Drake for bringing that up. Chair Drake said he

will copy Board members on what he sends to the Common Council which will be in transition due to the upcoming election.

XI. ACTION ITEMS

A. Action on Appointment of Followed by Introduction of New Chief Academic Officer (CAO)

Dr. Conner said this evening the Board will vote on the appointment of a new Chief Academic Officer (CAO). He shared the rigorous interview process which started with 55 applicants from five different states, and then was narrowed down to 15 applicants. He thanked Mr. Pulino and Mr. King for their help. The community participated in the interviews of the 15 candidates. Six candidates were selected to move on to the second round. He thanked Dr. Steven Minkler of Middlesex Community College for hosting the second round of interviews of six candidates. The final round consisted of 4 candidates. Dr. Conner said finalist candidate, Dr. Magda Parvey, stood out. He shared her background which includes two Masters degrees and a Doctor of Education in Administration and Supervision. Currently, she serves as Interim Superintendent at The City School District of New Rochelle in New York.

MOTION: Move to appoint Dr. Magda Parvey as the district’s Chief Academic Officer (CAO) and authorize the Board Chair to execute her contract passed with a motion by Chair Drake and a second by Ms. Rios – unanimous vote.

Dr. Parvey stated she is honored to join our school district. She said it was a rigorous process. She stated what most interested her in the position is about the community involvement with the Strategic Operations Plan, as it is a joint effort which aligns with her belief as an educator. She feels it is about partnership and engagement with the community. She said she looks forward to learning and growing with the district.

B. Presentation and Action on the Food Services 3-Year Strategic Operating Plan

Janet Calabro, Director of Food Services provided an overview of the three-year Food Services Plan. What her department does is provide a basic human need to students. That starts before the education process takes place. She spoke of best quality of food and service - which is what this plan is all about. This Strategic Operation Plan (SOP) addresses Goal 2 Operations Systems and Structures. She shared the five aspects of the plan. One of the ultimate goals is to offer breakfast and lunch at no charge to all students in the district. The program is federally funded, not grant funded. She spoke of building sustainable student council committees at each school to get good, solid feedback. Also, she would like to create a media stream to have two-way feedback, bridge gaps, create more outreach services, with a concentration on food insecurity. She hopes to work with the Hunger Task Force, Amazing Grace, the Food Bank to bring resources together to reach as many families as possible.

She shared a new summer program held this past summer sponsored by the BOE Food Services Department, a summer feeding program for 9 weeks which was very successful. She said they served over 25,000 meals in 13 different sites, some on-site. Hot meals were served to children at five locations. They provided satellite service to community locations including Shiloh Baptist Church, Crystal Lake, and the Wesleyan Girls STEM program. She hopes that next year the program will expand. She said the program is very sustainable. Ms. Calabro responded to questions about a survey, student involvement, and partnering with a culinary school such as Vinal Tech. Chair Drake stated he received rave reviews of the program. He stated he has seen a tremendous improvement in the food and recognized Ms. Calabro’s efforts. He suggested consideration of a future focus on food waste and waste, in general, in our Food Services program, with inclusion of the Facilities Department and the City Sanitation Department. He said he also would like to see all district schools in the CEP program.

MOTION: Move to approve the Food Services 3-Year Strategic Operating Plan passed with a motion Mr. Pulino and a second by Ms. Rios – unanimous vote.

XII. FUTURE AGENDA ITEMS

A. New Items

Dr. Conner stated that to support Goal 2 – Operations Systems and Structures we now have our chief structure completed. As was talked about two years ago leading to today, approving overall operation efficiencies, cross functionality in the context of deepening the collaborate networks to advance our strategic initiatives, as well as the strategic priorities in moving to have more department efficacy. Moving this office structure led by our three chiefs – some are restructured positions, some are new consolidated positions based off two existing positions from our previous budget, and the restructuring of the Associate Superintendent position to a Chief Academic Officer position. Dr. Conner formally introduced Marco Gaylord who will lead the Office of Operations and Communications and have four departments directly under his supervision and purview. He introduced our new Chief of Administration Christine Bourne. We are currently in the process of redesigning, or restructuring, or a new design to a Finance Officer, moving towards an equity model. For the Office of Teaching and Learning, Dr. Parvey will be leading several departments.

Board Member Edward Ford Jr. welcomed Dr. Parvey and stated that Councilman Phil Pessina, who could not be present tonight due to a family commitment, wished to publicly welcome and congratulate Dr. Parvey. He offered his assistance to her. He was very humbled to be asked by Dr. Conner to be on the Interview Community Panel.

Mr. Ford Jr. stated that as he is running for Common Council, and should this be his last BOE meeting, he wanted to take this opportunity to acknowledge this tremendous opportunity he was given to be a member of the BOE, and serve with each of the other 8 Board members, and to serve our students. It has been an honor to serve in that capacity. He spoke of meeting Student Representative Evan Davis and the many other awesome students along the way who are doing amazing things.

Chair Drake extended organizational assistance to the new Board of Education.

XIII. ADJOURNMENT

MOTION: Move to adjourn at 8:08 PM passed with a motion by Mr. King and a second by Ms. Rios – unanimous vote.

Respectfully Submitted,

Marilyn Rios
Secretary

MSR/mp

1. Grant Awards

The following grants were confirmed this month:

Education Incentive Challenge Grant: Mac @ Manes & Motions Therapeutic Riding Center	City of Middletown/Youth Services Bureau	\$6,000	\$6,000

2. Connecticut State Department of Education (CSDE)

This month has been primarily a grant preparation and submission month with Title 1, 2, 3, 4, Alliance and Perkins grants prepared for submission. We anticipate award notification by January 2020 on these grants.

Respectfully submitted,
Natalie Forbes, Director of Innovation & Grants

EXECUTIVE SUMMARY
SY20 ALLIANCE GRANT

The district is submitting its 2019-20 Alliance District grant plan to the CT State Department of Education (CSDE). Middletown has been allocated \$4,019,593 for SY20 under the plan.

The Alliance District program is a unique and targeted investment in Connecticut's 33 lowest-performing districts. Connecticut General Statute Section 10-262u establishes a process for identifying Alliance Districts and allocating increased Education Cost Sharing (ECS) funding to support district strategies to dramatically increase student outcomes and close achievement gaps by pursuing bold and innovative reforms. Pursuant to C.G.S. § 262u, each Alliance District's receipt of its designated ECS funding is conditioned upon district submission and the Commissioner of Education's approval of a plan, district progress and performance relative to that plan, and subsequent annual amendments, in the context of the district's overall strategy to improve academic achievement.

The CSDE reviews district plans on an annual basis and approves plans aligned to the goals of the program. Annual plan approval is predicated upon district implementation and performance during the prior year.

Under Connecticut General Statute Section 10-262u(d), the following focus areas for spending are defined for Alliance District funds that may include, but not be limited to the following:

1. A tiered system of interventions.
2. Foundational reading programs (Grades K-3).
3. Additional learning time, either extended day or extended year.
4. A talent strategy designed to "attract, retain, promote and bolster the performance of staff".
5. Training for school leaders and staff on new teacher evaluation models.
6. Coordination with early childhood education providers, including funding for Head Start.
7. Coordination with governmental and community programs for student support and Wraparound Services.

8. Implementing and furthering statewide education standards and associated activities and initiatives.
9. Minority teacher/administrator recruiting.
10. Enhancement of bilingual education programs.

On December 10, 2015, President Obama signed the 'Every Student Succeeds Act' (ESSA) into law. ESSA includes provisions that will help to ensure success for all students and schools. Connecticut's ESSA Consolidated State Plan is built upon the goals and promises of the State Board of Education's 2016-2021 Comprehensive Plan that has embraced three long-term goals that focus on steady and sustained growth toward critical targets that will ensure student success:

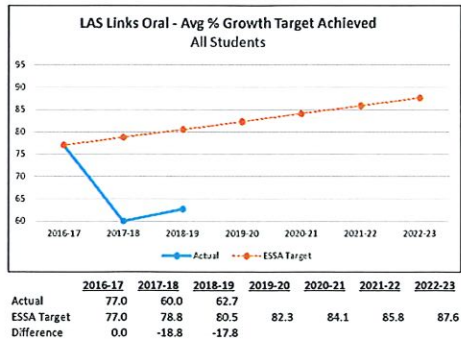
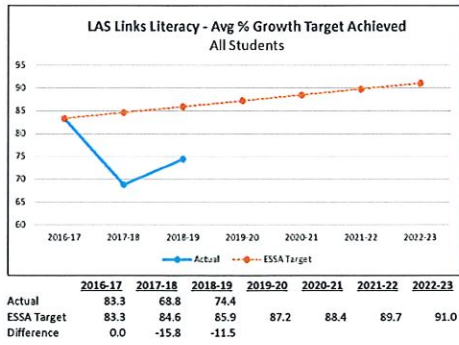
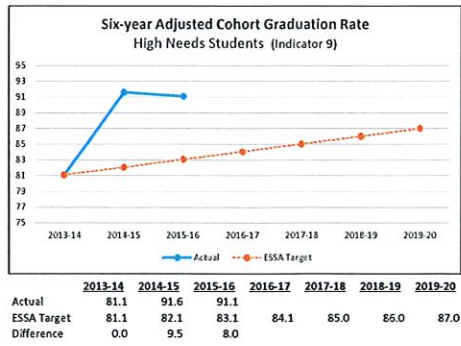
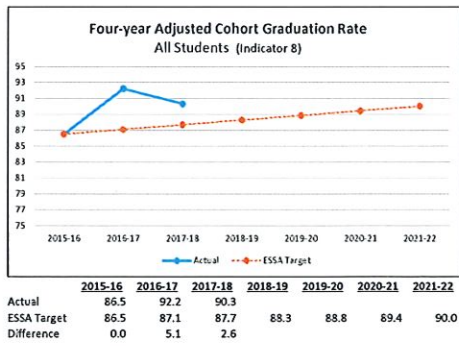
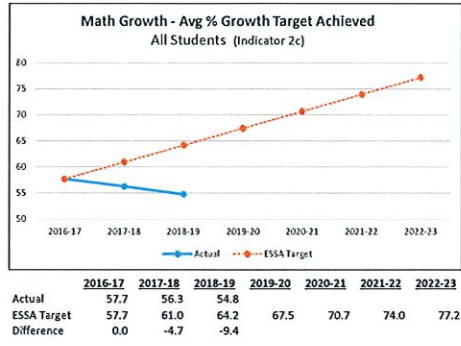
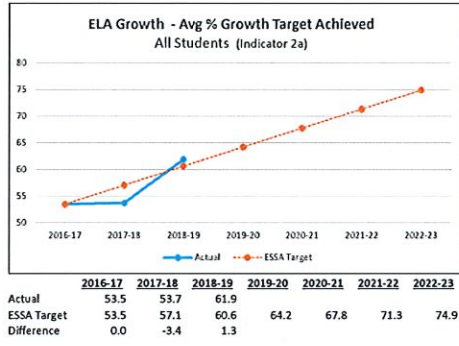
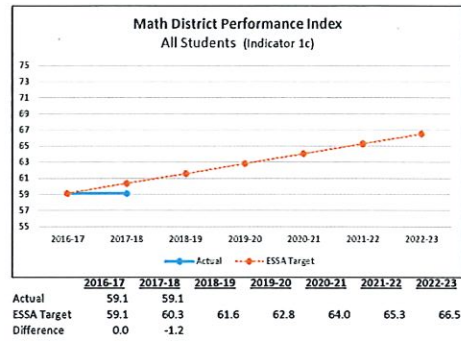
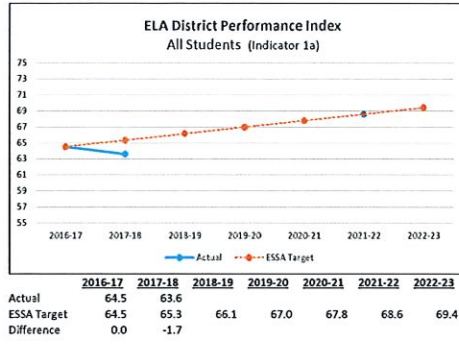
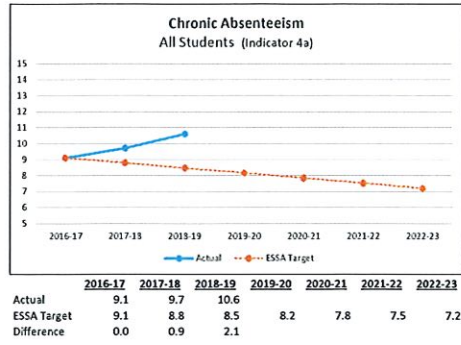
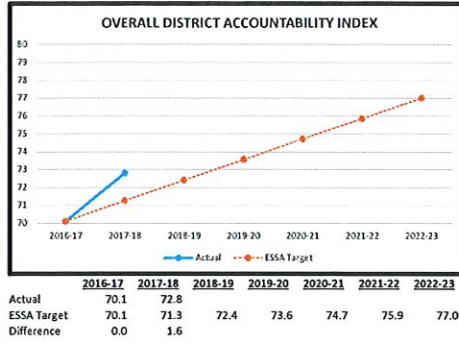
1. Improving achievement of all students and measuring student academic growth across time;
2. Increasing graduation rates for all students; and
3. Ensuring growth and achievement of English language proficiency for all of Connecticut's English learners.

Each district has pre-determined ESSA goal targets (attached to application). The district has worked with our CSDE Alliance Grant program officer during the preparation of the submission. An additional requirement is BOE approval of the grant submission.

Funding Requested: \$4,019,593

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANT SERVICES

DISTRICT ESSA ACCOUNTABILITY KEY INDICATOR DASHBOARD - MIDDLETOWN



EXECUTIVE SUMMARY
CARL D. PERKINS GRANT

The Strengthening Career and Technical Education for the 21st Century Act (Perkins V) was signed into law by President Trump on July 31, 2018. This bipartisan measure reauthorized the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) and continued Congress' commitment in providing nearly \$1.3 billion annually for career and technical education (CTE) programs for our nation's youth and adults.

Perkins V represents an important opportunity to expand opportunities for every student to explore, choose, and follow career and technical education programs of study and career pathways to earn credentials of value. As States and local communities embark on the development of new plans for CTE, the Department hopes that the videos, resources, links, and media found below and throughout this Website can be useful tools for States and local recipients in "rethinking CTE" and arriving at bold goals under the newly-authorized Perkins V statute.

Funding for the 2019-20 school year will provide for:

- Professional development for Perkins area staff (5% required) around Common Core alignment in the career and technical education subject areas;
- Upgraded technology for Hospitality and Tourism, Video Production, and Pre-Engineering;
- Transportation to state and national competitions and field trips for Marketing, Pre-Engineering, and Accounting and Personal Finance students;
- Student instructional materials and computer kits for the Robotics, Engineering, Cooperative Work Experience, Hospitality and Tourism, Accounting, Personal Finance, Marketing, Video Production, and Child Development programs.
- Substitute teachers for teacher PD
- Educational supplies for the new Aerospace/Advanced Manufacturing program

The purpose of this grant program is to develop more fully the academic, career, and technical skills of students in Grades 9-12 who elect to enroll in career and technical education programs, and to strengthen post-secondary linkages.

Funding Requested: \$68,902

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANT SERVICES

EXECUTIVE SUMMARY
CONSOLIDATED APPLICATION FOR FEDERAL GRANTS FOR 2019-20

The State Department of Education requires school districts to submit a Consolidated Application for - 2019-20 Federal grants. The funding levels indicated reflect the public school allocations only.

1) Title I, Part A –Improving Basic Programs \$862,926.93

Schools falling at or above the district average may qualify for Title I funding; schools below the district average do not qualify for services. The district may bypass a qualifying school for Title I services only if it houses a grade level that is not being served elsewhere in the district. If a school falls below the district average the following year, it may be grandfathered to receive Title I services for one year only. October 1, 2018 enrollment and free/reduced rates are used to determine Title I eligibility.

For the 2019-20 school year Bielefield, Farm Hill, Macdonough, Spencer, and Snow Elementary Schools qualify for Title I services, as well as St. John Paul II School. Title I will provide funding for: parent engagement, instructional and classroom support, and interventionist positions. The non-public school receives curricular and educational supplies support for the school year.

2) Title II, Part A: Teacher/Principal Training, PD and Recruitment \$125,155.43

Title II, Part A, grant funds are intended to promote and support activities that increase student academic achievement through strategies such as: improving teacher and principal quality, increasing the number of highly qualified teachers in the classroom, and highly qualified principals and assistant principals in schools.

This year these funds will support teacher and administrator professional development that aligns with the Strategic Operating Plan Middletown 2021: Keys to Innovation and Equity.

3) Title III –English Language Acquisition & Language Enhancement, incl. Immigrant Youth \$24,377.01

Title III – English Language Acquisition and Language Enhancement – is designed to develop and conduct language instruction educational programs to increase limited English proficient children’s English proficiency in speaking, reading, writing, and comprehending English, and to increase their achievement in the core academic subjects. Title III funds will be used to support two interventionists (school day and extended day) to provide intensive instruction to identified limited English proficient students.

Total Public Funding for 2019-20 Title I, Title II-A & Title III Grants: \$ 1,012,459.37 (+5% over 2018-19)

Total Public Funding for 2018-19 Title I, Title II-A & Title III Grants: \$ 961,795.05 (+2% over 2017-18)

Total Public Funding for 2017-18 Title I, Title II-A & Title III Grants: \$ 942,437.94 (-14.8% from 2016-17)

The State Department of Education issues the following guidance to identify how entitlements are calculated:

The U.S. Census Bureau's Small Area Income and Poverty Estimates Program (SAIPE) annually provides the U.S. Department of Education with Census poverty estimates (children ages 5-17) used to determine districts' Title I eligibility and calculate district Title I allocations. There is no correlation between Census poverty estimates and free/reduced lunch counts. Census poverty estimates are based on a statistical model incorporating data from the following sources:

- Census Bureau's American Community Survey
- Administrative records from federal income tax returns
- Supplemental Nutrition Assistance Program
- Most recent decennial Census
- Update to population estimates
- Data on Supplemental Security Income recipients
- Economic data from the Bureau of Economic Analysis

More information about SAIPE and additional information is available at <http://www.census.gov/did/www/saipe/about/index.html>:

The main objective of this program is to provide estimates of income and poverty for the administration of federal programs and the allocation of federal funds to local jurisdictions. In addition to these federal programs, state and local programs use the income and poverty estimates for distributing funds and managing programs.

The SAIPE program produces the following county and state estimates:

- total number of people in poverty
- number of children under age 5 in poverty (for states only)
- number of related children ages 5 to 17 in families in poverty
- number of children under age 18 in poverty
- median household income

In addition, in order to implement provisions under Title I of the Elementary and Secondary Education Act as amended, we produce the following estimates for school districts:

- total population
- number of children ages 5 to 17
- number of related children ages 5 to 17 in families in poverty

The estimates are not direct counts from enumerations or administrative records, nor direct estimates from sample surveys. Instead, for counties and states, we model income and poverty estimates by combining survey data with population estimates and administrative records. For school districts, we use the model-based county estimates and inputs from federal tax information and multi-year survey data to produce estimates of poverty. See the [Methodology](#) page for further details on the models and see [Information about Data Inputs](#) for details on the data sources.

Beginning with the SAIPE program's estimates for 2005, data from the [American Community Survey](#) (ACS) are used in the estimation procedure; all prior years used data from the Annual Social and Economic Supplements of the [Current Population Survey](#). Further details are given in a 2007 SAIPE report, [Use of ACS Data to Produce SAIPE Model-Based Estimates of Poverty for Counties](#) [PDF - 3.4M]. The U.S. Census Bureau, with support from other Federal agencies, originally created the SAIPE program to provide more current estimates of selected income and poverty statistics than the most recent decennial census. A brief history of the SAIPE program can be found on the [Origins of the Project](#) page. Prior to the creation of the SAIPE program the decennial census was the only source of income distribution and poverty statistics for households, families, and individuals if one needed data for "small"

geographic areas, e.g., counties, cities, and other sub-state areas. The ten-year span between the release of decennial census data left a large gap in information concerning fluctuations in the economic situation [PDF - 191k] of the nation and local areas

This is the link to the information about how the Census poverty estimates are created: <http://www.census.gov/did/www/saipe/about/index.html>

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS

EXECUTIVE SUMMARY

TITLE IV, PART A GRANT

With the reauthorization in December 2015 of the Elementary and Secondary Education Act of 1965 (ESEA), Every Student Succeeds Act (ESSA) provides funding under the newly authorized subpart 1 of Title IV, Part A with the intention of increasing state and local capacity to address three priority areas:

- 1) provide all students with access to a well-rounded education, as defined in ESSA section 8101 (52);
- 2) improve school conditions for student learning; and
- 3) improve use of technology in order to improve the academic achievement and digital literacy of all students.

The Connecticut State Department of Education (CSDE) will distribute SSAE grant funds to LEAs by formula, as an entitlement.

For the 19-20 school year Middletown Public Schools is requesting:

Professional development for effective use of technology (NEWSELA program) at Macdonough and Farm Hill Elementary schools (Title 1 Schools) and Keigwin and Woodrow Wilson Middle Schools. Total = \$6,000.

Aligns with Goal 1:1 Rigor & Relevance--increase rigor and relevance by revising and designing a comprehensive curriculum so effective instruction is provided with access and equity for all students; and Goal 2.5 Technology--implement a district technology plan that is aligned to the Future Ready Schools Framework (SOP).

MOVIA robot-assisted instruction (Movia data system + 2 robots) is clinically effective for students with targeted, special needs such as Autism, trauma, mental health diagnoses, and /or developmental delays. The robot-assisted lesson topics such as social skills instruction, learning readiness, pragmatic communication, academics and skills for daily living are designed to promote engagement within social and educational environments. Total = \$12,499.46.

Aligns with Goal 4 Collaborative Learning Environments--create nurturing, healthy, and safe learning environments that are inclusive and engaging for all students, families, and staff (SOP).

Purchase a Proto-TRACK Knee Mill for the new Aerospace/Advanced Manufacturing program. This program will strengthen career options for all students. Total = \$23,235

Aligns with Goal 1.6 Expand High School Options--develop high school programs of study including increased rigor and equitable access to personalized pathways (SOP).

Total public school grant request is \$41,734.46.

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANT SERVICES

Middletown Public Schools
PARAPROFESSIONALS LEAVE OF ABSENCES/NEW HIRES/RESIGNATIONS/RETIREMENTS
Personnel Action – November 19, 2019

NEW HIRES:

First Name	Last Name	Title		Start Date	Location
Stephanie	Foehl	Paraprofessional	New Hire	10/7/2019	Macdonough Elementary
Daniel	Stouffer	Paraprofessional	New Hire	10/7/2019	Woodrow Wilson Middle School
Rachel	Mandeville	Paraprofessional	New Hire	10/8/2019	Snow Elementary
Colin	Horn	Paraprofessional	New Hire	10/14/2019	Farm Hill Elementary
Rachel	Bonaparte	Paraprofessional	New Hire	10/15/2019	Lawrence Elementary
Patrice	Barrett	Paraprofessional	New Hire	10/15/2019	Woodrow Wilson Middle School
Marlene	Coleman	Paraprofessional	New Hire	10/21/2019	Wesley Elementary

Leave(s) of Absence:

Blanchette, Stephanie, ICM Paraprofessional at Moody Elementary School employed in Middletown since March 2013, has requested a child rearing leave of absence for approximately twelve weeks utilizing FMLA. The effective date is January 1, 2020.

RESIGNATIONS:

First Name	Last Name	Title		End date	Location
Anna	Junokas	Paraprofessional	Resignation	10/1/2019	Farm Hill
Amanda	Russo	Paraprofessional	Resignation	10/15/2019	MHS
Cori	Boroski	Paraprofessional	Resignation	10/23/2019	Spencer

Vacancies for the 2019-20 school year:

- Paraprofessional- 1 positions at Farm Hill
- Paraprofessional- 1 position at Snow School
- Paraprofessional – 1 position at Woodrow Wilson Middle School
- Paraprofesional- 2 positions at Middletown High School
- Behavior Technician- 1 position at Farm Hill

PERSONNEL ACTION:

Leave(s) of Absence:

Murphy, Katelyn, Speech & Language Pathologist at Farm Hill and Keigwin Schools employed in Middletown since August 2010, has requested a child rearing leave of absence for the remainder of the 2019-20 school year. The effective date is March 29th, 2020.

Voelker, Alison, Special Education Teacher at Snow Elementary School employed in Middletown since August 2002, has requested a child rearing leave of absence for approximately six to twelve weeks. The effective date is March 2, 2020.

Appointment(s):

STATUS OF CERTIFIED EMPLOYMENT:

Bajek, Nancy, is appointed as a School Guidance Counselor for Woodrow Wilson Middle School. Her position on the salary scale is Step 1 of the 6th Year Salary Scale, salary prorated \$41,399.01. Ms. Bajek earned her Baccalaureate from Western New England University and Master's (60 credits) at Saint Joseph College.

Brady, Jill, is appointed as a Special Education Teacher for the District (assigned to Woodrow Wilson Middle School). Her position on the salary scale is Step 11 of the Master's Salary Scale, salary prorated \$63,155.68. Ms. Brady earned her Baccalaureate from Assumption College and Master's at Southern Connecticut State University.

Grabowski, Norman, is appointed as a Chemistry Teacher for the Middletown High School. His position on the salary scale is Step 11 of the 6th Year Salary Scale, salary prorated \$67,972.80. Dr. Grabowski earned his Baccalaureate from Manhattanville College and PhD at the University of Connecticut.

Knipp, Peter, is appointed as a Math Teacher for Middletown High School. His position on the salary scale is Step 11 of the 6th Year Salary Scale, salary prorated \$73,970.40. Dr. Knipp earned his Baccalaureate from Princeton University and Master's and PhD at the University of Chicago.

McLeod, April, is appointed as a Grade 3 Teacher for Macdonough Elementary School. Her position on the salary scale is Step 8 of the Bachelor's Salary Scale, salary prorated \$45,054.08. Ms. McLeod earned her Baccalaureate from Liberty University.

Thompson, Ainsworth, is appointed as a Math Teacher for Woodrow Wilson Middle School. His position on the salary scale is Step 11 of the Master's Salary Scale, salary prorated \$63,155.68. Mr. Thompson earned his Baccalaureate from the University of the West Indies and Master's at Nova Southeastern University.

Resignation(s)/Retirement(s):

None

Vacancies for 2019-20 School Year

- Dean of Students- Bielefield/WWMS (Mrs. Ortiz was promoted to Assistant Principal of Keigwin Middle School)



Middletown Public Schools

Mark Langton,
Manager of Transportation

TRANSPORTATION REPORT

October 1, 2019 THROUGH October 31, 2019

2019 – 2020 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	12	6								
SCHOOL TRANSPORTATION CHANGES	41	21								
LEFT DISTRICT / SCHOOL	7	3								
BUS DRIVER COMPLAINTS	2	0								
BUS CONDUCT REPORTS	64	65								
BUS ACCIDENTS	1*	2*								

2018 – 2019 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
NEW STUDENTS	43	15	8	2	11	6	14	8	9	3
TRANSPORTATION CHANGES	199	19	12	3	18	7	14	9	2	0
LEFT DISTRICT / SCHOOL	0	14	5	0	9	5	10	11	2	4
DRIVER COMPLAINTS	1	0	0	0	0	0	0	1	0	0
BUS CONDUCT REPORTS	150	105	71	93	75	26	36	40	42	9
BUS ACCIDENTS	1*	0	1*	1*	1*	1*	2*	0	1*	0

- ❖ On 10/17/19 bus 17054 struck a low hanging tree branch on Bartholomew Road. Two students on board with no reported injuries. Damages to the bus were passenger side west coast mirror being shattered.
- ❖ On 10/29/19 WWMS bus 17085 had the side mirror struck by a landscaper trailer. Bus driver stopped as she felt that should could not pass. The landscaping truck drove pasted the bus and made contact, the truck continued without stopping. The accident occurred on Brown Street. No broken glass or damage to the mirror. There were 17 students on board when the accident occurred, no injuries.

District Data Team
Meeting Agenda & Minutes
Meeting Norms

Allow all people to be heard, begin and end on time, use an agenda, disseminate minutes, support all members, frank conversation, keep confidential information to yourself, practice problem solving, use protocols, arrive to meeting prepared with agenda, data, etc., build consensus, and take on the big issues.

Date of Meeting: 10/25/19

Time: 8:30 am-12:00 pm

Place: Middletown High School

Facilitators: Michelle Gohagon, Crystal Caouette, Richard Cordaway, Dan Raucci, Julie Sheppard

Time-Keeper: Jim Gaudreau

Note-Taker: Jennifer Cannata

Middletown Public Schools

District Data Team Meeting Agenda

Time Allotted	Agenda Item	Description	Expected Outcomes	Minutes
8:30-9:15 Michelle Gohagon and WWMS	<p>Introductions</p> <p>Review DDT minutes from 5/28/19</p> <p>Review Agenda</p> <p>Celebrations shared by all schools</p>	<p>Introductions</p> <p>Review DDT minutes from 5/28/19 meeting, DDT agenda and provide clarification, if needed.</p>		
9:15-10:00	Fall NWEA/Climate Data Presentation	Fall NWEA/Climate Review Data Overview	Members will have an understanding of the Fall 2019 data.	
10:00-11:30 Dan, Rich, Julie, Michelle, Crystal	ELA, Math, and Climate sub-committees break-out group work	<p>Review action research minutes from 5/28/19 and provide clarification/ feedback, if needed.</p> <p>Members will analyze Fall 2019 data including action research surveys, determine the effectiveness of strategies, and make</p>	<p>Members will evaluate progress of DDT strategy.</p> <p>Members will have a common understanding of the Fall 2019 data and the effectiveness of the strategies implemented.</p> <p>DDT members will determine how this information will be shared with their SDT to facilitate implementation.</p>	

		adjustments as needed.		
11:30-11:50 Dan, Rich, Julie, Michelle, Crystal	Debrief DDT of Data Analysis from sub-committees	Facilitators will share strategy updates from sub-committee work.	Members will understand district-wide focuses for improving student achievement.	
11:50-12:00 Michelle and Julie	DDT Rubric Future Meetings Adjourn	Complete DDT Rubric Next Meeting: 3/10/2020	Team will complete DDT Rubric and assess our progress.	

Celebrations

Bielefield:
Reading:

Math:

Climate:

Farm Hill:
Math
ELA

Climate

Keigwin:

Math

Reading

Climate

Lawrence:

Math

ELA

Climate

Macdonough:

RMath

ELA

Climate

MHS:

Math

ELA

Climate

Moody:

Math

ELA

Climate

Snow:

Math

ELA

Climate

Spencer:

Math

ELA

Climate

Wesley:

Math
ELA
Climate

Woodrow:

Math
ELA
Climate

Central Office:

Math
ELA: Summer Literacy Academy data: 33/58 (57%)grade 3 students improved their NWEA Reading RIT score from Spring 2019 to Fall 2019. The average increase of achievement was 3.23 RIT points.
NWEA:
Climate:

PPS:

MIDDLETOWN BOARD OF EDUCATION
BUDGET COMMITTEE
Minutes
Monday, October 10, 2019, 5:30 PM
Dr. Alfred B. Tychsen Administration Building

BOE Members Present: Sean King (Chair)

Also Present: Dr. Conner, Chris Bourne, Cheryl Walcott, Janet Calabro, Vinnie Loffredo (Community Member), Ed McKeon (Community Member)

Called to order 5:32 p.m.

1. Discussion re Contracts and Procurement

Christopher P. presented his contracts monitoring tool and discussed his process for procurement and contracting and for complying with the Board's procurement policies. Going forward he will be adding an additional layer to his tracking system to distinguish whether contracts were bid, utilized a state approved contractor, went through RFP, etc.

2. Cafe Fund/Student Lunch Account

Janet C. presented a cafeteria/food services financial statement. The statement includes summer meal program numbers. Summer meals were offered at thirteen different camps including summer school/summer literacy programs. Some meals were prepared on site and others delivered. Summer revenues exceeded expenses. She will be going out for formal RFPs for food services in the spring. Hot breakfast program is proving to be successful so far. There was a discussion about food waste and ways to address it. Some schools offer a share table for items that aren't consumed.

3. Minutes September 9, 2019 Meeting

Minutes of the September 9, 2019 meeting were approved.

4. Finance Report

Christine B. and Cheryl W. presented the Finance Report. Still early to do too many projections and analysis. Certified salaries in the negative, which is typical for this time of year at full staffing. Hiring involves some strategy, particularly with respect to shortage areas. There was a discussion regarding turnover of certified staff. The level of attrition compared to prior years was not unusual.

5. Line Item Transfers

Christine B. and Cheryl W. presented the proposed line item transfers. There was a question about field trips and which trips the line item transfers are associated with. There was an additional question about paper costs. The original budget had underestimated paper needs due to timing of paper bids and shifting of inventories. There was additional discussion regarding ensuring that all students have access to field trip opportunities and not being shut out for financial reasons.

6. Other Items

No other items were discussed.

Adjourn 7:06 p.m.

Respectfully submitted,

Sean King

Budget Committee Chair

Middletown Public Schools -Board of Education

BOE Facilities Committee Meeting Minutes

October 16, 2019

Meeting was held at the Snow Elementary School

The meeting was called to order at 5:32 PM.

Members Present: Deborah Cain (Chairperson), Dr. Michael Conner, David Bauer, Peter Staye, Marco Gaylord, Sean King, John Giuliano and Vinnie Loffredo

I. Introduction

II. Review of the September 18, 2019 Minutes

Minutes were approved by all in attendance.

III. New Woodrow Wilson Middle School Update/Status Report

The project is out to bid. 25 different categories of work (e.g.: steel, concrete, site-work, etc.) will go out to contractors that do work in those categories. The first group of bids will be opened on Thursday, October 24, 2019 for the concrete and steel. The next one will be on Thursday, October 31, 2019 (for the general trades, HVAC, glass, store front, staging etc.) O & G opens bids at City Hall Council Chambers. A review process will be done along with recommendations that will go to the Building Committee on October 29, 2019. Constructing the foundation will most likely start in late December 2019, or early January 2020. The committee asked for a complete bidding schedule, which Mr. Staye will provide.

The electrical, phone, cable lines that were are the road between Woodrow Wilson Middle School and the new field/track, are very likely going to be re-routed through the rear of the new building so they will not be a hazard to people working on the field light fixtures. They may be underground, or on poles depending on cost.

Dr. Conner asked for a facilities process 72 (work order efficiencies) report and how the five-year plan was coming along. These will be presented in future meetings, hopefully between November to January.

Roofing was discussed as several buildings will need new roofs in the next 5 years. Sean King inquired about what the typical life expectancy of roofs is. Peter Staye said typical shingle roofs have a life of 20 years, standard rubber (.060") roofs commonly have a life of 20 years, and .090" rubber roofs have a life of 30 years. Principal Colleen Fitzpatrick volunteered any information she could offer regarding PV as she was on building committee for the H-K building project.

IV. Tour of the Snow School

Principal Colleen Fitzpatrick was present at meeting and tour was led by Building Superintendent John Giuliano.

Teacher in a 5th grade classroom mentioned that she would like the sink & storage counter that separates the room removed.

The courtyard had three (3) trees removed and now area is used for riding toys for students. The area of refuge has desks in the storage area which hopefully can be relocated. The emergency phone in that location does not work at all.

V. Miscellaneous

It is suggested that the schools in the district that eventually get VOIP (voice over internet) phones should also maintain a POTS (plain old telephone system) line for communication.

The phone system at Keigwin Middle School is very old and needs to be replaced. There have been several problems with the system hardware as well as with Windstream the carrier. The last hardware repair required that a circuit board from old system at Youth Services, which has VOIP phones.

The next meeting will be November 20, 2019 at 5:30 PM at the Wesley School Library. Deborah Cain asked if the December 18th meeting could be held at Central Office so that further plans for Woodrow Wilson could be reviewed before they are presented to the Board.

The meeting adjourned at 6:18 PM then Committee went on tour through school.

Minutes recorded by Leslie A. Spatola

Leslie A. Spatola

Facilities Committee Recording Secretary

MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE

Minutes

Tuesday, October 15, 2019

IT DEPARTMENT ANNEX, 310 Hunting Hill Avenue, Middletown, CT

8:30 A.M.

Board of Education Policy Committee Member Present:

Cheryl A. P. McClellan, Chair

Also Present:

Marco Gaylord, Chief of School Operations and Communication

Kathleen Bengtson, Administrative Assistant

Dan Raucci, English and Language Arts Curriculum Supervisor (6-12)

Meeting was called to order at 8:30 A.M.

The following policies and bylaws were reviewed:

#5114 – Suspension & Expulsion – Kathy brought this policy forward as it had a mandated legislative change. Our current policy is based on the Shipman Goodwin law firm’s model, and is a little different than CABE’s policy. At the last Policy Committee meeting, a discussion was held and it was suggested that since we use that law firm with our expulsions, it would be more consistent to use their version of the policy. Cheryl said she spoke with Dr. Conner and Chris Drake and they recommended we adopt the Shipman and Goodwin policy as we use them for our expulsions. Kathy will call Shipman and Goodman and request the policy. After KATHY gets the legal changes and if the changes are just the legal ones, this policy should go forward as a first and final Reading.

The Policy Committee requested this Policy #5114 be brought back to the Policy Committee at its next meeting for further discussion.

#5131.82 – Use of Private Technology Devices by Students – Last meeting the Policy Committee had a long discussion on Cell Phones. It was again discussed. This policy will be tabled until the new Board is elected.

The Policy Committee requested this Policy #5131.82 be tabled.

#6146 – Graduation Requirements - The status of this policy is the same as last meeting. -- Ralph D’Amato had asked Kathy to put this policy on the agenda, as the present policy only added up to 24 credits, when 25 is the requirement. Colleen Weiner said the State of Connecticut will require 25 credits to graduate in 2023, but there is much confusion as to what will comprise each credit. In certain State directives, the required total credits don’t add up. Ms.

Weiner and other Administrators are working on many detailed models. Also, in determining the type of credits, there is a financial issue that must be addressed to determine if the budget will be affected. She will need to double check with the State to determine and make sure we can issue the proposed credits.

The Policy Committee agreed Colleen Weiner will ask for a further review of this policy when they have determined what credits should be issued in the graduating year of 2023.

#6162.51 – Surveys of Students (Student Privacy) This is a mandated policy, which has not been updated since 2006. Kathy again distributed a packet of the current policy and CAFE's recommended policy options. It was discussed and Marco, said he would like to read it more thoroughly and asked that it be brought back for its next meeting Michelle Gohagon and other administrators were not available.

The Policy Committee requested this Policy #6162.51 be brought back to the Policy Committee at its next meeting for further discussion.

Ms. McClellan stated that the upcoming October meeting will be her last policy meeting, as she will not be running for another term on the Board of Education. She will be missed.

Meeting was adjourned at 9:45 A.M.

The next Policy Committee meeting was scheduled for Tuesday, November 19, 2019 at 8:30 A.M. IT HAS BEEN CANCELLED due to the election of a new Board of Education and the necessity of setting up committees before they can meet.

Respectfully submitted,
Kathy Bengtson
Administrative Assistant