

# Board of Education Special Meeting

Tuesday, November 16, 2021 6:30 PM

City Hall Council Chambers, 245 deKoven Drive, Middletown , CT 06457

I. Call to Order	<b>Speaker (s)</b> : Dr. Vazquez Matos
II. Salute to the Flag	<b>Speaker (s)</b> : Dr. Vazquez Matos
III. Election of Officers	<b>Speaker (s)</b> : Dr. Vazquez Matos
IV. Adoption of Agenda	<b>Speaker (s)</b> : Deborah Cain
V. District Highlights	<b>Speaker (s)</b> : Deborah Cain
A. ConnTESOL Scholarship Winner	<b>Speaker (s)</b> : Jessie Lavorgna
B. MHS Ag Science Students compete Nationally	<b>Speaker (s)</b> : Jessie Lavorgna
C. Beman Summer Reading Program	<b>Speaker (s)</b> : Jessie Lavorgna
VI. Public Session	<b>Speaker (s)</b> : Deborah Cain
VII. Communications	<b>Speaker (s)</b> : Deborah Cain
A. Report of Student Representative	<b>Speaker (s)</b> : Pillar Brooks
VIII. Consent Agenda	<b>Speaker (s)</b> : Deborah Cain
A. Minutes of October 12, 2021 BOE Regular Meeting	<b>Speaker (s)</b> : Deborah Cain
B. Minutes of October 18, 2021 BOE Special Meeting	<b>Speaker (s)</b> : Deborah Cain
C. Minutes of October 25, 2021 BOE Special Meeting	<b>Speaker (s)</b> : Deborah Cain
D. Grants Status Report	<b>Speaker (s)</b> : Natalie Forbes
E. Fund for Greater Hartford Bridge to Brilliance	<b>Speaker (s)</b> : Natalie Forbes
F. Title IV Grant	<b>Speaker (s)</b> : Natalie Forbes
G. Extended Field Trip Request MHS Performing Arts	<b>Speaker (s)</b> : Marco Gaylord
H. Science Bowl Club Proposal	<b>Speaker (s)</b> : Matthew Cohen
I. Policy #4115.3 - REPLACE - Evaluation Coaches	<b>Speaker (s)</b> : Justin Taylor
J. Proposed Policy #4115.5 - NEW/REVIEW/ADOPT - Sudden Cardiac Arrest Awareness - Coaches	<b>Speaker (s)</b> : Justin Taylor
K. Policy #4118.234 Policy - REPLACE - Psychotropic Drug Use	<b>Speaker (s)</b> : Justin Taylor
L. Policy #4118.51 - REPLACE - Social Media	<b>Speaker (s)</b> : Justin Taylor
M. Policy #4147.1 - REPLACE - Occupational Exposure to Bloodborne Pathogens	<b>Speaker (s)</b> : Justin Taylor
N. Policy #5131.911 - REPLACE - Bullying, Prevention, and Intervention	<b>Speaker (s)</b> : Justin Taylor

O. Policy #5141.231 - DELETE - Psychotropic Drug Use	<b>Speaker (s) :</b> Justin Taylor
P. Policy #5141.32 - REVISE - Immunizations	<b>Speaker (s) :</b> Justin Taylor
Q. Policy #5145 - REPLACE - Section 504 of the Rehabilitation Act of 1973	<b>Speaker (s) :</b> Justin Taylor
R. Policy #5145.5 - REVISE - Prohibition of Sex Discrimination and Sexual Harassment	<b>Speaker (s) :</b> Justin Taylor
<b>IX. Department Reports</b>	<b>Speaker (s) :</b> Deborah Cain
A. Financial Report	<b>Speaker (s) :</b> Cheryl Walcott
1. Action on Line Item Transfer Report	<b>Speaker (s) :</b> Cheryl Walcott
B. Facilities Department	<b>Speaker (s) :</b> Peter Staye
C. Personnel Report	<b>Speaker (s) :</b> Dr. Vazquez Matos
D. Transportation Report	<b>Speaker (s) :</b> Mark Langton
<b>X. Superintendent's Report</b>	<b>Speaker (s) :</b> Dr. Vazquez Matos
A. Climate Survey	<b>Speaker (s) :</b> Dr. Vazquez Matos
B. Update on District Initiatives	<b>Speaker (s) :</b> Dr. Vazquez Matos
C. African American Latino Course	<b>Speaker (s) :</b> Dr. Vazquez Matos
<b>XI. Committees</b>	
A. Budget Committee	
B. Curriculum Committee	
C. Facilities Committee	<b>Speaker (s) :</b> Deborah Cain
D. Policy Committee	<b>Speaker (s) :</b> Justin Taylor
E. New Middle School Building Committee	<b>Speaker (s) :</b> Anita Dempsey White
<b>XII. Action Items</b>	<b>Speaker (s) :</b> Deborah Cain
A. Approval of African American Latino Course	<b>Speaker (s) :</b> Dr. Vazquez Matos
B. Policy #5000 - DELETE - Concept and Roles in Student Personnel	<b>Speaker (s) :</b> Justin Taylor
C. Policy #5111 - DELETE - Admissions	<b>Speaker (s) :</b> Justin Taylor
D. Policy #5118.1 - REPLACE - Homeless Students	<b>Speaker (s) :</b> Justin Taylor
E. Policy #5131.1 - DELETE - Bus Conduct	<b>Speaker (s) :</b> Justin Taylor
F. Policy #5131.3 - DELETE - Student Driving/Parking	<b>Speaker (s) :</b> Justin Taylor
G. Policy #5131.61 - REPLACE - Chemical Health Policy for Athletics	<b>Speaker (s) :</b> Justin Taylor

H. Policy #5141.27 - REPLACE - Use of Automatic External Defibrillators (AEDs)	<b>Speaker (s) :</b> Justin Taylor
I. Policy #5142 - DELETE - Safety and Possession	<b>Speaker (s) :</b> Justin Taylor
J. Policy #5145.12 - REPLACE - Search and Seizure	<b>Speaker (s) :</b> Justin Taylor
K. Policy #5145.53 - REVISE - Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)	<b>Speaker (s) :</b> Justin Taylor
L. Policy #6146 - REPLACE - Graduation Requirements	<b>Speaker (s) :</b> Justin Taylor
XIII. <b>Future Agenda Items</b>	<b>Speaker (s) :</b> Deborah Cain
A. New Items	<b>Speaker (s) :</b> Deborah Cain
<b>XIV. Executive Session</b>	
A. Proposed Executive Session to Discuss Attorney Client Privileged Communication Regarding Personnel Complaint and Response To Same	<b>Speaker (s) :</b> Deborah Cain
XV. <b>Adjournment</b>	<b>Speaker (s) :</b> Deborah Cain

**Board of Education Regular Meeting**  
October 12, 2021 6:30 PM  
Hybrid Meeting  
245 DeKoven Drive, Middletown, CT  
<https://www.youtube.com/c/MiddletownStream>

Board Members Present: Chairwoman Deborah Cain, Anita Dempsey White, Dina Ford, Sean King, Lisa Loomis, Jonathon Pulino, Delita Rose-Daniels and Justin Taylor

Others Present: Superintendent of Schools Dr. Michael Conner, Chief Academic Officer Dr. Alberto Vazquez Matos, Chief of School Operations Marco Gaylord, Chief of Administration Christine Bourne, Chief of Talent and Performance Management Geen Thazhampallath, Director of Performance Management and Strategic Processes Jennifer Cannata, Director of Information Technology Michael Skott, Director of Communications Jessie Lavorgna, Director of Pupil Services Vacianna Spaulding, Director of Facilities Peter Staye, Manager of Transportation Mark Langton, Student Representative Pilar Brooks, Assistant to the Superintendent and Board of Education Joyce Carey and 59 visitors.

**I. CALL TO ORDER**

Board Chair Deborah Cain called the meeting to order 6:34 PM. Chair Cain welcomed everyone back to Council Chambers for the meeting.

**II. SALUTE TO THE FLAG**

Pilar Brooks led the Pledge of Allegiance.

**III. ADOPTION OF AGENDA**

**MOTION:** A motion to adopt the agenda was made by Mr. King with a second by Dr. Loomis – unanimous vote.

**IV. DISTRICT HIGHLIGHTS**

**A. 8 Middletown High Students Receive Nation Recognition**

Dr. Conner introduced Ms. Weiner and Ms. Lavorgna. Ms. Lavorgna recognized the 2 groups of students that received National Recognition. Eight Middletown High School students received prestigious national recognitions. These recognitions are all based on the students' test scores on standardized test they took during the 2020-2021 school year. The first round of recognitions came from the College Board, while the second round came from the National Merit Scholars. Four students earned academic honors from the College Board National Recognition Programs. These National Recognition Programs grand underrepresented student with academic honors that can be included on college and scholarship applications and connect students with universities across the country.

**B. Middletown High School Governor's Award for FAFSA**

Middletown High School had a 5% increase in FAFSA participation. Ms. Weiner thanked all of the hard work that the Guidance Counselors put in as well as students and families.

## V. PUBLIC SESSION

Chair Cain explained the rules of Public Session.

Jennifer Hobart, 1807 Manchester Rd., Glastonbury, President of AFSME Local 466. Ms. Hobart spoke of the split of the union members on Charter Revision.

David Booth, Nejako Drive, spoke of 2 positions at the Board of Education. He stated there is a Director of Communications and a Chief of Communications. He spoke of children not having enough time for recess. He stated other districts are having more recess than Middletown.

Sara Ribnicky, 52 Apple Lane. She spoke about returning recess to the schools. She asked for a timeline for a decision to be made.

Bill Perkins, 31 Grand Street. Mr. Perkins spoke in favor of recess. He stated that students are riding the bus together. Mr. Perkins discussed fighting in the schools. He would like to have action taken to stop and prevent any violence. He would like the board to speak out the situation.

Amy Webster, 36 Cedar Street. Ms. Webster would like to reinstate recess in the schools. She asked about the assignment given to 4th and 5th graders. She clarified that parents and students want both a 25-minute recess and two 10-minute mask breaks. She spoke of the fighting in schools and stated parents should not have to get involved for action to be taken. What protocols are being put into place?

Sylvia (no name or address given) asked about the change from Columbus Day to Indigenous People Day. He spoke of the Italian heritage behind the holiday and suggested having both names in the title of the holiday.

Molly Salafia, 198 Atkins Street. Recognized and agreed with statements made on the crowdsourcing campaign in favor of recess. She also asked about the policy regarding parents allowed in schools. She would like the board of Education to work with parents.

## VI. COMMUNICATIONS

### A. Report of Student Meeting

Pilar Brooks thanked everyone for the opportunity to represent the student body. Progress reports are coming out this week. MHS held a virtual open house. The Senior Class hosted a Homecoming Tail Gate party and the Volleyball and Swim Teams held fundraising car washes. PSAT will be October 13, 2021. There were no questions.

## VII. CONSENT AGENDA

- A. Minutes of September 14, 2021 BOE Regular Meeting
- B. Minutes of September 21, 2021 5:25 BOE Special Meeting
- C. Grants Status Report
- D. Title I, II and III Executive Summary
- E. Special Education Audit
- F. Extended Field Trip - 2021 VEX Robotics Invitational
- G. Extended Field Trip - 2022 VEX Robotics World Championship
- H. Extended Field Trip - Blue Tube

- I. Policy #3313 - REVIEW/DELETE - Relations with Vendors
- J. Policy #3313.1 - REVIEW/DELETE - Local Purchasing
- K. Policy #3320 - REPLACE - Purchasing Procedures
- L. Policy #3520.13 - REVIEW/DELETE - Student Data Protection and Privacy/Could-Based Issues
- M. Policy #4010 - NEW POLICY - Hiring of Certified Staff
- N. Policy #4020 - NEW POLICY - Hiring of Non-Certified Staff
- O. Policy #4111.3 - REPLACE - Minority Recruitment Plan
- P. Policy #4112.4 - DELETE - Health Examinations
- Q. Policy #4112.52 - READOPT - Criminal History Record Information
- R. Policy #4112.6 - REVIEW/DELETE - Personnel Records
- S. Policy #4112.8 - REPLACE - Nepotism; Employment Relatives
- T. Policy #4117.4 - DELETE - Non-renewal/Suspension
- U. Policy #4138 - READOPT - Non-School Employment
- V. Policy #4147 - DELETE - Employee Safety
- W. Policy #4148 - DELETE - Employee Protection
- X. Policy #4212.42 - DELETE - Drug and Alcohol Testing for School Bus Drivers
- Y. Policy #5125 - REPLACE - Student Records, Confidentiality - Directory Information

Chair Cain asked if anyone would like any items pulled for discussion. Mr. King pulled items K and M. Chair Cain pulled item C.

**MOTION:** A motion to accept the Consent Agenda with amendments was made by Mr. Taylor and a second by Mr. King - unanimous vote.

Mr. King spoke about Item K. There is a waiver in the policy. He suggested approved waivers by the Superintendent should be brought to the Budget Committee.

**MOTION:** Mr. King to move to adopt Item K as written and suggesting for best practice that waivers be presented to the Budget Committee. Chair Cain suggested tabling Item K and have the Policy Committee look at this suggestion. Ms. Dempsey White seconded. One member opposed. With clarification, Ms. Dempsey White pulled her second. Mr. King withdrew his motion.

**MOTION:** Mr. King moved to table the item and have it return to the Policy Committee second by Mr. Taylor – unanimous vote.

ITEM M: Mr. King compared it to Policy #4011. The new policy could create tension and the recommendation is to table this policy and return it to Policy Committee.

**MOTION:** Mr. King moved to table Item M and return it to the Policy Committee seconded by Chair Cain.

Chair Cain asked for an explanation on Item C. Cheryl Walcott came forward to answer. Ms. Walcott gave an overview of the grants. Dr. Conner explained that the grants are aligned with Middletown 2024.

**Motion:** Chair Cain move to accept Item C with a second by Mr. Taylor – unanimous vote.

## **VIII. DEPARTMENT REPORTS**

### A. Financial Report

Ms. Walcott reported the first Budget Meeting of the school year went well. Due to the beginning of year status the report was very short.

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

Ms. Walcott reviewed the two transfers.

**MOTION:** Motion to accept to Action on Line Item Transfer was made by Mr. King and a second by Ms. Dempsey White -unanimous vote.

### B. Facilities Department Report

Mr. Staye reported the work in the auditorium, paving around the facility and regular maintenance work is continuing at Beman. Work in the auditorium should be completed in November. Wilderman's Way will be completed after the wall for the new Community Center is completed, also in November. Systems within Beman are working well.

### C. Personnel Report

Mr. Thazhampallath reported there are active recruitments posted, both certified and noncertified. Pupil Services have been working to fill paraprofessional positions. The two Spanish vacancies are now filled at MHS. The district is working to fill the third Spanish position at Lawrence. Mr. Gaylord has filled all fine arts positions. The district is still looking for daily substitutes and café workers. ONE Middletown was successfully launched.

Mr. King asked to clarify the comment referring to having 2 Communications positions. Mr. Thazhampallath clarified that Mr. Gaylord is the Chief of Operations and Ms. Lavorgna is the only Director of Communications. The communications audit that was completed by Ms. Ford Saunders reviewed the need for a Director of Communications. She now does the work that Mr. Gaylord was involved with and all of the recommendations that were discovered in the audit and aligned with the Strategic Operating Plan (Strategy 2.3). Dr. Conner highlighted the work done by Ms. Lavorgna in her short few weeks of joining Middletown Public Schools. Ms. Rose Daniels spoke of the positive social media presence Ms. Lavorgna has brought in. Mr. King asked if there are any certified administrator positions coming up. Mr. Thazhampallath stated the Director of Diversity, Equity and Inclusion is at the final interview level. He explained the interview panel. The Supervisor of STEAM will also be upcoming. Dr. Vazquez Matos reported that these are vacant positions with updated job descriptions. The descriptions are now aligned with the Strategic Operating Plan. Dr. Vazquez Matos further detailed the responsibility of the Director of Diversity, Equity and Inclusion. Mr. King asked if the updating of job descriptions will be effecting the budget. Mr. Thazhampallath stated Ms. Bourne closely watches the budget and she ensures the funding is available for the salary. Dr. Vazquez Matos further detailed the process and checks and balances that occur.

#### D. Transportation Report

Mr. Langton reported that communication is constantly happening with Dattco. The process to become a bus driver is approximately 8 weeks. There are new drivers being hired and trained. Chair Cain asked about the increase in bus conduct reports. Mr. Langton reported many were on an out of district bus and the situation has been addressed. Chair Cain asked if mask refusals are included in the reports. Mr. Langton reported yes they are. Mr. Gaylord stated we are working with the City and Mayor's Office on returning late buses. He thanked them for their collaboration.

### IX. SUPERINTENDENT'S REPORT

#### A. Beman and Middletown High School Update

Dr. Conner introduced Ms. Weiner and Mr. Byron to address any issues at their schools. Mr. Byron discussed the Innovation Lab and STEAM classes are going strong. Conflict resolution and decision making discussions with students are happening. Ms. Weiner reviewed the work going on in Advisory Classes. The RISE Network is also providing many supports for Freshman. Ms. Cannata also highlighted the Mental Health and SEL staff throughout the District. This includes 4 MSELi Coordinators, 13 School Psychologists 12 Social Workers, 6 BCBA's, 12 Registered Behavior Technicians and 5 ESS Clinicians. There are also School based Clinicians, School Counselor, Faith Based Mentors, SEL Interventionists and Home Visitors.

Chair Cain asked if there are programs set up for conflict resolution between students involved in confrontations. Ms. Weiner stated that there are isolated incidents that have been magnified. Some students are having difficulties returning to school after 18 months of the pandemic. There is family involvement, restorative justice circles and mediation going on. Campus security is in place throughout both schools and those officers are forming positive relationships with students. Mr. Byron has visited every classroom in the school to set expectations with students. Both principals are working on having every student having a trusted adult in the school. Mr. King asked if we are tracking which interventions are having the greatest impact. Dr. Vazquez Matos reported that yes, both the Principals and Pupil Services Department are tracking progress. Ms. Rose Daniels spoke of the parent role. She encouraged parents to be problem solvers and work together to form a solution.

#### B. Districtwide SEL Efforts

Dr. Conner introduced Ms. Thompson. Ms. Thompson reviewed the definition of Social Emotional Learning. She explained the MSELi (Middletown Social Emotional Learning and Intervention) Model. Supports are aligned and individualized. The MSELi framework is now in every school in grades PreK-12. It is a system of student supports. Through a partnership with the CSDE, the DESSA will assist in data collection and analysis. Trauma informed practices will be implemented through Kognito and CBITS. There is also a focus in centering racial equity in Social Emotional Learning. There is also Employee Wellness and Self – Care efforts. Ms. Thompson shared many highlights at the high school, middle school and elementary schools. There is further ways to connect students and families on the website ([www.middletownschoools.org](http://www.middletownschoools.org)).

Ms. Rose Daniels asked what is required for sustainability for this program. Ms. Thompson responded with SEL Interventionists. They have built the models through the grant and now need the staff to complete the work.

#### C. ONE Middletown

Dr. Conner introduced Minh Nguyen and Michael Futrell, creators of ONE Middletown. Mr. Futrell thanked everyone and spoke of working together to move learners forward. Mr. Nguyen gave an overview of ONE Middletown. ONE Middletown is a state of the art collaboration platform that delivers online academics and a

one stop shop for operational applications. It aligns closely with the Strategic Operating Plan. He showed the status quo vs. what ONE Middletown will accomplish. The system will allow staff to have the tools to execute their jobs at the highest level. New pathways for students will be introduced and implemented within the next few years.

Dr. Conner explained it is a management that for everyone to access to be able to access information in one place. Mr. King asked if this was being paid out of the budget. Dr. Conner responded it is grant funded.

#### D. Special Education Audit

Vacciana Spaulding gave an introduction to the Special Education Audit and the connection to Strategy 2.5. She introduced Dr. Neiman. The purpose to show the board the history, methodology and provide a forum for discussion. The focus will be on Social Emotional Learning for students with disabilities and behavioral needs. It will look at staff capacity and organizational needs and reviewing if students out of district can return. Consistent data collection will be delivered. Faculty members and guardians will be interviewed and involved.

Mr. Taylor asked if students were interviewed. Dr. Neiman discussed he is open to listening to the point of view, however confidentially would be an issue. Former students will be interviewed. Dr. Neiman reported he worked with Middletown in 2013 and has worked with over 30 districts in the state.

### X. COMMITTEES

#### A. Budget Committee

Mr. King reported that Ms. Walcott covered most of the Budget Committee meeting in her report. He will have the minutes finalized shortly. There were no questions.

#### B. Curriculum Committee

Dr. Loomis shared that a new course, African American and Latina Studies was approved. The second item was the Student Services Audit to be approved tonight. There were no questions.

#### C. Facilities Committee

Chair Cain shared that Mr. Staye reviewed many projects completed and ongoing in alignment with the five-year facility plan. She reviewed many more projects that were recently completed. Roofing bids are being collected. The feasibility study is going on and there is a meeting tomorrow, October 13. There were no questions.

#### D. Policy Committee

Mr. Taylor stated most of the policies will be covered under action items. One item was tabled during the last meeting. There were no questions.

#### E. SRO Exploratory Committee

There was no report.

#### F. New Middle School Building Committee

There was no report.

### XI. Action Items

#### A. Personnel Committee

Chair Cain shared that in the past there was a personnel committee and it was suggested that the committee be reestablished.

**MOTION:** A motion to accept Personnel Committee was made by Chair Cain and a second by Dr. Loomis – unanimous vote.

Mr. King asked if there was a policy or bylaw to create subcommittees.

Ms. Dempsey White asked for clarification on the committee. She asked it be tabled. Ms. Rose Daniels asked what the purpose would be and what the goal is. Ms. Rose Daniels asked what the goal of the committee would be. Ms. Loomis stated the committee would be structured as any standing committee. They would work with key department heads and address current topics. Mr. King shared that the bylaws state we will have 4 standing committees. This would have to be an Ad-Hoc Committee. Mr. Taylor asked that the Board asks the attorney for the setup of the committee.

**MOTION:** Chair Cain made a motion to table Item A. second by Ms. Rose Daniels – unanimous vote.

**A1. Special Education Audit**

**MOTION:** A motion to approve the implementation of the Special Education Audit was made by Chair Cain and a second by Dr. Loomis – unanimous vote.

Mr. Pulino, Ms. Ford, and Mr. Sugar are no longer in attendance.

**B. Policy #4115.3 - REPLACE - Evaluation Coaches**

**MOTION:** A motion to accept Policy #4115.3 - REPLACE - Evaluation Coaches was made by Mr. Taylor and a second by Chair Cain – unanimous vote.

**C. Policy #4115.5 - NEW/REVIEW/ADOPT - Sudden Cardiac Arrest Awareness - Coaches**

**MOTION:** A motion to accept Policy #4115.5 - NEW/REVIEW/ADOPT - Sudden Cardiac Arrest Awareness - Coaches was made by Mr. Taylor and a second by Ms. Rose Daniels – unanimous vote.

**D. Policy #4118.234 Policy - REPLACE - Psychotropic Drug Use**

**MOTION:** A motion to accept Policy #4118.234 Policy - REPLACE - Psychotropic Drug Use was made by Mr. Taylor and a second by Chair Cain – unanimous vote.

**E. Policy #4118.51 - REPLACE - Social Media**

**MOTION:** A motion to accept Policy #4118.51 - REPLACE - Social Media was made by Mr. Taylor and a second by Ms. Rose Daniels – unanimous vote.

**F. Policy #4147.1 - REPLACE - Occupational Exposure to Blood borne Pathogens**

**MOTION:** A motion to accept Policy #4147.1 - REPLACE - Occupational Exposure to Blood borne Pathogens was made by Mr. Taylor and a second by Chair Cain – unanimous vote.

**G. Policy #5131.911 - REPLACE - Bullying, Prevention, and Intervention**

**MOTION:** A motion to accept Policy #5131.911 - REPLACE - Bullying, Prevention, and Intervention was made by Mr. Taylor and a second by Ms. Rose Daniels – unanimous vote.

H. Policy #5141.231 - DELETE - Psychotropic Drug Use

**MOTION:** A motion to accept Policy #5141.231 - DELETE - Psychotropic Drug Use was made by Mr. Taylor and a second by Ms. Rose Daniels – unanimous vote.

I. Policy #5141.32 - REVISE – Immunizations

**MOTION:** A motion to accept Policy #5141.32 - REVISE – Immunizations was made by Mr. Taylor and a second by Ms. Dempsey White – unanimous vote.

J. Policy #5145 - REPLACE - Section 504 of the Rehabilitation Act of 1973

**MOTION:** A motion to accept Policy #5145 - REPLACE - Section 504 of the Rehabilitation Act of 1973 was made by Mr. Taylor and a second by Chair Cain – unanimous vote.

K. Policy #5145.5 - REVISE - Prohibition of Sex Discrimination and Sexual Harassment

**MOTION:** A motion to accept Policy #5145.5 - REVISE - Prohibition of Sex Discrimination and Sexual was made by Mr. Taylor and a second by Chair Cain – unanimous vote.

**XII. FUTURE AGENDA ITEMS**

XII.A. New Items

There are no new items.

Chair Cain recognized the Board Members whose terms are up this year. Mr. Pulino will be running again for Board of Education. She wished him well and thanked him for his work. Mr. Sugar is an Educational Attorney and has been very helpful. Dr. Loomis took on 2 very controversial committees. Chair Cain thanked her for advocating and participating. Mr. King was thanked for his questions and dedication to the Budget and Finance Committee.

Dr. Loomis thanked Chair Cain for her leadership. She is grateful for the experience of serving on the Board of Education. Mr. King agreed. Dr. Conner thanked the Board Members for their service.

**XIII. ADJOURNMENT**

**MOTION:** Move to adjourn at 10:38 PM passed with a motion by Chair Cain and a second by Mr. King and Dr. Loomis– unanimous vote.

Respectfully Submitted,

---

Anita Dempsey-White  
Secretary

**Board of Education Special Meeting Minutes - DRAFT**

October 18, 2021 6:30 PM

311 Hunting Hill Ave., Middletown, CT

**Board Members Present:** Chairwoman Deborah Cain, Anita Dempsey White, Dina Ford, Lisa Loomis, Jonathon Pulino, Delita Rose-Daniels, Christopher Sugar and Justin Taylor

**Others Present:** Attorney Leander Dolphin, Shipman and Goodman

**I. CALL TO ORDER**

Board Chair Deborah Cain called the meeting to order 6:30 PM.

**II. PROPOSED EXECUTIVE SESSION TO DISCUSS ATTORNEY CLIENT PRIVILEGED COMMUNICATION RELATING TO PERSONNEL COMPLAINT**

**MOTION:** A motion to go into Executive Session was made by Chairwoman Cain and a second by Mr. Sugar.

**III. POSSIBLE ACTION RELATING TO THE BOARD'S RESPONSE TO THE PERSONNEL COMPLAINT**

MOVED, that the Board designates Deborah Cain as the Board's liaison for addressing the personnel complaint and any other complaints related to the Superintendent, and authorizes Chairwoman Cain to make decisions and coordinate the activities of the Board and act as the spokesperson of the Board with respect to this matter, including but not limited to the following authority:

- To communicate with Board counsel with respect to the personnel complaint and any other complaints related to the Superintendent;
- To provide the Superintendent with an initial opportunity to be heard related to the allegations set forth in the personnel complaint and any other complaints related to the Superintendent;
- To engage in discussions with the Superintendent with respect to his employment contract; and
- To negotiate with the Superintendent for any changes to his employment contract;
- To develop and implement an investigation protocol for the personnel complaint and any other complaints related to the Superintendent;
- To retain qualified professionals to serve in any capacity as may be required under Board policy and/or law and/or advisable based on the circumstances of the personnel complaint and any other complaints related to the Superintendent (e.g. investigation coordinators, investigators, decision-makers and/or press consultants or other roles as needed);
- To negotiate terms and conditions of service contracts for such professionals;
- To act as the Board's spokesperson with respect to personnel complaint and any other complaints related to the Superintendent;
- To take such other action as may be desirable and/or prudent with respect to the issues presented by personnel complaint and any other complaints related to the Superintendent.

For the avoidance of doubt, the Board is not authorizing Deborah Cain to finalize any changes to the terms and conditions of the Superintendent's contract or execute any such revised written agreement. Any such changes would need to be approved by the Board of Education.

**MOTION:** The motion was made by Mr. Sugar and seconded by Ms. Ford – unanimous vote.

The Board acknowledges that the Superintendent of Schools has requested a leave of absence, effective immediately. In light of the Superintendent's request for an immediate leave of absence, the Board authorizes Dr. Vasquez Matos to review and grant the Superintendent's request leave of absence, and assume the duties of the Superintendent while the Superintendent is unavailable due to leave status, effective immediately and continuing until the earlier of 1) a Board vote to permit the Superintendent to return to duty or 2) the Board's appointment of another individual to serve as Acting Superintendent of Schools. During the period of the Superintendent's leave, the Superintendent is not authorized to act on behalf of the Middletown Board of Education or the Middletown Public Schools.

**MOTION:** The motion was made by Chair Cain and a second by Ms. Dempsey White – unanimous vote.

### **XIII. ADJOURNMENT**

**MOTION:** Move to adjourn at 7:40 PM passed with a motion by Chairwoman Cain and a second by Ms. Dempsey White – unanimous vote.

Respectfully Submitted,

---

Anita Dempsey-White  
Secretary

ADW/jc

**Board of Education Special Meeting Minutes - DRAFT**

October 25, 2021 6:30 PM

311 Hunting Hill Ave., Middletown, CT

<https://www.youtube.com/c/MiddletownStream>

**Board Members Present:** Chairwoman Deborah Cain, Dina Ford, Lisa Loomis, Jonathon Pulino, Delita Rose-Daniels, and Justin Taylor

**Others Present:** Acting Superintendent Dr. Alberto Vazquez Matos, Director of Innovation and Grants Natalie Forbes, Director of Technology Michael Skott, Attorney Leander Dolphin of Shipman and Goodman, Attorney Natalia Sieira Millan of Shipman and Goodman, Board of Education Secretary Joyce Carey and 5 visitors

**I. CALL TO ORDER**

Chair Cain called the meeting to order at 6:38 PM.

**II. DISCUSSION AND ACTION ON UPDATING THE AUTHORIZED SIGNATURES CHANGE FORM TO ENABLE MONTHLY REIMBURSEMENT FOR THE FRESH FRUIT AND VEGETABLE GRANTS**

Ms. Natalie Forbes reported the request is needed to update the signatures to the Acting Superintendent as signature 1 and the Chief of Operations as signature 2. The Board is asked to confirm and update the signers of the ED-0999.

**Motion:** A motion to update the Authorized Signatures Change form to enable monthly reimbursement for the Fresh Fruit & Vegetable grants was made by Chair Cain second by Ms. Rose Daniels – unanimous vote.

Mr. Pulino asked to clarify that the vote only changed the signers on an existing program. Chair Cain responded that was correct.

**III. PROPOSED EXECUTIVE SESSION TO DISCUSS:**

- A. ATTORNEY CLIENT PRIVILEGED COMMUNICATION REGARDING PENDING CLAIMS AND PERSONNEL COMPLAINT**
- B. ATTORNEY CLIENT PRIVILEGED COMMUNICATION REGARDING BOARD'S ROLES AND RESPONSIBILITIES WITH REGARD TO PERSONNEL MATTERS**
- C. DISCUSSION ON ACTING SUPERINTENDENT CONTRACT**
- D. DISCUSSION CONCERNING TENTATIVE AGREEMENT REACHD WITH THE MIDDLETOWN FEDERATION OF TEACHERS**

**MOTION:** A motion to enter Executive Session was made by Chair Cain and a second by Mr. Taylor - unanimous vote.

**MOTION:** A motion to invite Attorney Leander Dolphin, Attorney Sieira Millan and Dr. Vazquez Matos into Executive Session was made by Chair Cain and a second by Mr. Taylor.

The Board of Education returned to public session at 8:09 PM.

**IV. POSSIBLE ACTION REGARDING PENDING CLAIMS AND PERSONNEL COMPLAINT AND ACTING SUPERINTENDENT CONTRACT**

**MOTION:** Move that the Middletown Board of Education Authorize the Board Counsel to Negotiate the Acting Superintendent Contract in Accordance with the terms discussed in Executive Session was made by Mr. Taylor and a second by Dr. Loomis – unanimous vote.

**V. POSSIBLE ACTION CONCERNING TENTATIVE AGREEMENT REACHED WITH THE MIDDLETOWN FEDERATION OF TEACHERS**

**MOTION:** A motion to accept the tentative agreement reached with the Middletown Federation of Teachers was made by Chair Cain and a second by Dr. Loomis – unanimous vote.

**VI. ADJOURNMENT**

**MOTION:** A motion to adjourn was made at 8:10PM by Chair Cain and a second by Ms. Rose Daniels.

Respectfully Submitted,

---

Dina Ford

Acting Secretary

DF/jc

The following grants were confirmed this month:

Grant Title	Funder	SY22	SY21
Perkins Grant (MHS CTE)	CSDE	71,616	73,475
Two Percent Cost Share Program (Special Populations)	CSDE	333,048	333,048

Additional ESSER Funds

The CSDE has begun to offer Entitlement and Competitive Funding Opportunities over and above the standard grant offerings, supported by ESSER funds. Examples are: ESSER II Special Education Recovery Activities, Family Resource Center—ESSER II, and ARP IDEA. The district will be applying for all available grants as they are released. The Grants Department will work with department heads to ensure they have appropriate supports.

Respectfully submitted,

Natalie Forbes, Director of Innovation & Grants

EXECUTIVE SUMMARY  
FUND FOR GREATER HARTFORD GRANT

BRIDGE TO BRILLIANCE

The district is applying to the Fund for Greater Hartford to support the ongoing implementation of the Bridge to Brilliance (B2B) initiative.

A letter of intent was submitted to the Fund in September 2021 and our district was invited to apply for an operating grant in the amount of \$25,000. Our application targets funds for technology and to hire Summer Ambassadors to expand the reach of B2B into the community to recruit and support new families.

The Fund is a private, independent foundation that believes in the power of stakeholders working together to ensure children in our region are academically and socially proficient. They support initiatives that offer every child a strong foundation in which to grow and develop. They champion the importance of children reading on grade level through grade 3, and how this empowers a child to use reading to learn academically.

The submission was prepared in collaboration with Dawn Dubay MPS School Readiness Coordinator. It is anticipated that we will receive notice of grant awards in December 2021

Funding Requested: \$25,000

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 2021-2022 school year Middletown Public Schools is requesting:**

**Goal 4.1 Family & Caregiver Partnerships: Engage with all student’s families and caregiver (s) as equal partners and remove barriers so they can support, monitor, and advocate for their student’s success.**

The mission of the Middletown Social Emotional Learning Initiative (MSELI) Home Visiting program is to help parents develop the skills that they need to be able to successfully meet the needs of their children. It is important that our MSELI Home Visitors continue to learn effective practices in order to best support our children and families. The Home Visitors (HVs) have requested training for up to 4 HVs for Girls Circle Training and up to 4 HVs for Boys Council training.

Boys Council is a strengths-based group approach for boys and youth who identify with male development to promote their safe and healthy passage through pre-teen and adolescent years. It aims to promote boys' natural strengths and to increase their options about being male in today's world. The Council challenges myths about how to be a "real boy" or "real man". It engages boys in activities, dialogue, and self-expression to question stereotypical concepts and to increase boys' emotional, social, and cultural literacy by promoting valuable relationships with peers and adult facilitators.

The Girls Circle model, a structured support group for girls and youth who identify with female development, integrates relational theory, resiliency practices, and skills training in a specific format designed to increase positive connection, personal and collective strengths, and competence in girls. It aims to counteract social and interpersonal forces that impede girls' growth and development by promoting an emotionally safe setting and structure within which girls can develop caring relationships and use authentic voices. The Girls Circle does not aim to provide advice but encourages girls to share experiences that are helpful to one another.

**Goal 4.5 Safety & Security:** Strengthen School Security through professional training, capital improvements, and technology to ensure student, faculty, and staff safety, while mitigating disparate impacts on individuals and groups in our community.

Where's the Bus App. The post-Covid period has resulted in a bus driver shortage. As a result, families have experienced delayed student arrivals to their homes. Through the addition of the Where's the Bus App parents will be aware of where the school bus is on the route; students will be comforted that their parents know their whereabouts, and schools can provide real-time information on all buses in service resulting in more effective communications and a safe travel environment. Request for Annual subscription for up to 5,000 students, covering all MPS students

**3.3 Professional Learning Culture & Structures:** Leverage people, time, and technology in a flexible manner, and share effective practices, to maximize the growth of faculty, staff, and students, and, 3.2 Creativity & Innovation Zones that are aligned to education standards, and allow students to meet their individual learning goals in and beyond the classroom. In conjunction with the introduction of Makerspaces at all elementary schools over the past several years, library media specialists were strongly encouraged to complete their International Society of Technology Educators (ISTE) certification with support from the district. At this time three of the original six members of the MPS cohort have completed their certifications. The district will continue to support the ongoing work of the original cohort, and newly hired specialists through the certification process, as well as supporting graduates of the program to attend the upcoming intensive ISTE live conference. Our Makerspaces are the hub of creativity and innovation in our elementary schools, the Maker curricula directly aligns to the districts PreK-12 STEAM trajectory.

Purchase educational materials and supplies including 3D printer filament, 3D printer protruders (BMS STEM), Cubettos (Elementary Maker), and Sensory Items and Books (new Pre-K classrooms) will support student academic growth and SEL well-being.

Purchase "Lesson Planning for Skills-Based Health Education" (Elementary and Secondary School levels) by Holly Alperin to assist our PE/Health staff to create innovative lessons for ALL of our students from grades K-12. All of the lessons have been fully researched and are connected with the new state and national standards. School Year 2022-23 will be the first time ALL of our elementary students will receive Health education from a certified Health teacher, as all our department is certified in both Physical Education and Health, as opposed to the classroom teacher. With social, emotional, and mental health being so important in 2021, this is an optimal way to support our staff and students.

**Goal 3.1 Expanded Learning Opportunities:** Implement high-quality and innovative after school programs and expand options to accelerate student learning, deepen enrichment, and support emotional needs of all students. Students in Grade 8 will visit Riverside Reptiles in Enfield in support of their genetics and heredity science units. This in-person field trip will support extended learning, as well as strengthening the social emotional learning and wellness of all participating students. This is especially important as most field trips have been virtual over the past 18-months due to Covid.

**Goal 4.3 Social Emotional Learning, Wellness, & Mental Health:** Increase awareness, remove barriers, and change systems and structures to ensure that the social emotional, physical and mental health, and well-being of all students, faculty, staff and families are prioritized.

RULER is a tier-one emotional intelligence SEL framework out of Yale. RULER stands for recognizing, understanding, labeling, expressing, and regulating emotion. In Middletown RULER fits into our Multi-Tiered System of Support as Tier 1 explicit instruction in social-emotional learning, including the 5 CASEL competencies: self-awareness, self-management, social awareness, relationship skills, and responsible decision making. RULER reflects anchor tools of the mood meter (self-awareness), meta moment (self-management), and Blueprint (conflict resolution and relationship skills).

Purchase additional RULER SEL supports as requested by all 10 District schools. The continued presence of SEL supports is vitality important as our students transition back to the physical school space after up to 18-months out of school during the Covid pandemic.

Total Public School grant request is \$55,841.29.

SUBMITTED BY: NATALIE FORBES, DIRECTOR OF INNOVATION & GRANTS

**Instruction**  
**Field Trips and Community Service**

**OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM**

All overnight and out-of-state field trips require the approval of the Board of Education 60 days in advance of the departure date. All foreign travel field trips must be submitted for Board approval 90 days in advance of the departure date. The following information must be forwarded electronically and in TRIPLICATE (hard copies) 30 days prior to the Board meeting which summarizes the trip. NOTE: A Narrative must be attached justifying this field trip to the school curriculum and/or mission statement. No financial commitments are to be made until Board approval. **This form must be type written and ALL items filled in or marked N/A.**

Name of School: Middletown High School                      Date of Request: Thursday, September 7th, 2021

Name of Club or Activity: MHS Performing Arts

Trip To: Virginia Beach, VA    Purpose: *See attached*

Number of Students Participating: 120

Number of students eligible to go on the field trip: 250

Dates of Trip: From: April 8th, 2022                      To: April 11th, 2022                      # of school days missed: 1

Names of Teachers and Chaperones:

1. Kimberly Rodriguez	5. Stephanie Zak
2. Kelsi Harmon	6. Michael Gosselin
3. Lauren Otto	7. Marco Gaylord
4. Jillian Kellogg	8. N/A

Number of Non-Chaperone Adults going on trip: 1

Transportation: Bus      Van      Train      Plane      Car      Other

Are fund-raising activities planned: yes                      If so, describe: butter braids, discount cards, holiday wrapping, concerts, and sponsorships

Amount of money raised through fundraisers: individual based; opportunity to raise full amount

Lodging:                      Hotel/Motel                      Camp                      Private Home

Insurance Arrangements for Staff and Students: \$50 per student purchased from 3rd party

Cost per Student: \$650 if rooms of 4, \$850 if rooms of 2                      Cost per Teacher and/or Chaperone: \$500 if rooms of 4, \$700 if rooms of 2

Cost per Nurse: \$700                      Cost per Paraprofessional: \$700  
(if necessary)                      (if necessary)

If Travel Agencies are engaged, at least three quotations need to be provided with documentation attached to this form: n/a

•

c.

•

d. Other

Name of teacher making request: Kimberly Rodriguez

Approved by Department Head: *[Signature]*

Date: 10/7/21

Approved by Principal: *[Signature]*

Date: 10/7/21

Authorized by Chief Academic Officer: *[Signature]*

Date: 11/15/21

Superintendent Approval: *[Signature]*

Date: 11/15/21

To Whom It May Concern:

On behalf of the Performing Arts Department at Middletown High School, we are writing to request the approval of our Virginia Beach field trip planned for April 7th - April 10th, 2022.

This field trip will work as an important moment of learning for all students to share in a social experience that provides an opportunity for students to encounter and explore novel things in an authentic setting. With the main goal to deepen and enhance classroom study, students will participate in multiple performance opportunities as well as classroom workshops. Students will be judged on their performance by professional performing arts individuals with a created rubric. The rubric will enhance musicianship and set real world expectations that students can bring back to Middletown.

On top of performance opportunities this trip will also work as a way of exposing students to new experiences and can increase interest and engagement in the performing arts, regardless of prior interest in the topic. This trip will motivate students to perform and continue being part of the program.

As a department we have worked hard to create an equitable experience for all students that is completely student centered. With the support of the entire performing arts department, students will participate in multiple fundraising opportunities and innovative experiences, where students will demonstrate personal performance growth through these experiences.

Taken directly from the planning website, you will notice that embedded in this field trip are educational opportunities:

"The Commonwealth of Virginia makes a fantastic school trip destination because it offers a great combination of educational opportunities and good old fashioned fun. Two of the more popular historic attractions are Colonial Williamsburg and Jamestown Settlement, which are both living-history museums that reenact what it was like to live in the Colonial and Revolutionary time periods. Aside from the obvious educational applications, students really enjoy the hands-on experience. Another popular destination is Virginia Beach, a resort town along the Atlantic Coast. In addition to the 3-mile long boardwalk along the beach, it has the Virginia Aquarium & Marine Science Center. And no school music trip would be complete without capping off the post-performance celebration at a theme park like Busch Gardens or Kings Dominion, both of which have an abundance of thrilling roller coasters, rides, shops and other attractions,"  
(<https://fourwindstours.com/student-group-tours/music-travel/usa-music-travel/virginia-music-trip-s/>).

Thank you for your consideration and feel free to reach out with any questions or concerns you may have.

Sincerely,

MPAC  
Middletown Performing Arts Classes

10/03/2021

Athletics Director; Principal  
Middletown High School  
200 LaRosa Lane  
Middletown, CT, 06457

Dear Ms. DeJesus/Ms. Weiner,

My name is Shrikar Seshadri, and I am a junior at Middletown High School. Based on the interest of the student and teacher bodies in STEM and particularly in Mathematics and Science, this letter is a proposal to form an MHS Science Bowl Club. The main goal of this club is to broaden students' scientific and mathematical knowledge and engender a scientific mindset. As such, the proposed club's members would like to participate in the National Science Bowl Competition, a nationwide academic competition that tests students' knowledge in all areas of science and mathematics, run by the US Department of Energy. The National Science Bowl is supported by various companies, including Raytheon, General Motors, AREVA Incorporated, Bechtel Corporation, IBM, and Texas Instruments. It is also supported by various universities, including Princeton, Yale, MIT, Georgia Tech, and UCONN.

There are many reasons why the establishment of an MHS Science Bowl Team is important, and a few of the most important reasons are listed below:

1. It allows students to cultivate their interest in various topics within math and science in an informal environment, without the pressure of being graded.
2. It reinforces the relevance of mathematics and science to students' everyday lives.
3. It introduces students to the possibility of future study or employment in fields related to math, physics, biology, chemistry, environmental science, or astrology
4. It expands students' leadership skills by developing their teamwork, coordination, and communication skills. It also helps students become more decisive and confident in their approach to problems

Chartering the MHS Science Bowl Team provides the school with many benefits. Among these are:

1. Participation in a nationwide network of High School Science Bowl teams
2. Access to certain National Science Bowl and Department of Energy resources
3. Connections with various colleges and universities across the country

The proposed advisor for the Science Bowl Club is Mr. Cohen, an AP Statistics and Algebra 2 teacher at MHS. The facility used for club meetings will be his room, Room 307, once a week after school. The number of students involved in the actual Science Bowl competition will be between 4 and 10, though more students may attend club meetings. Depending on the number of students interested in participating, MHS can present multiple teams for the Science Bowl competition.

The necessary equipment for the Science Bowl Club will be a set of 12 buzzers for competition practice. These buzzers are available on Amazon for \$120. Additionally, there is a \$150 competition fee for each team participating (including coach fees). Adding miscellaneous costs, the maximum expected budget requirement for the Science Bowl Club (with 2 teams participating in the competition) will be \$500.

No transportation will be required for the Science Bowl Club. On the competition day, students will use their own modes of transportation to travel to and from UCONN (the competition site).

It is our hope that this proposal will be approved. If you have any questions to be addressed, Mr. Cohen and I will be happy to answer them! Thank you!

Sincerely,

*Shrikar Seshadri*

MHS Junior

**Personnel  
Evaluation Coaches**

**EVALUATION, TERMINATION AND NON-RENEWAL OF ATHLETIC  
COACHES**

It is the policy of the Middletown Board of Education (the “Board”) that an athletic coach employed by the Board shall:

- 1) adhere to all Board policies, rules and regulations;
- 2) conduct himself or herself in a professional manner;
- 3) serve as a role model for students; and
- 4) demonstrate competence and proficiency in his or her role as an athletic coach of a particular sport.

For purposes of this policy, the term “**athletic coach**” means any person holding (and required to hold) a coaching permit issued by the Connecticut State Board of Education who is hired by the Board to act as a coach for a sport season. The term “athletic coach” under this policy shall include only coaches who have direct responsibility for one or more teams (including assistant coaches if they serve as a coach to another team (*e.g.*, JV)), and the term shall not include other assistant coaches and volunteer coaches.

For purposes of this policy, the term “**athletic director**” means an individual responsible for administering the athletic program of a school or school district under the jurisdiction of the Board, and who is responsible for the supervision of athletic coaches.

The Superintendent may adopt administrative regulations in accordance with this policy.

**I. Evaluations**

Pursuant to state law, the Board requires that an athletic coach employed by the Board be evaluated on an annual basis by the athletic director or the coach’s immediate supervisor. An athletic coach shall be provided with a copy of any such evaluation. Other assistant and volunteer coaches may be evaluated as directed by the Superintendent of Schools or his/her designee.

**II. Employment of an Athletic Coach**

- A. Athletic coaches serve at the discretion of the Superintendent, and their employment in their specific coaching positions (*e.g.*, basketball, golf) may be non-renewed or terminated at any time, subject to the provisions set forth below which apply to athletic coaches who have served in the same coaching position for three or more consecutive school years.

**Personnel  
Evaluation Coaches**

- B. If the Superintendent non-renews or terminates the coaching contract of an athletic coach who has served in the same coaching position for three or more consecutive school years, the Superintendent shall inform such coach of the decision within ninety (90) calendar days of the end of the athletic season covered by the contract. In such cases, the athletic coach will have an opportunity to appeal the decision of the Superintendent in accordance with the procedures set forth below in Section III.
- C. Notwithstanding any rights an athletic coach may have to a hearing, nothing prohibits a Superintendent from terminating the employment contract of any athletic coach at any time, including an athletic coach who has served in the same coaching position for three or more consecutive school years:
  - 1) for reasons of moral misconduct, insubordination, failure to comply with the Board's policies, rules and regulations; or
  - 2) because the sport has been canceled by the Board.
- D. If a decision to terminate a coach's employment is made during the athletic season, the Superintendent shall remove the coach from duty during the pendency of any hearing conducted pursuant to this policy.

**III. Hearing Procedures:**

An athletic coach who has served in the same coaching position for three or more consecutive school years may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board in accordance with the following procedures:

- A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity.
- B. Within a reasonable period of time of its receipt of a written appeal of the Superintendent's decision, the Board or a committee of the Board as designated by the Chairperson shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.
- C. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Superintendent

**Personnel  
Evaluation Coaches**

shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there is a clear need for witnesses to present factual information (rather than simply expressing an opinion on the skill or competence of the athletic coach). In any event, cumulative or redundant testimony shall not be allowed.

- D. The decision of non-renewal or termination shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.
- E. Within a reasonable period of time following the hearing, the Board shall determine whether the Superintendent acted in an arbitrary and capricious manner in making his/her decision not to renew and/or to terminate, and shall provide a written decision to the coach. The decision of the Board shall be final.

Legal References:

- Conn. Gen. Stat. § 10-222e Policy on evaluation and termination of athletic coaches.
- Conn. Gen. Stat. § 10-149d Athletic directors. Definitions, Qualifications and hiring. Duties.

Policy adopted: December 14, 2004  
Policy readopted: September 9, 2014  
Policy replaced:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Personnel**

**Sudden Cardiac Arrest Awareness for Intramural and Interscholastic Athletics**

Prior to each season of any Board of Education intramural or interscholastic athletics, each coach who holds or is issued a coaching permit by the State Board of Education and is a coach of any Board of Education intramural or interscholastic athletics, must provide each participating student's parent or legal guardian with a copy of the informed consent form regarding sudden cardiac arrest developed by the State Board of Education and obtain such parent's or legal guardian's signature, attesting to the fact that that such parent or legal guardian has received a copy of such form and authorizes the student to participate in the intramural or interscholastic athletics.

Any person who holds or is issued a coaching permit by the State Board of Education and is a coach of Board of Education intramural or interscholastic athletics shall annually review the sudden cardiac arrest awareness education program developed or approved by the State Board of Education prior to commencing the coaching assignment for the season of such intramural or interscholastic athletics.

Nothing in this policy shall be construed to relieve a coach of intramural or interscholastic athletics of his or her duties or obligations under any provision of the Connecticut General Statutes, the regulations of Connecticut state agencies or a collective bargaining agreement.

**Legal References**

Conn. Gen. Stat. § 10-149f. Sudden cardiac arrest awareness education program. Consent form.

Conn. Gen. Stat. § 10-149g. Coaches to annually review cardiac arrest education program. Revocation of coaching permit. Immunity from suit and liability.

Policy adopted:

**MIDDLETOWN PUBLIC SCHOOLS**  
Middletown, Connecticut

**Personnel  
Students**

**Psychotropic Drug Use**

**PROHIBITION ON RECOMMENDATIONS FOR PSYCHOTROPIC DRUGS**

In accordance with Conn. Gen. Stat. § 10-212b, the Board of Education prohibits school personnel from recommending the use of psychotropic drugs for any child. Moreover, personnel may not require that a child obtain a prescription for a controlled substance (as defined in the Controlled Substances Act, 21 U.S.C. § 801 et seq.) in order for the child to: 1) attend school; 2) receive an initial evaluation or reevaluation to determine a child's eligibility for special education; or 3) receive special education and related services. Notwithstanding the foregoing, school health or mental health personnel may recommend that a child be evaluated by an appropriate medical practitioner and school personnel may consult with such practitioner with the consent of the parent(s) or guardian(s) of such child, in accordance with the procedures outlined below.

I. Definitions

For purposes of this policy, the following definitions apply:

- A. Psychotropic drugs means prescription medications for behavioral or social-emotional concerns, such as attentional deficits, impulsivity, anxiety, depression and thought disorders, and includes, but is not limited to, stimulant medication and antidepressants.
- B. Recommend means to directly or indirectly suggest that a child should use psychotropic drugs.
- C. School health or mental health personnel means:
  - 1. school nurses or nurse practitioners appointed pursuant to Conn. Gen. Stat. § 10-212;
  - 2. school medical advisors appointed pursuant to Conn. Gen. Stat. § 10-205;
  - 3. school psychologists;
  - 4. school social workers;
  - 5. school counselors;

**Personnel  
Students**

**Psychotropic Drug Use**

6. school administrators;
7. other school personnel (such as a teacher designated as a child's Case Manager) who have been identified by a Planning and Placement Team, Section 504 team, Student Assistance Team or similar group of district professionals as the person responsible for communication with a parent or guardian about a child's need for medical evaluation;
8. a school professional staff member designated by the Superintendent to communicate with a child's parent or guardian about a child's need for medical evaluation.

**II. Procedures**

- A. A school health or mental health personnel, as defined above, may communicate with other school personnel about a child who may require a recommendation for a medical evaluation, provided that 1) there is a legitimate educational interest in sharing such information; and 2) such communication shall remain confidential, to the extent required by law.
- B. A school health or mental health personnel, as defined above, may communicate a recommendation to a parent or guardian that a child be evaluated by a medical practitioner provided that 1) based on such person's professional experience, objective factors indicate that a medical evaluation may be necessary to address concerns relating to the child's education and overall mental health; and 2) any communication includes the basis for the recommendation.
- C. If a parent or guardian determines that it is necessary to share medical information, including results of any medical evaluation, with school personnel, he or she may do so at any time. School personnel who receive such information directly from a parent must maintain the confidentiality of such information, to the extent required by law.
- D. Any school personnel with a legitimate educational interest in obtaining information from a child's medical practitioner outside the school who is not a school employee must obtain prior, written consent from the child's parent or guardian to communicate with such outside medical practitioners. Any school health or mental health personnel, as defined above, may request written consent from the parent or guardian. To be

# POLICY 4118.234 / POLICY 5141.231

## Personnel Students

### Psychotropic Drug Use

valid, the written consent must: 1) be signed by the child's parent or guardian; 2) be dated; 3) provide the child's name; 4) provide the name of the medical practitioner and relevant contact information, to the extent known; and 5) indicate the scope of the consent.

Nothing in this policy shall be construed to prevent school personnel from consulting with a medical practitioner who has information concerning a child, as long as the school district has obtained consent from the parent(s) or guardian(s) of the child, in accordance with Section II.D., above. Nothing in this policy shall prevent a Planning and Placement Team from recommending a medical evaluation as part of an initial evaluation or reevaluation, as needed to determine a child's (i) eligibility for special education and related services, or (ii) educational needs for an individualized education program.

#### Legal References:

- |                            |  |
|----------------------------|--|
| Conn. Gen. Stat. § 10-76d  | Duties and powers of boards of education to provide special education programs and services. |
| Conn. Gen. Stat. § 10-212b | Policies prohibiting the recommendation of psychotropic drugs by school personnel.           |
| 34 C.F.R. § 300.174        | Prohibition on mandatory medication.   |

Policy adopted:  
22, 2005  
Policy revised:  
23, 2017

November  
MIDDLETOWN PUBLIC SCHOOLS  
May  
Middletown, Connecticut

**Personnel**

**Rights, Responsibilities and Duties**

**Social Media (Employee Use of Technology)**

The Middletown Board of Education (the “Board”) recognizes the importance and utility of social media and networks for its employees. The laws regarding social media continue to evolve and change. Nothing in this policy is intended to limit an employee’s right to use social media or personal online accounts under applicable law, as it may evolve. The Board acknowledges, for example, that its employees have the right under the First Amendment, in certain circumstances, to speak out on matters of public concern. The Board will resolve any conflict between this policy and applicable law in favor of the law.

Ordinarily, the use of social media by employees, including employees’ use of personal online accounts, will not be a legal or policy issue. While a policy cannot address every instance of inappropriate social media use, employees must refrain from social media use that:

- 1) interferes, disrupts or undermines the effective operation of the school district;
- 2) is used to engage in harassing, defamatory, obscene, abusive, discriminatory or threatening or similarly inappropriate communications;
- 3) creates a hostile work environment;
- 4) breaches confidentiality obligations of school district employees; or
- 5) violates the law, board policies and/or other school rules and regulations.

The Board of Education, through its Superintendent, will adopt and maintain administrative regulations to implement this policy.

**Legal References:**

U.S. Constitution, Amend. I  
Conn. Constitution, Article I, Sections 3, 4, 14

Electronic Communication Privacy Act, 18 U.S.C. §§ 2510 through 2520

Conn. Gen. Stat. § 31-40x  
Conn. Gen. Stat. § 31-48d  
Conn. Gen. Stat. § 31-51q  
Conn. Gen. Stat. §§ 53a-182; 53a-183; 53a-250

Policy adopted: May 10, 2011  
Policy revised: March 11, 2014  
Policy replaced:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Personnel**

**Occupational Exposure to Bloodborne Pathogens**

The Middletown Board of Education (the “Board”) is committed to promoting a safe and healthful work environment for its staff. In pursuit of this goal and in accordance with the United States Department of Labor, Occupational Safety and Health Administration (“OSHA”) regulations dealing with “Safe Workplace” standards relating to exposure to bloodborne pathogens, the following will be the procedures of the Board for at risk personnel.

The Board shall establish a written exposure control plan in accordance with the federal standards for dealing with potentially infectious materials in the workplace to protect employees from possible infection due to contact with Bloodborne pathogens. Pursuant to these procedures, the school will take reasonably necessary actions to protect its employees from infectious disease and in particular H.I.V. and H.B.V. infection.

The school will provide the training and protective equipment to those persons who are at risk by virtue of their job performance and may come in contact with infectious disease. Furthermore, all Board personnel defined by OSHA and the school who may come in contact with blood and body fluids will be offered the vaccine for the hepatitis B Virus which is a life threatening bloodborne pathogen. The vaccination will be done at no cost to the personnel and is provided as a precaution for personnel safety.

Legal References:

29 C.F.R. § 1910.1030 OSHA Bloodborne pathogens standards

Policy adopted: September 19, 1995

Policy readopted: June 22, 2004

Policy revised: September 11, 2012

Policy revised: May 23, 2017

Policy revised:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## Students

### Bullying Prevention and Intervention

*[Please note: The State DOE strongly encourages districts to have safe school climate plans that are specifically tailored to meet individual school/district needs, in addition to the legislative requirements. For that reason, we encourage districts to utilize Section XI of the model Safe School Climate Plan to highlight the district and school specific initiatives in your district].*

The Middletown Board of Education (the “Board”) is committed to creating and maintaining an educational environment that is physically, emotionally and intellectually safe and thus free from bullying, teen dating violence, harassment and discrimination. In accordance with state law and the Board’s Safe School Climate Plan, the Board expressly prohibits any form of bullying behavior on school grounds; at a school-sponsored or school-related activity, function or program, whether on or off school grounds; at a school bus stop; on a school bus or other vehicle owned, leased or used by a local or regional board of education; or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board.

The Board also prohibits any form of bullying behavior outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school. Discrimination and/or retaliation against an individual who reports or assists in the investigation of an act of bullying is likewise prohibited.

Students who engage in bullying behavior or teen dating violence shall be subject to school discipline, up to and including expulsion, in accordance with the Board's policies on student discipline, suspension and expulsion, and consistent with state and federal law.

For purposes of this policy, “**Bullying**” means an act that is direct or indirect and severe, persistent or pervasive, which:

- (1) causes physical or emotional harm to an individual;
- (2) places an individual in reasonable fear of physical or emotional harm; or
- (3) infringes on the rights or opportunities of an individual at school.

Bullying shall include, but need not be limited to, a written, oral or electronic communication or physical act or gesture based on any actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, socioeconomic status, academic status, physical

appearance, or mental, physical, developmental or sensory disability, or by association with an individual or group who has or is perceived to have one or more of such characteristics.

For purposes of this policy, “**Cyberbullying**” means any act of bullying through the use of the Internet, interactive and digital technologies, cellular mobile telephone or other mobile electronic devices or any electronic communications.

For purposes of this policy, “**Teen Dating Violence**” means any act of physical, emotional or sexual abuse, including stalking, harassing and threatening, that occurs between two students who are currently in or who have recently been in a dating relationship.

Consistent with the requirements under state law, the Board authorizes the Superintendent or designee(s), along with the Safe School Climate Coordinator, to be responsible for developing and implementing a Safe School Climate Plan in furtherance of this policy. As provided by state law, such Safe School Climate Plan shall include, but not be limited to provisions which:

- (1) enable students to anonymously report acts of bullying to school employees and require students and the parents or guardians of students to be notified at the beginning of each school year of the process by which students may make such reports;
- (2) enable the parents or guardians of students to file written reports of suspected bullying;
- (3) require school employees who witness acts of bullying or receive reports of bullying to orally notify the safe school climate specialist, or another school administrator if the safe school climate specialist is unavailable, not later than one school day after such school employee witnesses or receives a report of bullying, and to file a written report not later than two school days after making such oral report;
- (4) require the safe school climate specialist to investigate or supervise the investigation of all reports of bullying and ensure that such investigation is completed promptly after receipt of any written reports made under this section and that the parents or guardians of the student alleged to have committed an act or acts of bullying and the parents or guardians of the student against whom such alleged act or acts were directed receive prompt notice that such investigation has commenced;
- (5) require the safe school climate specialist to review any anonymous reports, except that no disciplinary action shall be taken solely on the basis of an anonymous report;
- (6) include a prevention and intervention strategy for school employees to deal with bullying and teen dating violence;

- (7) provide for the inclusion of language in student codes of conduct concerning bullying;
- (8) require each school to notify the parents or guardians of students who commit any verified acts of bullying and the parents or guardians of students against whom such acts were directed not later than forty-eight hours after the completion of the investigation described in subdivision (4), above (A) of the results of such investigation, and (B) verbally or by electronic mail, if such parents' or guardians' electronic mail addresses are known, that such parents or guardians may refer to the plain language explanation of the rights and remedies available under Conn. Gen. Stat. Section 10-4a and 10-4b published on the Internet website of the Board;
- (9) require each school to invite the parents or guardians of a student against whom such act was directed to a meeting to communicate to such parents or guardians the measures being taken by the school to ensure the safety of the student against whom such act was directed and policies and procedures in place to prevent further acts of bullying;
- (10) require each school to invite the parents or guardians of a student who commits any verified act of bullying to a meeting, separate and distinct from the meeting required in subdivision (9) above, to discuss specific interventions undertaken by the school to prevent further acts of bullying;
- (11) establish a procedure for each school to document and maintain records relating to reports and investigations of bullying in such school and to maintain a list of the number of verified acts of bullying in such school and make such list available for public inspection, and annually report such number to the Department of Education and in such manner as prescribed by the Commissioner of Education;
- (12) direct the development of case-by-case interventions for addressing repeated incidents of bullying against a single individual or recurrently perpetrated bullying incidents by the same individual that may include both counseling and discipline;
- (13) prohibit discrimination and retaliation against an individual who reports or assists in the investigation of an act of bullying;
- (14) direct the development of student safety support plans for students against whom an act of bullying was directed that address safety measures the school will take to protect such students against further acts of bullying;
- (15) require the principal of a school, or the principal's designee, to notify the appropriate local law enforcement agency when such principal, or the

principal's designee, believes that any acts of bullying constitute criminal conduct;

- (16) prohibit bullying (A) on school grounds, at a school-sponsored or school-related activity, function or program whether on or off school grounds, at a school bus stop, on a school bus or other vehicle owned, leased or used by a local or regional board of education, or through the use of an electronic device or an electronic mobile device owned, leased or used by the Board, and (B) outside of the school setting if such bullying (i) creates a hostile environment at school for the student against whom such bullying was directed, or (ii) infringes on the rights of the student against whom such bullying was directed at school, or (iii) substantially disrupts the education process or the orderly operation of a school;
- (17) require, at the beginning of each school year, each school to provide all school employees with a written or electronic copy of the school district's safe school climate plan; and
- (18) require that all school employees annually complete the training described in Conn. Gen. Stat. §§ 10-220a or 10-222j related to the identification, prevention and response to bullying.

The notification required pursuant to subdivision (8) (above) and the invitation required pursuant to subdivisions (9) and (10) (above) shall include a description of the response of school employees to such acts and any consequences that may result from the commission of further acts of bullying. Any information provided under this policy or accompanying Safe School Climate Plan shall be provided in accordance with the confidentiality restrictions imposed under the Family Educational Rights Privacy Act ("FERPA") and the district's Confidentiality and Access to Student Information policy and regulations.

The Board shall submit its Safe School Climate Plan to the State Department of Education for review and approval. Not later than thirty (30) calendar days after approval by the Department, the Board shall make such plan available on the Board's and each individual school in the school district's web site and ensure that the Safe School Climate Plan is included in the school district's publication of the rules, procedures and standards of conduct for schools and in all student handbooks.

As required by state law, the Board, after consultation with the Connecticut Department of Education and the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative, shall provide on the Board's website training materials to school administrators regarding the prevention of and intervention in discrimination against and targeted harassment of students based on such students' (1) actual or perceived differentiating characteristics, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity or expression, socioeconomic status, academic status, physical appearance or mental, physical, developmental or sensory disability, or (2) association with individuals or groups who have or are perceived to have one or more of such characteristics.

As required by state law, the Board shall post on its website the plain language explanation of rights and remedies under Connecticut General Statutes §§ 10-4a and 10-4b, as developed and provided to the Board by the Connecticut Social and Emotional Learning and School Climate Advisory Collaborative.

Legal References:

Public Act 19-166

Public Act 21-95

Conn. Gen. Stat. § 10-145a

Conn. Gen. Stat. § 10-145o

Conn. Gen. Stat. § 10-220a

Conn. Gen. Stat. § 10-222d

Conn. Gen. Stat. § 10-222g

Conn. Gen. Stat. § 10-222h

Conn. Gen. Stat. § 10-222j

Conn. Gen. Stat. § 10-222k

Conn. Gen. Stat. § 10-222l

Conn. Gen. Stat. § 10-222q

Conn. Gen. Stat. § 10-222r

Conn. Gen. Stat. §§ 10-233a through 10-233f

Policy adopted: January 14, 2003

Policy readopted: June 7, 2005

Policy revised: March 13, 2007

Policy revised: May 12, 2009

Policy revised: May 8, 2012

Policy revised: January 14, 2014

Policy revised: September 9, 2014

Policy revised: December 13, 2016

Policy revised:

MIDDLETOWN PUBLIC SCHOOLS

Middletown, Connecticut

# **DELETE POLICY 4118.234(a)/ POLICY 5141.231(a)**

## **Personnel -- Certified/Non-Certified**

### **Students**

#### **Psychotropic Drug Use**

The Board of Education prohibits all school personnel from recommending the use of psychotropic drugs for any student enrolled within the school system. For purposes of this policy, the term “recommend” shall mean to directly or indirectly suggest that a student use psychotropic drugs. The provisions of this section shall not prohibit (A) school health or mental health personnel from recommending that a child be evaluated by an appropriate medical practitioner, (B) school personnel from consulting with such practitioner with the consent of the parents or guardian of such child, (C) the planning and placement team from recommending a medical evaluation as part of an initial evaluation or reevaluation, as needed to determine a child’s (i) eligibility for special education and related services, or (ii) educational needs for an individualized education program.

Psychotropic drugs are defined as prescription medications for behavioral or social-emotional concerns, such as attention deficits, impulsivity, anxiety, depression and thought disorders and includes but is not limited to stimulant medications and anti-depressants.

However, school health or mental health personnel, including school nurses or nurse practitioners, the District Medical Advisors, school psychologists, administrators, school social workers, and school counselors may recommend that a student be evaluated by an appropriate medical practitioner.

Communications between and among school health, mental health personnel and other school personnel pertaining to a child in possible need of a recommendation for a medical evaluation shall be accomplished through the District’s established child study teams and/or the PPT process, in conformity with state and federal special education statutes.

Nothing in this policy shall be construed to prohibit a Planning and Placement Team (PPT) from discussing with parents and/or guardians of a student the appropriateness of consultation with, or evaluation by, medical practitioners with the consent of the parents and/or guardians of a student.

# DELETE POLICY 4118.234(a)/ POLICY 5141.231(a)

## Personnel -- Certified/Non-Certified

### Students

### Psychotropic Drug Use

The Board recognizes that the refusal of a parent or other person having control of a child to administer or consent to the administration of any psychotropic drug to the child shall not, in and of itself, constitute grounds for the Department of Children and families (DCF) to take such student into custody or for any court of competent jurisdiction to order that such student POLICY 4118.234(b)/ POLICY 5141.231(b) Personnel -- Certified/Non-Certified Students Psychotropic Drug Use (continued) be taken into custody by the Department, unless such refusal causes such student to be neglected or abused, as defined in C.G. S. 46b-120

The superintendent of Schools or his/her designee shall promulgate this policy to district staff and parents/guardians of students annually and upon registration of new students.

Legal reference: Connecticut General statutes 10-212b Policies prohibiting the recommendation of psychotropic drugs by school personnel. (as amended by PA 03-211)  
46b-120 Definitions  
10-76a Definitions. (as amended by PA 00-48)  
10-76b State supervision of special education programs and services  
10-76d duties and powers of boards of education to provide special education programs and services (as amended by PA 97-114 and PA 00-48)  
10-76h Special education hearing and review procedure. Mediation of disputes (as amended by PA 00-48) State board of education regulations  
34 C.F.R. 3000 assistance to States for Education for Handicapped Children.  
American with Disabilities Act, 42 U.S.C. §12101 et seq.  
Individuals with Disabilities Education Act, 20 U.S.C. § 1400 et seq.  
Rehabilitation act of 1973, Section 504, 29 U.S.C. § 795

Policy adopted: November 22, 2005

Policy revised: May 23, 2017

Policy deleted:

MIDDLETOWN PUBLIC SCHOOLS

Middletown, Connecticut

## **Students**

### **Immunizations**

#### **I. Immunization Requirements**

In accordance with state law and accompanying regulations, the \_\_\_\_\_ Public Schools (the “District”) requires each child to be protected by adequate immunization against diphtheria, pertussis, tetanus, poliomyelitis, measles, mumps, rubella, haemophilus influenzae type B, hepatitis A, hepatitis B, varicella, pneumococcal diseases, meningococcal disease and any other vaccine required by the schedule for active immunization as determined by the Commissioner of Public Health pursuant to Conn. Gen. Stat. § 19a-7f, before being permitted to enroll in any program or school under its jurisdiction.

Among other requirements, before being permitted to enter seventh grade, the District requires each child to be vaccinated against meningococcal disease. The District further requires each child to receive a second immunization against measles and tetanus, diphtheria and pertussis (Tdap) before being permitted to enter seventh grade.

Further, each child must have received two doses of immunization against varicella before being permitted to enter kindergarten and seventh grade, and each child must have received two doses of immunization against rubella and mumps before being permitted to enter grades kindergarten through twelve.

By January 1 of each year, children aged 24-59 months enrolled in the District’s preschool program must show proof of receipt of at least one dose of influenza vaccine between August 1 and December 31 of the preceding year. All children aged 24-59 months who have not received vaccination against influenza previously must show proof of receipt of two doses of the vaccine the first influenza season that they are vaccinated. Children seeking to enroll in the District’s preschool program between January 1 and March 31 are required to receive the influenza vaccine prior to being permitted to enter the program. Children who enroll in the preschool program after March 31 of any given year are not required to meet the influenza vaccine requirement until the following January.

Exemption from the applicable requirements of these administrative regulations shall be granted to any child who, before being permitted to enroll:

- (1) presents a certificate from a physician, physician assistant, advanced practice registered nurse or local health agency stating that initial immunizations have been given to such child and additional immunizations are in process
  - (A) under guidelines and schedules specified by the Commissioner of Public Health; or

- (B) in the case of a child enrolled in a preschool program or other prekindergarten program who, prior to April 28, 2021, was exempt from the applicable immunization requirements upon presentation of a statement that such immunizations would be contrary to the religious beliefs of such child or the parents or guardian of such child, as such additional immunizations are recommended, in a written declaration, in a form prescribed by the Commissioner of Public Health, for such child by a physician, a physician assistant or an advanced practice registered nurse. Such statement of religious beliefs shall be acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of this state, or a school nurse; or
- (2) presents a certificate, in a form prescribed by the Commissioner of Public Health pursuant to Section 7 of Public Act No. 21-6, from a physician, physician assistant, or advanced practice registered nurse stating that in the opinion of a such physician, physician assistant, or advanced practice registered nurse such immunization is medically contraindicated because of the physical condition of such child; or
- (3) in the case of measles, mumps or rubella, presents a certificate from a physician, physician assistant or advanced practice registered nurse or from the Director of Health in such child's present or previous town of residence, stating that the child has had a confirmed case of such disease; or
- (4) in the case of haemophilus influenzae type B, has passed such child's fifth birthday; or
- (5) in the case of pertussis, has passed such child's sixth birthday.

## II. Exemptions Based on Religious Beliefs

### A. Children Enrolled in Kindergarten Through Twelfth Grade On or Before April 28, 2021

The immunization requirements set forth in Section I of these administrative regulations **shall not apply** to any child who is enrolled in kindergarten through twelfth grade on or before April 28, 2021 if:

1. such child presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and

2. such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse.

B. Students Who Transfer from Another Public or Private School in Connecticut

The immunization requirements set forth in Section I of this policy **shall not apply** to any student who:

1. transfers to the District from another public or private school in Connecticut, and
2. was enrolled in kindergarten through twelfth grade in the other public or private school on or before April 28, 2021, and
3. presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse.

C. Children Enrolled in Preschool or Prekindergarten Prior to April 28, 2021

Any child who is enrolled in a preschool program or other prekindergarten program prior to April 28, 2021 who:

1. presented a statement, prior to April 28, 2021, from the parents or guardians of such child that such immunization is contrary to the religious beliefs of such child or the parents or guardians of such child, and
2. such statement was acknowledged by a judge of a court of record or a family support magistrate, a clerk or deputy clerk of a court having a seal, a town clerk, a notary public, a justice of the peace, an attorney admitted to the bar of the State of Connecticut, or a school nurse, but
3. did not present a written declaration from a physician, a physician assistant or an advanced practice registered nurse stating that

additional immunizations are in process as recommended by such physician, physician assistant or advanced practice registered nurse, rather than as recommended under guidelines and schedules specified by the Commissioner of Public Health

**shall comply** with the immunization requirements provided for in Section I of these administrative regulations on or before September 1, 2022, or not later than fourteen (14) days after transferring to a program operated by a school under the jurisdiction of the District, whichever is later.

In accordance with state law, the \_\_\_\_\_ Board of Education (“Board”) and the District shall not be liable for civil damages resulting from an adverse reaction to a nondefective vaccine required to be administered by state law.

If the parents or guardians of any child are unable to pay for any required immunization, the expense of such immunization shall, upon the recommendation of the Board, be paid by the town of the child’s residence.

The District designates **[insert name of responsible staff member]** as the representative for receipt of reports from health care providers concerning student immunizations.

The current required immunizations for elementary (including preschool), middle and high school students can be found at: [https://portal.ct.gov/-/media/SDE/School-Nursing/Forms/Immunization\\_Requirements.pdf](https://portal.ct.gov/-/media/SDE/School-Nursing/Forms/Immunization_Requirements.pdf).

In implementing these regulations, the District shall consider state guidance and supporting documents and comply with applicable law.

Legal Reference: Connecticut General Statutes  
§ 10-204a Required immunizations  
§ 10-204c Immunity from liability  
Public Act No. 21-6, “An Act Concerning Immunizations”

Regulations of Connecticut State Agencies  
§ 10-204a-2a Adequate Immunization

Letter to Superintendents of Schools et al. from Connecticut State Departments of Public Health and Education, *Reinstatement of Prekindergarten and Kindergarten School Immunization Entry Requirement for Haemophilus Influenza Type B (Hib) Vaccine*, June 25, 2010.

Letter to Superintendents of Schools et al. from Connecticut State Departments of Public Health and Education, *Changes in the Immunization Requirements for School Entry*, March 15, 2011.

State Department of Education, Guidance Regarding Public Act 21-6, “An Act Concerning Immunizations,” May 25, 2021.

Policy adopted: December 8, 2020  
Policy revised:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Students**

### **Section 504 of the Rehabilitation Act of 1973**

Section 504 of the Rehabilitation Act of 1973 (“Section 504”) prohibits discrimination against individuals with a disability in any program receiving Federal financial assistance. Similarly, Title II of the Americans with Disabilities Act of 1990 (“Title II” or “ADA”) prohibits discrimination against individuals with a disability by state and local governments. To be protected under Section 504 and the ADA (“collectively, “Section 504/ADA”), an individual must (1) have a physical or mental impairment that substantially limits one or more major life activities; (2) have a record of such an impairment; or (3) be regarded as having such an impairment.

In order to fulfill its obligation under Section 504/ADA, Middletown Public Schools (the “District”) recognize a responsibility to avoid discrimination in policies and practices regarding its personnel, students, parents/guardians and members of the public who participate in school sponsored programs. In this regard, the District prohibits discrimination against any person with a disability in any of the services, programs or activities of the school system.

The District has specific responsibilities under Section 504 to identify, evaluate and provide an educational placement for students who have a physical or mental impairment that substantially limits a major life activity. The District’s obligation includes providing access to a free appropriate public education (“FAPE”) for students determined to be eligible under Section 504/ADA. Under Section 504, FAPE is defined as the provision of regular or special education and related services that are designed to meet the individual educational needs of a student with a disability as adequately as the needs of students without disabilities are met, and that are provided without cost (except for fees imposed on nondisabled students/parents).

If the parent/guardian of a student disagrees with the decisions made by the professional staff of the District with respect to the identification, evaluation or educational placement of his/her child, the parent/guardian has a right to request an impartial due process hearing.

In addition, a student or parent/guardian of a student may also file an internal grievance/complaint on these issues or any other type of discrimination on the basis of disability by or within the District by utilizing the grievance/complaint procedures outlined in the Administrative Regulations Regarding Students and Section 504 of Rehabilitation Act of 1973 and Title II of Americans with Disabilities Act associated with this policy, and/or may file a complaint with the Office for Civil Rights, U.S. Department of Education (“OCR”):

Office for Civil Rights, Boston Office

U.S. Department of Education  
8<sup>th</sup> Floor  
5 Post Office Square  
Boston, MA 02109-3921  
(617) 289-0111

Anyone who wishes to file a grievance/complaint with the district, or who has questions or concerns about this policy, should contact Director of Pupil Services and Special Education, Section 504 Coordinator, Middletown Public Schools, 311 Hunting Hill Avenue, Middletown, CT 06457.

Legal References:

29 U.S.C. §§ 705, 794  
34 C.F.R. Part 104  
42 U.S.C. § 12101 et seq.  
28 C.F.R. Part 35

*Protecting Students with Disabilities, Frequently Asked Questions About Section 504 and the Education of Children with Disabilities*, Office for Civil Rights (March 17, 2011), available at <http://www.ed.gov/about/offices/list/ocr/504faq.html>

*Dear Colleague Letter*, United States Department of Education, Office for Civil Rights (January 19, 2012)

Policy adopted: May 11, 2004  
Policy readopted: June 7, 2005  
Policy revised: June 3, 2008  
Policy revised: October 9, 2012  
Policy revised:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Students**

### **Prohibition of Sex Discrimination and Sexual Harassment**

It is the policy of the Middletown Board of Education (the “Board”) for the Middletown Public Schools (the “District”) that any form of sex discrimination or sexual harassment is prohibited in the Board’s education programs and activities, whether by students, Board employees or third parties subject to substantial control by the Board. The Board does not discriminate on the basis of sex in the education programs or activities that it operates and the Board is required by Title IX of the Education Amendments of 1972 and its implementing regulations (“Title IX”) and Connecticut law not to discriminate in such a manner. Discrimination or harassment on the basis of sex includes discrimination or harassment on the basis of gender identity or sexual orientation. Students, Board employees and third parties are required to adhere to a standard of conduct that is respectful of the rights of students, employees and third parties. Any student or employee who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including expulsion or termination, respectively.

For conduct to violate Title IX, the conduct must have occurred in an education program or activity of the Board; the conduct must have occurred within the United States of America; and the complainant must be participating in or attempting to participate in the education program or activity of the Board. Conduct that does not meet these requirements still may constitute a violation of Connecticut law or another Board policy.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy and in accordance with Title IX and Connecticut law (the “Administrative Regulations”).

**Sex discrimination** occurs when a person, because of the person’s sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

**Sexual harassment under Title IX** means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the Board conditioning the provision of an aid, benefit, or service of the Board on an individual’s participation in unwelcome sexual conduct (*i.e., quid pro quo*);
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Board’s education programs or activities; or
- (3) “Sexual assault” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

**Sexual harassment under Connecticut law** means conduct in a school setting that 1) is sexual in nature; 2) is unwelcome; and 3) denies or limits a student’s ability to participate in or benefit from a school’s educational program. Sexual harassment can be verbal, nonverbal or physical. Sexual violence is a form of sexual harassment.

### Reporting Sex Discrimination or Sexual Harassment

It is the express policy of the Board to encourage victims of sex discrimination and/or sexual harassment to report such claims. Students are encouraged to report complaints of sex discrimination and/or sexual harassment promptly in accordance with the appropriate process set forth in the Administrative Regulations. The Board directs its employees to respond to such complaints in a prompt and equitable manner. The Board further directs its employees to maintain confidentiality to the extent appropriate and not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sex discrimination and/or sexual harassment. Any such reprisals or retaliation will result in disciplinary action against the retaliator, up to and including expulsion or termination as appropriate.

Any Board employee with notice of sex discrimination and/or sexual harassment allegations shall immediately report such information to the building principal and/or the Title IX Coordinator, or if the employee does not work in a school building, to the Title IX Coordinator.

The Middletown Public Schools administration (the “Administration”) shall provide training to Title IX Coordinator(s), investigators, decision-makers, and any person who facilitates an informal resolution process (as set forth in the Administrative Regulations), which training shall include but need not be limited to, the definitions of sex discrimination and sexual harassment, the scope of the Board’s education program and activity, how to conduct an investigation and grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Administration shall make the training materials used to provide these trainings publicly available on the Board’s website. The Administration shall also periodically provide training to all Board employees on the topic of sex discrimination and sexual harassment under Title IX and Connecticut law, which shall include but not be limited to when reports of sex discrimination and/or sexual harassment must be made. The Administration shall distribute this Policy and the Administrative Regulations to staff, students and parents and legal guardians and make the Policy and the Administrative Regulations available on the Board’s website to promote an environment free of sex discrimination and sexual harassment.

The Board’s Title IX Coordinator is **Marco Gaylord, Chief of Operations**. Any individual may make a report of sex discrimination and/or sexual harassment directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

**Office Address: 311 Hunting Hill Avenue, Middletown, CT 06457**  
**Email: [gaylordm@mpsct.org](mailto:gaylordm@mpsct.org)**  
**Telephone: 860-638-1485**

Any Board employee in receipt of allegations of sex discrimination or sexual harassment, or in receipt of a formal complaint, shall immediately forward such information to the Title IX

Coordinator. Students may also make a report of sexual harassment and/or sex discrimination to the U.S. Department of Education: Office for Civil Rights, Boston Office, U.S. Department of Education, 8<sup>th</sup> Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone (617) 289-0111).

Students may also make a report of sexual harassment and/or sex discrimination to the Connecticut Commission on Human Rights and Opportunities, 450 Columbus Boulevard, Hartford, CT 06103-1835 (Telephone: 860-541-3400 or Connecticut Toll Free Number: 1-800-477-5737).

Legal References: Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.  
Title IX of the Education Amendments of 1972, 34 C.F.R § 106.1, et seq.  
Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)  
Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)  
Conn. Gen. Stat. § 10-15c - Discrimination in public schools prohibited.

Policy adopted: February 10, 2004

MIDDLETOWN PUBLIC SCHOOLS

Policy readopted: June 7, 2005

Middletown, Connecticut

Policy revised: August 22, 2017

Policy repealed and replaced: October 13, 2020

Policy revised:

Fiscal Year: 2022								
	Expenditures	Appropriation					Overage/	
Object Code - Summary	2020-2021	2021-2022	Apprpr Adj	Encumbrances	Expenditures	Account Balance	Deficit	Projection
<b>CERTIFIED SALARIES</b>								
51109 CERTIFIED*CURR WRITING	53,720.99	90,880.00	-	-	11,084.58	79,795.42	-	90,880.00
51110 CERTIFIED*REG	33,163,262.55	35,257,746.00	-	-	6,793,919.95	28,463,826.05	60,000.00	35,197,746.00
51111 KNOWN ATTRITION	-	(184,000.00)	-	-	-	(184,000.00)	-	(184,000.00)
51112 UNKNOWN ATTRITION	-	(458,000.00)	-	-	-	(458,000.00)	-	(458,000.00)
51115 CERTIFIED*OTH ADDL/STIPEND	28,215.43	5,400.00	-	-	4,361.58	1,038.42	-	5,400.00
51309 SALARIES: INTERVENTIONISTS	158,019.11	288,185.00	(2,280.00)	-	24,196.25	261,708.75	40,000.00	245,905.00
51310 SALARIES: SUBS-DAILY*REG	125,981.64	165,000.00	-	-	14,272.07	150,727.93	35,000.00	130,000.00
51315 SALARIES: SUBS-LT*REG	313,133.10	195,000.00	-	-	28,364.03	166,635.97	-	195,000.00
51316 SALARIES: SUBS-BLDG*REG	250,149.18	509,400.00	-	-	36,893.75	472,506.25	90,000.00	419,400.00
51410 SALARIES: ADMINISTRATOR*REG	5,075,211.94	5,217,656.00	-	-	1,702,684.36	3,514,971.64	76,000.00	5,141,656.00
51501 LONGEVITY: CERTIFIED	482,200.00	502,467.00	-	-	230,100.00	272,367.00	42,267.00	460,200.00
51510 ADDL COMP PAID TO TCHRS	14,268.90	47,000.00	-	-	-	47,000.00	-	47,000.00
51716 SALARIES: MENTOR	17,389.00	15,734.00	-	-	2,260.50	13,473.50	-	15,734.00
51718 SALARIES: TUTOR	90,606.55	49,800.00	-	-	16,207.54	33,592.46	-	49,800.00
51721 SALARIES: STIPENDS-NON TRB	345,039.08	488,675.00	-	-	64,794.22	423,880.78	-	488,675.00
51722 SALARIES: MINISTERIAL MENTOR	25,275.00	80,000.00	-	-	7,785.00	72,215.00	(8,500.00)	88,500.00
51900 OTHER SALARIES	120,282.17	123,600.00	-	-	42,784.60	80,815.40	-	123,600.00
51901 NON-CONTRACTED CERTIFIED	92,412.19	40,000.00	-	-	18,221.86	21,778.14	-	40,000.00
51906 SALARIES: STRINGS*REG	20,001.79	-	-	-	-	-	-	-
51921 SALARIES: CLASS COVERAGE	99,123.28	40,000.00	-	-	5,588.37	34,411.63	(10,000.00)	50,000.00
<b>_Total_ CERTIFIED SALARIES</b>	<b>40,474,291.90</b>	<b>42,474,543.00</b>	<b>(2,280.00)</b>	<b>-</b>	<b>9,003,518.66</b>	<b>33,468,744.34</b>	<b>324,767.00</b>	<b>42,147,496.00</b>
<b>CLASSIFIED SALARIES</b>								
51116 CLASSIFIED*REG	7,554,560.14	8,374,655.00	-	-	2,202,148.94	6,172,506.06	210,000.00	8,164,655.00
51118 CLASSIFIED*OT	76,575.92	193,500.00	(41,500.00)	-	76,376.80	75,623.20	-	152,000.00
51121 CLASSIFIED*OTH ADDL STIPEND	-	35,000.00	-	-	-	35,000.00	-	35,000.00
51200 SAL OF SEASONAL TEMP EMP	15,417.67	25,000.00	-	-	8,937.59	16,062.41	-	25,000.00
51416 ATHLETIC EVENT WORKERS	19,893.44	16,000.00	-	-	7,852.70	8,147.30	-	16,000.00
51418 SUBS-SECRETARIES	60,503.91	25,000.00	-	-	30,413.74	(5,413.74)	(100,000.00)	125,000.00
51419 OT-SNOW REMOVAL	28,917.43	-	20,750.00	-	-	20,750.00	-	20,750.00
51420 OT-CUSTODIAL COVERAGE	27,223.64	-	20,750.00	-	6,593.57	14,156.43	-	20,750.00
51903 HOME VISITORS	17,478.00	32,760.00	-	-	-	32,760.00	-	32,760.00
<b>_Total_ CLASSIFIED SALARIES</b>	<b>7,800,570.15</b>	<b>8,701,915.00</b>	<b>-</b>	<b>-</b>	<b>2,332,323.34</b>	<b>6,369,591.66</b>	<b>110,000.00</b>	<b>8,591,915.00</b>

	<u>Expenditures</u>	<u>Appropriation</u>					<u>Overage/</u>	
<u>Object Code - Summary</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>Appropri. Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Account Balance</u>	<u>Deficit</u>	<u>Projection</u>

	<b>Expenditures</b>	<b>Appropriation</b>					<b>Overage/</b>	
<b>Object Code - Summary</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Apprpr Adj</b>	<b>Encumbrances</b>	<b>Expenditures</b>	<b>Account Balance</b>	<b>Deficit</b>	<b>Projection</b>
<b>PARAPROFESSIONALS</b>								
51210 SALARIES: AIDES/PARAS*REG	3,257,372.48	4,328,213.00	-	-	628,984.60	3,699,228.40	300,000.00	4,028,213.00
51212 SALARIES: AIDES/PARAS*OT		3,000.00	-	-	-	3,000.00	-	3,000.00
51216 SALARIES: LIBRARY PARAS*REG	78,305.73	55,326.00	-	-	2,596.57	52,729.43	35,000.00	20,326.00
51503 LONGEVITY: PARAS	13,482.08	15,100.00	-	-	12,300.00	2,800.00	-	15,100.00
51713 SALARIES: LUNCH/DUTY AIDES	228,375.17	280,652.00	-	-	51,316.09	229,335.91	(18,000.00)	298,652.00
51715 SALARIES: SCHOOL CAFETERIA	386,928.30	-	-	-	-	-	-	-
51920 SALARIES: STUDENT VOCATIONAL	1,540.00	6,000.00	-	3,400.00	770.00	1,830.00	-	6,000.00
<b>Total PARAPROFESSIONALS</b>	<b>3,966,003.76</b>	<b>4,688,291.00</b>	<b>-</b>	<b>3,400.00</b>	<b>695,967.26</b>	<b>3,988,923.74</b>	<b>317,000.00</b>	<b>4,371,291.00</b>
<b>EMPLOYEE BENEFITS</b>								
51970 SAL: CLOTHING ALLOCATION	18,900.00	25,700.00	-	-	18,550.00	7,150.00	-	25,700.00
52100 GROUP LIFE INSURANCE	196,500.00	229,500.00	-	229,500.00	-	-	25,245.00	204,255.00
52205 FICA	498,606.69	454,594.00	-	-	122,220.44	332,373.56	-	454,594.00
52210 MEDICARE	778,352.49	743,060.00	-	-	185,003.33	558,056.67	-	743,060.00
52300 RETIREMENT CONTRIB	40,000.48	76,783.00	-	-	15,577.02	61,205.98	-	76,783.00
52500 TUITION REIMB	3,000.00	4,500.00	-	-	-	4,500.00	-	4,500.00
52600 UNEMPLOY COMPENSATION	22,689.56	65,000.00	-	-	-	65,000.00	-	65,000.00
52700 WORKERS COMPENSATION	700,516.38	588,500.00	-	302,235.50	286,264.50	-	-	588,500.00
52831 HEALTH INS*CERTIFIED/PARAS	7,310,888.45	7,296,468.00	-	5,057,960.34	2,238,507.66	-	-	7,296,468.00
52832 HEALTH INS*CLASSIFIED	5,295,043.00	5,444,409.00	-	5,444,409.00	-	-	(33,622.00)	5,478,031.00
52840 DENTAL INSURANCE	924,077.69	1,043,495.00	-	797,217.00	246,278.00	-	-	1,043,495.00
52950 DISABILITY INSURANCE	27,374.17	28,500.00	-	21,953.68	6,546.32	-	-	28,500.00
52960 UNUSED SICK BENEFIT	21,497.91	25,000.00	-	-	27,064.06	(2,064.06)	(2,064.06)	27,064.06
52961 UNUSED VACATION PAYOUT	-	15,000.00	-	-	-	15,000.00	-	15,000.00
52990 OTHER POST EMPL BENEFITS	255,394.00	267,080.00	-	267,080.00	-	-	-	267,080.00
52991 ACA HEALTH INSURANCE	164.76	18,000.00	-	-	-	18,000.00	4,000.00	14,000.00
<b>Total EMPLOYEE BENEFITS</b>	<b>16,093,005.58</b>	<b>16,325,589.00</b>	<b>-</b>	<b>12,120,355.52</b>	<b>3,146,011.33</b>	<b>1,059,222.15</b>	<b>(6,441.06)</b>	<b>16,332,030.06</b>
<b>PURCHASED SERVICES</b>								
53010 PURCHASED PROF SVCS	12,233.97	16,350.00	-	10,888.68	5,411.32	50.00	-	16,350.00
53020 LEGAL SERVICES	132,270.13	125,000.00	-	93,904.00	31,096.00	-	-	125,000.00
53040 NURSING SERVICES	-	35,000.00	-	-	-	35,000.00	-	35,000.00
53070 TESTING / SCORING	41,594.41	76,175.00	-	1,672.00	15,238.13	59,264.87	-	76,175.00
53200 PROF EDUC SERVICES	-	5,000.00	-	25.00	365.00	4,610.00	-	5,000.00

	<b>Expenditures</b>	<b>Appropriation</b>					<b>Overage/</b>	
<b>Object Code - Summary</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Apprpr Adj</b>	<b>Encumbrances</b>	<b>Expenditures</b>	<b>Account Balance</b>	<b>Deficit</b>	<b>Projection</b>
53205 EMPLOYEE TRNG/DEV SVCS	3,575.00	3,085.00	-	-	2,514.00	571.00	-	3,085.00
53220 INSERVICE - PROF MTGS/DEV	12,494.87	99,583.00	(1,640.00)	379.00	21,210.06	76,353.94	-	97,943.00
<b>PURCHASED SERVICES (cont.)</b>								
53240 FIELD TRIPS	2,055.00	13,000.00	-	420.00	1,500.00	11,080.00	-	13,000.00
53251 STUDENT ACTIVITIES	10,958.98	12,000.00	-	2,000.00	2,565.00	7,435.00	-	12,000.00
53300 PURCH PROF SVCS: TECH	126,259.31	131,300.00	-	61,445.29	32,697.74	37,156.97	-	131,300.00
53400 PURCH PROF SVCS: OTHER	521,426.61	516,993.00	-	373,929.14	74,575.45	68,488.41	-	516,993.00
53500 PURCH PROF/TECH SERVICES	-	50,000.00	-	-	24,250.00	25,750.00	-	50,000.00
53520 PURCH PROF SVCS: OTHR TECH	115.38	1,500.00	-	7,000.00	-	(5,500.00)	(5,500.00)	7,000.00
53530 PURCH PROF SVCS: POLICE	-	9,000.00	-	7,000.00	864.00	1,136.00	-	9,000.00
53540 PURCH PROF SVCS: SPORTS OFF	17,448.11	66,630.00	-	-	9,999.31	56,630.69	-	66,630.00
53900 OTHER PURCHASED SERVICES	20,432.50	-	-	-	-	-	-	-
54010 PURCH PROPERTY SVCS	16,171.41	28,500.00	-	9,805.00	-	18,695.00	-	28,500.00
54103 SNOW PLOWING/SANDING	21,970.00	30,000.00	-	-	-	30,000.00	-	30,000.00
54410 RENTAL OF LAND & BLDGS-ADED	77,058.00	77,058.00	-	43,820.00	33,238.00	-	-	77,058.00
54411 WATER/SEWER	76,804.50	106,529.00	-	81,906.55	24,622.45	(0.00)	-	106,529.00
54420 RENTAL OF EQUIP&VEHICLES	2,081.28	6,500.00	-	628.67	1,086.51	4,784.82	-	6,500.00
54421 DISPOSAL	138,439.06	139,600.00	-	72,677.99	66,372.01	550.00	-	139,600.00
54424 LAWN CARE	2,770.95	15,000.00	-	10,000.00	-	5,000.00	-	15,000.00
54430 RENTAL OF COMP RELATED EQUIP	393.00	-	-	-	-	-	-	-
54440 RENTALS	2,287.68	1,564.00	-	991.78	572.22	-	-	1,564.00
54900 ENERGY PERFORM CONTRACT	600,000.00	95,915.00	-	-	-	95,915.00	95,915.00	-
55010 PURCHASED SERVICES	1,411,057.39	1,118,600.00	23,642.00	202,458.77	539,890.76	399,892.47	-	1,142,242.00
55011 VACCINES	345.00	3,000.00	-	-	-	3,000.00	-	3,000.00
55100 PUPIL TRANSPORTATION	3,151,748.39	5,386,898.00	(3,342.00)	4,779,905.11	414,575.17	189,075.72	-	5,383,556.00
55105 TRANSPORTATION*SUMMER	29,509.76	200,000.00	-	3,227.50	174,254.33	22,518.17	22,518.17	177,481.83
55109 TRANS*SPED OUT OF TOWN	266,922.10	390,000.00	-	287,061.00	18,995.00	83,944.00	-	390,000.00
55190 TRANS*HOMELESS	-	70,000.00	(5,000.00)	79,938.74	4,376.64	(19,315.38)	(19,315.38)	84,315.38
55191 TRANSPORT*DCF	30,243.00	100,000.00	-	-	-	100,000.00	-	100,000.00
55205 PROP/CASUALTY INSURANCE	488,144.00	379,001.00	-	379,001.00	-	-	-	379,001.00
55206 ATHLETIC INSURANCE	20,952.00	24,000.00	-	-	24,486.00	(486.00)	(486.00)	24,486.00
55300 COMMUNICATIONS/TELEPHONE	298,058.72	304,900.00	-	184,552.04	145,703.31	(25,355.35)	(25,355.35)	330,255.35
55301 POSTAGE	25,351.05	35,280.00	-	10,861.68	5,522.61	18,895.71	-	35,280.00
55303 SECURITY MONITORING	68,078.04	88,000.00	-	-	69,156.24	18,843.76	-	88,000.00

	<b>Expenditures</b>	<b>Appropriation</b>					<b>Overage/</b>	
<b>Object Code - Summary</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Apprpr Adj</b>	<b>Encumbrances</b>	<b>Expenditures</b>	<b>Account Balance</b>	<b>Deficit</b>	<b>Projection</b>
55304 SUBSCRIPTIONS/LICENSES	9,609.12	165,608.00	2,280.00	-	103,558.43	64,329.57		167,888.00
55400 ADVERTISING	10,091.87	8,050.00	-	3,024.31	2,614.69	2,411.00	-	8,050.00
55500 PRINTING	22,862.68	42,600.00	-	10,888.71	7,658.59	24,052.70	-	42,600.00
55510 COPYING	194,668.60	90,469.00	-	-	90,468.60	0.40	-	90,469.00

	<b>Expenditures</b>	<b>Appropriation</b>					<b>Overage/</b>	
<b>Object Code - Summary</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Apprpr Adj</b>	<b>Encumbrances</b>	<b>Expenditures</b>	<b>Account Balance</b>	<b>Deficit</b>	<b>Projection</b>
<b>PURCHASED SERVICES (cont.)</b>								
55800 TRAVEL/CONFERENCES	79,820.67	118,830.00	-	12,010.64	29,729.95	77,089.41	-	118,830.00
57350 TECH SW/COMPUTER LICENSES	21,628.67	-	-	-	-	-	-	-
58901 EDUCATIONAL SUPPORT	18,811.41	23,140.00	-	360.00	11,660.57	11,119.43	-	23,140.00
58902 CULTURAL COUNCIL	-	16,000.00	-	-	-	16,000.00	-	16,000.00
58903 PROF DEV IMPROVE	82,581.08	67,000.00	-	2,072.92	36,132.16	28,794.92	-	67,000.00
58904 WESLEYAN PUB SCHL COLLAB	5,000.00	5,000.00	-	-	5,000.00	-	-	5,000.00
58905 C.A.U.S.E.	-	3,000.00	-	-	-	3,000.00	-	3,000.00
58906 AFTER SCHOOL PROGRAM	3,842.62	16,650.00	-	-	-	16,650.00	-	16,650.00
58908 RECRUITMENT	150.00	4,500.00	-	-	-	4,500.00	-	4,500.00
<b>Total PURCHASED SERVICES</b>	<b>8,078,316.32</b>	<b>10,321,808.00</b>	<b>15,940.00</b>	<b>6,733,855.52</b>	<b>2,031,960.25</b>	<b>1,571,932.23</b>	<b>67,776.44</b>	<b>10,269,971.56</b>
<b>SUPPLIES &amp; MATERIALS</b>								
56104 SUPPLIES MAINTENANCE	-	-	227,500.00	54,633.06	24,858.08	148,008.86	-	227,500.00
56010 SUPPLIES*INVENTORY	2,067.52	-	-	-	-	-	-	-
56106 SUPPLIES*FOOD	104.41	390.00	-	-	-	390.00	-	390.00
56110 INSTRUCTIONAL SUPPLIES	539,947.32	416,896.00	(1,500.00)	59,656.61	114,092.44	241,646.95	-	415,396.00
56115 COMMON CORE MATERIALS	15,023.62	14,153.00	-	1,556.30	3,174.60	9,422.10	-	14,153.00
56120 ADMINISTRATIVE SUPPLIES	83,934.44	79,616.00	2,700.00	17,034.85	22,063.05	43,218.10	-	82,316.00
56121 COPY PAPER	23,965.99	42,924.00	(3,000.00)	13,308.80	3,685.74	22,929.46	-	39,924.00
56210 NATURAL GAS	505,935.81	602,662.00	-	405,689.63	135,172.37	61,800.00	-	602,662.00
56220 ELECTRICITY	1,004,315.84	1,242,529.00	-	645,460.02	291,861.14	305,207.84	-	1,242,529.00
56230 BOTTLED GAS	10,983.24	9,940.00	-	3,506.40	643.76	5,789.84	-	9,940.00
56240 FUEL OIL	336,230.70	193,743.00	-	185,911.72	7,831.28	(0.00)	-	193,743.00
56260 DIESEL FUEL	236,072.93	265,000.00	-	-	16,879.50	248,120.50	-	265,000.00
56265 GASOLINE (VEHICLES)	49,399.18	74,600.00	(5,000.00)	27,562.24	10,637.76	31,400.00	-	69,600.00
56270 PROPANE	50,075.19	31,930.00	-	-	2,414.95	29,515.05	-	31,930.00
56300 FOOD SUPPLIES	562.23	6,741.00	-	-	384.34	6,356.66	-	6,741.00
56400 BOOKS AND PERIODICALS	-	9,000.00	-	33.33	2,020.52	6,946.15	-	9,000.00
56410 TEXTBOOKS	50,594.88	48,810.00	-	1,340.51	9,038.41	38,431.08	-	48,810.00
56420 LIBRARY MATERIALS	27,061.82	39,250.00	-	3,029.43	3,363.54	32,857.03	-	39,250.00
56440 MEDIA	3,974.66	-	-	-	-	-	-	-
56500 SUPPLIES*TECH RELATED	71,281.43	211,776.00	-	5,276.42	82,407.37	124,092.21	-	211,776.00
56900 SUPPLIES*OTHER	210,056.24	217,332.00	(305.00)	28,874.29	30,017.06	158,135.65	-	217,027.00

	<u>Expenditures</u>	<u>Appropriation</u>					<u>Overage/</u>	
<u>Object Code - Summary</u>	<u>2020-2021</u>	<u>2021-2022</u>	<u>Appropri Adj</u>	<u>Encumbrances</u>	<u>Expenditures</u>	<u>Account Balance</u>	<u>Deficit</u>	<u>Projection</u>
56910 CUSTODIAL SUPPLIES	145,888.29	131,000.00	-	87,227.03	43,532.66	240.31	-	131,000.00
<b><u>Total SUPPLIES &amp; MATERIALS</u></b>	<b>3,367,475.74</b>	<b>3,638,292.00</b>	<b>220,395.00</b>	<b>1,540,100.64</b>	<b>804,078.57</b>	<b>1,514,507.79</b>	<b>-</b>	<b>3,858,687.00</b>

	<b>Expenditures</b>	<b>Appropriation</b>					<b>Overage/</b>	
<b>Object Code - Summary</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>Apprpr Adj</b>	<b>Encumbrances</b>	<b>Expenditures</b>	<b>Account Balance</b>	<b>Deficit</b>	<b>Projection</b>
<b>PROPERTY</b>								
54300 MAINT: REPLACEMENT	711,812.70	881,668.00	(228,500.00)	131,009.09	158,634.23	363,524.68	-	653,168.00
54303 MAINT: GROUNDS	77,220.86	42,000.00	-	10,300.00	14,350.03	17,349.97	-	42,000.00
54304 ELEVATOR MAINTENANCE	30,069.94	50,000.00	-	21,998.70	2,001.30	26,000.00	-	50,000.00
57300 NEW EQUIPMENT	205,420.61	74,250.00	-	6,659.22	11,733.96	55,856.82	-	74,250.00
57330 FURNITURE AND FIXTURES	10,506.76	-	-	-	699.98	(699.98)	(699.98)	699.98
57340 TECH REL HW/EQUIP	282,747.13	82,529.00	-	24,568.89	56,285.78	1,674.33	-	82,529.00
57340 OTHER EQUIP/PROPERTY	3,116.97	6,100.00	-	-	-	6,100.00	-	6,100.00
<b>_Total_PROPERTY</b>	<b>1,320,894.97</b>	<b>1,136,547.00</b>	<b>(228,500.00)</b>	<b>194,535.90</b>	<b>243,705.28</b>	<b>469,805.82</b>	<b>(699.98)</b>	<b>908,746.98</b>
<b>DUES &amp; FEES</b>								
53310 PURCH PROF SVCS: AUDIT	-	30,000.00	-	-	-	30,000.00	-	30,000.00
58100 MEMBERSHIPS & DUES	63,958.08	93,854.00	4,445.00	1,720.00	55,304.48	41,274.52	-	98,299.00
<b>_Total_DUES &amp; FEES</b>	<b>63,958.08</b>	<b>123,854.00</b>	<b>4,445.00</b>	<b>1,720.00</b>	<b>55,304.48</b>	<b>71,274.52</b>	<b>-</b>	<b>128,299.00</b>
<b>MAJOR PROJECTS</b>								
57400 INFRASTRUCTURE	900,000.00	-	-	-	-	-	-	-
58900 CAPITAL*RESERVE PRVNTV MAINT	180,000.00	-	-	-	-	-	-	-
<b>_Total_DUES &amp; FEES</b>	<b>1,080,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TUITION</b>								
55600 TUITION/MAGNET SCHLS-REG ED	868,731.00	408,650.00	(10,000.00)	397,496.00	-	1,154.00	-	398,650.00
55610 TUIT OTHR DIST IN STATE-SPED	714,110.81	705,000.00	-	176,173.19	37,030.24	491,796.57	-	705,000.00
55620 TUIT OTHR DIST O/S STATE-SPED	44,423.08	-	-	-	-	-	-	-
55630 TUIT TO PRIVATE SOURCES-SPED	3,786,781.70	3,625,000.00	-	2,556,517.26	793,335.16	275,147.58	-	3,625,000.00
<b>_Total_TUITION</b>	<b>5,414,046.59</b>	<b>4,738,650.00</b>	<b>(10,000.00)</b>	<b>3,130,186.45</b>	<b>830,365.40</b>	<b>768,098.15</b>	<b>-</b>	<b>4,728,650.00</b>
<b>Grand Total</b>	<b>87,658,563.09</b>	<b>92,149,489.00</b>	<b>-</b>	<b>23,724,154.03</b>	<b>19,143,234.57</b>	<b>49,282,100.40</b>	<b>812,402.40</b>	<b>91,337,086.60</b>

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 04-Oct-2021 to 04-Nov-2021 For FY 2022

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37933      Date: 04-Oct-2021						
From 1010-960-2310-000-58100-00000	BD OF EDUC: MEMBERSHIPS & DUES	22,500.00		22,500.00	10.00	
From 1010-970-2570-000-53300-00000	EMPL BENEFITS: PURCH PROF SERVICES	47,500.00	-10,510.00	36,990.00	6,990.00	
To 1010-960-2000-000-53520-00000	CENTRAL ADMIN: PURCH PROF SVCS: OTHER TECH To encumber for School Leadership consulting with the Superintendent.	1,500.00		1,500.00		7,000.00
Journal#: 37936      Date: 05-Oct-2021						
From 1010-940-2702-200-55105-00000	STU TRANSP: SPED*SUMMER TRANSP	200,000.00		200,000.00	5,760.67	
To 1010-920-2702-200-55109-00000	STU TRANSP: SPED TRANS*OUT OF TOWN Transfer to further fund needed Out of District special transportation.	390,000.00		390,000.00		5,760.67
Journal#: 37938      Date: 06-Oct-2021						
From 1010-960-2310-000-53200-00000	BD OF EDUC: PROF EDUC SVCS	5,000.00		5,000.00	486.00	
To 1010-960-2310-000-55206-00000	BD OF EDUC: ATHLETIC INSUR To cover deficit in the Student Athletic Insurance line - charge came in a bit higher than expected - based on the number of students.	24,000.00		24,000.00		486.00
Journal#: 37942      Date: 13-Oct-2021						
From 1010-960-2320-000-55010-00000	EXEC ADMIN: PURCH SVCS	30,800.00		30,800.00	2,140.00	
To 1010-960-2320-000-55500-00000	EXEC ADMIN: PRINTING To reappropriate funding to cover the Printing costs for the Superintendents booklett Middletown 2024.					2,140.00
Journal#: 37944      Date: 19-Oct-2021						
From 1010-062-1000-360-56110-00000	MHS: TECH EDUC*INSTR SUPPL	25,000.00		25,000.00	2,000.00	
To 1010-062-1000-360-53240-00000	MHS: TECH EDUC*FIELD TRIPS \$2000 from MHS Tech Ed supplies to MHS Tech Ed field trip for co-curricular STEM field trips for the Engineering and Robotics team.					2,000.00
Journal#: 37945      Date: 20-Oct-2021						
From 1010-062-1000-360-56110-00000	MHS: TECH EDUC*INSTR SUPPL	25,000.00		25,000.00	2,100.00	
To 1010-062-1000-360-53070-00000	MHS: TECH EDUC*TESTING / SCORING From: MHS Tech Ed Supplies to MHS Tech Ed Student Registrations, this is to help pay for students to take Drone exams.					2,100.00

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 04-Oct-2021 to 04-Nov-2021 For FY 2022

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
Journal#: 37950      Date: 27-Oct-2021						
From 1010-062-1000-110-55010-00000	MHS: ELA*PURCH SVCS	11,800.00		11,800.00	5,000.00	
To 1010-062-1000-110-56410-00000	MHS: ELA*TEXTBOOKS ELA Curriculum Head(s), need to reappropriate and repurpose funding to buy new instructional Titles for Language Arts at the High School.					5,000.00
Journal#: 37955      Date: 28-Oct-2021						
From 1010-091-1000-200-56110-00000	MDT TRANS CTR: INSTRUCTIONAL SUPPLIES	11,187.00		11,187.00	2,906.60	
To 1010-091-2610-200-55300-00000	MDT TRANS CTR: COMMUNICATIONS Transfer from Supplies line to Communications line to cover annual cost of phone charges for Middletown Transition Center.	5,300.00		5,300.00		2,906.60
Journal#: 37956      Date: 28-Oct-2021						
From 1010-100-1000-200-56110-00000	SPED: INSTRUC SUPPLIES	4,830.00		4,830.00	3,633.21	
From 1010-100-2214-200-56110-00000	SPED: INSTRUC ASSESS*INSTR SUPPL	3,900.00		3,900.00	3,633.21	
To 1010-100-2610-200-55300-00000	SPED: COMM/TELEPHONE Transfer from Supplies lines to Communications line to cover annual cost of phone charges for Special Education Department.					7,266.42
Journal#: 37959      Date: 29-Oct-2021						
From 1010-062-2220-440-51216-00000	MHS: LIB/MEDIA*PARAS*REG	55,326.00		55,326.00	35,000.00	
To 1010-062-2220-440-51110-00000	MHS: LIBRARY/MEDIA*CERT*REG To support hiring of a librarian at MHS.	88,898.00		88,898.00		35,000.00
Journal#: 37961      Date: 02-Nov-2021						
From 1010-940-2600-000-56104-02000	OPER/MAINT PLANT: SUPPL*MAINT*HVAC		114,500.00	114,500.00	5,000.00	
To 1010-940-2620-000-57330-00000	MAINT/BLDGS: FURNITURE AND FIXTURES TRANSFER TO ACCOMODATE NEW FURNITURE PURCHASES					5,000.00
Total Transfer for Central Office					74,659.69	74,659.69
Journal#: 37964      Date: 04-Nov-2021						
From 1010-009-1000-105-56110-00000	MACDONOUGH: ART*INSTR SUPPL	600.00		600.00	11.79	
To 1010-009-1000-000-56110-00000	MACD: INSTR SUPPLIES	8,225.00		8,225.00		11.79

Middletown Board of Education  
BOE Transfer of Funds

Date Range: 04-Oct-2021 to 04-Nov-2021 For FY 2022

Account	Description	Original Budget	Budget Adjust	Total Budget	From	To
	only \$11.79 left in the art supply account. no longer needed for art so transferring the remaining balance to instructional supplies for purchase of school instructional					
Journal#: 37965      Date: 04-Nov-2021						
From 1010-009-1000-350-56110-00000	MACDONOUGH: PERFORM ARTS*INSTR SUPPL	600.00		600.00	6.01	
To 1010-009-1000-000-56110-00000	MACD: INSTR SUPPLIES	8,225.00		8,225.00		6.01
	Transferring the remaining \$6.01 from music to the instructional supplies account. It is no longer needed for music and it will be used for teacher/instructional supplies					
Journal#: 37966      Date: 04-Nov-2021						
From 1010-009-2220-440-55304-00000	MACDONOUGH: LIBR/MEDIA SUBSCRIPTIONS	900.00		900.00	2.63	
To 1010-009-1000-000-56500-00000	MACDONOUGH: SUPPLIES TECH RELATED	2,000.00		2,000.00		2.63
	There is only \$2.63 in the library account that is no longer needed. Transferring the \$2.63 into the instructional supplies account to use for teacher/instructio					
	Total Transfer for MacDonough School				20.43	20.43
	*** Grand Total To Transfer				74,680.12	74,680.12



## Office of Talent & Performance Management

“Unlocking the Potential in ALL Students”

# BOARD OF EDUCATION MONTHLY UPDATE November 16, 2021

### ❖ Recruitment & Retention Highlight Items:

- Collaborated with the City regarding positions that need to be filled for varied Secretary, Cafe, IT, Campus Security and other positions.
- Posted nationwide and coordinated interviews and hiring of a new Director of Diversity, Equity and Inclusion (DEI). *Introducing Dr. Jada Waters.*
- Posted nationwide to recruit applicants for Director of Facilities in response to Peter Staye’s announcement of intent to retire in January of 2022..
- Continued to support Pupil Services to fill paraprofessionals' needs.
- Collaborated with 21C program coordinators to hire and make adjustments as needed to staffing as related to student need.
- Open recruitments for high need areas for pupil services.
- Open recruitment for Elementary Spanish Teacher for Lawrence.
- Open recruitments for Building, Daily and Long Term Substitutes for various positions.
- Processed varied resignations, retirements, and additions.

### ❖ Retirements:

- Randy McKiver, *Custodian*
- James Johnson, *Custodian*

### ❖ Leadership Level Changes:

- Dr. Alberto Vazquez Matos, *Acting Superintendent*
- Steven Weinberger, *Acting Human Resources Manager*

### ❖ New MPS Hires since October 1, 2021:

- 56 New Hires (*Various positions*)

### ❖ Resignations since October 1, 2021:

- 19 Resignations (*Varied circumstances.*)

### ❖ Other Organizational Items:

- We are pleased to welcome Kathy Famiglietti to our office as the new Insurance and Benefits Coordinator.



# MIDDLETOWN PUBLIC SCHOOLS

“Unlocking the Potential in ALL Students”

Mark Langton, Transportation Manager  
 311 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1417  
 Email: langtonm@mpsct.org, Web: www.middletownschools.org

## TRANSPORTATION REPORT

September 9, 2021 THROUGH June 16, 2022

2021 – 2022 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DE C	JAN	FEB	MAR	AP R	MAY	JU N
NEW STUDENTS	22	31								
SCHOOL TRANSPORTATION CHANGES	78	22								
LEFT DISTRICT / SCHOOL	6	24								
BUS DRIVER COMPLAINTS	3	2								
BUS CONDUCT REPORTS	48	43								
BUS ACCIDENTS	1*	1**								

\*\*10/13/2021: Snow Preschool Bus #201 was struck by a motor vehicle on Plaza Drive. Minor damages were incurred to both the bus and motor vehicle. No injuries were reported.

\*9/21/2021: Farm Hill Bus #28. Minor accident while the bus was turning onto Hubbard Street. The bumper of the bus struck a parked car

\*The complaints involving bus drivers are due to buses being late to their designated route stops.

2020 – 2021 SCHOOL YEAR										
CATEGORY	SEP	OCT	NOV	DE C	JAN	FEB	MAR	AP R	MA Y	JU N
NEW STUDENTS	18	12	3	2	4	0	8			
TRANSPORTATION CHANGES	118	8	4	1	2	2	4			
LEFT DISTRICT / SCHOOL	1	4	2	5	5	3	3			
DRIVER COMPLAINTS	0	0	1*	0	0	0	0			
BUS CONDUCT REPORTS	2	10	9*	1	1	3	12			
BUS ACCIDENTS	2*	0	0	0	1*	0	1*			

**COURSE OVERVIEW** The African American/Black and Puerto Rican/Latino Course of Studies is a one-credit, year-long elective in which students will consider the scope of African American/Black and Puerto Rican/ Latino contributions to U.S. history, society, economy, and culture. It utilizes Connecticut's Social Studies Framework themes and inquiry-based approach already familiar to social studies teachers to deliver a content-rich and personalized learning experience. The course is an opportunity for students to explore accomplishments, struggles, intersections, perspectives, and collaborations of African American/Black and Puerto Rican/Latino people in the U.S. Students will examine how historical movements, legislation, and wars affected the citizenship rights of these groups and how they, both separately and together, worked to build U.S. cultural and economic wealth and create more just societies in local, national, and international contexts. Coursework will provide students with tools to identify historic and contemporary tensions around race and difference; map economic and racial disparities over time; strengthen their own identity development; and address bias in their communities. This course will contribute to the critical consciousness and civic-mindedness competencies of a twenty-first-century graduate, and ultimately facilitate students' interest in pursuing further ethnic, anthropology, or human rights studies in the future.

This it will be a full-year course so students will earn 1 Social Studies credit (students need 3.5 social studies credits to graduate).

**MIDDLETOWN BOARD OF EDUCATION  
CURRICULUM COMMITTEE**

**October 7, 2021**

**Zoom**

**5:30 PM**

<p><b><u>Board of Education Committee Members Present</u></b> Lisa Loomis, Chair DeLita Rose-Daniels</p>	<p><b><u>Also Present</u></b> Dr. Alberto Vazquez Matos, Chief Academic Officer Vacianna Spaulding, Director of Special Ed and Pupil Services Liz Mancini, Social Studies Dept Head Dr. Michael Neiman, Futures</p>
--	---

**Highlights of Meeting:**

1. New course proposal – African and Latino Studies
  - a. Create to fulfill curricular requirement as a result of new state legislation
  - b. New full-year course will replace current .5 year African American Studies elective. Students required to earn 3.5 social studies credits to graduate: 1 is U.S. History and .5 is Civics – other 2 credits fulfilled by electives.
  - c. Will use curriculum and professional learning from SERC
  - d. Potential to expand curriculum into middle school in the future
  - e. See attached presentation for more info
  
2. Support Services Study/Audit
  - a. Conducted by Futures – same organization conducted a more comprehensive study when Dr. Charles was superintendent. This study focused on SEL and behavioral supports as well as supports for SPED and Emerging Multilinguals.
  - b. Audit and analyze current offerings using qualitative and quantitative data
  - c. Timeline: report by end of December 2021
  - d. Cost: \$19,000 split over 2 years
  - e. See attached overview for more information

**The meeting adjourned at 6:01 PM  
The next meeting will be November 4, 2021  
Via Zoom**

Respectfully submitted,  
Lisa Loomis,  
Curriculum Committee Chair

## Middletown Public Schools -Board of Education

### BOE Facilities Committee Meeting Minutes

October 20, 2021 at 5:30 PM

The meeting was held over Zoom and streamed in YouTube. Chairwoman Deborah Cain called the meeting to order at 5:33 PM.

Present: Deborah Cain (Chairperson), Peter Staye, Marco Gaylord, David Bauer, Dan Penney, John Giuliano, Committee Secretary Leslie Spatola and Ray Linehan from BOE IT department.

#### I. Introductions

#### II. Review of the September 15, 2020 Meeting Minutes

Chairperson Cain made a motion to accept the minutes as presented and this was approved.

#### III. Kaplan Drive Land Swap with Mark Kozikowski

Mr. Kozikowski requested feed-back by the Committee on the material that was provided by his office on a potential land swap. This will involve land that is currently owned by a real estate developer who acquired this property through someone else and was offered to City but price was too high so the City passed on it. The owner has an easement that goes to Newfield Street on this land. They want to trade land adjoining Kaplan Drive in exchange for 25 acres so they attain frontage on Kaplan Drive.

Mr. Gaylord said he had spoken to Chris Holder at City Hall about this and the concerns were the parcel would be a buffer from the homes to the bike path as well as how many homes would actually be constructed.

Mr. Kozikowski said there would be significant zoning hurdles to the development as the land is currently zoned industrial as well as a thorough review of how building would affect the wetland. The maps would also need to be re-evaluated since the last time it was done was in 2008. Mr. Bauer stated he was concerned about the water issues and Mr. Giuliano questioned if the driveway would be private.

#### IV. Update on Macdonough Feasibility Study – M. Gaylord

Mr. Gaylord stated that TSKP gave the feasibility study update last week and included the Macdonough property along with a few options to renovate or build. A meeting will be held on October 25, 2021 at 2:30 PM with the State to get their opinions on the matter then it will go to the Mayor and onto the Board of Education in November.

Mr. Staye said that the State was supportive and would pay 50% of the project.

V. Status of the Beman Middle School Construction Project – P. Staye

Mr. Staye said that the punch list and work in the auditorium continues and are waiting for the carpeting in the isles. The stage will be going in soon and the lighting and curtains should be done by end of November as well as the site work around the building. Total completion will be in approximately six (6) months.

VI. Status of Farm Hill and Snow School Roof Projects

The state has approved the construction document for Farm Hill; that project may be bid. The building committee is currently looking for the money to pay for the PV electric solar system. The Snow School roof does not have an approval as of yet. ARP ESSER funding has been received for installing air conditioning in the building so design work needs to be postponed pending the design of that system (new AC equipment will likely be mounted on the roof). RFP's are being developed for engineering needed for the ac system.

VII. Discussion on the 5-Year Plan for Capital Projects 2021-2022

Mr. Staye stated there has been and still is a lot going on by showing his spreadsheet as well as items that are scheduled for the future as air-conditioning at the Lawrence, Bielefeld and Wesley elementary schools and a stubborn roof leak at the Lawrence School.

VIII. Facilities Department – Staffing Vacancies

Currently there are five (5) vacancies which Chairwomen Cain is going to look into with HR.

IX. Future Plans for the Keigwin Middle School

Currently the school is being used for after school programs. The building will be kept updated and maintained.

X. Miscellaneous - None

The meeting adjourned at 6:27 PM by Chairwoman Cain. The next Board of Education Facilities Committee meeting will be on Wednesday, November 18, 2020 at 5:30 PM.

Minutes recorded by,

*Leslie A. Spatola*

Leslie A. Spatola

Facilities Committee Secretary

**MIDDLETOWN BOARD OF EDUCATION  
POLICY COMMITTEE**

Meeting Minutes

Tuesday, September 21, 2021

Virtual Meeting 5:30 P.M.

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

Justin Taylor

**Also participating:**

Marco Gaylord, Chief of Operations

Christine Bourne, Chief of Administration

Jen Cannata, Director of Performance Management

Colleen Weiner, Principal of MHS

Cody Altieri, Administrative Assistant

**The Virtual Meeting was called to order by Justin Taylor at 5:35 P.M.**

Justin Taylor turned the meeting over to Marco Gaylord.

**Policy #5000 - DELETE - Concept and Roles in Student Personnel**

*Attorney Notes:* This policy is unnecessary and we recommend repeal

No questions.

**The Policy Committee were all in favor and requested this Policy #5000 be brought forward for DELETION to the next Board of Education meeting for its first reading.**

**Policy #5111 - DELETE - Admissions**

*Attorney Notes:* Recommend repeal. Adoption of Model Policy Attendance, Truancy and Chronic Absenteeism on 1/12/21 addresses all of the issues

No questions.

**The Policy Committee were all in favor and requested this Policy #5111 be brought forward for DELETION at the next Board of Education meeting for its first reading.**

**Policy #5118.1 - REPLACE - Homeless Students**

*Attorney Notes:* Recommend repealing this policy and regulations and replacing it with the Model Policy.

No questions.

**The Policy Committee were all in favor and requested REPLACEMENT Policy #5118.1 be brought forward at the next Board of Education meeting for its first reading.**

**Policy #5124 - REVIEW/REPLACE - Reporting to Parents - **TABLED****

*Attorney Notes:* The Board may wish to repeal the current policy, adopt the model for consistency, and possibly incorporate the current policy.

Ms Weiner asks a question about student-led conferences and she thinks it is covered in the flexibilities but asks if we should check with the lawyer. Mr. Gaylord states that it is covered in the flexibilities. Additionally, Ms. Weiner had a question about the last paragraph and how that will be developed. She clarifies that it has been difficult to reach families and wonders what the protocols would be to achieve this. Mr. Taylor shares this sentiment and believes that three attempts seems to be too many considering what teachers have on their plate as it is. Mr. Gaylord believes that there is language in the statute and we will table it to discover if that is the case.

**The Policy Committee requested this REPLACEMENT Policy #5124 be brought back to the next Policy Committee meeting for review.**

**Policy #5131.1 - DELETE - Bus Conduct**

*Attorney Notes:* Recommend repeal as unnecessary.

No questions.

**The Policy Committee requested this Policy #5131.1 be brought forward for DELETION to the next Board of Education meeting for its first reading.**

**Policy #5131.3 - DELETE - Student Driving/Parking**

*Attorney Notes:* This policy is not mandatory and may be repealed.

No questions.

**The Policy Committee were all in favor and requested this Policy #5131.3 be brought forward for DELETION to the next Board of Education meeting for its first reading.**

**Policy #5131.61 - REPLACE - Chemical Health Policy for Athletics**

*Attorney Notes:* Policy requires legal updating

Ms. Weiner suggests having Elisha De Jesus look over the policy and Ms. Cannata agrees. Mr Taylor suggests sending it.

**The Policy Committee were all in favor and requested this REPLACEMENT Policy #5131.61 be brought forward to the next Board of Education meeting for its first reading.**

**Policy #5132 - REVIEW/REPLACE - Dress and Grooming - **TABLED****

*Attorney Notes:* Recommend repeal and adoption of the Model Policy for consistency

Ms. Weiner states that her team looked at it and suggested that maybe we have our DEI to look at it since it has some issues with equity, to be more specific headcovers. Ms. Weiner suggests tabling it until it's looked through an equitable lens. Our consultant Ms. Stevens is on board to look at it. Ms. Cannata states that next month is feasible to look at it. Mr. Taylor supports that decision. Mr. Taylor asks if the high school has an active student government. Ms. Weiner states that there are elections but unfortunately the student council is virtual. She further states that they can weigh in, which Mr. Taylor suggests they do.

**The Policy Committee were all in favor and requested this Policy #5132 be brought TABLED for the next Policy Committee meeting.**

**Policy #5141.21 - REPLACE - Administering Medications - TABLED**

*Attorney Notes:* Recommend repeal and adoption of the Model Policy for consistency

Mr. Gaylord states that there have been meetings with Dr. O'Callahan and he would like to table it until it is settled with him. Mr. Taylor states that he is okay with that.

**The Policy Committee were all in favor and requested this REPLACEMENT Policy #5141.21 be TABLED and brought back to the next Policy Committee Meeting.**

**Policy #5141.27 - REPLACE - Use of Automatic External Defibrillators (AEDs)**

*Attorney Notes:* Recommend repeal and adoption of the Model Policy for consistency

Mr. Gaylord states that he will discuss with the attorneys on their recommendation to move the policy to the 1000s. Mr. Taylor states that it is fine but does ask if it will have a ripple effect on other policies because we might have to move them. Mr. Gaylord states he will ask the attorney if it will cause any concern.

**The Policy Committee requested this REPLACEMENT Policy #5141.27 be brought forward to the next Board of Education meeting for its first reading.**

**Policy #5141.4 - REPLACE - Reporting of Abuse, Neglect and Sexual Abuse - TABLED**

*Attorney Notes:* Recommend repeal and adoption of the Model Policy for consistency and legal update

Mr Gaylord states that we forgot to add the other policy that would cover our current policy in combination with the one that was supplied to the committee.

**The Policy Committee requested this REPLACEMENT Policy #5141.4 be TABLED and brought forward to the next Policy Committee Meeting.**

**Policy #5142 - DELETE - Safety and Possession**

*Attorney Notes:* Recommend repeal in light of recommendation to adopt Model Search and Seizure.

No questions.

**The Policy Committee were all in favor and requested this Policy #5142 be brought forward for DELETION to the next Board of Education meeting for its first reading.**

**Policy #5145.12 - REPLACE - Search and Seizure**

*Attorney Notes:* Recommend repeal and adoption of the Model Policy for consistency

No questions.

**The Policy Committee were all in favor and requested this REPLACEMENT Policy #5145.12 be brought forward to the next Board of Education meeting for its first reading.**

**Policy #5145.53 - REVISE - Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)**

*Attorney Notes:* This policy is not mandatory; however, it requires immediate attention because of legal concerns.

Mr. Taylor raises the same question that Ms. Weiner raised and wondered if we should have the oncoming DEI take a look at this policy. Mr. Gaylord states that the attorney made a note that we should revise this as it requires immediate legal attention and that we can always pull the policy even before the second reading. Mr. Taylor asks for clarification that if we edit it that it would then go back to the Board. Mr. Gaylord states that we make sure we have all the different stakeholders involved so that any necessary revisions or recommendations can be made.

**The Policy Committee were all in favor and requested this REVISED Policy #5145.53 be brought forward to the next Board of Education meeting for its first reading.**

**Policy #6146 - REPLACE - Graduation Requirements**

*Attorney Notes:* Replace to meet updated legal 2023 Graduation requirements

Ms. Weiner reads through the revisions that were made to the policy to fit MPS. The new requirements do provide students with flexibility but it does work to focus their pathways a little more. Mr. Taylor asks about online course work and how it works now. Is a student allowed to take and earn initial credit through online or only through recovery? Ms Weiner states we currently have students enrolled in virtual high school which is a predesigned program and ingenuity. They can't choose an independent situation, it has to be through something that is offered to them. At times we have had situations where a student takes an online course where one of our teachers then proctors the final exam. Mr. Gaylord asks if the Wesleyan course would fall in line? Ms. Weiner states that is interesting because some of that course will be virtual. Mr. Taylor asks is there any limit to the number of credits that can be earned through online course work? Ms. Weiner responds that for the most part it is a unique situation with the exception of virtual high school which we offer to 20 students. It is for a student that for multiple reasons hasn't been successful in the traditional program. Mr. Taylor asks in terms of credit recovery over the summer, how much can they earn? Ms. Weiner responds that we have to look at that policy too. She believes it is three and they need a minimum of a 50 since it is recovery, not replacement. Mr. Taylor asks if credit recovery in the summer is online or live or blended? Ms. Weiner states that last year it was entirely virtual and this year it was blended. She imagines we will go back in person next year. Our own students were in person while the out of town were virtual. Mr. Gaylord states he thought there were opportunities for course acceleration in the summertime? For instance if a student took a class at Wesleyan or Middlesex over the summer. Ms. Weiner responds that is more individualized, it's not as common but it has occurred. We would honor the credit if it aligns with one of the requirements.

**The Policy Committee were all in favor and requested this REPLACEMENT Policy #6146 be brought forward to the next Board of Education meeting for its first reading.**

**Other**

There were no other matters to discuss at this time.

**ADJOURNMENT**

The meeting was adjourned at 6:24 P.M.

**The next virtual Policy Committee meeting is scheduled for November 16, 2021 with a time of 5:30 P.M.**

Respectfully submitted,  
Cody Altieri  
Administrative Assistant

## **Students**

### **Concept and Roles in Student Personnel**

The focus of the school system is on the learner, the student. The student's educational development toward the school system's goals is the central concern of the Board of Education's policies and the administrator's regulations.

Each child of each parent shall be given equal opportunity. However, children may vary widely in capacities, interests, social and economic background. Therefore, no two can be treated exactly alike if the fullest development of each is to be achieved.

The Board of Education will attempt to erase limitations of facilities and means that stand in the way of our school's availability to all who wish to learn.

Discrimination among students attending our schools with respect to race, color, religious creed, age, marital status, civil unions, national origin, sex or disability is prohibited.

Legal Reference: Connecticut General Statutes

1015c. Discrimination in public schools prohibited.

10226a. Pupils of racial minorities.

Title IX of the Education Amendments of 1972

Section 504, U.S. Rehabilitation Act, 1973

4a-60(a)(1) and 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142

Policy adopted: April 16, 1996

Policy readopted: June 7, 2005

Policy revised: December 6, 2007

Policy deleted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## DELETE POLICY 5111(a)

### Students

#### Admission/Placement

#### Admission

**Middletown Public Schools** schools shall be open to all children five years of age and over who reach age five on or before the first day of January of any school year, **without exception**. Each such child shall have, and shall be so advised by the appropriate school authorities, an equal opportunity to participate in the program and activities of the school system without discrimination on account of race, color, sex, religion, national origin, sexual orientation gender identity or expression, marital status, genetic information or membership in any other protected class. Students who are classified as homeless under federal law, and therefore do not have a fixed residence, will be admitted pursuant to federal law and policy 5118.1.

The parent or person having control of a child five years of age shall have the option of not sending the child to school until the child is six years of age. The parent or person having control of a child six years of age shall have the option of not sending the child to school until the child is seven years of age.

The parent or person shall exercise such option by personally appearing at the school district office and signing an option form. The district shall provide the parent or person with information on the educational opportunities available in the school system. Special education will be provided for children who have attained the age of three and who have been identified as being in need of special education under state and federal law.

Each child entering the district schools for the first time must present a birth certificate or offer legal evidence of birth data, as well as proof of a recent physical examination and required immunizations. If the parents or guardians of any children are unable to pay for such immunizations, the expense of such immunizations shall, on the recommendation of the Superintendent or his/her designee, be paid by the town. Proof of domicile may also be requested by the Building Principal.

Any child entering or returning to the district from placement in a juvenile detention school, the Connecticut Juvenile Training School, or any other residential placement, shall have the educational records of such child provided to the Superintendent of Schools by the Department of Children and Families (DCF) and the Judicial Department. Such information will be shared with the Principal of the school to which the student is assigned. The Principal may disclose the information to those staff who teach or care for the child.

## **POLICY 5111(b)**

### **Students Admission/Placement Placement**

The parent or person having control of a child seventeen years of age may consent to such child's withdrawal from school. The parent or person shall exercise this option by personally appearing at the school district office to sign a withdrawal form. The district shall provide the parent or person with information on the educational opportunities available in the school system and in the community.

Children who have attained the age of seventeen and who have terminated enrollment in the district's schools with parental permission as described previously and who subsequently seeks readmission may be denied readmission for up to ninety school days from the date of such termination, unless such child seeks readmission to the school district not later than ten (10) school days after such termination, in which case the school district shall provide school accommodations to such child not later than three (3) school days after such child seeks readmission.

Children who apply for initial admission to the district's schools by transfer from non-public schools or from schools outside the district will be placed at the grade they would have reached elsewhere pending observation and evaluation by classroom teachers, guidance personnel, and the school Principal. After such observations and evaluations have been completed, the Principal will determine the final grade placement of the children.

Children who have attained the age of nineteen or older may be placed in an alternative school program or other suitable educational program if they cannot acquire a sufficient number of credits for graduation by age twenty-one.

Legal Reference: Connecticut General Statutes

- 10-15. Towns to maintain schools
- 10-15c Discrimination in public schools prohibited. School attendance by five-year-olds
- 10-76a – 10-76g re special education
- 0-184 Duties of parents (re mandatory schooling for children ages five to sixteen, inclusive)-
- 10-186 Duties of local and regional boards of education re school attendance. Hearings.
- Appeals to state board. Establishment of hearing board
- 10-233a – 10-233f Inclusive; re: suspend, expel, removal of pupils
- 10-233c Suspension of pupils
- 10-233d Expulsion of pupils

## **POLICY 5111(c)**

### **Students**

#### **Admission/Placement**

##### Legal References (continued)

- 10-233k Notification of school officials of potentially dangerous students.
- 10-261 Definitions State Board of Education Regulations
- 10-76a-1 General definitions (c) (d) (q) (t)
- 10-76d-7 Admission of student requiring special education (referral)
- 10-204a Required immunizations
- McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et. Seq.
- 4a-60(a)(1) and 4a-60a(a)(1)

Policy adopted: April 16, 1996  
Policy revised: September 15, 1998  
Policy revised: June 12, 2001  
Policy revised: August 28, 2001  
Policy revised: January 14, 2003  
Policy readopted: June 7, 2005  
Policy revised: December 6, 2007  
Policy revised: November 19, 2013  
Po

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Students**

**HOMELESS CHILDREN AND YOUTH**

In accordance with federal law, it is the policy of the Middletown Board of Education (the "Board") to prohibit discrimination against, segregation of, or stigmatization of, homeless children and youth. The Board authorizes the Administration to establish regulations setting forth procedures necessary to implement the requirements of law with respect to homeless children and youth. In the event of conflict between federal and/or state law and these administrative regulations, the provisions of law shall control.

Legal References:

State Law:

Connecticut General Statutes § 10-186 Duties of local and regional boards of education re school attendance. Hearings. Appeals to state board. Establishment of hearing board. Readmission. Transfers

Connecticut General Statutes § 10-253 School privileges for children in certain placements, non-resident children and children in temporary shelters

Federal Law:

The McKinney-Vento Homeless Education Assistance Act, 42 U.S.C. §§ 11431 *et seq.*, as amended by Every Student Succeeds Act, Pub. L. 114-95.

Policy adopted: January 14, 2003  
Policy readopted: June 7, 2005  
Policy revised: December 12, 2017  
Policy revised: March 10, 2020  
Policy replaced:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

# DELETE POLICY 5131.1

## Students

### Bus Conduct

School transportation privileges are extended to students conditional upon their satisfactory behavior on the bus.

No student may eat or drink on a school bus, except in a medical situation, e.g. diabetes, etc.

Students will be advised that they may be suspended from transportation services for unsatisfactory conduct while awaiting or receiving transportation to and from school which endangers persons or property or violates a Board policy or administrative regulation.

Legal Reference: Connecticut General Statutes

10-186 Duties of local and regional boards of education re school attendance.

10-220 Duties of boards of education.

10-221 Boards of education to prescribe rules.

10-233c Suspension of pupils.

Policy adopted: April 16, 1996  
Policy readopted: June 7, 2005  
Policy revised: June 20, 2006  
Policy readopted: September 8, 2015  
Policy deleted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## **Students**

### **Student Driving and Parking**

The student use of automobiles on school grounds whether to drive or to park is a privilege and governed by Board of Education policy and motor vehicle laws.

This privilege may be revoked for improper use of a motor vehicle or disregard for safety.

Legal Reference: Connecticut General Statutes

10-221 Boards of Education to prescribe rules

Policy adopted: April 16, 1996  
Policy readopted: April 7, 2005  
Policy deleted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## Students

### CHEMICAL HEALTH POLICY FOR STUDENT ATHLETES

#### Policy Statement

The Middletown Board of Education (the “Board”) participates in the Connecticut Interscholastic Athletic Conference (“CIAC”). In accordance with CIAC participation rules and the Board’s obligation under state and federal law, the Board prohibits the unauthorized use, sale, distribution or possession of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances or alcohol during any school sponsored athletic activity, whether occurring on or off school property. It shall be the policy of the Board to take positive action through education, counseling, discipline, parental involvement, medical referral, and law enforcement referral, as appropriate, in the handling of incidents by student athletes involving the possession, distribution, sale or use of substances that affect behavior, including performance-enhancing substances. This policy applies to all student athletes participating in school-sponsored athletics, whether or not such athletes are participating in CIAC controlled activities.

#### Definitions

- (1) Controlled Drugs: means those drugs which contain any quantity of a substance which has been designated as subject to the federal Controlled Substances Act, 21 U.S.C. § 801 *et seq.*, or which has been designated as a depressant or stimulant drug pursuant to federal food and drug laws, or which has been designated by the Commissioner of Consumer Protection pursuant to Connecticut General Statutes Section 21a-243, as having a stimulant, depressant or hallucinogenic effect upon the higher functions of the central nervous system and as having a tendency to promote abuse or psychological or physiological dependence, or both. Such controlled drugs are classifiable as amphetamine-type, barbiturate-type, cannabis-type, cocaine-type, hallucinogenic, morphine-type and other stimulant and depressant drugs. Connecticut General Statutes Section 21a-240(8).
- (2) Controlled Substances: means a drug, substance or immediate precursor in schedules I to V, inclusive, of the Connecticut controlled substance scheduling regulations adopted pursuant to Connecticut General Statutes Sections 21a-243 and 21a-240(9).
- (3) Drug Paraphernalia: means any equipment, products and materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing or concealing, or injecting, ingesting, inhaling or otherwise introducing controlled drugs or controlled substances into the human body, including but not limited to all items specified in Connecticut General Statutes

Section 21a-240(20)(A), such as "bongs," pipes, "roach clips," miniature cocaine spoons, crack cocaine vials, tobacco rolling papers, and any object or container used, intended or designed for use in storing, concealing, possessing, distributing or selling controlled drugs or controlled substances.

- (4) Performance Enhancing Substances: means any anabolic steroid, hormone or analogue, diuretic or other substance designed to enhance a student's performance in athletic competition, including creatine, androstenedione, ephedrine or other performance enhancing nutritional supplements as defined by the World Anti-Doping Agency (WADA) [www.wada-ama.org](http://www.wada-ama.org), except when used under the care and direction of a licensed medical professional and only then in the manner prescribed by the medical professional and manufacturer's recommendations.
- (5) Professional Communication: means any communication made privately and in confidence by a student to a professional employee of such student's school in the course of the professional employee's employment. Connecticut General Statutes Section 10-154a(a)(4).
- (6) Professional Employee: means a person employed by a school who (A) holds a certificate from the State Board of Education, (B) is a member of a faculty where certification is not required, (C) is an administration officer of a school, or (D) is a registered nurse employed by or assigned to a school. Connecticut General Statutes Section 10-154a(a)(2).
- (7) Student Athlete: means any student participating in an extracurricular school-sponsored athletic activity, whether interscholastic or intramural, including but not limited to student athletes who are participating in CIAC controlled activities.

### Procedures

- (1) Discretionary Nature of Student Athletics.

The Board sponsors athletic programs as part of its extracurricular program. The opportunity to participate in extracurricular activities such as student athletics is a privilege, not a right. The Board may remove students from participation in athletics activities in its discretion.

- (2) Emergencies.

If an emergency situation results from the use of drugs, performance enhancing substances or alcohol, the student athlete shall be sent to the school nurse or medical advisor immediately, or emergency medical personnel will be notified. The parent or designated responsible person will also be notified as soon as possible.

(3) Prescribed Medications.

The parent or guardian of any student athlete who is required to take any prescribed medication during student athletic activities shall so inform the school nurse or the person designated to act in the absence of a nurse. Such prescribed medication will then be administered to the student athlete under the supervision of the school nurse or designee in accordance with Connecticut General Statute Section 10-212a and the applicable regulations and in accordance with any Board policies and regulations concerning medication administration, except as provided below.

Student athletes taking improper amounts of a prescribed medication, or taking a prescribed medication without proper notification and supervision of the school nurse or designee, will be subject to the procedures for improper drug or alcohol use outlined in this policy.

Student athletes with a documented medical history demonstrating the need for regular use of performance enhancing substances for therapeutic purposes shall not be considered to be in violation of this policy when such substances are properly prescribed and taken by the student athlete in accordance with Connecticut General Statute Section 10-212a and the applicable regulations and in accordance with any Board policies and regulations concerning medication administration.

Student athletes with a documented medical history demonstrating the need for regular, palliative use of marijuana shall not be considered to be in violation of this policy when such substance is properly prescribed and taken by the student athlete in accordance with Connecticut General Statutes Sections 21a-408a through 408q. Under no circumstances shall the school nurse or designee administer to the student, or permit the palliative use of marijuana by the student, on a school bus, school grounds or property, in public places or in the presence of persons under the age of eighteen.

(4) Voluntary Disclosure of Drug/Alcohol Problem (Self-Referral).

The following procedures will be followed when a student athlete privately, and in confidence, discloses to a professional employee in a professional communication information concerning the student's use, possession, distribution or sale of a controlled drug, controlled substance or alcohol.

- (a) Professional employees are permitted, in their professional judgment, to disclose any information acquired through a professional communication with a student, when such information concerns alcohol or drug abuse or any alcohol or drug problem of such student athlete. In no event, however, will they be required to do so. Connecticut General Statutes Section 10-154a(b).

- (b) Any physical evidence obtained from such student athlete through a professional communication indicating that a crime has been or is being committed by the student athlete **must** be turned over to school administrators or law enforcement officials as soon as possible, but no later than two calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Employees are encouraged to contact the school administrator immediately upon obtaining physical evidence. In no case, however, will such employee be required to disclose the name of the student athlete from whom the evidence was obtained. Connecticut General Statutes Section 10-154a(b).
  - (c) Any professional employee who has received a professional communication from a student athlete may obtain advice and information concerning appropriate resources and refer the student athlete accordingly, subject to the rights of the professional employee as described in paragraph (a) above.
  - (d) If a student athlete consents to disclosure of a professional communication concerning the student athlete's alcohol or drug problem, or if the professional employee deems disclosure to be appropriate, the professional employee should report the student athlete's name and problem to the school's building administrator or designee who shall refer the student athlete to appropriate school staff members for intervention and counseling.
- (5) Involuntary Disclosure or Discovery of Drug/Alcohol Problems.

When any school staff member, or a coach or volunteer responsible for or involved in student athletic programs, obtains information related to a student athlete *from a source other than the student athlete's confidential disclosure*, that the student athlete, on or off school grounds or at a school sponsored activity, is unlawfully under the influence of, or unlawfully possesses, uses, dispenses, distributes, administers, sells or aids in the procurement of a controlled drug, controlled substance, drug paraphernalia, performance enhancing substances or alcohol, that information is considered to be involuntarily disclosed. In this event, the following procedures will apply.

- (a) The staff member, coach or volunteer will immediately report the information to the building administrator or designee. The building administrator or designee will then refer the student athlete to appropriate school staff members for intervention and counseling.
- (b) Any physical evidence (for example, alcohol, drugs, drug paraphernalia or performance enhancing substances) obtained from a student athlete indicating that a crime has been or is being committed by the student athlete must be turned over to the building administrator or designee or

to law enforcement officials as soon as possible, but no later than within two calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Connecticut General Statutes Section 10-154a(b). The name of the student athlete must be disclosed to the building administrator or designee.

- (c) Search and Seizure of Students and/or Possessions: A staff member, coach or volunteer who reasonably suspects that a student athlete is violating a state/federal law, school substance abuse policy or this chemical health policy must **immediately** report his/her suspicion to the building administrator or designee. The building administrator or designee may then search a student athlete's person or possessions connected to that person, in accordance with the Board's policies and regulations if he/she has reasonable suspicion from the inception of the search that the student athlete has violated or is violating either the law, a school substance abuse policy, or this chemical health policy.

Any physical evidence obtained in the search of a student athlete, or a student athlete's possessions, indicating that the student athlete is violating or has violated a state or federal law **must** be turned over to law enforcement officials as soon as possible, but not later than within three calendar days after receipt of such physical evidence, excluding Saturdays, Sundays and holidays. Connecticut General Statutes Section 10-154a(c). All school employees are encouraged to contact the school administration immediately upon obtaining physical evidence.

(6) Consequences for the Use, Sale, Distribution or Possession of Controlled Drugs, Controlled Substances, Drug Paraphernalia, Performance Enhancing Substances or Alcohol.

- (a) Any student athlete in the Middletown Public Schools using, consuming, possessing, being under the influence of, manufacturing, distributing, selling or aiding in the procurement of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances or alcohol, either on or off school property, or at a school-sponsored activity, except as such use or possession is in accordance with Connecticut General Statutes Sections 21a-408a through 408q, is subject to discipline up to and including expulsion pursuant to the Board's student discipline policy.
- (b) Student athletes found to be in violation this policy may be referred by the building administrator to an appropriate agency licensed to assess and treat drug and alcohol involved individuals. In such event, assessment and treatment costs will be the responsibility of the parent or guardian.

- (c) A meeting may be scheduled with appropriate school staff members for the purpose of discussing the school's drug and alcohol policy and this chemical health policy with the student athlete and parent or guardian.
  - (d) Law enforcement officials may be contacted by the building administrator in the case of suspected involvement in the use, sale or distribution of controlled drugs, controlled substances, drug paraphernalia, performance enhancing substances or alcohol.
  - (e) A student athlete found by the administration to have violated this policy may, in the discretion of school administrators, be suspended from play for short or long term periods, or may have their have their student athletic participation privileges revoked.
  - (f) A student athlete found by the administration to have used performance enhancing substances shall receive a minimum penalty of revocation of athletic participation privileges for one hundred eighty (180) days. The Board shall report the violation to the CIAC.
  - (f) The Board recognizes that the CIAC may impose additional sanctions on student athletes participating in CIAC controlled activities who are found to have violated this policy.
- (7) Prohibition on the Promotion or Dispensing of Performance Enhancing Substances by School Staff Members, Coaches or Volunteers.
- (a) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall dispense any drug, medication (prescription or non-prescription), or food supplement to any student athlete except under the supervision of the school nurse or designee in accordance with Connecticut General Statutes Section 10-212a and the applicable regulations, and in accordance with any Board policies and regulations concerning medication administration.
  - (b) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall encourage the use of any drug, medication (prescription or non-prescription), or food supplement in a manner not described by the manufacturer.
  - (c) No school staff member, coach or volunteer responsible for or involved in student athletic programs shall supply, recommend, or knowingly permit student athletes to use any drug, medication (prescription or non-prescription), or food supplement for the specific purpose of enhancing their athletic performance.
  - (d) A school staff member, or coach responsible for or involved in student athletic programs, who violates the terms of this policy shall be subject

to discipline, up to and including termination of employment. The Board may also report violations of this policy by employees to parents of student athletes and/or state and local authorities.

- (e) The Board shall immediately terminate a volunteer responsible for or involved in student athletic programs who violates the terms of this policy. The Board may also report violations of this policy by volunteers to parents of student athletes and/or state and local authorities.
- (8) Publication of Chemical Health Policy to School Staff Members, Coaches, Volunteers and Student Athletes.
- (a) The Board shall publish this chemical health policy to all school staff members, coaches and volunteers responsible for or involved in student athletic programs.
  - (b) The Board shall publish this chemical health policy to all student athletes and their parents/guardians.

Legal References:

Connecticut General Statutes:

Section 10-154a  
Section 10-212a  
Section 10-221  
Section 21a-240  
Section 21a-243  
Sections 21a-408a through 408q

Policy adopted: February 12, 2013 MIDDLETOWN PUBLIC SCHOOLS

Policy replaced: Middletown, Connecticut

**Students**

**POLICY REGARDING AUTOMATIC EXTERNAL DEFIBRILLATORS**

In order to assist individuals who may experience sudden cardiac arrest or a similar life-threatening emergency during the school's normal operational hours, during school-sponsored athletic practices and athletic events taking place on school grounds, and during school-sponsored events not occurring during the normal operational hours of the school, the Middletown Board of Education (the "Board") maintains at each school under the Board's jurisdiction, automatic external defibrillators ("AEDs") and school personnel trained in the operation of such automatic external defibrillators and the use of cardiopulmonary resuscitation. It is the policy of the Board to support the use of these automatic external defibrillators and trained school personnel during medically appropriate circumstances.

Requirements concerning the use and maintenance of AEDs are set forth in the accompanying Administrative Regulations as may be supplemented by or amended by the Administration from time to time.

For purposes of this policy and the accompanying regulations, an AED is a device that:

- 1) is used to administer an electric shock through the chest wall to the heart;
- 2) contains internal decision-making electronics, microcomputers or special software that allows it to interpret physiologic signals, make medical diagnosis and, if necessary, apply therapy;
- 3) guides the user through the process of using the device by audible or visual prompts; and
- 4) does not require the user to employ any discretion or judgment in its use.

Legal References:

Connecticut General Statutes

- § 19a-175 Definitions
- § 52-557b Good Samaritan Law
- § 10-212d Availability of Automatic External Defibrillators in Schools

Regulations of Connecticut State Agencies

- Department of Public Health § 19a-179-1 et seq.

Policy adopted: January 10, 2006  
Policy revised: October 8, 2013  
Policy revised: May 10, 2016  
Policy replaced:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

**Students**

## **Students**

### **Safety - Personal/Possessions**

#### **Safety of Possessions**

Lockers and desks are the property of the Board of Education, not the student. It is the Board of Education's responsibility through its agents (principal, assistant principal, faculty) to provide supervision for the use of the lockers and desks.

Students have every right to expect that the contents of the lockers and desks will be protected against fellow students and people not employed by the Board of Education.

The Board of Education authorizes its agents to periodically inspect the desks and lockers for the purpose of ensuring cleanliness, orderliness, and safety. Students should not store items in lockers which violate school board policy or administrative regulations or law.

Policy adopted: April 16, 1996  
Policy readopted: June 7, 2005  
Policy deleted:

MIDDLETOWN PUBLIC SCHOOLS  
Middletown, Connecticut

## Students

### POLICY REGARDING SEARCH AND SEIZURE

1. Search of a Student and the Student's Effects
  - A. Fourth Amendment rights to be free from unreasonable searches and seizures apply to searches conducted by public school officials. A student and his/her effects may be searched if there are reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school. The way the search is conducted should be reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student and the nature of the infraction.
2. Search of a Locker, Desk and Other Storage Area
  - A. Lockers, desks and other storage areas provided by the school system for use by students are the property of the school system. Such storage areas are provided for the temporary convenience of students only. The Board of Education (the "Board") authorizes the administration and/or law enforcement officials to search lockers and other school property available for use by students for the presence of weapons, contraband or the fruits of a crime if there are reasonable grounds at the inception of the search for suspecting that the search will reveal evidence that the student has violated or is violating either the law or the rules of the school. Moreover, the scope of the search shall be reasonably related to the objectives of the search and shall not be excessively intrusive in light of the age and sex of the student and the nature of the infraction.
  - B. If the school administration reasonably suspects that a student is not maintaining a locker or other storage area assigned to him/her in a sanitary condition, or that the storage area contains items the possession of which is illegal or in violation of school regulations or that endangers the health, safety or welfare of the student or others, it has the right to open and examine the storage area and to seize any such items that are found.
  - C. When required by law and otherwise at the option of the building principal, items that have been seized shall be submitted to the police department for proper disposition. Items not submitted to the police department shall be disposed of as directed by the building principal.

3. The decision to search shall be made by the principal or the principal's designee. The search shall be made in the presence of at least one witness. Discovery of illegal or dangerous materials shall be reported to the Office of the Superintendent.
4. Use of drug-detection dogs and metal detectors, similar detective devices; and/or breathalyzers and other passive alcohol screening devices may be used only on the express authorization of the Superintendent, in accordance with such procedures as the Superintendent may devise.

Legal References:

Conn. Gen. Stat. § 10-221, Board of education to prescribe rules, policies and procedures

Conn. Gen. Stat. § 54-33n, Search of school locker and property

New Jersey v. T.L.O., 469 U.S. 325 (1985)

	Policy adopted:	April 16, 1996
		MIDDLETOWN PUBLIC SCHOOLS
		Middletown, Connecticut
Policy revised:	October 1, 2001	
Policy revised:	June 7, 2005	
Policy replaced:		

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)

The Board of Education (Board) believes that a school culture that supports student achievement respects and values all students and fosters understanding of gender identity or expression within the school community. Connecticut law and ~~Distriet~~Board policy require that all programs, activities, and employment practices are free from discrimination based on sex, sexual orientation, and gender identity or ~~gender~~ expression. Therefore, in keeping with these mandates, the Board is committed to creating a safe learning environment for all students and to ensure that every student has equal access to all school programs and activities.

The Board believes that fostering this understanding is a joint responsibility that requires cooperation and good communication between the parents/guardians, school administration, school staff and the school community. The Superintendent shall ensure that students with gender identity or expression concerns and their parents/guardians ~~shall~~ be given the opportunity to discuss these issues ~~and participate in the educational planning and programing for their student~~. The Superintendent or his/her designee may consult the experiences and expertise of qualified school staff as well as external resources where appropriate.

To proactively plan for a safe learning environment free of discrimination and harassment, parents/guardians of students with gender identity or expression concerns are encouraged to alert the school ~~district~~ and schedule a meeting with the chief school administrator. Upon request, the Superintendent ~~of Schools~~ or his/her designee shall schedule a meeting with the parent/guardian and the student for the purpose of evaluating the needs of the student ~~and planning any accommodations that may be considered to facilitate a respectful and comfortable school program that supports the student's achievement~~.

### Definitions

- A. ~~Gender Identity is a person's inner sense of being male or female~~identity refers to a person's innate, deeply-felt psychological identification as a man, woman or some other gender, regardless of their gendersex assigned ~~at birth~~. ~~B. Transgender is a term which describes people whose gender identity or gender expression is different from their assigned gender~~ at birth.
- A. ~~C. Gender expression refers to the way a person expresses gender to others in ways that are socially defined as either masculine or feminine, such as through behavior, clothing, hairstyles, activities, voice or mannerisms~~describes the ways in which individuals communicate their gender to others. People can express and interpret gender through hairstyles, clothing, physical expression and mannerism, physical alterations of their body or by choosing a name that reflects their gender identity.
- B. Transgender is a broad term to describe people whose gender identity, expression or behavior is different from those typically associated with their sex assigned at birth.
- C. Gender non-conforming ~~refers to gender-related identity and/or~~ is a broad term referring to people who do not behave in a way that conforms to the traditional expectations of their gender, or whose gender expression which does not conform to the social expectations or norms for a person of that gender assigned at birthdoes not fit neatly into a category.

## Students

- D. ~~Transition refers to the process in which a person goes from living and identifying as one gender to living and identifying as another.~~ Gender transition refers to the process in which transgender individuals begin asserting the gender that corresponds to their gender identity instead of the sex they were assigned at birth. During gender transition, individuals begin to live and identify as the sex consistent with their gender identity and may dress differently, adopt a new name, and use pronouns consistent with their gender identity. Transitioning may or may not also include medical and legal aspects, including taking hormones, having surgery, or changing identity documents (e.g. driver's license, Social Security record) to reflect one's gender identity.
- E. Sex assigned at birth refers to the sex designation recorded on an individual's birth certificate at birth based on biological characteristics.

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth) (continued)

#### Coordination of School Accommodations

The meeting between the Superintendent ~~of Schools~~ or his/her designee, parents/guardians and the student and other qualified staff or consultants as necessary shall ~~comprise~~include a discussion of actions the District and school personnel may take to create a safe learning environment, including: but not limited to:

#### Names/Pronouns

~~School staff shall be directed to address the student by the name and pronoun corresponding to their gender identity that is consistently asserted at school. Students are not required to obtain a court ordered name and/or gender change or to change their pupil personnel records as a prerequisite to being addressed by the~~ Students have the right to be addressed by a name and pronoun that the student prefers and corresponds to their gender identity, even if education records or identification documents indicate a different name or sex. School staff shall be directed to address the student by the student's preferred name and pronoun. To the extent possible and consistent with ~~these guidelines~~this policy, school personnel shall make efforts to maintain the confidentiality of the student's transgender status.

School documentation such as student IDs shall be issued in the student's preferred name that ~~reflects a student's~~corresponds to their gender identity ~~that is consistently asserted at school.~~

#### Sports and Physical Education

Transgender and gender non-conforming students shall be ~~provided the same opportunities~~allowed to participate in physical education ~~as are all other students. Generally, students may be permitted to participate in physical education and sports in accordance with the student's~~ in a manner consistent with their gender identity ~~that is consistently asserted at school.~~ Participation in competitive interscholastic athletic activities and contact sports will be resolved on a case-by-case basis and according to the standards established by the

## Students

Connecticut Interscholastic Athletic Association Conference (CIAC).

### Restroom and Locker Room Accessibility

The ~~District Board~~ aims to support transgender students ~~while also ensuring~~ and ensure the safety and comfort of all students. ~~The Superintendent of Schools or his/her designee, together with the parents/guardians, student and other qualified staff or consultants shall evaluate the in their use of restrooms and locker rooms by the transgender students and consider the following factors, including, but not limited to:~~

- ~~A. The transgender student's preference;~~
- ~~B. Protecting student privacy;~~
- ~~C. Maximizing social integration of the transgender student;~~
- ~~D. Minimizing stigmatization of the student;~~
- ~~E. Ensuring equal opportunity to participate;~~
- ~~F. The student's age; and~~ ~~G. Protecting the safety of the students involved.~~ The District shall permit transgender students to access the restroom consistent with the student's gender identity, even when this differs from their sex assigned at birth.

The District shall make available a private restroom option to any student seeking additional privacy. This private restroom option may be a single stall "unisex" restroom or the health office restroom, and shall be offered as an option available for all students seeking additional privacy.

## Students

### Students

#### Gender Identity and Expression (Transgender and Gender Non-Conforming

#### Youth) Coordination of School Accommodations (continued)

##### Restroom and Locker Room Accessibility (continued)

~~A transgender student who expresses a need or desire for increased privacy may be provided with reasonable alternative arrangements. Reasonable alternative arrangements may include the use of a private area, or~~ The District shall also permit transgender students to access the locker room that corresponds with the student's gender identity. A private option shall be made available to any student interested in additional privacy. Additional privacy may be accomplished through use of a reasonable alternative changing area such as a private area (e.g., a nearby restroom stall with a door, an area separated by a curtain, a vacant office in a locker room, or a nearby health office restroom), or with a separate changing schedule, ~~or use of a single stall, gender neutral restroom.~~ Any alternative arrangement shall be provided ~~to the extent possible~~ in a way that protects the student's ability to keep ~~his or her~~ the individual's transgender status confidential.

A transgender student ~~should~~ shall not under any circumstances be required to use a locker room or restroom that conflicts with the student's gender identity or use individual-user facilities when other students are not required to do so.

##### Gender Segregation in Other Areas

As a general rule, in any other circumstances where students are separated by gender in school activities (i.e. overnight field trips), students may will be permitted to participate in accordance with their gender identity ~~consistently asserted at school~~. Activities that may involve the need for accommodations to address student privacy concerns will be addressed on a case-by-case basis ~~considering the factors set forth above.~~

##### Dress Code

Students have the right to dress in accordance with their gender identity ~~that is consistently asserted at school~~, within the constraints of the school policy for student dress (#5132-Student Dress).

##### Privacy

The Superintendent ~~of Schools~~ and/or his or her designees are expected to work closely with the student and family in formulating an appropriate plan regarding the confidentiality of the student's transgender status that works for both the student and the school. Privacy considerations may also vary with the age of the student.

Where the transgender student feels more supported and safe when other students are aware that they are transgender, school staff shall be given guidance and training appropriate for facilitating

**Students**

a respectful school climate. School personnel may be directed to work closely with the student, families and other staff members on a plan to inform and educate the student's peers. It may also be appropriate to engage external resources to assist with educational efforts.

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)

#### Resources for Transgender or Gender Transitioning Students

If a school staff member observes that a gender identity issue is creating challenges for a student at school or if a student indicates an intention to gender transition, the staff member shall alert a school counselor and encourage the student to meet with the school counselor if appropriate. School staff shall make every effort to support the student and encourage the support and respect of student peers and staff during school.

When a student indicates an intention to gender transition, the school counselor, as appropriate, shall offer assistance and provide the student and/or their parents/guardians with information, resources and referral services regarding the issues associated with gender identity and expression and/or formal gender transition. The school counselor shall also provide information regarding gender transition planning at school. The counselor shall coordinate the measures planned and taken at school for supporting the student and creating a sensitive supportive environment at school. These measures may include:

- A. Making resources available to parents who have additional questions or concerns;
- B. Developing age-appropriate lessons for students about gender diversity and acceptance;  
and
- C. Staff training surrounding vigilance to prevent possible harassment, intimidation and bullying issues that may arise for transgender students.

~~Reports of harassment, intimidation and bullying shall be promptly investigated and resolved according to Board policy #5131.911 Bullying.~~

Students who do not want their parents/guardians to know about their transgender status shall be addressed on a case-by-case basis. The school counselor shall balance the rights of the student needing support and the requirement that parents/guardians be kept informed about their child. In accordance with law, parents/guardians and/or the appropriate local officials shall be informed when there is any suspicion of injury or harm to the student or other students.

#### Harassment, Intimidation ~~and~~, Bullying and Discrimination

The Board shall make every effort to maintain a safe and supportive learning and educational environment that is free from harassment, intimidation, and/or bullying and free from discrimination on ~~account~~the basis of ~~actual or perceived~~ race, religion, color, national origin, ancestry, alienage, age, sex, ~~affectional or~~ sexual orientation, gender identity or expression, marital status, ~~domestic partnership status, nationality, atypical hereditary cellular or blood trait of any individual, genetic information, or refusal to submit to a genetic test or make the results of a genetic test known, disabilities, social or economic status, pregnancy, childbirth, pregnancy-related disabilities, actual or potential parenthood, family status or other distinguishing characteristic.~~disability, pregnancy, veteran status, or any other basis prohibited by state or federal law, whether by students, Board employees or third parties subject to the control of the Board.

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)

#### Harassment, Intimidation ~~and~~, Bullying and Discrimination (continued)

Complaints alleging harassment, intimidation, bullying or discrimination against students shall be reported to the school ~~affirmative action officer according to board's~~ Safe School Climate Specialist and/or Title IX Coordinator in accordance with Board policies.

Any student experiencing or observing harassment, intimidation ~~and~~, bullying or discrimination is encouraged to report the incident to a member of school staff. Any staff member observing or receiving a report of harassment, intimidation ~~or~~, bullying or discrimination shall report the incident to the Principal the same day the incident is observed or the report received ~~according to~~ in accordance with Board policy ~~#5131.911 Bullying~~. All reported incidents of discrimination, harassment, intimidation, and bullying shall be promptly investigated and resolved according to law and Board policy. Retaliation for reporting these important issues is strictly prohibited.

#### Confidentiality

School personnel may not disclose information that may reveal a student's transgender status, except as allowed by law. Under the Family ~~Education~~ Educational Rights and Privacy Act (FERPA), only those school employees with a legitimate educational ~~need~~ interest may have access to a student's records or the information contained within those records. Disclosing confidential student information to other employees, students, parents, or other third parties may violate privacy laws, including but not limited to FERPA. Transgender students have the ability, as do all students, to discuss and express their gender identity and expression openly and decide when, with whom, and how much of their private information to share with others.

#### Official Records

~~To the extent that the school is not legally required to use a student's legal name or gender on school records and other documents, the school shall use the name and gender preferred by the student.~~

~~Each school is required to maintain a mandatory permanent student record of each student, which includes the legal name of the student as well as the student's biological gender. However, the District is not required to use a student's legal name and gender on other school records or documents. The District will change a student's official record to reflect a change in legal name or legal gender upon receipt of documentation that such change has been made pursuant to a court order. In situations where school staff or administrators are required by law to use or to report a transgender student's legal name or gender, such as for purposes of standardized testing, school staff and administrators shall adopt practices to avoid the inadvertent disclosure of such confidential information.~~

Requests to amend student records, including requests to amend records identifying a student's gender identity and/or name, shall be addressed consistent with federal and state law.

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)

#### **Official Records (continued)**

~~A student's permanent pupil record may be changed to reflect a change in legal name or gender only upon receipt of documentation that such legal name and/or gender have been changed pursuant to applicable law. The following documentation may be provided:~~

- ~~— A court order or birth certificate demonstrating the student's new name.~~
- ~~— For a legal change of gender, the student must provide a birth certificate indicating the student's legal gender, or a valid passport indicating the student's legal gender.~~

Legal Reference: Connecticut General Statutes

10-15c Discrimination in public school prohibited. (Amended by P.A. 97-247 to include "sexual orientation" and PA 11-55 to include "gender identity or expression").

46a-60 Discriminatory employment practices prohibited Federal

Law. 10-209 Records not to be public.

46a-60 Discriminatory employment practices prohibited.

Section 504 and the Federal Vocational Rehabilitation Act of 1973, 20 U.S.C. 706(7)(b).

Public Act 07-62 An Act Concerning the Deprivation of Rights on Account of Sexual Orientation.

Public Act 11-55 An Act Concerning Discrimination.

[Guidance on Civil Rights Protections and Support for Transgender Students, Connecticut State Department of Education \(September 2017\).](#)

[Guidance on Civil Rights Protections and Supports for Transgender Students: Frequently Asked Questions, Connecticut State Department of Education \(September 2017\).](#)

## Students

### Gender Identity and Expression (Transgender and Gender Non-Conforming Youth)

Legal Reference: ~~Connecticut General Statutes (continued)~~

Title IX of the Education Amendments of 1972, 34 CFR Section 106.

*Meritor Savings Bank. FSB v. Vinson*, 477 U.S. 57 (1986).

*Faragher v. City of Boca Raton*, No. 97-282 (U.S. Supreme Court, June 26, 1998).

*Burlington Industries, Inc. v. Ellerth*, No. 97-569, (U.S. Supreme Court, June 26, 1998).

*Gebbs v. Lago Vista Indiana School District*, No. 99-1866, (U.S. Supreme Court, June 26, 1998).

*Davis v. Monroe County Board of Education*, No. 97-843 (U.S. Supreme Court, May 24, 1999).

[Federal Register Notice of Interpretation: Enforcement of Title IX Education Amendments of 1972 with Respect to Discrimination Based on Sexual Orientation and Gender Identity in Light of Bostock v. Clayton, Office of Civil Rights, Department of Education \(June 16, 2021\).](#)

Policy adopted: August 23, 2016

MIDDLETOWN PUBLIC  
SCHOOLS Middletown,  
Connecticut

Instruction

Graduation Requirements

HIGH SCHOOL GRADUATION REQUIREMENTS

In order to satisfy the high school graduation requirements within Middletown Public Schools, a student must have satisfactorily completed his or her prescribed courses of study, demonstrated proficiency in basic skills identified by the Middletown Board of Education and satisfied the legally mandated number and distribution of credits required to graduate from high school.

Required Coursework and Credits for Graduation

The Middletown Board of Education conforms with state law regarding credits for graduation from high school.

Classes Graduating in 2018 to 2022

For classes graduating in 2018 to 2022, the following 22 credits are required:

- English** 4 credits (including 1 English 9 credit and 1 English 10 credit)
- Mathematics** 3 credits (including 1 credit in Algebra I and 1 credit in Geometry)
- Science** 3 credits (including 1 credit in biology or four years enrollment in the Agricultural Science and Technology program)
- Social Studies** 3.5 credits (including 1 credit in United States History and .5 credit in civics)
- Physical Education/Wellness** 2.0 credits 4 semesters
- Vocational/Fine Arts** 1 credit Fine Arts
- Electives** 5.5 credits

Classes Graduating in 2023 and Thereafter

For classes graduating in 2023 and thereafter, the following 25 credits are required:

- English** 4 credits (including 1 English 9 credit and 1 English 10 credit)
- Mathematics** 4 credits (1 credit Algebra I, 1 credit Geometry, 1 credit Algebra II or Statistics)
- Science** 3 credits (including 1 credit in biology, 1 credit Physical Science. **or ff** Four years enrollment in the Agricultural Science and Technology program **in lieu of 1 science elective credit.**)

Instruction

Graduation Requirements

Social Studies 3.5 credits (including 1 credit in United States History and .5 credit in civics)

Physical Education/Wellness 2.0 credits 4 semesters

Electives 1.5 3.5 credits

World Language 1 credits

STEM 1 credit

Career and Life Skills 1.5 credit

Humanities .5 credits

Senior Demonstration Project 1 credit

Total Credits through Class of 2022 22 credits

Total Credits beginning with the Class of 2023 25 credits

Community Service Requirement Each student is required to complete twenty (20) hours of community service prior to graduation

A student who presents written documentation from a physician or advanced practice registered nurse stating that participation in physical education is not advisable because of the physical condition of the student, shall be excused from the physical education requirement. In such a case, another subject must be substituted.

Any student who is deaf or hearing impaired may be exempted from any world language graduation requirement if his or her parent or guardian requests such exemption in writing.

~~A credit is defined as the equivalent of one forty minute class period for each school day of a school year. One half credit is granted for a course with a forty-minute class period each school day for one semester or 90 days.~~ [Optional in lieu of the preceding two sentences: A credit is defined as not less than the equivalent of a forty-minute class period for each school day of a school year except for a credit or part of a credit toward high school graduation earned (1) at an institution accredited by the Board of Regents for Higher Education or Office of Higher Education or regionally accredited, (2) through on-line coursework that is in accordance with Board policy, or (3) through a demonstration of mastery based on competency and performance standards, in accordance with guidelines adopted by the State Board of Education.]

Only courses taken in grades nine to twelve inclusive, and that are in accordance with the state-wide subject matter content standards, adopted by the State Board of Education, shall satisfy the above graduation requirements, except that the Board will grant a student credit:

Instruction

Graduation Requirements

**[Note: each of the following provisions in boldface are optional at the Board's Discretion:]**

**[Optional]** High school graduation credit will be granted to students upon the successful demonstration of mastery of subject matter achieved through educational experiences and opportunities that provide flexible and multiple pathways to learning, including:

- Cross-curricular graduation requirements,
- Career and technical education,
- Virtual learning,
- Work-based learning,
- Service learning,
- Dual enrollment and early college
- Courses taken in middle school, and
- Internships and student-designed independent studies;

Provided that such demonstration of mastery is in accordance with such state-wide subject matter content standards.

~~**[Optional]** High school graduation credit will be granted to students for courses successfully completed with a [B] or better in grades seven and eight so long as the primary focus of the course corresponds directly to the subject matter of a specified course requirement at the high school level.~~

~~**[Optional]** High school graduation credit will be granted to students for World Language and/or an Algebra I courses successfully completed with a [B] or better in grades six, seven or in grade eight. In addition, high school graduation credit will be granted to students for World Language courses successfully completed with a [B] or better, or its equivalent, as determined by the Superintendent or his/her designee, through on-line coursework or upon achievement of a passing grade, as determined by the Superintendent or his/her designee, in a course offered privately through a nonprofit provider.~~

~~**[Optional]** High school graduation credit will be granted to students who pass a subject area proficiency examination identified and approved by the Commissioner of the Department of Education, regardless of the number of hours a student spent in a \_\_\_\_\_ Public Schools classroom learning the subject matter.~~

## Instruction

### Graduation Requirements

~~[Optional] High school graduation credit will be granted to students for coursework completed during the school year or summer months at an institution accredited by the Board of Regents for Higher Education or Office of Higher Education or regionally accredited. One three-credit semester course, or its equivalent, at such an institution shall equal one-half credit for purposes of this policy.~~

~~[Optional] High school graduation credit will be granted to students upon the successful completion of on-line coursework in accordance with the Board's on-line coursework policy.~~

~~[Optional] A student may be granted one-half credit for documented community service provided it is supervised by an administrator or teacher and consists of not less than fifty (50) hours of actual service that may be performed at times when school is not regularly in session and not less than ten (10) hours of related classroom instruction. Such community service does not include partisan political activities.]~~

### Demonstration of Proficiency in Basic Skills

~~[Note: Connecticut law requires boards of education to specify the basic skills necessary for graduation and include a process to assess a student's level of competency in such skills. The assessment criteria must include, but not be exclusively based on, the results of the mastery examination for students in grade ten or eleven. Boards of education must also identify a course of study for those students who have not successfully completed the assessment criteria to assist such students to reach a satisfactory level of competency prior to graduation.]~~

In addition to meeting the coursework and credit graduation requirements listed above, to graduate high school, each student must demonstrate proficiency in the basic skills.

- successfully obtain twenty-two (22) credits **(25 credits beginning with the class of 2023) in required areas of study;**
- perform twenty (20) hours of community service;
- participation in SAT and NGSS; and
- **(beginning with the class of 2023) - create a senior demonstration project or its equivalent.**

Students may demonstrate proficiency in the basic skills described above by achieving satisfactory results on the following:

**Instruction**

**Graduation Requirements**

1. Students may enroll in Middletown High School summer program to develop and demonstrate proficiency in English, mathematics, social studies and PE discipline. The summer work reflecting proficiency standards will become part of their portfolios to be reviewed by a team of assessors.

2. The Board of Education may grant students high school credit for successful completion of coursework earned from an accredited institution of higher learning taken either during the school year or summer months.

Graduation During Period of Expulsion

A student may graduate during an expulsion period if the Board determines that the student has completed the necessary credits required for graduation.

Academic Advancement Program

Notwithstanding the graduation requirements in this policy, students shall be permitted to graduate from high school upon the successful completion of the academic advancement program established by the State Board of Education.

Legal References:

Public Act 17-42, An Act Concerning Revisions to the High School Graduation Requirements

Conn. Gen. Stat. § 10-5c

Conn. Gen. Stat. § 10-14n

Conn. Gen. Stat. § 10-16b

Conn. Gen. Stat. § 10-221a

Conn. Gen. Stat. § 10-223a

Policy adopted: September 3, 1996  
SCHOOLS

MIDDLETOWN PUBLIC

**Instruction**

**Graduation Requirements**

Policy revised: Connecticut	August 22, 2000	Middletown,
Policy revised:	June 12, 2001	
Policy revised:	June 11, 2002	
Policy revised:	June 22, 2004	
Policy revised:	April 10, 2007	
Policy revised:	June 16, 2009	
Policy revised:	May 11, 2010	
Policy revised:	June 15, 2010	
Policy revised:	February 10, 2015	
Policy revised:	March 8, 2016	
Policy revised:	October 10, 2017	
Policy revised:	June 12, 2018	