

Board of Education Regular Meeting

Tuesday, February 11, 2025 6:30 PM

Beman Middle School, 1 Wilderman's Way, Middletown, CT 06457

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| I. Call to Order | Speaker (s) : Sheila Daniels |
| II. Salute to the Flag | Speaker (s) : Sheila Daniels |
| III. Adoption of Agenda | Speaker (s) : Sheila Daniels |
| IV. District Highlights | Speaker (s) : Jessie Lavorgna |
| IV.A. 2025 Connecticut Association of Schools Outstanding Arts Award | Speaker (s) : Jessie Lavorgna |
| IV.B. Middletown Public Schools Administrators Engage in Professional Learning | Speaker (s) : Jessie Lavorgna |
| IV.C. Proclamation for Black History Month | Speaker (s) : Jessie Lavorgna |
| IV.D. Upcoming District Events | Speaker (s) : Jessie Lavorgna |
| V. Public Session | Speaker (s) : Sheila Daniels |
| VI. Communications | Speaker (s) : Sheila Daniels |
| VI.A. Report of Student Representative | Speaker (s) : Dania Rabah |
| VII. Consent Agenda | Speaker (s) : Sheila Daniels |
| VII.A. Minutes of January 14, 2025 | Speaker (s) : Sheila Daniels |
| VII.B. Minutes of January 29, 2025 | Speaker (s) : Sheila Daniels |
| VII.C. MHS FFA Agricultural Mechanics and Engineering Career Development Event | Speaker (s) : Michael Kingsbury |
| VII.D. MHS DECA to NYC South Street Seaport | Speaker (s) : David Reynolds |
| VII.E. MHS VEX Robotics World Championship | Speaker (s) : Sam Faulkenberry |
| VII.F. MHS Photography Club Proposal | Speaker (s) : Sean Callahan |
| VII.G. MHS Latinx Heritage Club Proposal | Speaker (s) : Yadiel Rodriguez |
| VII.H. Policy #4118.51 Social Media - Second Reading | Speaker (s) : Deborah Kleckowski |
| VII.I. Policy #5145 Section 504 of the Rehabilitation Act of 1973 - Second Reading | Speaker (s) : Deborah Kleckowski |
| VII.J. Policy #5141.5 Suicide Prevention and Intervention - Second Reading | Speaker (s) : Deborah Kleckowski |
| VII.K. Policy # 4152.6 Family Medical Leave - Second Reading | Speaker (s) : Deborah Kleckowski |
| VII.L. Grants Status Report | Speaker (s) : Natalie Forbes |
| VII.M. Budget Committee | Speaker (s) : Harold Panciera |
| VII.N. Curriculum Committee | Speaker (s) : Debra Guss |

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| VII.O. | Facilities Committee | Speaker (s) : Susan Owens |
| VII.P. | Policy Committee | Speaker (s) : Deborah Kleckowski |
| VIII. | Department Reports | Speaker (s) : Sheila Daniels |
| VIII.A. | Financial Report | Speaker (s) : Natalie Forbes |
| VIII.A.1. | Action on Line Item Transfer Report | Speaker (s) : Natalie Forbes |
| VIII.B. | Facilities Department | Speaker (s) : Marco Gaylord |
| VIII.C. | Personnel Report | Speaker (s) : Harry Snyder |
| VIII.D. | Transportation Report | Speaker (s) : Mark Langton |
| IX. | Superintendent's Report | Speaker (s) : Dr. Vazquez Matos |
| IX.A. | Yondr Updates | Speaker (s) : Dr. Vazquez Matos |
| IX.B. | ML Bilingual Program | Speaker (s) : Dr. Vazquez Matos |
| IX.C. | District Updates | Speaker (s) : Dr. Vazquez Matos |
| X. | Action Items | Speaker (s) : Sheila Daniels |
| X.A. | Policy # 1001 Non-Discrimination - First and Final Reading | Speaker (s) : Deborah Kleckowski |
| X.B. | Policy #3110 Board Budget Procedures and Line Item Transfers - First Reading | Speaker (s) : Deborah Kleckowski |
| X.C. | Policy # 5131.81 Student Use of the District's Computer Systems and Internet Safety - First Reading | Speaker (s) : Deborah Kleckowski |
| X.D. | Policy # 4118.111 Policy Regarding Prohibition of Sex Discrimination and Sexual Harassment in the Workplace (Personnel) - First and Final Reading | Speaker (s) : Deborah Kleckowski |
| X.E. | Policy #5145.5 Policy Regarding Title IX of the Education Amendments of 1972 - Prohibition of Sex Discrimination and Sexual Harassment (Students) | Speaker (s) : Deborah Kleckowski |
| XI. | Future Agenda Items | Speaker (s) : Sheila Daniels |
| XII. | Proposed Executive Session | Speaker (s) : Sheila Daniels |
| XII.A. | Discussion of confidential attorney client privileged written communication (correspondence received from FIRE and related policy considerations) - Proposed for Executive Session | Speaker (s) : Sheila Daniels |
| XIII. | Adjournment | Speaker (s) : Sheila Daniels |

Board of Education Regular Meeting
Tuesday, January 14, 2025 6:30 PM Eastern

Beman Middle School
1 Wilderman's Way
Middletown, CT 06457

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

Liz Crooks: Present
Sheila Daniels: Present
Rakim Grant: Absent
Callie Grippo: Absent
Debra Guss: Present
Adam Hayn: Present
Deborah Kleckowski: Present
Susan Owens: Absent
Harold Panciera: Present

Present: 6, Absent: 3.

Susan Owens: Present (6:47 PM)

Present: 7, Absent: 2.

I. Call to Order

Chair Daniels called the meeting to order at 6:31 PM.

II. Salute to the Flag

Ms. Kleckowski led the Pledge of Allegiance.

III. Adoption of Agenda

A motion was made to adopt the agenda. This motion, made by Deborah Kleckowski and seconded by Debra Guss, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Susan Owens: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Harold Panciera: Yea

Yea: 6, Nay: 0, Absent: 3

IV. District Highlights

IV.A. Holiday on Main Awards

The Superintendent presented 15 third graders with certificates from US Senator Chris Murphy. These certificates acknowledged their good citizenship, good behavior, respect towards others, and demonstration of the spirit of giving in everyday life. The students were nominated by their teachers to receive these awards; Senator Murphy's office prepared the certificates for each of the students.

IV.B. Igniting Inquiry Conference Goes National

Ms. Lavorgna introduced Ms. Denise Kraft and Lawrence School teachers and staff. The hybrid conference took place last June 2024. It was a three-day conference attended by 44 MPS staff and 38 out of district staff. Attendees were from Connecticut and also from across

the globe. Ms. Kraft explained the goals of the conference and the feedback that was received and how they have applied their learning. Ms. Middleton, Ms. Souza and Ms. Scholes all described their experiences and how it is applied. They shared that they will be presenting about the innovative hybrid format of the conference in March 2025 at the Comparative and International Education Society in Chicago.

IV.C. Toshiba American Foundation Grant for MHS Ag Science

Recently, the ASTE program was awarded \$4,950 (\$10 shy of the maximum allotted amount), allowing them to buy state-of-the-art advanced veterinary training mannequins. Students from ASTE presented how these mannequins will allow them to support the Advanced Veterinary Science Curriculum. The mannequins will help them practice required clinical skills, including CPR.

IV.D. Upcoming District Events

V. Public Session

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

VI. Communications

VI.A. Report of Student Representative

There was no Student Report.

VII. Consent Agenda

A motion was made to approve the Consent Agenda. This motion, made by Deborah Kleckowski and seconded by Adam Hayn, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea
Yea: 7, Nay: 0, Absent: 2

VII.A. Minutes of December 10, 2024

VII.B. Overnight Field Trip Request Beman Robotics to State Competition

VII.C. Out of State Field Trip Request - Bean Robotics to National Competition

VII.D. Grants Status Report

VII.E. Policy #6162.51 Student Privacy - Second Reading

VII.F. Policy #1600 Possession of Deadly Weapons - Second Reading

VII.G. Policy #4131 Professional Development - Second Reading

VII.H. Policy #5118 (a) Nonresident Attendance - Proposed Deletion

VII.I. Budget Committee

VII.J. Curriculum Committee

VII.K. Facilities Committee

VII.L. Policy Committee

VIII. Department Reports

VIII.A. Financial Report

Ms. Forbes shared that the January Report is within perimeters. A balanced budget is projected. Mr. Panciera welcomed Ms. Forbes as the new Director of Finance. Board Members about for clarification on transportation for out of town special needs students, purchase services, tuition and salaries. Ms. Forbes clarified each topic.

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

A motion was made to approve the Line Item Transfer Report. This motion, made by Harold Panciera and seconded by Debra Guss, Carried.

Rakim Grant: Absent, Callie Grippio: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

VIII.B. Facilities Department

Mr. Gaylord shared that the IAQ was completed. Windows at Moody School were installed and completed. The Farm Hill gym floor was replaced. There were no questions.

VIII.C. Personnel Report

Mr. Snyder stated that the new DEI Director will start January 21st. 2 out of 3 Spanish vacancies at Beman are filled. Aerospace and Chemistry vacancies will be filled shortly. Ms. Crooks asked about the opening of the Middle School principal position. Mr. Snyder shared the process for interviewing candidates. Ms. Kleckowski followed up with the Spanish opening, the interview committee, and Substitute teacher coverage in Special Education classrooms. Ms. Guss asked for clarification of coverage for math and strings at Beman. Teachers were recently hired for both classes. Hall monitors will be hired for MHS with interviews later this week.

VIII.D. Transportation Report

Mr. Langton shared late buses are continuing at MHS, Beman and elementary schools for after-school programming. He thanked the elementary, middle and high school principals and assistant principals for assisting in lowering the number of bus conduct reports. Ms. Kleckowski thanked the bus drivers for all of their hard work. Dr. Vazquez Matos recognized Mr. Langton and Erin Stevenson for their hard work in the transportation department.

IX. Superintendent's Report

IX.A. Conclusion and Recommendations of the IAQ Assessment and Evaluation

A state statute requires schools to have an IAQ Assessment. Mr. Gaylord gave a summary of the report. The report for each school is posted on the MPS website. Many of the items have been addressed. Training is occurring within the custodian staff due to the new requirements. An engineering firm will evaluate the HVACs systems. Mr. Gaylord thanked the maintenance team on their hard work in resolving these issues.

Dr. Vazquez Matos shared that approximately 40 students were involved in the winter program over the break. The Yondr pouches are successful in middle and high school. He thanked the staff for enforcing the policy and procedures. He congratulated Ms. Natalie Forbes in her new position of Executive Director of Finance.

X. Action Items

X.A. FY 25 CT Grown for CT Kids Grant Award

Mr. Mel shared that this is the district's second grant from CTK4CT. This grant will focus on training with staff and expand our ability to local food growing within the schools. Ms. Kleckowski suggested putting together a cookbook with recipes from staff and students.

A motion to approve the FY 25 CT Grown for CT Kids Grant Award was made. This motion, made by Deborah Kleckowski and seconded by Liz Crooks, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

X.B. New Course Approval The Psychology of Wellbeing

Dr. McCann and Mr. Peaslee shared that this course will assist students with understanding the mind and how outside environmental factors influence the mind.

A motion to approve New Course The Psychology of Wellbeing was made. This motion, made by Debra Guss and seconded by Liz Crooks, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

X.C. Policy #5145 Section 504 of the Rehabilitation Act of 1973 - First Reading

A motion to approve Policy #5145 Section 504 of the Rehabilitation Act of 1973 - First Reading was made. This motion, made by Adam Hayn and seconded by Harold Panciera, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

X.D. Policy # 5141.5 Suicide Prevention and Intervention - First Reading

A motion to approve Policy # 5141.5 Suicide Prevention and Intervention - First Reading was made. This motion, made by Liz Crooks and seconded by Harold Panciera, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

X.E. Policy #4118.51 Social Media -First Reading

A motion to approve Policy #4118.51 Social Media -First Reading was made. This motion, made by Debra Guss and seconded by Liz Crooks, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

X.F. Policy # 4152.6 Family Medical Leave - First Reading

A motion to approve Policy # 4152.6 Family Medical Leave - First Reading was made. This motion, made by Harold Panciera and seconded by Liz Crooks, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

XI. Future Agenda Items

Ms. Kleckowski suggested reviewing the grading policy.

XII. Proposed Executive Session

XII.A. Discussion Concerning Tentative Agreement Reached with The Middletown Federation of Teachers (Proposed for Executive Session)

A motion to enter Executive Session for the purpose of Discussion Concerning Tentative Agreement Reached with The Middletown Federation of Teachers (Proposed for Executive Session) and invite Dr. Vázquez Matos, Attorney Erin Shaffer, Jen Cannata and Harry Snyder was made. This motion, made by Harold Panciera and seconded by Deborah Kleckowski, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

XIII. Possible Action Concerning Tentative Agreement Reached with the Middletown Federation of Teachers

A motion to approve the Tentative Agreement Reached with the Middletown Federation of Teachers was made. This motion, made by Sheila Daniels and seconded by Liz Crooks, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea
Yea: 7, Nay: 0, Absent: 2

XIV. Proposed Executive Session

XIV.A. Superintendent Mid-Year Evaluation

A motion to enter Executive Session for the purpose of discussing the Superintendent's Mid-Year Evaluation and invite Dr. Vázquez Matos was made. This motion, made by Sheila Daniels and seconded by Debra Guss, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Adam Hayn: Yea, Deborah Kleckowski: Yea, Susan Owens: Yea, Harold Panciera: Yea

Yea: 7, Nay: 0, Absent: 2

XV. Adjournment

A motion to adjourn was made at 10:57 PM. This motion, made by Deborah Kleckowski and seconded by Debra Guss, Carried.

Rakim Grant: Absent, Callie Grippo: Absent, Adam Hayn: Absent, Harold Panciera: Absent, Liz Crooks: Yea, Sheila Daniels: Yea, Debra Guss: Yea, Deborah Kleckowski: Yea, Susan Owens:

Yea

Yea: 5, Nay: 0, Absent: 4

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 TRIPPLICATE (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 typewritten and ALL items filled in or marked N/A.

Name of School: Middletown High School Date of Request: 01/06/25
 Name of Club or Activity: Mattabeset FFA
 Trip To: SUNY Cobleskill, Cobleskill, NY Purpose: Agricultural Mechanics and Engineering Career Development Event
 Number of Students Participating: 8
 Number of students eligible to go on the field trip: 120
 Dates of Trip: From: 4/25/25 To: 4/25/25 # of school days missed: 4
 (Proposed by CT FFA)

Names of Teachers and Chaperones:

| | |
|-----------------------------|---------------|
| 1. <u>Michael Kingsbury</u> | 5. <u>N/A</u> |
| 2. <u>N/A</u> | 6. <u>N/A</u> |
| 3. <u>N/A</u> | 7. <u>N/A</u> |
| 4. <u>N/A</u> | 8. <u>N/A</u> |

Number of Non-Chaperone Adults going on trip: 0

Transportation: Bus Van Train Plane Car Other: ASTE Bus

Are fund-raising activities planned: N/A If so, describe: N/A

Amount of money raised through fundraisers: N/A

Lodging: N/A Hotel/Motel N/A Camp N/A Private Home N/A

Insurance Arrangements for Staff and Students: N/A

Cost per Student: \$ 0 Cost per Teacher and/or Chaperone: \$ 0

Cost per Nurse: \$ N/A Cost per Paraprofessional: \$ N/A
 (if necessary) (if necessary)

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

- a. N/A
- b. N/A
- c. N/A
- d. Other N/A

Name of teacher making request: Michael Kingsbury Michael Kingsbury

Approved by Department Head at secondary level: [Signature]

Approved by Principal: [Signature]

Authorized by Chief Academic Officer: [Signature]

Superintendent Approval: C. Vaggli Date: 1/27/25

Kingsbury Trip to Agricultural Mechanics Career Development Event, SUNY Cobleskill

Select students will be participating in CT FFA's annual Agricultural Mechanics Career Development

Event, hosted by the State University of New York (SUNY)- Cobleskill's Agricultural Engineering Program. This event will test Agricultural Education students from across the state of Connecticut in their proficiency related to agricultural mechanics and engineering. The events are based on a culmination of skills and experiences that directly relate to Agricultural Education standards and curriculum. The individual events typically include a welding portion, electrical engineering, hydraulic theory, internal combustion engine evaluation and multiple machinery portions that directly relate to either plant systems, animal systems or natural resources/environmental systems. Students will need to display their proficiency not only with their physical skills in regards to mechanical operation and maintenance but also apply engineering principles in terms of mathematical problems, physics equations and overall competency of the content area. This event also embodies the core principles of the FFA, premier leadership, personal growth and career success. Students will demonstrate leadership skills within their team events, expand their horizons during their campus tour portion of the event and receive the opportunity to contemplate future careers while working with Cobleskill professors, alumni and current students. While this is a team (of four) event, individuals ranking in the top 5 in the state, along with the winning team will receive scholarships to SUNY Cobleskill and other post-secondary Institutions such as the University of Northwest Ohio. This event is open to all of our Agricultural Education students, however, a maximum of eight students, two teams of four, can compete.

Instruction REGULATION 6153(f) Field Trips and Community Service FORM 1

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 typewritten and ALL items filled in or marked N/A.**

Name of School: **MHS**

Date of Request: **1/21/2025**

Name of Club or Activity: **DECA**

Trip To: **NYC South Street Seaport**

Purpose: **Retail, Marketing, Finance**

Number of Students Participating: **80**

Number of students eligible to go on the field trip: **206**

Dates of Trip: From: **5/18/2025** To: **5/18/2025** # of school days missed: **0 - Sunday**

Names of Teachers and Chaperones:

| |
|---------------------------|
| 1. David Reynolds |
| 2. Vivian Sheen |
| 3. Lee Schwartzman |

Number of Non-Chaperone Adults going on trip: **0**

Transportation: **Bus** Van Train Plane Car Other Are fund-raising activities planned: If so, describe: **Paid for via the Carl D. Perkins grant**

Amount of money raised through fundraisers: **\$0**

Lodging: Hotel/Motel Camp Private Home **N/A**

Insurance Arrangements for Staff and Students: **District**

Cost per Student: **\$0** Cost per Teacher and/or Chaperone: **\$0**

Cost per Nurse: **\$0** Cost per Paraprofessional: **\$0**

If Travel Agencies are engaged, at least three quotations need to be provided w/doc **N/A**

Name of teacher making request: **David Reynolds**

Approved by Department Head at secondary level: _____

Approved by Principal: _____

Authorized by Chief Academic Officer: _____

Superintendent Approval: _____

Date: **2/5/24**

This valuable experience will synergize and reinforce marketing and financial education in the heart of the world's financial district. The South Street Seaport area has a plethora of real-life examples of retailing and marketing in action. In addition to driving conversations on these topics we are also in the heart of the financial district and Wall Street and this experience brings financial literacy education, a graduation requirement, to life. This trip is at no cost to students and is on a Sunday so students are not missing instructional days. Thanks in advance for your consideration.

OVERNIGHT & OUT-OF-STATE FIELD TRIP REQUEST FORM

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Name of School: **Middletown High School**

Date of Request: **1-31-25**

Name of Club or Activity: **Engineering and Robotics II, III / Blue Dragon Robotics Team 9909**

Trip To: **KBH Convention Center, Dallas, TX**

Purpose: **2025 VEX Robotics World Championship**

Number of Students Participating: **20**

Number of students eligible to go on the field trip: **20**

Dates of Trip: **Mon May 5 to Fri May 9, 2025**

of school days missed: **5**

Names of Teachers and Chaperones:

| | |
|------------------|--|
| Sam Faulkenberry | |
| Jean Newman | |

Transportation: **Flight / bus**

Are fund-raising activities planned: **Yes** If so, describe: **Middletown VEX Robotics State Qualifier**

Amount of money raised through fundraisers: **n/a**

Lodging: **Hotel**

Insurance Arrangements for Staff and Students: **parents / guardians are encouraged to purchase individual policy**

Cost per Student: **\$1200**

Cost per Teacher and/or Chaperone: **\$1200**

Cost per Nurse: **n/a**

Cost per Paraprofessional: **n/a**

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

Name of teacher making request: **Sam Faulkenberry** 

Approved by Department Head at secondary level: **David Reynolds** 

Approved by Principal: 

Authorized by Chief Academic Officer: 

Superintendent Approval:  Date: **2/10/25**

2025 VEX Robotics World Championship - High School Division
Middletown High School Blue Dragon Robotics Team 9909

Middletown High School offers a rigorous 3-year Robotics and Engineering co-curricular program in which students have the opportunity to practically apply course curriculum through competitive venues. Students enrolled in the course focus on developing skills necessary to pursue STEM orientated education and careers. The Middletown High School Robotics team encourages students to practically apply course curriculum through competitive venues. Blue Dragon Robotics has been competing against premier programs in VEX Robotics competitions for the past 11 years.

Through the 2024-25 competitive season, Middletown High School Robotics will compete to qualify for the Southern New England VEX Robotics Regional Championships. This event gives the team the opportunity to qualify them for the 2025 VEX Robotics World Championship.

The 2025 VEX Robotics World Championship will be hosted at the KBH Convention Center, Dallas, TX from Mon May 6 to Fri May 9, 2025. Students will integrate STEM orientated concepts with team building and collaboration skills at a championship competitive level. Criteria for events will include robotics mechanical design, quality in construction, implementing the engineering design process, programming, project presentations, teamwork, and sportsmanship.

The cost of the competition will be approximately \$1200 per student including registration, transportation, and lodging accommodations.

The Middletown Robotics Team completes fund-raising activities which include hosting an annual VEX Robotics State Qualifier at MHS.

Samuel Faulkenberry, Technology Education teacher and Middletown Robotics Team advisor, will chaperone the trip.

Students will miss a total of five school days.

Mr. Faulkenberry will meet with parents and students to discuss all expectations and procedures for the trip in order to insure a safe and enriching experience.

Students will confirm that missed work and lessons during that week are completed prior to the trip.

To conclude, this event is an exciting and unique educational opportunity for students as they continue to prepare for their academic and professional future. The Middletown High School Robotics team would greatly appreciate approval for the proposed trip to the 2025 VEX Robotics World Regional Championship.

Southern New England Regional Championship 2-27-24

Team 9909W - Tournament Finalists

Team 9909y - Tournament Champions



Southern New England Regional Championship 2-27-24

Team 9909G - Amaze Award



Proposal for a Middletown High School Photography club.

I propose the establishment of a photography club at Middletown High school to promote creativity, improve students' photography skills and provide an environment for artistic expression.

Our goals:

- To provide a community for students interested in photography.
- To showcase students' creativity at art events both in school and out of school.

Information and club layout

- **Advisor** - Mr. Callahan has agreed to be the club advisor.
- **Facilities** - Art room 2
- **Number of students involved** - There are currently 11 students interested in participating and the club is open to all students who are willing to join.
- **Equipment/uniform** -Students will be able to use school camera based on availability and can also use their personal camera and the cameras on their iPhones when photographing on their own time
- **Budget requirements** - The club will not have any budget requirements at this time
- **Funding** -The club will be self-funded and will fundraise if needed.
- **Transportation** - We do not anticipate any transportation needs.

Club Proposal Submission Template

Subject: Proposal for Latinx Heritage Club

Dear Mrs. Wilson and Ms. Dejesus,

I am writing to submit a proposal for the creation of the Latinx Heritage Club at Middletown High School. Below, I have outlined the required information as part of the first step in the approval process.

Sincerely,

Yadiel Rodriguez

Club Name:

Latinx Heritage Club

Purpose/Mission:

The Latinx Heritage Club at Middletown High School is a vibrant and inclusive space where students come together to celebrate and explore the richness of Latinx culture and heritage. Open to all students, the club welcomes anyone eager to learn about Latin America's diverse traditions, whether they are of Latinx descent or simply have an interest in discovering more about this dynamic culture.

Through engaging activities, members experience the music, games, dance, food, and customs that define Latinx communities, fostering a deeper appreciation and understanding of these traditions.

The club also provides a supportive environment for new students, helping them adapt to school life and improve their English skills through interactive and fun peer-led activities. By promoting cultural exchange and building connections among students of all backgrounds, the Latinx Heritage Club encourages a sense of community, respect, and shared learning. Whether you're looking to celebrate your heritage, enhance your knowledge, or make new friends, the Latinx Heritage Club is the perfect place to grow, learn, and connect. ¡Bienvenidos!

Advisor(s):

- Ms. Odalys DeJesus
- Mr. Yadiel Rodriguez

Facilities:

The club will need access to a classroom for meetings and activities. We are planning to use Ms. DeJesus's Spanish classroom, pending final confirmation.

Thank you for considering this proposal. Please let me know if there are any additional steps or details required. I look forward to the opportunity to discuss this further.

SOCIAL MEDIA

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 personal social media use that:

- 1) interferes, disrupts or undermines the effective operation of the school district or is used to engage in harassing, defamatory, obscene, abusive, discriminatory or threatening or similarly inappropriate communications (e.g., when such speech relates to a matter of public concern and its disruptive impact outweighs the importance of the speech);
- 2) creates a hostile work environment;
- 3) breaches confidentiality obligations of school district employees; or
- 4) violates the law, Board policies and/or other school rules and regulations.

Employees’ official social media use will be addressed as speech pursuant to duty under applicable First Amendment principles.

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

Legal References:

U.S. Constitution, Amend. I
Pickering v. Board of Education, 391 U.S. 563 (1968)
Connick v. Myers, 461 U.S. 138 (1983)
Garcetti v. Ceballos, 547 U.S. 410 (2006)
Lindke v. Freed, 601 U.S. 187 (2024)

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

Conn. Constitution, Article I, Sections 3, 4, 14
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: November 16, 2021
Policy revised:

**POLICY REGARDING STUDENTS AND
SECTION 504 OF THE REHABILITATION ACT OF 1973 AND
TITLE II OF THE AMERICANS WITH DISABILITIES ACT OF 1990**

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, the 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, which may require reasonable modifications to such policies and practices. 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 similarly imposed on nondisabled students/parents).

If a student’s parents/guardians disagree with the decisions made by the professional staff of the District with respect to the identification, evaluation or educational placement of their child, such parents/guardians have 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
[8th Floor](#)
[5 Post Office Square](#)
[Boston, MA 02109- 3921](#)

[\(617\) 289-0111](tel:(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 the Section 504/ADA Coordinator for the District:

Vacianna Spaulding, Director of Pupil Services

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)

Supporting Students with Disabilities and Avoiding the Discriminatory Use of Student Discipline Under Section 504 of the Rehabilitation Act of 1973, Office for Civil Rights (July 2022), available at https://www2.ed.gov/about/offices/list/ocr/docs/504-discipline-guidance.pdf?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term

ADOPTED: May 11, 2004
Policy readopted: June 7, 2005
Policy readopted: June 3, 2008
Policy revised: October 9, 2012
Policy replaced: November 16, 2021
Policy revised:

SUICIDE PREVENTION AND INTERVENTION

The Middletown Board of Education (the “Board”) recognizes that suicide is a complex issue and that schools are not mental health treatment centers. The Middletown Public Schools (the “District”) cannot be expected to thoroughly evaluate and eliminate suicidal risk. Nevertheless, school personnel may become aware of specific factual circumstances in which a student has communicated a suicidal intent or other specific circumstances in which a student is perceived by school staff to be at risk for suicide. In such cases, the Board is committed to respond in a supportive manner, both aggressively and immediately, to a student who has attempted, has threatened, or who communicates that they are considering attempting suicide.

Any Board employee who has knowledge that a student has made a suicidal threat or attempt or exhibited suicidal ideation must immediately report this information to the building principal or designee, who will, in turn, notify **appropriate Pupil Personnel Services staff and the designated Crisis Intervention Team**, with administrative assistance, if necessary, will contact the student's family and appropriate resources within and outside the school system, as permitted by law. The Board further directs the school staff to refer students who come to their attention as being at risk of attempting suicide for professional assessment and treatment services outside of the school. Information concerning a student's suicide attempt, threat or risk will be shared with others only as permitted by state and federal law.

In recognition of the need for youth suicide prevention procedures, the Board directs the Superintendent or designee to adopt and maintain administrative regulations addressing youth suicide prevention.

Training will be provided for teachers, other school staff, and students regarding the prevention of and response to youth suicide.

Legal Reference:

Connecticut General Statutes § 10-220a
Connecticut General Statutes § 10-221(f)
Public Act 23-167, “An Act Concerning Transparency in Education.”

Policy adopted: April 16, 1996
Policy readopted: June 7, 2005
Policy revised: October 18, 2016
Policy revised: June 18, 2020
Policy replaced: December 18, 2022

Policy updated:

FAMILY AND MEDICAL LEAVE *PURPOSE*

The purpose of this policy is to apprise employees of their rights, and establish guidelines for leaves taken by employees of Middletown Board of Education (the "Board"), under the federal Family and Medical Leave Act of 1993 ("FMLA") and applicable Connecticut state law. This policy is not intended to, and does not, recite every provision of applicable law and regulations.

ELIGIBILITY

Employees other than school paraprofessionals who have been employed by the Board for at least twelve (12) months, and who have worked at least 1,250 actual work hours during the twelve (12) months immediately preceding the start of a leave, are eligible for paid leave under the FMLA.

A school paraprofessional in an educational setting is eligible for the leave described in this policy if the paraprofessional has worked for the Board for at least twelve (12) months, and has worked at least 950 service hours during the twelve (12) months immediately preceding the start of such leave.

Full-time instructional employees meet the 1,250 hours of service requirement unless the Board can demonstrate that the full-time instructional employee did not meet the 1,025 hours of service requirement in the 12-month period prior to the start of leave.

DEFINITIONS

Genetic information For purposes of this policy, "genetic information" includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual's family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services.

Instructional employee For purposes of this policy, an "instructional employee" is defined as a teacher or other employee of the Board who is employed principally in an instructional capacity and whose principal function is to teach and instruct students in a class, a small group, or an individual setting, and includes athletic coaches, driving instructors, and special education assistants such as signers for the hearing impaired. ~~It does not include~~ teacher assistants or aides who do not have as their principal function actual teaching or instructing, nor auxiliary personnel such as counselors, psychologists, curriculum specialists, cafeteria workers, maintenance workers, bus drivers, or other primarily non-instructional employees.

Paraprofessional: For purposes of this policy, a "paraprofessional" means a school employee who performs duties that are instructional in nature or deliver either direct or indirect services

to students and/or parents and serves in a position for which a teacher has ultimate responsibility for the design and implementation of educational programs and services. This definition is only used for the purpose of calculating eligibility for the leave described in this policy at the 950 hour threshold.

REASONS FOR LEAVE

Leaves under the FMLA and applicable state law may be taken for the following reasons:

- . incapacity due to pregnancy, prenatal medical care or child birth; or
- . to care for the employee's newborn child; or
- . the placement of a child with the employee by adoption or for foster care; or
- . to care for the employee's spouse, child or parent who has a serious health condition; or
- . to care for the employee's own serious health condition that renders the employee unable to perform the functions of the employee's position; or
- . to serve as an organ or bone marrow donor; or
- . to care for an injured or ill servicemember (see below – Length of Leave – for further information); or
- . a qualifying exigency arising out of a family member's military service, including one or more of the following reasons (note – more detailed information on the following categories is available from **Harry Snyder**.
 - . short-notice deployment;
- . military events and related activities;
 - . childcare and school activities;
 - . financial and legal arrangements;
 - . counseling;
 - . rest and recuperation;
 - . post-deployment activities;

- parental care leave for military member's parent who is incapable of self-care and care is necessitated by the military member's covered active duty;
- additional activities that arise out of the active duty or call to active duty status of a covered military member, provided that the Board and the employee agree that such leave qualifies as an exigency, and agree to both the timing and the duration of such leave.

LENGTH OF LEAVE

(a) Basic FMLA Leave Entitlement

If a leave is requested for one of the ~~above~~ listed reasons, each eligible employee may take up to a total of twelve (12) weeks unpaid family or medical leave in the 12-month entitlement period.

The 12-month entitlement period for family or medical leave is measured on the basis of a "rolling" 12-month period measured backward from the date an employee uses any FMLA leave. NOTE: To change calculation methods, the employer must plan ahead, giving at least sixty (60) days' notice to all employees, and make no reduction in rights for employees using [requesting leave at the time of transition].

(b) Leave to Care for an Injured or Ill Servicemember

In addition to the reasons for leave listed above, an eligible employee may take up to twenty six (26) workweeks of FMLA leave during a 12-month period to care for (i) a servicemember who is the employee's spouse, parent, child or next of kin, and who incurred a serious injury or illness in the line of duty and while on active duty in the Armed Forces or had a preexisting injury or illness prior to beginning active duty that was aggravated by service in the line of duty on active duty in the Armed Forces; or (ii) a covered veteran with a serious injury or illness who is the employee's spouse, parent, child or next of kin.

For service member, the injury or illness must render the servicemember medically unable to perform the duties of office, grade, rank or rating. This provision applies to service members who are undergoing medical treatment, recuperation, or therapy, are in outpatient status or who are on the temporary disability retired list, for a serious injury or illness.

For covered veterans, the veteran must be undergoing medical treatment, recuperation or therapy for a serious injury or illness and must have been (1) a member of the Armed Forces (including the National Guard or Reserves); (2) discharged or released under conditions that were other than dishonorable; and (3) discharged within the five-year period before the eligible employee first takes FMLA military caregiver leave to care for the veteran.¹

¹ The employee's first date of leave must be within the five-year period. However, the employee may continue to take leave throughout the single 12-month period even if the leave extends past the five-year period. Note -

For covered veterans, serious injury or illness means any of the following:

- (i) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the service member unable to perform the duties of the service member's office, grade, rank, or rating; or
- (ii) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability Rating (VASRD) of 50 percent or greater, and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
- (iii) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
- (iv) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family

Caregivers.

When combined with any other type of FMLA qualifying leave, total leave time may not exceed twenty-six (26) weeks in a single twelve (12) month period. Standard FMLA leave procedures described below apply to all requests for and designations of leave for this purpose. *However*, in the case of leave to care for a service member with a serious injury or illness, the 12-month period begins on the day such leave actually commences.

TYPES OF LEAVE AND CONDITIONS

(a) Full-Time, Intermittent and Reduced Schedule Leave

Full-time leave excuses the employee from work for a continuous period of time.- Full time unpaid leave may be taken for any of the reasons permitted by the FMLA.

Intermittent leave means leave taken to a single qualifying reason in separate periods of time rather than for one continuous period of time. Examples of intermittent leave include: leave taken one day per week over a period of a few months; or leave taken on an occasional/as needed basis for medical appointments.

Reduced schedule leave is leave that reduces the employee's usual number of work hours per day for some period of time. For example, an employee may request time off work for a number of weeks so the employee can assist in the care of a seriously ill parent.

special rules may apply to calculating the five-year period for veterans discharged between October 28, 2009 and March 8, 2013. This period will effectively be excluded from the five-year calculation.

Intermittent or reduced schedule leave may be taken (a) when medically necessary for an employee's or covered family member's serious health condition, or for a covered service member's serious illness or injury, and (b) the need for leave can be best accommodated through an intermittent or reduced schedule leave. In addition, FMLA leave may be taken intermittently or on a reduced schedule basis (1) due to a qualifying exigency; or (2) to effectuate the placement of a child for adoption or foster care before the placement of the child in the home.

If foreseeable intermittent or reduced schedule leave is medically required based upon planned medical treatment of the employee or a family member or a covered service member, including during a period of recovery from an employee's or family member's serious health condition or a serious injury or illness of a covered service member, to be included if the above optional section regarding intermittent leave is included: or if the Board agrees to permit intermittent or reduced schedule leave for the birth of a child or for placement of a child for adoption or foster care], the Board may, in its sole discretion, temporarily transfer the employee to another job with equivalent pay and benefits that better accommodates the type of leave requested. Also, special arrangements may be required of an instructional employee who needs to take intermittent or reduced-schedule leave which will involve absence for more than twenty (20) percent of the work days in the period over which the leave will extend (for example, more than five days over a five-week period), if the leave is to care for a family member with a serious health condition, to care for a covered service member with a serious injury or illness, or for the employee's own serious health condition, which is foreseeable based on planned medical treatment. In such situations, the Board may require the instructional employee to transfer temporarily to another job or take leave for a particular duration, not to exceed the duration of the planned medical treatment.

(b) Both Spouses Working for the Same Employer

If both spouses are eligible employees of the Board and request leave for the birth, placement of a child by adoption or foster care, or to care for a parent with a serious health condition, they only will be entitled to a maximum combined total leave equal to twelve (12) weeks in the 12-month entitlement period. If either spouse (or both) uses a portion of the total 12-week entitlement for one of the purposes in the preceding sentence, each is entitled to the difference between the amount the employee has taken individually and the 12 weeks for FMLA leave for their own or their spouse's serious health condition in the 12-month entitlement periods.

(c) Leave Taken by Instructional Employees Near the End of an Academic Term

If a leave taken by an instructional employee for any reason begins more than five (5) weeks before the end of an academic term, the Board may require that instructional employee to continue the leave until the end of the term if the leave will last at least three (3) weeks and the instructional employee would return to work during the three-week period before the end of the term.

If the instructional employee begins a leave during the five-week period preceding the end of an academic term for a reason other than the instructional employee's own serious health condition, the Board may require the instructional employee to continue taking leave until the end of the term if the leave will last more than two (2) weeks and the instructional employee would return to work during the two-week period before the end of the term.

If the instructional employee begins a leave during the three-week period preceding the end of an academic term for a reason other than the instructional employee's own serious health condition, the Board may require the instructional employee to continue taking leave until the end of the term if the leave will last more than five (5) working days.

REQUESTS FOR LEAVE

(a) Foreseeable Leave

An employee must notify the **FMLA Administrator/ Harry Snyder** of the need for a family or medical leave at least thirty (30) days before the leave is to begin if the need for the leave is foreseeable based on the expected birth of the employee's child, placement of a child with the employee for adoption or foster care, planned medical treatment for the employee's or family member's serious health condition, or the planned medical treatment for a serious injury or illness of a covered service member. If 30 days notice is not practicable, then the employee must provide notice as soon as practicable under the circumstances, usually the same day or the next business day after the employee becomes aware of the need for FMLA leave.

(b) Qualifying Exigency.

An employee must provide notice as soon as practicable if the foreseeable leave is for a qualifying exigency, regardless of how far in advance such leave is foreseeable.

(c) Unforeseeable Leave.

When the employee's need for leave is not foreseeable, an employee must provide notice as practicable under the circumstances.

SCHEDULING PLANNED MEDICAL TREATMENT

When planning medical treatment for foreseeable FMLA leave, an employee must consult with the **FMLA Administrator/Harry Snyder** and make a reasonable effort to schedule the treatment so as not to disrupt unduly the Board's operations, subject to the approval of the health care provider. Similarly, if an employee needs leave intermittently or on a reduced leave schedule for planned medical treatment, the employee must make a reasonable effort to schedule the treatment so as not to disrupt unduly the Board's operations. Ordinarily, the employee should consult with the **FMLA Administrator/Harry Snyder** prior to scheduling the treatment in order to work out a treatment schedule that best suits the needs of the Board and the employee. The Board and the employee shall attempt to work out a schedule for leave that meets the employee's needs without unduly disrupting the Board's

operations, subject to the approval of the health care provider as to any modification of the treatment schedule.

REQUIRED CERTIFICATIONS/DOCUMENTATION

For leaves taken for any FMLA qualifying reason, an employee must submit a completed certification form supporting the need for leave. The appropriate form will be provided to the employee. The employee must submit a complete and sufficient certification form as required within fifteen (15) calendar days of receiving the request for the completed certification. If it is not practicable for the employee to provide the completed form by the due date despite the employee's diligent, good faith efforts, the employee must inform **FMLA Administrator/Harry Snyder** of the reason(s) for delay and what efforts the employee undertook to obtain the required certification. FMLA protected leave may be delayed or denied if the employee does not provide a complete and sufficient certification as required. Depending on the reason for leave, an employee may be required to submit medical certification from the employee's health care provider, medical certification the employee's family member's health care provider, and/or other documentation (e.g., to establish a family relationship, military active duty orders, etc.). In certain circumstances and under certain conditions, employees may also be required to obtain second or third medical opinions and/or recertifications, in accordance with applicable law.

If an employee takes leave for the employee's own serious health condition (except on an intermittent or reduced schedule basis), prior to returning to work the employee must provide a medical fitness-for-duty certification that the employee is able to resume work and the health condition that created the need for the leave no longer renders the employee unable to perform the essential functions of the job. This certification must be submitted to the **FMLA Administrator/Harry Snyder**. If the employee is unable to perform one or more of the essential functions of the employee's position, the Board will determine whether the employee is eligible for additional FMLA leave (if such leave has not been exhausted) or whether an accommodation is appropriate, in accordance with the Americans with Disabilities Act.

In connection with the Board's request for medical information, employees must be aware that the Genetic Information Nondiscrimination Act of 2008 ("GINA") prohibits employers and other entities covered by Title II of GINA from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by this law. To comply with this law, the Board requests that employees not provide any genetic information when responding to a request for medical information.

USE OF PAID LEAVE

Accrued paid personal leave and accrued paid vacation will be substituted (in that order) for any unpaid portions of family or medical leave taken for any reason. However, where the leave is for the employee's own serious health condition, accrued paid leave shall be substituted for unpaid portions of family or medical leave prior to the substitution of

accrued paid personal and accrued paid vacation leave. The amount of unpaid family or medical leave entitlement is reduced by the amount of paid leave that is substituted.

In addition, in cases involving absences due to a Workers' Compensation injury that also qualifies as an FMLA serious health condition, and if the employee (and the employee's collective bargaining agent, if applicable) and the Board agree to do so, the Board will apply the employee's available accrued paid leave in increments as a supplement to the Workers' Compensation weekly benefit in an appropriate amount so that the employee can maintain the employee's regular weekly income level.

MEDICAL INSURANCE AND OTHER BENEFITS

During approved family or medical leaves of absence, the Board will continue to pay its portion of medical insurance premiums for the period of unpaid family or medical leave. The employee must continue to pay employee's share of the premium, and failure to do so may result in loss of coverage. If the employee does not return to work after expiration of the leave, the employee will be required to reimburse the Board for payment of medical insurance premiums during the family or medical leave, unless the employee does not return because of a serious health condition or circumstances beyond the employee's control.

During an FMLA leave, an employee shall not accrue **list benefits, such as seniority, pension benefits, or sick or vacation leave**, unless otherwise required by any applicable collective bargaining agreement or Board policy. However, unused employment benefits accrued by the employee up to the day on which the leave begins will not be lost upon return to work. Leave taken under this policy does not constitute an absence under the Board's attendance policy, if any.

REINSTATEMENT

Except for circumstances unrelated to the taking of a family or medical leave, and unless an exception applies, an employee who returns to work following the expiration of a family or medical leave is entitled to return to the job such employee held prior to the leave or to an equivalent position with equivalent pay and benefits.

ADDITIONAL INFORMATION

Questions regarding family or medical leave may be directed to the Superintendent or designee. An employee may file a complaint with the U.S. Department of Labor or may bring a private lawsuit against an employer. FMLA does not affect any federal or state law prohibiting discrimination, or supersede any state or local law or collective bargaining agreement that provides greater family or medical leave rights.

Legal References:

Connecticut General Statutes:

Conn. Gen. Stat. § 3-51rr Family and medical leave benefits for employees of political subdivisions

Regs. Conn. State Agencies 31-51rr-1, et seq.

United States Code:

Family and Medical Leave Act of 1993, 29 U.S.C. Section 2601 et seq., as amended

29 CFR Part 825.100 et seq.

Title II of the Genetic Information Nondiscrimination Act of 2008, 42 USC 2000ff et seq.

29 CFR 1635.1 et seq.

Policy Adopted: December 10, 2013

Policy revised:

**MIDDLETOWN BOARD OF EDUCATION
POLICY COMMITTEE**

Meeting Minutes

Tuesday, January 21, 2025

In Person Meeting 5:30 P.M.

Board of Education Policy Committee Members participating:

Deb Kleckowski, Policy Committee Chair

Shelia Daniels, Chair of Board of Education

Stacy Porch, Parent

Also participation:

Dr. Alberto Vazquez Matos, Superintendent

Jennifer Cannata, Assistant Superintendent

Jill Power, Operations Administrative Secretary

The Meeting was called to order by Deb Kleckowski at 5:33P.M.

1. Introductions

2. Policy #1001 Non Discrimination (Community)

Dr. Vazquez Matos discussed that we have three different discrimination policies. One for students, one for personnel and one for community. This policy deals with the community. The changes that happened were language changes and adding of definitions that are prevalent today. It was a mandated change. After discussion the Board moved this policy to its first and final reading at the Board meeting on February 11th, 2025 with the new changes and wording.

3. Policy #3110 Board Budget Procedures and Line Item Transfers

Dr. Alberto Vazquez Matos stated that this was updated to match the new statute. We currently have a budget transfer line but there is going to be additional reporting that is going to need to be done. Boards of Education can now also make a request to get their 2% of unexpended account funds into a BOE account. With this the BOE will be reporting out every month on transfers. Deb asked if the city could say no. Dr. Vazquez Matos stated no, because it is a statute. After discussion the Board moved this policy to its first reading by removing that the BOE will report every quarter, to reporting every month and reporting on July and August in September at the Board meeting and Dr. Vazquez Matos will check on the legality on February 11th, 2025.

4. Policy #5131.81 Student Use of District's Computer Systems and Internet Safety

Dr. Vazquez Matos discussed that this policy is dealing with students using our internet and computer systems that are given by the district. The changes were to have more updated language in this policy with new technology terms and enhancing tech vocab. There was also a change to use the term child abuse

material instead of child pornography. Deb asked was is considered child abuse material? People can think of it as different things. Dr. Vazquez Matos stated that there are trainings given to all employees and staff that state was is child abuse material and our school computers and wifi systems have firewall systems on them that can decide what is appropriate for students and will block that material and notify administrators. Accidents happen but all information gotten is investigated. The district can only detect inappropriate content on district computers or the district internet, not on students' personal devices. After discussion the Board moved this policy to its first reading at the Board meeting on February 11th, 2025.

5. Policy #9316 New - Length of Board Meeting

A discussion was started about having limits to the board meetings. Some board meetings tend to go far into the night and some board members would like to see that shortened just a bit for administrators and members. There are no guidelines yet and nothing is set in stone but a discussion was had. We will look at other policies, and have a discussion with the other board members to see their thoughts and ideas as well.

The next policy committee meeting will take place on February 18th, 2025.

ADJOURNMENT

The meeting was adjourned at 6:32 P.M.

Respectfully submitted,

Marco Gaylord

Executive Director of Operations

| Object Code - Summary | Expenditure 2023-2024 | Appropriation 2024-2025 | Appropriation Adjustment | Encumbrance | Current Expenditure | Current Balance | Projected Surplus/Deficit | Projected Expenditure |
|------------------------------------|--------------------------|----------------------------|-----------------------------|-----------------|------------------------|----------------------|------------------------------|--------------------------|
| CERTIFIED SALARIES | | | | | | | | |
| 51109 CERTIFIED*CURR WRITING | 43,294.50 | 81,820.00 | (410.00) | - | 40,716.50 | 40,693.50 | 30,000.00 | 51,410.00 |
| 51110 CERTIFIED*REG | 35,591,312.69 | 37,071,168.00 | - | - | 16,937,943.51 | 20,133,224.49 | 275,000.00 | 36,796,168.00 |
| 51112 UNKNOWN ATTRITION CERTIFIED | - | (946,085.00) | - | - | - | (946,085.00) | - | (946,085.00) |
| 51115 CERTIFIED*OTH ADDL/STIPEND | 5,193.45 | 6,992.00 | - | - | 1,044.76 | 5,947.24 | - | 6,992.00 |
| 51309 SALARIES: INTERVENTIONISTS | 1,851.80 | - | - | - | - | - | - | - |
| 51310 SALARIES: SUBS-DAILY*REG | 55,524.26 | - | - | - | - | - | - | - |
| 51315 SALARIES: SUBS-LT*REG | 249,959.71 | 100,000.00 | - | - | 84,975.96 | 15,024.04 | (50,000.00) | 150,000.00 |
| 51316 SALARIES: SUBS-BLDG*REG | 191,625.78 | 299,208.00 | - | - | 124,005.89 | 175,202.11 | 50,000.00 | 249,208.00 |
| 51410 SALARIES: ADMINISTRATOR*REG | 5,326,476.12 | 5,659,271.00 | - | - | 3,440,163.76 | 2,219,107.24 | 50,000.00 | 5,609,271.00 |
| 51501 LONGEVITY: CERTIFIED | 395,200.00 | 383,200.00 | - | - | 180,600.00 | 202,600.00 | 22,000.00 | 361,200.00 |
| 51716 SALARIES: MENTOR | 10,172.28 | 21,222.00 | - | - | 4,521.00 | 16,701.00 | 5,000.00 | 16,222.00 |
| 51718 SALARIES: TUTOR | 150,220.50 | 198,850.00 | - | - | 60,730.75 | 138,119.25 | 50,000.00 | 148,850.00 |
| 51721 SALARIES: STIPENDS-NON TRB | 637,483.25 | 689,474.00 | - | - | 312,778.51 | 376,695.49 | 15,000.00 | 674,474.00 |
| 51900 OTHER SALARIES | 137,917.00 | - | - | - | - | - | - | - |
| 51901 NON-CONTRACTED CERTIFIED | 71,962.39 | 60,000.00 | - | - | 57,105.60 | 2,894.40 | - | 60,000.00 |
| 51921 SALARIES: CLASS COVERAGE | 209,012.43 | 100,000.00 | - | - | 82,548.20 | 17,451.80 | (60,000.00) | 160,000.00 |
| TOTAL CERTIFIED SALARIES | 43,077,206.16 | 43,725,120.00 | (410.00) | - | 21,327,134.44 | 22,397,575.56 | 387,000.00 | 43,337,710.00 |
| CLASSIFIED SALARIES | | | | | | | | |
| 51116 CLASSIFIED*REG | 8,700,708.51 | 9,478,540.00 | - | - | 5,293,882.05 | 4,184,657.95 | (240,000.00) | 9,718,540.00 |
| 51112 UNKNOWN ATTRITION CLASSIFIED | - | (238,835.00) | - | - | - | (238,835.00) | - | (238,835.00) |
| 51117 CLASSIFIED*TEMP | 10,673.26 | - | - | - | 675.16 | (675.16) | (675.00) | 675.00 |
| 51118 CLASSIFIED*OT | 270,196.88 | 253,000.00 | - | - | 129,313.89 | 123,686.11 | - | 253,000.00 |
| 51200 SALARIES OF SEASONAL TEMP | 124,250.31 | 50,000.00 | - | - | 66,352.19 | (16,352.19) | (30,000.00) | 80,000.00 |
| 51416 ATHLETIC EVENT WORKERS | 61,830.23 | 53,000.00 | - | - | 39,516.93 | 13,483.07 | (10,000.00) | 63,000.00 |
| 51418 SUBS-SECRETARIES | 33,589.87 | 10,000.00 | - | - | 14,334.56 | (4,334.56) | (25,000.00) | 35,000.00 |
| 51903 FAMILY ENGAGEMENT | 220,935.20 | 29,367.00 | - | - | 16,038.90 | 13,328.10 | - | 29,367.00 |
| 51920 SALARIES: STUDENT VOCATION | 3,640.00 | 6,000.00 | - | - | 1,855.00 | 1,415.00 | 1,500.00 | 4,500.00 |
| TOTAL CLASSIFIED SALARIES | 9,425,824.26 | 9,641,072.00 | - | 2,730.00 | 5,561,968.68 | 4,076,373.32 | (304,175.00) | 9,945,247.00 |
| PARAPROFESSIONAL/AIDES | | | | | | | | |
| 51210 SALARIES: AIDES/PARAS*REG | 4,544,842.30 | 5,162,752.00 | - | - | 2,436,141.82 | 2,726,610.18 | 225,000.00 | 4,937,752.00 |
| 51112 UNKNOWN ATTRITION PARAS | - | (154,883.00) | - | - | - | (154,883.00) | - | (154,883.00) |

| <u>Object Code - Summary</u> | <u>Expenditure 2023-2024</u> | <u>Appropriation 2024-2025</u> | <u>Appropriation Adjustment</u> | <u>Encumbrance</u> | <u>Current Expenditure</u> | <u>Current Balance</u> | <u>Projected Surplus/Deficit</u> | <u>Projected Expenditure</u> |
|--------------------------------------|----------------------------------|------------------------------------|-------------------------------------|---------------------|--------------------------------|----------------------------|--------------------------------------|----------------------------------|
| 51217 SAL: STUDENT ENGAGEMENT S | 177,975.33 | - | - | - | - | - | - | - |
| 51503 LONGEVITY: PARAS | 16,100.00 | 17,100.00 | - | - | 14,700.00 | 2,400.00 | 2,400.00 | 14,700.00 |
| 51713 SALARIES: LUNCH/DUTY AIDES | 286,704.24 | 431,742.00 | - | - | 157,329.47 | 274,412.53 | 65,000.00 | 366,742.00 |
| 51112 UNKNOWN ATTRITION DUTY AID | - | (21,587.00) | - | - | - | (21,587.00) | - | (21,587.00) |
| 51714 SALARIES: FOOD SVC CLERICAL | 55,394.51 | - | - | - | - | - | - | - |
| 51717 SALARIES: BUS MONITOR | 3,286.25 | 10,000.00 | - | - | 301.62 | 9,698.38 | 5,000.00 | 5,000.00 |
| TOTAL PARAPROFESSIONALS/AIDES | 5,084,302.63 | 5,445,124.00 | - | - | 2,608,472.91 | 2,836,651.09 | 297,400.00 | 5,147,724.00 |
| EMPLOYEE BENEFITS | | | | | | | | |
| 52010 EMPLOYEE BENEFITS | 12,324.04 | - | - | - | - | - | - | - |
| 52100 GROUP LIFE INSURANCE | 213,667.00 | 220,000.00 | - | - | 242,646.00 | (22,646.00) | (22,646.00) | 242,646.00 |
| 52205 FICA | 728,655.10 | 684,570.00 | - | - | 374,073.51 | 310,496.49 | (80,000.00) | 764,570.00 |
| 52210 MEDICARE | 902,675.89 | 909,573.00 | - | - | 467,560.87 | 442,012.13 | (30,000.00) | 939,573.00 |
| 52300 RETIREMENT CONTRIB | 85,921.14 | 91,145.00 | - | - | 52,421.30 | 38,723.70 | - | 91,145.00 |
| 52500 TUITION REIMB | - | 3,000.00 | - | - | - | 3,000.00 | - | 3,000.00 |
| 52600 UNEMPLOY COMPENSATION | 52,239.00 | 50,000.00 | - | - | 21,798.00 | 28,202.00 | - | 50,000.00 |
| 52700 WORKERS COMPENSATION | 509,870.01 | 692,021.00 | - | 296,638.86 | 390,581.57 | 4,800.57 | 4,800.57 | 687,220.43 |
| 52831 HEALTH INS*CERTIFIED/PARAS | 9,355,471.00 | 9,183,370.00 | - | 1,451,896.55 | 7,731,473.45 | - | - | 9,183,370.00 |
| 52832 HEALTH INS*CLASSIFIED | 5,482,858.00 | 6,044,035.00 | - | - | 6,044,035.00 | - | - | 6,044,035.00 |
| 52840 DENTAL INSURANCE | 958,518.43 | 1,033,278.00 | - | 260,648.45 | 732,629.55 | 40,000.00 | 40,000.00 | 993,278.00 |
| 52960 DISABILITY INSURANCE | 30,920.59 | 30,500.00 | - | 7,396.09 | 23,603.91 | (500.00) | (500.00) | 31,000.00 |
| 52960 UNUSED SICK BENEFIT | 24,877.76 | 25,000.00 | - | - | 21,640.48 | 3,359.52 | 3,359.52 | 21,640.48 |
| 52961 UNUSED VACATION PAYOUT | - | 25,000.00 | - | - | - | 25,000.00 | 25,000.00 | - |
| 52990 OTHER POST EMPLOYEE BENEF | 417,501.00 | 420,092.00 | - | - | 420,092.00 | - | - | 420,092.00 |
| 52991 ACA HEALTH INSURANCE | 30,449.70 | 30,000.00 | - | - | - | 30,000.00 | - | 30,000.00 |
| TOTAL EMPLOYEE BENEFITS | 18,805,948.66 | 19,441,584.00 | - | 2,016,579.95 | 16,522,555.64 | 902,448.41 | (59,985.91) | 19,501,569.91 |
| PURCHASED SERVICES | | | | | | | | |
| 53010 PURCHASED PROF SVCS | 189,631.51 | 16,350.00 | - | 8,222.02 | 8,077.98 | 50.00 | - | 16,350.00 |
| 53020 LEGAL SERVICES | 150,693.65 | 175,000.00 | - | 57,914.20 | 120,948.45 | (3,862.65) | - | 175,000.00 |
| 53040 NURSING SERVICES | 40,112.50 | 50,000.00 | - | 20,030.00 | 24,970.00 | 5,000.00 | 5,000.00 | 45,000.00 |
| 53070 TESTING / SCORING | 19,164.00 | 21,700.00 | - | - | 21,700.00 | - | - | 21,700.00 |
| 53200 PROF EDUC SERVICES | 449,049.13 | 142,000.00 | - | 93,025.50 | 30,650.49 | 18,324.01 | (50,000.00) | 192,000.00 |
| 53205 EMPLOYEE TRNG/DEV SVCS | 1,000.00 | 550.00 | - | - | 300.00 | 250.00 | - | 550.00 |

| <u>Object Code - Summary</u> | <u>Expenditure 2023-2024</u> | <u>Appropriation 2024-2025</u> | <u>Appropriation Adjustment</u> | <u>Encumbrance</u> | <u>Current Expenditure</u> | <u>Current Balance</u> | <u>Projected Surplus/Deficit</u> | <u>Projected Expenditure</u> |
|-----------------------------------|----------------------------------|------------------------------------|-------------------------------------|--------------------|--------------------------------|----------------------------|--------------------------------------|----------------------------------|
| 53220 INSERVICE - PROF MTGS/DEVEL | 59,967.45 | 52,790.00 | 345.00 | - | 33,939.25 | 19,195.75 | - | 53,135.00 |
| 53240 FIELD TRIPS | 22,385.59 | 22,200.00 | 5,000.00 | 5,769.99 | 9,475.20 | 11,954.81 | - | 27,200.00 |
| 53251 STUDENT ACTIVITIES | 8,306.84 | 12,000.00 | - | - | 2,998.34 | 9,001.66 | 2,000.00 | 10,000.00 |
| 53300 PURCH PROF SVCS: TECH | 159,480.33 | 86,785.00 | - | 23,309.00 | 53,008.00 | 10,468.00 | - | 86,785.00 |
| 53310 PURCH PROF SVCS: AUDIT | 30.00 | 30,000.00 | - | 30,000.00 | 3,000.00 | (3,000.00) | (3,000.00) | 33,000.00 |
| 53400 PURCH PROF SVCS: OTHER | 533,115.70 | 203,384.00 | - | 269,966.82 | 193,584.78 | (260,167.60) | (320,000.00) | 523,384.00 |
| 53500 PURCH PROF/TECH SERVICES | 32,384.95 | 35,239.00 | - | - | 28,789.46 | 6,449.54 | - | 35,239.00 |
| 53530 PURCH PROF SVCS: POLICE | 25,251.04 | 13,000.00 | - | - | 6,125.40 | 6,874.60 | (8,000.00) | 21,000.00 |
| 53540 PURCH PROF SVCS: SPORTS OF | 44,936.52 | 70,700.00 | - | - | 28,983.38 | 41,716.62 | 20,000.00 | 50,700.00 |
| 54010 PURCH PROPERTY SVCS | 66,734.44 | 123,248.00 | 18,000.00 | 22,693.02 | 88,852.30 | 29,702.68 | - | 141,248.00 |
| 54103 SNOW PLOWING/SANDING | 16,100.00 | 25,000.00 | - | 11,000.00 | 9,000.00 | 5,000.00 | - | 25,000.00 |
| 54300 REPAIRS & MAINTENANCE | 735,773.14 | 891,780.00 | 860.00 | 240,274.90 | 510,614.63 | 141,750.47 | - | 892,640.00 |
| 54303 MAINT: GROUNDS | 21,517.97 | 46,500.00 | - | 6,058.42 | 32,962.58 | 7,479.00 | - | 46,500.00 |
| 54304 ELEVATOR MAINTENANCE | 55,477.75 | 50,000.00 | - | 15,585.92 | 26,414.05 | 8,000.03 | - | 50,000.00 |
| 54411 WATER/SEWER | 99,500.82 | 114,662.00 | - | 58,463.91 | 56,198.09 | - | - | 114,662.00 |
| 54420 RENTAL OF EQUIPMENT&VEHIC | 1,131.83 | 5,000.00 | - | - | 4,738.81 | 261.19 | - | 5,000.00 |
| 54421 DISPOSAL | 156,347.79 | 155,800.00 | - | 80,814.16 | 74,985.84 | - | - | 155,800.00 |
| 54424 LAWN CARE | 10,110.00 | 15,000.00 | - | - | 2,747.66 | 12,252.34 | - | 15,000.00 |
| 54440 RENTALS | 673.68 | 700.00 | - | - | 336.84 | 363.16 | - | 700.00 |
| 55010 PURCHASED SERVICES | 711,296.48 | 934,751.00 | - | 82,077.97 | 739,300.85 | 113,372.18 | 25,000.00 | 909,751.00 |
| 55100 PUPIL TRANSPORTATION | 4,014,310.98 | 6,532,299.00 | - | 106,240.78 | 5,643,592.33 | 782,465.89 | 750,000.00 | 5,782,299.00 |
| 55105 TRANSPORTATION*SUMMER | 126,997.12 | 157,690.00 | - | - | 120,621.18 | 37,068.82 | 37,068.82 | 120,621.18 |
| 55109 TRANSPORT*SPEED OUT OF TOW | 1,301,342.19 | 1,380,000.00 | - | 864,495.50 | 738,818.00 | (223,313.50) | (163,000.00) | 1,543,000.00 |
| 55190 TRANSPORT*HOMELESS | 256,466.71 | 250,000.00 | - | 81,068.34 | 23,170.13 | 145,761.53 | 50,000.00 | 200,000.00 |
| 55191 TRANSPORT*DCF | 47,785.00 | - | - | - | - | - | - | - |
| 55205 PROPERTY/CASUALTY INSURAN | 341,821.00 | 341,821.00 | - | - | 341,821.00 | - | - | 341,821.00 |
| 55206 ATHLETIC INSURANCE | 28,281.00 | 28,281.00 | - | - | 28,281.00 | - | - | 28,281.00 |
| 55300 COMMUNICATIONS/TELEPHONE | 237,679.70 | 264,900.00 | - | 74,520.01 | 194,815.07 | (4,435.08) | (4,435.00) | 269,335.00 |
| 55301 POSTAGE | 30,013.60 | 27,400.00 | - | - | 7,642.12 | 19,757.88 | - | 27,400.00 |
| 55303 SECURITY MONITORING | 90,716.55 | 90,000.00 | - | 1,000.00 | 72,035.64 | 16,964.36 | - | 90,000.00 |
| 55304 SUBSCRIPTIONS/LICENSES | 74,602.73 | 90,720.00 | 4,433.86 | 7,441.74 | 73,472.04 | 14,240.08 | - | 95,153.86 |
| 55400 ADVERTISING | 281.38 | 800.00 | - | - | 864.44 | (64.44) | (475.00) | 1,275.00 |
| 55500 PRINTING | 21,134.69 | 17,800.00 | - | 2,409.75 | 8,245.53 | 7,144.72 | - | 17,800.00 |
| 55510 COPYING | 88,618.60 | 114,000.00 | - | - | 111,480.00 | 2,520.00 | - | 114,000.00 |

| <u>Object Code - Summary</u> | <u>Expenditure 2023-2024</u> | <u>Appropriation 2024-2025</u> | <u>Appropriation Adjustment</u> | <u>Encumbrance</u> | <u>Current Expenditure</u> | <u>Current Balance</u> | <u>Projected Surplus/Deficit</u> | <u>Projected Expenditure</u> |
|---------------------------------------|----------------------------------|------------------------------------|-------------------------------------|---------------------|--------------------------------|----------------------------|--------------------------------------|----------------------------------|
| 55800 TRAVEL/CONFERENCES | 89,872.04 | 111,550.00 | - | 4,313.58 | 13,444.44 | 93,791.98 | 20,000.00 | 91,550.00 |
| TOTAL PURCHASED SERVICES | 10,360,096.40 | 12,701,400.00 | 28,638.86 | 2,166,695.53 | 9,491,005.30 | 1,072,338.03 | 360,158.82 | 12,369,880.04 |
| SUPPLIES & MATERIALS | | | | | | | | |
| 56100 SUPPLIES*GENERAL | 20,596.86 | 10,000.00 | - | 1,789.66 | 142.49 | 8,067.85 | - | 10,000.00 |
| 56104 SUPPLIES*MAINTENANCE | 155,630.27 | 209,000.00 | - | 51,208.33 | 74,956.94 | 82,834.73 | 10,000.00 | 199,000.00 |
| 56106 SUPPLIES*FOOD | 260.00 | 390.00 | - | 38.75 | 231.25 | 120.00 | - | 390.00 |
| 56110 INSTRUCTIONAL SUPPLIES | 356,714.62 | 428,004.00 | (11,179.00) | 41,642.74 | 214,411.11 | 160,771.15 | 30,000.00 | 386,825.00 |
| 56115 COMMON CORE MATERIALS | 18,132.28 | 20,503.00 | (149.86) | 240.95 | 5,298.49 | 14,813.70 | - | 20,353.14 |
| 56120 ADMINISTRATIVE SUPPLIES | 67,883.16 | 70,677.00 | - | 13,369.65 | 34,824.58 | 22,482.77 | - | 70,677.00 |
| 56121 COPY PAPER | 50,502.46 | 51,625.00 | - | 8,101.80 | 22,594.78 | 20,928.42 | - | 51,625.00 |
| 56210 NATURAL GAS | 616,610.08 | 763,250.00 | (18,000.00) | 423,004.36 | 277,245.64 | 45,000.00 | 50,000.00 | 695,250.00 |
| 56220 ELECTRICITY | 1,044,827.62 | 1,337,034.00 | - | 925,766.00 | 627,684.00 | (216,416.00) | - | 1,337,034.00 |
| 56230 BOTTLED GAS | 12,276.73 | 11,950.00 | - | 6,160.68 | 3,939.32 | 1,850.00 | 1,850.00 | 10,100.00 |
| 56240 FUEL OIL | 268,478.19 | 295,879.00 | - | 188,247.74 | 107,631.26 | 0.00 | - | 295,879.00 |
| 56260 DIESEL FUEL | 229,004.19 | 240,000.00 | - | 127,945.74 | 112,054.26 | - | - | 240,000.00 |
| 56265 GASOLINE (VEHICLES) | 131,365.14 | 104,490.00 | - | 64,075.98 | 38,874.02 | 1,540.00 | (15,000.00) | 119,490.00 |
| 56270 PROPANE | 29,065.54 | 50,000.00 | - | 34,465.80 | 16,249.32 | (715.12) | (715.00) | 50,715.00 |
| 56300 FOOD SUPPLIES | 1,410.92 | 3,280.00 | - | - | 540.00 | 2,740.00 | 1,500.00 | 1,780.00 |
| 56400 BOOKS AND PERIODICALS | 7,368.30 | 7,700.00 | - | 1,479.69 | 4,713.08 | 1,507.23 | - | 7,700.00 |
| 56410 TEXTBOOKS | 24,314.61 | 14,310.00 | - | - | 8,784.24 | 5,525.76 | - | 14,310.00 |
| 56420 LIBRARY MATERIALS | 31,103.74 | 20,090.00 | - | 2,780.55 | 7,267.59 | 10,041.86 | - | 20,090.00 |
| 56500 SUPPLIES*TECHNOLOGY RELAT | 218,781.24 | 206,094.00 | 1,000.00 | 20,778.52 | 104,729.55 | 81,585.93 | - | 207,094.00 |
| 56900 SUPPLIES*OTHER | 179,863.75 | 186,035.00 | (7,000.00) | 59,242.95 | 76,445.34 | 43,346.71 | 5,000.00 | 174,035.00 |
| 56910 CUSTODIAL SUPPLIES | 203,050.83 | 211,500.00 | - | 124,470.48 | 86,951.42 | 78.10 | - | 211,500.00 |
| TOTAL SUPPLIES & MATERIALS | 3,667,220.53 | 4,241,811.00 | (35,328.86) | 2,094,810.37 | 1,825,668.68 | 286,103.09 | 82,635.00 | 4,123,847.14 |
| PROPERTY | | | | | | | | |
| 57300 NEW EQUIPMENT | 24,721.25 | 28,000.00 | - | 919.36 | 456.43 | 26,624.21 | - | 28,000.00 |
| 57330 FURNITURE AND FIXTURES | 14,992.08 | 4,500.00 | 6,400.00 | 6,150.00 | 3,358.26 | 1,391.74 | - | 10,900.00 |
| 57340 TECH REL HW/EQUIP | 1,606.33 | 2,129.00 | - | 70.40 | 987.48 | 1,071.12 | - | 2,129.00 |
| 57390 OTHER EQUIP/PROPERTY | 3,091.98 | 3,100.00 | - | - | 1,231.59 | 1,868.41 | - | 3,100.00 |
| TOTAL PROPERTY | 44,411.64 | 37,729.00 | 6,400.00 | 7,139.76 | 6,033.76 | 30,955.48 | - | 44,129.00 |

| Object Code - Summary | Expenditure 2023-2024 | Appropriation 2024-2025 | Appropriation Adjustment | Encumbrance | Current Expenditure | Current Balance | Projected Surplus/Deficit | Projected Expenditure |
|------------------------------------|--|------------------------------------|-------------------------------------|---------------------|--------------------------------|----------------------------|--------------------------------------|----------------------------------|
| MISCELLANEOUS | | | | | | | | |
| 58100 MEMBERSHIPS & DUES | 90,319.36 | 115,420.00 | 700.00 | 2,479.00 | 91,573.85 | 22,067.15 | 10,000.00 | 106,120.00 |
| 58901 EDUCATIONAL SUPPORT | 23,321.95 | 32,155.00 | - | 301.05 | 29,635.36 | 2,218.59 | - | 32,155.00 |
| 58903 PROF DEV IMPROVEMENT | 25,101.38 | 29,000.00 | - | - | 9,614.00 | 19,386.00 | - | 29,000.00 |
| 58904 WESLEYAN PUB SCHL COLLAB | 5,000.00 | 5,000.00 | - | - | - | 5,000.00 | - | 5,000.00 |
| 58906 AFTER SCHOOL PROGRAM | 4,185.00 | 1,650.00 | - | - | 477.96 | 1,172.04 | - | 1,650.00 |
| 58908 RECRUITMENT | 19,199.71 | 19,100.00 | - | 2,000.00 | 5,763.07 | 11,336.93 | - | 19,100.00 |
| TOTAL MISCELLANEOUS | 167,127.40 | 202,325.00 | 700.00 | 4,780.05 | 137,064.24 | 61,180.71 | 10,000.00 | 193,025.00 |
| TUITION | | | | | | | | |
| 55600 TUITION MAGNET (REGULAR ED | 935,967.00 | 600,174.00 | - | - | 514,384.02 | 85,789.98 | 85,000.00 | 515,174.00 |
| 55610 TUITION TO OTHER DISTR IN ST | 231,834.48 | 168,000.00 | - | 75,227.50 | 53,866.96 | 38,915.54 | 30,000.00 | 138,000.00 |
| 55630 TUITION TO PRIVATE SOURCES | 4,662,580.08 | 4,930,000.00 | - | 2,846,411.33 | 2,710,570.33 | (626,981.66) | (886,500.00) | 5,816,500.00 |
| TOTAL TUITION | 5,830,381.56 | 5,698,174.00 | - | 2,921,638.83 | 3,278,811.31 | (502,276.14) | (771,500.00) | 6,469,674.00 |
| GRAND TOTAL | 96,462,519.24 | 101,134,339.00 | - | 9,214,374.49 | 60,758,614.96 | 31,161,349.55 | 1,532.91 | 101,132,806.09 |
| Definitions: | | | | | | | | |
| Expenditure | The amount of funds spent | | | | | | | |
| Appropriation | City funds allocated for the fiscal year | | | | | | | |
| Encumbrance | Commitment to spend funds for a particular item at some point in the future | | | | | | | |
| Current Balance | The amount of funds remaining after accounting for expenditures and encumbrances | | | | | | | |
| Projected Surplus | Expected excess of funds | | | | | | | |
| Projected Deficit | Expected amount of additional funds needed | | | | | | | |
| Projected Expenditure | The amount of funds expected to be spent by year end | | | | | | | |
| Attrition | Anticipated savings due to position vacancies | | | | | | | |

Middletown Board of Education
BOE Transfer of Funds

Date Range: 01-Dec-2024 to 05-Feb-2025 For FY 2025

| Account | Description | Original Budget | Budget Adjust | Total Budget | From | To |
|--|------------------------------------|-------------------|---------------|--------------|----------|----------|
| Journal#: | 39480 | Date: 13-Jan-2025 | | | | |
| From 1010-013-1000-110-56420-00000 | LAWRENCE: ELA*LIBR MATLS | 4,500.00 | | 4,500.00 | 4,000.00 | 4,000.00 |
| To 1010-013-1000-350-57390-00000 | LAWRENCE: PERF ARTS*OTH EQUIP/PROP | 3,100.00 | | 3,100.00 | | 4,000.00 |
| Do not need money in the previous account due to new reading program providing all texts students need | | | | | | |
| Total Transfer for Lawrence School | | | | | 4,000.00 | 4,000.00 |

| Journal#: | Date: | From | Description | To | Total Transfer for MHS | Total Transfer for Spencer School |
|--|-------------|-------------------------------|---------------------------------|-------------------------------|------------------------|-----------------------------------|
| 39507 | 31-Jan-2025 | 1010-062-2213-120-55800-00000 | MHS: FOREIGN LANG*TRAVEL RETMB. | 1010-062-1000-120-56110-00000 | 2,700.00 | 2,000.00 |
| | | | MHS: FOREIGN LANG*INSTR SUPPL | | 5,000.00 | 2,000.00 |
| Transfer money to purchase additional world language materials for instruction | | | | | | |
| Total Transfer for MHS | | | | | 2,000.00 | 2,000.00 |

| Journal#: | Date: | From | Description | To | Total Transfer for Moody School | Total Transfer for Spencer School |
|--|-------------|-------------------------------|--------------------------------------|-------------------------------|---------------------------------|-----------------------------------|
| 39492 | 17-Jan-2025 | 1010-012-2213-200-53220-02124 | MOODY: IN SVC-PROF MTG/DEV*SPED/NICM | 1010-012-2213-000-53220-00000 | 400.00 | 400.00 |
| | | | MOODY: IN SVC-PROF MTG/DEV | | 100.00 | 400.00 |
| Line Transfer for PD materials for all GenEd staff | | | | | | |
| Total Transfer for Moody School | | | | | 400.00 | 400.00 |

| Journal#: | Date: | From | Description | To | Total Transfer for Spencer School |
|---|-------------|-------------------------------|--------------------------------------|-------------------------------|-----------------------------------|
| 39503 | 29-Jan-2025 | 1010-001-1000-190-56110-00000 | SPENCER: SOCIAL STUDIES*INSTR SUPPL | 1010-001-1000-170-56110-00000 | 2,200.00 |
| | | | SPENCER: NAT/PHYS SCINCE*INSTR SUPPL | | 400.00 |
| | | | SPENCER: PURCH SVCS: TECH | | 1,035.00 |
| | | | SPENCER: MATH*COMMON CORE MATL | | 200.00 |
| | | | SPENCER: ELA*INSTR SUPPL | | 800.00 |
| | | | SPENCER: COPY PAPER | | 3,000.00 |
| Transfer money to cover cost of additional copy paper needed for the remainder of the year. | | | | | |
| Total Transfer for Spencer School | | | | | 1,828.43 |

Total Transfer for Spencer School 1,828.43



Facilities Department *Cultivating the Brilliance in Each Student*

Executive Director of Operations - Marco Gaylord.
372 Hunting Hill Avenue, Middletown, CT 06457 Telephone: (860) 638-1408
Email: gaylordm@mpsct.org, Web: www.middletownschoools.org

Facilities Report **February 11, 2024 - Board Meeting**

Elementary Schools Updates:

- Fence was put around the Kiln at Farm Hill
- PO for Wesley roof, Cafe/Music area, \$19,000
- continue work on regulating heating temperatures at all schools.

Beman Middle School Updates:

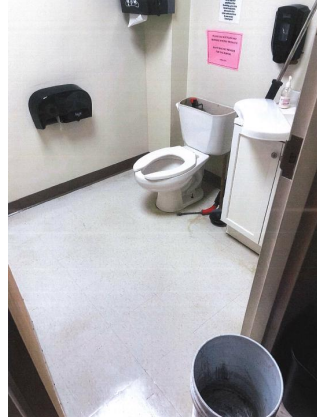
- Beman Bleachers will be repaired when supplies come in.

Middletown High School Updates:

- Required pool inspection completed, repairs, painting, VGB compliance, and draining of the pool will take place May-July. \$45,000.

Around the District:

- Whole district fire inspections on February 18th and 19th with the 20th if needed.
- Mandatory Training for Custodians and maintenance of asbestos
- Ordering more ceiling tiles for IAQ unfunded mandate. This will be \$4,200.
- Adult education, the main sewer line was blocked, then someone used the bathroom and the toilet overflowed and there was damage to first floor flooring and sheetrock, storage area and carpet. Insurance claim to the city. \$20,000.
- Maintenance team continues to do a great job during snow removal.



Toilet replacement

Fence built for around Kiln @ Farm Hill



BOE Monthly Human Resources Report

Tuesday, February 11, 2025



M

Monthly HR Update

- **Staffing: Time Period – January 1 – January 31, 2025**

New Hires – 14

- **Certified: 2**
- **Social Studies Teacher – (Beman)**
- **Math Teacher – (Beman)**

New Hires continued on next page

Monthly HR Update

- **Staffing: Time Period – January 1 – January 31, 2025**

New Hires – continued

- **Non-Certified: 12**
- **Long Term Sub (KPA Teacher) – (Bielefield)**
- **Cafeteria Worker II (2) – (MHS)**
- **Duty Aide (2) – (Snow)**
- **ICM Paraeducator (2) – (Moody)**
- **Instructional Aide – (Spencer)**
- **ICM Instructional Aide – (Moody)**
- **Hall Monitor – (MHS)**
- **ICM Paraeducator – (MHS)**
- **Instructional Aide – (Lawrence)**

New Hires continued on next page

Monthly HR Update

- **Staffing: Time Period – January 1 – January 31, 2025**

Separations –

- **Retirements: 1**
- **Cafeteria Lead – (Snow)**

- **Resignations: 19**

- **Certified staff: 6**

- **Executive Director of Finance – (District)**
- **School Counseling Department Head – (MHS)**
- **MSELI Coordinator – (District)**
- **School Psychologist – (Macdonough)**
- **Elementary School Teacher – (Bielefield)**
- **Speech Language Pathologist – (District/Elementary)**

separations continued on next slide

Monthly HR Update

- **Staffing: Time Period – January 1 – January 31, 2025**
- **Resignations: continued**
- **Non Certified: 13**
- **CSO – (Beman)**
- **Cafeteria Worker II (2) – (MHS)**
- **Paraeducator – (MHS)**
- **Paraeducator – (Spencer)**
- **Pre-K Paraeducator – (Spencer)**
- **Paraeducator – (Snow)**
- **Instructional Aide – (Moody)**
- **Family Resource Center Site Coordinator – (Macdonough)**
- **BCBA – (Spencer)**
- **Paraeducator – (Moody)**
- **School Custodian II – (Beman)**
- **ICM Instructional Aide (2) - Wesley**

Monthly HR Update

- **Staffing: Time Period – January 1 – January 31, 2025**
- **Vacancies – 68**

- **Certified: openings – 13**

- **Aerospace Instructor – (MHS) – (offer pending)**
- **School Psychologist – (Snow)**
- **School Psychologist – (Macdonough)**
- **School Psychologist – (Lawrence)**
- **School Psychologist – (Bielefield)**
- **World Language Teacher – (Beman)**
- **Principal – (Beman) – completed 1st round of interviews – moving to 2nd round**
- **Special Ed Teacher (2) – (MHS) – covered by contract staff**

Vacancies continued on next slide

Monthly HR Updates

- **Staffing: Time Period – January 1 – January 31, 2025**
- **Vacancies – (continued)**
- **ML Department Head – (MHS/District) – interviews pending**
- **Bilingual Teacher – (District)**
- **Science Teacher - Chemistry – (MHS) – (covered with Proximity Learning – synchronous classroom)**
- **MSELI Coordinator (Social Worker) – (MHS)**
- **Classified Vacancies – 67**
- **Board Certified Behavioral Analyst (2) – (Farm Hill & Spencer)**
- **Family Engagement Liaison; FEL – (MHS) – (Being filled internally)**
- **SEL Interventionist – (MHS)**
- **MTC Tutor – (MTC)**

Vacancies continued on next slide

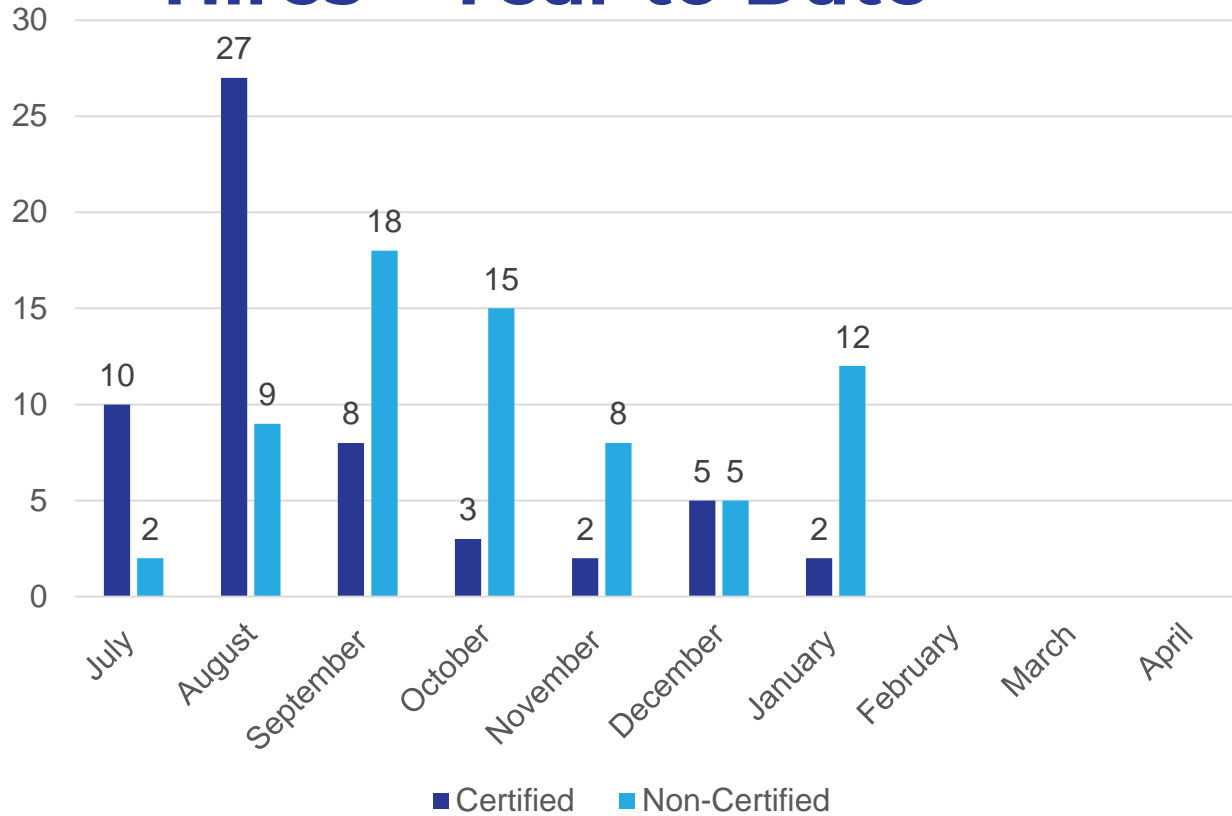
Monthly HR Updates

- **Staffing: Time Period – January 1 – January 31, 2025**

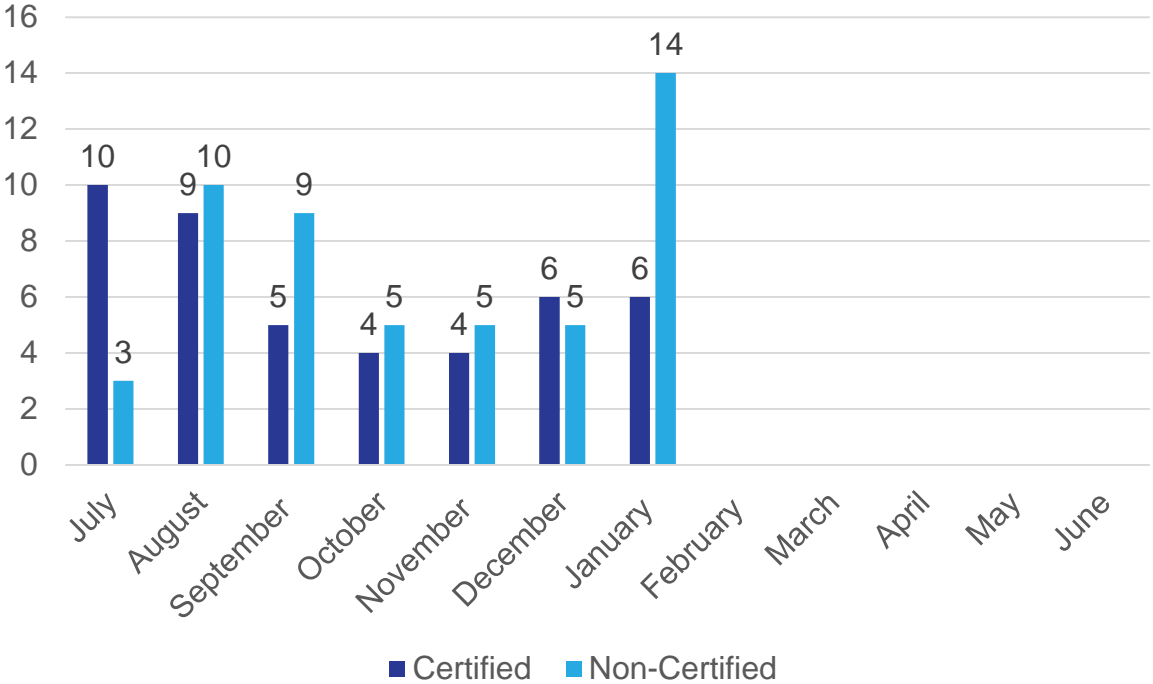
- **Vacancies – (continued)**
- **Hall Monitors (4) – (MHS) – (1 hired 3 hires pending)**
- **Campus Security Officer – (Beman) – (interviews completed – hire pending)**
- **Expulsion Tutor – (District)**

- **Paraeducator Vacancies – 46**
- **MHS – 13**
- **Beman – 9**
- **Snow – 5**
- **Wesley – 3**
- **Bielefield – 2**
- **Farm Hill – 4**
- **Spencer – 4**
- **Macdonough – 1**
- **Moody – 4**
- **Lawrence - 1**

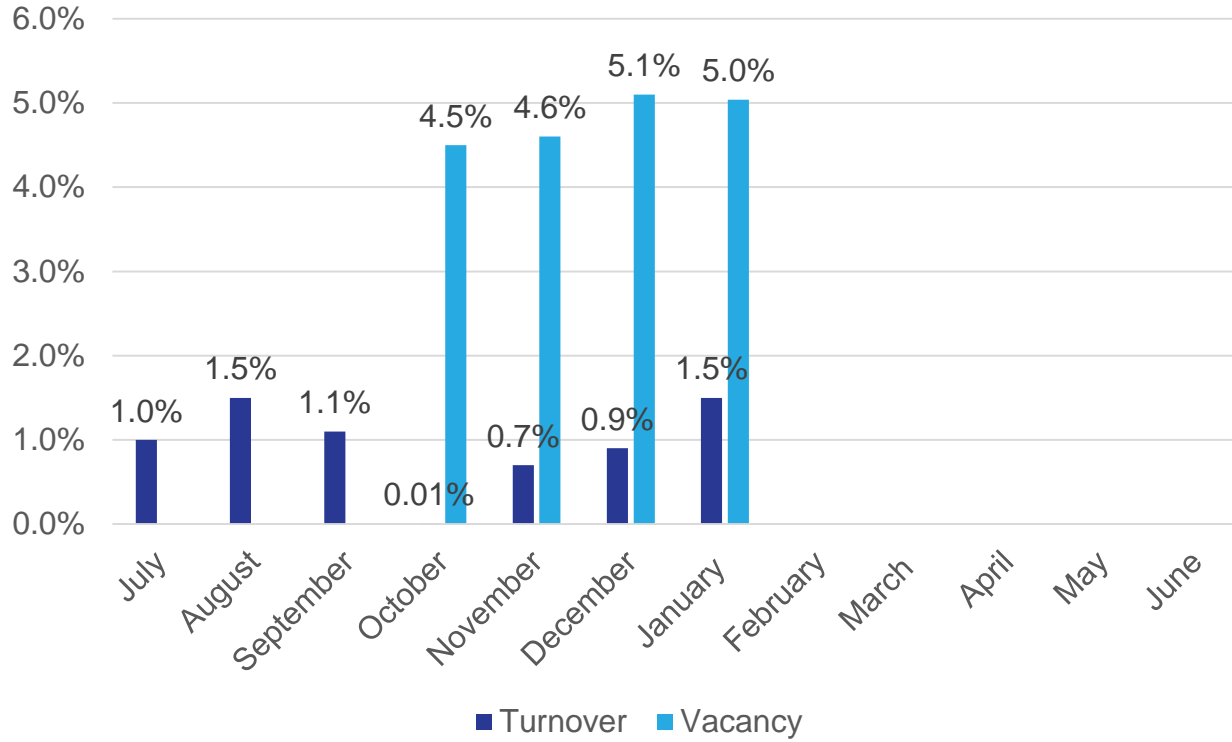
Hires – Year to Date



Separations Year to Date



Turnover and Vacancy Rate % Year to Date



Learning, Growing, and Supporting Our Multilingual (ML) Learners

February 11, 2025 | BOE Meeting



Middletown Public Schools
Cultivating the Brilliance in Each Student



Enrollment Data Overview

[Full Data Set](#)

| School | October 1, 2024 | February 11, 2025 |
|-------------------------------|-----------------|-------------------|
| Bielefield | 17 | 16 |
| Farm Hill | 30 | 31 |
| Lawrence | 21 | 23 |
| Macdonough | 36 | 37 |
| Moody | 9 | 9 |
| Snow | 15 | 24 |
| Spencer | 11 | 15 |
| Wesley | 12 | 12 |
| Beman Middle School | 46 | 56 |
| Middletown High School | 75 | 72 |
| Total | 272 | 295 |



Staffing:

Elementary

Kerry Brewster
(Macdonough and Moody)

Jessica McOuat
(Spencer and Farm Hill)

Marisa Frisk
(Snow and Wesley)

Jen Dominello
(Lawrence and Bielefield)

Ivelisse Hernandez
(Bilingual Teacher)

Middle School

Lidia Ballachino
(6 - 8 TESOL Teacher)

Ivelisse Hernandez
(Bilingual Teacher)

Christine Salamone
(ML Interventionist)

High School

Liz Tavares
(9 - 12 TESOL Teacher)

Pamela Loh
(9 - 12 TESOL Teacher)

Nancy Alquist
(ML Tutor)

Nithya Paramasivan

Bilingual Education Needs

2024/25 School Year:

- Middletown High School
- Beman Middle School

2025/26 School Year:


- Middletown High
- Beman Middle School
- Macdonough
- Farm Hill



Each school district must use the following three criteria to determine the dominant language of each child:

1. The language the child learned to speak first;
2. The primary language spoken by the child's parents, guardians, or other persons where the child lives; and
3. The primary language the child speaks at home.

The child's dominant language must meet at least two of these criteria (Conn. Agencies Regs. § 10-17h-3).



The law defines *bilingual education* as instruction in both English and the student's native language with a continuously increasing use of English and the goal of reaching English proficiency.



MHS Multilingual Offerings

Courses are designed to meet student where they are in their additional language acquisition journey:

- Newcomer
- Beginner
- Intermediate
- Academic Study Support (Bilingual)



MPS Professional Learning

Building Level

- Understanding Our ML Learners: Orlando Ruiz and Kerry Brewster
- LEARN

Department Level

- ELAC/LAS Link
- Co-teaching - Train the Trainer
- Structured Literacy for Multilinguals
- LEARN

District Level

- HMH Into Reading
- LEARN - ML Bill of Rights, Stages of Language Acquisition, and Asset-based Perspectives

Family Nights

Middletown High School -

Know Your Rights (extended K - 12)

Beman -

Beman ML Family Night

Elementary -

Literacy-Based Stations

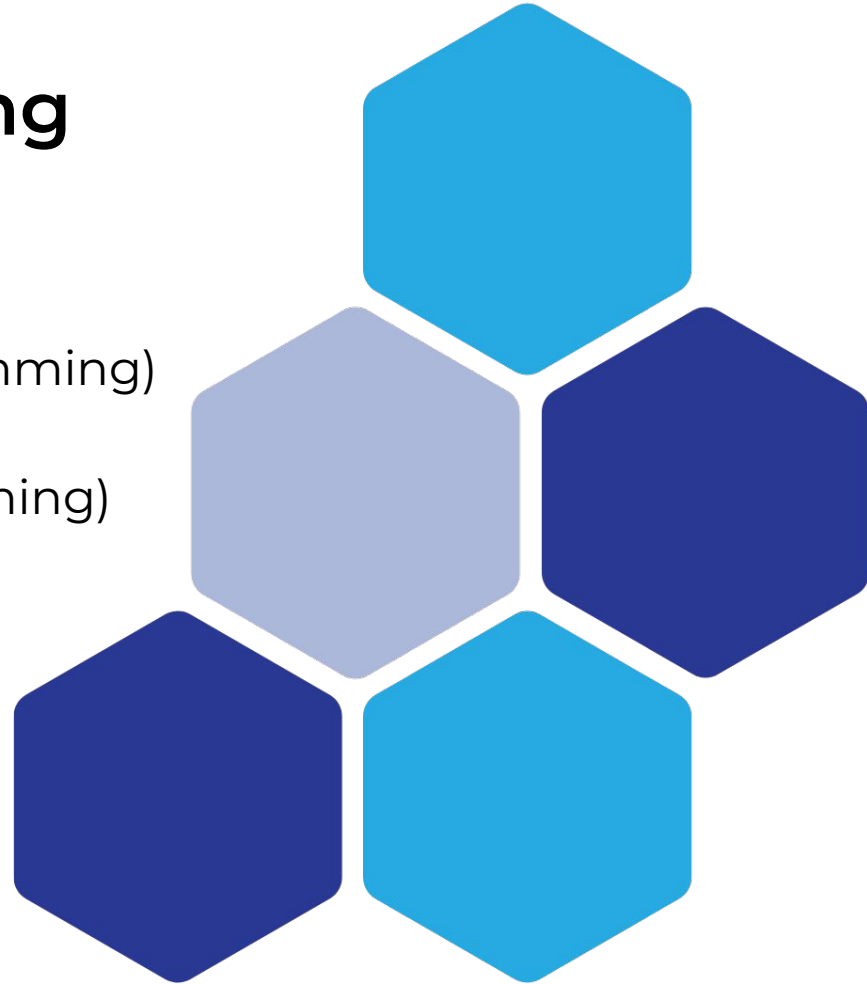
Early Childhood -

Fun at Parks and Recreation



After School Programming

- **Macdonough**
 - Kerry Brewster
- **Farm Hill** (21C grant funded programming)
 - Rebecca Deotte
- **Beman** (21C grant funded programming)
 - **Global Citizens**
 - Rebecca Deotte and Lidia Ballachino



Living Stories

Wadsworth
Mansion

May 28, 2025

**In collaboration with
Ekklesia Ballet -**

Grade 5 students and
Beman Middle School
students will work
together create and
perform their living stories



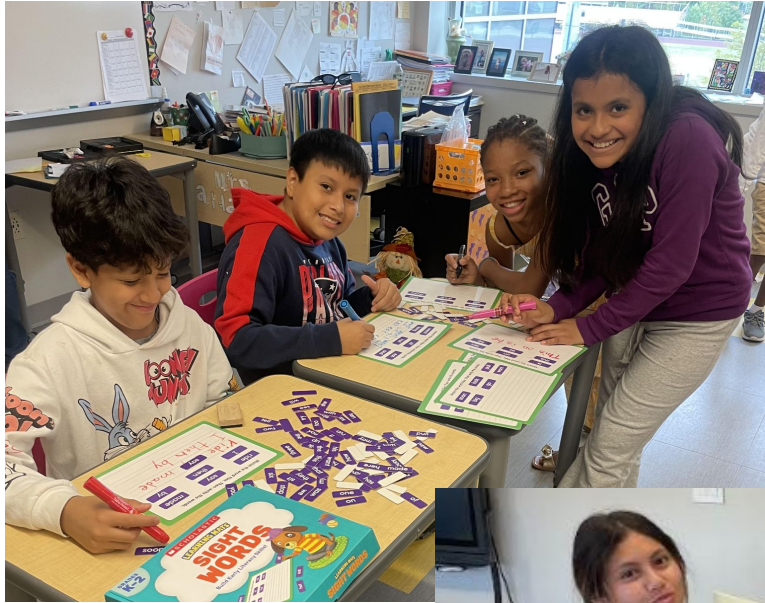
Cooking and Wellness Classes with Ms. Krapf



Global Citizens ML Family Night

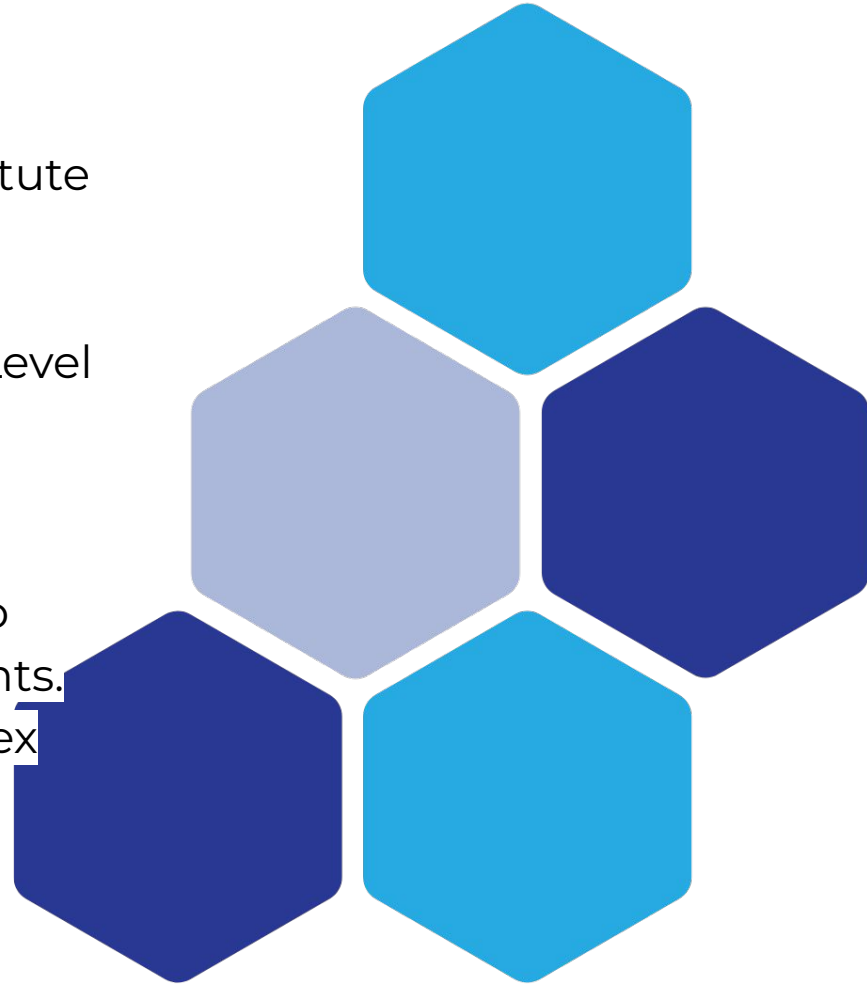
November 13, 2024





Above and Beyond

- ML student presentation - Admin Institute
- Push in and Pull out model
- Co-teaching
- Between School and Between Grade Level collaboration
- HDT Tutoring at Farm Hill
- Coming soon at MHS- After school collaboration between departments to modify materials for newcomer students.
- Grade 11/12 ML Field trip - visit Middlesex Community and Central CT.





Next Steps

How are we doing?

- OELA English Learner Tool Kit (ESSA, 2015)
 - ML Parents' Bill of Rights (2024)
- Staffing -
- Fill ML Department Head
 - Bilingual Teacher to support growing need

NON-DISCRIMINATION

Protected Class Discrimination Prohibited:

It is the policy of the Middletown Board of Education (the “Board”) that any form of discrimination or harassment on the basis of race, religion, color, national origin, ancestry, alienage, sex, sexual orientation, marital status, age, disability, pregnancy, gender identity or expression, veteran status, status as a victim of domestic violence, or any other basis prohibited by state or federal law (“Protected Class”) is prohibited in the Middletown Public Schools (the “District”), whether by students, Board employees, Board members or third parties subject to the control of the Board, subject to the conditions and limitations established by law. The Board’s prohibition of discrimination or harassment in its educational programs or activities expressly extends to academic, nonacademic and extracurricular activities, including athletics, school-sponsored activities, as well as the District website. When the Board has created a limited public forum, the Board shall provide equal access to the Boy Scouts and other groups as required by law.

Retaliation Prohibited:

The Board further prohibits reprisal or retaliation against any individual who reports incidents in good faith that may be a violation of this policy, or who participates in the investigation of such reports.

Discrimination on the Basis of Protected Class Association Prohibited:

Discrimination and/or harassment against any individual on the basis of that individual’s association with someone in a Protected Class may also be considered a form of Protected Class discrimination and/or harassment, and is therefore prohibited by this policy.

Scope and Applicability:

Students, Board employees, Board members and community members (e.g., other individuals affiliated with the District, accessing or seeking access to District facilities) are expected to adhere to a standard of conduct that is respectful of the rights of all members of the school community.

Definitions:

The following definitions apply for purposes of this policy:

A. Discrimination: Discrimination in violation of this policy occurs when an individual is denied participation in, or the benefits of, a program or activity of the Board because of such individual's actual or perceived membership in a Protected Class.

B. Harassment: Harassment is a form of Protected Class discrimination that is prohibited by law and by this policy. Harassment constitutes unlawful discrimination when it creates a hostile environment, which occurs when the harassment is sufficiently severe, pervasive, or persistent so as to interfere with or limit an individual's ability to participate in or benefit from the services, activities, or opportunities offered by the District.

The following non-exhaustive list provides examples of the types of prohibited conduct that may be considered Protected Class harassment that can lead to a hostile environment:

- objectively offensive racial, ethnic, or religious epithets (or epithets commonly associated with any Protected Class membership, including but not limited to epithets relating to sex, sexual orientation, and/or gender identity or expression);
- other words or phrases considered demeaning or degrading on the basis of Protected Class membership;
- display of images or symbols commonly associated with discrimination against individuals on the basis of their membership in a Protected Class;
- graphic, written or electronic communications that are harmful or humiliating based on Protected Class membership;
- bigoted conduct or communications; or
- physical, written, electronic or verbal threats based on Protected Class membership.

Harassment does not have to involve intent to harm, be directed toward a specific person, or involve repeated incidents.

Sexual harassment is a form of harassment that is prohibited by law and Board policy. For more information regarding harassment based on sex, sexual orientation, pregnancy, or gender identity or expression, contact the District's Title IX Coordinator at:

Elba Llantín-Cruz
llantincruze@mpsct.org

C. Gender identity or expression: Gender identity or expression refers to a person's gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person's physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person's core identity or not being asserted for an improper purpose.

D. Sexual orientation: Sexual orientation refers to a person's identity in

relation to the gender or genders to which they are romantically, emotionally or sexually attracted, inclusive of any identity that a person (i) may have previously expressed, or (ii) is perceived by another person to hold.

E. Veteran: A veteran is any person honorably discharged from, released under honorable conditions from or released with an other than honorable discharge based on a qualifying condition from active service in the United States Army, Navy, Marine Corps, Coast Guard, Air Force, and Space Force and any reserve component thereof, including the Connecticut National Guard. “Qualifying condition” means (i) a diagnosis of post-traumatic stress disorder or traumatic brain injury made by an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, (ii) an experience of military sexual trauma disclosed to an individual licensed to provide health care services at a United States Department of Veterans Affairs facility, or (iii) a determination that sexual orientation, gender identity or gender expression was more likely than not the primary reason for an other than honorable discharge, as determined in accordance with Conn. Gen. Stat. §§ 27-103(c), (d).

F. Race: The term race is inclusive of ethnic traits historically associated with race, including but not limited to, hair texture and protective hairstyles. “Protective hairstyles” includes, but is not limited to, wigs, headwraps and hairstyles such as individual braids, cornrows, locs, twists, Bantu knots, afros and afro puffs.

G. Domestic violence: Domestic violence means (1) a continuous threat of present physical pain or physical injury against a family or household member, as defined in Conn. Gen. Stat. § 46b-38a; (2) stalking, including but not limited to, stalking as described in Conn. Gen. Stat. § 53a-181d, of such family or household member; (3) a pattern of threatening, including but not limited to, a pattern of threatening as described in Conn. Gen. Stat. § 53a-62, of such family or household member or a third party that intimidates such family or household member; or (4) coercive control of such family or household member, which is a pattern of behavior that in purpose or effect unreasonably interferes with a person's free will and personal liberty. “Coercive control” includes, but is not limited to, unreasonably engaging in any of the following: (a) isolating the family or household member from friends, relatives or other sources of support; (b) depriving the family or household member of basic necessities; (c) controlling, regulating or monitoring the family or household member's movements, communications, daily behavior, finances, economic resources or access to services; (d) compelling the family or household member by force, threat or intimidation, including, but not limited to, threats based on actual or suspected

immigration status, to (i) engage in conduct from which such family or household member has a right to abstain, or (ii) abstain from conduct that such family or household member has a right to pursue; (e) committing or threatening to commit cruelty to animals that intimidates the family or household member; or (f) forced sex acts, or threats of a sexual nature, including, but not limited to, threatened acts of sexual conduct, threats based on a person's sexuality or threats to release sexual images.

Alleged Discrimination/Harassment of Students or Employees:

Complaints of alleged discrimination and/or harassment of students and/or employees will be investigated in accordance with the non-discrimination policies applicable to students and/or personnel respectively. Complaints pertaining to specific forms of discrimination and/or harassment, such as sexual harassment or disability-based harassment, have specific policies and procedures applicable to these forms of harassment and will be investigated in accordance with the specific procedures for such issues. If a complaint involves allegations of discrimination or harassment of an employee or of a student based on sex, sexual orientation, pregnancy, or gender identity or expression, such complaints will be handled in accordance with the procedures set forth in Board Policy #4118.111, Policy Regarding Prohibition of Sex Discrimination, Including Sex-Based Harassment (Personnel), or Policy #5145.5, Policy Regarding Prohibition of Sex Discrimination, Including Sex-Based Harassment (Students). Complaints involving allegations of discrimination or harassment of an employee or of a student based on disability will be addressed in accordance with the procedures set forth in Board Policy #4118.14, Section 504/ADA (Personnel), or Board Policy #5145, Section 504/ADA (Students).

Alleged Discrimination/Harassment of Community Members on the Basis of Sex:

In the event the District receives a complaint alleging discrimination or harassment of a community member (e.g., an individual affiliated with the District, accessing or seeking access to District facilities who is not a student or an employee) on the basis of sex, sexual orientation, pregnancy, or gender identity or expression, the complaint shall be referred to the District's Title IX Coordinator, who shall take steps designed to ensure that applicable state and federal law are followed.

Alleged Discrimination/Harassment of Community Members on the Basis of Disability:

In the event the District receives a complaint alleging discrimination or harassment of a community member (e.g., an individual affiliated with the District, accessing or seeking access to District facilities who is not a student or an employee) based on disability, the complaint shall be referred to the District's Section 504/ADA Coordinator, who shall take steps designed to ensure that applicable state and federal law are followed.

Reporting to District Officials:

It is the policy of the Board to provide for the prompt and equitable resolution of complaints alleging Protected Class discrimination or harassment. The District will investigate both formal and informal complaints of discrimination, harassment or retaliation.

Any individual who believes a community member has experienced Protected Class discrimination or harassment or an act of retaliation or reprisal in violation of this policy should report such concern in writing to **[IDENTIFY APPROPRIATE PERSONNEL]** in accordance with the Board's complaint procedures included in the Board's Administrative

Regulations Regarding Non-Discrimination/Community, which accompany this policy, and are available online at <https://sites.google.com/mpsct.org/middletownboe/home> or upon request from the main office of any District school.

Reporting to State and Federal Agencies:

In addition to reporting to District officials in accordance with this policy, individuals also may file a complaint with the following agencies:

Office for Civil Rights, U.S. Department of Education (“OCR”):

Office for Civil Rights, Boston Office
U.S. Department of Education
8th Floor
5 Post Office Square
Boston, MA 02109-3921
(617-289-0111)
<http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

Connecticut Commission on Human Rights and Opportunities:

Connecticut Commission on Human Rights and Opportunities
450 Columbus Blvd.
Hartford, CT 06103-1835
(860-541-3400 or Connecticut Toll Free Number 1-800-477-5737)

Equal Employment Opportunity Commission (employees only):

Equal Employment Opportunity Commission, Boston Area Office
John F. Kennedy Federal Building
475 Government Center
Boston, MA 02203
(800-669-4000)

Questions/Requests for Accommodation:

Any parent, student, staff member, Board member or community member (e.g., other individual affiliated with the District, accessing or seeking access to District facilities) who:

1. has questions or concerns about this policy or its accompanying regulations;
OR
2. wishes to request or discuss accommodations based on religion; OR
3. who would like a copy of the Board’s complaint procedures or complaint forms related to claims of discrimination or harassment:

may contact any District administrator or the following District official:

Harry Snyder, HR Manager, snyderh@mpsct.org, 860-638-1446, 311 Hunting Hill Ave Middletown CT 06457.

Any parent, student, staff member, Board member or community member (e.g., other individual affiliated with the District, accessing or seeking access to District facilities) who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of gender/sex, gender identity or expression, sexual orientation or pregnancy may contact the District's Title IX Coordinator:

Elba Llantín-Cruz, DEIB Director, llantincruze@mpsct.org, 860-638-1422, 311 Hunting Hill Ave Middletown CT 06457 or Harry Snyder, HR Manager, snyderh@mpsct.org, 860-638-1446, 311 Hunting Hill Ave Middletown CT 06457.

Any parent, student, staff member, Board member or community member (e.g., other individual affiliated with the District, accessing or seeking access to District facilities) who has questions or concerns about the Board's policies regarding discrimination or harassment on the basis of disability, and/or who may wish to request or discuss accommodations for a disability, may contact the District's Section 504/ADA Coordinator:

Elba Llantín-Cruz, DEIB Director, llantincruze@mpsct.org, 860-638-1422, 311 Hunting Hill Ave Middletown CT 06457

Legal References:

Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d et seq.
Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e et seq.
Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681 et seq.
Boy Scouts of America Equal Access Act, 20 U.S.C. § 7905
Age Discrimination in Employment Act, 29 U.S.C. § 621 et seq.
Americans with Disabilities Act, 42 U.S.C. § 12101

Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794
Connecticut General Statutes § 1-1n, "Gender Identity or Expression"
defined
Connecticut General Statutes § 27-103
Connecticut General Statutes § 46a-51, Definitions
Connecticut General Statutes §46a-58, Deprivation of rights
Connecticut Fair Employment Practices Act, Connecticut General
Statutes § 46a-60
Connecticut General Statutes § 46a-81c, Sexual orientation
discrimination: Employment
Connecticut General Statutes § 46b-1, Family relations matters and
domestic violence defined
Public Act No. 23-145, "An Act Revising the State's Antidiscrimination
Statutes"

Policy adopted: June 13, 2017 Policy
revised: February 13, 2018 Policy
revised: January 12, 2021 Policy
revised:

BOARD BUDGET PROCEDURES AND LINE ITEM TRANSFERS
(Local Board of Education Version)

In accordance with Conn. Gen. Stat. § 10-222, the Board of Education (the “Board”) shall prepare an itemized estimate of its budget each year for submission to the fiscal authority (*i.e.*, Board of Finance, Board of Selectmen, Town Council, or other appropriating municipal authority) (the “Fiscal Authority”) for review and appropriation. For purposes of this policy, an itemized estimate means an estimate in which the following broad budgetary categories listed below are divided into one or more budgetary category line items.

- Salaries
- Employee Benefits
- Purchased Services
- Tuition, Public In-State
- Tuition, All Other
- Supplies
- Property
- Utilities
- Grounds Maintenance
- Other

The itemized estimate provided to the Fiscal Authority is referred to herein as the “Itemized Estimate.”

The Board shall review the recommendations and suggestions made by the Fiscal Authority as to how it may consolidate non-educational services and realize financial efficiencies. If the Board rejects such suggestions and recommendations, it shall provide the Fiscal Authority a written explanation of the reason for the rejection.

Following the annual appropriation, the Board shall meet and revise the Itemized Estimate, if necessary, and adopt a final appropriated budget for the year. Line items in the budget may be allocated more specifically by the Superintendent or the Superintendent’s designee in the development, administration and monitoring of the budget.

The Superintendent and/or the Superintendent’s designee shall be responsible for administering and monitoring the budget through the course of the year. The Superintendent or designee shall maintain a system of appropriate expenditures and encumbrance accounting that is organized to conform with the requirements for State and Federal Accounting Reports. A quarterly budget report shall be prepared in the same format as the Itemized Estimate showing for each budgetary category line item the appropriated budget amount, expenditure to date (to include encumbered and expended amounts),

projected expenditures, difference between the projected expenditures and the appropriation, and general comments indicating the reasons for the difference.

Such a budget report shall be presented to the Board at the regularly scheduled meeting in the month following the period for which such a report is prepared. Reports will be every month with September's report including July and August.

Based on expenditures and budget projections, with such budget reports, the Superintendent shall recommend to the Board transfers from one of the broad budgetary categories in the Itemized Estimate (as set forth above) to another as needed.

The Superintendent is authorized to make such transfers as necessary if the urgent need for transfer prevents the Board from meeting in a timely fashion to consider the transfer, provided that such transfers by the Superintendent shall not exceed five percent (5%) of the annual budget. Transfers between the broad budgetary categories in the Itemized Estimate made in such instances shall be announced at the next regularly scheduled meeting of the Board and a written explanation of such transfer shall be provided to the legislative body of the municipality or, in a municipality where the legislative body is a town meeting, to the board of selectmen and transfers subsequently ratified by the Board at any such meeting shall not be counted in the limitation on the authority of the Superintendent to make transfers.

The Board shall not expend more than the amount of the appropriation and the amount of money received from other sources, including any unexpended funds that have been set aside in a non-lapsing account as authorized by law and described below, for educational purposes. If any occasion arises whereby additional funds are needed by the Board, the Chairperson of the Board shall notify the Fiscal Authority and submit a request for such necessary additional funds. No additional funds shall be expended until such supplemental appropriation is granted and no supplemental expenditures shall be made in excess of those so authorized.

Unexpended Funds

Notwithstanding any provision of the general statutes, municipal charter, home rule ordinance, or other ordinance, the Board may deposit into a non-lapsing account any unexpended funds from the prior fiscal year from the budgeted appropriation, in an amount not to exceed two per cent of the total budgeted appropriation for such prior fiscal year. Each expenditure from the account must be authorized by the Board and shall be made only for educational purposes, in accordance with state law.

Legal Reference:

Conn. Gen. Stat. § 10-221

§ 10-222 §
10-248a

Public Act 24-45, “An Act Concerning Education
Mandate Relief, School Discipline and Disconnected
Youth.”

Policy adopted: May 16, 1995
Policy readopted: June 8, 2004
Policy replaced: June 8, 2021
Policy revised:

**STUDENT USE OF
THE DISTRICT'S COMPUTER SYSTEMS AND INTERNET SAFETY**

Computers, computer networks, electronic devices, Internet access, and electronic messaging systems are effective and important technological resources. The Middletown Board of Education (the “Board”) has installed computers and a computer network(s), including Internet access and electronic messaging systems on Board premises, and may provide other electronic devices that can access the network(s) and/or have the ability to send and receive messages with an operating system or network communication framework. Devices include but are not limited to personal computing devices, cellular phones, Smartphones, Smartwatches, network access devices, tablets, laptops, personal gaming systems, Bluetooth speakers, e-readers, and other electronic signaling devices. Electronic messaging systems include mobile, chat, and instant message; cloud collaboration platforms, including internal chat, peer-to-peer messaging systems, and draft email message transfer; and products that have the ability to create duration-based or subjective removal of content, such as Snapchat, and security focused platforms, such as Signal. The Board’s computers, computer network, electronic devices, Internet access, and electronic messaging systems are referred to collectively as "the computer systems" and are provided in order to enhance both the educational opportunities for our students and the business operations of the Middletown Public Schools (the “District”).

These computer systems are business and educational tools. As such, they are made available to students in the District for education-related uses. The Administration shall develop regulations setting forth procedures to be used by the Administration in an effort to ensure that such computer systems are used by students solely for education-related purposes. The District will educate minor students about appropriate online behavior, including interacting with other individuals on social networking websites and other online communication sites and cyberbullying awareness and response. Additionally, the District will implement a technology protection measure designed to block or filter Internet access to visual depictions that contain material that is obscene or obscene as to minors or contains child sexual abuse material, and designed to ensure that such filtering technology is operative during computer use by minor students to the extent practicable when such students are using Board-owned computers or devices and Board-provided Internet access.

As the owner of the computer systems, the Board reserves the right to monitor the use of the District’s computers and computer systems.

Legal References:

Conn. Gen. Stat. §10-221

Conn. Gen. Stat. §§ 53a-182b; 53a-183; 53a-193; 53a-250 *et seq.*

Public Act 24-118, “An Act Concerning Child Sexual Abuse.”

Electronic Communication Privacy Act of 1986, 18 U.S.C. §§ 2510 through 2523

Children’s Internet Protection Act, 47 U.S.C. § 254(h)

No Child Left Behind Act of 2001, 20 U.S.C. § 6777

Protecting Children in the 21st Century Act, 47 U.S.C. § 254(h)(5)(B)(iii)

Policy adopted: April 16, 1996 Policy
revised: June 12, 2003 Policy revised:
June 7, 2005 Policy revised: May 8,
2007 Policy replaced: March 11, 2014
Policy revised: December 20, 2020
Policy revised:

**POLICY REGARDING PROHIBITION OF SEX DISCRIMINATION
AND SEXUAL HARASSMENT IN THE WORKPLACE (PERSONNEL)**

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. It is the policy of the Board to maintain a working environment free from harassment, insults or intimidation on the basis of an employee's sex and free from discrimination based on sex.

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”), Title VII of the Civil Rights Act of 1964 (“Title VII”), 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 all parties. Any employee or student who engages in conduct prohibited by this Policy shall be subject to disciplinary action, up to and including termination or expulsion, respectively. Third parties who engage in conduct prohibited by this Policy shall be subject to other sanctions, which may include exclusion from Board property and/or activities. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties.

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 Title VII, Connecticut law, and/or another Board policy.

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

Sex discrimination occurs when an employer refuses to hire, disciplines or discharges any individual, or otherwise discriminates against an individual with respect to his or her compensation, terms, conditions, or privileges of employment on the basis of the individual’s sex. Sex discrimination also 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 Title VII and Connecticut law means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

(1) Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;

(2) Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or

(3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

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. Employees 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.

Violations of this Policy by employees will not be permitted and may result in discipline up to and including discharge from employment. Individuals who engage in acts of sex discrimination or sexual harassment may also be subject to civil and criminal penalties. Retaliation against any employee for complaining about sex discrimination or sexual harassment is prohibited under this Policy and illegal under state and federal law.

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 definition of sex discrimination and sexual harassment, the scope of the Board's education program and activity, how to conduct an investigation and implement the 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, Title VII, 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 employees, union representatives, students, 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 Harry Snyder, HR Manager. Any individual may make a report of sex discrimination and/or sexual harassment to any Board employee or directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

311 Hunting Hill Ave Middletown, CT 06457
snyderh@mpsct.org
860-638-1446

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. Board employees 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, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone: 617-289-0111).

Employees 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:

Civil Rights Act of 1964, Title VII, 42 U.S.C. § 2000e-2(a).

Equal Employment Opportunity Commission Policy Guidance on Current Issues of Sexual Harassment (N-915.050), March 19, 1990.

Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.

Title IX of the Education Amendments of 1972, 34 CFR § 106, et seq.

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

Conn. Gen. Stat. § 46a-54 - Commission powers Connecticut

Conn. Gen. Stat. § 46a-60 - Discriminatory employment practices prohibited.

Conn. Gen. Stat. § 46a-81c - Sexual orientation discrimination: Employment

Conn. Gen. Stat. § 10-153 - Discrimination on the basis of sex, gender identity or expression or marital status prohibited

Conn. Agencies Regs. §§ 46a-54-200 through § 46a-54-207

**POLICY REGARDING TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 -
PROHIBITION OF SEX DISCRIMINATION AND SEXUAL HARASSMENT
(STUDENTS)**

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 Elba Llantín-Cruz DEIB Director. Any individual may make a report of sex discrimination and/or sexual harassment to any Board employee or directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

311 Hunting Hill Ave Middletown, CT 06547
llantincruze@mpset.org
860-638-1422

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, 8th 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.